

**PMV-51065/12/2025-PM VIKAS**

**Government of India  
Ministry of Minority Affairs**

11th Floor, Pt. Deendayal Antyodaya Bhawan  
CGO Complex, Lodhi Road  
New Delhi – 110003

Dated: 27.08.2026

To,

All Project Implementing Agencies (PIAs)  
under PM VIKAS Scheme

**Subject: Standing Instructions to PIAs regarding Method of Stipend Disbursement under PM VIKAS Scheme**

Sir/Madam,

I am directed to convey the following Standing Instructions regarding the method to be followed by all Project Implementing Agencies (PIAs) for disbursement of stipend to beneficiaries under the PM VIKAS Scheme, for uniform implementation across all PIAs/training centres.

**A. Eligibility & Attendance**

- i. Stipend shall be paid only to eligible trainees enrolled under approved PM VIKAS projects, in accordance with the terms of the Allocation Letter and the standard Memorandum of Understanding (MoU) executed with the PIA.
- ii. Attendance of trainees and trainers shall be recorded only through the prescribed geo-fenced Aadhaar-Enabled Biometric Attendance System (AEBAS) and reflected on the SIDH/Scheme Portal, as required under the MoU. In terms of the Monitoring and Evaluation (M&E) Guidelines for PM VIKAS, SIDH/PM VIKAS scheme portal data (fed through API integration with SIDH) shall be the basis for release of grants/stipend to the PIA, and non-usage of geo-fenced AEBAS for recording attendance is a compliance default attracting action under the Penalty Matrix at Annexure-I of the M&E Guidelines.
- iii. For an ongoing (running) training programme, stipend shall be released to a trainee on a month-on-month basis, as required under the MoU, subject to the trainee having attained a minimum 70% attendance for that month. Such monthly releases shall be treated as provisional, pending final reconciliation under para (iv) below.
- iv. On completion of the training programme, final eligibility for stipend shall be determined by the trainee's cumulative attendance over the entire course duration, in accordance with the attendance eligibility clause of the MoU and para 6.3.1 of the PM VIKAS Scheme Guidelines. A trainee shall be eligible for the full stipend only where the final cumulative attendance is 70% or above. Where final cumulative attendance falls below 70%, the trainee shall be treated as ineligible for all purposes under the project, and any amount

*Vishal*  
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paid in excess of the trainee's actual entitlement under the monthly provisional releases shall be recovered/adjusted by the PIA.

- v. Candidates who drop out of the training after one month from the start of the training/batch shall be treated as ineligible for all purposes under the project and any future scheme of the Ministry, as provided under the MoU, and shall not be considered for further stipend from the date of such dropout.

#### **B. Disbursement Mechanism**

- vi. Stipend shall be credited through Direct Benefit Transfer (DBT) mode via PFMS into the Aadhaar-linked bank account of the beneficiary, as required under the MoU and the Allocation Letter issued to the PIA. Where a trainee does not have an Aadhaar-linked bank account, the same shall first be got linked, and payment released thereafter.
- vii. No stipend claim shall be processed on the basis of manual attendance records unless specifically authorised by the Ministry.

#### **C. Discontinuation & Recovery**

- viii. Any discrepancy or flaw found in the disbursement of stipend shall attract serious action, including recall of funds and blacklisting of the PIA, as provided under the MoU. In particular, non-payment of stipend to candidates is categorised as a High-level default under the Penalty Matrix at Annexure-I(b) of the M&E Guidelines, attracting issuance of a Show Cause Notice, immediate stopping of disbursement of grants, restriction on creation of further batches, and, if proven, cancellation of the project and blacklisting of the PIA for five (5) years, along with recovery of grants released (excluding stipend already paid to candidates) and, if required, civil action against the PIA and its Directors/Promoters/Governing Body.
- ix. PIA may take an undertaking from mobilised candidates that in case they do not complete the training or drop out after one month of batch creation, they would be liable to pay back any incurred cost to the PIA, as provided under the MoU. For the purposes of these Standing Instructions, such undertaking, and any recovery from the candidate thereunder, shall be restricted to stipend payment only.

#### **D. Records, Compliance & Escalation**

- x. PIAs shall maintain complete records of attendance, stipend disbursement, bank transfer details and beneficiary acknowledgements for audit, inspection and verification, for a minimum period of 2 years after completion of the project, and shall furnish the same during physical inspections/on-site visits conducted under the M&E Guidelines, and to third-party/Internal Monitoring Committee (IMC) verification as applicable.
- xi. Any ambiguity relating to stipend eligibility or disbursement shall be referred to the Ministry for clarification before implementation, and shall not be resolved unilaterally by the PIA.
- xii. Any deviation from the approved Scheme Guidelines, MoU provisions, Allocation Letter or these Standing Instructions shall attract appropriate action, including cancellation/curtailment of the project and recovery of funds with penal interest. Non-compliance not specifically covered under the Penalty Matrix shall be examined by the Internal Monitoring Committee (IMC), which shall determine the level of default

(High/Medium/Low) and appropriate action, with intimation to the PM VIKAS Screening Committee.

- xiii. Persistent defaulters and PIAs blacklisted for stipend-related non-compliance shall be published on official portals and their details shared with MSDE, NITI Aayog and other relevant Ministries, as provided under the M&E Guidelines.

#### **E. Applicability**

- xiv. These Standing Instructions shall apply uniformly to all PIAs under the PM VIKAS Scheme with immediate effect, and shall supersede any local or centre-specific interim practice being followed by any PIA pending this clarification.
2. This issues with the approval of the Competent Authority.

Yours faithfully

*Vishal*  
*27/08/2024*

(Vishal Kumar Vishwakarma)  
Under Secretary to the Govt. of India

#### **Copy to:**

1. All PIAs under PM VIKAS Scheme.
2. PMU/NIC, PM VIKAS, for uploading on the Scheme Portal/SIDH.
3. Internal Monitoring Committee (IMC), PM VIKAS.
4. Guard File.