

Government of West Bengal
Department of Self Help Group & Self Employment
EAST INDIA HOUSE (1ST FLOOR),
20B, Abdul Hamid Street,
Kolkata - 700 069

Dated: 14-01-2020

No: 33- SH/SHGSE-13016(99)/1/2018

MEMORANDUM**Sub: Introduction of Online Management of SVSKP Scheme.**

In terms of this department's notification number 222-SH dt 23.05.2007, as amended from time to time, lastly vide this department O.M. No. 1061-SH dt 01.10.2018, introduction of a dedicated web portal for SVSKP Scheme was under active consideration of this department to ensure online, timely, quick and transparent, application, processing, requisition, subsidy release, incentive clearing, disbursement and recovery monitoring and other incidental activities.

Now, the Governor is pleased to introduce "Online Management of SVSKP scheme" in newly introduced SHGSE online Portal.

The details are given below:-

1) Purpose of online Management of subsidy

The online portal is developed to provide direct access to entrepreneurs seeking SVSKP assistance, online processing, including PIC meeting, Bank financial institution entry, sanctioning and claims and payment of subsidy, monitoring of disbursement and recovery and incentive claiming.

2) Portal details

2.1 The portal address of SVSKP online portal is <https://www.shgsewb.gov.in/svskpadmin/home>.

2.2 The Log-in facilities are presently available to all nodal banks, WBSCCL, Department of SHG&SE, Block and District Level. The log-in facilities are also available for applicants.

3. Procedure :

3.1 Registration :- To avail benefits under this scheme entrepreneurs are required to submit a project proposal detailing the financial involvement through this portal. User will have to enter its details and generate a password. Registration is one time. This credential developed during registration will be used for further log in.

3.2 Action at the end of different stakeholders:-

The Scheme is implemented in a convergent manner by the following stakeholders of this Govt. and other organizations in the state.

Sl. No.	Levels	Work Flow
1	Entrepreneurs	Apply online through web portal www.shgsewb.gov.in
2	BDO / SDO	1) Assign Prakarpa Sahayak. 2) Place applications to PIC. 3) Take resolution to forward application to Bank branches after due checking.
3	Bank Branch	1) Download application and other documents 2) Process application, sanction loan and forward application to Districts. 3) Ask Entrepreneurs / Applicants to submit margin money. 4) Send requisition for Govt. Subsidy & forward to Districts.
4	BDO / SDO	View and edit the application if required.
5	District SHG&SE Officer	Verify and forward application to WBSCCL.
6	WBSCCL	1) Release Govt. Subsidy after necessary checking. 2) Forward application to DHG&SEO.

7 Functionality of Incentive claim and Disbursement of loan monitoring		
(i)	District	Forward the subsidy release information to Block
(ii)	Bank Branches / BDO / SDO	1) Forward the subsidy information to entrepreneurs. 2) Entry of disbursement detail. 3) Entry of recoveries of loan.
(iii)	BDO / SDO	Forward claim of incentive/TA/Bonus generated from the system.
(iv)	WBSCL	Release incentive/TA/Bonus after necessary verification
(v)	Department	MIS reports and other checks.

3.3 All the stakeholder would create credentials using registration module.

3.4 Applicant shall receive an SMS trigger during account creation and modification, application ready for PIC, sponsor, sanction subsidy release disbursement and recovery entry.

3.5 PIC including sponsoring Banks shall evaluate each project proposal on the basis of the checklist provided in the module, which has been developed in consultation with the bankers in SLBC sub-committee.

3.6 IFMS authorization will be done by using DSC of GM, Finance of WBSCL. Post IFMS clearance, formal bill will be sent to Pay & Accounts Office, both in soft copy (through the system) and physically (in hard copy).

4. Advantages:-

4.1 The functionality will provide the unemployed youth direct access to request SVSKP assistance.

4.2 The functionality will help the Bank and the Block administration to manage the entire process of PIC meeting, Project inspection, Project sanctioning etc.

4.3 The functionality will help the banks, blocks and districts claim subsidy for SVSKP assistance online.

4.4 The functionality will help WBSCL manage the process of sanction and release of subsidies

4.5 The functionality will also help disbursement and recovery of loan and release of the Prakalpa Sahayak incentive.

5. The SVSKP online project is a multi-user Government to citizen (G2C) portal that provides comprehensive e-governance of SVSKP Scheme. The Scheme Management Information System and e-Governance mechanisms are dynamic in nature and will be continuously strengthened and updated as the Scheme evolves.

The detailed procedure & guidelines has been given in www.shgsewb.gov.in portal.

6. All claims from 15.01.2020 onward should be submitted through this online management system only and no off line/e-mail request shall be processed by WBSCL.

7. Further functionalities about informing the applicants through SMS and IVRS would be integrated in due course.

8. For any clarifications Shri Dibyendu Sarkar, IAS, Secretary, e-mail: dibyasarkar@gmail.com or Shri Avik Chatterjee, WBCS(Exe), Deputy Secretary, e-mail: avikrana@gmail.com may be contacted.

Sd/-
Principal Secretary,
to the Govt. of West Bengal

No: 33/1(75)- SH/SHGSE-13016(99)/1/2018

Dated: 14-01-2020

Copy forwarded for information and necessary action to:

1. The ACS/Pr. Secretary/Secretary, _____ Department.
2. OSD to Chief Secretary for kind information of the Chief Secretary
3. The Convenor, SLBC, United Bank of India.
- With a request to kindly circulate this memorandum to all Bank Branches for information and taking necessary action accordingly.
4. The District Magistrate, All.
5. The OSD to the MIC with a request to bring this to the notice of the Hon'ble MIC.
6. The Sr. P. S to the Principal Secretary of this Department with a request to bring this to the notice of the Principal Secretary.
7. The Secretary, SHG&SE Department
8. The MD, WBSCL
9. The Additional Director & In-charge, Directorate of SHG&SE Department
- ✓ 10. The District SHG Officer (all)
11. The DYO Kolkata.
12. The P.A to the Chairman, WBSCL.


Deputy Secretary
to the Govt. of West Bengal