പതിനൊന്നാം സമ്മേളനം

നക്ഷത്ര ചിഹനമിടാത്ത ചോദ്യം നമ്പർ. 3907.   24 - 06 - 2014-ൽ മറുപടിക്ക്.

നാട്ടിക മണ്ഡലത്തിലെ അക്ഷയ കേന്ദ്രങ്ങൾ

ചോദ്യം	ഉത്തരം
ശ്രീമതി. ഗീതാഗോപി	ശ്രീ. പി. കെ. കുഞ്ഞാലിക്കുട്ടി

(വ്യവസായവും വിവര സാങ്കേതികവും വകുപ്പ് മന്ത്രി)

(എ)	അക്ഷയ പദ്ധതി പ്രകാരം ഇപ്പോൾ സംസ്ഥാനത്ത് എത്ര അക്ഷയ കേന്ദ്രങ്ങൾ പ്രവർത്തിക്കുന്നുണ്ടെന്ന് ജില്ല തിരിച്ച് വ്യക്തമാക്കുമോ ;	(എ)	അക്ഷയ പദ്ധതി പ്രകാരം ഇപ്പോൾ സംസ്ഥാനത്ത് 2134 അക്ഷയ കേന്ദ്രങ്ങൾ പ്രവർത്തിക്കുന്നുണ്ട്. ജില്ല തിരിച്ചുള്ള കണക്ക് ചുവടെ ചേർക്കുന്നു.

ജില്ല	അക്ഷയ കേന്ദ്രങ്ങളുടെ എണ്ണം
തിരുവനന്തപുരം	182
കൊല്ലം	135
പത്തനംതിട്ട	87
ആലപ്പുഴ	190
കോട്ടയം	131
ഇടുക്കി	93
എറണാകുളം	184
തൃശ്ശൂർ	197
പാലക്കാട്	216
മലപ്പുറം	185
കോഴിക്കോട്	160
വയനാട്	66
കണ്ണൂർ	197

			കാസർഗോഡ്	111

Total	**2134**

ബി)	തൃശ്ശൂർ ജില്ലയിൽ മാത്രം എത്ര അക്ഷയ കേന്ദ്രങ്ങൾ പ്രവർത്തിക്കുന്നുണ്ടെന്ന് അറിയിക്കാമോ ;	(ബി)	197
(സി)	നാട്ടിക നിയോജക മണ്ഡലത്തിൽ ഇപ്പോൾ പ്രവർത്തനക്ഷമമായ എത്ര അക്ഷയ കേന്ദ്രങ്ങൾ ഉണ്ടെന്നും അവ ഏതെല്ലാമെന്നും വിശദീകരിക്കാമോ;	(സി)	നാട്ടിക നിയോജക മണ്ഡലത്തിൽ ചുവടെ ചേർത്തിരിക്കുന്ന 17 അക്ഷയ കേന്ദ്രങ്ങൾ ഉണ്ട്.

നമ്പർ	അക്ഷയ കേന്ദ്രം പ്രവർത്തിക്കുന്ന സ്ഥലങ്ങൾ
1	അന്തിക്കാട് ആൽമരം
2	നായരങ്ങാടി
3	ചാഴൂർ ജംഗ്ഷൻ,
4	ചിറക്കൽ ജംഗ്ഷൻ
5	മോഡൽ ജി.എൽ.പി. സ്കൂൾ
6	താന്നിയം പഞ്ചായത്ത് ഓഫീസ്
7	ആനക്കൽ
8	പാലക്കൽ
9	ചേർപ്പ് ജംഗ്ഷൻ
10	വെങ്കിനിശ്ശേരി
11	ആമടം ജംഗ്ഷൻ
12	പോളി ജംഗ്ഷൻ
13	അരിക്കിരി ക്ഷേത്രം
14	തളിക്കുളം ജംഗ്ഷൻ
15	കൈതക്കൽ ജംഗ്ഷൻ

			16	വളപ്പാട് ജംഗ്ഷൻ
			17	ഇടമുട്ടം ജംഗ്ഷൻ
(ഡി)	പുതിയ അക്ഷയ കേന്ദ്രങ്ങൾ ആരംഭിക്കവാൻ ഉദ്ദേശിക്കുന്നുണ്ടോ; അതിന് പ്രത്യേകമായ മാനദണ്ഡങ്ങൾ ഉണ്ടെങ്കിൽ വിശദമാക്കമോ;	(ഡി) & (ഇ)	നിലവിലെ വ്യവസ്ഥകൾക്ക് വിധേയമായി പുതിയ അക്ഷയ കേന്ദ്രങ്ങൾ ആരംഭിക്കുന്നതിനായുള്ള നടപടി സ്വീകരിച്ച് വരികയാണ്. അക്ഷയ കേന്ദ്രങ്ങൾ ഇടങ്ങുന്നതിനായുള്ള മാനദണ്ഡങ്ങൾ അനുബന്ധമായി ചേർത്തിട്ടുണ്ട്.		
(ഇ)	നാട്ടിക നിയോജക മണ്ഡലത്തിൽ പുതിയ അക്ഷയ കേന്ദ്രങ്ങൾ ആരംഭിക്കുമോ?			

സെക്ഷൻ ഓഫീസർ

GOVERNMENT OF KERALA

Abstract

Information Technology Department-Akshaya Project-Norms for selection of Entrepreneurs in the rollout in Six Districts - Modified selection process, application form and Criteria to evaluate application form-Approved - Orders issued.

INFORMATION TECHNOLOGY (A) DEPARTMENT

G.O.(Ms)No.17/2007/ITD   Dated,Thiruvananthapuram 31-7-2007.

Read:- 1) Letter No.ASPO/AKS-RO-III /19/07 dated.28-6-2007 from the
Director, Kerala State IT Mission, Thiruvananthapuram.
2) G.O.(Ms)No.4/07/ITD dated.21-3-2007.

ORDER

As per the Government order read as paper 2 above, sanction was accorded to replicate the Akshaya Project in the remaining Six Districts of the State, thereby covering the whole State.

2. Director, Kerala State IT Mission vide letter read as paper first above, based on the experiences of rollout in seven districts, has requested for modifications in the procedures and criteria for selection of capable Entrepreneurs having entrepreneurial aptitude and social commitments.

3. Government have examined the request in detail and are pleased to approve the modified selection process, revised application form and criteria for evaluation as appended to this Order as Annexure I, II, & III respectively.

4. Director, Kerala State IT Mission shall forward the revised format to all Local Self Government Institutions and District Collectors concerned.

(BY ORDER OF THE GOVERNOR)

K.R.JYOTHILAL,
Special Secretary to Government.

To

Director, Kerala State IT Mission, Thiruvananthapuram.
Director, Akshaya, Thiruvananthapuram.
Secretary, Local Self Government (Urban)Department
Secretary, Local Self Government (Rural) Department
The Accountant General (Audit)/(A&E),Kerala,Thiruvananthapuram.
Director, Public Relations Department.
Stock file/Office copy

Forwarded/By Order

Section Officer

State wide roll out of Akshaya project - Entrepreneur selection process

As the entrepreneurs are the backbone for the successful implementation of Akshaya Project in the State, due care is to be taken to ascertain the selection of suitable hands to set up Akshaya e-centres. Therefore a three tier process, as detailed below, may be undertaken for their selection.

It is proposed that after a preliminary screening of applicants based on the information furnished in the applications, may be called for a test followed by interviews at concerned LSGIs. The weightage proposed for different levels are given below.

Sl.No	Level	weightage
1	Screening of application based on the objective information about the applicant (Criteria attached as Annexure-1)	30%
2	Test to measure social entrepreneurship	40%
3	Interview	30%

The District Level Implementation Committee will be made the Appeal Committee regarding all matters pertaining to selection of entrepreneurs in a district.

It is proposed that the following Selection Committees shall be constituted by Government to interview and select the entrepreneurs. Individual Selection Committees at Grama panchayath/Municipality/Corporation levels shall be set up by District Collectors as soon as the Government order constituting the Committees is issued. Conveners of the selection committees shall complete the interview process within the time frame stipulated by District Collectors.

Selection Committees

A. Grama Panchayaths

1. Grama Panchayath President - Chairman
2. District panchayath member representing the Grama Panchayath area.
3. Block Panchayath members representing the Grama Panchayath area.
4. Grama Panchayath Secretary - Convenor.
5. Representative of lead bank /Service area Bank Manager
6. Representative of DIC/Akshaya Project Office

B. Corporation/Municipality

1. Corporation Mayor/Municipal Chairperson - Chairman
2. Councillor responsible for the implementation of Akshaya

3. Municipal Secretary/Corporation Secretary - Convenor.

4. Representative of lead bank /Service area Bank Manager

5. General Manager, District Industries Centre/Representative from Akshaya Project Office

Units that can be considered as Akshaya centres without going through the entrepreneur selection process

1. **Kudumbasree units:** If in any of the identified locations where Akshaya centres are proposed to be set up there exist a Kudumbasree IT unit having the specified hardware, software & space and also willing to operate as an Akshaya centre, then they may be selected to set up the Akshaya centre in that location. The District Mission Coordinators of Kudumbasree may identify those Kudumbasree IT units that can be converted into Akshaya centres against identified locations. The District Mission Coordinator shall ensure successful implementation of the Project in such locations including time bound completion of e-literacy training and rolling out of second level services/courses.

2. **Computer centres under LSGIs:** If in any of the identified locations where Akshaya centres are proposed to be set up there exist a computer centre under LSGIs having the specified hardware, software & space for operating an Akshaya centre, then the centre can be selected as an Akshaya centre by the LSGIs. Local bodies willing to convert their computer centres as Akshaya centres may inform the District Collector (Secretary DPC & Chief Coordinator Akshaya) for approval. The Secretary of the local body shall ensure smooth functioning of such centres including time bound completion of e-literacy training and rolling out of second level services/courses.

Selection Procedure for entrepreneurs

Level 1 :- Application processing

1. Issue of district level advertisement inviting application from entrepreneurs indicating the locations for starting Akshaya centres (details of preliminary Akshaya briefing to be included). *(Action – Kerala State IT Mission (KSITM)).*

2. An official poster will be displayed in every LSGIs indicating the locations under the LSGIs. Notices with details of Akshaya and date and time of preliminary briefing will be made available in the local body office (with Akshaya Nodal Officer). *(Action – Akshaya District Office)*

3. Announcement of dates for preliminary briefing on the website and through press releases in all papers through DIO (PRD) and district wise preliminary briefing to prospective Akshaya entrepreneurs. *(Action – KSITM)*

4. **Online applications from prospective entrepreneurs** (after briefing). The applications will be entered online by the entrepreneurs at available kiosks or at the Akshaya helpdesk in Akshaya District

Offices/FRIENDS Counters etc. After submitting the application online, a printout of the same should be taken. The printout, duly signed, should be forwarded to *The Director, Akshaya State Project Office, Hill View, Near BSNL Office, Althatra Junction, Vellayambalam (P O), Thiruvananthapuram – 10* along with a non-refundable DD for Rs. 250/- in the name of Director, Kerala State IT Mission payable at Trivandrum on or before the last date announced. An individual can apply for maximum three different locations, however he/she shall be granted only one location for setting up Akshaya centre.

5. Preliminary screening will be done on prefixed criteria. A minimum of 30 marks out of a total of 100 marks would be required for passing the preliminary screening. *(Action – KSITM)*

Level 2:- Test

6. All candidates selected after preliminary screening will be called for the test at selected centres to assess their social entrepreneurship aptitude. *(Action – KSITM)*

7. Based on the weightage on preliminary screening and written test, candidates would be short listed for interview. However, the number of short listed candidates for any one centre will be restricted to ten[1]. *(Action – KSITM)*

8. List of short listed candidates along with their marks and application forms will be forwarded to Selection Committee convenors by District Collectors. *(Action – District Collector)*

Level 3 :- Interview

9. District Collectors shall announce through a press release that the short listing is completed and the location wise final lists for interview shall publish in all the local body offices. District Coordinator shall also publish the list in the District Akshaya Office.

(Action – District Collector/ District Coordinator).

10. The Selection Committee convenors have to ensure that all the Committee members are informed about the interview and that the selection interviews are conducted on the scheduled dates itself. The Convenors shall verify all relevant certificates and records of the candidates to validate his/her claim in the application form. Discrepancies of any nature or lack of supporting certificates & documents regarding the information provided by the candidate in the application will make his candidature null and void. *(Action – Selection Committee Convenor)*

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[1] In case many candidates have the highest marks, then all of them will be included and in case this number exceeds ten, no others with lesser marks will be short listed. If there is more than one candidate with second highest marks and if the short listed candidates on account of highest mark has not equalled or exceed ten candidates, then all of them will be included. Same rule will hold true for others up to the tenth highest marks.

11. The Selection Committees shall consider the following:

- Entrepreneur's general ability to run the centre; especially evaluating their managerial, marketing, administration and financial skills etc and his/her relationship with local communities, local acceptance and social commitments etc.

(Attention – Selection Committee Convenor).

12. The Selection Committee shall rank the entrepreneurs immediately after the interview and the convenor shall get the list signed by all members of the Committee there itself. Convenors of selection Committees shall forward LSGI wise – centre wise list of selected entrepreneurs along with interview marks to District Collectors latest by the day after the interview. *(Action – Selection Committee Convenor).*

13. District Collectors shall take steps to recheck the list based on the marks provided during interview and publish the provisional rank list of successful candidates immediately at the office of DPO and Akshaya District Office. The list may also be forwarded to the Kerala State IT Mission for next level activities. *(Action – District Collector)*

14. The provisional rank list can be checked by the candidates and in the case of any difference of opinion or disputes, appeal can be filed before the Appeal Committee within seven days from the date of publishing of provisional rank list by the District Collector.

15. On receiving any appeal from the candidates, the Appeal Committee shall take appropriate decision on the appeal by considering all aspects within two weeks time. The decisions of the Appeal Committee shall be final and binding for all parties concerned. *(Action – District Collector)*

16. Location wise rank list of selected candidates shall be finalised after the period stipulated for appeal and shall be published in local bodies as well as in District Planning Office and Akshaya District Office. *(Action – District Collector)*

Norms for selecting Akshaya entrepreneurs in Locations where entrepreneurs are not identified through first phase selection process

17. If in any location/s suitable entrepreneur are not identified through the above selection process or if the selected entrepreneur/s are terminated due to valid reasons, then a new selection process to identify suitable entrepreneur/s is to be initiated at local body level. For the purpose, following steps shall be followed.

- As soon as the first level selection process is completed or as and when such a situation arises, the Akshaya District Office shall prepare a list of such locations citing valid reasons for second level selection process.

- The list shall be submitted to District Collector for approval and shall be forwarded to concerned local bodies.

- The local bodies shall give sufficient publicity inviting applications from prospective entrepreneurs to start Akshaya e-centres in the locations.

- Entrepreneurs shall submit application/s as per the procedures stipulated above under section: 4.

- *The applicants shall be short listed as per the criteria prescribed under section: 5 above and shall be called for a test at a convenient location as fixed by District Office of Akshaya on consultation with State Office.

- All other norms prescribed above for the selection of entrepreneurs such as weightage for application, test & interview and selection committee, appeal committee etc shall be valid for the second level selection process also.

- After interview the provisional rank list shall be submitted to District Collector for approval and shall be published at concerned local bodies and Akshaya District Office.

- Akshaya District Office shall prepare the final rank list after considering appeal and shall publish at concerned local bodies and Akshaya District Office.

APPLICATION FORM FOR THE SELECTION OF ENTREPRENEURS

Name of Location [   ]

Details of Demand Draft

DD No.
Date
Bank

PART A - PROFILE

1. Name of Applicant : ....
2. Present Residential Address
   House Name/Number : ....
   Street : ....
   Post office : ....Pin code....................
3. Panchayat : ....Block....................
4. Municipality/Corporation : ....
5. District : ....
6. State whether you are a permanent resident of this particular locality for the last two years? : Yes [ ] No [ ]

7. E-mail : ....
8. Phone No. & Mobile No. : ....

9. Gender : Male [ ]   Female [ ]

10. Age & Date of Birth (DD/MM/YYY) :..

11. Do you belong to SC/ST category? :Yes [ ]   No [ ]

PART B -- EDUCATION

12. Your Formal Education
    Post Graduate [ ]   Graduate [ ]

    Diploma [ ]   Pre-Degree / Plus two [ ]

13. Have you any Professional Degrees?   Yes [ ] No [ ]
    (Engineering/Medicine/MBA/MCA/LLB etc.)
    If yes, specify :..
14. Computer Education (Government approved programmes)
    a. Post Graduate Degree..
    b. Post Graduate Diploma..
    c. Graduate..
    d. Diploma..
    e. Certificate Course..
    f. Basic Computer Awareness..
    g. Others..
15. Do you undergone any Entrepreneurship Development Program
    Yes [ ]   No [ ]
    If yes,
    a. Name of the Agency..
    b. Duration of programme..

PART C – EMPLOYMENT STATUS

16. Employment status
    a. Self employed ☐   b. Un employed ☐

    c. Employed in private firms ☐

17. If you are self-employed/employed indicate your years of experience...............
18. Do you own Internet cafe/Computer Centre?   Yes ☐   No ☐
    a. If yes,
       (1) Year of commencement..
       (2) No. of Computers
           available..
       (3) Total floor space in Sq.ft...
       (4) No. of employees...
       (5) Is your Computer Centre or Internet Cafe in the proposed location?
             Yes ☐   No ☐

19. Do you own any other business?
       Yes ☐   No ☐
    a. If yes,
       (1) Describe primary activity..
       (2) No. of
           Employees..

PART D – BUILDING STATUS

20. Status of building proposed for starting Akshaya Centre in the proposed location?
    Own ☐   Rented ☐   To be rented ☐
    (Proof of which has to be produced at the time of interview)

21. Details of proposed building
    a) Built up space available for centre, Area in Sq.ft.........................
    b) Electricity connection   Yes ☐   No ☐

    c) Telephone connection   Yes ☐   No ☐

Declaration

I hereby declare that the information furnished above are true and correct to the best
of my knowledge and belief.

Place :   **Name & Signature**
Date :

*N.B. If the information furnished above is found to be false at the time of verification, your application is
liable to be rejected.*

'Entrepreneur Selection Criteria - Scoring Guidelines

Name of Location :-

		% of marks	Total Marks
			40
	Part A Profile		
A	**Applicant:/ LSG: District: Block: Panchayath**		
1	Name of Applicant		
2	Panchayath		
3	Block		
4	Municipality / Corporation		
5	District		
6	Same Panchayath/ Municipality/ Corporation	25	10
7	Same Block	15	
8	Same District	10	
9	Other District	0	
10	Permanent resident of this Particular locality for the past two years - **Yes**	17.5	7
11	Permanent resident of this Particular Block for the past two years - **Yes**	12.5	
12	Permanent resident of this Particular District for the past two years - **Yes**	7.5	
13	Gender		
	Female	12.5	5
	Male	0	
14	Age		
	Date of birth		
	25 - 40 years	25	10
	> 40 years	15	
	20 - 25 years	10	
	< 20 years	0	
15	Reservations		
	SC/ST	20	8
	Others	0	
	Total Scoring Under A		40
B	**Part B Educational Qualification**		40
16	Formal Education		
	Professional Degree	37.5	15
	Post Graduate	30	
	Graduate	25	
	Pre Degree/Plus Two	15	
17	Computer Education		
	Post Graduate	37.5	15
	Graduate	30	
	Post Graduate Diploma	25	
	Diploma	20	
	Certificate Course	15	
18	Have you undergone Entrepreneurship Development Training Programmes - **Yes**	25	10
	Total score under part B		40
C	**Part C Building Status**		20
19	Do you own a building/premises in the proposed location having an area of => 400 Sq.ft:	100	20
	Total Score under Part C		20
	Grand Total(A+B+C)		100