Government of India

R F D

(Results-Framework Document)
for

The National Institute for Entrepreneurship and Small Business Development
(2013-2014)

Section 1:
Vision, Mission, Objectives and Functions

Vision

To aid and assist the spread of entrepreneurial culture among different target groups.

Mission

To be in a position to promote enterprise creation and provide sustenance to enterprises through different interventions : training, research, consultancy, mentoring services etc.

Objectives

1   To promote and develop entrepreneurship through training interventions for different target groups.

2   To assist the entrepreneurial process through undertaking research/ evaluation/impact assessment studies and consultancy assignments.

3   To provide consultancy and mentoring service to potential entrepreneurs and enhancing employability of the participants.

4   To render different specialized services : Cluster Intervention(s) and Intellectual Property Facilitation.

5   To develop the capabilities of different grassroot organizations through empanelling them as Partner Institutions or otherwise and conduct of training and other activities through/with them for increasing the outreach of activities of the Institute.

6   To promote greater use of different tools of Information Technology in the activities/functions of the Institute.

7   To comply with the statutory responsibilities.

Functions

1   Designing and organising training activities for different target groups including improving the efficiency, effectiveness and delivery of the change agents and development practitioners i.e. trainers/promoters, development functionaries;, support organisations engaged in enterprise building, etc.

2   Undertaking research/evaluation/assessment etc. in the fields relevant to entrepreneurship development.

3   Providing mentoring services to the prospective entrepreneurs and specialized services to the existing entrepreneurs.

4   Developing/strengthening the capabilities of different organizations through conduct of collaborative activities and in the process also increasing the outreach of activities of the Institute.

Results-Framework Document (RFD) for The National Institute for Entrepreneurship and Small Business Development -(2013-2014)

Section 2:
Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action		Success Indicator		Unit	Weight	Target / Criteria Value				
								Excellent	Very Good	Good	Fair	Poor
								100%	90%	80%	70%	60%
[1] To promote and develop entrepreneurship through training interventions for different target groups.	50.00	[1.1]	Conduct of training programmes (sponsored)	[1.1.1]	Training Programmes conducted	No.	10.00	1916	1724	1533	1341	1150
		[1.2]	Special thrust on different sections of participants	[1.2.1]	SCs trained	No.	3.00	10200	9180	8160	7140	6120
				[1.2.2]	Women (General) trained	No.	3.00	3900	3510	3120	2730	2340
				[1.2.3]	STs trained	No.	3.00	8850	7965	7080	6195	5310
				[1.2.4]	Minorities trained	No.	3.00	680	612	544	476	408
				[1.2.5]	Differently Abled persons trained	No.	3.00	500	450	400	350	300
				[1.2.6]	International Participants trained	No.	5.00	225	202	180	157	135
				[1.2.7]	Others trained	No.	10.00	23770	21393	19016	16639	14262
		[1.3]	Conduct of market driven/paid programmes	[1.3.1]	Training Programmes conducted	No.	10.00	75	67	60	52	45
[2] To assist the entrepreneurial process through undertaking research/ evaluation/impact assessment studies and consultancy assignments.	7.00	[2.1]	Sponsored Evaluation/ Impact Assessment Studies and Consultancy Assignments	[2.1.1]	Award of Studies etc. through Open Bidding	No.	1.00	05	04	03	02	01
				[2.1.2]	Completion of Studies etc.	No.	4.00	07	06	05	04	03
				[2.1.3]	Consultancy Assignments	No.	2.00	01	01	01	0	0

Section 2:
Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success Indicator	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
[3] To provide consultancy and mentoring service to potential entrepreneurs and enhancing employability of the participants.	10.00	[3.1] To provide consultancy and mentoring service to potential entrepreneurs and enhancing employability of the participants.	[3.1.1] Enrolment of participants for handholding support	No.	3.00	900	810	720	630	540
			[3.1.2] Trained Persons Employed	No.	4.00	13000	11700	10400	9100	7800
			[3.1.3] Setting up of Units by the participants	No.	3.00	1200	1080	960	840	720
[4] To render different specialized services : Cluster Intervention(s) and Intellectual Property Facilitation.	8.00	[4.1] Hard Intervention in Scissors Cluster, Meerut.	[4.1.1] Completion of Hard Intervention in the Cluster	Date	3.00	17/03/2014	20/03/2014	24/03/2014	27/03/2014	31/03/2014
		[4.2] Assisting filing of applications for grant of different IP Tools	[4.2.1] Submission of Applications for registration of Industrial Designs	No.	2.00	10	9	8	7	6
			[4.2.2] Filling of Applications for grant of Patents	No.	1.00	6	5	4	3	2
			[4.2.3] Submission of Applications for registration of Trade Marks	No.	1.00	6	5	4	3	2
			[4.2.4] Submission of Applications for registration of Geographical Indicators	No.	1.00	1	0	0	0	0

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Section 2:
Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success Indicator	Unit	Weight	Target / Criteria Value				
						Excellent 100%	Very Good 90%	Good 80%	Fair 70%	Poor 60%
[5] To develop the capabilities of different grassroot organizations through empanelling them as Partner Institutions or otherwise and conduct of training and other activities through/with them for increasing the outreach of activities of the Institute.	2.00	[5.1] Scheme of Entrepreneurship Development Centers (EDCs) through PIs	[5.1.1] Empanelment of Partner Institutions	No.	2.00	5	4	3	2	1
[6] To promote greater use of different tools of Information Technology in the activities/functions of the Institute.	4.00	[6.1] Promotion and use of IT	[6.1.1] Developing Framework for MIS	Date	2.00	30/09/2013	31/10/2013	29/11/2013	31/12/2013	31/01/2014
			[6.1.2] Video Conference assisted EDP/ E-learning	No.	2.00	5	4	3	2	1
[7] To comply with the statutory responsibilities.	8.00	[7.1] Holding of Statutory Meetings	[7.1.1] Holding of Meetings of the Governing Council and Executive Committee as per the prescribed time frame	No.	4.00	5	4	3	2	1
		[7.2] Placing Annual Report (2012-13) together with Audited Accounts on the Table of Both the Houses of Parliament	[7.2.1] Sending requisite copies of the Annual Report (2012-13) to the Ministry	Date	4.00	10/12/2013	12/12/2013	16/12/2013	18/12/2013	20/12/2013
* Efficient Functioning of the RFD System	3.00	Timely submission of Draft RFD (2013-14) for approval	On-time submission	Date	2.0	15/05/2013	16/05/2013	17/05/2013	20/05/2013	21/05/2013
		Timely submission of Results for RFD (2012-13)	On-time submission	Date	1.0	01/05/2013	02/05/2013	05/05/2013	06/05/2013	07/05/2013

* Mandatory Objective(s)

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Section 2:
Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success Indicator	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
* Administrative Reforms	4.00	Implement ISO 9001 as per the approved action plan.	% Implementation	%	2.0	100	95	90	85	80
		Prepare an action plan for Innovation	On time submission	Date	2.0	30/07/2013	10/08/2013	20/08/2013	30/08/2013	10/09/2013
* Improving Internal Improving Internal Efficiency /responsiveness / service delivery of Ministry / Department	4.00	Implementation of Sevottam	Independent Audit of Implementation of Citizen's Charter	%	2.0	100	95	90	85	80
			Independent Audit of implementation of public grievance redressal system	%	2.0	100	95	90	85	80

* Mandatory Objective(s)

Results-Framework Document (RFD) for The National Institute for Entrepreneurship and Small Business Development -(2013-2014)

Section 3:
Trend Values of the Success Indicators

Objective	Action	Success Indicator	Unit	Actual Value for FY 11/12	Actual Value for FY 12/13	Target Value for FY 13/14	Projected Value for FY 14/15	Projected Value for FY 15/16
[1] To promote and develop entrepreneurship through training interventions for different target groups.	[1.1] Conduct of training programmes (sponsored)	[1.1.1] Training Programmes conducted	No.	1433	1862	1724	1797	1916
	[1.2] Special thrust on different sections of participants	[1.2.1] SCs trained	No.	10116	9150	9180	9300	9400
		[1.2.2] Women (General) trained	No.	6478	3520	3510	3600	3650
		[1.2.3] STs trained	No.	4588	7970	7965	8500	9000
		[1.2.4] Minorities trained	No.	1088	610	612	650	750
		[1.2.5] Differently Abled persons trained	No.	0	0	450	475	500
		[1.2.6] International Participants trained	No.	218	245	202	225	235
		[1.2.7] Others trained	No.	16345	26282	21393	22175	24315
	[1.3] Conduct of market driven/paid programmes	[1.3.1] Training Programmes conducted	No.	35	151	67	75	100
[2] To assist the entrepreneurial process through undertaking research/ evaluation/impact assessment studies and consultancy assignments.	[2.1] Sponsored Evaluation/ Impact Assessment Studies and Consultancy Assignments	[2.1.1] Award of Studies etc. through Open Bidding	No.	01	11	04	04	05
		[2.1.2] Completion of Studies etc.	No.	01	09	06	04	05
		[2.1.3] Consultancy Assignments	No.	0	0	01	0	0

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Section 3:
Trend Values of the Success Indicators

Objective		Action		Success Indicator		Unit	Actual Value for FY 11/12	Actual Value for FY 12/13	Target Value for FY 13/14	Projected Value for FY 14/15	Projected Value for FY 15/16
[3]	To provide consultancy and mentoring service to potential entrepreneurs and enhancing employability of the participants.	[3.1]	To provide consultancy and mentoring service to potential entrepreneurs and enhancing employability of the participants.	[3.1.1]	Enrolment of participants for handholding support	No.	1378	825	810	875	950
				[3.1.2]	Trained Persons Employed	No.	6373	12756	11700	13000	13500
				[3.1.3]	Setting up of Units by the participants	No.	398	1144	1080	1200	1250
[4]	To render different specialized services : Cluster Intervention(s) and Intellectual Property Facilitation.	[4.1]	Hard Intervention in Scissors Cluster, Meerut.	[4.1.1]	Completion of Hard Intervention in the Cluster	Date	--	--	20/03/2014	--	--
		[4.2]	Assisting filing of applications for grant of different IP Tools	[4.2.1]	Submission of Applications for registration of Industrial Designs	No.	0	0	09	09	09
				[4.2.2]	Filling of Applications for grant of Patents	No.	0	0	05	05	05
				[4.2.3]	Submission of Applications for registration of Trade Marks	No.	0	0	05	05	05
				[4.2.4]	Submission of Applications for registration of Geographical Indicators	No.	0	0	0	0	0

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Section 3:
Trend Values of the Success Indicators

Objective	Action	Success Indicator	Unit	Actual Value for FY 11/12	Actual Value for FY 12/13	Target Value for FY 13/14	Projected Value for FY 14/15	Projected Value for FY 15/16
[5] To develop the capabilities of different grassroot organizations through empanelling them as Partner Institutions or otherwise and conduct of training and other activities through/with them for increasing the outreach of activities of the Institute.	[5.1] Scheme of Entrepreneurship Development Centers (EDCs) through PIs	[5.1.1] Empanelment of Partner Institutions	No.	19	18	04	04	04
[6] To promote greater use of different tools of Information Technology in the activities/functions of the Institute.	[6.1] Promotion and use of IT	[6.1.1] Developing Framework for MIS	Date	--	--	31/10/2013	--	--
		[6.1.2] Video Conference assisted EDP/ E-learning	No.	0	25	04	100	100
[7] To comply with the statutory responsibilities.	[7.1] Holding of Statutory Meetings	[7.1.1] Holding of Meetings of the Governing Council and Executive Committee as per the prescribed time frame	No.	04	04	04	04	04
	[7.2] Placing Annual Report (2012-13) together with Audited Accounts on the Table of Both the Houses of Parliament	[7.2.1] Sending requisite copies of the Annual Report (2012-13) to the Ministry	Date	10/12/2012	--	12/12/2013	12/12/2014	11/12/2015
* Efficient Functioning of the RFD System	Timely submission of Draft RFD (2013-14) for	On-time submission	Date	24/02/2012	23/04/2012	16/05/2013	03/03/2014	02/03/2015

* Mandatory Objective(s)

Section 3:
Trend Values of the Success Indicators

Objective	Action	Success Indicator	Unit	Actual Value for FY 11/12	Actual Value for FY 12/13	Target Value for FY 13/14	Projected Value for FY 14/15	Projected Value for FY 15/16
	approval							
	Timely submission of Results for RFD (2012-13)	On-time submission	Date	--	--	02/05/2013	02/05/2014	01/05/2015
* Administrative Reforms	Implement ISO 9001 as per the approved action plan.	% Implementation	%	0	100	95	95	95
	Prepare an action plan for Innovation	On time submission	Date	--	--	10/08/2013	--	--
* Improving Internal Improving Internal Efficiency /responsiveness / service delivery of Ministry / Department	Implementation of Sevottam	Independent Audit of Implementation of Citizen's Charter	%	0	0	95	95	95
		Independent Audit of implementation of public grievance redressal system	%	0	0	95	95	95

* Mandatory Objective(s)

Section 4:
Acronym

SI.No	Acronym	Description
1	ATI	Assistance to Training Institutions
2	DC (MSME)	Development Commissioner (Micro, Small and Medium Enterprises)
3	DPR	Detailed Project Report
4	EDP	Entrepreneurship Development Programme
5	ESDP	Entrepreneurship-cum-Skill Development Programme
6	HUPA	Housing and Urban Poverty Alleviation

Section 4:
Acronym

SI.No	Acronym	Description
7	IP	Intellectual Property
8	MIS	Management Information System
9	MoU	Memorandum of Understanding
10	MSMEs	Micro, Small and Medium Enterprises
11	PI	Partner Institution
12	SC	Scheduled Caste

Section 4:
Acronym

SI.No	Acronym	Description
13	ST	Scheduled Tribe
14	TOR	Terms of Reference

Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments
1	[1.1.1] Training Programmes conducted	Organizing of sponsored Training of Trainers, EDPs, ESDPs, Orientation Programmes etc.	The Training Programmes are considered complete and taken into account when the same have run for the prescribed duration in terms of the respective course schedules.	In Numbers	x
2	[1.2.1] SCs trained	Training of SCs	A person/beneficiary is considered to be trained and so counted when he/she has attended the programme for the full duration and has also been awarded the Certificate etc. by the Institute.	In Numbers	x
3	[1.2.2] Women (General) trained	Training of Women belonging to General category	A beneficiary is considered to be trained and so counted when she has attended the programme for the full duration and has also been awarded the Certificate etc. by the Institute.	In Numbers	x
4	[1.2.3] STs trained	Training of STs	A person/beneficiary is considered to be trained and so counted when he/she has attended the programme for the full	In Numbers	x

Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments
4	[1.2.3] STs trained	Training of STs	duration and has also been awarded the Certificate etc. by the Institute.	In Numbers	x
5	[1.2.4] Minorities trained	Training of Minorities	A person/beneficiary is considered to be trained and so counted when he/she has attended the programme for the full duration and has also been awarded the Certificate etc. by the Institute.	In Numbers	x
6	[1.2.5] Differently Abled persons trained	Training of Differently Abled persons	A person/beneficiary is considered to be trained and so counted when he/she has attended the programme for the full duration and has also been awarded the Certificate etc. by the Institute.	In Numbers	x
7	[1.2.6] International Participants trained	Training of International Participants	A person/beneficiary is considered to be trained and so counted when he/she has attended the programme for the full duration and has also been awarded the Certificate etc. by the	In Numbers	x

Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments
7	[1.2.6] International Participants trained	Training of International Participants	Institute.	In Numbers	x
8	[1.2.7] Others trained	Training of others not falling in any of the above categories	A person/beneficiary is considered to be trained and so counted when he/she has attended the programme for the full duration and has also been awarded the Certificate etc. by the Institute.	In Numbers	x
9	[1.3.1] Training Programmes conducted	Organizing of market driven/paid programmes for diffident target groups	The Training Programmes are considered complete and taken into account when the same have run for the prescribed duration in terms of the respective course schedules.	In Numbers	x
10	[2.1.1] Award of Studies etc. through Open Bidding	These are the Studies of the Schemes of other Ministries/Departments which are to be evaluated for continuation or for other purpsoes, the selection of the execution agency being generally decided on the basis of Technical/Financial Bids	These sponsored activities are considered to be awarded upon receipt of intimation/ award letter from the sponsorers	In Numbers	x

Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments
11	[2.1.2] Completion of Studies etc.	Completion of the work under different assigned/awarded Studies in accordance with TOR of each assignment	These are considered to be complete upon submission of the Draft/Final Report(s) to the sponsorers	In Numbers	x
12	[2.1.3] Consultancy Assignments	These again are sponsored and may consist of different elements/package of activities aimed at promotion of entrepreneurship/small business/related objective(s)	These are considered complete upon completion of the entire range of activities comprised in the Assignment in accordance with TOR of the Assignment	In Numbers	x
13	[3.1.1] Enrolment of participants for handholding support	The participants of EDPs/ESDPs are encouraged to go in for self-employment. The participants are registered under Rajiv Gandhi Udyami Mitra Yojana (RGUMY) for assistance in setting up of the enterprises.	A participant is considered enrolled upon registration for the purpose under RGUMY	In Numbers	x
14	[3.1.2] Trained Persons Employed	The trained persons who do not opt for self-employment are assisted to get wage-employment.	A participant is considered to be successfully placed in a remunerative employment when intimation to this effect is received and the same is also randomly confirmed from the concerned participant telephonically	In Numbers	x

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Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments
15	[3.1.3] Setting up of Units by the participants	The trained persons who opt for self-employment are assisted in entire range of activities from germination of the idea to actual setting up of the enterprise	The setting up of Unit(s) is considered complete when its operations have actually started	In Numbers	x
16	[4.1.1] Completion of Hard Intervention in the Cluster	The Hard Intervention in a Cluster is in the form of establishment of Common Facility Centre for the Cluster	It is considered complete when the prescribed plant and machinery have been supplied and installed in the Centre	In Numbers	x
17	[4.2.1] Submission of Applications for registration of Industrial Designs	The existing/prospective entrepreneurs are encouraged to file applications for registration of Industrial Designs to protect their innovative designs and also not to infringe upon those of the others	An Application for registration of Industrial Designs will be considered filed when the same alongwith prescribed documents, fees etc. has been duly submitted to the prescribed Authority	In Numbers	x
18	[4.2.2] Filling of Applications for grant of Patents	The existing/prospective entrepreneurs are encouraged to file applications for grant of Patents to protect their innovations and also not to infringe upon those of the others	An Application for grant of Patents will be considered filed when the same alongwith prescribed documents, fees etc. has been duly submitted to the prescribed Authority.	In Numbers	x

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Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments
19	[4.2.3] Submission of Applications for registration of Trade Marks	The existing/prospective entrepreneurs are encouraged to file applications for registration of Trade Marks to protect their identity/uniqueness and also not to infringe upon those of the others	An Application for registration of Trade Marks will be considered filed when the same alongwith prescribed documents, fees etc. has been duly submitted to the prescribed Authority.	In Numbers	x
20	[4.2.4] Submission of Applications for registration of Geographical Indicators	The existing/prospective entrepreneurs are encouraged to file applications for registration of Geographical Indicators to protect the regional identity and also not to infringe upon that of the others	An Application for registration of Geographical Indicators will be considered filed when the same alongwith prescribed documents, fees etc. has been duly submitted to the prescribed Authority.	In Numbers	x
21	[5.1.1] Empanelment of Partner Institutions	In order to increase the outreach of activities of the Institute and develop the training capabilities of reputed/established training organizations, the Institute empanels them as Partner Institutions	An organization is considered as empanelled Partner Institution when the prescribed fee; security etc. have been received and a formal Agreement to this effect has also been signed between the Institute and the concerned Partner Institution.	In Numbers	x

Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments
22	[6.1.1] Developing Framework for MIS	The purpose here is to develop an IT enabled Framework for maintenance of a Database of the participants/beneficiaries	The work will be considered as complete when the Framework has been developed, put into place and is ready to be used.	Date	x
23	[6.1.2] Video Conference assisted EDP/ E-learning	Being used as a tool for spread of Entrepreneurship on a large scale, the E-learning Module is helpful for beneficiaries who are not in a position to devote time in formal settings	The course is considered complete when the participant concerned has completed the prescribed Module and has been awarded Certificate by the Institute	In Numbers	x
24	[7.1.1] Holding of Meetings of the Governing Council and Executive Committee as per the prescribed time frame	As per the existing Guidelines, atleast one meeting of the Executive Committee in every quarter and one meeting of the Governing Council in a year, are to be convened.	The meetings are considered to be held when they have been convened and actually held	In Numbers	x
25	[7.2.1] Sending requisite copies of the Annual Report (2012-13) to the Ministry	As per the Rules/Guidelines, the Annual Report of the Institute for the previous financial year including audited Books of Accounts is to be laid on the Table of both the Houses of Parliament latest within nine months of closure of the financial year	The work shall be considered to be complete when the requisite number of printed copies of the Annual Report have been duly delivered to the Ministry	Date	x

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Section 4:
Description and Definition of Success Indicators and Proposed Measurement Methodology

SI.No	Success indicator	Description	Definition	Measurement	General Comments

Section 5 :
Specific Performance Requirements from other Departments

Location Type	State	Organisation Type	Organisation Name	Relevant Success Indicator	What is your requirement from this organisation	Justification for this requirement	Please quantify your requirement from this Organisation	What happens if your requirement is not met.

Section 6:
Outcome/Impact of Department/Ministry

Outcome/Impact of Department/Ministry	Jointly responsible for influencing this outcome / impact with the following department (s) / ministry(ies)	Success Indicator	Unit	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
1 Assisting Enterprise Creation; providing wage employment, improving the capabilities of MSMEs/ Support Organizations and providing support services	Ministry of MSME, Govt. of India	Number of persons trained	No.	36,337	51,552	50,000	52,000	56,000