

**F. No. 17/7/2017-PMMVY Part (1)**  
**Government of India**  
**Ministry of Women and Child Development**

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*Shastri Bhawan, New Delhi-1*  
*Dated the 8th November, 2017*

To  
The Principal Secretary/Secretary,  
WCD/Social Welfare/Health Department of States/UTs

**Subject:** Guidelines for Slot Booking by States/UTs for Training on PMMVY-CAS

**Madam/Sir,**

The undersigned is directed to state that this Ministry has launched the PMMVY-CAS Software for pan-India implementation of the Pradhan Mantri Matru Vandana Yojana (PMMVY). The Software Development Agency (SDA) for PMMVY-CAS has trained the master trainers of respective States/UTs on the PMMVY-CAS Software through the conduct of Regional Training Workshops as well as National Workshop held on 31.10.2017 in Delhi.

2. Master trainers trained in each of the State/UT are expected to train the CDPOs/MOs implementing PMMVY for use of PMMVY-CAS. In order to facilitate an effective training by Master Trainers on the software, this Ministry has created a separate training environment to be used by Master Trainers for training CDPOs/MOs and other field functionaries.

3. The Standard Operating Procedure (SOP)/Guidlines for Slot Booking by States/UTs for training on PMMVY-CAS is **enclosed** herewith. The objective of this document is to explain the process of booking training slots in the training environment by the State/UT for implementing their training plan for PMMVY.

4. You are kindly requested to book the slots at <http://bit.ly/2yCLfjX> for availing online training for PMMVY-CAS.

Encl.: as above

Yours faithfully,




**(V.C. Choudhary)**

Under secretary to the Government of India  
Tel No. 011 23368202/2376  
E-mail: vc.choudhary@nic.in

Copy to:

1. The Director in-charge of PMMVY in All States/UTs
2. The Nodal Officer, PMMVY, All States/UTs

  
**(V.C. Choudhary)**

Under Secretary to the Government of India

# **Guidelines for Slot Booking for Training on PMMVY-CAS**



**Government of India**

**Ministry of Women & Child Development**

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## 1. Introduction

Ministry of Women and Child Development has launched the PMMVY-CAS for pan-India implementation of the Pradhan Mantri Matru Vandana Yojana (PMMVY). The Software Development Agency (SDA) for PMMVY-CAS has trained the master trainers of respective States/UTs on use of the PMMVY-CAS through the Regional Training Workshops.

The master trainers trained in each of the State/UT are expected to train the CDPOs/MOs implementing PMMVY for use of PMMVY-CAS.

In order to facilitate an effective training by Master Trainers on the software, MWCD has created a separate training environment to be used by Master Trainers for training CDPOs/MOs and other field functionaries.

The objective of this document is to explain the process of booking training slots in the training environment by the State/UT for implementing their training plan for PMMVY.

## 2. Period during which Training Environment will be available

The training environment is available from 9.30 AM to 6 PM up to 30<sup>th</sup> November, 2017 except Saturday, Sundays and Government Holidays.

## 3. Checking Availability of Slots for a given date

The Training Environment is having 40 slots available per day for training.

Each slot will be used to train a group of 15 users; who can be divided into 5 groups of 3 users each.

Typically one slot would generally be sufficient to conduct a district level training session that typically has five sanctioning officers (i.e. CDPO/MO Block officers) and about 10 scheme facilitators who will be involved in scheme data entry.

However for larger group size, a request can be made for additional slots up to a maximum of five (5) slots on any given day by any the respective state/UT.

To check for availability of training slots online, use the following link: <http://bit.ly/2yCLfJX>

## 4. How to request booking of a training slot

The following are the Steps to be taken to book the slot for training environment: