

RESULTS FRAMEWORK DOCUMENT (RFD)

FOR

2012-13



NATIONAL INSTITUTE FOR MICRO, SMALL AND MEDIUM ENTERPRISES
(An Organisation of Ministry of MSME, Government of India)
Yousufguda, Hyderabad 500 045

SECTION-I

Vision, Mission, Objectives and Functions

Vision

A vibrant and Entrepreneurial Society.

Mission

To facilitate the growth of entrepreneurship culture for development of MSMEs.

Objectives

1. To promote and create conducive environment through entrepreneurship and skill development programmes for creation of new enterprises in the country.
2. To organize capacity building programmes for State/Central Government employees, corporate sector, NGOs, and developing countries for the promotion of MSMEs.
3. To coordinate and collaborate with other organizations in undertaking training and research activities to increase the Outreach of the Training Activities of the Institute.
4. To undertake consultancy services, surveys and policy research studies.

Functions

1. Providing services through training, research, consultancy, and mentoring for creation, growth and sustenance of MSMEs
2. Assisting in improving the efficiency and effectiveness of the institutions/organizations, trainers, development practitioners, officials and extension agents, who are engaged in creation of favourable enterprise environment.
3. Assisting the first generation entrepreneurs in setting-up micro and small enterprises.

SECTION – II
INTER SE PRIORITIES AMONG KEY OBJECTIVES, SUCCESS INDICATORS AND TARGETS

Objective	Action	Weight	Success Indicator	Weight	Unit	Target/Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
1) Entrepreneurship & Skill Development	Design and Conduct training activities for different target groups	60	Number of persons trained / beneficiaries of MDPs/EDPs/ ESDPs/ ToTs	60	No.	25000	22500	20000	17500	15000
2 To organize capacity building programmes for Executives from developing countries	Organise training activities on behalf of the Ministries of External Affairs & Finance and otherwise in different areas for the participants from developing countries	10	Number of the participants trained	10	No.	410	369	328	287	246
3) To increase the Outreach of the Training Activities of the Institute.	Empanelling of Partner Institutions for organizing training activities in various geographical regions of the country.	02	Number of Partner Institutions empanelled	02	No.	10	09	08	07	06
4) To provide consultancy services, and conduct of research studies	Undertaking Soft and Hard Interventions in different Clusters.	08	Soft and hard Intervention in Handloom Clusters in Uttar Pradesh/ Khadi and Village Industries Clusters/ Coir Clusters	04	No.	10	09	08	07	06
			Monitoring, reporting and identification of issues in respect of clusters in Andhra Pradesh/ Kerala	04	No.	37	33	30	26	22
	Conduct of Evaluation/impact/ Research studies	02	Completion of 4 Evaluation/Impact Studies of various schemes of State/Central Government Ministries	02	Date	2..3.13	9.3.13	16.3.13	23.3.13	30.3.13

Objective	Action	Weight	Success Indicator	Weight	Unit	Target/Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
5) Statutory Compliances	Holding of EC meeting in every three months	6	Holding 1 st meeting of EC	01	Date	31.05.12	07.06.12	14.06.12	22.06.12	30.06.12
			Holding 2 nd meeting of EC	01	Date	30.08.12	07.09.12	14.09.12	22.09.12	30.09.12
			Holding 3 rd meeting of EC	01	Date	30.11.12	07.12.12	14.12.12	22.12.12	30.12.12
			Holding 4 th meeting of EC	01	Date	28.02.13	07.03.13	14.03.13	22.03.13	30.03.13
	Meeting of GC/AGM		Holding GC/AGM meeting	01	Date	15.11.12	18.11.12	23.11.12	28.11.12	05.12.12
	Placing Annual Report together with audited Accounts for the year 2011-12 on the Table of Both Houses		Sending requisite no. of copies to the Ministry	01	Date	18.11.12	24.11.12	28.11.12	1.12.12	03.12.12
6) Efficient Functioning of the RFD System	Timely submission of RFD for 2012-13	3	On-time submission	2	Date	05.03.12	08.03.12	09.03.12	10.03.12	11.03.12
	Timely submission of Results for 2012-13		On-time submission	1	Date	01.05.13	02.05.13	03.05.13	04.05.13	05.05.13
7) Administrative Reforms	Implement ISO 9001	5	Prepare ISO 9001 action plan	1	Date	01.05.12	02.05.12	03.05.12	04.05.12	05.05.12
			Implementation of ISO 9001 action plan	2	Date	25.03.13	26.03.13	27.03.13	28.03.13	29.03.13
	Implement mitigating strategies for reducing potential risk of corruption		% of implementation	2	%	100	95	90	85	80
8) Improving internal efficiency / responsiveness / service delivery	Monthly report on training and major achievement	4	Providing information to Ministry on last date of month + 1 working	01	%	100%	90%	80%	70%	60%
	Implementation of Sevottam		Independent Audit of Implementation of Citizen’s Charter	01	Date	29.7.12	08.08.12	15.8.12	28.08.12	31.08.12
			Independent Audit of implementation of public grievance redressal system	01	Date	30.7.12	09.08.12	16.08.12	24.08.12	01.09.12
	Prepare the Strategic Action Plan for the next 05 years		Prepare the Strategic Action Plan for the next 05 years	01	Date	30.9.12	14.10.12	31.10.12	30.11.12	30.12.12

SECTION – III

TREND VALUES OF THE SUCCESS INDICATORS

Objective	Action	Success Indicator	Unit	Actual for 2010-11	Estimated value for 2011-12*	Target value for 2012-13	Projected value for 2013-14	Projected value for 2014-15
1) Entrepreneurship & Skill Development	Design and Conduct training activities for different target groups	Number of persons trained / beneficiaries of MDPs/EDPs/ESDPs/ToTs	No.	21567	24100	25000	27500	30000
2) Improving the efficiency of the Trainers, Promoters and Executives from different Afro-Asian Countries (International)	Organise training activities on behalf of the Ministries of External Affairs & Finance and otherwise in different areas for the participants from developing countries	Number of the participants trained in different fields through variety of long-term training programmes	No.	345	405	410	450	470
3) Increasing the Outreach of the Training Activities of the Institute.	Empanelling Increasing number of Partner Institutions for organizing training activities in various geographical regions of the country.	Number of Partner Institutions empanelled.	No.	13	06	10	10	10
4) Integrated Development of different Clusters	Undertaking Soft and Hard Interventions in different Clusters as awarded by the sponsors.	Soft and hard Intervention in Handloom Clusters in Uttar Pradesh/ Khadi and Village Industries Clusters/ Coir Clusters	No.	26	26	10	X	X
		Monitoring, reporting and identification of issues in respect of clusters in Andhra Pradesh/ Kerala	No	61	37	37	X	X
	Conduct of Evaluation/impact/ Research studies	Number of Evaluation/Impact Studies and Preparation and submission of DPR	No.	04	08	04	X	X

Objective	Action	Success Indicator	Unit	Actual for 2010-11	Estimated value for 2011-12*	Target value for 2012-13	Projected value for 2013-14	Projected value for 2014-15
5) Statutory Compliances	Holding of EC meeting in every three months	Holding 1 st meeting of EC	Date	14.05.10	20.04.11	31.5.12	31.05.13	31.05.14
		Holding 2 nd meeting of EC	Date	12.10.10	09.12.11	30.8.12	30.08.13	30.08.14
		Holding 3 rd meeting of EC	Date	x	28.03.12	30.11.12	30.11.13	30.11.14
		Holding 4 th meeting of EC	Date	x	x	28.02.13	28.02.14	28.02.15
	Holding meeting of GC/AGM	Holding GC meeting	Date	12.10.10	12.10.10	15.11.12	15.11.13	17.11.14
		Holding AGM	Date	12.10.10	12.10.10	15.11.12	15.11.13	17.11.14
	Placing Annual Report together with audited Accounts on the Table of both Houses.	Providing requisite number of copies of Annual Report of 2010-11 to the Ministry.	Date	27.02.12	19.11.12	18.11.13	19.11.14	19.11.14
6) Efficient Functioning of the RFD System	Timely submission of RFD for 2012-13	On-time submission	Date	30.12.10	02.03.11	09.03.12	NA	NA
	Timely submission of Results for 2012-13	On-time submission	Date	NA	NA	03.05.12	NA	NA
7) Administrative Reforms	Implement ISO 9001	Prepare ISO 9001 action plan	Date	NA	NA	03.05.12	NA	NA
		Implementation of ISO 9001 action plan	Date	NA	NA	27.03.13	NA	NA
	Implement mitigating strategies for reducing potential risk of corruption	% of implementation	%	NA	NA	NA	NA	NA
8) Improving internal efficiency service delivery	Monthly report on training and major achievements	Providing information to Ministry on last date of month + 1 working day	%	Timely	Timely	Timely	Timely	Timely
	Implementation of Sevottam	Independent Audit of Implementation of Citizen's Charter	Date	N.A.	N.A.	29.07.12	N.A.	N.A.
		Independent Audit of implementation of public grievance redressal system	Date	N.A.	N.A.	29.07.12	N.A.	N.A.
	Prepare the Strategic Action Plan for the next 05 years	Preparation of a Strategic Action Plan for the next 05 years	Date	N.A.	N.A.	30.09.12	N.A.	N.A.

SECTION-IV

DESCRIPTION AND DEFINITION OF SUCCESS INDICATORS AND PROPOSED MEASUREMENT METHODOLOGY

1) Number of Persons Trained/Beneficiaries (Objectives 1 & 2)

The training concerned is considered as complete upon the beneficiary having attended the structured programme for full duration of the respective activity.

2) Number of Partner Institutions empanelled (Objective 3)

This has been described in terms of the number of Partner Institutions Empanelled which happens only after signing of the Agreement between the Institute and the concerned Partner Institution. Prior to this, the Institute completely satisfies itself about competency etc. of the prospective Partner Institutions for the purpose through personal visits etc.

3) Soft and Hard Interventions in clusters (Objective 4)

Completion of exercise of soft and hard interventions in the clusters, which primarily consists of capacity building of the entrepreneurs/artisans; technology upgradation and market promotion assistance.

4) Evaluation/Impact Studies (Objective 4)

Submission of Report to sponsoring agencies.

5) Statutory Compliances (Objective 5)

Holding meetings of Executive Committee, Governing Council and AGM

6) Improving Internal Efficiency/Service delivery (Objective 6)

Timely submission of information relating to monthly reports on training and other major achievements, implementation, monitoring and periodical reviewing of Citizen's Charter and monitoring and redressing the public grievances.

ABBREVIATIONS USED

Abbreviation	Full Form
MSMEs	Micro, Small and Medium Enterprises
NGOs	Non-government Organisations
MDPs	Management Development Programmes
EDPs	Entrepreneurship Development Programmes
ESDPs	Entrepreneurship & Skill Development Programmes
ToTs	Training of Trainers
MEA	Ministry of External Affairs
DC(MSME)	Development Commissioner, Ministry of Micro, Small and Medium Enterprises
DGET	Directorate General, Employment & Training
DST	Department of Science & Technology
EC	Executive Committee
GC	Governing Council
AGM	Annual General Meeting
DPR	Detailed Project Report

SECTION-V

SPECIFIC PERFORMANCE REQUIREMENTS FROM OTHER DEPARTMENTS THAT ARE CRITICAL FOR DELIVERING AGREED RESULTS

Department	Relevant Success Indicator	What do you need?	Why do you need it?	How much you need?	What happens if you do not get it?
1)Ministry of MSME	Number of Training Programmes / Beneficiaries		Owing to inability of the economically poor beneficiaries of these activities to afford the charges for different training activities of the Institute.	Programmes: 640, Participants: 18000	The targets as specified will not be achieved
2) DC (MSME)				Programmes: 06, Participants: 150	
3) Ministry of MEA				Programmes: 24, Participants: 410	
4) Ministry of Finance				Programmes: 02, Participants: 30	
5) Ministry of Labour and Employment/DGET				Programmes: 06,Participants: 150	
6) Ministry of Food Processing				Programmes: 40,Participants: 1200	The target of revenue generation may fall short and thereby threat to be self supporting.
7) Ministry of Science & Technology / DST				Programmes: 05, Participants: 150	
8) Ministry of Heavy Industries and Public Enterprises				Programmes: 40, Participants: 1200	
9) Ministry of Textiles				Projects: 51	

Section – VI
Outcome/Impact of activities of Organisation

Sl. No.	Outcome / Impact of Department/Ministry	Jointly with	Success indicator(2)	2010-11	2011-12	2012-13	2013-14	2014-15
1.	Making available skilled manpower to the MSME sector for increase in productivity and self/wage employment		No. of persons trained	21567	24100	25000	27500	30000

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