**1         Physical Infrastructure**

-          Minimum carpet area of 200 - 500 sq. ft.

-          One class room to seat 5 - 20 students

-          Located within the concerned Panchayat/Municipal boundaries

**4.2         Technical Infrastructure**

-          Minimum of 3-5 Operational Computers (Laptop or PC) with genuine/ licensed software

         Out of 3-5 computers, one shall be a low-end server

         All computers should have been connected on a local network

-          One High Resolution Web Camera in each computer

-          Reliable Internet Connectivity with minimum speed of 256 kbps

-          One printer and scanner

-          One Mobile Phone and Tablet

-          Biometric devices prescribed by NDLM PMU in each computer

**4.3         Human Infrastructure**

Each training centre shall have a minimum of one teaching faculty, with qualifications as below:

-          For Level 1: The faculty should have minimum of NIELIT’s BCC (Basic Computer Certificate) or its equivalent

-          For Level 2: The faculty should have minimum of NIELIT’s CCC (Certificate in Computer Course or its equivalent

5.       We also undertake that the training centres working under us are following major NDLM directions and we shall be held accountable for any violation of NDLM/ DISHA by training centre(s) working under us:

5.1   Registering only one person from a digitally illiterate family

5.2   Registered candidates are trained for a minimum of 20 hours for Level 1 course and 40 hours for Level 2 course

5.3   Conducting examination without any malpractices and violation of examination guidelines

5.4   Other guidelines of NDLM/ DISHA.

6.       We understand that its our responsibility to monitor the overall functioning of the training centres that are registered under us.

7.       We shall be liable for accurate and timely reporting of the aforementioned work ascribed to the centres.

8.       We understand and agree to abide by the fact that either us or any of our training centre(s) involved in any one of the following activities, we our partner ID and all of our centres will be dis-empanlled/ blacklisted from NDLM/ DISHA:

8.1   Training partner submitting fake/ wrong documents for getting empanelled under NDLM

8.2   Training partners misusing their empanelment and appointing franchisee by collecting money

8.3   Registration of digitally literate – ineligible candidates

8.4   Using any unfair means including registration of same candidate multiple times, fake candidate registration, etc.

8.5   Cheating/ Malpractices during the examination

8.6   Impersonation of candidates during the examination

8.7   Fraud of any nature

8.8   Financial misinformation

8.9   Obstructing/ not providing any information/ cooperation to NDLM PMU officials or any person deputed or authorized for inspection, supervision/ monitoring

8.10                       Any other unethical or misleading practices

9.       We abide by the condition that accreditation given to our organization is not automatically applicable to our branches, centres, head office, franchises, licensees, etc. Each training centre is required to have independent accreditation by NDLM/DISHA.