



July 23, 2020

USFB/CIR/MB/2020-21/11/44

PM SVANidhi Loan

1.0 BACKGROUND

Ministry of Housing and Urban Affairs has recently launched PM Street Vendor's Atmanirbhar Nidhi (PM SVANidhi), a special Micro Credit Facility Scheme for providing affordable loan to street vendors to resume their livelihoods that have been adversely affected due to COVID-19 lockdown. "PM SVANidhi" loan product is designed to meet the such clients' livelihood support requirement in the present time of crisis.

2.0 PM SVANIDHI LOAN SCHEME

Street vendors represent a very important constituent of the urban informal economy and play a significant role in ensuring availability of the goods and services at affordable rates at the doorstep of the city dwellers. They are known as vendors, hawkers, thelewala, rehriwala, theliphadwala etc. in different areas/ contexts. The goods supplied by them include vegetables, fruits, ready-to-eat street food, tea, pakodas, breads, eggs, textile, apparel, footwear, artisan products, books/stationary etc. The services include barber shops, cobblers, pan shops, laundry services etc. The COVID-19 pandemic and consequent lockdowns have adversely impacted the livelihoods of street vendors. They usually work with a small capital base and might have consumed the same during the lockdown. Therefore, there is an urgent need to provide credit for working capital to street vendors to resume their business.

2.1 The Objectives of the Scheme

The objectives of the scheme are as follows:

1. To facilitate working capital loan up to ₹ 10,000
2. Incentivize regular repayment through interest
3. Reward digital transactions by cash backs

2.2 Coverage and Duration

The scheme is available for beneficiaries belonging to only those States/UTs which have notified Rules and Schemes under Street Vendors (Protection of Livelihood and Regulation of Street Vending) Act, 2014.

This scheme is available till March 31, 2022.

Registered & Corporate Office:

Utkarsh Small Finance Bank Ltd. S-24/1-2, First Floor, Mahavir Nagar, Orderly Bazar, Varanasi-221002, Uttar Pradesh
CIN: U65992UP2016PLC082804 | Tel.: +91-542-2500596 | Website: www.utkarsh.bank

2.3 Scheme Guidelines

Table 1: Details of the Scheme Guidelines for PM SVANidhi Loan

Sr. No.	Particulars	Guidelines / Instructions
1.	Scheme	PM SVANidhi Loan
2.	Definition-Street Vendor/Hawker	Any person engaged in vending of articles, goods, wares, food items or merchandise of daily use or offering services to the public in a street, footpath, pavement etc., from a temporary built up structure or by moving from place to place. The goods supplied by them include vegetables, fruits, ready-to-eat street food, tea, pakodas, breads, eggs, textile, apparel, artisan products, books/ stationary etc. and the services include barber shops, cobblers, pan shops, laundry services etc.
3.	Eligibility Criteria	<p>The Scheme is available to all street vendors engaged in vending in urban areas as on or before March 24, 2020. The eligible vendors will be identified as per following criteria:</p> <p>(i) Street vendors in possession of Certificate of Vending / Identity Card issued by Urban Local Bodies (ULBs);</p> <p>(ii) The vendors, who have been identified in the survey but have not been issued Certificate of Vending / Identity Card;</p> <p>Provisional Certificate of Vending would be generated for such vendors through an IT based Platform. ULBs are encouraged to issue such vendors the permanent Certificate of Vending and Identification Card immediately and positively within a period of one month.</p> <p>(iii) Street Vendors, left out of the ULB led identification survey or who have started vending after completion of the survey and have been issued Letter of Recommendation (LoR) to that effect by the ULB / Town Vending Committee (TVC); and</p> <p>(iv) The vendors of surrounding development/peri-urban / rural areas vending in the geographical limits of the ULBs and have been issued Letter of Recommendation (LoR) to that effect by the ULB / TVC.</p>



4.	Purpose	Working Capital Requirement for the existing business
5.	Age Limit	Minimum 18 years and Maximum 60 years at the time of closure of loan
6.	No. of Co-borrowers	Not Required, Applicant can avail loan in his/her individual capacity
7.	KYC	As per extant instruction of the Bank
8.	Loan Tenor	12 Months
9.	Repayment Frequency	Monthly, EMI start date for Loans disbursed from 1 st to 15 th of every month will be on 11 th of subsequent month and loans disbursed from 16 th until month end, EMI start date will be on 11 th of next to next month.
10.	Loan Amount	₹10,000 for first cycle loan On timely or early repayment, the client will be eligible for the next cycle of working capital loan with an enhanced limit of a maximum of 200% of the earlier loan' subject to a ceiling of Rs 20,000.
11.	Type of Facilities	Term Loan
12.	Interest Rate	Fixed during the loan tenure with 15% per annum diminishing
13.	Processing Fee	Not Applicable
14.	Insurance Premium for Credit Shield	As per actuals, basis explicit consent of the Borrower.
15.	Subsidy Credit	The vendors, availing loan under the scheme, are eligible to get an interest subsidy @ 7%. The interest subsidy amount will be credited into the borrower's account quarterly. The Bank will submit quarterly claims for interest subsidy for quarters ending as on June 30, September 30, December 31, and March 31 during each financial year. Subsidy will only be considered in respect of accounts of borrowers, which are Standard (non-NPA as per extant RBI guidelines) on respective claim dates and only for those months during which the account has remained Standard in the concerned quarter. The interest subsidy is available up to March 31, 2022. The subsidy will be available on first and subsequent enhanced loans up to that date. In case of early payment, the admissible amount of subsidy will be credited in one go.
16.	Margin	NIL
17.	Security	NIL

18.	Loan Classification	Priority Sector-MSME
19.	Promotion of Digital Transaction by vendors	<p>The scheme will incentivize digital transactions by vendors through cash back facility. The transaction trail so created will build the credit score of vendors for enhancing their future credit needs. The network of lending institutions and digital payment aggregators like NPCI (for BHIM), PayTM, GooglePay, BharatPay, AmazonPay, PhonePe etc. will be used to on-board the street vendors for digital transactions. The onboarded vendors would be incentivised with a monthly cashback in the range of ₹50 - ₹100 as per the following criteria:</p> <ul style="list-style-type: none"> i. On executing 50 eligible transactions in a month: ₹50. ii. On executing the next 50 additional eligible transactions in a month: ₹25 (i.e. on reaching 100 eligible transactions, the vendor to receive ₹75), and iii. On executing the next additional 100 or more eligible transactions: ₹25 (i.e on reaching 200 eligible transactions, the vendor to receive ₹100). <p>Here eligible transactions mean a digital pay-out or receipt with minimum value of ₹25. Cash Back incentives shall be available only to a maximum limit of ₹1200.</p>
20	Documentation	<ul style="list-style-type: none"> • Loan Application Form • Demand Promissory Note • Self-Declaration • Declaration of Good Health Form (if the customer opts for insurance)
21.	Miscellaneous	<ul style="list-style-type: none"> • There are no prepayment charges and the client may pre-pay his/her loan at any point of time. • All disbursement. Normally, Repayment and pre-closure shall be done through CPC. • Repayment shall be collected through ACH/SI mode; account with Utkarsh Small Finance Bank is preferred. Project Manager can approve cash collection in exceptional cases only. • Existing JLG/MBIL customers are eligible subject to overall indebtedness limit

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		<p>including the proposed loan is ₹ 1,25,000 or below.</p> <ul style="list-style-type: none"> • The combined outstanding of the existing loans and proposed loan should not be more than ₹1,25,000. • Loan Utilization Check is mandatory requirement. • Clients availed loans from any other financial institutions for the same purpose are not eligible. • Next cycle loan shall be available subject to timely repayment and positive credit checks and must be completed by March 2022 or date of closure of scheme. • SV must have a UPI ID before disbursal of the loan amount and the UPI ID information along with the LAF information is submitted to the PM SVANidhi Portal • New UPI onboarding shall be in P2PM category with MCC 7407 code and QR code on a durable material provided to SVs. • The vendors will be eligible for benefits of interest subsidy on the enhanced limit for the scheme period i.e. March 31, 2022. • The guarantee coverage on subsequent cycles (up to eligible enhanced limit) will be available on the portfolio covered by CGTMSE during the scheme period i.e. up to March 31, 2022. • Category of vending activities (to be selected in LAF) are provided below: <ol style="list-style-type: none"> i. Fast food and food items ii. Fruits and Vegetables iii. Home Decor & Handicrafts iv. Kitchen items v. Electrical and Electronic goods vi. Cloth and Handloom items vii. Flower and pooja items viii. Plastic items ix. For wear and Leathers Products x. Beauty and fashion Accessories xi. Services xii. Others (PIs Specify)
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2.4 States/ UTs covered under the scheme

The Scheme is available for beneficiaries (applicants) belonging to only those States/UTs which have notified Rules and Scheme under Street Vendors (Protection of Livelihood and Regulation of Street Vending) Act,2014. Beneficiaries from Meghalaya, which has its own State Street Vendors Act may, however, participate. The list of such States/UTs which have complied with the scheme requirements will be made available on the PM SVANidhi portal and enclosed at **Annexure 2**.

2.5 Details of Urban Local Bodies

The details of various Urban Local Bodies (ULBs) in all eligible States shall be listed on the home page of the PM SVANidhi portal. The unique Local Government Directory (LGD Code) of the ULB can be noted for future reference and use while filling LAF.

2.6 Data Base of Existing Surveyed SVs

The data base of existing vendors shall be available on PM SVANidhi portal home page for SVs, Bank to check survey status of an individual SV. After identifying an individual vendor on the survey list, a unique "Survey Reference Number (SRN)" could also be noted for future use and reference.

2.7 Credit Guarantee

- CGTMSE shall operate a special scheme for PM SVANidhi guarantee coverage.
- CGTMSE shall provide Graded Guarantee Cover for the loans sanctioned, as indicated below, to be administered by Credit Guarantee Fund Trust for Micro and Small Enterprises (CGTMSE), which will be operated on portfolio basis:
 - a) First Loss Default (Up to 5%): 100%
 - b) Second Loss (beyond 5% up to 15%): 75% of default portfolio
 - c) Maximum guarantee coverage will be 15% of the year portfolio
- An illustration of the guarantee coverage is explained below:
 1. If bank covers a portfolio of ₹100 crore and has a portfolio loss of ₹5 crore, 100% of the loss (₹5 crore) shall be covered by CGTMSE
 2. If Bank covers a portfolio of ₹100 crore and has a portfolio loss of Rs'15 crore, then CGTMSE will cover Rs 12.5 Crore loss (100% of ₹5 crore + 75% of ₹10 crore)
 3. If Bank covers a portfolio of Rs 100 crore and has a portfolio loss of more than ₹15 crore then CGTMSE coverage will be still Rs 12.5 Crore.
- CGTMSE shall have online process for portfolio coverage and claim settlement.
- Detailed instructions shall be issued by CGTMSE in due course. Accordingly, the process details of submitting the information to CGTMSE will be updated subsequently once the detailed process document is received from CGTMSE/MoHUA.

2.8 Digital Cash Back Incentives: Role of Bank

- The loan application form has fields for collection of ONE Active / Preferred UPI ID. If an SV does not have an UPI ID, the Bank shall ensure to make arrangement with a Bank/payment aggregator to get the SV obtain a UPI ID (P2PM category) along with a QR code on a durable material, before disbursal of the loan and then submit data on the portal. Bank shall also encourage SV to obtain a RuPay Card linked to the Bank Account mentioned in the Loan application.
- It is learnt that majority of the lending institutions have an existing relationship with various Digital Payment Aggregators (DPA). Since, integration with a durable QR code provided by a DPA is a mandatory feature, either at the time of filling of the application or before disbursal of the loan amount, the LIs are encouraged to leverage the existing relationship with the DPAs. As far as the cost of onboarding is concerned, it is pertinent to mention that Paytm, Amazon Pay, BharatPe, PhonePe, Payswift, Mswipe and Ftcash have offered to onboard the Street Vendors free of cost irrespective of the LI. Therefore, care should be taken to ensure that the Street Vendor is not burdened with the cost of onboarding. Bank to ensure that SV has a UPI ID before disbursal of the loan amount and the UPI ID information along with the LAF information is submitted to the PM SVANidhi Portal. New UPI onboarding shall be in P2PM category with ICC 7407 code and QR code on a durable material provided to SVs.
- After submission of application information on the portal, NPCI will provide monthly digital transaction details based on the UPI ID mentioned in the Loan Application, for the purpose of calculating cash back incentive. The cashback so arrived at would be credited to bank account mentioned in the Loan Application Form.

2.9 Formation of Collectives of the Vendors

At present loan shall be given to individuals only. The Bank may form Joint Liability Groups (JLGs) of eligible vendors. However, all lending/repayment shall be on individual basis. The Common Interest Groups (CIGs) of street vendors, already formed by States, can be converted into JLGs by lending institutions. List of CIGs of street vendors formed by ULBs will be shared with the Bank. Similarly, the Bank will also share the list of JLGs of eligible street vendors formed with respective ULBs. Formation of such collectives is preferred and encouraged. However, it does not preclude individual vendors from availing the loan.

2.10 E-KYC

e-KYC is mandatory for all direct loan applicants. The following fields shall be fetched from UIDAI as part of the e-KYC exercise:

- Full Name
- Date of Birth
- Gender
- Photo
- Permanent Address

PM SVANidhi Portal shall facilitate e-KYC for online applications made by SVs on the portal. Bank will necessarily carry out e-KYC of applicants using the PM SVANidhi app/portal. Bank will download the KYC documents by logging in on PM SVANidhi Portal through lender's tab. If KYC documents is not available on the portal, Bank shall obtain the fresh KYC documents from the Borrowers.

2.11 Eligible Vendor Category and Eligibility

Every street vendor will need to have a legitimate document to identify him/her as an identified and eligible SV. SV considered assistance shall be accorded following codes for different categories they fall in:

Table 2: Eligible Vendor Category Description

SV Code	Category Description		Bank Process
A	Street Vendors (SVs) identified in survey and in possession of Certificate of Vending (CoV) / Identity Card (ID Card) issued by Urban Local Bodies (ULBs).		<ul style="list-style-type: none"> Check vendor name in survey (on portal or mobile App) and obtain Survey Reference Number (SRN) Obtain copy of CoV/ ID card
B	SVs who have been identified in the survey but have not been issued CoV/ ID Card		<ul style="list-style-type: none"> Check vendor name in survey (on portal or mobile App) and obtain Survey Reference Number (SRN). On submission of application information on portal a Provisional Certificate (PCoV) of Vending shall be generated
C	SVs left out of the ULB-led identification survey or who have started vending after completion of the survey. 2 subcategories will be there:		
	C1	SV has been issued Letter of Recommendation (LoR) by ULB/TVC	<ul style="list-style-type: none"> Obtain copy of LoR
	C2	SV has not been issued Letter of Recommendation (LoR) by ULB/TVC	<ul style="list-style-type: none"> On submission of application information on portal, along with the loan sanction letter of the LI, a system based online request along with a certificate of sanction will go to the respective ULB for issuing an LoR. ULB will be expected to issue an online LoR within 15 days.

D	SVs of surrounding development/peri-urban/rural areas vending in the geographical limits of the ULBs and have been issued Letter of Recommendation (LoR) to that effect by the ULB / TVC. 2 subcategories will be there:		
	D1	SV has been issued Letter of Recommendation (LoR) by ULB/TVC	<ul style="list-style-type: none"> • Obtain copy of LoR
	D2	SV has not been issued Letter of Recommendation (LoR) by JLB/TVC	<ul style="list-style-type: none"> • On submission of application information on portal, along with the loan sanction letter of the LI, a system based online request along with a certificate of sanction will go to the respective ULB for issuing an LoR. ULB will be expected to issue an online LoR within 15 days.

2.12 Nodal Officer

Project Manager-PM SVANidhi Loan (Part of Micro Banking Team) shall be the Nodal Officer to co-ordinate the implementation of the Scheme and for redressal of Grievances received in the Ministry.

3.0 IT PLATFORM FOR SCHEME IMPLEMENTATION

An integrated IT platform shall be developed for facilitating the scheme implementation and management. The program portal www.PMSVANidhi.MoHUA.gov.in will be integrated with Udyamimitra Portal (UMP) of SIDBI, PAiSA portal of MoHUA maintained by Indian Bank, NPCI and UIDAI. Various stakeholders for the program viz. SV loan applicants, Lending Institutions, Urban Local Bodies and other stakeholders will be connected to the platform for different roles.



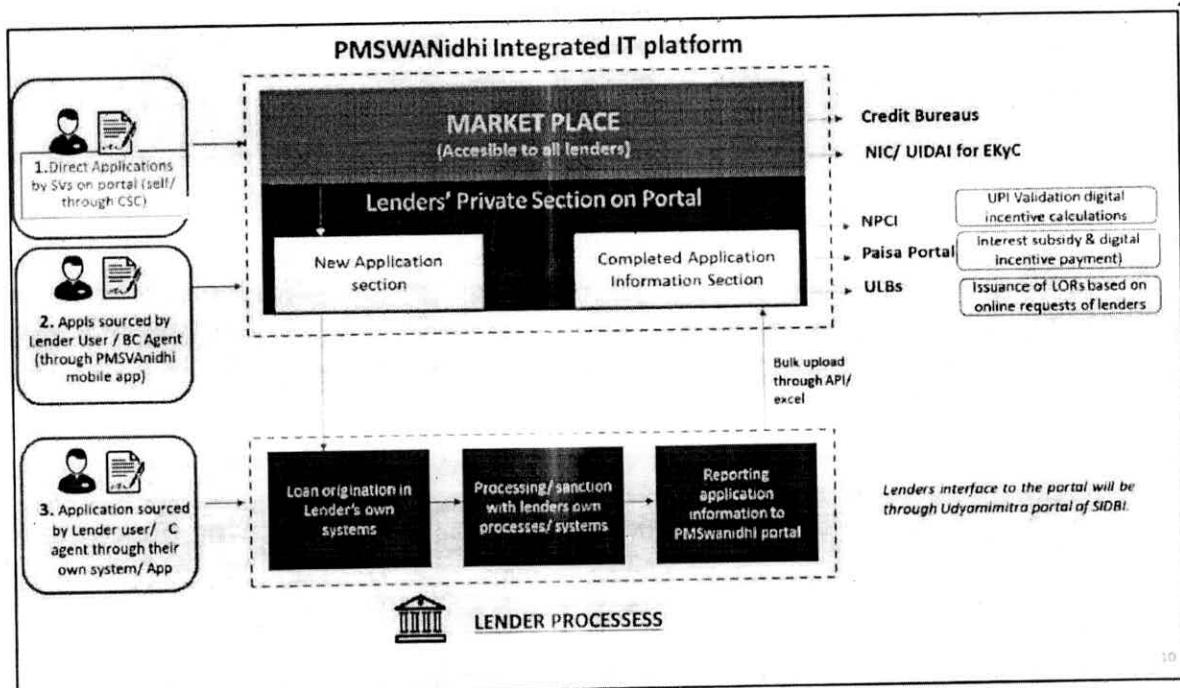


Figure 1: PM SVANIDHI Integrated IT Platform

The functions of the portal relating to Bank will be as under:

3.1 Bank Onboarding on UMP

Lenders interface for the integrated platform will be through UMP. The terms and conditions for usage of the electronic platform and the privacy policy shall be published on the portal.

3.2 Sourcing of Applications by Bank

3.2.1 Market Place

SVs will be able apply for loans online (either directly or with help of Community Service Centres / ULBs / SHGs / ALFs / CLFs / CLCs) on the PM SVANidhi portal / Mobile App. Application can also be marked by the SV to the preferred LI. In case of non-selection of a preferred LI, the application has to be marked to move to the 'Market Place' section. In the 'Market Place', these applications will be visible to all the LIs located in the vicinity. Bank will pick these leads (within the 20 km distance of nearest MB branch) and carry out processing and sanctions of such cases. Processing of all such cases must be within 15 days from the date of picking the respective application from the market place. In the event, the process is not completed by the Bank within stipulated timeframe of 15 days, the application will flow back to the Market Place of the Portal.

3.2.2 PM SVANidhi App

While bank is free to originate the applications through its own channels and systems, bank will also have the option of using PM SVANidhi App for originating Loan applications and carrying out eKYC of applicants.

3.2.3 Through Own Systems/ Apps

Bank will also originate or source applications through their own systems and channels. Option to apply for the loan shall be provided through bank website also.

3.3 Submission of LAF Details on Portal

Loan application details of all SVs sanctioned assistance under the scheme shall be submitted on the UMP in the Completed Application information section (CAIS). This will include applications sourced through market place. This information could be submitted through APIs/or excel by the designated nodal officer/competent authority of Bank. The transfer of data to the portal would be at 2 stages- on sanction of the loan and on disbursal of the loan.

An API document shall be released by the portal. This information shall be deemed to be submitted with the approval of the competent authority of the Bank i.e. Head-Micro Banking.

3.4 e-KYC of Loan Applicants on Portal

1. eKYC would be facilitated by the PM SVANidhi portal for SV applying directly on the portal.
2. Since, Bank is not conducting e-KYC or Aadhaar validation on its own, would necessarily carry out eKYC of their customers using the PMSVANidhi Portal /Mobile App.
3. In case bank does eKYC or Aadhaar validation through its own authorized systems will have to provide the unique reference number issued by UIDAI or the unique key vault number along with the application information through APIs / r excel by designated nodal officer.

An API document shall be released by the portal. Aadhaar number collected for the scheme shall be transmitted to the PM SVANidhi portal through the API and shall not be stored electronically by the Bank.

3.5 Unique Application Number

A unique application number shall be generated for each application which is originated in the PM SVANidhi system i.e. a direct application by the SV, applications originated by the Bank through PM SVANidhi mobile App or applications for whom the e-KYC was carried out using the PM SVANidhi mobile App. For e-KYC conducted through bank through its on



system, the unique application number for each case will be generated when application will be submitted on portal.

3.6 Interest Subsidy

At the end of each quarter, interest subsidy will be paid directly in the saving account of the borrower. The Bank is required to submit details of all standard accounts along with claim file (separate data structure document/format will be shared) on program portal. This information shall be transmitted by the platform to the PM SVANidhi portal for payment of interest subsidy in SVs bank account mentioned in the Loan Application Form. This information shall be submitted on the PM SVANidhi portal with the authority of the Chief Financial Officer of the Bank. Bank may ensure that the loan amount is disbursed in the same account.

3.7 System Generated Request for LoR

When Bank submit the loan application information on the portal after completing their diligence and sanction process, an online request for Letter of Recommendation (LoR) shall be generated on behalf of lenders in respect of vendors falling in category C2 and D2. This request will certify that the Bank has completed their diligence process and have sanctioned loan to the said vendor. This system generated request from Lenders shall flow to the concerned ULB on the portal itself and on approval by ULB a system generated LoR shall be generated and will be available on the Bank's dashboard also. The formats of the system generated (Bank's request for LOR is enclosed at **Annexure 4 & 5**.

4.0 IMPLEMENTATION MECHANISM

Applicants (street vendors), in possession of Certificate of Vending / ID Card issued by ULB and those covered in the ULB led identification survey may approach or will be approached by the Bank. The Bank will key in the relevant details in the search engine of the IT platform/ mobile App developed by MoHUA. For the successful cases, beneficiary verification will happen through an OTP sent to the beneficiary's mobile. A provision will be made available in the IT application to generate a provisional CoV/ID for the Street Vendors covered in the identification survey and not issued CoV /ID. After verification, Bank employee will fill-in the application form and upload the necessary documents. The filled-up application information will then move electronically to Scheme ULB / TVC. The ULB / TVC will have to verify the details within a fortnight; after which the application will move to the bank for sanction.

The Street Vendors not covered in the identification survey may approach the Bank with the documents mentioned in eligibility criteria above. The Bank will ensure that the identification documents are uploaded first for these types of beneficiaries and later a similar process as mentioned above will follow. ULB will verify the details and attach a letter of recommendation before forwarding it to the bank. A copy of the letter of recommendation will be given to the applicant also.

The Scheme is also available to vendors of surrounding development/ peri-urban/ rural areas vending in the geographical limits of the cities/ towns and those left out of the survey. If they



belong to this category, they have to produce one of the following documents to obtain the Letter of Recommendation from ULB/TVC:

- (i) Documents of past loan taken from a bank/NBFC/ MFI for the purpose of vending.
or
- (ii) Membership details if member of street vendors' association like NASVI, NHF, SEWA etc.,
or
- (iii) Any other documents to prove that they are a vendor; applicant can also request ULB through a simple application on white paper to conduct local enquiry to ascertain the genuineness of their claim. After receipt of LoR, they approach Bank to apply for the loan.

This circular is effective from July 23, 2020.

Please bring the contents of this circular to the knowledge of all employees under the control and ensure due compliance.



Trilok Nath Shukla

Head-Micro Banking

Annexure 1: Guidelines on Common Interest Group for Street Vendors

The COVID-19 pandemic and consequent lockdowns have adversely affected the livelihoods of the Street Vendors (SVs). To facilitate working capital requirement for resuming their business, Ministry of Housing and Urban Affairs has launched the PM Street Vendor's AtmaNirbar Nidhi (PM SVANidhi). The scheme facilitates an initial working capital loan up to Rs. 10,000 with an interest subsidy @ 7 percent on regular repayment. In addition, it incentivizes good repayment behaviour and rewards digital transactions.

Lending Institutions (LIS) prefer offering loans to community groups, in which repayments are a joint liability of the members and the peer trust and pressure results in a better repayment performance. Accordingly, ULBs are advised to encourage the street vendors to form Common Interest Groups (CIGs), with a view to facilitate their conversion later. JLGs are formed by the lending institutions for the purpose of lending where the liability of repayment is jointly owned.

Rationale

CIGs are formed by members of similar occupations, conducting business in the same cluster/ vending area. The unifying factor is their innate desire to improve livelihoods through collective action by accessing formal credit and quality improvement.

Objectives of CIG

Formation of CIGs of urban street vendors is expected to enable them to:

- Leverage group strength for availing funds either individually or as a group from formal sources at affordable cost for business purposes,
- Adopt such practices collectively, that would facilitate betterment of the vending value chain, achieve economies of scale and enhanced level of livelihood opportunities for the members,
- Build leadership skills in members to contribute for collective well-being, and
- Help members to access social security and welfare schemes of the Government.

Formation of CIGs of Street Vendors (SVs)

- Geographical contiguity of vending shall be the basic criterion i.e. SVs, vending in the same ward/ cluster/ vending zone, may form a CIG.
- SVs should, preferably, be involved in selling similar goods/ services.
- Number of members in a group may range from 5 to 20, preferably 10.
- Members should possess a valid Certificate of Vending (COV)/ Provisional COV, Identity Card (ID)/ Provisional ID or Letter of Recommendation issued by Urban Local Body (ULB)/ Town Vending Committee (TVC).
- Mixed groups of male/ female/ transgender/ differently abled persons will be permitted.



Mobilizing and Nurturing of CIGS

ULBs/ TVCs may encourage and facilitate formation of CIGS of SVs by utilising the services of Community Resource Persons (CRPs)/ Resource Organisations (ROS)/ Community Organisers (COs) etc., who should create awareness on PM SVANidhi, provisions of the Street Vendors Act, 2014, group activities, financial literacy, various welfare schemes and entitlements, and handhold on formulation of business plan, etc

The ULBs may decide on federating the CIGS at higher levels, e.g. at the ward and town level, as per their specific context at appropriate stages.

Functions of CIG

1. Group Meetings

- a. CIGS shall hold regular meetings on issues of mutual interest. The periodicity should be decided by the group (preferably every fortnight).
- b. The CIG shall open a savings bank account in the name of group.

2. Leadership

- a. In its first meeting, members should select a leader (President) from among themselves to represent them and a Treasurer.

3. Group-Savings by CIGS

- a. CIG members need to be encouraged to save regularly.
- b. Minimum savings and monthly amount may be fixed in the first CIG meeting. Preferably, a minimum of ₹1,000 per month by the group with a monthly contribution of at least Rs. 100/- by each member should be remitted to group's account before 10th of each month.
- c. The group can sub-lend among its members, as per the terms of lending decided by the group.
- d. Records related to savings, sub-lending and repayment of loan should be maintained by the leader of the group.

4. Group Borrowings

- a. The members of CIGS can avail loans from the LIS, individually or as a group.
- b. In case the loan is applied by the CIG as a group:
 - A. CIG, functioning as one borrowing unit, would require all the members to jointly execute the document(s) and own the debt liability.

In case, a few members of CIG want to avail loans, they would act as a JLG, as required by the LIS, for the purpose of availing loan and own the liability of repayment jointly.

Maintenance of data on CIGS

- a. Provisions will be made in the NULM MIS for capturing data on CIG formation e.g. Name of CIG, ULB/ location, type of vending, number and basic details of members, details of loan(s) availed, either as full group/ as JLG/ individually etc. within the module for the SUSV component.



Annexure 2: List of Notified State/UTs

Sr. No.	State/UT	Latest date of notification- SV Rules/ Scheme
1	Andaman & Nicobar Islands	27.07.2015/26.12.2016
2	Andhra Pradesh	31.07.2017/ 15.06.2016
3	Arunachal Pradesh	27.07.2015/26.12.2016
4	Bihar	15.02.2017/ 15.02.2017
5	Chandigarh	27.07.2015/ 30.09.2016
6	Chhattisgarh	07.10.2015/ 09.08.2016
7	Dadra & Nagar Haveli	27.07.2015/ 10.10.2016
8	Daman & Diu	27.07.2015/ 31.08.2016
9	Delhi	10.01.2018/ 15.04.2019
10	Goa	19.10.2016/ 08.02.2018
11	Gujarat	21.12.2016/ 10.12.2018
12	Haryana	31.01.2017/ 12.06.2020
13	Himachal Pradesh	05.12.2016/ 23.02.2017
14	Jharkhand	05.04.2017/ 19.04.2017
15	Karnataka	27.07.2015/26.12.2016
16	Kerala	12.03.2018/ 13.02.2019
17	Madhya Pradesh	01.04.2017/
18	Maharashtra	03.08.2016/ 09.01.2017
19	Manipur	02.05.2016/ 01.12.2018
20	Meghalaya	08.06.2017/ 29.06.2017
21	Mizoram	02.11.2017/ 28.11.2017
22	Nagaland	12.02.2019/ 12.02.2019
23	Odisha	06.07.2015/ 06.07.2015
24	Punjab	12.02.2015/ 03.03.2016
25	Rajasthan	15.02.2016/ 16.05.2016
26	Tamil Nadu	02.11.2015/ 02.11.2015
27	Telangana	10.06.2020/ 05.01.2016
28	Tripura	17.06.2016/ 17.06.2016
29	Uttar Pradesh	10.05.2017/ 08.09.2016
30	Uttarakhand	25.05.2016/ 26.06.2020
31	West Bengal	27.06.2018/ 12.06.2020

Annexure 3: Application Form



**PM Street Vendor's AtmaNirbhar Nidhi
(PM SVANidhi)**
(Common Loan Application Form)

Loan Application Form



Application no:	Date:		
Name of Bank/Lender:	State Name:		
ULB Name (LGD CODE)			

1	Member of CIG	(Y/N)	Name of CIG			Code		
	Member of JLG	(Y/N)	Name of JLG			Code		
2	Name of Street Vendor*			Father's/Spouse's Name*				
3	Date of Birth / Age*			Gender (Please tick ✓)*			Male/Female/Transgender	
4	Marital Status (Single/Married)*			Mobile no.*				
5	Social Category*			General <input type="radio"/>	SC <input type="radio"/>	ST <input type="radio"/>	OBC <input type="radio"/>	
6	Nativity			Urban <input type="radio"/> Rural <input type="radio"/>	PWD <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Minority Community Yes <input type="radio"/> No <input type="radio"/>	
7	KYC documents*			Aadhaar No*	Voter ID Card No	Driving License No	Ration card	Others (Govt. Approved Document)
8	Do you have a Family			Yes / No. If Yes, then please provide details of the Family Members.				
8.1	Family Details			Name*		Relationship with Applicant*	Age*	
				1.				
				2.				
				3.				
				4.				
				5.				
9	Proof of Vending (✓)*			Vendor ID Card No.		Certificate of Vending No.	Letter of Recommendation No. (LoR)	
10	Permanent Address (Pre-populated from Aadhaar response)							
11	Current Address* (If same as the Permanent Address in column 10, please click Yes) If NOT, then please provide the address			House No. / Locality Ward/Village: _____ Town/Dist: _____ State: _____ Pin: _____ Address proof (Pl specify)				
12	Vending Activity *			Name of Activity (Please specify)				
				Place of Vending (Fixed location /Mobile)				
				Duration of Vending (YY/MM):				/
13	Location/Area of Vending*			Stationary Vendor (Fixed Location):				Nearest Landmark:
				Mobile Vendor (Locality):				Nearest Landmark:
				Ward No	District Name			Pin Code

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14	Avg. Monthly Sales (In Rs.)*			
15	Aadhaar Linked Bank account(s)*	Name of Bank	Branch & IFSC code	Account No.
16	Digital Payment Details	Payment Aggregator/s	UPI ID / VPA	Durable QR Code (Printed on metal/acrylic)
17	Previous Loan	Bank/Lending Institution	Current Loan Outstanding	Monthly EMI
18	Loan Amount required*	Rs.....	Purpose: Working Capital	
19	Local References	Name	Mobile No.	Address
20	Benefits availed under other Govt. Schemes*	Ayushman Bharat – Pradhan Mantri Jan Arogya Yojana (PM-JAY)		<input type="checkbox"/>
		Pradhan Mantri Matru Vandana Yojana (PMMVY)		<input type="checkbox"/>
		Deendayal Antyodaya Yojana-National Urban Livelihoods Mission (DAY-NULM)		<input type="checkbox"/>
		Pradhan Mantri Awas Yojana (PMAY) – Urban/Rural		<input type="checkbox"/>
		Pradhan Mantri Ujjwala Yojana (PMUY)		<input type="checkbox"/>
		Integrated Child Development Services (ICDS)		<input type="checkbox"/>
		Pradhan Mantri Jan Dhan Yojana		<input type="checkbox"/>
		Pradhan Mantri Jeevan Jyoti Bima Yojana (PMJJBY)		<input type="checkbox"/>
		Atal Pension Yojana (APY)		<input type="checkbox"/>
		Pradhan Mantri Kaushal Vikash Yojana (PMKVY)		<input type="checkbox"/>
		Seekho Aur Kamao		<input type="checkbox"/>
		Upgrading the Skills and Training in Traditional Arts/ Crafts for Development (USTTAD)		<input type="checkbox"/>
		Rashtriya Poshan Abhiyaan (RPA)		<input type="checkbox"/>
		Pradhan Mantri Mtrutva Suraksha Abhiyan (PMMSA)		<input type="checkbox"/>
		Swachh Bharat Mission (SBM)		<input type="checkbox"/>
		Pradhan Mantri Sahaj Bijli Har Ghar Yojana (SAUBHAGYA)		<input type="checkbox"/>
		National Food Security Act (Ration Card)		<input type="checkbox"/>
		One Stop Centre		<input type="checkbox"/>
		Pradhan Mantri Mudra Yojana (PMMY)		<input type="checkbox"/>
		Pradhan Mantri Suraksha Bima Yojana (PMSBY)		<input type="checkbox"/>
		Pradhan Mantri Shram Yogi Maan-dhan (PM-SYM)		<input type="checkbox"/>



	Hunar se Rozgar tak initiative	<input type="checkbox"/>
	Nai Roshni	<input type="checkbox"/>
	Green Skill Development Programme	<input type="checkbox"/>

Declaration and Authorization:

- a. I hereby certify that all information furnished by me/us is true, correct and complete. I have no borrowing arrangements except as indicated in the application form. I have not applied to any lending institution. There is/are no overdue / statutory due owed by me. The information may also be exchanged by you with any agency, you may deem fit. You, your representatives or MoHUA, or any other agency as authorized by you, may at any time, inspect/ verify my/our assets etc. You may take appropriate safeguards/action for recovery of lending institutions' dues.
- b. I have no objection to authenticate my Aadhaar number, share the same with other Ministries / Departments under the Government of India for the purpose of extension of benefits under any of their Schemes, carry out e-KYC and accessing my credit history & credit score by credit bureau, lenders and their authorized agents. The consent and purpose of collecting Aadhaar has been explained to me/us in local language. MoHUA/Lending Institution has informed me that my Aadhaar submitted herewith shall not be used for any purpose other than mentioned above, or as per requirements of law. I have been informed that this consent and my Aadhaar will be stored along with my account details with MoHUA.

Date: _____

Place: _____

**Thumb impression/Signature of
Applicant(s)**

(For office use only)

Acknowledgment Slip No. Loan Application No. _____

Dated _____

Received by _____

Place and Date

Authorized signatory (Seal and Sign)



Annexure 4: Format for Lender's Request for LOR - For Existing Customer

PM SVANidhi
Lender request for issuance of
Letter of Recommendation to Street Vendor
(For Existing Customer)

*This is certified that the applicant, Mr./Ms./Mrs.S/o/D/o/W/o.....R/o.....is our existing customer and as per the records available with us, his / her occupation is Street Vending.

Further, based on field visit and discussion with references provided / local market people, it has been understood that he / she had been carrying out vending business on or before March24,2020.

Based on our due diligence, we have found the applicant credit worthy and have sanctioned an amount of Rs. under the PM SVANidhi program. Urban Local Body (ULB) is requested to issue Letter of Recommendation (LoR) to the Street Vendor.

Name of the Bank
Name of the Bank Branch

This is a system generated request and does not require signature.



Annexure 5: Format for Lender's Request for LOR - For New Customer

PM SVANidhi
Lender request for issuance of
Letter of Recommendation to Street Vendor
(For New Customer)

*This is certified that the applicant, Mr./Ms./Mrs..... S/o/D/o/W/o.....R/o..... has submitted an application for availing loan under PM SVANidhi program. As per the application, the occupation has been mentioned as Street Vendor. His / her credentials to that effect have been duly verified by way of field visit by our employee/Agent/BC/Constituent.

Further, based on field visit and discussion with references provided / local market people, it has been understood that he / she had been carrying out vending business on or before March 24,2020.

Based on our due diligence, we have found the applicant credit worthy and have sanctioned an amount of Rs. under the PM SVANidhi program.

The concerned ULB is requested to issue Letter of Recommendation (LoR) to the Street Vendor.

Name of the Bank

Name of the Bank Branch

This is a system generated request and does not require signature.

