

Scheme for Empanelment of Government Institutes/PMKK as Infra and Training Support Agency to conduct Training and Assessments



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Introduction- About Us

Shri Vishwakarma Skill University (SVSU) was established by the Government of Haryana under Act 25 of 2016 to provide structured skill qualification programs aligned with existing and emerging job roles in the high employability and focus Industries in the state like automotive manufacturing, IT/ITES, Logistics, etc. This is in line with the Skill India Mission which was launched by the Government of India to empower the youth of the country with skill sets that make them more employable and more productive in their work environment. The aim of the university through the Dual Skill Model is to create a skilled and motivated job-ready workforce to enhance employability in the state while providing a high-quality workforce with greater retention. To achieve this the University has created multiple customized Certificate, Diploma, Graduation, and Post-Graduation programs to expose students of schools and colleges to provide alternate/complimentary career pathways based on their aspirations and profiles. These programs have experiential learning which is integrated with the classroom, practical, On the Job Training (OJT), and National Apprenticeship Promotion Scheme (NAPS).

Skill and Assessment Mandate of the University.

- ✓ Shri Vishwakarma Skill University is a Government Skill University enacted under Act 25 of 2016 (Also known as Shri Vishwakarma Skill University Act*,2016). The act passed by the State assembly has provided provisions and empowerment to the university in the areas of skill training, assessment, and awarding certification.
- ✓ As part of its skill assessment and certification process, SVSU conducts assessments of the candidates trained in various skill trades passing out of the training centers of vocational training partners (VTPs), schools, universities, SSDMs, or any such training entities. This University is also empowered to affiliate with other institutions for conducting training, assessments, and award certifications, Diplomas, and Degrees to the students enrolled in these institutes.
- ✓ Under the provisions of Gazette Notification 449 dated 06 Dec 2019 and in pursuance of the powers conferred upon the National Skills Qualifications Committee (NSQC) vide Notification No. 8/6/2013-Invt. dated 27.12.2013 issued by the Ministry of Finance (Department of Economic Affairs), Government of India and based on the recommendations of the Committee on Assessment and

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Certification Bodies (CACB) constituted vide office order No. 43001/02/2013/NSDA/III(Pt.3)/1064 dated 19.02.2019 to evaluate proposals received from various organizations for recognition as Assessment & Certification Body, Sri Vishwakarma Skill University (SVSU) has been recognized as Assessment and Certification Body, for training conducted in NSQF compliant Qualifications for which approval has been obtained from NSDA/ NCVET. The recognized Assessment and Certification bodies are eligible to –

1. Develop and submit Qualifications for NSQF alignment.
2. Undertake assessment and certification for training conducted in respect of Qualifications for which approval has been obtained from NSDA/ NCVET.
3. Undertake assessment and certification activities for Central/ State Government funded programs within their respective jurisdictional areas; and for both funded and non-funded programs within their own campuses, for such Qualifications.
4. Adopt existing Qualifications available on the National Qualification Register (NQR) as per the guidelines of adoption.

Current Projects at ACD SVSU:

Based on the above Assessment, Shri Vishwakarma Skill University is conducting assessments with various organization as mentioned below:

a) Board of School Education Haryana (BSEH)

SVSU has signed a tripartite MOU with Haryana School Shiksha Pari Yojana Parishad(HSSPP) and Board of School Education, Haryana (BSEH) and has successfully conducted the practical assessment of 80000 plus candidates in 14 days for 10th and 12th class students who opted for NSQF aligned Skill subjects under Vocational Education in Govt. schools of Haryana. In addition to this SVSU is also designing a Curriculum for various Incubation Centers under School Board with Industry Collaboration to develop an Earn and Learn Model in light of NEP 2020.

b) Haryana Skill Development Mission (HSDM)

The University is in the process of assessment & certification of candidates allotted by HSDM for approx. 12,000 candidates. As on date SVSU has already assessed around 220 batches in 23 job roles covering approximate 6000 candidates in 15 districts of Haryana.

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c) Public Health Engineering Development (PHED)

The Assessment and Certification Department of Shri Vishwakarma Skill University is also conducting a Recognition of the Prior Learning (RPL) program for 3500 plus grass-root level staff of Public Health Engineering Department Haryana & Water & Sanitation Support Organization (WSSO) under Jal Jeevan Mission in Phase One.

Under this program, the upskilling of the skill set of the ground-level workers will assist in the successful implementation of the Water Supply Scheme in rural areas. Govt. of India, Ministry of Jal Shakti, Department of Drinking Water & Sanitation. This training is a step to achieve the objectives of the Jal Mission.

d) Guru Shishya Kaushal Samman Yojna

ACD is also working on a Scheme on Recognition and Acquisition of Skills in the Informal Sector by Apprenticeship based Skilling for Poverty Alleviation and Livelihood Opportunity and Promoting Productive Employment, Decent Work, and Sustainable Economic Growth.

In addition to this, University has been receiving multiple requests from reputed Govt. and Private Organizations for validating their programs as per the NSQF levels and conducting assessments as per the Govt. guidelines. SVSU has received many proposals from reputed Government Organizations and Corporates for assessments on Pan-India level. To mention few:

1. Indian Navy
2. Madhya Pradesh State Skill Development & Employment Generation Board (MPSSDEGB)
3. Aspire Disruptive Skill Foundation, Ahmedabad – 380054, Gujarat

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Scheme Objective:

Assessment and Certification Department of Shri Vishwakarma Skill University is operating in Self-Financing model. With due approvals of said scheme, the University will be use the existing capacity in the State to take up more new projects across State and Pan India and can contribute in strengthening the overall Skill Eco system and enhancing the skill index of the State through conduct of Skill training, Assessments and Certification.

Keeping in view the quantum of work there is a felt need for infrastructure and lab across all districts of Haryana and PAN India for smoothly and timely conduct of assessment and certification. It is therefore requested to give In-principle approval for usage of Infrastructure, Lab equipment, Consumable Items at a costing for the items placed below.

1. Usage of Infrastructure of Govt. Organization/Institute/Pradhan Mantri KaushalKender (PMKK) Centers **(A brief about PMKK is placed at Annexure A)**
2. Usage of Equipment/Consumables of Govt. Institute/Organization/PMKK center.
3. Arrangement of the training Kit /RPL Kit (If required) for each participant.
4. Arrangement of the Lunch, & High Tea (if required) for the participant.

The above usage and cost will be paid by SVSU as per terms and conditions with the Terms and conditions mentioned in the document

Optimum Utilization of Spare Govt. Capacity

This will also enable for optimum utilization of Govt. infrastructure, increase the capacity & capability of SVSU to conduct Training and Assessments in Govt 'Institutions like GITIs, Polytechnic, Engineering college', University or any other Department and PMKKs. The infra and equipment can be used on regular working days, off hours/ week ends by paying remuneration as mentioned in the scheme.

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Selection Criteria of Government Training Center/ Partner

- 1) Govt. Partners may be Empanelled based on Terms and conditions mentioned below
- 2) Govt. Training Partners has to adhere Criteria to be borne in mind with respect to infrastructure in training centre. As per Annexure- A
- 3) Applications received will be scrutinized by a Monitoring and Evaluation Committee keeping in view the Project Requirements of SVSU.

The committee constitution is as follows:

- a. Nominee from Internal Quality Assurance Cell
 - b. Nominee from Academics Branch
 - c. Nominee from ACD
 - d. Nominee from Affiliation and International Collaboration.
- 4) The committee will conduct an onsite physical verification and award marks on the parameters as stated in the Score sheet.
 - 5) Applicant has to score minimum 70% for qualifying.
 - 6) In case of multiple applicant are eligible for the same job role and in the same District The highest scorer as decided by the committee will be empanelled as infra Partner.

Scheme Terms and Conditions:

Tenure of empanelment will be for three (03) years which can be further extended as per SVSU requirement and keeping in view the quantum of work with following **Terms and Conditions will be** adopted for conducting trainings and Assessments in Govt./ Organizations /Govt. Polytechnic/Engineering colleges/ Universities/Organizations/ PMKK Center

1. The Govt. Organizations/ PMKK Center has to utilize their own building, infrastructure, and has to arrange lab Equipment, Consumable and training Kit (If required) for which ACD, SVSU will pay as per the below payment terms and conditions:
2. Empanelment of Govt. Organizations/ PMKK Center will be for a period of 3 years and can be extended keeping in view the overall past performance.
3. A charge of Rs. 2000/ as physical Center Inspection will be charge from Govt. Organizations/PMKK Center.

4. Payment Terms:

- i) If the said Institute is providing only building/Infrastructure to conduct any Short Term/RPL Training and Assessment, then **10% of the training and assessment cost** (specified as per Common Cost Norms according to NSQF

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level and its Cost category attached at Annexure-C) will be reimbursed by ACD, SVSU in 2 tranches (40:60) i.e. 40% after training completion and 60% after assessment. In case of RPL training, payment will be done 100% after completion of RPL orientation, bridge course (optional) and assessment. In both the case Infra partner has to raise the invoice to SVSU accordingly.

- ii) If the said Institute is providing both building/Infrastructure and Lab equipment/Consumables (as per the NQR list for the job role in which the training and Assessment is done) then **20% of the training and assessment cost** (specified as per Common Cost Norms according to NSQF level and its Cost category attached at Annexure -C) will be reimbursed by ACD, SVSU in 2 tranches(40:60) i.e. 40% after training completion and 60% after assessment. In case of RPL training, payment will be done 100% after completion of RPL orientation, bridge course (optional) and assessment. In both the case Infra partner has to raise the invoice to SVSU accordingly.
- iii) Govt. Polytechnic/Engineering colleges/Universities/Organizations/PMKK Center if required has to arrange the training Kit/RPL Kit (T-shirt-1, Cap-1, a Blue pen and a writing Pad) for each participant, for which ACD, SVSU will reimburse this amount under training kit component on submission of original invoices **on actual or maximum of Rs. 180 per candidates (one time) whichever is lower.**
- iv) Govt. Polytechnic/Engineering colleges/ Universities/Organizations PMKK Center has to arrange the Lunch, & High Tea (where required) for the participants, for which ACD, SVSU will reimburse this as Meal component **either on actuals amount spend or Rs. 120 per candidates/day whichever is lower.**
Lunch – Thali (1 Dal, 1 Seasonal Vegetable, Rice, Chapati-4 & Curd/Raita)- Max 100/-
High Tea – 2 times + Biscuits – 20/- Max
- v) On the basis of requirement Government organization/Institute may be asked to provide the supporting Skilled/semi-Skilled/Unskilled staff like office boy, Peon, lab attendant etc on daily wages as specified by Govt. of Haryana. The Training Infra and support Agency is empanelled with National Skill Development Authority (In case of PMKK).

5. Other Terms and Conditions:

- ✓ The Training Infra and support Agency should have adequate infrastructure including classrooms, IT infrastructure etc. for organizing

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training programs and Assessments.

- ✓ The Training Infra and support Agency should have properly ventilated and lighted minimum 2 class rooms to conduct training and assessments, with the size of each classroom being not less than 300 sq. ft. i.e. 20x20 sq. ft.
- ✓ The Training Infra and support Agency should have Laboratory with sufficient equipment's as per the job role standard list provided by SVSU to conduct practical works for the concerned Programs.
- ✓ The Training Infra and support Agency should have power, Manual Attendance arrangement, Power Backup, Training Aids, Fire Fighting Equipment, First Aid, Canteen, separate Washroom Facilities, Copying Equipment, Proper Sitting Arrangements, Drinking Water etc. for participants of the programs.
- ✓ The Training Infra and support Agency should be invariably registered upon Skill Management and Accreditation of Training Centers (SMART) Portal of NSDC, Ministry of MSDE (In case of PMKK Center)
- ✓ The Agency must run the program by themselves and any kind of sub-letting or sub-contracting or franchisee arrangement for the conduction of training is strictly prohibited under any circumstances.
- ✓ No joint venture or consortium or association is permissible.
- ✓ For Empanelment with SVSU, Training Infra and support Agency required to fill the application form as per Annexure- D

Special Note:

This is in reference to the above proposed scheme it is also proposed that in any case if Government Institute/ Organization are not willing to support or have non-availability of space and infrastructure to conduct training and assessment in their premises, in that case **active centers of private training partners may be empanelled for utilization of infrastructure and Equipment Lab as per the requirement of ACD in concern job roles. Scheme for empanelment of private training partner/Center will be drafted separately.**

Resolution of Disputes/ Arbitration Clause

The dispute resolution mechanism would be as follows: In case of Dispute or difference arising between SVSU and the applicant relating to any matter arising out of or connected with this ERP, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Vice Chancellor, Shri

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Vishwakarma Skill University and if he is unable or unwilling to act, the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order. The venue of the arbitration and The place of jurisdiction would be Gurugram / Palwal Haryana shall be Gurugram/Palwal

The following Committee was constituted by COE to review the scheme and to share their Inputs / Recommendations.

Mr. Rajbir – Accounts

Dr. Raj Kumar – DD – Capacity Building

Mr. Deepanshu – Legal Department

Mr. Sachin Agarwal - ACD

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Annexure A

Pradhan Mantri Kaushal Kendra (PMKK)

Vocational training needs to be made aspirational to transform India into the skill capital of the world. In line with the same, Ministry of Skill Development and Entrepreneurship (MSDE) intends to establish visible and aspirational Model Training Centres (MTCs) in every district of the country.

NSDC is the implementation Training Infra and support Agency for the project. The model training centres envisage to:

- Create benchmark institutions that demonstrate aspirational value for competency-based skill development training.
- Focus on elements of quality, sustainability and Connection with stakeholders in skills delivery process.
- Transform from a Mandate-driven footloose model to a sustainable institutional model.
- These training centres are state-of-the-art Model Training Centres, called as Pradhan Mantri Kaushal Kendra (PMKK)

Annexure B

As per Notification No. IR-2/2021/20632-782 dated 01.09.2021 released by Labour Department
The minimum Wages of Haryana Govt. w.e.f. 01.07.2021

Skill level

	Total per Day
Unskilled	₹377.04
Semi-skilled A	₹395.89
Semi-skilled B	₹415.69
Skilled A	₹436.47
Skilled B	₹458.30
Highly skilled	₹481.21

Definitions

Definition of Unskilled, Semi-skilled, Skilled & Highly Skilled Workers.

(i) Unskilled:

An unskilled employee is one who does operations that involve the performance of simple duties, which require the experience of little or no independent judgment or previous experience although familiarity with the occupational environment is necessary. His work may thus require in addition to physical exertion familiarity with variety of articles or goods.

(ii) Semi-skilled:

A semiskilled worker is one who does work generally of defined routine nature wherein the major requirement is not so much of the judgment, skill and but for proper discharge of duties assigned to him or relatively narrow job and where important decisions made by others. His work is thus limited to the performance of routine operations of limited scope.

(iii) Skilled:

A skilled employee is one who is capable of working efficiently of exercising considerable independent judgement and of discharging his duties with responsibility. He must possess a thorough and comprehensive knowledge of the trade, craft or industry in which he is employed.

(iv) Highly Skilled:

A highly skilled worker is one who is capable of working efficiently and supervises efficiently the work of skilled employees.

Wages per month are calculated as 4.33 times if a weekly wage is defined. It is calculated as 4.33 times the standard hours per week if an hourly wage is given. **Technical Expert**

In case of Technical Expert is hired for conducting training session, he will be paid 2500 for an 8 Hour Session

Annexure- C Common Cost Norms

As per Amended Notification No. H-22011/2/2014-SDE (Vol. IV) dated 11.11.2020, namely:

1. These amendments may be called Common Norms for Skill Development Schemes Fifth(5th) Amendment, 2021. The base cost for the different NSQF aligned

A) Short Term Training sectors will be as under with effect from 01.01.2021: -

- (i) Rs. 49.00 per hour of training for trades/sectors listed in Category I of SCHEDULE-II.
- (ii) Rs. 42.00 per hour of training for trades/sectors listed in Category II of SCHEDULE-II.
- (iii) Rs. 35.10 per hour of training for trades/sectors listed in Category III of SCHEDULE-II.

2. For Residential training, and/or in respect of all skill development training programmes where trainees from Special Areas are trained outside these Special Areas Boarding and Lodging Costs up to a maximum per trainee per day as per table below:

- i. X Category Cities/ Town per day per Trainee Rs.375/-
- ii. Y Category Cities/Town per day per Trainee Rs.315/-
- iii. Z Category Cities/Town per day per Trainee Rs.250/-
- iv. Rural Areas and any Area not notified as a municipal/town area Rs.220/-

B) For RPL training the base cost is as below:

1) RPL Type 1 (Camps):

The salient features for this project type are:

This is proposed to be conducted for target beneficiaries in a location where workers of a sector are consolidated (such as industrial and / or traditional skill clusters). Orientation hours proposed is 12 hours. Bridge Course, up to additional 68 hours, based on need and relevance can be added over and above the 12 hours of orientation. PIA Cost and Tranches: Rs. 2,000/- with payment in 2 tranches. Candidates going for this RPL type will receive an RPL kit.

2) RPL Type 2 (Employer Premises):

The salient features of this project type are:

This type of RPL is conducted on site at the employer's premises. Orientation hours proposed is 12 hours. In case of employees not being available for 12 hours, a 4-hour, one day RPL, may be offered with discounted pay-outs. Bridge Course, up to additional 68 hours, based on need and relevance can be added over and above the 12 hours of orientation.

PIA Cost and Tranches: Rs.1,700/- (for 12 hours) and Rs. 1,200/- (for 4 hours) with payment made in 2 tranches.

24 Candidates going for this RPL type will receive an RPL kit.

3) RPL Type 3 (RPL by Demand):

The salient features for this project type are:

This type involves RPL at designated Pradhan Mantri Kaushal Kendra (PMKK)/PMKVY centers.

Orientation hours proposed is 12 hours. This type will not have a bridge Course.

PIA Cost and Tranches: Rs. 1,400/- with payment made in 2 tranches.

Candidates going for this RPL type will receive an RPL kit.

4) RPL Type 4 (RPL with Best-in-Class Employers (BICE)-Large Corporations / Industry and Medium Scale Enterprises):

This type of RPL entails:

Best-in-Class employer in both large and medium enterprise as per Awarding Body criteria will be selected.

Employees of Best-In-Class employers from all the sectors shall be certified. Senior employees such as supervisors / managers shall act as 'Employer -Assessors' in this mode. There is no orientation module in this type. It only has assessment. This type will not have a bridge course.

PIA cost and tranches: Rs. 1,200/- with payment made in 1 tranche.

Candidates going for this RPL type will not receive an RPL kit.

5) RPL Type 5 (Online RPL):

This type of demand based RPL is:

Open to all skill seekers, who wish to take an online exam and get certified.

This applies to specific job roles where theory and practical are both amenable to be conducted online. Proctoring is executed through video links and other tools, and there is no physical proctoring. There is no orientation module in this type. This type will not have a bridge course.

PIA cost and tranches: Rs. 1,200/- with payment made in 1 tranche.

Candidates going for this RPL type will not receive an RPL kit.

Additional Benefits to Candidates in RPL mode

For all the five project types under RPL 3.0 these would be common elements:

- i) Kaushal Bima (Accident insurance)- For 3 years amounting Rs. 2 lakh / candidates
- ii) Assessment by Assessment Body,
- iii) Reward Money – Rs. 500/- Candidates (Direct Bank Transfer)
- iv) RPL Training Kit – T- Shirt – 1, Cap- 1, Pen-1, Writing Pad-1

Annexure - D
Details of the Applicant

S. No.	Particulars	Details
1.	Name of the Agency	
2.	Type of entity	Government Organization /Government Institute / GITI/ PMKK
3.	Registered Address	
4.	Date of Incorporation (dd.mm.yyyy)	
5.	Nature of business	
6.	Name of Single Point of Contact (SPOC)	
7.	Phone and Mobile Nos. of SPOC	
8.	E-Mail id of SPOC	
9	Address for Correspondence	
10	Presence in Haryana (Y/N)	
11	Address in Haryana (if any)	
12	Agreed with the terms and condition mentioned in the scheme (Yes/ No)	

Signature of Applicant

Date

Annexure- A

Sr. No.	Criteria for Selection of Training Center of Private Training Partners/Institutes	Scores
1	Centre Requirement	10
a	Class Room with Desk, Table, Chair, Proper Lightening and proper ceiling fan arrangement , Projector , White board, Marker	
b	Ready to be occupied immediately.	
c	Infrastructure Condition in accordance with requirements.	
d	Minimum Sitting Capacity in class room is for 40-50 candidates/ students	
2	Facilities in Building/ Center	15
a	Adequate purified drinking water facilities with all necessary arrangements	
	Adequate toilets facilities with all necessary arrangements separately for ladies and Gents	
b	Availability of the Power backup facility in the form of UPS/ Inverter/ Genset etc to continue the operations at the Training Centre	
	Availability of CCTV camera	
c	Functional Educational Institute/Any other Building where a dedicated floor space is assigned for Skill development training	
d	Ventilation and Natural Lighting and Surrounding noise	
e	Open and parking space	
f	Fire safety and First Aid Kit norms as per rule	
g	Availability of Ramps, Lifts and Washroom for differently-abled people	
3	Proximity of the Training Centre to Public Transport System i.e. Bus Stop/Stand, Metro Station, Railway Station etc.	5
a	0 - 3 km distance	
b	3.1 - 5 km distance	
c	5.1-10 Km distance	
d	More than 10 km distance	
4	Lab as per Qualification List	20
a	Fully equipped lab with all tools and machinery as per job role	
b	More than 80% equipment/items available	
	Total Scores for Accreditation	50

Note:

Minimum 70% score (35 Nos.) is required for empanelment of Govt. Organization /Institute Training partner/Center.

**Annexure
Details of the Applicant**

S. No.	Particulars	Details
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4.	Date of Incorporation (dd.mm.yyyy)	
5.	Nature of business	
6.	Name of Single Point of Contact (SPOC)	
7.	Phone and Mobile Nos. of SPOC	
8.	E-Mail id of SPOC	
9.	Address for Correspondence	
10.	Presence in Haryana (Y/N)	
11.	Address in Haryana (if any)	
12.	Agreed with the terms and condition mentioned in the scheme (Yes/ No)	

Signature of Applicant

Date