



CHANDIGARH ADMINISTRATION TECHNICAL EDUCATION DEPARTMENT

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No.16/2/228-1H(3)-2014/

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Chandigarh, dated the: 21/1/14

1781

21/1/14

23 JAN 2014

To

All the Head of Departments/Offices/Institutions,
Chandigarh Administration.

Subject: Regarding recent guidelines related to SDI Scheme and its improvement.

Sir/Madam,

I am directed to address you on the subject noted above and to enclose herewith a copy of letter No.DGET-2/2/2013-MES/IS dated 24.09.2013 alongwith its enclosures from the Govt. of India, Ministry of Labour & Employment, Directorate General of Employment & Training, New Delhi, which is self-explanatory for information and necessary action.

Yours faithfully,

Pavani Dahi

Superintendent Technical Education,
for Secretary Technical Education,
Chandigarh Administration.

Endst. No.16/2/228-1H(3)-2014

Dated:

A copy is forwarded to the Director Technical Education, U.T., Chandigarh w.r.t his Memo. No.F.1891/E(RA)-2013/2464 dated 28.11.2013 for information.

Pavani Dahi

Superintendent Technical Education,
for Secretary Technical Education,
Chandigarh Administration.

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph:0172-2665253-59, Fax: 0172-2608488)

(ESTABLISHMENT BRANCH-IV)

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20 JAN 2014

Endst. No. GMCH-E-IV-EA-1(24/2)-2014/

Dated, Chandigarh the

A copy is forwarded to the Computer Programmer, GMCH, Chandigarh for
Circulation among all the HODs/Br. Incharges of this Institute for information &
necessary action at their end.

Superintendent (Est.-IV)

No.DGET-2/2/2013-MES/IS
Government of India/Bharat Sarkar
Ministry of Labour & Employment/Shram aur Rozgar Mantralaya
Directorate General of Employment & Training/Rozgar aur Prashikshan
Mahanideshalaya

Shram Shakti Bhawan, New Delhi,
Dated the 24th September, 2013.

1. Secretaries of all States/UTs dealing with SDI Scheme.
2. Commissioner's/Directors of all States/UTs dealing with SDI scheme.

No. PAJSEFI 6024

Dated 3-10-13

JS Labours

Sir,

03/10/13

No. PAJSEFI 403
Dated 04/10/13

Home-I Branch
(Tech. Edu. Br.)
Dy. No. 149644
Dated 4-10-13

As you are aware, substantial amendments have been made recently in guidelines related to Skill Development Initiative Scheme. I am sure that you have taken action to distribute copies of these guidelines to all ITIs including private ITIs, VTPs registered under this scheme and Officers of the department handling this scheme so that they are conversant with the new guidelines and implementation of the scheme takes place as per revised provision. Given the substantial role the District administration has played in the implementation of various schemes, it would be appropriate that a copy of the guidelines be also sent to District Collectors from your end.

In addition, we are expecting the following actions at your end to improve the implementation of the scheme:

The district-wise and sector wise pool of officials has to be created for inspection of premises of potential VTPs. District-wise and Sector-wise number of people trained under the scheme from 1st January 2012 is being sent with this letter to give you an idea about sectors which are popular in various districts of your State. It is requested that sufficient number of officials for inspection of VTPs' premises may be selected for every district and sector based on the information attached at Annexure-I. The details of the officials so selected may be compiled in the format as at Annexure-II by 15th November 2013 so that same may be uploaded on portal as soon as facility for same is created.

- 3 -
- ii. It is clarified that under the new system, no committee would be required for inspection of VTP's premises before registration and single man inspection would be good enough. It has also clarified that approval of Director/Commissioner in charge of the department handling SDIS would be sufficient to approve an application for registration as VTP instead of earlier prescribed procedure wherein approval of a Committee was required for same.
 - iii. As already clarified under Para (iv) of the guidelines issued on 11.09.2013, no physical inspection is required of certain categories of institutions as VTPs. These may be clearly communicated to all the departmental officials and all pending cases for registration of VTPs filed by such institutions may be cleared on this basis at the earliest.
 - iv. The revised guidelines very clearly allow State/ UT to incur expenditure on various administrative items including publicity about various courses being run by VTPs. You may, therefore, immediately develop a system of publishing district-wise courses being offered by various VTPs in local newspapers and book expenditure on same as administrative expenditure. It is also clarified that no separate allocation towards administrative expenses would be made and expenditure as administrative expenses may be made from the scheme funds.
 - v. The revised guidelines very clearly provide that inspection of VTPs during training and assessment should be carried out by officers. The possibility of involvement of functionaries of District administration for the purpose may also be explored, as it is felt that involvement of District machinery under the control of Collector would help achieving this task much more easily. Also, if required, some funds for meeting administrative expenses for this purpose may be given to the Collectors as well.
 - vi. As per Para (ix) of the guidelines dated 11.09.2013, a State has to specify a system by which VTPs would submit variety of documents to the State. You are, therefore, requested to immediately prescribe such a system by clear written order so that all VTPs may follow the same. A copy of the orders so issued may be sent to us also by 31st October, 2013.

- vii. The guidelines related 11.09.2013 at Para (xxi) state that introduction of combo and integrated modules under SDIS would be encouraged. Many States like Madhya Pradesh and Haryana etc. have already introduced such modules. It is, therefore, requested that in case you want us to introduce/include an integrated/combo module under the scheme, the proposal for the same may please be sent to us at the earliest. An example of such integrated/combo module could be automobile repair module instead of separate modules for 2 wheeler repair, 3 wheeler repair and 4 wheeler repair.
- viii. Instructions may also be issued from your office to all the ITIs including Private ITIs in the State to train minimum number of candidates under SDIS as prescribed in Para (xii) of guidelines dated 11.09.2013. You are requested to monitor the progress made by ITIs in this regard on quarterly basis as performance under the scheme would be used as one of the important criteria for continuation of their NCVT affiliation as well as granting affiliation of more units/trades in future.
- ix. The requirement of accreditation of Assessing Bodies and training of assessors through QCI has been dispensed with. We propose now to list out the institutions where capabilities of assessors registered with various Assessing Bodies could be examined. In this regard, you may please indicate some State institutions, which could be used for the purpose along with the sectors for which this exercises can be carried out in such institutions.
- x. As per the revised guidelines, testing centers have to register themselves with the State Government like VTPs. Instructions may therefore be issued to all functionaries, not to discourage the receipt of applications for registration of testing centers. A campaign may also be run by the State to facilitate registration of all existing testing centers so that direct assessment of candidates trained under various State schemes etc. continues smoothly.
- xi. Para (xxxi) of the guidelines dated 11.09.2013 provides that State departments, societies, corporations, missions etc. may register themselves as Assessing Bodies. You are, therefore, requested to immediately send a proposal for registration of Assessing Body, as thought appropriate, with a list of good number of assessors under various sectors in the format at Annexure III. This on one hand would facilitate timely

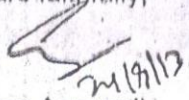
and better assessment and on the other would help in better utilization of existing capacities in local areas.

- xii. It has been noted that substantial pendency with respect to application for registration as VTP, payment of training cost and assessment fee continues to remain with the State. You may, therefore, not only reduce the same at the earliest but also streamline processes followed for clearing the same so that in future, such huge pendencies don't get piled up. Towards this, you may consider not asking unnecessary and avoidable documents and put up a time frame internally to clear the applications and claims.

It is requested that immediate action on all the points as stated above, may kindly be initiated and ensured.

Encl : as above

Yours faithfully,



(Shikhar Agrawal)
Director General

Annexure-III

DETAILS OF ASSESSORS

Sl. No.	District	Name	Designation/ Organisation	Module	e-mail	Mobile No.	Alternate contact number

Annex 1

District Wise Sector Wise Trained Candidates								
SECTORS								
State	District	ICT	GAR	REF	ELE	AUR	BEA	Others
CHANDIGARH	Chandigarh	104	60	38	36	36	18	0

Others include following Trades :-

ANH,APC,CER,CHE,COL,FLM,FLO,FOO,FRS,GEM,HDP,IEL,INS,JEW,JTD,JUT,
KHA,KNT,MAM,MDA,MEH,MRN,PAI,PAP,PLT,PNT,PRI,PRO,RNE,RWH,SER,S
PG,SPW,SWE,TCP,TOY,TQC,TRV,WDG,WOO,WPN,WVG