



HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD

(Regd. Under Societies Registration Act, 1860)

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Ref. No. 10/58-2015(NSQF)

Dated 6.4.2016

Important/ Personnel Attention

To

The Principals
GSSS/GGSSS/GMSSS/AMSSS
(500 schools covered under CSSVE from 2016-17)

Subject: Orientation of Principals of 500 Govt. Sr. Sec. Schools covered under CSSVE during 2016-17.

Orientation of Principals of 500 Sr. Sec. Schools, DPCs and DEOs was organised through Video Conference on 28.03.2016. A copy of minutes of the orientation organized is enclosed for information and necessary action.

Advisor (NSQF)
For State Project Director
HSSPP, Panchkula

Endst. No. 10/58-2015 (NSQF)

Dated: 6.4.2016

A Copy of the above is forwarded to the following for information and necessary action:-

1. The District Education Officers in the state.
2. DPCs in the State

Advisor (NSQF)
For State Project Director
HSSPP, Panchkula

CC:

1. ACSSE
2. AM/SPD
3. PA/ B.O.S.E
4. Internal Circulation



Subject - Orientation of Principals of 500 Govt. Senior Sec. Schools, allotted 2 Skills each from 2016-17 academic session.

A Video Conference was held on 28.3.16, to brief the Principals/DPCs/DEOs about the implementation of Centrally Sponsored Scheme of Vocationalisation of Sec. & Sr. Sec. Education.

Advisor (NSQF) in the welcome address/opening remarks put on record the importance of the Project. This is a Centrally Sponsored programme being run in financial partnership between the State and the Centre, with the sole objective of enhancing the employability skills of the students. The State as well as the Centre has accorded it the highest priority. The applied skills have been integrated with Academic Stream.

Presently the programme is being implemented in 490 Schools. The total Skills introduced are IT/ITeS, Security, Automobile, Retail, Physical Education & Sports, Beauty & Wellness, Patient Care Assistant, Agriculture, Media & Entertainment (Animation), Travel Tourism & Hospitality. Now the Govt. of India has approved introduction of Vocational Education in 500 additional Schools from academic session 2016-17, coupled with the approval to add 04 more Skills namely (i) Apparel Designing (ii) Banking & Finance Services and (iii) Banking & Insurance Services (iv) Health Care (Vision Technician). The total number has now reached 990 schools with 14 skills.

He shared with the Principals the success story of the previous 490 Schools where these Skills were introduced during 2012-13(40 Schools), 2013-14(100 Schools) 2014-15 (100 Schools) and 2015-16 (240 schools). The Project has been widely appreciated at National level. Haryana has emerged as the only State having successfully implemented it. Since the Project has now been expanded to cover 500 Schools & the other States are now keen to study/adapt, the model used by Haryana, it is the responsibility of the Principals to take the programme to new heights.

Various steps/parameters to identify Schools, its proximity to the local Industry, students strength/student counseling, community mobilization, aptitude of the students, recruitment of Teachers, their induction training, setting up of Labs etc. were shared with the School Heads. The Principals were also given an overview of the Project since Sept. 2012, through a video. They were also explained the salient features of the revised guidelines of the Centrally Sponsored Scheme of Vocationalisation of Secondary and Higher Secondary Education & the various steps involved i.e. students counseling, parents, community awareness, enrollment of students, transaction of curriculum, scheme of studies, incurring of expenditure under various components, maintenance of records, submission of various reports,

2.

Job Roles, roles and responsibilities of various stakeholders - Industry/District Coordinators, Teachers, Principals, DEO's, SSC's, NSDC, HBSE, PSSCIVE, Department of School Education, MHRD, Govt of India etc.

The Principals were counseled to go through the guidelines, instructions issued/to be issued by the Department/Board of School Education Haryana and ensure the success of the programme. The need for making the Project a success by closely monitoring each and every aspect was emphasized.

After detailed deliberations, the following recommendations were made for follow up action:-

- 1) A subcommittee of SMDC is to be formed and the meeting of the subcommittee, as constituted for the implementation of the Project at School level, need to be held regularly. The participation of the parents has to be ensured (**action by Principals**).
- 2) 02 periods per Skill/per Class/per day have to be allotted. The time table for Vocational courses has to be integrated with the School time table- (**action by Principals**).
- 3) 02 rooms are to be allotted for each of the two Skills allotted to respective Schools for setting up labs (**action by Principals**).
- 4) Vocational courses being basically and predominantly Skill and practical oriented, optimum use of the Computer labs has to be ensured. ICT Labs be used (**action by Principals**).
- 5) There is a provision to organize guest lecture till the time regular Teacher is appointed. Principals were asked to identify resource persons in the relevant Skill, as per approved Qualification & experience and pay them Honorarium as per guidelines. Since initial chapters in each Skill are basic, even the services of existing regular faculty in each school be utilized as a stop gap arrangement. Till the printed Books are made available, transaction of curriculum be started by downloading 1 - 2 chapters of student workbook which are being uploaded on school education /HSSPP website. (**action by Principals**).
- 6) Principals to immediately open a separate Bank account for CSS of VE & intimate to NSQF Cell (HR) (**action by Principals**).
- 7) Programme Manager (HR) will send communication to the Principals for necessary authorization to open Bank account (**action by Principals/Programme Manager (HR)**).
- 8) The Vocational Teachers will maintain a daily diary which would contain daily, weekly & monthly plans and the task accomplished. This would be regularly checked by the Head of the institution

&inspected by NSQF team **(action by Vocational Teachers, Principals & NSQF Team).**

- 9) Principals are to enroll a minimum of 25 students in each of the two Skills being introduced in their respective Schools. Students of good height and built are to be taken in Security Skill. In exceptional cases in view of demand from students the no. may go up to 30 per Skill**(action by Principals).**
- 10) Principals are to ensure that one Hobby class per week in the relevant skills are also conducted for 06th, 07th& 08th Class in their respective Schools, after the appointment of a Vocational Teachers. The topics to be covered will be e-mailed to them in the next 15 days **(action by Principals/ PMG (Tech)).**
- 11) Role of different stakeholders were explained to all the School Principals.

The meeting ended with a vote of Thanks to the Chair and all participants.