



HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD

(Regd. Under Societies Registration Act, 1860)

Shiksha Sadan, 3rd & 4th Floor, Sector-5, Panchkula-134109

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2586036



Ref. No.2/9-2016/HR-NSQF

Dated 7.10.16

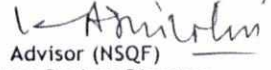
To

- 1) The Director SCERT, Haryana Gurugram
- 2) All the District Education Officers in the State
- 3) All the District Project Coordinators in the State
- 4) Amass Skill Ventures Pvt. Ltd.
- 5) Edujobs Academy Private Limited
- 6) Indian Institute of Skill Development Pvt. Ltd.
- 7) IL&FS Skills Development Corporation Ltd.
- 8) Empower Pragati Vocational and Staffing Private Ltd.
- 9) BASIX Academy for Building Lifelong Employability.
- 10) Pragmatic Education Society
- 11) Institute of Advance Security Training & Mgt. Pvt. Ltd.
- 12) Centum Work Skills India Ltd.
- 13) All India Society for Electronics and Computer Technology
- 14) Team Lease Services Ltd.
- 15) Indus Edutrain Pvt. Ltd.
- 16) Laqsh Job Skills Academy Pvt. Ltd.
- 17) Vidyanata Skills Institute Pvt. Ltd.
- 18) Labournet Services India Pvt. Ltd.
- 19) NSHM Udaan Pvt. Ltd.
- 20) Orion Edutech Pvt. Ltd.
- 21) ICA Eduskills Pvt. Ltd.
- 22) Gram Tarang Employability
- 23) SV Edusports Pvt. Ltd.
- 24) MIHER Skills Academy, New Delhi
- 25) Skill Tree Consulting (P) Ltd.

Sub: Implementation of Centrally Sponsored Scheme of Vocationalisation of Secondary and Higher Secondary Education (CSSVSHSE)- Minutes of the meeting held on 5.10.2016.

Please find enclosed the minutes of the meeting regarding implementation of Centrally Sponsored Scheme of Vocationalisation of Secondary and Higher Secondary Education (CSSVSHSE) held on 5.10.16 in the Conference Hall of Shiksha Sadan, 6th Floor, Sector-5, Panchkula.

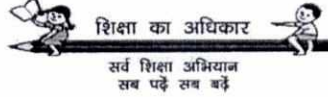
You are requested to take follow up action on the recommendations/decisions as contained in the minutes.


Advisor (NSQF)

For State Project Director

Program Manager(NSQF)
HSSPP, Panchkula

- 1) PS/ACSSE
- 2) AM/SPD
- 3) ADC-cum - Chairpersons SSA/RMSA in the State for internal circulation and follow up action.
- 4) IT Cell for uploading on the Parishad website.



Implementation of Centrally Sponsored Scheme of Vocationalisation of Secondary and Higher Secondary Education (CSSVSHSE)- Minutes of the meeting held on 5.10.2016.

A meeting to discuss implementation of CSSVSHSE was held on 5.10.2016 at 10.00 A.M. in the Conference Hall of Shiksha Sadan, Sector-5, Panchkula. The meeting was chaired by Sh. K.K. Agnihotri, Advisor (NSQF) HSSPP.

The list of participants is annexed at annexure-A.

At the outset the Chairperson welcomed the Vocational Training Providers. In the opening remarks a clear cut message was conveyed to the VTPs that they have been given the responsibility for the deployment of Vocational Trainers as also to facilitate various interventions in the implementation of CSSVSHSE for skilling the students to enhance their employability skills. They were requested to ensure absolute transparency in the deployment of Vocational Trainers by strictly adhering to norms and instructions shared with them from time to time. Since they are the employers of the Vocational Trainers under an agreement with the Parishad, the trainers should not directly correspond with the Parishad.

Thereafter agenda items were taken up. After detailed deliberations the following recommendations were made/decisions taken for follow up action by various stakeholders:-

1. **Contractual package of Vocational Trainers engaged by earlier VTPs and the Trainers now deployed by the VTPs under new agreement.**

The claim of trainers if pending on account of their contractual package who had earlier been engaged by the VTPs as per arrangements/instructions of the Department of School Education Department are to be submitted manually alongwith attendance certificate from the Principal concerned. The claim should be upto the date the Trainer worked as such under old agreement.

The claim on account of contractual package of the trainers now engaged by the VTPs under the new agreement are to be submitted on line. For this the detailed guidelines stand shared with the Principals as

Program Manager (NSQF)
HSSPP, Panchkula

Adm. Ltr.

arrangement has to be put in place by positioning candidates fulfilling eligibility criteria with a clear cut stipulation that these positions are being advertised and such candidates will have to appear for the written test alongwith other candidates, qualify the test and face interview. They will be positioned as such if they come on merit. Till then they will continue as purely adhoc arrangement. VTPs should simultaneously advertise the positions. In such eventuality adhoc arrangement should not in any case exceed two months. Any period beyond this would attract a penalty clause of Rs. 1000/- per teacher per day by treating that the vacant positions have not been filled up as per laid down procedure.- Action by VTPs, Principal Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG (HR/Accounts).

3 Monthly Progress Report.

The vocational trainers will ensure that the course content is covered by the VTs well within the academic session. They will also ensure that the guest lecture, industry visit as per guidelines issued are also organised. Each Vocational Trainer shall submit Monthly progress report through Principal concerned to the VTPs who inturn are required to share the reports with the Parishad. Format in this regard has already been circulated. The VTs will divide the course content to be covered on weekly basis. Performance appraisal of each trainer duly signed and received through Principal concerned has to be evaluated by the VTPs on annual basis for ensuring that only teachers whose work & conduct and performance is good are allowed to continue.- Action by VTPs, Principals Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts)+Programme Manager (Technical).

4 Reallocation of Vocational Trainers.

These being institutional positions and as such are non-transferable. Hence no reallocation would be permissible as a matter of policy once the Vocational Trainer submits his/her joining report after having accepted the engagement offer,- Action by VTPs, Principals Govt. Sr. Sec. Schools

well as VTPs. A detailed presentation in this regard was made by the IT cell of the Parishad and all queries on this count were addressed- Action by VTPs, Principal Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts).

2. Deployment of Trainers.

The progress regarding deployment of trainers in various skills was reviewed. As per data compiled by the Parishad on the basis of details provided by VTPs, the following positions are still lying vacant:-

As on 30.9.2016

Sr. No.	Name of Skill	No. of positions lying vacant	VTP by whom these are to be filled up
1	Apparel Designer	12	Indian Institute of Skill Development Pvt. Ltd.
2	Beauty & Wellness	24	Indus Edutrain Pvt. Ltd.
3	Banking & Finance Services	6	All India societies for Electronics and Computer Technology
4	IT/ITes	3	Centum Works Skills India Ltd.
		3	IL&FS Development Cooperation Ltd.
		5	All India societies for Electronics and Computer Technology
		3	ICA Edu Skills Pvt. Ltd.

The VTPs allotted IT/ITes skill informed that as a result of redeployment of School Information Managers by the Parishad, about 60 positions of Vocational Trainers (IT/ITes) have fallen vacant all of sudden. As per EOI, agreement and the instructions earlier shared with VTPs, no position of Vocational Trainer should remain vacant for more than 15 days. Any position remaining vacant beyond this period would attract a penalty of Rs. 1000/- per trainer per day. Therefore all the vacant positions need to be filled up immediately.

In the given situation, the VTPs were asked to fill up these positions from wait list immediately. In case the wait list gets exhausted, an adhoc

A. J. K. S.

Program Manager (SOE)
HSSPP, Panchajanya

covered under CSSVSHSE,HR/Accounts NSQF Cell HSSPP &PMG(HR/Accounts).

5 Deployment of Vocational Trainers against Women Trainers proceeding on maternity leave.

Since VTPs are required to extend the benefit of maternity leave to the trainers as per provisions contained in Maternity Benefit Act, they are to ensure that a substitute is immediately provided as per instructions issued in this regard. Action by VTPs, Principals Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts).

6 Any other issue.

The following issues also came up for discussion and the recommendations made are also listed as under:-

Parishad shall share list of equipment required for each skill with VTPs. They will suggest/fine tune specifications where these are missing from the list of Sector Skill Council and share with the Parishad. As a first step priority should be given to the list of equipment required for level-1 so that labs in various skills introduced in the schools covered during 2016-17 are set up. Action by VTPs, Principals Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG (HR/Accounts)+ Programme Manager (Technical)

I. Earnest Money Deposit (EMD)

Since the bid document provided for return of EMD only in case of unsuccessful bidder and in the event cancellation of tender, the EMD of the VTPs finally engaged shall remain with the Parishad.- Action by VTPs, Principals Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts) /VTPs.

II. Each VTP will prepare the list of Industries in the relevant skill located in the proximity of the schools /within the district, list of Industry Experts and share it with the Head of Institutions concerned and the Parishad for liaison /interaction with the Industry as required in view of guidelines/instructions issued by

Program Manager (NSQF)
HSSPP, Panchkula

l. Anshu

Parishad/Govt. of India. Action by VTPs, Principals Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts).

III. Modification in qualifications

Some of the VTPs suggested that there is a need to modify the qualifications prescribed for trainers in Banking and Finance Services, Beauty & Wellness, Apparel Designer.

Though PSSCIVE Bhopal, based on course content for a particular skill suggests qualifications for the deployment of Vocational Trainers, yet leave it to the State Govts. to take a final call. However, the State Govt. has been, as a matter of principle, modifying the qualifications based on inputs from PSSCIVE & Sector Skill Council. Therefore VTPs were advised to take up the matter through PSSCIVE and Sector Skill Council by giving detailed justification for necessitating any change if required. - Action by VTPs, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts).

IV. Student Hand Book

An issue to make available 'Student Hand Book' in Hindi was raised. It was explained that PSSCIVE Bhopal makes available Student Hand Books in English. The books are made available to the students free of cost for which the expenditure is quite heavy. It is therefore not possible first to get the 'Student Hand Books' translated into Hindi and then get these printed. More so the placement of students acquiring the skills is almost in Private Sector. This requires better communication skills. The teachers however may teach in Hindi but at the same time encourage the students to improve their communication skills.- Action by VTPs, Principals Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts)/PMG (Technical).

Amil Kheri

b
Program Manager(NSQF)
HSSPP, Panchkula


- V. **Procurement of equipment for setting up of labs-MIHER Skills Academy, New Delhi, Skill Tree Consulting(P)Ltd., Vidyanta Skills Institute Pvt. Ltd. & Labour Net Services India Pvt. Ltd.**

These VTPs had earlier been released funds for the procurement of equipment for setting up of labs as per agreement signed by the Department. They are required to finally close the accounts by furnishing the final invoice from their end, receipt of equipment by the Head of the Institutions concerned, utilisation of funds strictly as per financial norms duly certified by Chartered Accountant, refund of unutilised amount and the amount on account of equipment purchased but not delivered etc. within one month positively otherwise the unsettled amount will be recovered from their management cost due.- **Action by Programme Manager (Technical)/PMG HR/Accounts and VTPs concerned.**

- VI **Induction/In service Training for Vocational Trainers.**

Parishad will plan induction training for newly deployed vocational trainers and in service training for vocational trainers deployed during earlier years. The training will be organised during winter break/summer vacation. Some of the VTPs have organised at their own expense one day induction training for VTs before deploying them in the schools. Other VTPs may also do so on a day on which schools are closed /Sunday/holiday. **Action by VTPs, Principals Govt. Sr. Sec. Schools covered under CSSVSHSE, HR/Accounts NSQF Cell HSSPP and PMG(HR/Accounts)+ Programme Manager(Technical).**











Meeting ended with a vote of thanks to all the participants.


Program Manager(NSQF) *Amit Kumar*
HSSPP, Panchkula

Date 5.10.2016

Meeting with VTPSlist of participants

Time 10.00 A.M. Venue Conference Hall, 6th Floor, Shiksha Sadan Panchkula

Sr. No.	List of participants	Name / Designation	Contact no.	Signatures
1	Amass Skill Ventures Pvt. Ltd. (Automobile & Agriculture)	Kajkumar MD & CEO	9811922147	
		Manish Kumar	9463687495	
2	Edujobs Academy Private Limited. (Automobile)	Piush Khetera. AVP	9831401427	
3	Indian Institute of Skill Development Pvt. Ltd. (Automobile & Apparel)	Niswant kataria (BN)	9811169498	
		Pankaj Joshi (AM)	9871830952	
4	IL&FS Skills Development Corporation Ltd. (IT/ITES & Retail)	Ramvirs Singh.	9990728714	
		Harender Bhaslawar	9915122209	
		Sobhash Rajwa.	8894729988	
5	Empower Pragati Vocational and Staffing Private Ltd. (Retail & Agriculture)	Kushal Bameja	9899543342	
6	BASIX Academy for Building Lifelong Employability. (Retail & Travel & Tourism)	Rajal Arvind Jaiswal Head	9419012256	

Program Manager (NSQF)
HSSPP, Panchkula



Date 5.10.2016

Meeting with VTPs list of participants

Time 10.00 A.M. Venue Conference Hall, 6th Floor, Shiksha Sadan Panchkula













Sr. No.	List of participants	Name / Designation	Contact no.	Signatures
7	Pragmatic Education Society (Security)	Not Present		
8	Institute of Advance Security Training & Mgt. Pvt. Ltd. (Security)	Ajeer Kumar	8886759920	Ajeer Kumar
		Sr. Manager operations		
9	Centum Work skills India Ltd. (IT/ITES & Travel & Tourism)	Skahid, Mahmood	9810787168	SKAHID
		(Associate Vice President)		
10	All India Society for Electronics and Computer Technology (IT/ITES & Banking & Finance)	Arvinda Chakrivedi	9811276867	Arvinda
		(Directors)		
		Amitabh Ganguly	9560090599	Amitabh
11	Team Lease Services Ltd.(Banking Insurance & IT/ITES)	ANIL YADAV / Project manager	854881047	ANIL YADAV
		DORUSH SHARMA / - -	9785009904	DORUSH SHARMA
12	Indus Edutrain Pvt. Ltd (Beauty Wellness & IT/ITES)	Saiful Islam		Saiful Islam
		Project Manager	9891913788	Saiful Islam

Program Manager (NSQF)
HSSPP, Panchkula

Meeting with VTPs list of participants

Date 5.10.2016

Time 10.00 A.M. Venue Conference Hall, 6th Floor, Shiksha Sadan Panchkula

Sr. No.	List of participants	Name / Designation	Contact no.	Signatures
13	Lagsh Job Skills Academy Pvt. Ltd. (IT/ITES & Banking & Finance Services)	Sankesh - Program Manager	9181926316	
14	Vidyanta Skills Institute Pvt Ltd. (Vision Technician & PCA)	Tarati - Project Manager Ruba - HR Head	9599038145 9873078307	 
15	Labournet Services India Pvt. Ltd (Beauty & Wellness)	Sandeep Kumar Sharma - Project Manager DEEPA KUMAR Hemnani	9590222553 9590822553	 
16	NSHM udan Pvt. Ltd. (Beauty & Wellness)	Arjun Sharma Project Manager	918040405	
17	Orion Edutech Pvt. Ltd. (Beauty & Wellness)	Nitesh Barchand Asst. General Manager Surya K. Sahas (PM) Sohan Roy (Project Manager) Navish Nave (Asst. Analyst)	9051605522 9248815200 9088892892 8800859959	   
18	ICA EduSkills Pvt. Ltd. (IT/ITES & Media Entertainment)	Chirenda Sharma (P.M.) Surbhi Mishra (Site Coordinator)	9990254175 8051063239	 




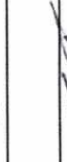




Program Manager (NSQF)
HSSPP, Pan



Meeting with VTPs list of participants

Date 5.10.2016

Time 10:00 A.M. Venue Conference Hall, 6th Floor, Shiksha Sadan Panchkula

Sr. No.	List of participants	Name / Designation	Contact no.	Signatures
19	Gram Tarang Employability (Physical edu & Sports)	Mukesh Puro Asst Manager	9988552928	
		Anit Kumar Coordinator	989637567	
		Parveen Kishore/Sonal KAPOOR	9999316634	
		Fareed Ayub Khan	8894081381	
20	SV Edusports Pvt. Ltd. (Physical edu & Sports)	Bjendra Kumar	9416077807	
21	MIHER Skills Academy, New Delhi (Vision Technician & PCA)	Ed. Harish Sharma - GM/Asst. Mgr.	8826212359	
		Tarushi Dattaraj. Head School Insp.	9650680750	
22	Skill Tree Consulting (P) Ltd. (PCA)	Tanya Dawn - Head Operations	9560058827	

Program Manager(NSQF)
HSSPP, Panchkula

Meeting with VTPs

List of participants

Date 5.10.2016

Time 10.00 A.M. Venue Conference Hall, 6th Floor , Shiksha
Sadan Panchkula

Sr. No.	Name	Designation	Signatures
1.	Sh. K.K. Agnihotri	Hon. Advisor(NSQF)	<i>K. Agnihotri</i>
2.	Dr. Bal Kishan	Consultant (NSQF)	<i>Bal Kishan</i>
3.	Dr. Rajiv Vats	Programme Manager(HR-NSQF)	<i>Rajiv Vats</i>
4.	Ms. Shikha Sehgal	Program manager (Technical)	<i>Shikha Sehgal</i> 05.10.2016
5.	Ms. Renu	Dy. Supdt.	<i>Renu</i>
6.	Sh. Mahender Singh Verma	Industry Coordinator	<i>Mahender Singh Verma</i>
7.	Sh. Maninder Singh Gill	Industry Coordinator	<i>Maninder Singh Gill</i>
8.	Sh. Ashok Kumar	District Coordinator	<i>Ashok Kumar</i>
9.	Ms. Usha Sharma	District Coordinator	<i>Usha Sharma</i>
10.	Ms. Kanchan Gupta	District Coordinator	<i>Kanchan Gupta</i> 5.10.16
11.	Sh. Anuj Pundir	District Coordinator	<i>Anuj Pundir</i> 05.10.2016
12.	Ms. Alka Mehta	District Coordinator	<i>Alka Mehta</i>
13.	Ms. Anita Monga	Accountant	<i>Anita Monga</i>
14.	Ms. Anu	Accountant	<i>Anu</i> 5/10/16
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Program Manager(NSQF)
HSSPP, Panchkula