

## National Urban Livelihoods Mission Employment through Skill Training and Placement

### Minutes of the review meeting cum workshop organized for the Skill Training Providers on 24<sup>th</sup> August 2017 at Gulati Institute of Finance and Taxation, Sreekaryam

The meeting started at 10.30 am with Shri. S. Harikishore IAS, Executive Director Kudumbashree and State Mission Director, NULM in the chair. State Mission Manger, (Skills and Livelihoods) Shri. P Rajesh Kumar welcomed the gathering and briefed about the objective of the Workshop.

The executive director insisted the agencies to achieve the targets allocated for them in time and assured all support to clear the bottleneck and overcome the practical difficulties in implementation of the project at the field level. The mission director reviewed the achievement in targets allocated to each of the agencies during 2017-18. He directed the agencies to complete the enrollment by not later than January 2017.

A detailed deliberation was held on the plan of enrollment of candidates by the agencies in their available classrooms in the approved centers. Some of the Skill Training Providers assured to establish new centers to achieve the targets before 31.03.2018. The enrollment plan of agencies as committed in the meeting is attached as **Annexure 1**.

The Skill Training Providers (STPs) informed that there is inordinate delay in issue of certificate from Regional Directorate of Apprenticeship and Training (RDAT) as well as from many of the Sector Skill Councils(SSCs). Therefore they are not able to submit the invoice for second installment even after completion of the training and providing mandatory placement. Second stage payment constitutes 50% of the training fee. Therefore the agencies requested to issue the second stage payment on the basis of the result sheet published by RDAT/SSCs. The Mission Director agreed to release the second stage payment on the basis of the result sheet. However the agencies should upload the certificate on MIS as soon they receive it from the assessment body.

Some of the agencies presented their problems in mobilization. The mission director suggested agencies to start the courses in residential mode so that mission functionaries will be able to provide more support in mobilization candidates.

The agencies conducting the residential trainings informed that they are outsourcing the service of reputed hostels near their training centre to accommodate the NULM candidates. The STPs has to pay the hostel fee at the end of the every month whereas they are getting only 30% of the accommodation cost in advance. Remaining portion is deferred upto the certification and placement of the candidates. Therefore requested for release of a reasonable

amount in advance and settle the hostel fee at the end of the training. The mission director agreed to release 50% of the fee as advance with first installment. He also accepted the request of the agencies to release the remaining portion on completion of the training and conduct of the exams. Mission director advised the STPs to explore the possibilities for starting more residential batches

A couple of agencies informed that in sectors like IT-ITeS, the candidates have to obtain 70% marks in each NOS and pass percentage is very less in some batches. But the agencies are able to provide placement the candidates even though they are failed. Therefore the agencies further requested for release payment in this case also. The mission director responded that the guide line in this regard is laid down by Government of India and there is little possibility to consider this case. He directed the agencies to improve the quality of training and to provide special coaching for assessment. However he said that SULTM will explore all possibilities in this regard.

A detailed discussion was held in the workshop regarding the process flow for enrollment, monitoring, assessment, placement, tracking and fund release. Process flow from centre approval to third installment release is attached as **Annexure II**

### **Decisions of the meeting**

1. In case of delay in issue of certificates after publishing of results, the Skill Training Providers can submit the second installment request along with the result sheets. In such cases second installment will be released on the basis of result sheet. However the agencies should upload the certificates in MIS and close the batch as soon as assessment bodies issues the certificates.
2. 50% of the hostel fee will be released as advance along with first installment for the residential batches.
3. All the agencies will consider the possibility for starting more residential batches. Kudumbashree will explore the possibility for providing hostel facility through the micro enterprises units of Kudumbashree.
4. The STPs should conduct effective screening and counseling process to avoid non joining of candidates for job despite of attractive offers. Mission will examine the difficulties of the agencies in this regard.
5. All the agencies should send the request for assessment not later than 7 days from commencement of the training to avoid delay in certification.
6. A couple of agencies informed that even though students are failed they are able to place them in better employment. In such cases the STPs at present are not getting the training fee for these candidates. Mission will consider this case in details and will examine

whether there is any provision under NULM to release of training fee to the STPs in such cases.

7. Mission will consider the application of apex for conducting of dental ceramic technician instead of dental ceramic assistant if it is permissible as per NULM norms.

## Enrolment Plan Committed by STPs in the meeting

Sl. No	Courses	Target	Achievement		Enrolment Plan			Expected Balance
		Target for 2017-18	Centre Capacity	Enrolment till date	Commencement of 1st batch	Commencement of 2nd batch	Commencement of 3rd Batch	
1	Pearl Outsource Ltd	210	70	66	June1	Oct-15	Feb-01	
2	Model Engineering College	340	175	70	Oct 1	Dec-01		
3	SL Electrical Works	120	70	56	June1	Dec-15		
4	HLPPT	995	280	159	Sept 1	Nov-15	Feb-15	
5	Jeevaniyam Ayurveda Hospital	211	140	98	Sept 15	Nov-01		
6	Accounts Training Institute	165	175	73	Oct 1			
7	KITES Software Pvt. Ltd	750	250	250	June1	Oct-20	Jan-20	
8	Wayanad Social Service Society	165	100	56	Sept 1	Dec-01		
9	Rajagiri College of SS	560	160	50	Sept 1	Nov-01	Jan-01	30
10	Edubridge Learning Pvt. Ltd.	330	175	25	Sept 25	Dec-01		
11	AMET Pvt Ltd,Adoor	235	135	135	July 31	Dec-01		
12	Vidya Bharati Group	60	60	30	Sept 20			
13	Synchroserve GS Pvt. Ltd	583	160	123	Sept 15	Dec-31	Feb-01	103
14	Apex Group Kozhikode	100	100	30	Sept 15 (60)	Oct-20		
15	ICA Eduskills Pvt Ltd	235	70	30	Sept 30	Oct-30	Feb-10	
16	NTTF	665	280	70	Sept 15	Dec-01	Jan-01	
17	CEEG Kottakal	340	210	115	Oct 1	Jan-15		
18	Malankara SS Society	75	50	17	Aug 1	Nov-01		28
19	Edujobs Academy	480	150	115	Sept 15	Oct-01	Dec-01	
20	KWARTZ Kollam	60	90	30	June1	Oct-01		
21	LIFE	210	105	0	Oct 1	Jan-01		
22	Rooman Technologies	390	110	0	Oct - 15	Jan-01		170
23	Institute of Gems & Jewellery	120	60	0	Oct 1	Dec-15		
	<b>Total</b>	<b>7399</b>	<b>3175</b>	<b>1598</b>				<b>331</b>

**Process flow for conducting of Skill Training under NULM in Kerala**

- Issue of closed RFP by SULM and Submission of proposal by Empanelled Skill Training Providers.
- Evaluation of proposal by SULM and negotiation with STPs
- Work award and signing of MoU on the basis of negotiated proposal
- STP shall set up the training centre and request for Readiness Assessment Sheet (RAS) through a mail to SULM – Intimate a Gmail id to share the RAS spreadsheet.
- SULM will share the RAS with the intimated Gmail id and will also share viewing right to the registered gmail id of the STP.
- SMMU will also assign a batch in charge from among the CMMU managers and will intimate the STP. (Along with the message of sharing the RAS)
- If it is an ongoing centre for the same course, a simple 2 page RAS will be shared. TCO is required for each batch. The STPs should try to start more than one batch at a time so that processing of fund release and issue of TCO will be easier.
- STP shall fill the RAS and intimate batch in charge only through email with a signed copy of 1J attached. The CC of the mail should be marked to SMMU without fail.
- CMMU manager will inspect the centre and will hand over the signed copy of 1K recommendation to the centre (either for rejection or for issue of TCO)
- In case of NCVT courses the inspecting officer will deliver signed copy of 1A & 1K for forwarding of assessment request to RDAT
- In case of delay in inspection above 2 days, the STP should send a reminder mail to SMMU for assigning a batch in charge (the reminder mail to SMMU should reach not later than second day evening).
- The CMMU manager will send the recommendation within 2 days from the date of readiness intimation by the STP
- SMMU will issue TCO on receipt of 1K recommendation (Not later than 2 days).
- STP should enter the details of candidates in the MIS and generate beneficiary ID within 2 days of commencement of the training
- In case any problem in generation of beneficiary id within 2 days, the centre head should intimate the same to SMMU through a mail. In case of technical issues mark a copy to [nulmkerala@gmail.com](mailto:nulmkerala@gmail.com) also (don't send any other mails to this id)

- Freeze the batch on 7<sup>th</sup> working day. In any circumstance, candidates should not be admitted after 6<sup>th</sup> day.
- Remind the CMMU manager regarding the second mandatory visit at least 1-2 day before the batch freeze date.
- Batch freeze report, first installment request and assessment request should be ready at the centre during the second mandatory visit of the batch in charge.
- STP should mail batch freeze report in excel format to SMMU in advance.
- Batch in charge will sign the fund request recommendation and batch freeze report at the centre.
- The STP will also forward assessment request on the 7<sup>th</sup> day itself

**Attachment for fund request**

- First Installment
  1. Fund request in prescribed format
  2. Batch Freeze report
- Second Installment
  1. Fund request in prescribed format
  2. Batch Summary report
  3. Result sheet from RDAT/SSC
  3. Caution deposit refund summary
  4. Placement summary report
  5. Copy of invoice for assessment fee paid

(All reports signed by STP and batch in charge in CMMU)

- Third Installment
  1. Fund request in prescribed format
  2. Placement data in prescribed format (Income details should be uploaded in the MIS)