

# SCHEME ON SKILL DEVELOPMENT TRAINING PROGRAMMES OF NSKFDC

## A. BACKGROUND

**National Safai Karamcharis Finance & Development Corporation (NSKFDC)** is a wholly owned Govt. of India Undertaking under the Ministry of Social Justice & Empowerment (M/o SJ&E) set up on 24<sup>th</sup> January 1997 as a Company “Not for Profit” under Section 8 of the Companies Act, 2013. NSKFDC is in operation since October, 1997, as an Apex Corporation for the all round socio-economic upliftment of the Safai Karamcharis, Manual Scavengers and their dependants throughout India. Later on, Rag pickers (synonymous with Wastepickers) were also included in the definition of Safai Karamcharis as target group of NSKFDC. The financing schemes/programmes of NSKFDC are implemented through State Channelizing Agencies (SCAs) nominated by the State Govts./UT Administrations, Regional Rural Banks (RRBs) and Nationalized Banks. The financial assistance is provided at concessional rates of interest to the SCAs/RRBs/Nationalized Banks for onward disbursement to the target group of NSKFDC. The corporation is implementing various loan and non-loan based schemes for the socio-economic upliftment of the target group. Under Loan based schemes, NSKFDC provides financial assistance to the Safai Karamcharis, Manual Scavengers and their dependants through SCAs/RRBs/Nationalized Banks for any viable income generating schemes including sanitation related activities and for education in India and Abroad.

Under Non-loan based schemes, NSKFDC provides 100% grant for reimbursement of expenditure incurred in connection with skill development training programmes, Job Fairs, Awareness Camps, Workshops etc. The training programmes are implemented through institutes under the aegis of Central and State Governments as also Sector Skill Councils (SSCs) and their training partners. NSKFDC also mobilizes funds from various CPSEs under their CSR Grant for providing Skill Development Training to the target group or for meeting expenditure on any component thereof.

NSKFDC is also the nodal implementing agency for the Self Employment Scheme for Rehabilitation of Manual Scavengers (SRMS), which also has provisions for skill development training of the target group.

## B. SKILL DEVELOPMENT TRAINING SCHEME OF NSKFDC

### 1. OBJECTIVE

To impart Skill Development Training in broad conformance to the Common Norms (relevant extracts enclosed) for up gradation of technical and entrepreneurial skills through Govt./State Govt./SCA Training Institutes and Sector Skill Council constituted by Ministry of Skill Development and Entrepreneurship, so that eligible members of Safai Karamcharis/Manual Scavengers and their dependents may engage in developmental activities by way of self employment or wage employment.

## **2. ELIGIBILITY**

For enrolment of any person in the skill development training programme of NSKFDC:

- (i) He/She must be a Safai Karamchari/Manual Scavenger or their dependant.
- (ii) Son, daughter, spouse and daughter-in-law of Manual Scavenger/Safai Karamcharis would be deemed to be their dependants.
- (iii) Age of the candidate should not be more than 40 years or less than 18 years at the time of completion of the training course.
- (iv) He/she should not have undergone skill development training in the past under any NSKFDC scheme.

## **3. DURATION OF TRAINING**

As per common norms issued by MSDE from time to time (As appended)

- (i) Minimum 200 Hrs. (As per common norms notification dated 15.07.2015 & 20.05.2016 issued by Ministry of Skill Development & Entrepreneurship.
- (ii) NSKFDC would provide assistance for Skill Development Training Programmes upto one year, depending upon the requirement of the training course. In case of training under the Self Employment Scheme for Rehabilitation of Manual Scavengers (SRMS) the duration of training can be up to two years.
- (iii) NSKFDC may also provide residential training.
- (iv) Considering the very poor literacy levels and marginalized existence of maturity of target group, all skilling courses to be mandatorily accompanied with life skill training, conventional education inputs and on the job (OJT) training.

## **4. COURSES**

All skill development courses offered under the scheme must broadly conform to the National Skill Qualification Framework (NSQF).

## **5. FINANCIAL ASSISTANCE/ GRANT-IN-AID**

NSKFDC would provide the following financial assistance for conducting the skill development training programmes:

- (i) Financial assistance in the form of 100% grant as per the rates prescribed in common norms or as may be decided by NSKFDC in exceptional cases

- (ii) Quantum of funds in each installment to be released to the concerned agencies would be as per the common norms.
- (iii) Grant to the Sector Skill Councils/Training Institutions would be payable only in respect of such candidates having minimum 75% overall attendance for the training period and also clear the assessment process for certification from NSDC/MES or equivalent as applicable.
- (iv) Safai Karamchari and their dependants would be provided stipend @ Rs. 1,500/- per month (Rs. 500/- per month in case of residential course). Candidates belonging to Manual Scavengers category including their dependants would be provided stipend @ Rs. 3,000/- per month, irrespective of whether they are day-trainees or residential. The above payments as mandated by Ministry of Social Justice & Empowerment guidelines will normally be towards coverage of support for boarding, lodging, travel except in case of Manual Scavengers.
- (v) Stipend will be paid twice during the entire training period to the eligible candidates having minimum 75% attendance. The first installment will be released directly by NSKFDC into the bank account of the eligible candidates through RTGS on completion of half of the total training duration and the second installment would be released on completion of training.
- (vi) It is however, clearly stated that stipend is a reciprocal benefit offered to candidates for their regular attendance in the training course and not a matter of right.

## **6. THIRD PARTY CERTIFICATION & ASSESSMENT**

To ensure independent and unbiased assessment and certification of trained candidates, the Training Institute will be required to arrange for assessment and certification as per guidelines of DGE&T/Sector Skill Councils/NSDC/MSDE.

## **7. ELIGIBILITY OF TRAINING INSTITUTE**

- (i) The Skill Development training programmes will be executed through following categories of institutes, councils and training partners following the National Skill Qualification Framework (NSQF) and complying to the Common Norms:
  - The Institutes under the aegis of Central Government & State Government
  - Sector Skill Councils – who sign MOAs with NSKFDC
  - Training Partners especially those having good past track record of working with NSKFDC, registered with National Skill Development Corporation

(NSDC) and or Sector Skill Councils (SSCs) in areas of skilling where the concerned SSCs do not have working relations with NSKFDC.

- (ii) To help fulfill the mandate of Corporation of promoting self employment and sustainable livelihood for target group of NSKFDC, training programmes may also be sanctioned to State Channelizing Agencies of NSKFDC.
- (iii) The award of training to above categories of institutes/councils/training partners will be made based on proposals received from them which will normally be by way of request for proposals issued by the Corporation.

## **8. COMMENCEMENT OF TRAINING PROGRAMME**

- (i) The training institute/SSCs will initially submit list of eligible mobilized candidates for proposed training programme after which sanction will be conveyed by NSKFDC in the form of Letter of Intent (LOI).
- (ii) The Training Institutes need to accept the terms & conditions of Letter of Intent (LOI) issued by NSKFDC. The receipt of Letter of Intent signed by Training Providers will construe as the sanction which will be valid for ongoing financial year or as per the terms and conditions of sanction letter.
- (iii) Selection of eligible candidates would be made by a Selection Committee having members of Training Institution, Sector Skill Council, representative of NSKFDC and NGO having experience of working with target group of NSKFDC. Prior intimation of holding Selection Committee meeting would be required to be given at least seven (7) working days in advance to NSKFDC and approval to be obtained from NSKFDC for conducting the meeting.
- (iv) The programme should commence only after obtaining written permission from NSKFDC on submission of following:
  - Copies of the Safai Karamchari certificate along with proof of their being dependents/
  - Documents submitted in proof of their being Manual Scavengers/their dependents as uploaded on the website [mssurvey.nic.in](http://mssurvey.nic.in)
  - Minutes of the Selection Committee meeting
  - After getting verification clearance of the uploaded trainees details on the portal of NSKFDC

## **9. Employment**

The training provider shall have to ensure employment (Wage/Self) for 70% of the trained candidates within 3 months of completion of training. The placement percentage achieved within 3 months of completion of training to be established by way of production of appointment letters, salary slips etc. will only be considered for the purpose of calculating the overall placement percentage.

NSKFDC may at any time interact with the employers and beneficiaries to ascertain the veracity of the documents submitted.

## **10. INSPECTION**

- (i) NSKFDC will at its discretion, undertake inspection/evaluation of the progress/impact of the sanctioned training programme. Such inspection may be carried out any time during the training programme. The training institutions shall as and when required extend NSKFDC representatives access to its records for such inspection carried out.
- (ii) Representative of NSKFDC shall have the right to inspect the books of accounts, records of training institutions/SSCs and interact with the trainees as well as with the trainer and officials of Training Institute/SSCs/TPs.
- (iii) NSKFDC may also interact telephonically or Skype/Video Conferencing with the trainees before, during and after the training to assess the quality and status of the training programme/trainees.

## **11. MISCELLANEOUS**

The skill development training programmes would also be governed by the following conditions:-

- i) Training providers would be required to make necessary arrangements to provide real time access of bio-metric attendance to NSKFDC through a credible bio-metric system.
- ii) In case of no. of trainees attending the training is lesser than the no. of trainees for which sanction has been accorded, the amount proportionate in respect of such lesser number should be refunded to NSKFDC within 15 days from the date of commencement of training, if already claimed.

- iii) NSKFDC reserves the right to withhold the payment of the balance amount and wherever deemed appropriate, demand refund of the installment released with Bank interest, if the Training Institute is found to have misled NSKFDC by submitting incorrect information or deliberately suppressing relevant information. NSKFDC may consider to blacklist such Training Providers and inform to the funding agencies of Central Govt. / State Govt.

## **RELEVANT EXTRACTS OF COMMON NORMS**

**The Common Norms for Skill Development Schemes implemented by Government of India are hereby notified as under.**

### **1. Skill Development**

Skill Development, for the purpose of any Government scheme, is defined as any domain specific demand led skill training activity leading to employment or any outcome oriented activity that enables a participant to acquire a Skill, duly assessed and certified by an independent third party agency, and which enables him/her to get wage/self employment leading to increased earnings, and/or improved working conditions, such as getting formal certification for hitherto informal skills, and/or moving from informal to formal sector jobs or pursue higher education/training and shall fall in the categories as per below:

For fresh entrants to the job market, the training duration to be minimum 200 hours (including practical and/or on the job training) except where prescribed by any Statute.

Extension work, such as that carried out in the fields of agricultural and related activities, public health etc. would be recorded as an activity distinct from skill development. These would need to be programmes of durations of 32 hours or more, which leads to any economic or social benefit that may not be immediately measurable, and the Common cost norms would not be applicable to such extension work.

### **2. Skill Development Courses**

Soft skills (which would include computer literacy, language and workplace inter-personal skills relevant for the sector/trade) would be an integral part of the skills training process and must be suitably integrated into the course modules of all the above-mentioned categories in section 1.

## 2.1. Alignment with the National Skills Qualifications Framework (NSQF)

All Skill Development courses offered under the scheme framework must conform to the National Skill Qualification Framework (NSQF) notified on 27.12.2013 which provides for transition of all training/educational programmes/courses so as to be NSQF compliant by the third anniversary date of the notification of the NSQF (i.e., after 27.12.2016). Government funding would not be available for any training or educational programme/course if it is not NSQF compliant. All training providers empanelled/approved by the various Ministries/Departments of the Government of India/State Governments/NSDA/NSDC/Sector Skill Councils would need to comply with this requirement of the NSQF failure to do which would lead to their de-listing by the concerned empanelling/approving authority.

## 3. Input Standards

3.1 While all training programmes funded under any scheme of the Government of India need to ensure that the outcomes are achieved as per these Common Norms, the following inputs may also be considered so as to ensure that adequate training infrastructure and capacity exists:

- (i) The overall training infrastructure specially the training aids and equipment being as per industry benchmarks.
- (ii) Trainers with suitable qualifications/experience being hired and each trainer to having undergone Training of Trainers (ToT).
- (iii) Industry relevant content, appropriate to the learning groups, and conforming to the requirements of NSQF/SDIS, being used.
- (iv) The student and trainer enrollment linked to Aadhar.
- (v) Assessments being video recorded if required.

## 4. Outcome of Skill Development

In addition to independent third party certification of the skilled individual, the outcomes from skill development programmes shall be as under:

4.1. For training of fresh entrants to the workforce, outcome shall be defined to include all of the following:

- (i) Employment (both wage and self) on an annual basis of at least 70% of the successfully certified trainees within three months of completion of training, with at

least 50% of the trainees passing out being placed in wage employment; Provided that the Ministries/Departments shall have freedom to alter the percentage of wage and self-employment based on specifics of the scheme that have been designed exclusively for self employment/entrepreneurship, nature of activity, local economy, social conditions, etc.

- (ii) In case of wage employment, candidates shall be placed in jobs that provide wages at least equal to minimum wages prescribed and such candidates should continue to be in jobs for a minimum period of three months, from the date of placement in the same or a higher level with the same or any other employer.
- (iii) In case of self-employment, candidates should have been employed gainfully in livelihood enhancement occupations which are evidenced in terms of trade license or setting up of an enterprise or becoming a member of a producer group or proof of additional earnings (bank statement) or any other suitable and verifiable document as prescribed by the respective Ministry/Department.

## **5. Funding Norms**

Funding under skill development schemes is available for either of the following:

- (i) Meeting the capital expenditure for creation/up gradation of infrastructure for skill development training; and
- (ii) Meeting the recurring cost of training individual trainees including post-placement costs.

- 5.1 Rationalization of funding norms across Ministries/Departments shall enable them to monitor inputs and outcomes effectively. This shall also streamline the quality of training programmes delivered across Training Providers. Therefore, the funding norms as given in SCHEDULE-I apply to all existing and new skill development schemes that fund the training costs of individual trainees. Provided that Skill Development schemes/components of schemes catering to the creation/ augmentation of infrastructure for training should continue functioning as per their existing norms as decided by the concerned Ministries/Departments.
- 5.2 Base costs Skill Development training costs under any scheme of the Government of India should be paid at the rates as given in SCHEDULE-I and as per SCHEDULE-IV in respect of each trainee who successfully completes the training and is certified:
- 5.3. The trades/job roles listed in category I, II, III of SCHEDULE-II shall be aligned to National Skill Qualification Framework (NSQF) as notified vide Cabinet Notification No.8/6/2013-Inv.t.dated 27.12.2013. These categories were classified based on the level of capital expenditure and operational expenditure for imparting a course. The Ministries/Departments are free to identify the courses which can be classified under any of



these categories and in case of those that are not covered in this list, it can be done in consultation with the industry, and thereafter seeking the approval of the Common Norms Committee.

5.4 The hourly rates shall be inclusive of cost components such as:

- i. Mobilization of candidates
- ii. Post-placement tracking/monitoring
- iii. Curriculum
- iv. Placement expenses
- v. Trainers' training
- vi. Equipment
- vii. Amortization of Infrastructure costs/Utilities
- viii. Teaching Aid
- ix. Raw material
- x. Salary of trainers

5.5 Any deviation from these norms would be permissible after the approval of the Common Norms Committee.

5.7 Pooling of Resources

In case of geographies/sectors and trainee groups where the training cost is significantly higher than the norms specified in this Notification, the Training Providers are free to pool additional funding support from State Governments, Corporates, Employers, Philanthropic Institutions etc. However such dovetailing of funds shall have the approval of the respective Ministries/Departments.

6. **Evaluation parameter**

All Government of India funded schemes for skill development will be evaluated every three years by the Ministry or Agency designated by the Ministry, and continuance of schemes not achieving the Outcomes shall be reviewed. Performance here would be defined in both quantitative (Outcomes met) as well as qualitative terms (feedback from candidates/States/training providers, degree of NSQF compliance, etc.)

7. **Advocacy and Awareness Building**

Sector Skill Council/TPs/TI would devise a strategy to reach out to the respective target groups/beneficiaries, with special focus on sector/geographies which are in need of skill development initiatives. The sensitization of other stakeholders, particularly employer industry, will be an integral part of such campaign.

8. **Empanelment of Training Providers/Assessors**

All Central Government programmes/schemes will be implemented through Training Providers/Assessors that are empanelled at the national level or through a validated process at the state level. At the national level, a single process for empanelment of Training Providers/Assessors would be put in place. This process would factor in sector specific issues/nuances in consultation with the related Ministries/Departments and the Sector Skill Councils. States would get their process of empanelment of Training Providers/Assessors validated by a designated agency at the national level.

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