



Memorandum of Understanding

Between

National Skill Development Corporation (NSDC)

And

Haryana Skill Development Mission (HSDM)

For

Guidance, Coordination and Convergence of Skill Development Schemes to outcome based Trainings, Assessments and Certification on Qualification Packs (QP) and National Occupational Standards (NOS)



This Memorandum of Understanding (MoU) is made on the Day of ^{21st} July of the year 2015.

BY AND BETWEEN

National Skill Development Corporation a Company incorporated under the Companies Act, 1956 having its registered office at A-Block, Clarion Collection, Shaheed Jeet Singh Marg, New Delhi – 110016 represented by its Chief Operating Officer Mr. Atul Bhatnagar (hereinafter referred to as “NSDC”) which expression shall unless repugnant to the context thereof shall remain and include its successors, legal representatives and permitted assigns, on the **FIRST PART**

AND

Haryana Skill Development Mission represented by the Mission Director (hereinafter referred to as “HSDM” which expression shall unless repugnant to the context or meaning thereof, include its successor in office, legal representatives and permitted assigns) on the **SECOND PART**

Whereas NSDC and HSDM have desired to work together towards guidance, coordination and convergence of all skill development schemes of the state to outcome based Trainings, Assessments and Certification on Qualification Packs (QP) and National Occupational Standards (NOS) and harmonize the skill development efforts of the Government and the private sector for the state

I. PREAMBLE / BACKGROUND/ OBJECTIVE

The **National Skill Development Corporation (NSDC)** was set up as part of a National Skill Development mission to fulfill the growing need in India for skilled manpower across sectors and narrow the existing gap between the demand and supply of skills. It develops appropriate models to enhance, support and coordinate private sector initiatives.

Haryana Skill Development Mission (HSDM) has been set up under the chairmanship of Chief Secretary, Haryana. The Mission would be the single point of contact within the government to formulate and steer various skill development schemes/ projects. The Mission will bring necessary synergy, oversight and effective co-ordination in the implementation of the skill development schemes across the departments. To achieve this, the Mission will monitor and coordinate ongoing skill schemes in the State and will integrate efforts of various departments of the State and Central Government organizations engaged in providing skill development training and make available employment oriented and placement linked training in vocational skills to the beneficiaries (skill training aspirants) of the state.

The Objective of this MoU is to improve employability and entrepreneurship skills of the beneficiaries participating in skill development schemes introduced by the government of State. The various schemes offered / to be offered will be aligned to Qualification Packs – National Occupational Standards (QP – NOS) developed by NSDC approved various sector skill councils.

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II. PURPOSE

1. In order to execute various skill development initiatives, the state has setup Haryana Skill Development Mission. HSDM would like to mentor, guide and execute skill based trainings of all ongoing and new skill development schemes of the State and Center respectively which at present includes:

S.No	Name of the Scheme	Department	State/Central Funded Scheme	Total Target for FY 2015-16
1.	Creation of Employment Generation Opportunities (CEGO) For SC Students	Technical Education	State Govt. Funded	2000
2.	Community Development through Polytechnic (CDTP)	Technical Education	Central Govt. Funded	9600
3.	Community Colleges	Technical Education	Central Govt. Funded	500
4.	Integrated Skill Development Scheme of Ministry of Textiles, Gol	Technical Education	Central and State Funded (75%: 25%)	10000
5.	Modular Employability Scheme (MES)	Industrial Training	Central Govt. Funded	5000
6.	Ajeevika	Haryana State Rural Livelihood Mission	Central and State Funded (75%: 25%)	8100
7.	Rural Self Employment Training Institutes (RSETIs)	Haryana State Rural Livelihood Mission	Central Govt. Funded	7400
8.	'Hunar Se Rozgar' Scheme	Tourism	Central Govt. Funded	2932
9.	SABLA	Women & Child Department	Central Govt. Funded	1000
10.	Women Training -cum Production Centre and Stipendiary Scheme	Women & Child Department	State Govt. Funded	1000
11.	Integrated Child Protection Scheme (ICPS)	Women & Child Department	Central and State Funded	40
12.	Support to Training and Employment Programme for Women (STEP)	Women & Child Department	Gol	Not Fixed
13.	Swavlamban (Previously NORAD)	Women & Child Department	State Govt. Funded	200
14.	Employment through Skill Training & Placement (EST&P)	Urban Local Bodies	Central Govt. Funded	25000
15.	Various specialized courses being run HARTRON Franchises.	HARTRON	Self-financing	13000

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2. The current skilling infrastructure in State has capacity to skill train 3.30 lakh youths on an annual basis. Some departments have initiated steps to engage skill promotion in the state. Under the current arrangements, there is formal engagement with the private sector for up-scaling the skill and employment of the skilled youth. The institutional capacity in the state is geared to carry out the targeted skilling objectives for an end-to-end implementation of the programmes from social mobilization to employment.

The state targets are being achieved collectively by the all concerned departments namely School Education, Technical Education, Higher Education, Industries, Industrial Training, HARTRON, Urban Local Bodies, Women & Child Development, Agriculture, Horticulture, Tourism, Medical Education, Animal Husbandry & Dairying and Rural Development Department etc.

HSDM provide umbrella cover for all Skill Development Trainings for various State Departments under State and Central Schemes.

In addition to this, Haryana Skill Development Mission intends to provide skill training out of State funds in PPP mode and with philanthropic support to school dropouts, unemployed youth, semi and reasonably employed in unorganized sectors in the field of their experience, aptitude and need of the employees.

3. This engagement will aim to align courses and curricula of all skill development trainings under HSDM to Qualification Packs (QPs) and National Occupational Standards (NOS) developed by NSDC approved Sector Skill Councils
4. The sectors and job roles selected for implementation under various schemes will be based on the skill gap study already conducted by NSDC.
5. NSDC Training partners eligible for providing trainings will be selected through a process jointly developed by NSDC and HSDM.
6. The assessment and certification will be conducted by the designated assessors of the participating Sector Skill Councils. The certificate will be jointly issued by the Sector Skill Council, NSDC and HSDM. This format of joint certification will be standardized by NSDC.
7. In order to implement and monitor the project, HSDM will establish a State Project Management Unit (SPMU) for monitoring, guidance and convergence of all skill development initiatives. NSDC and HSDM will jointly help in setting up this SPMU with funds allocated to HSDM.

III. GENERAL PROVISIONS

1. This Memorandum will set up general conditions for cooperation in Skill Based Training under HSDM and that the Parties intend to use it as a framework to continue their cooperation.
2. The Parties intent to cooperate and focus their efforts on cooperation within area of Skill Based Training across the state.
3. The terms of co-operation directions will be defined collectively in the course of negotiations. The Parties through mutual effort will try to establish long term and beneficial co-operation.


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IV. IMPLEMENTATION OF THE MEMORANDUM

In order to ensure the implementation of this Memorandum, the Parties will create a "State Project Management Unit" (SPMU) which will be responsible for:

1. Discussion of the progress of cooperation of all schemes being implemented by HSDM
2. Preparation and coordination of cooperation plans amongst the Parties
3. Coordination of communication with HSDM, NSDC and NSDC approved Sector Skill Council for cooperation in Skill based Training
4. Discussion of other issues pertaining to the implementation of this Memorandum.
5. Monitoring and evaluation of all ongoing initiatives.
6. Branding of skill development initiatives
7. Such other matters as may be decided by and between the parties.

V. ROLE AND RESPONSIBILITIES OF HSDM

1. **List of Schemes** – HSDM will share the list of all skill development initiatives being implemented/ to be implemented by the government of State and take the responsibility of facilitating the convergence of schemes.
2. **Infrastructure:** HSDM will provide the required infrastructure for the delivery of courses in various districts of State as per the different scheme guidelines.
3. **Mobilization of students:** HSDM will take up the responsibility of mobilization of students for enrolment in various skill based training courses aligned to their career aspirations. This activity would be supported through awareness and communication campaigns run by HSDM at district and block level.
4. **Budget Allocation:** HSDM will be responsible for obtaining and managing the central funding and the state funds or funds from any other source(s) for the project implementation. Allocate budget and sanction expenses as per the various scheme guidelines and allocate budget for trainings and assessments to be conducted under various schemes.
5. **Empanelment of NSDC Training Providers:** HSDM will empanel NSDC training partners who fulfill all the relevant criteria as desired by the relevant ongoing schemes of the state. The Training Partners will align their contents and curriculum as per the Industry defined Qualification Packs (QP) and National Occupational Standards (NOS) set by the NSDC approved Sector Skill Councils and NSQF compliant.
6. **Administrative Support:** HSDM will share the records and other details related to students enrolment and training, with NSDC pertaining to skill based courses.

VI. ROLE AND RESPONSIBILITIES OF NSDC

1. Capacity Building of State Skill Missions in association with SSCs:

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- a. NSDC along with SSC to conduct a study on Gap Analysis of ITIs/ technical institutions across the state and link the currently taught courses to employment linked skilling programmes
 - b. Identify the in-demand sectors in which training is required in the State and assist State in creating a Centre of Excellence with help of SSCs in these sectors
 - c. The Centre of Excellence can act as a hub and the identified ITIs and technical institutions can act as the spokes
 - d. Identify the public infrastructure and Leverage public infrastructure such as ITIs, ITCs, Polytechnics, Degree colleges, Government school buildings, vacant Government/semi-Government buildings. Panchayat Bhawans, Common Service Centers which can be used for skill development
 - e. Create Occupational Standards, help in curriculum alignment of existing courses and future ones, develop assessment and certification framework
 - f. Provide training to the existing ITI/ technical institutions on soft skills/ life skills etc
 - g. SSC to work with State to create framework for Dual certification
 - h. Certification of existing workforce through Recognition of Prior Skills programme (RPL)
- 2. Identification and Finalization of High Growth Sectors:**
- a. NSDC to identify Sectors and Job Roles for students as per **skill gap studies** and assessment of need by the State Departments to improve employability
- 3. Convergence of Schemes:**
- a. NSDC to assist State to create standardized processes to be used across all skilling schemes for assessment certification and course content
 - b. NSDC along with State to Standardize course curriculum, course fees, Assessment and certifications
 - c. NSDC to assist State to create a Skill Development Fund (SDF) where funds of all departments involved in Skilling will be consolidated
- 4. NSDC to align the Industry through Sector Skill Councils (SSC):**
- a. SSCs will provide the industry linkages and will ensure that the curriculum has been validated as per industry's current needs
 - b. Industry to work with the State Skill Mission and adopt one or more of the identified public offices/ ITIs/ technical institutions/ colleges/ schools for conducting skilling courses
 - c. Industry through SSC to provide trainers for conducting industry relevant skill training
 - d. Industry may provide funding through CSR for conducting skill development courses
 - e. Placement support to the candidates who complete their training
- 5. Mapping of QP-NOS based courses and capacity development of local TP's:**
- a. NSDC in association with the SSC to accredit Curriculum (CTS/MES) mapped to QP-NOS to be taught at Skill Development Centers/ ITI's/ technical institutions.
 - b. Identify & Align Sectors based on the Skill Gap Studies published by NSDC
 - c. NSDC through Sector Skills Council (SSCs) shall conduct Training of Trainers in the state
 - d. Existing vocational training curriculum would be made employment oriented and industry relevant
 - e. Identify 10 Local Training Partners in consultation with State and fund them for skilling based on NSDC guidelines


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6. Introduction of NSDC empanelled Training Providers to State:

- a. NSDC empanelled TP list to be provided to HSDM for short listing and selection of TPs
 - b. NSDC through its TP's will Implement the State wide mobilization strategy developed jointly with the State
 - c. NSDC empanelled TP's to promote enrolment of candidates in the identified schemes
 - d. Align curriculum with National Occupational Standards and affiliate with SSCs
 - e. Conduct training in identified public infrastructure in identified sectors across the State
7. **Management Information Support:** NSDC will make available all the MIS systems developed by it and help HSDM customize the MIS according to its needs.
8. **Sharing of Information of the activities being undertaken by NSDC and its empanelled Training partners in the State:**
Any activity relating to skill development being initiated by NSDC in the State shall be shared with the Haryana Skill Development Mission namely name and address of NSDC empanelled Training Partners, name & address of all skill centre established by NSDC training partners in the State, scheme wise, sector wise and centre wise number of candidates trained by the NSDC training partners.
9. NSDC will discharge all or any of the above activities either itself or through NSDC approved Sector Skill Council(s) and/or NSDC approved Training Providers.

VII. JOINT ROLES AND RESPONSIBILITIES OF HSDM AND NSDC

1. Every trainee will be awarded a joint certificate on successfully attaining pass marks in the assessment as per the guidelines, jointly issued by HSDM, NSDC and SSC.
2. The joint certificate will be issued by HSDM in association with NSDC (either by itself and/or through NSDC approved Sector Skill Council).
3. Alignment of the HSDM Technical Portal and NSDC Skill Development Management System (SDMS) to ensure streamlining of the assessment processes. NSDC will share the format for uploading of the data on SDMS.
4. Fee of the assessments and certifications of the Courses will be mutually decided by HSDM and NSDC, in consultation with the NSDC Approved Sector Skill Councils.
5. All Parties will establish procedures to facilitate regular contact at the executive and operational levels to discuss issues arising in relation to the Project.
6. All Parties constituted under this MoU will hold periodic meetings, between their senior officials to discuss the coordination of issues which are relevant for the successful implementation of this MOU.
7. It is understood that NSDC would discharge all or any of the above activities either by itself or through NSDC approved Sector Skill Council(s)


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VIII. MONITORING

1. Implementation of the MoU will be jointly monitored by HSDM and NSDC.
2. The parties will meet regularly to monitor the implementation of the MoU as per the timelines agreed.

IX. MISCELLANEOUS PROVISIONS

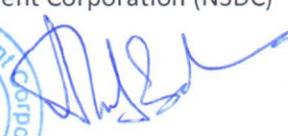
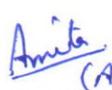
1. The Memorandum of Understanding (MOU) as outlined in this document is not intended to be a legally binding document. Rather, it is meant to describe the nature and cooperative intentions of HSDM and NSDC to suggest guidelines for cooperation. Nothing, therefore, shall diminish the full autonomy of either party, nor any constraints be imposed by either upon the other, and nothing in this Agreement shall be deemed to create a partnership, joint venture, or agency relationship between the parties.
2. Any other matter not included in this MoU which is necessary for the smooth functioning of the Scheme shall be finalized among HSDM and NSDC on mutual terms and conditions.
3. The use of the name, logo and/or official emblem of any of the Parties on any publication, document and/or paper is allowed only, after seeking explicit prior permission in writing of the owner party
4. No change can be made to this MoU without written consent and duly signed by all the Parties. Additions, deletions and/or alterations to this MoU may be effected with the written agreement of all the parties to this MoU concerning the changes. Documents containing such additions, deletions and/or alterations and signed by all the Parties shall form addenda to this MoU, and be deemed to be part of this MoU
5. The Memorandum of Understanding is not intended to create any legal relation of employer-employee or of principal and agent relationship amongst the parties.
6. This Memorandum of Understanding shall remain valid for a period of five years from the date of its signing, and can be extended on mutual terms and conditions.
7. Through this Memorandum of Understanding HSDM and NSDC affirm their commitment to fulfil and achieve the objectives mutually agreed upon in this Memorandum of Understanding
8. Termination: This MoU can be terminated by the either Party after serving 1 (one) month notice to other Party in writing if there is failure/ breach of understanding or default by either party.
9. Confidentiality
 - a. Subject to Clause b below, Parties agree that they will keep all information pursuant to this MOU confidential and shall not disclose to any third Person any Confidential Information with respect to the MOU and programme hereunder.

b. Exceptions: Party may disclose Confidential Information:


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- i) to the extent to which it is required to be disclosed pursuant to Applicable Law;
- ii) to the extent to which it is specifically permitted by the other Party in writing;
- iii) to the extent that the Confidential Information is publicly available (other than as the result of a breach by such Party of its confidentiality obligation under Clause 8 above); and
- iv) to its employees and professional advisors, but only to the extent necessary and subject to such employees and professional advisors accepting an equivalent confidentiality obligation to that set out in this Clause Confidentiality.
- i) Through this Memorandum of Understanding HSDM and NSDC affirm their commitment to fulfil and achieve the objectives mutually agreed upon in this Memorandum of Understanding

<p>For and on behalf of National Skill Development Corporation (NSDC)</p>  <p>(Signature) Mr. Atul Bhatnagar Chief Operating Officer</p> <p>(Date)</p>	<p>For and on behalf of HARYANA SKILL DEVELOPMENT MISSION (HSDM)</p>  <p>(Signature) Mr. Subhash Chandra, IAS Director General Mission Director Education, Haryana Panchkula</p> <p>(Date)</p>
<p>Witness:</p> <p>1)  (SUNIL SETH) Jt. Dir</p> <p>2)  (AMITA) Dy. Director</p>	<p> (SUNIL SETH) Jt. Dir</p> <p> (AMITA) Dy. Director</p>

Signed this Memorandum of Understanding on this 21/07/2015.