



Abstract

Department of Employment and Training - Training Wing - Employable Skill Training to the Unemployed Educated Youth"- Announced by Hon'ble Chief Minister - Guidelines for implementation of the Scheme - Approved.

Labour and Employment (S1)Department

G.O.(Ms) No.188

Dated :20.09.2010.

Read:

1. G.O.(Ms) No. 144, Labour and Employment Department, dated 25.9.2009.
2. G.O(Ms) No. 157, Labour and Employment Department, dated 15.8.2010.

ORDER:-

United Nations Organisation has declared the year 2010 as the International Year of Youth. To commemorate the UN declaration and with a view to upgrading the skills of large number of unemployed educated youth in close collaboration with the private sector, the Hon'ble CM has announced the launching of a new scheme viz. **"Employable Skill Training for Educated Unemployed Youth"** on the **Independence Day**, 15th August 2010. In the Government order second read above, orders have been issued for implementation of the above scheme with the active participation of private sector and the Government have sanctioned a sum of Rs.50 crores for this scheme to train and provide employment to one lakh unemployed youth during the year 2010-2011.

2. The issue of guidelines for implementation of this scheme **"Employable Skill Training to the Unemployed Educated Youth"** has been examined and after careful examination the Government hereby approve the guidelines for the above scheme in the annexure to this Government order.

3. The Government also approve the proposal to create a society under the Tamil Nadu Societies Registration Act, 1975 for carrying out the objectives of the scheme as a **State Mission** and to administer the funds for the scheme through the above society. The Government hereby appoint the Confederation of Indian Industries as the State Consultant for the Scheme.

4. The Government also approve the proposal for reconstitution of the State Level Committee for Skill Development constituted in the Government order first read above to monitor the implementation of the Scheme.

5. The Commissioner of Employment and Training is directed to take necessary action for formation of the society for implementation of the scheme as per the approved guidelines.

//BY ORDER OF THE GOVERNOR//

**T. PRABHAKARA RAO,
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Commissioner of Employment and Training, Chennai-32.

All Secretaries to Government , Secretariat, Chennai-9.

All Departments of Secretariat, Chennai-9.

All Heads of Departments. (through the Commissioner of
Employment and Training, Chennai-32.)

All District Collectors (through the Commissioner of
Employment and Training, Chennai-32.)

Confederation of Indian Industries, Chennai (through the
Commissioner of Employment and Training, Chennai-32.)

The Accountant General , Chennai 18/35

The Secretary to Hon'ble Chief Minister, Chennai-9.

The Secretary to Hon'ble Deputy Chief Minister, Chennai-9.

The Secretary to Governor, Raj Bhavan, Guindy, Chennai

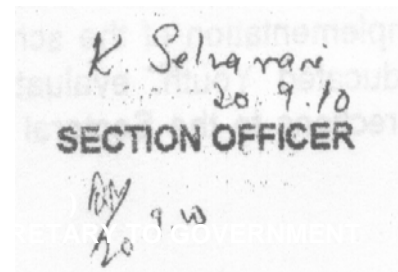
The Senior Personal Assistant to Hon'ble Minister for
Labour, Chennai-9.

The Labour and Employment (F) Department, Chennai-9.

Director General of Employment and Training, New Delhi.

S.F/S.C.

//FORWARDED BY ORDER//



GUIDELINES FOR THE SCHEME “EMPLOYABLE SKILL TRAINING TO THE UNEMPLOYED EDUCATED YOUTH”

Preamble:

Skill development is critically important to address the twin issues of unemployment and shortage of skilled manpower meeting the required standards of industry. The challenge is not merely of preparing more skilled persons but such initiatives should simultaneously address the needs of industries and service sectors by providing them with employable skills in the required area. Further, the supply driven, vocation training model followed in Government is not meeting the standards and requirement of industries both in terms of quality and quantity. Therefore as a new initiative, a demand driven modular employable skill (MES) programme was launched in 2007 targeting more specifically the school dropouts to convert them as skilled persons to meet the requirement of industry and trade. However the youth, who have completed matric, post matric, graduation, including engineering continue to remain unemployed in large numbers due to their lack of employable skill.

United Nations Organisation has declared the year 2010 as the International Year of Youth. To commemorate, the UN declaration and with a view to upgrading the skills of large number of unemployed educated youth in close collaboration with the private sector, the Hon'ble CM has announced the launching of a new scheme viz. **“Employable Skill Training for Educated Unemployed Youth”** on the **Independence Day, 15th August 2010**.

The Government had issued orders in G.O.Ms.No.157, L&E(S) Department, dated 15-8-2010 for implementation of the above scheme with the active participation of private sector and has sanctioned a sum of Rs.50 crores to train and provide employment to one lakh unemployed youth during the year 2010-2011. This scheme will be implemented in Mission Mode with a goal to achieve skill adequacy in all sectors by 2020.

The new scheme envisages a demand driven approach, where the industries and private sector institutions play the lead role in identifying the unemployed youth, train and absorb them in appropriate jobs. The scheme proposes to impart training skill pertaining to specific industry / service sector where such employment opportunities exist. The unemployed youth who possess educational qualification of 10th and +2 will be imparted training to make them readily employable. Unemployed under-graduates, post-graduates and engineering graduates will be imparted soft skill and other necessary training to equip them for highly skilled specialised jobs. Identification of the

youth and training by the private employers will be facilitated by the Government with necessary logistic and other support including the financial support.

Objectives:

- (i) Institutionalise a reliable mechanism to continuously identify sectors where there is current or expected future demand for employment, document skill sets required and resources needed, in collaboration with all stakeholders.
- (ii) To identify the unemployed educated youth through district selection camps, group and link them with private employer for training (if necessary) and facilitate employment placement through private industries & service sector including agricultural & allied sectors.
- (iii) To identify unemployed youth possessing 10th / 12th qualification and impart training in skills pertaining to areas of activity in which there is demand for manpower to make them readily employable skilled work force.
- (iv) Imparting soft skill and other necessary skill to ITI, Diploma holders, degree, post-graduates and engineering graduates to improve their employability in the identified highly skilled specialised jobs, which are in demand and facilitate their employment placement.
- (v) To identify the unemployed youth who do not require skill training and directly place them in suitable positions in the private sector.
- (vi) To facilitate the industry to identify potential clusters in different parts of the state for insite training and employment to promote decentralised growth of industrial activities especially in sector where such initiatives are suitable.
- (vii) To strengthen and utilise the training infrastructure available in Private Institutions and Government Institutions and optimise the utilisation of existing infrastructure to make the training cost effective.
- (viii) To facilitate the private industry to work with Government educational and Training institutions under public-private partnership for captive training and increase the employability of youth.
- (ix) To develop and standardise the training modules in each sector on various skill sets, and soft skills required by industries & service sectors.
- (x) To promote and develop centres of excellence for training as apex institution in the key sectors through Public Private Partnership.
- (xi) In the long run to institutionalise the system of gap skill training within the educational institution to improve the employability of youth so that they get employment immediately after they come out of educational institution.

Target Group:

The unemployed youth with minimum qualification of 10th std pass and registered in an Employment Exchange within the State of Tamil Nadu and who are in the live register of such Employment Exchange will be covered under this scheme. Youth who were trained under the existing modular employable skill (MES) programme and remain unemployed will also be covered under this programme for placement.

Stake holders:

State Government, Central Government, Industries and entrepreneurs, Industry/trade associations, manpower outsourcing companies/private employment service providers, training institutions, unemployed youth.

Immediate Project Output:

One lakh youth will be trained and placed in the industries and service sector during 2010 – 2011. Required modules for employable skills as per industry and labour market demands will be identified and course curriculum developed over period of time. With the approval of National Council for Vocational Training, Government will project the coverage for training & employment placement beyond 2010 – 2011 after a detailed survey.

Age Criteria:

The minimum age limit for persons to take part in the scheme will be 18 year and the upper age limit will be 35 years.

Process of Implementing the Programme**(i) Conducting District Selection Camps:**

As an outreach programme, district level camps similar to job fairs will be organised to identify the potential youths and form them into various skill groups depending on their educational qualification, aptitude, industrial demand, etc. The unemployed youth with minimum qualification of 10th std pass, registered in an employment exchange and in the live register of such employment exchange, form the potential target groups.

The camp will be organised by the DMT with the active support of the private industrial establishments and manpower outsourcing companies/private employment service providers. Similar to the job fairs, the various Sectoral Task Groups will put up counters and display the list of skills required and related employment opportunities as employers consortium. Based on the educational qualifications, aptitude the participants may make a choice. They will be grouped

into different skill groups and linked to specific employer, depending on the vacancies and preference. DMT will facilitate the process of employer linkage in each sector. If the industry desires to enroll youth on apprenticeship DMT will facilitate that. It is the responsibility of the respective employer to take care of the training of such selected candidates through the training institutions approved by the STG and arrange for their employment placement.

If in the opinion of the employer, the participant does not require any training, he may be directly absorbed by the employer in his enterprise for placement.

(ii) Training and employment placement of the identified youths

The unemployed youths identified in the district camps will be imparted training in the institutions / facility for a specific period on the specific skill groups as approved by the STG. The employer institution will actively participate in the training process to ensure that their requirement on the employability / skill development is fulfilled. The expenses on the training will be shared by the Government and the Employer Institution. The share of the Government on the training component will be released directly to the concerned training institutions in three installments. The first installment would be released within one month of commencement of training, the second at the middle of the training programme and the final installment will be released only on placement of the trainees, by the respective employer. Immediately after the training is over, the employer will arrange for the placement of the trained youth.

iii) Funding arrangements:

State Mission / Society is sanctioned Rs.50 crores initially to implement this programme. The society over long run will converge the funds available with other department / agencies in similarly placed scheme to provide skill and enhance employability of the youth. State government will meet the full expenditure incurred in conducting District Selection Camps, subject to a maximum expenditure of Rs.5 lakh for each camp. Balance amount if required may be mobilised through sponsorship. Training cost shall be shared by the State Government shall not exceed Rs.2,000 per person for the entire period of training. The rate of training subsidy will be fixed in a flexible manner is either rate per hour or rate per month depending on the specific need, but within the overall ceiling of Rs.6000 per person approved by the Sectoral Task Group depending on the nature and period of training, but within the overall limits per person. The private industry may meet their share of training cost from their own arrangements either directly or through Bank, MFI and NSDC.

Implementing Agency:

A Society will be created under the Tamil Nadu Societies Registration Act 1975 as a state mission, for carrying out the objectives of this scheme. An Officer in the cadre of an IAS officer will be incharge of this Mission and he would be assisted by support staff and a State Consultant, Confederation of Indian Industries.

Functions of the Society / State mission:

- Integrate the functions and collobrate with various stakeholders to execute all skillbuilding initiatives of the state government and leverage the reach to rural Tamil Nadu.
- Conducting base line survey and identifying the manpower demand, trade / sector wise.
- Consolidate action plan prepared by various STGs and prepare an annual plan.
- Empanelling the Training institutions – Private, Government, Company run.
- Appointment of the District Level Consultants.
- Aiding and Advising the District Mission Team in conducting selection camps.
- Implementation and Monitoring the progress of the scheme.
- Work closely with STGs and grade state / national training institutions to develop training modules.
- Work closely with National Skill Development Corporation (NSDC) and mobilise funds from NSDF / DGET etc. for skill development.
- Conducting selection camps for Chennai District.
- The funds for the scheme would be administered through this Society.

District Mission Team:

The District Mission Team (DMT) will be headed by the concerned District Collector who will be assisted by a consultant. The consultant will be appointed by the State Mission/Society and liaise with industry as member convenor. The other members of the DMT would be the District Training and Employment Officer, Five Industry Representatives nominated by the State Level Mission for skill Development, local industrial/Trade associations, General Manager, District Industries Centre, Deputy Chief Inspector of Factories and Lead District Manager, Project Officer, Mathi/Vazhndhu Kattuvom Project and District Youth Coordinator NYK and CEO. The District Consultant would assist the District Mission Team in achieving the objectives of this scheme.

Function of the District Mission Team:

- Assisting the State Mission in conducting / Organising district level selection camps for the implementation of the scheme.
- To maintain district level statistics (training providers, beneficiaries and employability etc.).
- Monitor the progress of skill training and Placements.

Formation of the Sectoral Task Group (STG):

The Scheme envisages the formation of Sectoral Task Group for each potential sector. This group will be headed by a prominent industrialist of that sector or a representative of the Industry Association of that sector as a Chairman. The State level Committee will identify one among the industrialists as Chairman in each sector. The Secretary to the Government nominated for this purpose by the Government will be the Convener. Each Sectoral Task Group will consist of 8-10 members drawn from the concerned industry / service sectors, as approved by the State level committee.

Functions of the Sectoral Task Group:

- 1) Sectoral skill demand analysis and project the demand for man power individual industry wise.
- 2) Identifying the training institutions that will impart the required training on the identified skill sets.
- 3) Approving the period and curriculum of training, the cost and subsidy to be provided.
- 4) Facilitating the identification of unemployed youths and group them according to their educational level and aptitude and enable the employer linkages through employer consortium or individually.
- 5) Monitoring the training and employment placement by the employer.
- 6) Lay down testing and certification mechanism and standards for each course for its approval by NCVT.
- 7) Lay down quality assurance and accreditation standard and mechanism for courses, trainers and training institutions.

The Sectoral Task Groups will be formed with the following Secretaries as Conveners. The Chairman of the STG will be nominated by State Level Committee.

	Sector	Convener
01	Auto, Auto Components and Machine Tools	Secy., Industries
02	Textiles and Clothing	Secy., HHTK
03	Building and Construction Industry	Secy., PWD

	Sector	Convener
01	Auto, Auto Components and Machine Tools	Secy., Industries
04	IT, ITES and Telecom	Secy., IT
05	Electrical and Electronics	Secy., IT
06	Leather and Leather Goods	Secy., Ind.
07	Banking, Insurance and Financial Services	Spl. Secy., Finance
08	Tourism and Hospitality services	Secy., Tourism
09	Hospitals and Health Care Services	Secy., Health
10	Transportation and Logistics	Secy., Transport
11	Food processing industries	Secy., Agri.
12	Organised Retail Sector	Secy., CT
13	Agriculture, Bio Tech and allied sectors	Secy., Agri.
14	Heavy Engineering, Light Engineering and SME	Addl. CS, MS&ME
15	Chemicals, Petroleum, Drugs and Pharmaceuticals	Secy., Ind.

Strengthening the training Infrastructure:

To promote the skill development, there is a necessity for the creation of high quality training facilities. The training under the scheme will be demand driven, short term not exceeding six months, normally imparted from the in-house training facilities available with private industries or vocational training institutions run by the private sector and the infrastructure available in polytechnics, ITI, Engineering colleges run by the Private Sector / Government. In special cases, training programme exceeding six months period will also be allowed on the specific proposal from private industries subject to its approval by the STG. The inhouse training by private industries will be treated as apprenticeship, if the individual industries so desire. The training centres and the resource persons will be identified by the respective industrial establishments (Employer). The training module for the respective skills will also be determined by the respective private industrial establishments (Employer). Flexible delivery mechanism (part time, full time, on site / off site) will be followed. Training Institution, period of training module for training, cost of training with the proposed placement details will be submitted by the individual employers to the STG for approval before the commencement of the Training Programme. The procedure for certification followed in MES will also be followed in this scheme and it is the responsibility of respective training institution to follow the procedure and get the approval of NCVT for the purpose of issuing certificates after training. Every youth after training shall be issued with appropriate certificate.

Training & Educational Institutions in each sector will be classified in to three categories as A, B & C based on competence level by each STG. 'A' level institutions will be national / state level institutions for training trainers, developing course contents and accreditations / Q & A. 'B' level institutions will act as district or regional coordinators for all related training institutions and act as monitoring units for quality assurance besides conducting training programmes for trainers. 'C' level institutions will conduct training courses.

State level Committee on Skill Development Mission:

The State Level Committee for Skill Development constituted vide G.O.Ms.No.144, L&E Dept., dt.25.9.2009 would monitor the implementation of the scheme. The Chairman and Secretary of the STG will also be included as Member in the State Level Committee. The Director of the State Mission / Society will be the convenor of the Committee. The Committee will coordinate with industrial bodies for the implementation of the scheme, evaluate the progress in employment and give necessary directions to the STG and DMT for effective implementation of the scheme, nominate the Industry representatives in the DMT. It will also suggest any modifications to be made in the scheme to the State Government.

Project Management, Monitoring and Evaluation:

The State Mission / Society will be responsible for the project monitoring and its implementation. It will continuously review, evaluate and modify the guidelines with Government approval for the successful implementation of the programme.

**T. PRABHAKARA RAO,
PRINCIPAL SECRETARY TO GOVERNMENT**

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