Mukhya Mantri Yuva Kaushal Yojna (MMYKY)
(Employability Skilling in Colleges)
A Collaborative approach of RSLDC & CCE in Rajasthan

Rajasthan Skills & Livelihood Development Corporation (RSLDC)
&
Commissionerate of College Education, Rajasthan (CCE)
Mukhyamantri Yuva Kaushal Yojna

(A mission for Employability Skilling in Colleges)

1. Introduction and Background

This scheme endeavors to integrate Skill Development in academic colleges. Skill Development Centers located within college premises will be offering domain and Life Skills/Soft Skills courses to improve employability of college graduates. The objective of this program is to provide employability skills through a combination of soft skills and domain based skills to students in across multiple colleges.

1.1 Background

A. Problem Statement

The transition in India from high birth and death rates to low birth and death rates has posed a huge challenge as well as opportunity for emerging economy, which is phenomenally called as “demographic dividend”. Thus majority of population in country belongs to age group of 15-59 years (62% of India’s population belong to this working age group. As per estimation the average age of an Indian will be just 29 by 2020 and the labour force will be 32% of the population. However, India has only less than 5% of its workforce formally skilled (MSDE, GoI, 2018). Skill development plays a vital role in fighting with number of challenges faced by country developing like India. Government shifted its attention this remarkable phenomenon “Skill Development”.

The unemployment rate among graduates and postgraduates is three times higher than the national average for unemployment among people of all educational levels. Skill based learning in schools and colleges in India is highly needed with clear perspective and understanding on the gap between formal educational qualifications (Degrees, Diplomas) and job requirements (practical knowledge, skills). It also aligns our career goals through systematic preparation, practice and professional outlook, in a proactive way.

To achieve skill based learning in schools and colleges, it is time to plug-in the skill gaps or similar loopholes with short term training, polishing the students and preparing them for the industry. What is actually needed is an early stage appreciation of skills, adoption of quality and standards that are in line with the industry requirements. NSDP (National Skill Development Policy,2015) and NSDP,2009 envisage the integration of general education and skill development. NSDP looks at skill development as a means for employment generation, economic growth and social development. Thus, Skill development is given due focus on nation-building.

Rather than solely focusing on much sought after salary figures and high paying jobs as the goal of all education, we need to quickly address the root cause of skill deficit by promoting a learning culture and a curriculum that emphasizes on enhancing productivity, efficiency and performance. This can be a good starting point to convey the significance of skill based learning.
B. Complement knowledge with practical exposure

High school and college programs are predominantly knowledge-oriented. The practical components are limited to few subjects and they end up being laboratory assignments. Due to many constraints such as the examination and evaluation framework, students either don’t get a chance to explore and experiment through skill building or they are not ‘taught’ that unless knowledge is balanced with application through practice, it will not get appreciated well. Since the Indian education system is still implemented as an end in itself, it needs to be balanced with learning hands-on to bring in the industry and job focus. This will bring the much-needed respect and dignity for manual skills. Otherwise, we will continue to churn our engineers and managers who may be well-versed in theories with little practical exposure.

C. Focus on industry recognition of knowledge and skills

True, scoring in exams is most important! Perhaps, it is the only way to prove to the world that we have the right qualifications in different subjects. But, these marks and GPAs alone don’t help us getting the right jobs. Again we are confronted with the gap between what the Degree or Diploma endorses and what is expected from the industry in terms of levels of accomplishments in various skills.

D. Skill based learning in schools and colleges for holistic learning

Holistic learning is all about the right mix of knowledge and skills. It helps in improving our abilities and enhancing the competencies. We don’t have the luxury to pursue education for its own sake. All of us want Degrees and Diplomas to get us well-paying, professionally satisfying jobs or prepare us for meaningful self-employment. This can be achieved only when there is awareness and respect for skill based learning in high schools and the options to mix and match vocational skills with popular subjects within the scope of the prescribed curriculum.

Awareness about skill-based, solution-centric learning can bring in a positive shift in making students aware of the actual job scenario through real work environment in the industry. If they don’t learn early-on about how their formal education is going to help them get their dream jobs or the career they aspire for, they will never get an opportunity to realize their dreams. And, of course, skill is dynamic, we need to learn, unlearn and re-learn in order to upgrade as knowledge and technology changes and transforms the workplace requirements.

E. Collaborative Departments

i) Rajasthan Skill and Livelihoods Development Corporation (RSLDC)

Rajasthan was amongst the first state to identify the need to create a mission to address livelihood. Rajasthan Mission on Livelihood (RMol) was launched in September 2004. It subsequently evolved to Rajasthan Mission on Skills & Livelihoods in 2009-10 and has been finally incorporated as a section 25 company in August 2010.

RSLDC is the nodal agency of the state for all skill development activities. Under the concept of convergence, it is also responsible for the skill development requirements of other Departments of the state.
RSLDC aims to primarily target the segment of population who fall in the age bracket of ‘employable’ but have not been able to avail the benefits of our education system or still unemployed after academic education. Implementation is via the means of four schemes, two state sponsored (ELSTP & RSTP) and two centrally sponsored (DDUGKY &PMKVY).

ii) Commissionerate of College Education Rajasthan

The Commissionerate of College Education was set up in 1958 for the administration and development of higher education in the State of Rajasthan. However, there were only 40 Colleges (24 Government, 13 Aided and 3 Unaided) then and the department is now managing 252 Government Colleges, 1577 Unaided Private Colleges and 904 BEd colleges (including 5 Government BEd Colleges). The administration is headed by the Commissioner, College Education, Government of Rajasthan, Jaipur.

A significant role is being played by the department in bringing about quantitative and qualitative improvement in the higher education in the State.

Considering to the need of employable skilling in college youth, CCE has signed MoU with 19 institutions for establishment of employable skill environment with conducting skill training programs. So far 50000 college youth have been benefitted under this initiative.

Benefits of RSLDC & CCE Collaboration :

<table>
<thead>
<tr>
<th>RSLDC</th>
<th>CCE</th>
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<tr>
<td>• Readily available infrastructure of colleges</td>
<td>• Extra curriculum activity practice in real and meaningful way</td>
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<tr>
<td>• Mobilized youth in colleges</td>
<td>• Aligning career goals of youth through systematic preparation, practice and professional outlook, in a proactive way</td>
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<tr>
<td>• Learning environment of colleges</td>
<td>• Awareness about skill-based, solution-centric learning</td>
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<tr>
<td>• A joint monitoring and support system on quality and outcome based skilling</td>
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<td>• Spillover effect of trained youth with wider mouth publicity of skill need and available sources</td>
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2. Objective of Scheme:

MMYKY scheme is with aim to integrate Skill Development in academic colleges. Skill Development Centers located within college premises will be offering domain and Life Skills/ Soft Skills courses to improve employability of college graduates. The objective of this scheme is to provide employability skills through a combination of soft skills and domain based skills to students in across multiple colleges.

3. ELIGIBILITY OF TRAINING PARTNER / INSTITUTES:

All existing training partners of RSLDC empaneled under any scheme. Any new training partner falling under eligibility as per Regular Skill Training Program. If required, based on need, selection will be done through EoI process.
4. SELECTION OF THE TRAINING PARTNER / INSTITUTIONS:

4.1 An application with consent from empaneled training partners under all schemes of RSLDC, will be called by issuing a Public Notice on the R.S.L.D.C. website. The applications and consents will be submitted within specified time.

4.2 The consenting training partners will be placed before the Project Evaluation and Implementation Committee for evaluation. Based on the merit of the proposal, the Committee will select training partner under the Scheme.

4.3 The list of selected training partners along with district and programs will be notified on the R.S.L.D.C website.

4.4 If required, Selection will be done through EoI process.

4.5 Process of allocation of colleges to the training partners:

4.5.1 Sanction Order: Shortlisted Training Partner by RSLDC will be issued a Sanction order with details of target for Youth to be trained, district allotted, institution allotted, sectors and courses allotted for the financial year.

4.5.2 Memorandum of Understanding: After issuance of Sanction Order, selected training partner has to sign a Tripartite MoU with RSLDC & Dept. of Higher Education. No Performance Security to be deposited by training partner.

4.5.3 Setting up Skill Development Center (SDC): Selected training partner has to start training within 30 days of signing an MoU.

5 SELECTION OF YOUTH FOR TRAINING:

5.1 Trainees interested to join MMYKY shall be selected by college.

5.2 Trainees will be primarily from final year (i.e. final year of BA/B.Com/BBA/BCA/B.Sc.)

5.3 Below mentioned is the age limit for YOUTH CATEGORY.

5.3.1 Men, Women and Transgender.  
(Age – 17-30 years)

5.4 Any person may join such training programs who has a valid Aadhar Number and has enrolled as a regular student in the selected institution/college for higher education.

6. SELECTION OF COURSES BY THE TRAINEE:

6.1 Keeping available opportunities for Self Employment and Wage Employment along with suitability with students of higher education, list of courses has been identified as course to be offered under various sectors. However, course committee at RSLDC will release squeezed course content of courses in relevance to requirement for college youth.
6.2 Each applicant will have to choose 03 options of preferences to select from the list of available courses at the time of submitting admission application for training.

6.3 Course will be offered in college based on merit of choice given by students and availability/demand.

7. PROGRAM CONDUCTION, CURRICULAM AND CERTIFICATION:

7.1 The training under the MMYKY shall be, any domain-specific demand-led skill training activity preferably in core non-engineering sectors leading to wage-employment or self-employment that enables a participant to acquire a Skill, duly assessed and certified by an independent third party (agency), and enabling 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.

7.2 After receiving Sanction Order form RSLDC, the training partner has to create a batch online on ISMS. Batch once approved by OIC, training partner has to register youth in the batch, on ISMS. A separate scheme module for attendance and training management will be made available on ISMS.

7.3 Batch once approved on ISMS will be freezed on 7th Day. Post batch freezing, training partner cannot enroll new trainees in this batch nor can remove any trainee.

7.3.1 Minimum batch size : 18 and Maximum batch size: 30 (In special case, batch size can be between 15-35 on consent of MD, RSLDC or CCE or both.

7.3.2 Daily batch duration: Batches will run in 04 hours daily.

7.3.3 MMYKY scheme is only for Non Residential trainings in colleges with college students.

8. Trainee Training KIT and ID Proof:

8.1 Training partner has to provide a workbook, pen, pencil, printed course material, diary and ID proof to the trainees within batch freezing.
9. TRAINEE, TRAINER AND STAFF ATTENDANCE:

9.1 All Trainees, Trainers and SDC Staff related to skill development training under this scheme has to mark attendance on a daily basis using Aadhar Enabled Biometric Device established inside SDC at the reception or at the convenient location to the trainees. This device will be linked with ISMS server.

9.2 Every time any trainee, trainer of staff moves out of SDC during training hours, he / she has to PUNCH-OUT in biometric device and then PUNCH-In again after coming back to SDC.

9.3 Holiday during training: Training will be delivered on each days, except Sundays inside college premises. Training partner has to keep holiday on national holidays. Other than these days, training partner has to take prior approval from college principal via email at least before 48 hours, except for emergency holiday for which training partner has to inform and accord approval within 48 hours of holiday / leave already availed due to emergency.

9.4 Each trainee will be given 30 minutes of relaxation in attendance at SDC for PUNCH-IN to the maximum of 20% of total course duration, as per batch hours.

9.5 Each trainee will be given 30 minutes of relaxation in attendance at SDC for early Punch-Out to the maximum of 20% of total course duration, as per batch hours.

9.6 In case, any trainee didn’t mark either PUNCH-IN or PUNCH-OUT, he/she will be marked present for half day and half payment for SDC attendance will be made to the training partner for that trainee for that particular day.

9.7 Minimum one trainer for domain and one for soft skill will compulsorily be present all days during the training.

10. ON JOB TRAINING (OJT):

On-the-job training (OJT), is a hands-on method of teaching the skills, knowledge, and competencies needed for employees to perform a specific job within the workplace. Employees learn in the environment where they will need to practice the knowledge and skills obtained during training. On-the-job training uses the existing workplace tools, machines, documents, equipment, and knowledge to teach a trainee how to effectively do his job. OJT will be an optional training component.

10.1.1 Training Partner may opt OJT which will not be more than 60 hours. OJT shall be approved by RSLDC.

10.1.2 In special case of college going youth, OJT may be planned on each weekend (Saturday and Sunday) during the training period.

10.1.3 Training Partner has to submit OJT completion certificate on the original letter head of the employer in prescribed format.
11. ASSESSMENT:

11.1 The skill component of the course will be assessed internally by training partner using services of 3<sup>rd</sup> party assessor.

11.2 Batch assessment has to be schedule on exact last day of the batch end date.

11.3 Batch assessment will be done offline inside college premises only.

11.4 Assessor will prepare the assessment paper comprising of 50 marks as mentioned below:

11.4.1 Theory marks: 20 marks (01 mark for each question for the course with practical paper) / 30 marks (01 marks for each question for the course with no practical paper)

11.4.2 Practical Marks: 30 marks. (if applicable as per job role / course)

11.5 Theory part of batch assessment will have 25 MCQs.

11.6 In case of no practical assessment required, as per Job Role / Course, Theory paper will be of maximum 50 marks.

11.7 Assessment duration will be 03 hours and assessors has to submit the result to the training partner and RSLDC within 24 hours of assessment date.

11.8 Training assessment paper will be in both Hindi and English mediums.

11.9 Training partner has to submit proof of assessment using Geo-tagged photographs of each trainee during assessment.

11.10 Assessor Qualification: Graduate with minimum 3 years domain experience in the same field of Job Role to be accessed. Batch trainer of the training partner or any staff / agent of any training partner empaneled with RSLDC cannot become batch assessor.

11.11 Trainee Result Grades:

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<thead>
<tr>
<th>Grade</th>
<th>Assessment</th>
<th>Score Earned</th>
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<tbody>
<tr>
<td>Grade 'A'</td>
<td>Excellent</td>
<td>70% or &gt; 70%</td>
</tr>
<tr>
<td>Grade 'B'</td>
<td>Very Good</td>
<td>60% to 69%</td>
</tr>
<tr>
<td>Grade 'C'</td>
<td>Satisfactory</td>
<td>50% to 59%</td>
</tr>
<tr>
<td>Grade 'D'</td>
<td>Failed (no certificate to be issued)</td>
<td>Less than 50%</td>
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12. CERTIFICATION:

12.1 On successful completion of training, the certificate will be awarded jointly to the trainee by Officer In-Charge of RSLDC and Office of Commissioner of College Education

12.2 No certificate to be issued to the trainee scored Grade “D” in batch assessment.
13. **INFRASTRUCTURE AND FACILITY AT SDC:**

13.1 The selected training partner will execute skill training in the premises of the host government college and shall operate all training related activities in the existing buildings and premises. Host College should facilitate the required infrastructure to the training partners in the SDC including internet for AEBAS attendance, except CCTV.

13.2 The training partners may also use industry sites for OJT purpose wherever required for imparting necessary skills.

13.3 Minimum 10 Computers should be installed in the computer lab with minimum 4G internet speed through Wi-Fi and LAN. (Existing Lab will be primary choice along with internet facility provided by college)

13.4 Training Tools / Instruments: To be made available at SDC by selected training partner before batch start date as per tool list provided by RSLDC for a particular course.

13.5 Trainee Tool Kit: To be made available by the training partner to each trainee as prescribed in the opted course on certification day in the certification and tool kit distribution ceremony with GEO-Tagged photographs and a video in the presence of college principal and college nodal program officer.

13.6 Raw Material: To be provided by training partner to each trainee during batch duration, as and when needed by trainee.

13.7 At college premises inside SDC, training facility should have well ventilated, hygiene, air conditioned, secured, easily accessible and comfortable learning environment for trainee and SDC staff.

13.8 Minimum 10 sq. ft. per trainee space should be provided in SDC with ample storage and ventilation.

13.9 The host government college has to ensure full load power backup at SDC.

13.10 The host government college has to ensure availability of working, fully loaded and sufficient number of fire extinguisher at SDC.

13.11 Branding: Within 5 KMs of SDC, inside SDC, outside SDC, proper signage and visible branding has to be done by training partner as per scheme branding guideline to ensure regular marketing and branding of RSLDC courses.

13.12 Water facility: To be provided by training partner with uninterrupted supply to bathroom, toilet, kitchen, laboratory and workshop.
14. SKILL FACULTY AND SDC STAFF HIRING:

14.1 The faculty will be hired by Training Partner

14.2 Training partner will not hire full time / part time faculty of any government college at any point of time to impart skill training to the trainees.

14.3 The Institutions should also have a Program Nodal Officer (to be nominated by Commissioner college Education) for overall coordination of all the courses, liaising with the training partner, industry, assessment & certification body, RSLDC and any other Stakeholders.

14.4 This program Nodal Officer will be Single Point of Contact by the college for Government, NSDC, RSLDC, Industry, Training Partner and any other person for all queries, coordination related to skill training.

14.5 Principal of the concerned college will be the overall in charge of the scheme and will be known as “Nodal officer”.

14.6 The training partner will deploy 01 domain trainer for each batch and 01 Soft Skill & IT trainer for center for smooth operations of SDC. Faculty should be graduate with minimum 3 years of work exp. In similar field.

15. ELIGIBILITY FOR SDC STAFF:

15.1 Domain Trainer(s) - Graduate in same domain with min. 3 years of work exp.

15.2 Soft Skills Trainer(s) - Graduate with min. 3 years of work exp. as soft skill trainer.

15.3 Computer Trainer(s) - BCA/PGDCA & min. 3 years of work exp. as computer trainer

Previous experience in skill imparting shall be an added advantage. Training partner will arrange Guest Faculty lectures for value addition.

16. EMPLOYMENT SUPPORT TO THE TRAINEES:

16.1 Employment readiness counselling will be offered to all certified trainees.

16.2 Employment readiness support includes soft skills training, computer literacy, GD, PI Skills and resume preparation guidance.
17. MANAGEMENT INFORMATION SYSTEM (MIS)

17.1 A Web-based Management Information Online System (MIS) developed by the RSLDC.

17.2 The training partner and host college registered under the scheme will be responsible for furnishing the records as required by the MIS in appropriate electronic and/or hardcopies format on a periodic basis and comply by all requirements as may be set therein. The regulatory and quality of entry of information will be prescribed by the RSLDC.

17.3 The University / College / Institution / training delivery partner would maintain tracking data for three years after completion of training and would maintain the same on the MIS to monitor the progress of trainees.

17.4 The MIS should be seeded with the Aadhar Number to avoid any duplicity of trainee.

18. FUNDING TYPE:

18.1 Basis signed and stamped Audited Utilization Certificate on Chartered Accountant’s letter head and required documents submitted by the training partner to RSLDC

a) Cost of the trainers.

b) The recurring cost of maintaining the training infrastructure facilities

18.2 The Base Cost per training hour per candidate for different skill sectors will be as under INR 15/- (Rupees Fifteen) per hour per trainee per day.

18.3 Training cost will be paid to the Training partner on a batch basis.

18.4 The training cost includes: Employment guidance and OJT expenses, Trainers’ training, Trainee Tool Kit Cost, Raw material cost, Teaching Aid facility cost, Salary of trainers and other SDC Staff, Training Assessment Fees, Training Monitoring Cost and any other cost for high quality training delivery to the trainees.
19. **RELEASE OF FUNDS:**

19.1 On approval of training batch on ISMS for respective Training Partner, funds will be released for implementation of the Scheme in 02 installments. The funds will be disbursed directly in the bank account of the respective training partner through RTGS.

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<tr>
<th>50% first Trench</th>
<th>On 50% course completion, Through online request by training partner within 15 days of 50% course completion</th>
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<tbody>
<tr>
<td>50% Second and final Trench</td>
<td>On batch completion along with batch completion and assessment report and Trainees declaration.</td>
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19.2 The funds will be released, to the training partner subject to the 100% completion of the training program including assessment of trainees, certification of trainee for a respective batch code.

19.2.1 The training partner has to submit online claim within 30 days of 100% batch completion post completed trainee certification, trainee tool kit distribution.

19.2.2 **Minimum batch attendance per trainee for payment:**

- $< 50 \%$ : ZERO payment for a respective trainee
- $\geq 50\% < 70\%$ : 50$\%$ payment of the batch budget as per approved rate / trainee.
- $\geq 70\%$ : 100$\%$ payment of the batch budget as per approved rate / trainee.

19.2.3 Any trainee if left the training in between will be considered as drop-out and no payment will be made to the training partner for that trainee.

20. **TRANSPARENCY REQUIREMENTS**

The Training Partner / Dept. of Higher Education, will adhere to pro-active disclosure of key information related to the implementation of the concerned Scheme, as per the format prescribed by RSLDC from time to time. The Training Partner will disclose the funds granted to it by the RSLDC for the purposes of implementing the said Scheme, in the format prescribed by the RSLDC from time to time.
21. **AUDIT AND INSPECTIONS:**

21.1 The RSLDC retains the right to carry out internal audit of funds and financial audit of the project, if deemed necessary. Financial audit is to be carried out by the Chartered Accountant of the Training Partner, or any other authority appointed by the RSLDC. If audited, the audit report together with action taken on the auditor’s observations and physical progress under the project shall be furnished at the time of release of 2nd and final installment of funds released by the RSLDC.

21.2 To judge the training quality, facilities provided at SDC and to interact with trainee / training partner staff a sudden inspection by RSLDC authorized person / by RSLDC authorized agency / by host government college administration may happen without information to the training partner. If found any deviation in training implementation as per scheme guideline / complaints from trainee / complaints from staff / complaints from host college / complaint from any external course an action will be taken by RSLDC post providing Training Partner to present, his reply in written within 48 hours of sharing of the inspection report via email to the training partner by inspection officer. If the reply received from training partner not found satisfactory, training partner will be called for face to face hearing with Scheme OIC at RSLDC and decision will take, which may lead to cancellation of SDC / IPA / Sanction Order / blacklisting of the training partner or it staff with an immediate effect. Any payment done to the training partner for the inspected batch / SDC will be recovered in full.

21.3 Training Partner may appeal to MD RSLDC within 48 hours, if he/she is not satisfied with the decision taken during Face to Face discussion with Scheme OIC of RSLDC.

21.4 Training Partner may appeal to Chairman, RSLDC within 48 hours, if he/she is not satisfied with the decision taken during Face to Face discussion with MD RSLDC. In this case, Chairman, RSLDC decision will be considered as Final decision and will be followed by all at RSLDC, host government college and by the training partner too.

22. **SUBMISSION OF PROGRESS REPORTS AND DOCUMENTS:**

22.1 The Training Partner shall submit the Progress Report of the training under this scheme to RSLDC as and when needed. Failure to furnish the Progress Report would make the implementing/ agency i.e. respective training partner to refund of the RSLDC funds released for the Scheme along with interest. It shall be open to the RSLDC to prescribe such conditions, as it may deem fit, from time to time to ensure proper execution of the Scheme.

22.2 The training partner has to ensure to keep all training related records safe with him/her for the period of 03 years minimum and has to submit required documents to RSLDC as and when required.
22.3 The training partner has to submit TRAINING COMPLETION REPORT to RSLDC within 30 days of batch end date.

23. **MONITORING & TRACKING:**

23.1 Different skill training schemes shall have access to an open, common and extensible data **standard** to ensure that their IT systems can share data and do transactions in a scalable way. Standardized Application Program Interface (API) will also be defined for use in the Management Information System (MIS) of various skills training programs. Also, the MIS shall facilitate the development of an integrated and interactive MIS based on the above standards and API which should thereafter be available for use by RSLDC. This integrated MIS should serve as an aggregator from the MIS solutions of Institutions of specific programs.

23.2 All training partners implementing the scheme will have to fill all required information on the RSLDC Portal.

24. **OUTCOME OF MMYKY:**

24.1 MMYKY will provide employability skills through a combination of soft skills and domain based skills to students of colleges. MMYKY will enhance the employability index of the trainees as they will acquire industry ready skills for their future growth.

24.2 It is expected that placement cell at CCE & RSLDC shall work together to see the outcomes of scheme.

25. **GENERAL DUTIES OF TRAINING PARTNER:**

25.1 Trainee admission counseling and documentations for the admission.

25.2 Providing career counselling to the trainees.

25.3 Regularly monitoring and improving the training quality standards.

25.4 Regularly updating correct and training related data on MIS or in the format as & when required by RSLDC.

25.5 Maintaining and updating Trainee records for minimum of 03 consecutive years.

25.6 Daily monitoring of training delivery by trainers as per daily training schedule.
25.7 Participation in meetings as and when called to attend by Chairman RSLDC / MD RSLDC / Scheme OICs / College Principal / any authorized person of Dept. of Higher Education / any authorized person of RSLDC.

25.8 Active participation in state level / district level employment fairs and skill fairs.

25.9 Providing secure, comfortable, well maintained learning facility to the trainees.

25.10 Ensuring Training Partner or its staff address the concern, queries and grievance of it trainees & staff members immediately or within maximum 24 hours.

25.11 Any direction as and when received by training partner from RSLDC.

26. GENERAL DUTIES OF HOST COLLEGE:

26.1 Sharing details of trainee who have shown interest in skill training with RSLDC.

26.2 Daily monitoring of training delivery by trainers as per daily training schedule.

26.3 Participation in joint meetings of RSLDC and CCE. Order to college principal / nodal program officer shall be released by office of commissioner of college education.

26.4 Ensuring trainee active participation in state level / district level employment fairs and skill fairs.

26.5 Providing disciplined, secure and comfortable learning and facility to the trainees at SDC.

26.6 Ensuring addressing the concern, queries and grievance of training partner & its staff.

26.7 Any direction as and when received by host government college from RSLDC.

26.8 Sharing best practices with training partner and RSLDC.

26.9 Coordination with and between training partner and RSLDC for smooth training delivery.

26.10 Training Completion Certificate to the training partner to enable him / her to apply for UCs.

26.11 Detailed Training feedback to the training partner to enable him / her to apply for UCs.

26.12 The host college has to ensure full load power back at SDC.

26.13 The host college has to ensure availability of working, fully loaded and sufficient number of fire extinguisher at SDC.

26.14 The host college has to ensure availability of uninterrupted water supply at SDC.

26.15 The host college has to ensure availability of First Aid Kit and Doctor On Call.

26.16 The host college has to ensure availability of adequate classroom / laboratory / workshop / technical / Audio-Visual facilities for training delivery.

26.17 The host college has to ensure availability of minimum 10 Computers should be installed in the computer lab with minimum 4G internet speed through Wi-Fi.

26.18 The host college has to ensure availability of minimum of 10 sq. ft. area per trainee.
27. GENERAL DUTIES OF RSLDC:

27.1 Identification of courses as mutually agreed with CCE.
27.2 Shortlisting of training partner and allocation of host college to the training partner.
27.3 Support to the training partner in mobilization.
27.4 Support to the training partner in training delivery.
27.5 Making payment to the training partners against approved UC claim.
27.6 Sharing best practices with training partner and Host college.
27.7 Availability of the course curriculum for training.
27.8 Coordination with & between training partner & host college for smooth training delivery.
27.9 Monitoring of training delivery quality by trainers as per daily training schedule.
27.10 Addressing concerns, queries & grievance of trainee, college, training partner & its staff.

28. GENERAL DIRECTIONS IN THE SCHEME GUIDELINE:

28.1 RSLDC and Office of Commissioner of College Education has an ultimate right to take joint decision for deletion / addition / modification of any of all directions / request / advice laid down in this scheme document.
28.2 For Women Youth Trainee, training partner has to follow all rules & norms laid down by Government of India for Women security and benefit.
28.3 For Especially Able Youth Trainee (PSA), training partner and host government college has to follow all rules & norms laid down by Government of India for People with Special Ability (PSA) security and benefit.
28.4 For Transgender (MTH) trainee, training partner and host government college has to follow all rules & norms laid down by Government of India for transgender security and benefit.
28.5 Training partner can run only RSLDC approved trainings / course(s) in premise of college. No other program shall be allowed to be carried without knowledge of RSLDC.
28.6 Request for change in course to a trainee after batch freeezing, shall not be entertained.
28.7 RSLDC shall have right to see the college infrastructure, selected faculty, training aids, water, electricity, IT labs etc for smooth running of batches under MMYKY scheme.
29. Target setting and Proposed Budget:

In recent budget plan for next five years, target of 6000 youth training is proposed with annual target increase rate of 10%. Per trainee average training cost is proposed 4500 rupees with a base cost of INR 15/- per hour per trainee (may differ and depends upon course wise training hours). The scheme may be implemented under RSTP (Regular Skill Training Program) scheme of RSLDC.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Training Target</td>
<td>6000</td>
<td>8000</td>
<td>10000</td>
<td>12000</td>
<td>14000</td>
</tr>
<tr>
<td>Budget (in lakhs)</td>
<td>270</td>
<td>396</td>
<td>544</td>
<td>718</td>
<td>922</td>
</tr>
</tbody>
</table>

30. Salient Features of Scheme:

- Scheme is proposed to be implemented in joint collaboration of CCE (Commissioner of College Education), RSLDC and training partner (empaneled by RSLDC) who will be implementation agency.
- Trainees interested to join MMYKY (With age group of 17-30 years) shall be selected by college. Any person may join such training programs who has a valid Aadhar Number and has enrolled as a regular student in the selected institution/college for higher education.
- While objective of scheme is to make college youth employable and student requires to keep his/her own choice to choose job or higher education after skilling, the scheme is not proposed employment linked.
- Training under the MMYKY shall be, any domain-specific demand-led skill training activity preferably in core non-engineering sectors leading to wage-employment or self-employment that enables a participant to acquire a Skill, duly assessed and certified by an independent third party (agency), and enabling 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.
- Selection of College, Selection of youth and Selection of course will be done by college education. Further College Education will also provide it’s premise (class room, computer lab, drinking water facility etc) for training program. There are 252 govt. colleges in the state, CCE will seek applications for such courses in all colleges and accordingly will select the colleges for skilling.
- Training Partner will be selected through EoI process of RSLDC or, existing training partners of all 04 schemes may apply through consent submission on the same.
- The selected training partner will execute skill training in the premises of the host government college and shall operate all training related activities in the existing buildings and premises.
- The faculty will be hired by Training Partner. Training partner will not hire full time / part time faculty of any government college at any point of time to impart skill training to the trainees.
• All Trainees, Trainers and SDC Staff related to skill development training under this scheme has to mark attendance on a daily basis using Aadhar Enabled Biometric Device established inside SDC.
• Trainees will get real time exposure and learning through OJT which may be in weekend days in case of college education.
• The skill component of the course will be assessed internally by training partner using services of 3rd party assessor. Batch assessment will be schedule on exact last day of the batch end date.
• On successful completion of training, the certificate will be awarded jointly to the trainee by Officer In-Charge of RSLDC and Office of Commissioner of College Education.
• The Base Cost for different skill sectors will be as under INR 15/- per hour per trainee per day.

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<table>
<thead>
<tr>
<th>S. No.</th>
<th>Course Name</th>
<th>Prashikshan Karnam</th>
<th>Prashikshan Avdi (In Rs)</th>
<th>Prashikshan Vivan (Prashikshan Karnam Avdi me 100 Chote Office Secretarial Skil ete Baisakam Kounuher Ateh Jode Praye Hoi Hain)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Skills for Business Correspondence &amp; Facilitation</td>
<td>व्यवसायिक पत्रदर्शन एवं सुसंदर सेवाएं कोशल</td>
<td>250</td>
<td>बैंक या व्यवसायिक कम्पनी के प्रतिनिधियों के रूप में सजग ग्राहकों के निर्माण, भावी ग्राहकों की सेवाप्रदान के अलावा विनोभुदा ग्राहकों के साथ संवाद एवं पत्रदर्शन, लेन देन जैसी प्रक्रियाओं का संचालन इस कोशल के अंदर आता है। बैंकों व एवं कम्पनियों/सेवा प्रदाता कंपनियों में निर्माण मांग रहती है।</td>
</tr>
<tr>
<td>2.</td>
<td>Accounts &amp; Tax Assistant</td>
<td>लेखा एवं कर सहायक</td>
<td>350</td>
<td>लेखा संचालन व कर सहायक के रूप में रोजगार की प्रबल संभावनाएं है।</td>
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<td>3.</td>
<td>Stock Market Skills</td>
<td>शेयर बाजार कोशल</td>
<td>300</td>
<td>शेयर बाजार कोशल मूल्य फड़ व शेयर निवेश प्रबन्धन संबंधी कार्यों के लिए है। विभिन्न संबंधित क्षेत्रों में रोजगार के अवसर हैं।</td>
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<tr>
<td>4.</td>
<td>Assistant Software Developer</td>
<td>सहायक सॉफ्टवेयर डेवलपर कोशल</td>
<td>350</td>
<td>सॉफ्टवेयर डेवलपर सहायक के रूप में कोशल अर्जित कर किसी भी सॉफ्टवेयर कंपनी/एजेंसी या शार्टटाइम के साथ जुड़कर रोजगार प्राप्त किया जा सकता है।</td>
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<tr>
<td>5.</td>
<td>CRM Skills Non-Voice</td>
<td>ग्राहक संबंध प्रबन्धन (CRM)---बॉर्ड़ फॉन</td>
<td>350</td>
<td>इस कोशल के माध्यम से किसी भी काल सेवर या ग्राहक सेवा कंपनी पर वेबचेट या इमेल के माध्यम से प्रश्नों या ग्राहक मामलों को हल करने में सहायक होते हैं।</td>
</tr>
<tr>
<td>6.</td>
<td>CRM Skills Voice</td>
<td>ग्राहक संबंध प्रबन्धन (CRM)---फॉन द्वारा</td>
<td>350</td>
<td>इस कोशल के माध्यम से किसी भी काल सेवर या ग्राहक सेवा कंपनी पर फॉन, के माध्यम से प्रश्नों या ग्राहक मामलों को हल करने में सहायक होते हैं।</td>
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<tr>
<td>7.</td>
<td>Data Entry Skills</td>
<td>फासा एन्ट्री कोशल</td>
<td>350</td>
<td>कम्प्यूटर फासा एन्ट्री कोशल निरंतर बाजार मांग में रहने वाला कोशल है तथा लगभग हर विश्व/प्रतिष्ठित को का आवश्यकता है।</td>
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<tr>
<td>8.</td>
<td>Web developer Skills</td>
<td>वेब डेवलपर कोशल</td>
<td>350</td>
<td>वेब डेवलपर कोशल के माध्यम से संबंधित उपयोगी वेब डिजाइन व निर्माण में सहायक के रूप में रोजगार व आगे और सीखने के अवसर हैं।</td>
</tr>
<tr>
<td>9.</td>
<td>Skills for CHARACTER DESIGNER</td>
<td>व्यक्ति/पत्र डिजाइनर कोशल</td>
<td>300</td>
<td>मीडिया, विज्ञापन, फिल्म, लघु फिल्म निर्माण संस्थाओं में पत्र डिजाइनर कोशल रोजगार में सहायता है।</td>
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<td>10.</td>
<td>Sales Associate Skills</td>
<td>विक्री सहयोगी कोशल</td>
<td>300</td>
<td>विक्री सहयोगी कोशल के माध्यम से स्टोर/माल/शोरूम पर ग्राहक को वस्तु के संबंध में भी हिंसुपूर्ण देते हुए विक्री को मुक्तावस्था बनाते है। बाजार मांग के अनुसार है।</td>
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<td>11.</td>
<td>Skills for Fitness Trainer</td>
<td>फिटनेस ट्रेनर कोशल</td>
<td>300</td>
<td>फिटनेस ट्रेनर कोशल प्राप्त कर किसी भी जिम/फिटनेस सेंटर पर अध्ययन स्वयं का सेंटर खोलते हुए रोजगार/स्वास्थ्य सुनिश्चित कर सकते हैं।</td>
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<td>12.</td>
<td>skills for Yoga Trainer</td>
<td>योगा ट्रेनर कोशल</td>
<td>300</td>
<td>योगा ट्रेनर कोशल प्राप्त कर किसी भी जिम/फिटनेस सेंटर पर अध्ययन स्वयं का सेंटर खोलते हुए रोजगार/स्वास्थ्य सुनिश्चित कर सकते हैं।</td>
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<td>13.</td>
<td>Customer Care - Relationship Centre Skills</td>
<td>कस्टमर केयर – रिलेशनशिप केन्द्र कोशल</td>
<td>300</td>
<td>कस्टमर केयर – रिलेशनशिप केन्द्र कोशल सीखकर किसी भी काल सेवर या ग्राहक सेवा केन्द्र पर रोजगार प्राप्त कर सकते हैं। वर्तमान में लगभग सभी कम्पनियों के ग्राहक सेवा केन्द्र हैं।</td>
</tr>
<tr>
<td>S. No.</td>
<td>Course Name</td>
<td>कार्यक्रम की शिखर</td>
<td>अवधि (घंटे में)</td>
<td>शिखर की विवरण</td>
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<tr>
<td>14.</td>
<td>Office Management Skills</td>
<td>कार्यक्रम प्रबन्धन कोषल</td>
<td>300</td>
<td>कार्यक्रम प्रबन्धन कोषल कम्प्यूटर संचालन, डाक, इमेल, फाइल मैंजर, स्टाक, बैंडक, रिपोर्ट इत्यादि से संबंधित होता है।</td>
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<tr>
<td>15.</td>
<td>Spoken English &amp; Communication</td>
<td>अंग्रेजी बोलचाल एवं संवाद</td>
<td>300</td>
<td>अंग्रेजी बोलचाल एवं संवाद कोषल किसी भी क्षेत्र में रोजगार को सुनिश्चित करता है।</td>
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<td>16.</td>
<td>Skills for Life Insurance Agent</td>
<td>जीवन बीमा एजेंट कोषल</td>
<td>300</td>
<td>जीवन बीमा एजेंट कोषल निर्माता बाजार मांग का हिस्सा है।</td>
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<td>17.</td>
<td>Skills for CCTV Installation</td>
<td>सीसीटीवी स्थापना कोषल</td>
<td>300</td>
<td>गुणवत्ता व उपक्षेत्र निगमणों के क्षेत्र में सवालियों पर कोषल कम्पनी स्थापना की मांग निर्माता है।</td>
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<tr>
<td>18.</td>
<td>DTH Set Top Box Installation &amp; Servicing Skills</td>
<td>डीटीएच सेट टॉप बॉक्स स्थापना एवं कोषल टेजी से बड़ी तकनीकी मांग है।</td>
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<tr>
<td>19.</td>
<td>Computing and Peripherals Skills</td>
<td>कम्प्यूटिंग एवं परिसंपर्क कोषल</td>
<td>300</td>
<td>कम्प्यूटिंग एवं परिसंपर्क कोषल कम्प्यूटर सिस्टम स्थापण, पूर्व से संचालन कार्य को अंदेश करते हुए सिस्टम पर आई स्विच चरण संचालन निर्माता रोजगार को जीवन में रहता है।</td>
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<tr>
<td>20.</td>
<td>Executive Sales and Value Added Services</td>
<td>कार्यवाहक भिक्की एवं मूल्य कर्म सेवा</td>
<td>350</td>
<td>भिक्की में वृद्धि, मूल्य व व्यापार में बढ़ते के लिये भिक्की पूर्व व भिक्की परिवार की गतिविधियों व विधाओं का कोषल बाजार में निर्माता मांग में रहता है।</td>
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<tr>
<td>21.</td>
<td>Showroom - Customer Relationship Executive</td>
<td>शोरूम - ग्राहक संबंध कार्यकारी</td>
<td>350</td>
<td>शोरूम - ग्राहक संबंध कार्यकारी, ग्राहकों के साथ भिक्की एवं व्यापार बढ़ते में बढ़ता स्थायी सेवा, ग्राहक संस्थानी, ग्राहक संबंध व संचालन का कोषल चरित रोजगार सुलभता में सहायक है।</td>
</tr>
<tr>
<td>22.</td>
<td>Hair Styling &amp; Beauty Therapy Skills</td>
<td>हेयर स्टाइलिंग एवं ब्यूटी वेल्वीरी कोषल</td>
<td>300</td>
<td>हेयर स्टाइलिंग एवं ब्यूटी वेल्वीरी कोषल उच्चस्तरी सेवान</td>
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<tr>
<td>23.</td>
<td>Pedicure &amp; Manicure and Spa Therapy Assistant Skills</td>
<td>पेडिक्यूर मैनिक्यूर एवं स्पा थेरेपी सहायक कोषल</td>
<td>300</td>
<td>पेडिक्यूर मैनिक्यूर एवं स्पा थेरेपी सहायक कोषल भी उच्चस्तरी सेवान</td>
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<tr>
<td>24.</td>
<td>Travel Consultant Skills</td>
<td>यात्रा सलाहकार कोषल</td>
<td>330</td>
<td>यात्रा सलाहकार कोषल प्राप्त कर किसी भी यात्रा सेवा/होटल/पर्यटन सेवा केन्द्र पर रोजगार प्राप्त किया जा सकता है।</td>
</tr>
<tr>
<td>25.</td>
<td>Local &amp; Traditional Cuisine Skills</td>
<td>स्थानीय एवं पारंपरिक भोजन कोषल</td>
<td>300</td>
<td>स्थानीय एवं पारंपरिक भोजन कोषल वर्तमान में स्वयं के योगदान के लिये साथ ही इस प्रकार के होटलों में रोजगार के लिये एक अन्य जीवन कोषल है जो कि पारंपरिक व स्थानीय स्वद को पर्यटन के मानचित्र पर उभरता है।</td>
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<tr>
<td>26.</td>
<td>Skills for Tour Manager</td>
<td>दूर मैनेजर कोषल</td>
<td>300</td>
<td>दूर मैनेजर कोषल प्राप्त कर किसी भी यात्रा सेवा/होटल/पर्यटन सेवा केन्द्र/टेबल उभर पर रोजगार प्राप्त किया जा सकता है।</td>
</tr>
<tr>
<td>27.</td>
<td>Agro Based value added products Skills</td>
<td>कृषि आधारित मूल्य वर्धित उत्पाद कोषल</td>
<td>200</td>
<td>कृषि आधारित मूल्य वर्धित उत्पाद कोषल के अन्तर्गत आरम्भिक तकनीक को निमित्त भोजन उत्पाद तैयार करना सीखते हैं। रोजगार कर और स्वरोजगार हेतु उत्तम है।</td>
</tr>
<tr>
<td>S. No.</td>
<td>Course Name</td>
<td>प्रशिक्षण कार्यक्रम</td>
<td>प्रशिक्षण अवधि (घंटों में)</td>
<td>प्रशिक्षण विवरण (प्रदेश कॉलेज कार्यक्रम अवधि में 100 घंटे सोपट सिकल एवं बेसिक कॉम्युटर हेड्ज़ जोड़े गए हैं)</td>
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<tr>
<td>28.</td>
<td>Travel Desk Management Skills</td>
<td>यात्रा डेस्क प्रबन्धन कोशल</td>
<td>300</td>
<td>यात्रा डेस्क प्रबन्धन कोशल प्राप्त कर किसी भी यात्रा सेवा/होटल/पर्यटन सेवा केंद्र/टेलर डेस्क पर रोजगार प्राप्त किया जा सकता है।</td>
</tr>
<tr>
<td>29.</td>
<td>Editor Skills</td>
<td>संपादन कोशल</td>
<td>300</td>
<td>समाचार मीडिया, विज्ञापन, फिल्म, लघु फिल्म निर्माण संस्थाओं में संपादन कोशल की निर्देश कार्य है।</td>
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<td>30.</td>
<td>Animator Skills</td>
<td>एनिमेटर कोशल</td>
<td>300</td>
<td>कार्टून एवं एनिमेटर कोशल वर्तमान मांग के अनुरूप बेहद प्रशिक्षित कोशल है।</td>
</tr>
<tr>
<td>31.</td>
<td>Digital Photography &amp; Videography Skills</td>
<td>डिजिटल फोटोग्राफी एवं वीडियोग्राफी कोशल</td>
<td>250</td>
<td>डिजिटल फोटोग्राफी एवं वीडियोग्राफी कोशल के माध्यम से रोजगार व स्वरोजगार की प्रवृति समाप्त नहीं है।</td>
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<td>32.</td>
<td>Baking Technique Skills</td>
<td>बेकिंग तकनीकी कोशल</td>
<td>300</td>
<td>बेकरी उत्पादों संबंधित बेकिंग तकनीकी का कोशल, उत्पादन, गुणवत्ता नियन्त्रण जैसे रोजगारों/स्वरोजगारों में सहायक।</td>
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<tr>
<td>33.</td>
<td>Solar PV Installer (Suryamitra) Skills</td>
<td>सौर पीवी इंस्टालर (सूर्यभूमि) कोशल</td>
<td>300</td>
<td>उन्हें के सर्वोच्च रंग से उत्पन्न रज जो कि अब रिसायकल एंर्जी के अन्तर्गत सबसे तेज़ बढ़ता कार्य है, रोजगार के अस्तित्व अवसर रखता है।</td>
</tr>
<tr>
<td>34.</td>
<td>Handloom Weaver (Carpets) Skills</td>
<td>हैण्डलूम वीवर (कालीन निर्माण) कोशल</td>
<td>250</td>
<td>हैण्डलूम वीवर (कालीन निर्माण) कोशल, दरी व कालीन निर्माण कई मल्टीनेशनल कम्पनियों द्वारा वृद्ध उत्पाद पर किया जा रहा है जिसके निरस्त्र मांग सीमा है, साथ ही स्वरोजगार का भी अत्यधिक अवसर है।</td>
</tr>
<tr>
<td>35.</td>
<td>Cargo Assistant Skills</td>
<td>कारों असिस्टेंट कोशल</td>
<td>292</td>
<td>एयरपोर्ट पर सामान, कॉरिंग, कारों संचालन समस्याओं का कोशल बजार की मांग के अनुरूप है।</td>
</tr>
<tr>
<td>36.</td>
<td>Baggage Handler Skills</td>
<td>बैगजेज हैण्डलर कोशल</td>
<td>292</td>
<td>एयरपोर्ट पर यात्रियों के सामान, कॉरिंग इत्यादि को सूचित चलाने उत्तराधिकारी संबंधित कोशल बढ़ती बजार की मांग के अनुरूप है।</td>
</tr>
<tr>
<td>37.</td>
<td>Dairy Farmer/ Entrepreneur Skills</td>
<td>डेयरी फार्म संचालन, मार्केटिंग, दूध एवं उत्पाद बिक्री संबंधी कोशल को रोजगार क्षेत्र में अपने समायोजन है।</td>
<td></td>
<td></td>
</tr>
<tr>
<td>38.</td>
<td>Green House Operator</td>
<td>ग्रीन हाउस ऑपरेटर</td>
<td>300</td>
<td>ग्रीन हाउस ऑपरेटर के रूप में व्यक्ति विभिन्न ग्रीन हाउस घटकों, स्वच्छता और मान्यताओं का संचालन करता है, जो उन्हें ग्रीन हाउस के अंदर सूक्ष्म जलवायु परिवर्तन को मिलाता नियोजित करने में सक्षम बनाता है राहत ही समय आधार पर सिंचाई व प्रजनन प्रक्रिया में मदद करता है।</td>
</tr>
<tr>
<td>39.</td>
<td>Organic grower</td>
<td>जैविक उत्पादक</td>
<td>300</td>
<td>जैविक खेती एक वकालतक कृषि प्रणाली है जो सबसे तेज़ी से उपभोक्ता पहुँचता है, इस कोशल द्वारा गुणवत्ता व उत्पादकता के संदर्भ में बनाे रखते हुए सामान्य व सूचित भौतिक उद्देश्य उत्पादन का कोशल आता है। रोजगार के क्षेत्र में प्रचुर समायोजन है।</td>
</tr>
</tbody>
</table>