

**EXPRESSION OF INTEREST (EOI) FOR
INTERESTED VOCATIONAL TRAINING
PROVIDERS (VTPs) FOR PROVIDING
SKILLS AMONG SC/ST YOUTH /
STUDENTS FOR BETTER LIVELIHOOD**

By

**ORISSA MODEL TRIBAL EDUCATION SOCIETY
(OMTES)**

**Scheduled Tribe and Scheduled Caste Development
Department
Govt of Odisha.**

1. Introduction

Govt. of Odisha, Department of ST and SC Development Department intends to undertake skill development programme exclusively for the students and youth of Tribals and schedule caste communities across the state for ensuring them better livelihood opportunities. The Department has devised a special scheme called as "Developing Skill among ST/SC youth/students for better livelihood". Expression of Interest is sought for from interested training Providers to provide training to the target group as mentioned in this document.

The SC and ST Department runs a number of educational institutions exclusively for the Scheduled Caste and Scheduled Tribe students. There are 317 High Schools including 143 for girls, 109 Ashram Schools, 37 Kanyashrams, 142 Residential Sevashrams and 1026 Non-Residential Sevashrams, besides, many Primary Schools and Hostels. The Department also maintains 6 Special Adivasi Hostels in Bhubaneswar and one at Rourkela.

Besides providing them education, attempts have also been made to develop their skills to give a boost to their employability. During 2004-05, emphasis was given to Vocational Trainings to the SCs and STs for their income generation through self-employment. These trainings were organized in a professional manner through I.T.Is/Polytechnics. But one of the concerns had been that these trainings had limited scope as these were mainly meant for students who had completed their matriculation. Looking into the need of the vast population who have dropped out of the fold of formal education, there is a strong need for trainings that can be a part of school curriculum so that as soon as the basic schooling is complete they are ready to earn their livelihood. This would check migration to other States.

MES scheme of the Labour and Employment Ministry, Govt of India will be used in a planned manner to ensure that the potential students get skill training of their choice and also an authenticated certificate for the same. This would help to increase their employability. The present project strives towards building employability in them through skill development programme and thereby ensure them better livelihood opportunity.

2. Broad Objective:

- To train the SC/ST students (Xth Std and above including school drop outs) in local specific skills to provide them with assured options of better livelihood through enhanced employability.

3. Specific objectives:

The project aims to achieve the following specific objectives

- To introduce skill development in the schools as a part of SCs/STs school curriculum
- To identify local needs and preference and train the students/drop out students accordingly to enable them to develop better livelihood options.

4. Target Group

All the SC/ST students studying in class X in those schools run by the SC and ST Department will be targeted for building appropriate skill among them. As on date there are about 8221 such students in class X in the state. The drop out students in the vicinity of the school will also be covered under the scheme. The drop-out rate among the ST students at the high school stage in 2007-08 stood at 72.8 per cent and the corresponding rates among the SC students stood at 70.00 per cent. (Economic Survey, 2008-09, Government of Orissa). In case of the drop out students, the schools will undertake a drive to find out school drop out students and enrol them for the training of their choice. Since the skill development involves some hazardous work, it is desirable that a trainee under skill development should be of minimum 15 years of age.

5. Venue of the Training

The existing schools of SC/ST development department would be used for such training. In cases where appropriate training institutions are available in the vicinity of the school, those could also be made use of. Since in many cases putting all the infrastructure, equipment and facilities required for a particular training is not possible, it is desirable to send the students and other drop-out students to the nearby training institutes. There are some training programmes which do not require much infrastructure and facilities, can be conducted in the premises of the school itself.

6. Training Agencies

The training programme proposed in this project is envisaged to be short in duration and flexible in nature. The registered VTPs under DGE&T who conduct the Modular Employable Skill (MES) programme could be engaged for this kind of training. The VTPs have to provide need based training to these desiring students/youth.

7. Training Fees

Under Skill Development Scheme of Govt. of India, Ministry of Labour and Employment training fees are fixed at Rs 15/- per hour per student. The same fees structure will be followed in this case and the required logistics shall be provided by the concerned School. Infrastructure facility could also be provided for the training which will be used by the training agencies, but would essentially remain as the property of the concerned school.

8. Training Quality

In the process of conducting training programmes, due and diligent importance has to be given to quality of the training. To ensure quality of training programmes, qualified trainers have to be identified and selected by agencies. The training centers in the schools are to be equipped with appropriate infrastructure, equipment etc to provide training in the best possible learning environment. During the training programme, the trainees will undergo regular tests which will ensure real skilling process and after completion of the training they will be tested for certification. To maintain quality the training batch size will not be more than 30 in numbers.

9. Training Kit

It is envisaged that all the trainees will be provided with a training kit that would include a bag along with required course materials, appropriate stationery items etc. along with an identity card to cultivate a sense of belongingness, feel-good and make them feel confident. The course materials as far as practicable will be in the local language (Odia) for easy understanding of the basic concepts.

10. Placement Support

The training agency has to take proactive steps for placement of the trainees in various sectors including small and large scale industries in the state and outside, after successful completion of the training programme and passing of the assessment test. They also need to provide counseling to the passed out trainees for their self employment as wage employment is not always feasible. While choosing the agencies for such assignment of skill training, adequate emphasis will be given on their track record and their contact with industries and capability of providing hand holding support.

12. Identification of Vocational Training Providers(VTPs)

Duly filled in and signed application in the prescribed form (Annexure-1) along with necessary supporting documents shall be submitted to Director ST & SC Development either in person or through speed post/registered post. Eligible organizations can submit application for the schools in the districts grouped in one or more groups. The districts are grouped as follows:-

Group 'A':- Cuttack, Jagatsinghpur, Jajpur, Bhadrak, Balasore, Puri, Khurda, Nayagarh, Mayurbhanj, Keonjhar.

Group 'B':- Sambalpur, Jharsuguda, Deogarh, Bargarh, Sundargarh, Angul, Dhenkanal.

Group 'C':- Gajapati, Koraput, Malkangiri, Rayagada, Nawarangpur.

Group 'D':- Ganjam, Kandhamal, Kalahandi, Subarnpur, Nuapada, Boudh.

13. Parameters for Selection of VTP

- a) Should be a registered VTP under Skill Development Initiative Scheme under DGE&T, New Delhi / RDAT, Hyderabad.
- b) Adequate trainers to impart quality training effectively in the relevant MES modules.
- c) Industry tie-ups for post-training support in the form of providing employment with proven record.
- d) Accreditation from Quality Council of India (QCI) is an added advantage.

- e) Should have own placement cell to provide hand holding support for wage and self employment.
- f) Must have the capability to develop course materials in Odiya or local language for better understanding of the subjects.
- g) Must have past experience or key persons of the organization having experience in providing need based training programme

14. Selection

VTPs will be evaluated with reference to above set of parameters. The applicant shall furnish all such information/ documents / proofs sought for the purpose of evaluation. Those VTPs who fulfill the above criteria shall be called for a presentation before a technical Committee.

15. Role of VTPs

- Conducting the training program at identified Schools of ST and SC Development Department or its own premises.
- To maintain training records pertaining to the training programme
- To forward reports/returns on the program to all concerned stakeholders.
- VTP shall abide by all the instructions prescribed in the Implementation Manual of the Scheme and those issued by the Department from time to time.
- VTP shall provide post training support to trainees in getting employment, maintain data base on trainees trained and the outcome of the training.
- VTP should provide appropriate counseling and hand holding support to those candidates interested for self employment
- VTP shall allow authorized officers of the Department or its representative, to inspect the training infrastructure available in its premises for courses/modules under SDI scheme.

16. Nodal Agency

The Orissa Model Tribal Education Society (OMTES) shall be Nodal Agency for implementation of this scheme. ST & SC Development Department is the Administrative Department.

17. Source of Funding

Orissa Employment Mission shall provide the funding support as per the MES scheme of Ministry of Labour and Employment, Govt. of India.

18. Supervision of Training

The Headmaster of High Schools, ADWO in the Blocks and DWO shall be the supervising Officers of the VTP. The Nodal Agency reserves the authority to supervise the training programme through own officers or any other officers or agency at any point of time. The suggestion of supervising authority shall be duly followed up by the VTP's. In case of any difference of opinion the decision of the Nodal Agency shall be final and prevail.

19. Payment of Training Fees

Training fees shall be paid to the selected VTP's in respect of enrolled trainees as per the prescribed ratio in following manner:-

- (i) After the enrollment of students, Finalization of course wise and batch wise trainee list with name, submission of name of Instructor/ Trainer (s) and training schedule - 20%
- (ii) On completion of half-man hour of the Training schedule duly certified by the supervising authority -30%
- (iii) On completion of schedule Training programme issue of Training certificate and submission of detailed report by the VTPs in a given format of the Nodal Agency/ Administrative Department -20%.
- (iv) After Post-Training campus placement counseling meet and employment of the trainee - 20%.
- (v) After the off campus counseling & submission of final report- 10%.

N.B.:-

- (a) VTP are eligible for full payment of training cost in case of students who take admission in class-XI for higher study.
- (b) Payments shall be eligible proportionately in case of dropout trainees from the training camp to the extend training has been imparted only.

20. Taxes

Service Tax, TDS & etc. shall be applicable as per Rules.

21. Proposed trades under skill development

Present below is a list of trades that had been identified on the basis of local needs and available resources. These skills are DGTE approved trades and are a part of MES Scheme as well. These are not exhaustive and some other trades can be proposed by training agencies looking at the need of the locality and the interested candidates.

These are subject to rectification on final discussion.

Sl. No.	Name of the MES Course	Sector	Duration in hours* (a)
1.	Computer Fundamentals, MS-Office & Internet (ICT101)	Information and Communication Technology (ICT)	120
2	Driver cum-peon (AUR-118)	Automotive Repair (AUR)	180
3	Basic Electrical Training (ELE-101)	Electrical (ELE)	120
4	Basic Electronics (ELC-101)	Electronics (ELC)	120
5	Hand Embroider (GAR-101)	Garment making (GAR)	210
6	Tailor (Basic sewing operator) (GAR-105)	Garment making (GAR)	270
7	Hospitality Assistant (HOS 101)	Hospitality (HOS)	180
8	Asst. Cook (HOS-104)	Hospitality (HOS)	60
9	Bed side Assistant (MED-101)	Medical & Nursing (MED)	450
10	Sales person (Retail) (RET-101)	Retail (RET)	180
11	Cutter & fixer of toys parts (Soft toys) (TOY-102)	Toy making (TOY)	180
12	Asst. Mason (CON-108)	Construction (CON)	300
13	Asst. Plumber (CON-111)	Construction (CON)	300
14	Industrial Security Guard (SEC-102)	Security (SEC)	150
15	Basic wood work (WOO-101)	Wood Work (WOO)	270
16	Digital Camera Photography (MDA-101)	Media (MDA)	90
17	Soft Skills for base line staff in service sector (SS-101)	Soft Skills (SS)	100

18	Landscaping and Floriculture (AGR-129)	Agriculture(AGR)	300
19	Mushroom Cultivation(AGR-132)	Agriculture(AGR)	90
20	Apiary (AGR-133)	Agriculture(AGR)	120
21	Bio Fertilizer(AGR-134)	Agriculture(AGR)	120
22	Medicinal Plant(AGR-135)	Agriculture(AGR)	300
23	Vermiculturing & Vermicomposting (AGR-137)	Agriculture(AGR)	90
24	Preservation Of Fruits & Vegetables(AGR-138)	Agriculture(AGR)	240
25	Gardeners(AGR-239)	Agriculture(AGR)	300
26	Entrepreneurship Development in Agri Business(AGR-340)	Agriculture(AGR)	480
27	Basic Cultivation of Cereal Crops(AGR-102)	Agriculture(AGR)	90
28	Poultry Farming(ANH-101)	Animal Husbandry(ANH)	480
29	Sheep & Goat Rearing(ANH-102)	Animal Husbandry(ANH)	150
30	Diary Farming(ANH-103)	Animal Husbandry(ANH)	180
31	Diary Development Worker(ANH-104)	Animal Husbandry(ANH)	180
32	Entrepreneurship on Diary Management(ANH-205)	Animal Husbandry(ANH)	360

Application for conducting need based training for SC & ST students/youth of Odisha

1)	Name of the Vocational Training Provider			
2)	Address of the VTP			
3)	Contact No./Fax No./Email id			
4)	VTP Registration No.			
5)	Date of Registration of VTP			
6)	Type of Organisation			
	a) Educational / Training Institutes and Organizations/ Institutes set up by Government			
	b) Companies/ Firms/ Registered Societies/ Trusts			
7)	Name of Sectors/courses for the VTP is providing or interested to provide training	Sector	Module	
8)	Performance : Financial			
	Performance Summary for Last Three Years (To be filled in by those organizations which are maintaining the audited accounts of statements) Indian Rupees	FY-2007-08	FY-2008-09	FY-2009-10
	Turn over			
	Profit after tax / Surplus/(Deficit)			
	Net Worth			
	PAN No .			
9)	Performance : No of trainees Trained for last three years			
	Sector/Module	FY-1	FY-2	FY-3

10)	Placement Details of passed out trainees		
11)	Bank Details		Name of the Bank
			Account Number
12)	Infrastructure Availability		
	Sector	Tools & Equipments	Class rooms
13)	Hostel Facility available, give details		
14)	Is there a Placement Cell within the organization? If yes, mention about the placement record.		
15)	A brief note of maximum 3 pages on the strength of the VTP and justification as to how they will implement the project.		

We, the undersigned, hereby apply for conducting need based training to the SC/ST students/ youth for the better livelihood under Department of SC & ST Development.. We would like to state that the information provided by us is true to the best of our knowledge and belief and we understand that we are liable for action under the law for any false information or document produced by us.

We also understand that Department of ST &SC Development or Any other representative of the Department shall be free to investigate on its own into the correctness of information furnished by us in this application and/or call for any further information in this regard from us.

Place:
Date:

Signature, Name & Designation of Authorised Person