

SKILLS STRENGTHENING FOR INDUSTRIAL VALUE ENHANCEMENT (STRIVE)

PROMOTING AND ORGANIZING OF APPRENTICESHIP.

➤ **Result Area 4: Improved and broadened apprenticeship training**

- Industry Apprenticeship Initiative (IAI) grant is a new initiative offering systematic support to Industry Cluster for getting involved in promoting and organizing apprenticeship training among its member firms and to assist in managing the entire gamut of the apprenticeship process which will include trade selection, identification & registering the potential apprentices on apprenticeship portal and signing of apprenticeship contracts by the designated authorities for assessment and certification apprentices.
- Additionally, this result area would also focus on Research and awareness creation to examine the interest of employers in apprenticeship, Capacity Development of State/Central Government officers and Industry, setting up of State Apprenticeship Monitoring Cell (SAMC).
- Total of INR 212 crores have been allocated to this result area
- Eligibility criteria of Industry Clusters (ICs)
- The eligibility criteria in respect of ICs to participate under IAI Grant of STRIVE Project is as below.
- Industry Cluster (IC) must be formally registered either as a 'society' under relevant Societies Registration Act or trust or an organization under Section 8 Company and have the legal capacity to sign Tripartite Agreements/contracts on behalf of its members.
- Minimum Number of member enterprises consenting to participate with IC for implementing IAI grant must be 20 irrespective of the size of the cluster.
- Minimum apprenticeship seats available for IAI implementation in the cluster as per the Apprenticeship Act/Norms must be 40.
- Since IAI grant is a first-time initiative in India, hence a Phase-1(Pilot phase) is planned under which industry clusters shall be chosen based on nominations, as recommended by States, based on the competitive section process. Focus would be on Industry Clusters which are eager and well equipped to implement the Industry Apprenticeship Initiative (IAI) and are driven by need-based training. Based
- States through SAMC are empowered to evaluate the IC application, IAI proposals and recommend to NPIU for approval. For this purpose, States shall constitute a State Cluster Evaluation Committee (SCEC) (as detailed in section 2.3.4) at the State level to evaluate The IC applications and IAI proposals received from the ICs situated within the State
- The shortlisted IC applications recommended by State Cluster Evaluation Committee and approved by SSC will be evaluated by National Cluster Evaluation Committee constituted by NPIU
- National Cluster Evaluation Committee will further scrutinize all the IC applications as recommended by SSC and the same shall be approved by NSC. Once approved by NSC, the selection decision will be communicated to ICs through SAMC.
- After selection, the IC through its authorized signatory, shall enter into a 'Tripartite Grant Agreement' with the State Government and the Central Government.
- The template of Tripartite Grant Agreement is depicted on Annexure 16
- Submission of IAI proposal and Approval Process
- The Selected ICs who have signed the grant agreement will be eligible for IAI submission.

- After signing of the aforementioned tripartite agreement, selected ICs will be given first instalment of funds. This will enable the IC to recruit initial staff for the management and formation of the Apprenticeship Implementation Cell (AIC). The AIC can conduct need assessments and other research within the cluster, liaise with IC members on their participation in apprenticeship training, identify and liaise with basic training providers, identify capacity development and training needs of the IAI participants/ partners,(Industry members of IC) and on this basis prepare a detailed IAI proposal using a standard format (Annexure 17).
- The IAI proposal must be submitted by IC to SAMC not later than 60 working days after receiving the first tranche of fund. The IC, while submitting the IAI plan must include signed copies of Memorandum of Understandings (MoUs) with partners such as – TPA/ Basic Training Provider (BTP) /members of industry cluster etc. who will be associated with IC for implementation. MoU must clearly describe the roles, responsibilities and contributions of each partner.
- IAI proposal will be evaluated by State Cluster Evaluation Committee (as detailed The State Cluster Evaluation Committee shall use a standard relevance and feasibility scoring sheet
- IAI proposal will be recommended by SAMC if it scores at least 50%
- The shortlisted IAI proposals recommended by State Cluster Evaluation Committee and recommended by SSC will be evaluated by National Cluster Evaluation Committee constituted by NPIU
- National Cluster Evaluation Committee will scrutinize all the IAI proposals as recommended by SSC and the same shall be approved by NSC. Once approved by NSC, the selection decision will be communicated to ICs through SAMC. The SAMC shall in turn also intimate to RDATs, SSDM, National Skill Development Mission (NSDM), and SEO, NSDC for monitoring the IAI implementation.
- [Guidelines on preparing IAI Proposal](#)
- ICs should consider following pointers while preparing IAI Proposal:
 - Duration of the IAI grant is for 3 years.
 - The minimum age of a candidate to enrol as an apprentice is 14 years. The minimum education qualification shall be in accordance with Apprenticeship Act and as defined in the prescribed training syllabus.
 - The IAI grant must be implemented in accordance with the Apprentices Act, 1961, and accompanying Rules and Regulations
 - Apprenticeship programs supported under Trade apprenticeship administered by Ministry of Skill Development & Entrepreneurship through Directorate General of Training (DGT) and NSDC will be supported. Apprenticeship programs administered by MHRD, Govt. of India will not be covered under STRIVE.
 - IC must ensure at least 2 different apprenticeship programs within their participating member industries. An IAI shall cover minimum 2 and maximum 5 different apprenticeship program (trades) with at least 20 trainees enrolled under each program. The trades may fall under one or more sectors, including engineering, manufacturing, service, agriculture, Information and Communication Technology (ICT), and others. IC are encouraged to take necessary actions and steps in order to enrol women apprentices
 - The IAI should incorporate measures to mobilize and train female apprentices and youth from Scheduled Caste (SC)/Scheduled Tribe (ST) backgrounds and weaker sections of society.
 - The apprenticeship training programs to be conducted by ICs member firms may fall either under the category of ‘Designated Trades’ or ‘Optional Trades’. ICs can opt for apprentice training programs listed under designated or optional trade.
 - List of existing optional trades and designated trades are available from

<https://apprenticeshipindia.org>.

- The minimum duration of the apprenticeship training must be 1 year and maximum up to 2 years.
- Each Apprenticeship program under the IAI shall include both basic training as well as on the job/workplace training with a focus on engaging fresh apprentices; however, those programs may also be included where apprentices are exempted from basic training because they have attended ITI training or any other training that is considered equivalent to basic training.
- An IC can run the apprenticeship training program in accordance with the National Apprenticeship Promotion Scheme (NAPS) and avail the benefits of the scheme.
- An IC may engage/avail the services of such BTPs which are approved by RDAT/NSDC and are receiving funds under NAPS for providing basic training to apprentices. However, IC may consider to pay such BTPs under STRIVE Project based on additional requirements with intimation to SAMC.
- IAI grant must include measures for training and capacity building for staff establishment /companies that engage apprentices under the apprenticeship training program of the IAI. If required IAI may also organise and finance training cost of trainers for the staff of basic training providers for the trade under which apprenticeship programme is to be conducted. The IAI strongly focuses on the capacity building of ICs and its participating members.
- Under IAI, ICs in their detailed proposal will submit activities capturing capacity building programs for the member enterprises, supervisors and training managers from the cluster who will be involved in the apprenticeship training. In addition, NPIU will prepare guidelines and recommendations for such programs related to capacity building programs of ICs and member firms and extend technical assistance wherever required.
- Apprenticeship programs must involve a quality assurance plan and must include procedures for reporting on learning progress of apprentices i.e. maintenance of a standard logbook.
- The IAI should be conducted under conditions of good Occupational Health and Safety (OHS) standards, as identified for the specific industrial activity where apprentices are being hired, and ensure safety of the apprentices through provision of appropriate gear and works space safety, and the provision of required instructions and support to ensure the safety of apprentices. The IC and participating industries should also ensure appropriate waste management standards, as prescribed by existing National and State regulations for a clean and safe work environment.
- Apprentice Training and Quality Assurance – All apprenticeship training programs that IC plan to undertake must be endorsed by DGT/NSDC and follows the standard guidelines of Apprenticeship Amendment Act 2014 and its guidelines.
- Registration of Industry members of IC on the National Apprenticeship Portal: Member industry of the IC who will participate in IAI implementation mandatorily need to be registered on the National Apprenticeship Portal. IC through AIC shall be supporting its members for registration and extend required hand holding assistance in this regard.
- Key Performance Indicators (KPIs) for ICs
- The progress of each selected Industry Cluster receiving IAI grant shall be measured on quarterly basis against the Key Performance Indicators as detailed below:

Table 26: Key Performance Indicators for IC

1	Signing of ‘Tripartite Grant Agreement’ between Government of India,(First Party) State Government (Second Party) and Industry Cluster(Third Party)
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2	Capacity development of staff of participating enterprises and other stakeholders
3	Signing of apprenticeship contracts between employer/Industry and apprentices as stated in IAI proposal
4	Submission of project completion report

Eligible and Ineligible expenditure

S. No	Category/Expenditure Head	Eligible Expenditures	Ineligible Expenditure
1	Apprenticeship Program Development & Preparation Costs	Costs related to the development and preparation of the apprenticeship program. This includes: <ul style="list-style-type: none"> • Hiring of consultant or other costs to develop proposal, conduct needs assessments and curriculum development, if needed (for both the curriculum of basic training and industry-based training). • Costs related to the development of teaching and learning material, if needed 	
2	Capacity Development Costs	This includes costs for conducting training of staff in companies involved in apprenticeship training (managers, supervisors), training of AIC staff and teachers of participating basic training providers, technical workshops on IAI/apprenticeship etc.	
3	Apprenticeship Training Costs	The eligible expenditures to be considered for utilization of funds under Training Costs include: <ul style="list-style-type: none"> • Costs for tools and other basic assets (e.g. protective clothing, helmets, work place equipment) to be used by apprentices while in industry-based training • Equipment for BTP up to 10 lakhs (exception to be justified by Governing Committee of an IC and duly approved by respective SAMC) 	

		<ul style="list-style-type: none"> • Minor refurbishment and repair work of existing infrastructure in BTPs run by ICs (up to INR 5 lakhs) • Group Insurance for apprentices • Costs related to assessment and certification of apprentices in terms of Optional trade • Cost for transport of apprentices 	
4	Organization and Facilitation (IC and AIC Costs):	<p>This includes costs related to the operations of an AIC in the IC. Eligible expenditure includes salaries of AIC officers and support staff communication, local tours, hoisting of a dedicated website, audit fees, office expenses, including computer, printer and projector, hiring of vehicle etc.</p>	
5	Communication and Outreach Costs	<p>This would include costs relating to attracting and inducting apprenticeship trainees into the industry led apprenticeship program. Eligible expenditure would include: workshops, advertisements, participating in job fairs, recruitment drives in schools, colleges and other as approved in the cluster proposal.</p>	

➤ **Apprenticeship Implementation Cell (AIC)**

➤ AIC will perform all the functions of ICs mentioned in IAI proposal submitted by industry cluster. The AIC shall be equipped with sufficient technical manpower/ staff and resources as per the specific requirement of an industry cluster to implement the IAI grant in order to provide all types of secretarial services and maintain records pertaining utilization of IAI grant. The purpose of AIC is to support ICs to achieve its objectives in apprenticeship training. Part of the IAI grant funding can be used to finance staff and operational cost of the AIC. The selected IC must ensure that the AIC has the required office space and office equipment to carry out its activities.

➤ Act as the technical secretariat and implementation cell of IC facilitating needs based, industry-led quality apprenticeship training

- Evaluating training requirements among its members;
- Encourage member enterprises/industry to participate in engaging apprentices
- Prepare a detailed IAI Plan based on the requirements of member industries in order to obtain IAI Grant under STRIVE Project.
- Build capacity of member enterprises in the cluster to undertake apprenticeship as per the apprenticeship training plan submitted by IC;
- Identify of new Apprenticeship trades especially suitable for Women apprentices;
- Design courses (or facilitating the design) for needs-based apprenticeship if required by cluster
- Conduct orientation and awareness seminars to popularize benefits of apprenticeship among its members and potential apprentices;
- Set up Basic training infrastructure in the cluster/Identify basic training providers (BTPs) to participate and liaise with the them to explore partnerships
- Ensure that the apprenticeship training being provided is of highest quality and in line with set benchmarks/standards;
- Train (or facilitating training of) company supervisors and staff members of the IC Members
- Ensure adherence with Apprenticeship Act and Guidelines regarding Quality of apprenticeship training and delivery
- Utilize grant funds for eligible expenditure;
- Maintain necessary documentation and records of the apprentice training as per Apprenticeship Act.
- Undertake Communication Outreach activities and mobilization of prospective Apprentices
- Provide support services to those apprentices who become eligible for All India Trade Test (in case of designated trades)/or assessment (in case of optional trades) on the completion of Apprenticeship Training Program.
- Promote Dual System of Training among members of IC;
- Capacity Building of training managers, supervisors, members and BTP Staff/Trainers;
- Provide support services towards assessment/certification/placement of apprentices.
- AIC will be governed by the Governing Committee of IC. The selected Industry Cluster will be setting up three committees (Governing Committee, Works & Procurement and Grievance Redressal) for effective implementation of IAI grant. Composition of these committees is detailed at Annexure 19. AIC will be coordinating with stakeholders who will be administrating IAI grant. Role of stakeholders who will be administrating the IAI implementation along with the role of IC is detailed in Annexure 5.