

# Work Allocation Amongst Directors

## Policy and Planning Wing - Col Santosh Kumar

### 1. Formulation of Guidelines / Framework :

- i. Assessment Agency
- ii. Awarding Bodies
- iii. Grievance Redressal
- iv. Skill Information provider
- v. Qualification approval mechanism
- vi. Training of Trainers
- vii. Norms for recognition of skill universities
- viii. Monitoring and evaluation framework
- ix. Training of Assessors
- x. Rating and Grading of Agencies
- xi. Data security and protection
- xii. Certificate and Logo

### 2. Implementation strategy for implementation of guidelines

#### 3. NSQF

- i. Approval of qualification
- ii. NSQC related data management
- iii. NSQC policy and meetings

#### 4. Annual Report

### 5. Liaison with DGT, NSDC and other wings of the MSDE

### 6. Formulation of sectoral/ advisory committee, as and when required

### 7. IT-Technical : Formulation of IT systems, cloud, platform and system

#### 8. Central Ministries

#### 9. States

#### 10. Sectors

## Recognition / Approval - Lt Col Gunjan Chowdhary

### 1. Recognition and De-recognition of :

- i. Assessment Agency
- ii. Awarding Body
- iii. Skill Information providers
- iv. Skill Universities

### 2. Agreement with recognized agencies / bodies

### 3. ToT and ToA related matters

### 4. Credit framework

### 5. International Collaboration

### 6. Media coordination including dissemination of information

### 7. Logo related

### 8. Central Ministries

#### 9. States

#### 10. Sectors

## Monitoring and Supervision - Sh. Sushil Agarwal

### 1. Monitor, Evaluate and Supervise :

- i. Assessment Agency
- ii. Awarding Body
- iii. Skill Information provider
- iv. Skill Universities

### 2. Grievance Redressal for recognized bodies

### 3. Vigilance

### 4. Rating and Grading of agencies (rating mechanism)

### 5. Data management - NCVET

### 6. Certificate related

### 7. IT- Operational: regular updation of websites

### 8. Central ministries

#### 9. States

#### 10. Sectors

## Admin / Finance and Establishment - Sh. Narendera Singh

### 1. Administration :

Estate, Procurement, Service and Supply, Employees Welfare, House keeping, support service to the chairman and members of the council, Protocol

### 2. Finance

i. Budget, Generation of Resources, Expenditure monitoring

ii. Externally aided programmes coordination

iii. DBT

### 3. HR & Establishment

i. Recruitment, Personnel Management, Coordination, Parliament, Gender Sensitization, Any other work not assigned to any Director

### 4. NCVET Meetings

i. NCVET Council

ii. Governing Council

### 5. Legal matters including court cases

### 6. Central Ministries

#### 7. States

#### 8. Sectors