

**Minutes
of
3rd NCVET' Council
Meeting
on 15/06/2021
at 11.30 AM
through VC**



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The meeting of 3rd NCVET Council was held on 15th June, 2021 through VC Chaired by the Chairperson, Dr. Nirmaljeet Singh Kalsi, IAS (Retd.). The list of participating members, who attended the meeting is at **Annexure I**. The leave of absence was granted to Ms. Alka Upadhyaya, Additional Secretary, MoRD and Mr. Sanjay Kumar, Joint Secretary, M/O Housing and Urban Affairs who could not attend the meeting.

The Chairperson extended a warm welcome to the Hon'ble members as it was the first meeting of the Council after the joining of a regular Chairperson and two Executive Members. He also informed about the detailed interactions with the 37 Sector Skill Councils (SSCs) since then and about the major areas of action that were identified.

At the outset, the Chairperson highlighted the vision of NCVET for future and shared the basic Action Agenda of NCVET for 2021-22 which, inter alia, includes- development of the NCVET Tech Platform, reviewing the process of assignment of NSQF levels to the existing as well as new Qualifications, promoting Skill Framework for Aatmanirbhar Bharat, full NSQF Implementation in the Central / State Governments, PSUs and Private Sector, encouraging SSCs and other Awarding Bodies to develop qualifications of NSQF level 6, 7, 8 & above esp in emerging technology/ business areas, aligning Indian Qualifications with International Qualifications, requesting the Government to create a post of Secretary to the Council in the scale of Joint Secretary to Gol, etc. (**Annexure II**)

1. Agenda Point No. C0301: Confirmation of Minutes of the 2nd NCVET Council meeting

The members confirmed the Minutes of the 2nd NCVET Council meeting held on 20th October, 2020.

2. Agenda Item C0302: Ratification of amendments to the Eligibility Criteria in the Guidelines for Recognition & Regulation of Assessment Agencies

The Council was informed that after feedback from the multiple stakeholders, revisions had to be carried out in the Guidelines for Recognition & Regulation of Assessment Agencies approved in the 2nd meeting of the Council, with respect to financial viability and prior experience. The Guidelines were amended, with the approval of the Chairperson, NCVET and placed on NCVET website, vide Office Order No. 32001/25/2020/NCVET/543(a) dated 23.03.2021. The amendments were w.r.t. to minimum turnover required by an Assessment Agency, cumulatively over the past 3 financial years, as per the category of States for which it is seeking recognition, as under: -

Recognition Sought For	Minimum Turnover
Category I States/UTs	Rs. 30 lakhs per States/UTs
Category II States/UTs	Rs. 70 lakhs per States/UTs
Pan India	Rs. 3 crore

In case an entity applies for recognition as an Assessment agency for more than 1 state, then the minimum turnover required shall be the summation of turnover for all the states applied, as per the category of state. However, the maximum turnover required for an Assessment Agency will be Rs 3 crore, irrespective of number of states applied for.

Relaxations have also been introduced in the financial viability in case of Union Territories (except Delhi and Chandigarh) and North Eastern States of Category I, if there is shortage of adequate number of Assessment Agencies in the jurisdiction and the entity applying for recognition is unable to showcase prior experience and minimum financial viability with justifiable reasons supported by authentic documents.

After initial recognition, if an entity intends to expand in other geographical areas, it shall ensure additional 50% assessments as a part of prior experience (in the recognized State) depending upon the category of state in which it aims to seek recognition.

Due to large number of assessments occurring in Delhi and Chandigarh, they have been excluded from relaxations under prior experience.

The Council ratified the amendments carried out in the Eligibility Criteria in the Guidelines for Recognition & Regulation of Assessment Agencies.

3. Agenda Item C0303: Uniform Certification – NCVET

The Council was apprised that uniform certificate formats for short term and for long term training respectively, developed by NCVET had been discussed and adopted by the Council at its second meeting held on..... Subsequently these were launched on 27th October 2020.

The certificate formats along with an explanatory note were shared with all awarding bodies for adoption within six months or from the new academic session.

Subsequently, few stakeholders made a representation that there should be provision for indicating the scheme name in the Short-term certificate under which the candidate has been trained. Accordingly, the certificate was modified once again to include scheme logo and certain editorial changes. This was further approved by Hon'ble Minister, MSDE and shared with all existing awarding Bodies for necessary action.

The Council noted the amendments carried out in the uniform certificate of NCVET.

4. Agenda Item C0304: Collaboration with Digilocker

The council was explained that NCVET is striving towards building a National Skills Certificates Repository.

Accordingly, detailed discussion and deliberations were held with Ministry of Electronics & Information Technology (MEITY) & Digilocker Team and it was agreed that a National Skills Certificates Repository shall be hosted by Digilocker for all



certificates issued with the recognition of NCVET. The recognised Awarding Bodies (ABs) will be issued appropriate instructions by NCVET to integrate with Digilocker.

A draft MoU has been finalized for signing.

The members of the Council applauded the effort made and supported the proposed signing of MoU between NCVET and Digilocker.

5. Agenda Item C0305: Standardization of Common Pool of NOSs

The Council was apprised that the National Skills Qualifications Framework (NSQF) is being implemented through the National Skills Qualifications Committee (NSQC) which is responsible for approving National Occupational Standards (NOS) and Qualifications. Each NOS defines one key function in a job role and a Qualification is a set of NOS aligned to that job role.

It is proposed to develop a common pool of standardized NOSs (which may be required by a number of sectors for different job roles) to enable the relevant stakeholders like Awarding Bodies to adopt or borrow them as per applicability to any Qualification. The NOSs should also be in other Indian languages besides the English Language.

An indicative list of such common pool of standardized QP-NOSs is at Annexure III. The Council was informed that an overarching Committee on "Standardization of NSQF Qualification File Template" has been constituted which, amongst others, will also look at the mechanism for approval of NOSs.

The Council members took note of the matter of standardization of common pool of NOSs.

6. Agenda Item no. C0306: Credit framework

The Council was apprised that the formulation of a Credit Framework for Vocational qualifications is one of the main objectives of National Skill Policy 2015 and has also been mandated through the NSQF Gazette Notification dated 27 December 2013. A National Level Credit Framework is required to enable accumulation and transfer of credits both within vocational education and training (VET) system as well as between VET & general education systems. It will not only enhance availability of pathways for vocational education but also provide/ enable **multiple entry & multiple exit options** thereby improving the overall perception, respect and position of vocational education and training.

NCVET had set up a Core committee & three Sub-Committees on 09 October 2020 to define a credit system enabling credit accumulation and transfer from both short term to long term qualifications and vocational to school/higher education and vice versa. After consultations with UGC, AICTE, DGT & NSDC and other stakeholders, a draft policy on credit framework had been formulated at NCVET.

The main features of proposed Credit Framework were explained to the Council.

Further consultations with stakeholders are underway. The final draft once ready shall be placed before the Council.

The Council noted the progress made so far and observed that having a robust credit system is the need of the hour. The Council advised to submit the updates in the ensuing meetings.

7. Agenda item no. C0307: Recognition of Awarding Bodies and Assessment Agencies:

The Council was apprised that post adoption of the 'Guidelines and Operational Manuals for Recognition and Regulation of Awarding Bodies and Assessment Agencies' by the Council in its meeting held on 20.10.20, the same were launched on 27th Oct 2020. To facilitate continuity in training, a transition period of one year was provided to all the existing Awarding Bodies and Assessment Agencies. These bodies were advised to apply for the NCVET recognition within six months to enable NCVET to process their application before the expiry of the transition period.

A total of 99 proposals seeking NCVET recognition have been received by NCVET till now as per the details given below:

Type of Applicant	Request for Recognition as Awarding Body			Request for Recognition as Assessment Agency	Requests for Dual Recognition Category	Grand Total
	SSC	Others	Total			
	23	09	32	61	06	99

The applications are being screened and are at various stages of processing. There is an anticipated delay in processing the applications due to the time lost by ABs and AAs during the lock-down imposed by various State Govts. Also the NCVET is facing acute shortage of staff and Consultants. Further, some of the existing staff members/ their families themselves got affected by Covid. Necessary action is being taken to address these issues at the earliest. The vacant posts are also being filled on priority.

The Council acknowledged the genuine difficulties explained by NCVET, including the requirement of additional workforce for handling the increased work load and advised NCVET to take necessary action for early processing of the applications.

8. Agenda item C0308: Delegation of Authority to Approve Recognition of Awarding Bodies and Assessment Agencies

The Council was apprised that the Guidelines for Recognition & Regulation of Awarding Bodies & Assessment Agencies provides that the final decision on the approval or rejection of the applicant organization as a recognized Awarding

Bodies/Assessment Agencies would rest with the Council headed by the Chairperson, NCVET and the Council meeting shall be organized every quarter in a year or depending on the directives of the Chairperson, NCVET.

However, considering that a large volume of proposals are being received for seeking NCVET recognition and more such proposals are anticipated in future, frequent convening of the Council meetings may be required, which may not always be feasible. Hence it was proposed that such powers be delegated to a smaller Sub-Committee, by the Council.

Accordingly, it was proposed that the powers of the Council to recognize or reject applications of Awarding Bodies and Assessment Agencies be delegated to a Sub-Committee with following composition:

- a) Chairperson, NCVET - In Chair
- b) Executive Member, NCVET - Member
- c) Executive Member, NCVET - Member
- d) Any other expert/ NCVET officials nominated by the Chairperson.

The decisions taken by the sub-committee shall be placed before the Council for ratification.

Considering the volume of proposals and timelines to recognise the ABs & AAs, the Council agreed to delegate the authority to approve/ reject applications for recognition of ABs & AAs to the Sub-Committee subject to the condition that the decisions taken by the sub-committee shall be placed before the Council for ratification.

9. Agenda Item C0309: Guideline for Adoption of Qualifications by Awarding Bodies

The Council was explained that National Council for Vocational Education and Training (erstwhile NSDA) receives Qualifications from various Awarding Bodies for NSQF alignment along with the details of assessment and certification. A number of challenges have emerged related to operational aspects of NSQF like- duplication of Qualifications, limited capacity of State Level ABs to develop Qualifications, uniformity/ quality assurance in assessment and certification, etc

In order to overcome the challenges, a mechanism to facilitate use of already approved Qualifications by multiple Awarding Bodies was envisaged and Guidelines on Adoption of Qualifications were issued by the erstwhile NSDA in 2019 as a pilot.

Based on the experience at the ground level, the adoption guidelines have been reformulated in consultation with various stakeholders. Once the consultation process is completed, the Guidelines will be finalised and placed before the Council for adoption.

The Council took note of the developments.

10 Agenda Point No. C0310: Ratification for signing of Cheque/PFMS

The Council considered limits of the authorisation of signatories of Cheques/ PFMS on behalf of NCVET for both the accounts of NCVET and ratified the same as proposed in the agenda.

The Council also noted that since a regular Chairperson has already joined the NCVET, such administrative matters are within the powers of the Chairperson.

11. Agenda Point No. C0311: Approval of Annual Accounts of NSDA for 2019-20

The Council considered and accorded approval to the final accounts of NSDA for the Financial Year 2019-20, verified and finalized by the C&AG empanelled Chartered Accountant Firm (M/s Agarwal Anil & Company), and for forwarding them to C&AG for statutory audit of the same.

12. Agenda Point No. C0312: Opening of Current Bank Account

The Council considered the problem faced by NCVET while operating the Canara Bank account. Considering the need of better bank services and the process adopted by NCVET of floating RFP (Request for Proposal), **the Council accorded its ex-post facto approval for opening of the Current Bank Account titled 'THE FUND OF THE NCVET COUNCIL' with 'Kotak Mahindra Bank', as provided in Chapter VI of the Gazette Notification.**

13. Agenda Point No. C0313: Eligibility of the NCVET officers for Government Accommodation

The Council was apprised that NCVET is not an eligible office for Central Government Residential Accommodation and that this remained a major reason for officers not applying for recruitment/ deputation to NCVET.

The Council approved the proposal to request MSDE to initiate necessary steps viz., preparation of Cabinet Note for taking up matter in Cabinet Committee for Accommodation (CCA) to make NCVET an eligible office for allotment of residential accommodation to its officers / employees (barring the Chairperson and Executive Members for whom separate provision is being considered).



14. Agenda Point No. C0314: Entrustment of Audit of Annual Accounts

The Council noted and considered the reservation by C&AG with regard to clause 39(5) of NCVET Notification dated 05th December, 2018 i.e "The audit by the Government Auditor shall not include an audit of performance of the Council".

Considering the fact that NCVET is also a regulatory body like TRAI etc., and that the resolution has been approved by the Union Cabinet, **the Council approved the proposal to approach C&AG again for entrustment of Audit of Annual Accounts of NCVET subject to the clause 39 (5) of the NCVET notification dated 05th December, 2018.**

15. Agenda Point No. C0315: Allocation of Budget Estimate for FY 2021-22

The Council noted the allocation of budget amounting to Rs. 16 Crores for the Financial Year 2021-22 for NCVET against the proposed BE of Rs. 19.59 Crores.

The Council further advised to approach MSDE for additional budget allocation as grant in aid to meet its expenses including development and deployment of integrated tech platform for NCVET etc.

16. Agenda Point No. C0316: Policy for Providing Laptops, Notebooks and Other Similar Devices to Eligible Officers of NCVET

The Council considered and approved the adoption of the policy of NIFT for providing Laptops, Notebooks and other similar devices to the eligible officers of NCVET. This would entail reimbursement of actual cost of laptops to the Chairperson and Executive Members, NCVET and reimbursement upto Rs. 80,000/- (taxes extra) for officers of the level of Directors, NCVET **till the NCVET makes its own policy which will be brought before the Council for approval.**

17. Agenda Point No. C0317: Proposal for increasing the sanctioned Strength

The Council after considering the increase in the volume of technical as well as administrative work in NCVET **accorded its approval to the proposal of NCVET for increase in the existing sanctioned strength of :**

- i. Consultants from 15 to 24**
- ii. DEOs from 05 to 10**
- iii. PAs for every director level officer and**
- iv. Office Assistant and other staff as per requirement.**



18. Agenda Point No. C0318: Proposal for Building / Land for NCVET office

The Council was briefed about the audit para of CAG w.r.t occupancy of first floor of NCVET building by DGT. It was further informed that the DGT has been advised to pay the rent for the same from their budget.

The Council was further briefed about the request made to the Directorate of Estates (Secretary, M/o UD) for providing office space /premises to NCVET and also to provide the land for construction of permanent office on the lines of regulators like AICTE.

The Council noted the same.

19. Agenda Point No. C0319: Formation of Bye-laws of NCVET

The Council noted the proposal of formulation of NCVET bye-laws in line with other regulators like (AICTE, UGC, ICAR, NCTE, etc). The Council further observed that once the draft Bye-Laws are ready the same may be brought before the Council for approval.

20. Agenda item C0320: Delegation of power to the Chairperson, NCVET w.r.t. decision on qualification related matters in emergent situation

It was discussed that NCVET generally holds the National Skills Qualification Committee (NSQC) meeting every month. However, there are certain inevitable circumstances/ instances wherein the qualifications need immediate approval because of various reasons such as the urgency of trained manpower requirement to deal with emergency scenarios (pandemic, hurricanes, earthquake, war or other emergencies) or disapproval owing to certain court decisions / legal issues etc.

It was, therefore, proposed that the Chairperson, NCVET be delegated the power to approve the Qualifications in such urgent/ emergency situation which may be ratified in the ensuing NSQC meeting.

The Council approved the proposal.

21. Agenda item C0321: Development of Qualification in English, Hindi and other Indian Languages (8th Schedule languages)

The Council was explained that English language has always been a barrier to entry into education, especially the higher/ professional education.

To ensure inclusivity, the Vocational Education and Training students/ Trainees need to be taught and trained through instructions and teaching material (including Qualifications and Curricula) in the Indian Language concerned, which is the local vernacular language of that area.

After consideration of the proposal the Council approved the following proposal:

- i. The Awarding/ Submitting Bodies to develop the qualification in English and Hindi as per the NSQF alignment process and submit the same for approval of NSQC.
- ii. The Awarding/ Submitting Bodies shall also ensure the availability of these qualifications, and related curricula, training resources in the Hindi and other Indian Language of the State where the Vocational Education and Training courses are envisioned to be conducted.
- iii. For adoption of these Qualifications by any other Awarding Bodies for conducting the training in any part of the country, such adopting Awarding Bodies may be mandated to convert the Qualifications in the Indian Language of the State concerned where the adopted Qualifications are intended to be used for Vocational Education and Training.
- iv. The Awarding/Submitting Bodies may be given a timeline of six months to one year to convert the content of all the existing NSQF aligned Qualifications in Hindi and Indian Languages as per its applicability.

22. Agenda item C0322: Authorities under Central Civil Services (Classification Control and Appeal) Rules, 1965 in the NCVET

The Council considered and accorded its approval for various authorities in NCVET under Central Civil Services (Classification Control and Appeal) Rules, 1965 as stated below:-

Group of posts	Disciplinary Authority (for minor penalty)	Disciplinary Authority (for major penalty)	Appellate Authority / Reviewing Authority
Group 'A'	Executive Member, NCVET	Executive Member, with the approval of Chairperson NCVET	Chairperson, NCVET
Group 'B'	Executive Member, NCVET	Executive Member, NCVET	Chairperson, NCVET
Group 'C'	Director (Admin), NCVET	Executive Member, NCVET	Chairperson, NCVET

List of Participants of 3rd Meeting of NCVET Council dated 15.06.2021

S.No.	Name	Designation & Organisation
1.	Dr. Nirmaljeet Singh Kalsi	Chairperson, NCVET
2.	Dr. Neena Pahuja	EM, NCVET
3.	Dr. Vinita Aggarwal	EM, NCVET
4.	Ms. Juthika Patnakar	Additional Secretary, MSDE & Non-EM, NCVET
5.	Ms. Anuradha Prasad	Spl. Secretary, MoLE, & Non-EM, NCVET
6.	Sh. S B Singh	DDG MoLE
7.	Sh. Sushil Aggarwal	Director, NCVET
8.	Col Santosh Kumar	Director, NCVET
9.	Lt Col Gunjan Chowdhary	Director, NCVET
The leave of Absence was Granted to the following members		
1.	Ms. Alka Upadhyaya	Additional Secretary, MoRD, & Non-EM, NCVET
2.	Mr. Sanjay Kumar	Joint Secretary, MoUA & Non-EM, NCVET

Basic Action Agenda for National Council for Vocational Education and Training for 2021-22

1. NCVET Chairperson and EMs had meetings with the CEOs of all the 37 SSCs and interacted with their teams at length understanding their SWOT, priorities, issues, future plans etc.
2. NCVET would strive to create a framework to make 2,00,00,000 (2 Crore) persons employable in next 3 years by promoting and enabling the Vocational Education, Training and skill development frameworks and systems both in Government and private sector.
3. Development of the NCVET Tech Platform (Called NCVET Digital Enterprise Portal) with robust DataBases. NCVET is creating and would provide this Technology Platform for all its stakeholders like SSCs, ABs, AAs, SIPs, for registration of trainings and assessments, LMS, ToTs, ToAs, conducting Virtual trade/ job fairs, and any other IT services on this VET Platform as a Service (VET - PAAS).
4. To review the process of assignment of NSQF levels to the existing as well as new Qualification Packs being submitted for approval in NSQC to ensure a nationally integrated education and competency-based & credit based skill framework.
5. Promoting Skill Framework for Aatmanirbhar Bharat - To focus on Developing Qualifications in the new areas where business / manufacturing is shifting to India from other countries.
6. Full NSQF Implementation in the Central / State Governments, PSUs and Private Sector.
7. SSCs, Awarding Bodies, Skill Universities, other Submitting Bodies should be advised to develop qualifications of NSQF level 6, 7, 8 & above esp in emerging technology/ business areas.
8. Take steps to aligning of Qualifications of Indian Skill Ecosystem duly incorporating new technologies with International Qualifications standard for global placements.
9. Global recognition of NCVET Certifications: A concerted effort to recognise the NCVET certification in other countries for global acceptance of our NCVET certified manpower.
10. NEP 2020 has 70+ references to Vocational Education in the policy. Therefore, we need our SSCs to focus on developing qualifications especially for the school students, not only as a vocation but also as hobbies.

11. NCVET is also in the advance stage of completion of the process for finalising the Skill University Guidelines in collaboration with MSDE.
12. To identify research & innovation topics/ project in consultation with MSDE and other Ministries/ national/ international bodies concerned.
13. Initiate the formulation of draft NCVET Act to convert this executive body into a statutory body in next 12 to 18 months as also envisaged in the Cabinet note creating NCVET.
14. Requesting the Government to create a post of Secretary to the Council in the scale of Joint Secretary to Gol

Learning from Interaction of NCVET with the 37 SSCs: To encourage SSCs to take up

1. Skill inventory and QPs of the SSCs needs to be revised, re-aligned, renewed and the redundant qualification removed.
2. SSCs to develop qualifications based on future Industry/ Business/ market needs. New QPs based on emerging/ future needs & R&D, must also be developed. Also develop inter-sectoral, cross-sectoral, futuristic QPs as early as possible.
3. Also conduct cluster wise Skill Gap studies for sectors like Apparels, handicraft, leather, G & J, Furniture and others. SSCs & concerned ministries may work on development of these Clusters.
4. SSC should also emphasize more on the apprenticeship opportunities, which can provide jobs to 15% of the already working manpower.
5. SSCs should collaborate with IITs, NITs, CSIR, other reputed institutions, engineering colleges, well performing polytechnic colleges/ ITIs and must add them as academic centres of excellence.
6. Qualifications and Trainings designed by SSCs should promote entrepreneurial capabilities for self-employment models, entrepreneurship, rural-entrepreneurship, micro-entrepreneurship.
7. The work-force in the unorganized sectors should also be got trained by the SSCs through the private sector initiatives as well as Recognition of Previous Learning (RPL) programmes.
8. SSCs need to strengthen their secretariate and pool of experts to conduct more accurate skill gap analysis, create newer qualifications at higher levels, provide for quality skilling, re-skilling and up-skilling and better monitoring of TPs for quality of trainings.

Standardization of Common Pool of NOSs (Different levels in Each)

1. Soft Skills, Personality Development and Interpersonal skills
2. Foundational Literacy & Numeracy
3. Digital Literacy
4. Financial Literacy & Digital payments
5. Basic Health Safety and Public Safety Practices at the Workplace
6. Optimize resource utilization at workplace
7. Basic Customer Handling Skills
8. To create a positive image of self & organisation
9. To work effectively and Efficiently in a team/ organisation
10. Collaboration & Coordination
11. Inculcating & Imbibing Discipline, self-Discipline and National Character
12. Cleanliness and Waste management
13. Basic material and energy efficiency & conservation practices at workplace
14. Water Conservation & Management
15. Greening and Environmental protection
16. Covid protocol behaviour
17. Gender Sensetization
18. Respecting and maintaining IPR
19. Basic business management
20. Operation & usage of various office equipment
21. Communicate with clients and colleagues effectively
22. Use Basic English for Employability – Variant I & II
23. Use Generic Skills for Employability – Variant I & II
24. Plan for Basic Entrepreneurial Activity
25. Use basic health and safety practices at the workplace
26. Carry out reporting and documentation
27. Carry out quality checks
28. Basics of Professional/ work Ethics and behaviour
29. Basics of Law and Rule of Law
30. Duties & Rights of Citizens/ Workers

