



Memorandum of Understanding

Between

**Department of Education
Government of Himachal Pradesh**

And

National Skill Development Corporation (NSDC)

And

Wadhvani Operating Foundation

For

**NVEQF Program Implementation Support in Himachal
Pradesh**

This Memorandum of Understanding has been made and agreed upon between the above parties

Signed on the 8th day of the month of May and year 2013

A. Objective

This memorandum of understanding is for collaboration on the National Vocational Educational Qualification Framework (NVEQF) project for introducing Vocational Education in Schools in State of Himachal Pradesh.

B. Description of Parties

This **MEMORANDUM OF UNDERSTANDING** (hereinafter referred to as the MoU") dated 8th May, 2013 with a validity of 5 years is signed.

BETWEEN

Department of Higher Education, Government of Himachal Pradesh, hereinafter referred to as " **DHE** ", (which expression shall, unless it be repugnant to the subject or context thereof, include its successors and permitted assigns) acting through its authorised representative Mr. Shashi Bhushan Sekhri, Director Higher Education, Himachal Pradesh Government.

AND

National Skill Development Corporation a non-profit company, registered under Indian Companies Act, 1956 and obtained a license under section 25 of the said Act, having its registered office at A-Block, Clarion Collection, Shaheed Jeet Singh Marg, New Delhi - 110016, hereinafter referred to as " **NSDC** " which expression shall, unless it be repugnant to the subject or context thereof, include its successors and permitted assigns acting through its authorised representative Mr. Basab Banerjee, Head Standards and QA of NSDC.

AND

Wadhvani Operating Foundation, a California non-profit public benefit corporation exempt from U.S. federal income tax under Section 501(c)(3) of the U.S. Internal Revenue Code, with offices at 50 California St., Suite 3550, San Francisco, CA 94111, and 113/1B, Benaka Tech Park, Block II, Third Floor, ITPL Main Road, Kundanahalli, Bangalore 560037 hereinafter referred to as " **WOF** ", which expression shall, unless it be repugnant to the subject or context thereof, include its successors and permitted assigns, acting through its authorised representative Mr. Ajay Mohan Goel, Director-Skills Colleges of Wadhvani Foundation.

C. Background and Purpose

The Government of India has brought out a revised Centrally Sponsored Scheme of Vocationalisation of Secondary Education by integrating employability education into School Education in September 2011. The scheme is operated within the National Vocational Education Qualifications Framework (NVEQF), which establishes a system of clear educational pathways from school to higher education while providing certification of vocational skills. The project has been approved for the state of Himachal Pradesh by MHRD, GOI and accordingly Himachal Pradesh will be implementing the National Vocational Educational Qualification Framework (NVEQF) from the academic year 2013. The aim is to start

the project at Level 1 (Class 9th) and Level 1 and 2 (Class 11) in about 100 government schools in Himachal Pradesh with the goal to make students employable when they complete secondary education. The Project will be jointly funded by Central Government and the State Government.

National Skills Development Corporation (NSDC) which has been set up by Government of India is actively engaged in facilitating skills development in India. NSDC has been mandated by the Government to set the Sector Skills Councils in high growth and the priority sectors identified by the Planning Commission and to formulate the National Occupational Standards for different job roles, set up certification standards and norms, conduct labour market studies etc. DHE has approached NSDC to provide active support to this initiative in Himachal Pradesh, through the respective Sector Skills Councils and NSDC funded training partners.

WOF is a philanthropic organization without any commercial interest. It has a goal to accelerate India's economy by, developing a skilled workforce to meet the demands of economic growth. It seeks to do this by fostering successful pilots of innovative models and scaling up via PPPs and widespread adoption of these proven models. WOF provides required capacity building for delivery institutions through high quality and industry driven curriculum/course wise, teacher training, enabling technology, knowledge sharing, etc. WOF has partnered with Haryana in the very first of such NVEQF school pilots. Given this prior experience, at the behest of the HP Education Department, WOF has agreed to support this Project from the academic year (2013-14). This will be in the capacity of Project Management and strictly without any financial exchange between any of the parties.

D. Objectives

The Objectives of this project are to:

- Successfully introduce and integrate vocational (NVEQF compatible) courses at the Class 9th–12th (in the 14-17 years age group) on an optional/voluntary basis in 100 schools in Himachal Pradesh from the academic year 2013.

These courses will be industry driven based upon National Occupational standards (NOS) set by Sector Skill Councils (SSCs) in association with NSDC (National Skill Development Corporation) in four streams-Information Technology-Information Technology Enabled Services (IT-ITeS), Automotive, Retail and Security. In future more streams can be included under this scheme on the mutual consent of all the parties.

The courses will be introduced in normal track mode in Class 9th (Level 1) and in fast track mode in Class 11th where both Level 1 and Level 2 will get covered during the academic year. The program will be introduced in two sectors per school.

By middle of 2013–HP State Education Department will consider introducing two more vocations viz. Healthcare and Agriculture.

Before the commencement of new every academic year, HP Education Department will review with NSDC and consider introducing courses under other vocations.

- This project is expected to improve employability of the students passing from these courses because of industry driven inputs and exposure. This will be measured by enhanced employment (70% placed in workplace as employees or interns) of the students achieving Level 4 certification.
- Another expected outcome is reduction in school dropout rates and better attendance levels due to better job prospects through such a program. Linking this program to State Open Schools should also encourage prior school dropouts to complete their education.
- The goal of this MOU is to ensure the success of the Himachal Pradesh State's project of rolling out Vocational Education under the NVEQF starting with the IX class and going up to Class XII and meeting the aspiration of all the stakeholders.

E. Roles and Responsibilities

DHE is the Operations/Implementing Entity in the Pilot and will be responsible for activities such as:

- a) Budgeting and expenditure–Obtaining and manage the MHRD funding as per Centrally Sponsored Scheme of Vocationalisation of Secondary Education (CSSVE) sanction and the State funds for the project implementation. Allocate budget and sanction expenses as per the CSSVE sanctioned plan per school.
- b) **Identification of districts/ schools** - Selection of districts and schools in consultation with the Sector Skills Councils set by NSDC and the Project Management team - WOF.
- c) **Communication and marketing plan** : To create awareness, stakeholder engagement and bringing in the right talent into the NVEQF program. Counseling of students & parents to enroll into the program.
- d) **Skill Gap Study**: Assist in Skill Gap study in all Districts of the State, from demand and supply side.

- e) **VET Committee:** Setting up of VET Committee comprising of-
 - o State Department
 - o NSDC/SSCs
 - o Training Partners
 - o Program Management team
- f) **Advisory Group:** Creation of advisory group at the district level for monitoring/feedback/regular demand assessments.
- g) **Nodal Officers:** Designate Nodal Officer at Headquarters Level and also at District Level who will be responsible for the program.
- h) **Engagement of School Staff and District Administration**–Hold focused group discussions with school staff, district administration officials and ensure their total involvement and commitment to the project with the assistance of Sector Skills Councils set by NSDC and the Project Management team - WOF.
- i) **Infrastructure:** Equipping the schools with adequate physical infrastructure, IT Infrastructure and other skills Labs. The specifications of the Skill Labs will be provided to the State Education Department by the Sector Skill Councils set by NSDC.
- j) **Academic Certification:** Ensure integration of the courses with the scheme of examination of HP Board of School Education.
- k) **Faculty Deployment :**The HP state government will outsource the training delivery to the vocational training partner who is affiliated to the respective Sector Skill Council and also funded by NSDC. The recommendation of selecting the affiliated training partner to the HP Education Department will be given by the respective Sector Skill Councils set by NSDC. The appointed training partner in turn will optimally deploy the required number of faculty. The HP State Education Department will directly pay this training partner from MHRD and State funding for the project for their services rendered. The basis of payment will be on the number of vocations per school serviced by the training partner.
- l) **Project Management Team:** The state government will appoint a project management team and seek dedicated resources for the smooth project implementation.WOF is the identified Project Management team for this project in the State of Himachal Pradesh.
- m) **MIS :** Generate MIS

NSDC through the Sector Skill Councils:

Coordination to facilitate the following:

- a) **Identification of Trades/Occupations** : Identify in-demand Trades/Occupations for which employment opportunities exist in the state of Himachal Pradesh, including a district wise mapping of skill in demand mapping to NVEQF level 4.
- b) **Accrediting curriculum** : SSC will review the available curriculum and accredit the one best suited for the program- both for the students and trainers on the basis of guidelines set by NSDC.
- c) **Recommendation for Appointment of Vocational (Industry) Coordinator** : Recommend to the HP Education Department, Vocational (Industry) Coordinators (one per domain). The Industry Coordinator will be an experienced practicing professional of the respective sector. The Industry Coordinators will be appointed and paid by the HP Education Department as per the MHRD guidelines. They will be reporting into the Nodal Officer of the HP Education Department assigned for this project and also have a dotted line functional reporting into the respective Sector Skill Council. They will act as a link between the requirements of the project and the respective Sector Skill Councils.
- d) **Training Delivery** : The entire Level 1 to Level 4 vocational training delivery would be outsourced by the HP Education Department to the vocational training partner who is affiliated to the respective Sector Skill Council and also funded by NSDC. The recommendation of selecting the affiliated training partner to the HP Education Department will be given by the respective Sector Skill Councils set by NSDC. The appointed training partner in turn will optimally deploy the required number of faculty. It will be the endeavour of the SSC and affiliated VTP to source the faculty for the project from the HP State. However, in the eventuality of qualified VET faculty not available in the state, the same will be sourced and deployed from outside so that the implementation of the project does not get affected. The HP State Education will directly pay this training partner from MHRD and State funding for the project for their services rendered. The basis of payment will be on the number of vocations per school serviced by the training partner.
- e) **Quality Control of Training** : Sector Skill Council set by NSDC will take the responsibility of doing quality control of the training including providing the Master Trainers for the teacher training of the training partner and will help in setting assessment guidelines and doing assessment and certification of teachers deputed for conduct of the training.

- f) **Student Assessment and Certification** : Sector Skill Council set by NSDC will organize for the assessment of skills in the practical exams and issue a joint certificate on the skills component to the successful candidate along with the H.P Board of School Education.
- g) **Industry Interface** : Drive all aspects and continuous industry interface, identifying local industries who will actively engage to help the delivery of the training and placement of students into internships/jobs.

WOF's Role and Responsibilities:

WOF will be responsible for doing the Project Management

- a) **Project Management support:** WOF will appoint dedicated resource to manage the project and will participate in the Steering/Review Committee and/or Governing/Industry Councils/ Participate in VET Committee. It will drive its Project Management Team, both at State and District Level.
- b) **Project Map:** WOF will create a project map which will contain the detailed road map for the pilot.
- c) **Knowledge Management:** Provision of knowledge, documents, existing courseware library, tools and samples (e.g. Organization, Project Plans, Process Maps etc.) based upon other projects experience. This will be packaged and shared with DHE and their key Personnel under information to SSCs and NSDC.
- d) **Training and Mentoring:** Training and mentoring of key program personnel like DDHE, School Principals, Nodal Officers, Co-ordinators/District Education Officers, etc. on mutually decided orientation and capabilities. WOF would also facilitate and coordinate periodic inputs and trainings for School Principals and other personnel associated with the project.
- e) **Capacity enhancement:** Helping DHE set up the NVEQF / Vocational cell using the Haryana experience and facilitating and coordinating with Sector Skill Councils on the training and on-going development of the key personnel engaged in the project.
- f) **SSC Interfacing** : WOF will interface with SSCs and facilitate their integration into the project.
- g) **Industry Interface** : Support SSCs to provide industry interface with on the job training and employment.

COORDINATION OF MEETINGS AND LIAISON

All parties will establish procedures to facilitate regular contact at the executive and operational levels to discuss issues arising in relation to the Project.

All parties will hold an annual meeting, between senior officials at least every three months to discuss the coordination of matters relevant to the operation of this MOU.

OTHER COVENANTS

1. The use of the name, logo and/or official emblem of any of the Parties on any publication, document and/or paper is allowed only, after seeking explicit permission in writing by either party.
2. This MOU doesn't create any legal obligations between the Parties. Any difference or dispute between the Parties concerning the interpretation and/or implementation and/or application of any of the provisions of this Memorandum of Understanding shall be settled amicably through mutual consultation or negotiations between the Parties, without reference to any third Party.
3. Parties are entering into this MOU in good faith and intentions. Neither party will be responsible for any liabilities arising out of death, injury or any legal action in respect of field staff, trainees or any other persons associated with the operationalization of this MOU.
4. This MOU will come into effect on date of signature by all partners and will end after 5 years from the date of signing of this MOU.
5. This MOU may be varied at any time by mutual agreement of the parties in writing. It shall be reviewed one month before the end of contract date or at a time mutually agreed by the parties for possible renewal.
6. Each party might bring this MOU to an end by giving a 30 day notice to the other parties, via written notice of a Government/ Board Resolution to this effect.
7. This MOU does not give authority to NSDC or WOF to either represent or exercise opinion or decision, on behalf of the Government of Himachal Pradesh and *vice versa*.

Shashi Bhushan Sekhri
Director Higher Education
Himachal Pradesh

Basab Banerjee
Head-Standards and
QA National Skill
Development Corporation

Mr. Ajay Mohan Goel
Director-Skills Colleges
Wadhvani Operating
Foundation

Dated:

Dated:

Dated:
