



EMPLOYABILITY ENHANCEMENT & INDUSTRY LINKAGE TRAINING (EEILT SCHEME)

**GUIDELINES FOR IMPLEMENTATION OF
“EMPLOYABILITY ENHANCEMENT & INDUSTRY LINKAGE TRAINING” EEILT
SCHEME”.**

**EEILT CONSORTIUM MANAGEMENT COMMITTEE
NATIONAL HEADQUARTERS
BSAITM BHAWAN, PLOT NO. 13, BODHELLA, VIKASPURI,
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GUIDELINES FOR IMPLEMENTATION OF
“EMPLOYABILITY ENHANCEMENT & INDUSTRY LINKAGE (EEILT) SCHEME”

1. Background

- 1.1. The Apprentices Act, 1961 was enacted with the objective of regulating the program of training of apprentices in the industry by utilizing the facilities available therein for imparting **on-the-job training**. Ministry of Skill Development and Entrepreneurship is the administrative ministry responsible for implementation of this Act.
- 1.2. The National Policy of Skill Development and Entrepreneurship 2015, launched by the Hon'ble Prime Minister on 15 July, 2015, focuses on **apprenticeship as one of the key programs for creating skilled manpower in India**. The Government is working proactively with industry including MSME sector to facilitate a ten-fold increase in apprenticeship opportunities in the country by 2020.
- 1.3. **Apprenticeship/ On-the-Job Practical Training is one of the most efficient ways to develop skilled manpower for industry by using training facilities available in the establishments** without putting any extra burden on exchequer to set up training infrastructure. After undergoing On the job training, candidates become equipped to easily adapt to the industrial environment unlike applying for regular employment.
- ***It is one of the most important modes of training in terms of quality of training, practical learning and enhanced employability of candidates.***
 - ***It is the most promising skills delivery vehicle in the Industrial/training ecosystem of the country as it provides for structured and rigorous training in a real working environment which helps apprentices to acquire skills and adapt to the workplace.***
 - ***It gives candidates a real chance to put acquired skills into practice and helps them to gain confidence in a working environment.***
- 1.4. **Employability Enhancement & Industry Linkage Training (EEILT) Scheme** consists of Basic Training and On-the-Job- Training/Practical Training at workplace in the industry. The basic training is an essential component of EEILT scheme for those fresher candidates who have not undergone any institutional training/skill training before taking up on-the-job-training/practical training and have taken admission in ITI/D.Voc./Diploma course. Basic Training is imparted to the fresher candidates for acquiring a reasonable ability to handle instruments/Machineries/ Equipment independently prior to being moved to Shop Floor/Work Area for practical training / On-Job Training. It usually accounts for 3 months of the duration from the date of commencement of the course but can vary depending on the specific requirement of the ITI/D.Voc./Diploma curriculum. Apart from basic training there is a component of **on-the-job training** which is performed in the establishments and undertaken by the establishment itself.

1.5. Under each of the two broad trade specific categories of currently designated trades, there can be following categories of EEILT Trainees:

- Fresher who are class 10th and 12th pass outs and have taken fresh admission in ITI/ D.Voc./ Diploma courses.
- Trade apprentices who have passed out of ITI and enrolled in Engineering Diploma Course as Lateral Entry candidate.
- Technician apprentices who have passed out of Polytechnics and enrolled in Graduate Engineering Courses as Lateral Entry candidate.

Employability Enhancement & Industry Linkage Training (EEILT) Scheme have been introduced with an aim to make apprenticeship/On-the-Job Practical Training engagement smoother both for the industry and the youth.

2. Incentivizing Establishments

2.1. EEILT training provides for an industry-led, practice-oriented, effective and efficient mode of formal training and hence strengthening of On-the-job Practical Training needs to be given a high priority.

2.2. Although On-the-Job-Training/Practical Training facilities are available with the employers, they are not able to engage trainees as they do not have basic training facilities.

2.3. Keeping in view the importance of On-the-Job Practical Training, the “**Employability Enhancement & Industry Linkage Training (EEILT) Scheme**” has been introduced by the consortium of two National Level Societies duly Recognized by the statutory bodies of Government of India and the courses (ITI/D.Voc./Diploma) are approved by NCVT/ AICTE and have a proven track record in skill development programme and On the Job Training for last 20 years.

3. Employability Enhancement & Industry Linkage Training (EEILT) Scheme

EEILT Scheme is a **Self-Financing Scheme** for:

- (i) Sharing of **OJT Stipend** subject to a maximum of INR 1022/- per month per EEILT Trainee to all trainees with the employer subject to fulfillment of mandatory 22 days attendance in a month apart from the OJT Stipend paid by the employer.
- (ii) Sharing of service cost with **EEILT Facilitators** up to a maximum of INR 4000/- per trainee per Semester subject to fulfillment of the desired deliverables as mentioned in the EEILT Facilitator guidelines.

- (iii) Sharing a service cost with **EEILT PIA (Programme Implementing Agencies)** up to a maximum of INR 4000/- per trainee (one time) subject to fulfillment of the desired deliverables as mentioned in the EEILT Facilitator guidelines.

3.1 Objective of the Scheme

The main objective of the scheme is to promote On-the-Job Practical Training to increase the Practical skill of the candidate along with Academic knowledge of the course the EEILT Trainee is enrolled in.

3.2 Components of the Scheme

The scheme has the following three financial support components:

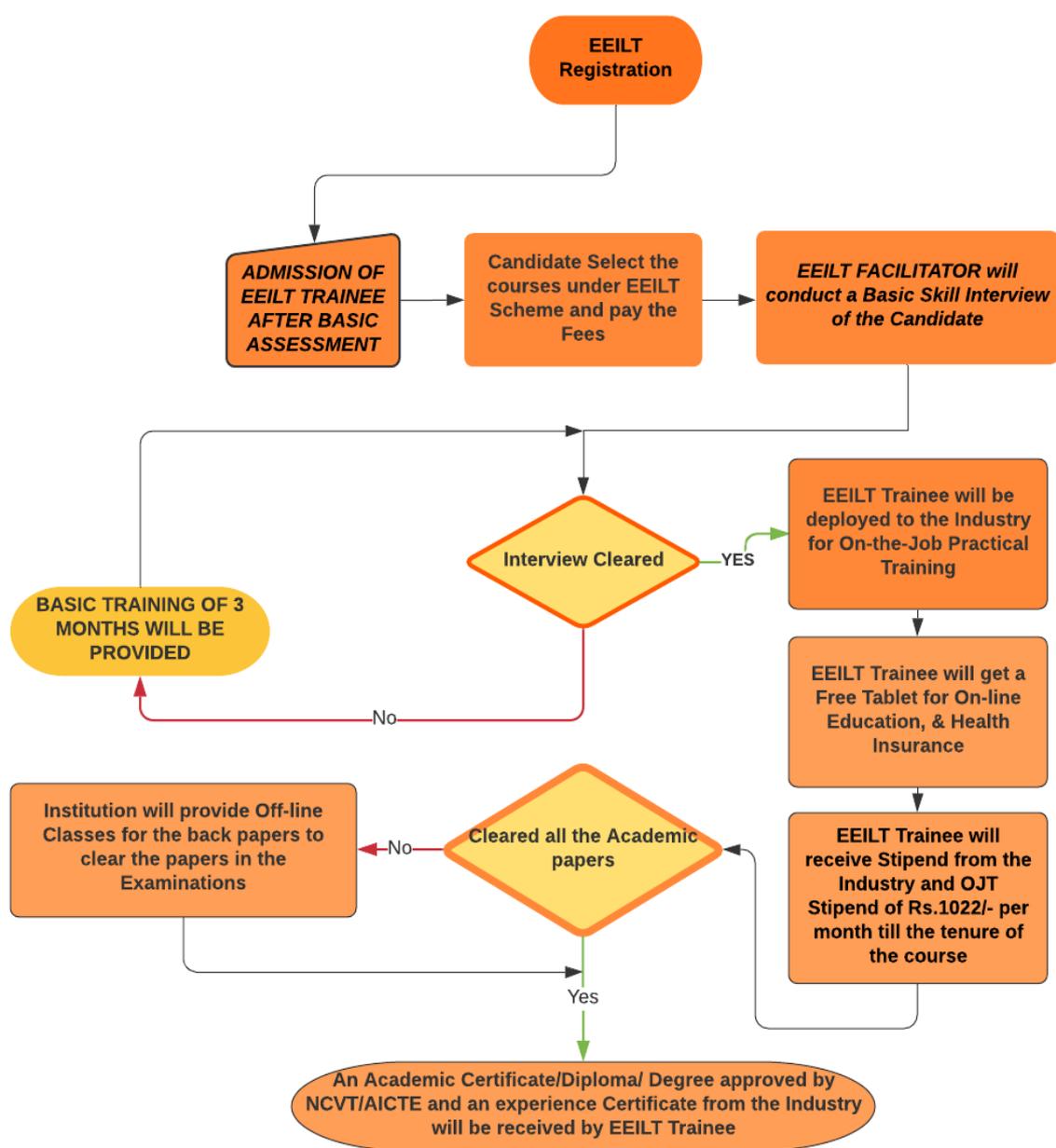
- (i) Sharing of **OJT Stipend** subject to a maximum of INR 1022/- per month per EEILT Trainee to all trainees with the employer subject to fulfillment of mandatory 22 days attendance in a month apart from the OJT Stipend paid by the employer.
- (ii) Sharing of service cost with **EEILT Facilitators** up to a maximum of INR 4000 per trainee per Semester subject to fulfillment of the desired deliverables as mentioned in the EEILT Facilitator guidelines.
- (iii) Sharing a service cost with **EEILT PIA (Programme Implementing Agencies)** up to a maximum of INR 4000/- per trainee (one time) subject to fulfillment of the desired deliverables as mentioned in the EEILT Facilitator guidelines

4. Courses introduced in EEILT Scheme in 1st Phase 2022 with proposed fees

S.No.	Trade/ Course	Preferred Eligibility	Fees per Semester
1.	Diploma (Vocational) in Production Technology	10+2 (any Stream)	Rs.25000/-
2.	Diploma (Vocational) in Automotive Manufacturing Technology	10+2 (any Stream)	Rs.25000/-
3.	Diploma (Vocational) in Refrigeration & Air Conditioning	10+2 (any Stream)	Rs.25000/-
4.	Diploma (Vocational) in Software Engineering	10+2 (any Stream)	Rs.25000/-
5.	Diploma Mech./ Electrical/ Electronics (Lateral Entry)	After pass in ITI	Rs.25000/-
6.	B.Tech. Mech./ Civil/ Electronics (Lateral Entry)	After pass in Engg. Diploma	Rs.35000/-
7.	ITI Fitter/ Ref. & AC/ Electronics (Lateral Entry)	10+2 (any stream)	Rs.25000/-

Facilities to the EEILT Trainees :

- a) On-Line Classes will be posted regularly, Both On-Line/ Off-line support for Academic queries.
- b) Basic Training of 3 Months (500 Hours) for On-the-Job Practical Training in the Industry.
- c) Free Study Materials
- d) On-the-Job Practical Training deployment in reputed Industry as per the allotted course.
- e) Stipend from the Industry not less than minimum wages of the state.
- f) OJT-Stipend of Rs.1022/- per month on fulfilling the mandate of minimum of 22 days attendance in the industry for the complete tenure of the course.
- g) Free Hostel Facility during the Semester Examination (excluding the food charges).
- h) Free Health Insurance during the tenure of OJT.
- i) Industry Experience letter after completion of OJT Period.
- j) NCVT/ AICTE Recognized Certificate/ Diploma/ Degree after the completion of the course.



REGULATION 2022 IN EEILT NOTIFICATION

NOTIFICATION

New Delhi, updated on 11th February, 2022 and uploaded in Official website on 14th February, 2022

Employability Enhancement & Industry Linkage Training (EEILT) Regulations, 2022

F. No. 0201/1/D-VOC/EEILT/2022–In exercise of its powers conferred under sub-section [3,41 & 55] of Para D of the MoA of the BSATES, under Act XXI of 1860 (Registration No. DL/2010/0026219, NITI Aayog, Govt. of India) and powers vested by National Council for Vocational Training vide Approval No. DGET-6/30/1/2003-TC dated 29/04/2003 and Registered Joint Venture (No. 1303 dated 15/11/2017) with NDES, under Section 9(4) Act 2012 of Govt. of Haryana and powers vested by the All India Council for Technical Education to execute the program of D.Voc. vide Approval No. North-West/1-9318672983/2021 dated 25/06/2021 and Haryana State Board of Technical Education vide Approval No. 516/Aff./HSBTE dated 10/08/2021, the consortium hereby makes the following Regulations for **Employability Enhancement & Industry Linkage Training (EEILT)** :

1.0	SHORT TITLE, APPLICATION AND COMMENCEMENT	
	1.1	These Regulations may be called Employability Enhancement & Industry Linkage Training (EEILT) Regulations, 2022 .
	1.2	These Regulations shall apply to the consortium implementing EEILT programme, beneficiaries, Placement Consultants/ organizations seeking registration as Facilitator (PIA) under Employability Enhancement & Industry Linkage Training .
	1.3	These Regulations shall come into force with effect from the date of publication in the official website.
2.0	OBJECTIVES	
	2.1	The objective of Employability Enhancement & Industry Linkage Training (EEILT) is to offer On-the-job practical training to enhance employability of a person either pursuing his or her Post Graduation/Graduation/Diploma/ITI in any technical or non-technical stream or has discontinued studies after Class 10 th to enhance his/her employability.
3.0	ELIGIBILITY OF EEILT FACILITATOR	
	3.1	Any Placement Company registered under Section 25 / Section 8 of Company Act, 2013 / Relevant Act as amended from time to time shall be eligible to apply for registration as EEILT Facilitator.
	3.2	EEILT Facilitator shall be in the business of Placement for at least five years or the parent company under which a Section 25 Company /Section 8 of Company Act, 2013 or Relevant Act as amended from time to time, is formed to meet the objective of EEILT shall be in the business of Placement/ Third Party Aggregator for at least five years.
	3.3	EEILT Facilitator shall have turnover and capacity to place students in registered companies or registered industries for the purpose of providing On-the-job practical training under the objective of EEILT
	3.4	The EEILT Facilitator shall have to register for being approved as EEILT Facilitator by entering in an agreement.
	3.5	The EEILT Facilitator shall submit an affidavit as per proforma given in Appendix I for registration with EEILT Consortium Management Committee in addition to the submission of online data for the purpose of such registration.
	3.6	The Company registered under Section 25 of Companies Act, 1956/ Section 8 of Company Act, 2013 or Relevant Act as amended from time to time seeking registration as EEILT Facilitator shall submit an affidavit in the proforma appended to these Regulations stating that the information (agreements with various Organizations/ Factories) submitted by it in the application for registration is correct and if any information submitted by the applicant found incorrect in future, the EEILT Facilitator so registered on the basis of such information shall be liable for revocation or withdrawal of its registration and also penal and civil action.

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	3.7	If any member of the Company registered under Section 25 of Companies Act, 1956/ Section 8 of Company Act, 2013 or as amended from time to time, is facing any enquiry including a vigilance enquiry or if there is any criminal investigation/prosecution by police or CBI, then such Company registered under Section 25 of Companies Act, 1956/ Section 8 of Company Act, 2013 or as amended from time to time, shall not be eligible to apply and seek registration and approval as EEILT Facilitator under these Regulations.
	3.8	Clause 3.2, 3.3 and 3.6 will not be applicable for Industries/ Organizations offering On-the-job Practical Training directly to the candidates.
4.0		ELIGIBILITY OF A TRAINEE UNDER EEILT
	4.1	A person registered under this EEILT Regulation is called a Trainee under EEILT.
	4.2	A person seeking training under EEILT shall be at least 18 years of age and not more than 40 years of age as on the date of registration.
	4.3	A person seeking training under EEILT may either be pursuing his or her Post Graduation/ graduation/ Diploma/ ITI in any technical or non-technical stream or may have discontinued studies after Class 10 th .
	4.4	Satisfies standards of physical fitness as prescribed by EEILT Facilitator.
5.0		NORMS OF CONTRACT FOR IMPARTING TRAINING UNDER EEILT
	5.1	A contract shall be signed between EEILT Facilitator and the EEILT Trainee to capture all terms & conditions which would govern the relationship.
	5.2	The EEILT training shall be deemed to have started from the date of joining of the EEILT Trainee as mentioned in the contract letter as per proforma given in Appendix II
	5.3	The EEILT contract shall not be either an offer of employment or a guarantee of employment.
	5.4	Any remuneration/stipend paid to a trainee is a consolidated amount not subject to any other deduction of payment as applicable in a regular employment.
6.0		PERIOD OF TRAINING
	6.1	EEILT training shall be in a registered company/Industry as registered with the EEILT Facilitator in a form of agreement signed between two parties.
	6.2	EEILT training shall be for a minimum of 12 months and a maximum of 36 months and the trainings must be NCVT/AICTE/NSQF compliant.
	6.3	The duration of EEILT training shall be determined by the nature of Industry or trade where a EEILT trainee would be engaged for such training and shall be at the sole discretion of EEILT Facilitator.

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7.0		TERMINATION OF TRAINING CONTRACT
	7.1	The contract of the training shall expire on the completion of training as mentioned in the contract letter signed between the EEILT trainee and EEILT Facilitator.
	7.2	Either party can terminate the contract by notifying in writing to the other party by giving a notice thirty days in advance.
	7.3	EEILT Facilitator can terminate the Training contract with the EEILT trainee on account of any unlawful behavior on the part of the EEILT trainee or on account of repeated flouting of company/Industry policies or for continuous irregularity in attending to the scheduled training as notified for the EEILT trainee or non-payment of Semester Fees in the stipulated time period as will be informed by EEILT Management Committee or EEILT Facilitator or if failed to appear in two consecutive Semester Examinations at designated examination center.
	7.4	EEILT trainee can terminate the contract entered into with the EEILT Facilitator where the EEILT Facilitator fails to honor any of the terms of the contract by giving a written notice 30 days in advance to the EEILT Facilitator with a copy of letter to EEILT Management Committee.
	7.5	The selection of an EEILT trainee does not constitute an employment contract with EEILT Facilitator or the company/Industry where the EEILT trainee is placed for On-the-job Practical Training under the contract.
8.0		DESIGNATED TRADES AND INDUSTRIES FOR THE PURPOSE OF TRAINING UNDER EEILT AS ON THE DATE OF PUBLICATION OF THE NOTIFICATION
	8.1	Automobile and Auto component
		a) ITI Fitter
		b) D.Voc. in Automotive Manufacturing Technology
		c) B.Tech. (Lateral) Mechanical Engineering
	8.2	Electronics and Hardware
		a) ITI Electronics
		b) Diploma in Electronics (IInd Shift)
		c) B.Tech. (Lateral) Electronics Engineering
	8.3	Mechanical
		a) ITI Fitter
		b) ITI Draughtsman (Mech)
		c) D.Voc. Production Technology
		d) B.Tech. (Lateral) Mechanical Engineering
	8.4	Refrigeration & Air-conditioning
		a) ITI Refrigeration & AC Mechanic
		b) D.Voc. Refrigeration & Air Conditioning
	8.5	ITeS or Software Services
		a) ITI Computer Operation & Programming Assistant
		b) D.Voc. Software Engineering
	8.6	Electrical
		a) ITI Electrician
		b) Diploma in Electrical Engineering (Lateral)
		c) B.Tech. in Electrical Engineering (Lateral)
9.0		PRACTICAL AND BASIC TRAINING OF EEILT TRAINEES
	9.1	Each EEILT trainee shall be provided comprehensive On-the-Job Practical Training in the trade by deployment in the premises of an employer/company/industry or in field operations depending on the trade selected.
	9.2	On-the-job Practical Training may be complemented by access to the cloud, satellite or such other facilities that EEILT Management Committee deems as appropriate for the training.
	9.3	EEILT trainees who undergo training in the EEILT project would be required to undergo related instruction and course curriculum devised under NSQF or as approved by All India Council for Technical Education (AICTE) or National Council for Vocational Training (NCVT)

REGULATION 2022 IN EEILT NOTIFICATION

	9.4	EEILT Facilitator will partner with various Employers/Company/Industry for the completion of On-the-Job Practical Training of EEILT trainees.
10.0		HEALTH AND SAFETY AND WELFARE OF TRAINEES
	10.1	EEILT Facilitator shall comply with the necessary provisions and the applicable Acts, to ensure welfare, safety and health aspects of the trainees while they undergo training.
11.0		HOURS OF WORK, OVERTIME, LEAVE AND HOLIDAYS
	11.1	Weekly and daily hours of work of a trainee while he /she undergoes training shall be as prescribed by the policy of the Employer/Company/Industry, where the trainee will be placed for the training.
	11.2	No trainee shall be required or allowed to be posted in the training beyond designated work hours, except with the approval of the designated supervisory authority.
	11.3	A Trainee shall be entitled to such leave as may be prescribed and to such holidays as are observed in the establishment where he is undergoing training.
12.0		EEILT FACILITATOR'S LIABILITY FOR COMPENSATION FOR INJURY
	12.1	If personal injury is caused to a EEILT trainee, by incident/accident arising out of and in the course of his training as a EEILT trainee, EEILT Facilitator shall be liable to pay compensation which shall be determined and paid, so far as may be, in accordance with the provisions of the Workman Compensation Act, 1923 as amended from time to time.
13.0		CONDUCT AND DISCIPLINE
	13.1	In all matters of conduct and discipline, the EEILT trainee shall be governed by the rules and regulations as may be prescribed by the EEILT Facilitator and or by the company/industry where the EEILT trainee will be placed for training.
14.0		POST TRAINING SUPPORT
	14.1	All EEILT trainees shall be given a Practical Training Completion certificate/ Experience Letter at the end of training period.
	14.2	All EEILT trainees who complete the training program and reach the minimum threshold in the examination that may be prescribed shall be issued a training skill assessment certificate at the completion of EEILT training along with the Academic Certificate for which the EEILT trainee has been Registered.
15.0		REMUNERATION/STIPEND TO EEILT TRAINEES/EEILT FACILITATORS & PIA
	15.1	EEILT Facilitator shall pay all enrolled EEILT trainees a remuneration/stipend which shall be at par with the prescribed minimum wages for unskilled category. EEILT trainees are also eligible for an OJT-Support remuneration/stipend of Rs. 1022/- per month from EEILT Management Committee provided that the attendance in On-the-Job Training is not less than 22 days per month, the reports will be duly submitted by EEILT Facilitator monthly.
	15.2	Remuneration/ Stipend shall be paid as a single consolidated amount and such payment will not attract any statutory deductions or payments applicable to regular employees i.e. PF/ESI etc., since the EEILT contract assures On-the-job Practical Training and does not constitute employment, in case of Regular employment PF/ESI may also be deducted but it will be totally on the nature of job and company policy of the Industry.
	15.3	EEILT Management Committee shall pay EEILT Facilitator, a remuneration of Rs.4000/- (against services and claims) per EEILT Trainee for 6 months duration (per Semester) depending as per the duration of the course EEILT Trainee is enrolled-in as per the conditions laid down in para 15.4
	15.4	EEILT Facilitator have to ensure retention of EEILT Trainee in the industry where the EEILT Trainee has been enrolled and to provide another industry for On-the-Job Practical Training within 7 days in case EEILT Trainee is uncomfortable in the previous Industry, to collect the Bank Statements from the EEILT Trainees per month and submit it to Head Quarters as evidence of Stipend paid, pay-slips and to collect the Semester Fees of the Academic course enrolled in with stipulated time frame as informed by the EEILT Management Committee.

REGULATION 2022 IN EEILT NOTIFICATION

	15.5	EEILT Management Committee shall pay a service cost to EEILT PIA (Programme Implementing Agencies) up to a maximum of INR 4000/- per EEILT Trainee (one time). The PIAs will act as Admission and Guidance Centre of the EEILT Scheme and will also ensure that the candidate pays the First Semester Fees as per the trenches mentioned in the prospectus. The remuneration of the services provided (i.e., Rs.4000/- per EEILT Trainee) will be paid in four equal instalments of Rs.1000/- each following the trenches of payments received from the EEILT Trainee, however in case the PIA collects the entire Semester fees in a single transaction, the Service cost will be paid in a single trench to the PIA.
16.0		DESIGNATED SUPERVISING AUTHORITY /RECORDS
	16.1	The designated supervising authority shall be EEILT Facilitator or the company or the industry where the EEILT trainee will be placed.
	16.2	EEILT Facilitator shall file online monthly report in the format as prescribed by EEILT Management Committee from time to time.
	16.3	EEILT Facilitator shall upload the EEILT trainee data on the BSATES web portal in the available format thereon.
	16.4	EEILT Facilitator will comply with any additional norms/condition as notified by EEILT Management Committee from time to time.
17.0		PENALTY AND WITHDRAWAL OF REGISTRATION AND APPROVAL
	17.1	If an EEILT Facilitator contravenes any of the provisions of these Regulations, the EEILT Management Committee may, after making such enquiry, as it may consider appropriate and after giving EEILT Facilitator an opportunity for being heard, revoke/withdraw the registration and approval granted to such EEILT Facilitator.
	17.2	If the deliverables mentioned in Para 15.4 is not properly executed by EEILT facilitator, then the remuneration will not be released.
	17.3	If the deliverables mentioned in Para 15.5 is not properly executed by EEILT PIA, then the remuneration will not be released, however the remuneration of the Service cost will be paid on pro-rata basis of the first semester collection.
18.0		VALIDITY OF REGISTRATION
	18.1	The Registration is valid for three years from the date of issue of letter of Registration. The performance of the EEILT Facilitator/ EEILT PIA will be reviewed every three years or at any time during the three-year period as may be decided by the EEILT Management Committee by the duly constituted committee for the purpose of extension of Registration or otherwise. This Clause would operate retrospective to all Facilitators and PIAs.

REGULATION 2022 IN EEILT NOTIFICATION

AFFIDAVIT

Format of affidavit to be submitted by the applicant on a non-judicial stamp paper of Rs.100/- duly sworn before a First-Class Judicial Magistrate or Notary or an Oath Commissioner

<name>, Director, <name of the Company> registered under Section 25 of Companies Act, 1956 /Section 8 of Company Act, 2013 or Relevant Act as amended from time to time, son of..... agedyears and, resident of in connection with our application dated made to EEILT Management Committee for, registration as EEILT Facilitator.

Hereby solemnly affirm and declare as under:

1. That I am <designation>, <applicant Company>
2. That the declaration, information and documents pertain to registration as EEILT Facilitator under the **Employability Enhancement & Industry Linkage Training** Consortium Management Committee EEILT Regulations 2022.
3. That the information given by <name> in the application made to EEILT Consortium Management Committee is true and complete. Nothing is false and no information has been concealed.
4. That if any of the information is found to be false, incomplete, misleading and/or that the <name> fail/s to disclose all the information and/or suppress any information and/or misrepresent the information. I/we shall be liable to be prosecuted by the EEILT Consortium Management Committee.
5. That the EEILT Consortium Management Committee shall also be free to take any action including withdrawal of approval of registration and/or anyother action as deemed necessary against the <name/s> and others as the case may be and / or the individuals associated with the Company registered under Section 25 of Companies Act, 1956 /Section 8 of Company Act, 2013 or Relevant Act as amended from time to time.
6. That the facts stated in this affidavit are true to my / our knowledge. No part of the same is false and no information has been concealed there from.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT

VERIFICATION

- I. The above-named deponent does hereby verify that the facts stated in the above affidavit are true to my knowledge. No part of the same is false and nothing material has been concealed there from.

Verified at <Name of the place> on this <date>

(Name, Designation and Address of the Executants)
(Seal)

CONTRACT LETTER WITH EEILT TRAINEE

Date:
EEILT Trainee no:

Dear,
.....
.....

EEILT-Trainee Contract Letter

We are pleased to engage you as EEILT Trainee subject to the following terms and conditions:

1. The period of training shall be with start date and end date.
2. It shall not be obligatory on the part of the EEILT Facilitator to offer any employment to the apprentices on successful completion of period of training in his/her establishment nor shall it be obligatory on the part of the EEILT Trainee to accept any employment under the employer. As EEILT Trainee undergoing Training in an establishment you shall be a trainee and not a worker and as such, the provisions of any law with respect to a laborer or worker shall not apply to or in relation to you.
3. As an EEILT Trainee, you have been enrolled in Course of duration and the On-the-Job Practical Training of the same duration is being offered to you subject to the condition that you complete the entire Training period diligently and pay your Semester fees in stipulated time period as informed by EEILT Management Committee/ EEILT Facilitator
4. As EEILT Trainee you shall be liable to abide by the rules and regulations of EEILT in all matter of conduct, discipline and safety and carry out all lawful orders of the establishment.
5. As EEILT Trainee you shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
6. As EEILT Trainee you shall maintain a record of your work during the period of the EEILT Training in a proforma prepared and approved by EEILT Facilitator.
7. In case of Non-Payment of Semester Fees, the contract of Training is terminated for failure on your part to carry out the terms of contract, in such event, you shall not be entitled to enter into another contract of training under the **Employability Enhancement & Industry Linkage Training**.
8. The contract of Training can be terminated without OJT-Support payment (Rs.1022/- per month) to the EEILT Trainee-
 - i. If you fail to attend a minimum requirement of training of 22 days per month; and
 - ii. If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital).
9. For breach of contract by EEILT Facilitator, EEILT Facilitator shall pay compensation to you in accordance with the Minimum Wages specified for that Category.
10. Continuance of payment of stipend from the Industry Partner in accordance with the Minimum Wages of the state for unskilled category shall depend on your satisfactory performance during the training period.
11. EEILT Management Committee will formulate a "Training Programme" for the training of EEILT Trainee and shall make suitable arrangements for facilitating the same.
12. EEILT Trainee shall be imparted training according to normal hours of work of the department in the establishment to which he/she is attached for training.
13. The Stipend for a particular month shall be paid before the 10th of the following month.
14. Any disagreement or dispute between EEILT Facilitator and the EEILT Trainee arising out of the Contract shall be referred to the EEILT Consortium Management Committee.

ENDORSEMENT

I hereby confirm acceptance of the above EEILT Contract letter, on the terms and conditions stipulated therein. I understand and agree that my signing this contract does not constitute employment by EEILT Facilitator or any guarantee of employment.

For EEILT FACILITATOR
Authorized Signatory

Accepted and Agreed
EEILT Trainee



EMPLOYABILITY ENHANCEMENT & INDUSTRY LINKAGE TRAINING (EEILT SCHEME)

GUIDELINE FOR EEILT FACILITATORS

**EEILT CONSORTIUM MANAGEMENT COMMITTEE
NATIONAL HEADQUARTERS
BSAITM BHAWAN, PLOT NO. 13, BODHELLA,
VIKASPURI, NEW DELHI-110018**

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GUIDELINES FOR FEILT FACILITATOR

1. BACKGROUND

At present, only 4.17 lakh trade apprentices are undergoing apprenticeship training across organizations in different sectors throughout the country under the Apprentices Act, 1961. Given the fact that the formal Indian work force is approx. 100 million this number is miniscule. Out of these, 36,000 apprentices are in Central Public Sector Undertakings/Central Government and 1.94 lakh apprentices are in State Public Sector Undertaking/State Government Departments. There are about 50 lakh employees in Central Public Sector Undertaking, Central Government and Banking Sector. If these establishments engage apprentices even up to the mandatory minimum limit of 2.5% of the total manpower strength, the number could reach 1,25,000. Besides the larger PSUs & Private Sector Industries, there are a large number of establishments in **MSMEs sector** who come under the ambit of the Act. But their participation in implementation of apprenticeship training has not been encouraging. There are multiple reasons behind this including limited availability of training facilities as per prescribed curriculum, inability to hire instructional staff because of financial constraints, inadequacy of supporting staff to support activities involved with apprenticeship training such as maintaining contract of apprenticeship, uploading the contract details on the apprenticeship portal etc. There are about **21 lakh MSMEs** having 6 or more workers. Even if each establishment engages one apprentice, the number could be **21 lakhs**. Therefore, there is a huge potential in apprenticeship/ On-the-Job Practical Training training which remains untapped because MSMEs do not have adequate staff to support activities involved with apprenticeship training.

To facilitate the Industry (specially the MSMEs) to undertake **Employability Enhancement & Industry Linkage Training (EEILT)** and provide apprenticeship training to the skilled candidates who are pursuing higher education after completing their skill/education in ITI/ Diploma or On-the-Job Practical Training to the school drop outs or fresh candidates who have taken admissions in ITI/ D.Voc./ Diploma programme after passing 10th Class or 12th Class through Recognized Boards/ NIOS/ SIOS.

The target under the scheme is to undertake apprenticeship/ On-the-job Practical Training for 50 lakh persons by 2019-2020 against which less than 5 lakhs at present.

It is, therefore, proposed to support MSMEs and other establishments by providing them the facility of EEILT Facilitators and encourage them to engage large number of youth for Apprenticeship/ On-the-Job Practical Training in accordance with these guidelines.

2. ELIGIBILITY OF EEILT FACILITATOR :

Organizations fulfilling all the following criteria can apply for empanelment as EEILT Facilitator:

- a) The Organization must be registered as a company/partnership or Proprietary firm /Industry Association or Chamber
- b) Organization with at least 5 years of experience of working in the area of Industrial skilling/ placement/ working as a registered industry association or chamber
- c) Organization must have a registered office (with an expert team & sufficient infrastructure in place at its Head-Quarters/ Branch so as to be able to coordinate the running of an apprenticeship/ OJT programme.
- d) Organization must have exposure in facilitating wage/ self-employment or involved with non-profit activities pertaining to social/community development.
- e) Organization must possess letters of support from at least 10 establishments wanting to engage apprentices/OJT Trainees stating that it is willing to appoint the applicant Organization as a EEILT Facilitator.
- f) Organization or any of its related concerns applying for empanelment should not have been blacklisted by any organization and must self-declare the same in the prescribed template.

3. Term and Conditions of empanelment as a EEILT FACILITATOR will be as under: -

- a) Organizations will be empaneled for a period of three years;
- b) Performance of the organizations as an EEILT Facilitator will be reviewed on a periodic basis.
- c) EEILT Management Committee will have right to remove any Organization from the empaneled list at any time in cases where it is satisfied that the said Organization is not performing well as a EEILT Facilitator.
- d) The empaneled organizations are expected to maintain a high level of professional ethics and not act in any manner, which is detrimental to the interest of the EEILT programme.

This document and other related information with regard to EEILT Facilitator are uploaded in the website UR <http://www.bsates.com>

4. ROLE OF EEILT FACILITATORS :

ROLE OF EEILT Facilitators will be as under: -

- a) to arrange **On-the-job Practical Training** in Industry (for the tenure equivalent to the course enrolled) after the basic training through EEILT Consortium Management Committee for fresher apprentices (apprentices who come directly to undertake apprenticeship training without any formal training) and enrolled in any Technical/Non-Technical course.
- b) to select not more than 3 establishments for on-the-job practical training of apprentices by studying the infrastructure facilities available with individual employers in such a manner that the combined facilities available with the selected establishments (maximum up to 3) meets the requirement of prescribed curriculum of the trade, EEILT Trainee enrolled-in. EEILT Facilitator can organize on-the-job /practical training for apprentices in these selected establishments in coordination with employers.
- c) to match the demand of establishments for apprentices with the candidates desiring to undergo apprenticeship programme after completing the skill certificates ITI/Diploma and enrolled in next higher level of studies with the EEILT Management Committee.
- d) to counsel candidates to undergo and complete the apprenticeship/ on-the-job practical training till the tenure of the course and ensure at least 22 days of regular attendance in the engaged industry.
- e) to collect the Semester Fees in the stipulated time period and forward the same to the Head Quarters and submit monthly progress report of all the EEILT trainees, pay slips and copy of EEILT Trainee's bank statement to ensure payment of stipend.
- f) to submit reimbursement claims on behalf of establishment towards stipend paid to EEILT Trainees.
- g) to submit reimbursement claims of OJT Support Stipend of the EEILT Trainees.
- h) to ensure compliance of all formalities by the EEILT Trainee for appearing in examinations as and when required.

EEILT Facilitator will not charge any money from EEILT Trainee, However, a Reimbursement of Rs.4000/- per Semester will be paid against each EEILT Trainee for the period of training against the services rendered and for providing administrative support to the establishment to run EEILT programme. The EEILT Facilitator will receive the remuneration of Rs.4000/- per Semester in four trenches amounting Rs.1000/- each per month for the first four months of each Semester.

5.1 RESPONSIBILITIES OF EMPLOYERS (in cases where it engages EEILT Facilitators)

The following core activities will continue to be the responsibility of the employer even in cases where it engages the services of the EEILT Facilitators: -

- a) Enter into contract of apprenticeship/On-the-Job Training with EEILT Trainees.
- b) Ensure providing leaves to the candidates during the Semester examinations.

- c) Provide on-the-job training/practical training at his workplace to EEILT Trainees engaged by him.
- d) Payment of prescribed stipend to EEILT Trainees.
- e) Payment of compensation in case personal injury is caused to an EEILT Trainee, by an accident during training.
