CSDCI's TRAINING PROVIDER AFFILIATION PROTOCOL

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1. INTRODUCTION

The term Affiliation of Training Partner is used for completion of a process of establishing competence of any Institution desiring of delivering Vocational Training as per NSQF level which is based on the Qualification Pack/National Occupational Standards (QP/NOS) created by Construction Skill Development Council of India (CSDCI).

Any eligible entity can seek affiliation from CSDCI in delivering the requisite elements of a NOS based vocational training. The affiliation process conducted by CSDCI will carry out evaluation of competencies matching the needs/requirements of delivering QP/NOS based training.

2. OBJECTIVES OF CSDCI's TP AFFILIATION

Some of the Salient Objectives of CSDCI's TP Affiliation are as follows -

a) To recognize TPs involved in the implementation of NON – PMKVY schemes like PMAYG, BOCW, CSR, Industry Funded programs etc in which a permanent training centre is not established or the training model is RPL trainings.
b) To create a pool of training providers to meet the skill requirements of States & Centre, which meets the defined quality Standards set by CSDCI in delivering QP/NOS based training.
c) To facilitate startups to promote innovation & technical intervention in skill ecosystem.
d) To establish an incremental framework for continuous improvement and provide an opportunity to benchmark with other institutions in India and abroad.

3. DETAILED PROCEDURE

A. ORGANIZATIONS ELIGIBLE FOR AFFILIATION

a) Construction Industry/Association/Employer/contractor working in the construction sector or Skill ecosystem.
b) Training Institutions set up/affiliated by GoI, NSDC, SSDMs, AICTE, NCVET etc.
c) College/Institutes affiliated to a University set by Central or State/UT Government or recognised by UGC.
d) Schools/Institutes approved by Central or State Boards of Secondary Education (or equivalent) or Boards of Technical Education.
e) Any other Institute set up by Central or State/UT Government.
f) Private Training Institutions independently operating in vocational training space.
g) Training Institutions set up by private companies to meet their skilled manpower requirements in Constructions Sector.
h) Any registered BTP or TPA under NAPS
i) Any registered legal entity in India, having Permanent Account Number (PAN) and audited ITR of at least 1 year.

B. MINIMUM ELIGIBILITY CRITERIA FOR FRESH AFFILIATION

a) Proof of registered legal entity in India
b) Certificate of registration stating the existence for more than 2 years
c) PAN in the name of organization
d) TAN in the name of organization
e) Cancelled cheque of organization
f) Audited ITR of latest assessment year

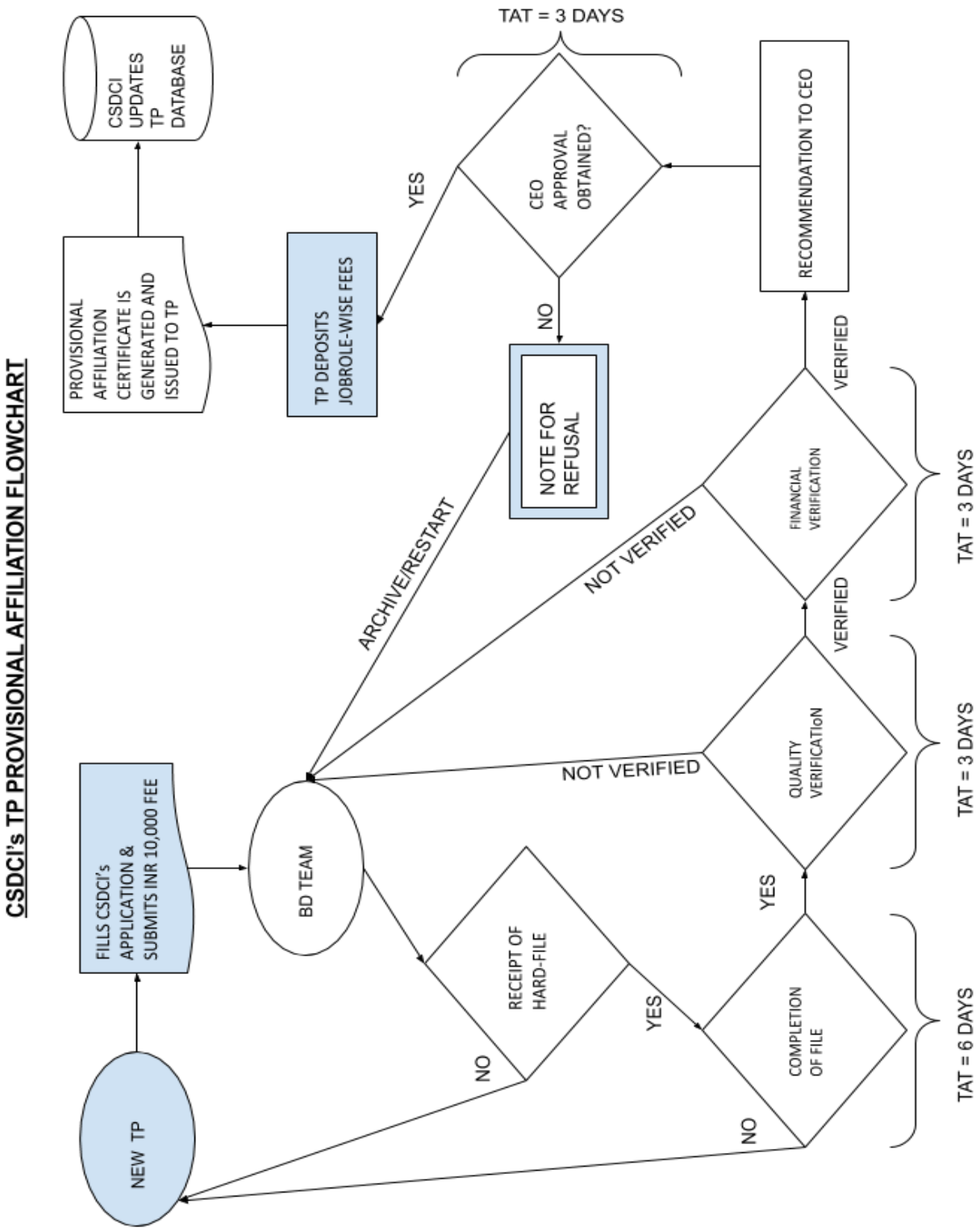
g) Presence of CSDCI certified trainers in the applied jobroles. A minimum of 1 certified trainer per applied jobrole, is mandatory.
h) Applicant's profile for experience in construction or Skill ecosystem, if any.

C. AFFILIATION PROCESS

Following process will be followed for affiliation/re-affiliation/ provisional affiliation of Training Providers –

C.1. PROVISIONAL AFFILIATION

a) The provisional affiliation is awarded for a short period of 6 months to organizations which demonstrate that they meet the minimum eligibility criteria.
b) The applicant TP will have to provide the purpose of seeking CSDCI's TP affiliation.
c) The applicant TP have to submit a certificate on letterhead by authorized signatory that the organization is not blacklisted or suspended by any central/State govt.
d) The applicant TP has to certify that they are not under any financial debt and have not applied for insolvency at the time of submission of application.
e) The applicant TP has to declare that all information is correct, verified & no available material information has been supressed.
f) The new provisionally affiliated TPs will have to apply for regular affiliation before the end of their validity period of provisional affiliation with CSDCI.
g) A flowchart of the provisional affiliation processes, is given below.

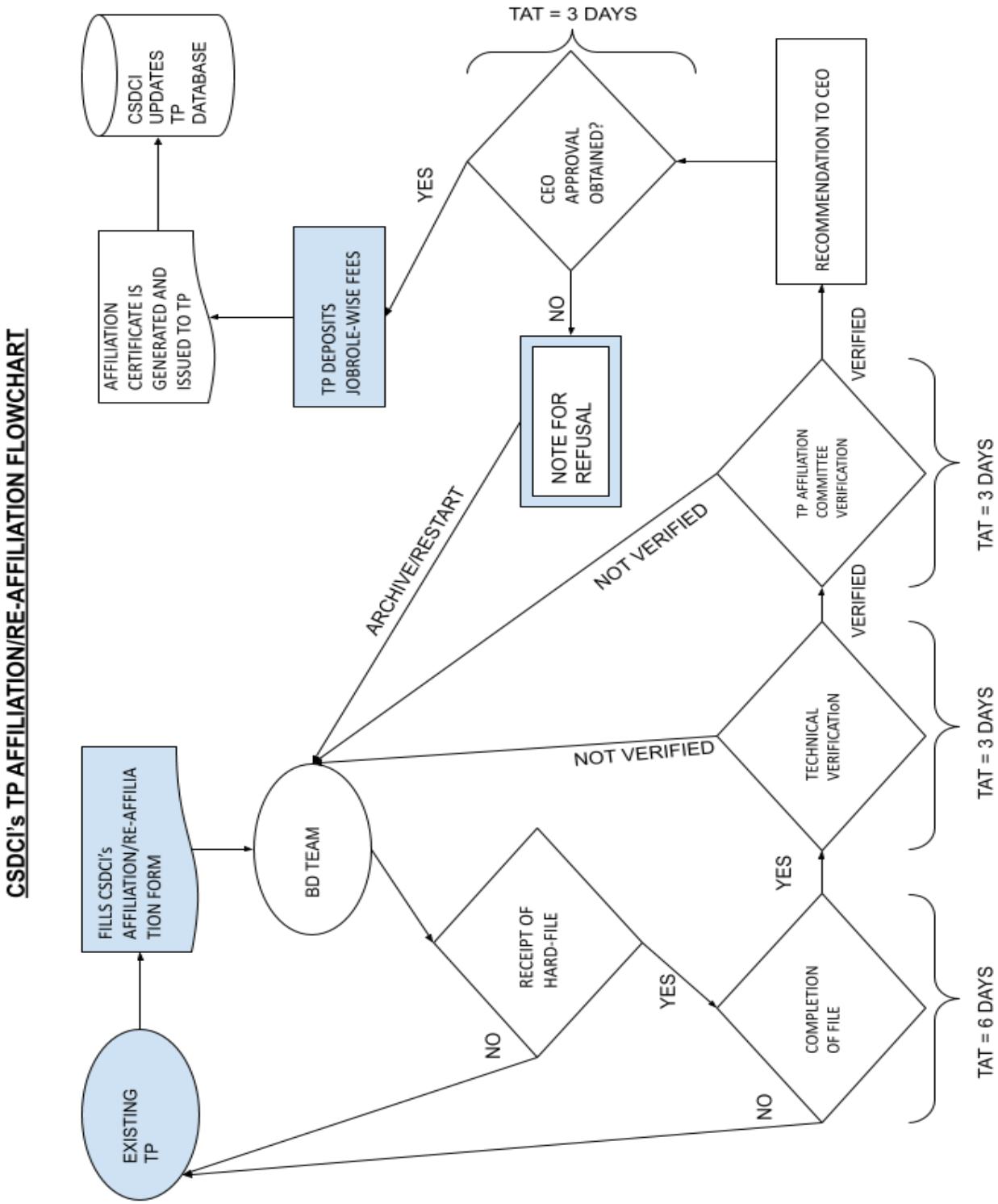


C.2. AFFILIATION/RE-AFFILIATION OF TPs

a) At the end of the expiry of validity period of affiliation (i.e. 6 months for provisionally affiliated TP and 1 year for existing affiliated TP), the TPs will have to apply for affiliation/re-affiliation with CSDCI.

b) They may produce their proof of selection in a State/Centre run skill development program.

c) They must provide their details of engagement with certified trainers on payroll & on contracts.
d) Incase of RPL projects, the TPs must submit a comprehensive orientation content and bridge course content – detailing on subtopic, duration & expected outcomes for each jobroles proposed.
e) The TPs performance will be evaluated.
f) The regular affiliation is granted for a period of 1 year.
g) An Affiliation Certificate will be issued by CSDCI.



D. FEE STRUCTURE FOR AFFILIATION OF TPs

S N	Cost Head	Cost (INR)
1	Application fees: one time (non-refundable to be paid with fresh application)	INR 10,000 per application
2	Provisional TP Affiliation/Regular Affiliation/Re-affiliation fee (per job-role)	INR 6,000 per job-role

E. ESSENTIAL INFORMATION

a) The affiliation is an evidence based process usually in the form of documents. Hence, the applicant TPs must provide sufficient evidences in support of their application.
b) There is no financial requirement of annual turnover & net-worth of the applicant TP to attract start-ups & new eligible organizations.
c) TP needs to apply one month before expiry of any affiliation.
d) If required documents are not submitted on time, the affiliation will be deemed to have expired post validity date.
e) If reaffiliation is sought by TP in later months, within one-year post their certificate validity expiry, the affiliation date will be renewed from the date of affiliation expired and not from the date sought.
f) If application is received after one year, it will be treated as afresh application and will be processed accordingly.
g) A Training Provider cannot ordinarily be appointed as an assessment agency & if such case arises, CEO-CSDCI's discretion & approval in this matter will be sought & recorded.
h) If TP is blacklisted, its re-affiliation will only be considered after one year from the date of Blacklisting as fresh TP with valid justification.
i) The affiliation decision depends on a desktop verification process at CSDCI, based on the application & evidence provided by the applicant TP.

4. COMPLAINTS HANDLING & APPEAL

A complaints handling committee is formulated by CSDCI. Any organization may appeal against any unfavourable outcome & such applications/appeals will be dealt & reported by this committee. The decisions approved by the CEO, CSDCI will be final and binding.

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