

# **BOARD OF PRACTICAL TRAINING (EASTERN REGION)**

## **KOLKATA**

### **General Attribute Development Programme (GADP) under National Apprenticeship Training Scheme (NATS):**

Soft skills are increasingly becoming the hard skills of today's work force. It is just not enough to be highly trained in technical skills without developing the softer, interpersonal relationship building skills that help people to communicate and collaborate effectively.

These soft skills are more critical than the technical skills as organizations struggle to find meaningful ways to remain competitive and be productive. Team work, leadership, communication, analytical are undermined by technical skills. Since each has an essential element for organization and personal success, developing these skills is very important and attributes to the overall skill development process.

The problem is that the importance of these soft skills is often undervalued and there is far less training provider for them than hard (technical) skills. For some reasons, organizations are forced to accept people not knowing how to behave on the job, how to handle the customers, how to communicate with the stakeholders. To have a course built-in for soft skills training and development, it is paramount important that the course content so designed is as per the need of the industry/organizations.

BOPT (ER) is going to complete its 50 years of service to the technical youths of the country by providing platform to undergo one year on-job training in related fields in different establishments so as to hone their skills and become more employable in the job market. Implementation of uniform on-job training program under The Apprentices Act was one of the greatest challenges faced by the stake holders for decades due to diversified disciplines of Engineering Graduates, diversified business activities of the establishments etc. Thus it was one of the biggest challenge for BOPT and other Regional Boards to standardize the Apprenticeship program as far as possible. Finally, in the year 2016-17, BOPT (ER) with the help of other Regional Boards and in consultation with industries, institutions and other stake holders and under the guidance of the Ministry of HRD, Govt. of India developed a new model for assessment and certification for the Apprenticeship program. The new model provides platform for implementation of more standardized Apprenticeship training program. The said new model has been implemented w.e.f. 01.04.2017. The new assessment and certification system is expected to improve the effectiveness of the National Apprenticeship Training Program as well as shall make the selection process far more easy for gainful employment for the trained apprentices.

It is a well-known fact that the current business growth mainly pertains to Micro, Small & Medium Enterprise (MSME) sectors. Accordingly, the contribution of MSME sector in National Apprenticeship Training Scheme is about 50%. Such establishments normally do not have organised training development department catering to the needs of the training and development of their employees viz. a viz. apprentices engaged by them. Apprentices undergoing training in MSME sectors do not find opportunities to attend classroom training programme on soft skills including the skill sets covered under general attributes category of NATS. As a result of which most of the apprentices are not able to develop their skill sets defined under General Attributes during the course of apprenticeship training. There has

been already a demand from such organisations falling under MSME sector category to organise/conduct capsules training programme on different skill sets under general attributes so that they can send their apprentices to attend the same and get them benefited at par with other apprentices undergoing training in large and organised sectors which has a well-developed and equipped training department.

It is also a well-known fact that industries are finding it very difficult to recruit human resources as per their need due to shortages of skilled human resources either freshers or experienced. The students passing out from the technical education system both at degree and diploma level not only have poor exposure to the industries but also do not find enough opportunities to learn the soft skills during courses of their studies. Non-availability of competent service providers with the course content designed as per the industry need is one of the constraints expressed by the institutes.

The new model of assessment and certification under NATS contains General Attributes and the Technical Skills as a part of development, embedded with periodical assessment. Of late, a need has been felt by BOPT (ER) to diversify its activities to the areas of organizing General Skill Development Program through specially designed capsule course for apprentices and other professionals working in different establishment and industries. Coverage of programs also include the final year / 3<sup>rd</sup> year students of technical colleges.

This diversification in the activity of BOPT (ER) is a part of strategy to enter into a new market of Services provides to the Apprentices and other Technical Graduates aiming for gainful employment and / or improving their employability and / or professional career.

Based on the feedback from the stake holders, the following programs are the most needed for final year / 3<sup>rd</sup> year students of different Engineering colleges, apprentices undergoing training in different establishments and other professionals.

Finally the programme module are designed for six Skill Sets covered under General Attributes as mentioned below formulated as a part of Skill Development Program during apprenticeship training which the establishments look for in the candidates aspiring for gainful employment. Subsequent to its successful launching, the coverage of this programme shall be increased to other areas such as Supervisory Management Skills Development Programme, Start Up for apprentices etc.

#### General Attributes Course Module

- (i) Communication Skill.
- (ii) Leadership Skill.
- (iii) Analytical Skill.
- (iv) Multi-tasking Skill.
- (v) Time Management Skill.
- (vi) Positive Attitude.

#### **Target Group:**

- (i) 50 % of apprentices undergoing apprenticeship training primarily in MSME sectors.
- (ii) Students of Technical Institutions (Engineering Colleges and Polytechnic Institutions).
- (iii) Middle Level Managers of Industries/Establishments.

## **INFRASTRUCTURE**

### **Venue:**

All the programs will be initially conducted in the Seminar Hall of BOPT (ER) at its building premises situated at Block-EA, Sector-I (Opp. to Labony Estate), Salt Lake, Kolkata-700064.

This Seminar Room has a capacity of more than 80 participants with availability of latest state of the art technology required for conducting such programs.

BOPT (ER) is expecting its new canteen facility functional by July, 2018. It will provide the necessary support in conducting such programs through availability of the lunch, tea and snacks etc. to the participants.

## **COURSE MODULE DESIGN AND CONDUCT OF PROGRAMS**

BOPT (ER) in collaboration with expert consultants, having requisite expert faculties shall conduct GADP.

The course content has been designed collectively by expert consultants and BOPT (ER), Kolkata. The designed course content is now available for sharing with the industries / institutes and other stake holders for their views and comments.

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