

STANDARDIZATION OF EXISTING APPRENTICESHIP TRAINING PROGRAM FOLLOWED BY DIFFERENT ESTABLISHMENTS

1. All training establishments engaging apprentices provide one year apprenticeship training to the eligible Graduate and Diploma Engineers as per certain training program formulated by them.
2. This self-prepared training program varies largely not only among different establishments, but also among establishments belonging to the same Sectors.
3. To make the apprenticeship training program uniform across different establishments, it is prime important that each establishment review their existing training program and update the same in line with the training/skill development program approved by National Skill Development Corporation (NSDC), Govt. of India.
4. NSDC has identified Councils in different Sector of Industries namely Sector Skill Councils (SSCs).
5. With the help of these SSCs, the Qualification Packs (QPs) for the set of skill activities required to be performed in different establishments are defined in a detailed manner. Against each pre-defined QPs, the National Occupation Standard (NOS) are also mentioned. Against each NOS, instructions related to skill activities are specified. This completes a set of standard training/skill development program.
6. Therefore, all training establishments engaging Graduate/Diploma apprentices are required to update / align their existing training program in line with the approved (standard) training program by NSDC available on their website www.nsdcindia.org. Once the existing training program are revised/updated as per the standard training program of NSDC, the skill activities available in the present training program will be mapped with different NOS and QPs as per the guidelines mentioned in the standard training program.
7. This way the training establishments would come up with a “Standard Apprenticeship Training Program” for apprentices in conformity with the training programs approved by NSDC. A copy of the “Standard Apprenticeship Training Program” must be forwarded to BOPT (ER), Kolkata through e-mail (inf@bopter.gov.in) for record as well as providing approval of the Board.
8. Once the establishments prepare and implement the “Standard Apprenticeship Training Program” during apprenticeship training, the subsequent step would be taken at appropriate time for conducting assessment test and certification of the apprenticeship training.

Work instructions for re-visiting/aligning the existing training program with the approved training program of NSDC, Govt. of India. Training program will be finally named as “Standard Apprenticeship Training Program”.

INSTRUCTIONS-

- Visit NSDC website www.nsdcindia.org and click on National Occupation Standard.
- Identify the Sector Skill Council in which your establishment belongs to.
- Browse the list of Qualification Packs available under the particular Sector Skill Council.
- Identify the matching Qualification Packs from the available list of Qualification Packs.

- The existing training program is to be aligned with the given Qualification Packs in which a list of the National Occupation Standard are provided to enable a candidate to qualify for the said Qualification Pack. Each National Occupation Standard includes performance criteria and skill activities pertaining to a job role.
- The final “Standard Apprenticeship Training Program” thus prepared would be presented in the following tabular format-

Sr.No.	Skill Activity	Corresponding NOS Code	Corresponding Name & Code of QPs

The “Standard Apprenticeship Training Program” in the above format once prepared is to be followed during the training period of the apprentices and a copy of the same must be forwarded to BOPT (ER), Kolkata for review, approval and record of the office.

This preparation and implementation of “Standard Apprenticeship Training Program” is the first step towards the assessment and certification of the apprentices.

Help and support from each establishment is earnestly solicited to make the Apprenticeship Training Scheme more effective and employment oriented.

Sd/-
DIRECTOR
BOPT (ER), KOLKATA

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Place: KOLKATA