

Preface

Skill development is gradually acquiring a central space in public policy and action. One need not overstate the advantages of skilling the youth for employability. Any investment on the youth has a longer pay back for the country and therefore, needs urgent attention and investments.

The Government of Meghalaya launched a Placement linked Skill Development Scheme, to be implemented through the Meghalaya State Skills Development Society in 2012. The Scheme has now gained traction and through this Scheme alone, 5469 youth have been trained and placed all over the country. Even though the number achieved is not very large it is a good beginning. The systems, processes and the players required for a complex task like skilling for employment, needed to be established firmly before we commenced the task in right earnest.

One of the key elements of the scheme is the process of Mobilization. The youth have several questions, all of which cannot be addressed in a short period of time. So, the MSSDS prepared a FAQ manual for addressing the concerns and questions of the youth and their parents/guardians.

Even as we have made all efforts to make the Manual exhaustive, still there could be a few gaps. We will further modify the Manual in due course of time based on new inputs. This document will be useful for the PIAs, the District Skill Development Officers and those who are in the process of mobilizing the youth.

Frequently Asked Questions (FAQs) on Skills Development

1. What is Placement – Linked Skill Development?

The “Placement-linked Skill Development Scheme” is sanctioned by the Government of Meghalaya. The scheme aims to provide skill training to the youth of the State (18 – 35 years) to enhance their skill-sets in certain trades to improve their employability. This project is being implemented by the Meghalaya State Skills Development Society (MSSDS). As the skill provision is connected to placement (employment), it is called the Placement-Linked Skill Development scheme.

2. What is the Meghalaya State Skills Development Society (MSSDS)?

The Government of Meghalaya established the “Meghalaya State Skills Development Society” (MSSDS) in August 2012. The society is registered under the Meghalaya Societies Registration Act XII of 1983 and is designated to promote employable skill formation in Meghalaya. The basic purpose of forming the society is to develop a cohesive skill information, entrepreneurship and placement framework for Meghalaya, based on current and emerging needs of the economies of the state and to carry out skill development and placement through Project Implementation Agencies (PIAs), in a partnership mode.

3. Who are the Project Implementation Agencies (PIAs)?

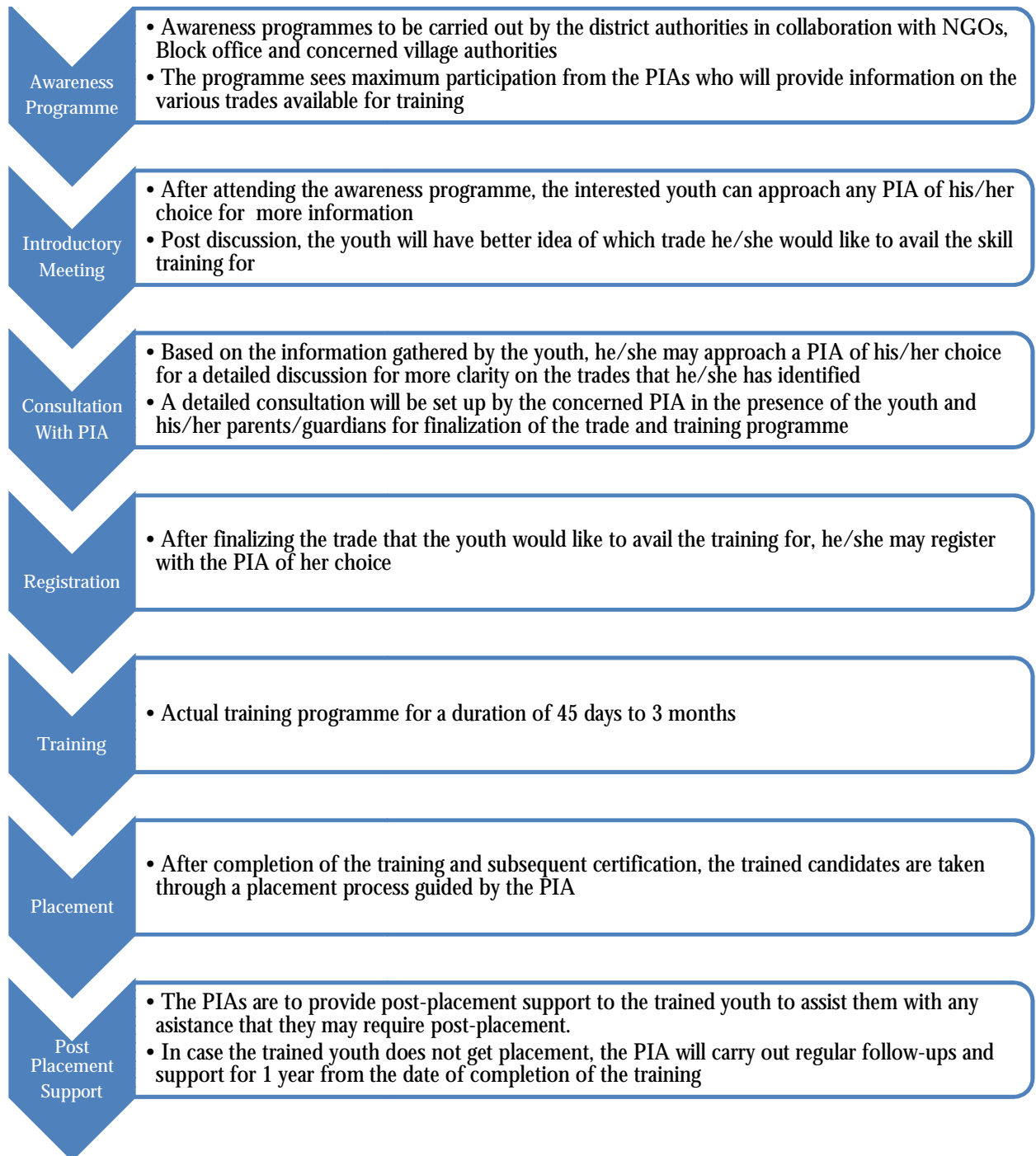
The Project Implementation Agencies (PIAs) are the training partners empanelled by the Government to implement the Placement-linked Skill Development Scheme as well as other skills development related projects in the state. The role of the PIAs is to provide quality training to the youth and to ensure placements to the youth of the state. To that extent MoUs have been signed between the PIAs and the MSSDS, on behalf of the GoM.

Name of PIAs	Head Office in Meghalaya
1. Don Bosco Tech Society	Don Bosco- Laitumkhrach Shillong-3
2. IL&FS Skill Development Cooperation Limited	N.L Complex, Dhanketi , Shillong-1
3. Centum Learning Limited	Phlori Mansion, Laitumkhrach, Shillong-3
4. NIPS School of Hotel Management	297-Mahisbatan ,Sector V, Salt Lake, Kolkata- 700102
5. S.S Netcom	S.S Chamber, Dhanketi, Shillong-1
6. NESAI	Mawlai Mawkyroh, Shillong-8
7. Polaris Solution Enterprise	Ranee’s Abode, Lower Lachumiere, Shillong-1

4. Who can avail the training courses under this programme?

Any young person in the age group of 18 – 35 years may avail the skill training programme. Thus, it is applicable to all youths who seek employment, whether a school drop-out or a student who has just completed his/her studies.

5. What exactly happens in the scheme?



6. What are the trades available for training through this project?

The trades offered are as per market demand and the comfort level of the youth of the state. The list of trades is updated periodically.

Trades offered (only an indicative list, not exhaustive)
<ul style="list-style-type: none"> • Security Training • Hospitality- General • Industrial Sewing Machine Operator (ISMO) • Automobile Repair • Electrician • Basic Welding • Hospitality - Food and Beverages • Hospitality-House Keeping • Asst. Mason with Bar Bending • Basic Electrician • BPO-Domestic & international • Content writer • Vii Automobile Mechanics • Sales and Marketing • Hospitality • Information Technology Enabled Service / Business Process Outsourcing sectors • Security

7. How do I know if I am eligible to undertake the programme?

The eligibility criteria can be summed up as follows:

- The youth will have to be between the age of 18 to 35 years
- Minimum educational qualification is Class V passed.
- No rural-urban distinction
- No BPL – APL distinction
- Epic card as proof of identification.
- PRC of the state or any other proof of being a permanent citizen of the State

8. Do I have to pay any fee for the training programme?

No. The training is completely free of cost and the trainees will also be provided with basic facilities during the duration of the training. The facilities include boarding and lodging for residential trainees and Travelling Allowance (TA) for non-residential candidates.

9. What facilities are being provided for the candidates who attend the training programme?

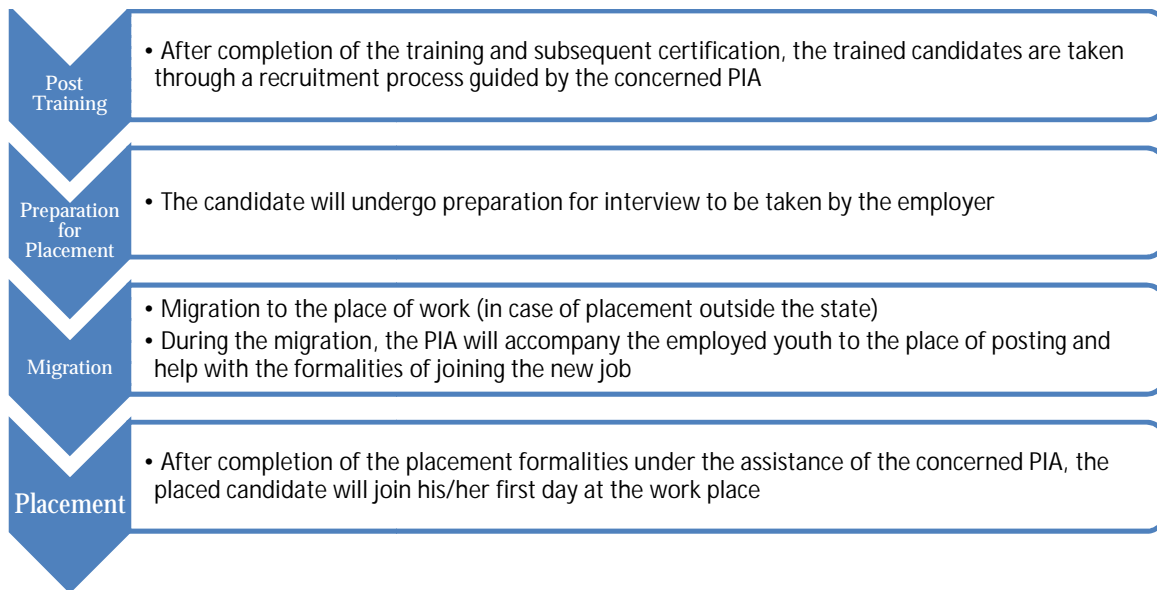
The facilities available during the training period are listed below:

- Day scholars – Lunch/Tea, Travel allowance, reading materials, course ware materials, training equipments and other training materials which the trainees can utilize during the duration of the training.
- Residential trainees – Food, reading materials, training equipments and other training materials which the trainees can utilize during the duration of the training.
- Classroom training materials and equipments to help the trainees with hands on training.

10. What can a candidate expect after the completion of the training programme?

- Assured employment in leading companies operating in the sector of their choice.
- Apart from the trade specific training, he/she is also trained in certain soft-skills, computer and language skills which would be useful for their future.

11. What is the process of placement outside the State?



12. What is the credibility of the employers located outside Meghalaya?

One of the responsibilities of the PIAs which are empanelled by the GoM through the MSSDS is to ensure placement of the trained candidates in good and responsible organizations. Furthermore, the employers are well known and have a long standing relationship with the PIAs. Therefore, the credibility of the employers is fully ensured.

13. What are the names of these employers/organizations?

The list of employers indicated herewith only reflects a section of the total number of employers.

Employers	Address
Bajaj Motors	Bagampur, Haridwar
Neha Associates	Office No 6, IInd Floor, Kamla Palace, Jail Road, Gurgaon-122001
Kay Bouvet Engg. Ltd.	B-54, Old MIDC Area, Satara-415004, Maharashtra
Sahi Exports Pvt. Ltd.	Unit -23, No 9 & 10, Beretena Agrahara, Hosur Main Road, Banglore-560100
Shahi Exports Pvt Ltd	Sarjapura Main Road, Opp ALT Training College, P.B No 3449, Ballandur Gate, Banglore 560102
Marikar (Motors) Limited	P.O. Box No 9, M.G. Road, Thiruvananthapuram- 695001
Paradise Heritage Resort	3/1216, Tanjore Main Road, Ammapet, Dharasuram, Kumbakonam, Tamil Nadu.
Tornado Security Agency	Shillong, Meghalaya
Grande Bay Resort and Spa	East Coast Road , Mammallapuram
Aquarian Realtors Pvt Ltd.	Country Clib valley Vista, Prakasha Puram Village, Shenbhaganur, Kodaikanal
Col. Shisupal Security Consultancy & Services, Shillong	Shillong, Meghalaya
Cotton Blossom (India) Pvt Ltd.	189, Tekic, Tea Nagar, Mudalipalayam, Tirupur-641606
Veteran Security Service	10, 5th Bye Lane R.G. Baruah Road, Guwahati 781021, Assam
Unique Ex-Servicemen Security Agency.	Upper Golfink, Lumshyap, Langkyrding- Mihngi, Shillong
Jay Hotels & Resorts	150, Cisons Complex, 5th Floor, Montieth road, Egmore, Chennai
The Park, Chennai	601 Anna Salai, Chennai 600006
All Garo Hills Trained Electrician Association	Near A.O.C Petrol Pump, Hawakhana, West Garo Hills, Tura
M/S Electrical	Kalaichar Bazar, South west Garo Hills
Scope Engineering	F-8, Parmar Residency. NIBM Road, Kondhwa, Pune
On Process	Kolkata
Wipro Tech	Kolkata, Delhi
EXL	Pune, Delhi, Noida
Banalari World Cars	Shillong
Ka Shillong Hyundai	Shillong
S. B. I Life Insurance	Shillong
SJ Car Assessories	Shillong
Hotel Bramaputra Ashok	Guwahati
Big Bazaar, Future Groups	Mumbai
Hotel Landmark	Guwahati
CRM Service INDIA pvt ltd	Jaipur
Goenka Hyundai	Shillong
G4S Secure Solution Pvt Ltd	Guwahati
Annapurna Construction	N-6/501, IRC Village, Nayapali, Bhubaneshwar.
Orient Craft Ltd.	Delhi NCR

IIM	Shillong
The Residency	Coimbatore, Chennai
Sodexo	201, President Plaza, Cross Rd, SG Highway, Ahmedabad
ITC Grand Chola	63 Mount Rd, Chennai – 600032, Tamil Nadu
CCD	23/2, Cafe Cooffee Day, Aquare Rd, Vittal Malya Rd, Bangalore
Hotel Rajmahal	Guwahati
KFC	Shillong

14. What support will be extended to the youth who do not get placement?

It is the mandate of the MSSDS that the concerned PIAs are to provide end – to – end support to the trained youth. This extends to the post-training and post-placement support that the PIAs provide to the trained youth. In case the trained person does not get placement for any reason, the concerned PIA will carry out regular follow-ups and support for 1 year from the date of completion of the training to expose the youth to employment opportunities that fit the trade in which the person has been trained.

15. How do I choose which trade to take up?

The representatives from the PIAs will be providing significant information about the trades available and due consultation will be done with the interested youth. After consultation with the youth and his/her family, a viable trade depending on the market and the interest and capability of the youth will be proposed.

16. Where will the training be conducted?

The trainings will be carried out by the concerned PIAs who have a presence at the State Headquarter in Shillong. Also, certain PIAs also have training centres at the district headquarters and other parts of the districts. Training may also take place after placement outside Meghalaya in the form of On Job Training which may be provided by the employers.

17. Where are the training centers located in Meghalaya?

Name of PIAs	Centre
NIPS School of Hotel Management	<ul style="list-style-type: none"> • East Khasi Hills - Dhanketi • West Khasi Hills - Nongstoin • Kolkata - Salt Lake
NESA	<ul style="list-style-type: none"> • East Khasi Hills - Mawlai Mawkyntroh
Polaris	<ul style="list-style-type: none"> • East Khasi Hills - Lower Lachumiere
Centum	<ul style="list-style-type: none"> • East Khasi Hills – Laitumkhrah
IL & FS	<ul style="list-style-type: none"> • East Khasi Hills - Dhanketi • Ribhoi - Umsning • Garo Hills- Resubelpara & Williamnagar • West Khasi Hills – Nongstoin
SS Netcom	<ul style="list-style-type: none"> • East Khasi Hills - Dhanketi • West Garo Hills – Tura
D.B Tech	<ul style="list-style-type: none"> • East Khasi Hills - Laitumkhrah, Mawjrong

	& Mawkasiang. • Ribhoi - Umran & UCC • Garo Hills - West & South Garo Hills • Jaintia Hills – Jowai
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18. What will be the duration of the training programme?

The duration of the courses varies from 45 days to 3 months.

19. What is the process of registration for the training programme?

After completion of the process of finalization of the trade for the training, the interested youth can register with the concerned PIA of his/her choice at their office.

20. Will I have to make the decision alone?

Yes you can. The process of selection of the trade till the registration of the youth will be carried out by the PIA in consultation with the youth and his/her parents/guardians.

21. I have not done well in school; will I be able to cope with the training activities?

It does not matter. The training programmes stress on theory as well as practical classes. This helps to provide hands-on training to the trainees in developing their skills set and preparing them for a world of work.

22. What if I have already passed class X/class XII?

The trades that are available for training are comprised of both technical and non-technical modules based on which youths that are better qualified can opt for trades that involves technical training. Eg. BPO Associates training requires youths who have completed Class XII and Electrician requires youths who have passed Class X.

23. Are there any considerations for female candidates with respect to the training programme?

The basket of options, as depicted in the list of trades includes trades that the youth (boys/girls) can choose according to their aspirations and comfort level. It has been noted that certain trades are more preferred by the girls while some are more preferred by the boys. Trades like Beauty and Wellness and others which are meant mostly for girls will be available through some of the PIAs under the MSSDS.

It may be noted that the training is carried out in batches and each batch is made up of both boys and girls. However, residential facilities like hostel, etc are provided separately.

24. I have never been outside the state, how will I manage to work outside? Will I get any support from the concerned authorities while working at the new workplace?

The PIA concerned will provide support to the placed candidate for one year. The candidate will be assisted in the entire process of placement and migration to the place of work and support will also be provided during the initial stages of the placement period. It may be noted that placement is not done separately for a single candidate. Placement is usually provided in groups of 4 – 5 per employer, hence a support system among the placed candidates will develop. Also, there are already placed candidates of earlier batches in these locations who will also form a support group.

25. How often can I visit home?

Depending on the conditions mentioned in the offer letter, the employees can avail casual leave during which they can visit home. The number of days allotted for holidays varies from one organization to another.

26. What is the salary that a candidate can expect after placement?

The starting salary can be listed as follows,

- Within Meghalaya: Min – Rs. 4,000/- and Max – Rs. 10,000/-
- Outside Meghalaya: Min – Rs. 4,500/- and Max – Rs. 25,000/-

27. Apart from the remuneration, are there any other facilities being provided by the employer?

Yes, under the prevailing law of the Government the employers will provide related facilities like PF, ESI, Bonus, etc. Depending on the conditions mentioned in the offer letter, employers also provide accommodation with basic facilities for their employees.



28. Will there be any career growth after placement through this programme?

The trained candidates are mostly placed in well established companies that operate from various locations in the country. These companies are result oriented and the growth of the individual is entirely dependent on his/her capacity to perform on their jobs and willingness to learn. Also, most companies provide On Job Training (OJT) to further develop performing employees in order to help them grow within the organization.

After gaining experience working with leading companies in the country, the candidates can also think of returning to their hometown and start their own ventures.

29. Why do I have to go out of the state for jobs?

The state's economy is not very well developed. So, not enough employment opportunities are available for the youth. Even those employed in Meghalaya get lesser salary compared to their counterparts in the other states. However, efforts are also made to find local jobs for the youth wherever available.

A Representation of Success Stories – Moving Up The Corporate Ladder		
Name & Address	Mr. Ioanis Nongrum, Mawlai Nongkwar, Block – 10, East Khasi Hills.	
Trade	BPO	
Company	Wipro, Kolkata	
Starting Designation	Customer Service Associate	
Starting Salary	Rs. 7,700/- per month	
Present Salary	Rs. 9,700/- (Rs.10,000 – Rs. 12,000/- with incentives) per month	
Name & Address	Ms. Lamjingshai Syiem, Myllat village, East Khasi Hills.	
Trade	Industrial Sewing Machine Operator	
Company	Cotton Blossom Pvt. Ltd, Tiruppur, Tamil Nadu.	
Joining Date	16 th Feb 2015	
Present Designation	HR – Printing & Embroidery	
Starting Salary	Rs. 4,800/- per month	
Present Salary	Rs. 8,000/- per month	

30. Whom do I contact in case I want to register or if I require more information on the training offered by the PIAs?

In case of registration or for seeking information concerning the training offered, the youths/parents can contact the PIAs through the following process.

- By visiting the office of the PIAs
- By attending the mobilization campaigns and awareness programmes carried out by the PIAs, District Authorities, etc concerning Skill Development under the MSSDS.
- By accessing the website of the MSSDS which also includes the web links of the PIAs.
- By directly contacting the representatives of the PIAs by phone.

31. What is the current status of the State Plan Placement-Linked project?

As on March 2015, the number of placed candidates under the project is 5,469 youths.

32. What is the Asian Development Bank (ADB)?

The Asian Development Bank is an international organization that is working towards improving people's lives in Asia and the Pacific. It works in partnership with developing member countries, targeting its investments towards alleviating poverty through sustainable and inclusive growth.

The investments are in forms of infrastructure, health care services, financial and public administration systems, or helping nations prepare for the impact of climate change or better manage their natural resources. ADB is committed to helping developing member countries evolve into thriving, modern economies that are well integrated with each other and the world.

The main devices for assistance are loans, grants, policy dialogue, technical assistance and equity investments.

In Meghalaya, the ADB is venturing into the skills sector for the first time and is working in collaboration with the Government of Meghalaya for implementing the “Supporting Human Capital Development in Meghalaya” project which aims to enhance the employability of Meghalaya’s youth by improving quality, delivery and access of Secondary and Higher Secondary education and technical and vocational skills training across the 11 districts of Meghalaya. It will attempt to build awareness among Meghalaya’s youth including tribal youth about the benefits of education and vocational training.

33. What are the features of the ADB project?

- i. The Skill Challenge Fund (SCF) will provide grants to incentivize skills training through private and public training providers in priority sectors identified through skill-gap analysis, industry consultations, and demand assessment. The capacity of MSSDS to appraise and award funds to qualified training providers, enhance quality assurance by establishing a monitoring system, and link up with sector skill councils and other NDSC-led-PPP initiatives will be strengthened.
- ii. Incentivizing selected, Meghalaya-based public {e.g., Industrial Training Institutes (ITIs) and Community Polytechnics} and private nonprofit training providers to promote placement –linked training and self-employment by upgrading their training equipment, training their instructors, and improving their curriculum and delivery methods. The providers will enter into an agreement with the MSSDS committing to reforming their training methods and partnering with the private sector as required. The proposals submitted by the providers will be selected through a competitive process by the Project Appraisal Committee of the MSSDS.
- iii. District skill-gap analyses and Monitoring and Evaluation (M&E) studies, that are sensitive to gender equality and social inclusion, will be conducted to ensure that training is linked to demand, and leads to the desired results, i.e., placement for wage employment or enhanced remuneration for self employment. Partnership with the Sector skill councils established by the National Skill Development Corporation (NSDC) will market Meghalaya as a source of trained labour while building its skill ecosystem.

34. How is the MSSDS connected with the Asian Development Bank project?

The MSSDS will implement the ADB project “Supporting Human Capital Development in Meghalaya”. The MSSDS will be the Project Implementing Unit-2.

35. What are the targets under the ADB project?

The target of the project is to provide skill development and employment to 60,000 youths in the state. Out of 60,000 youth - 45,000 will be for wage employment and 15,000 will be for self employment.

36. How will the youth of Meghalaya benefit through the ADB project?

Due to the poor quality of Meghalaya's secondary (grades 9 and 10) and higher secondary (grade 11 and 12) schools, and outdated technical and vocational education training (TVET) system, Meghalaya's youth find it difficult to make the transition from primary to secondary or tertiary sector jobs, and to compete for formal employment, especially outside the state. The impact of the project will lead to better employability of Meghalaya's youth.

37. How is the ADB project phased out?

The roadmap for the project has been planned out phase-wise. Phase I includes the target to train 10,000 youth on placement-linked skill training programmes, Phase II will be for 15,000 youth for self employment and Phase III will focus on sectors specified as per skill gap study.

The key sectors identified for Phase I are on construction, security, hospitality, IT&ITES, ISMO, automobile, retail and tourism. These key sectors are identified based on past experience. Based on the workshop held with the industry and PIAs, additional sectors identified are Health care services, and beauty and wellness.

For Phase-II of the Skill Challenge Fund, sectoral opportunities and challenges in promoting entrepreneurship will be studied to promote self employment.

38. What is the present status of the ADB project?

The Phase I of the project is currently being rolled out.

39. Is there any space for self-employment initiatives under the ADB project?

Yes, Phase II of the ADB project will entirely stress on self-employment initiatives. A target of 15,000 youth has been set for self-employment under the project.