

**MINUTES OF THE MEETING OF REGIONAL ASSISTANT DIRECTORS,
DISTRICT EMPLOYMENT OFFICERS & EMPLOYMENT OFFICERS TAKEN
BY COMMISSIONER-Cum- SECRETARY TO GOVERNMENT,
DEPARTMENT OF EMPLOYMENT, TECHNICAL EDUCATION AND
TRAINING ON 2.7.2012 AT 11 A.M. IN THE CONFERENCE HALL OF
NIYOJAN BHAWAN, ODISHA.**

The meeting of the Regional Assistant Directors, District Employment officers, and Employment officers was convened by Commissioner -cum- Director, Employment and Employment Mission under the chairmanship of Commissioner-cum-Secretary to Government, Employment and Technical Education and Training Department on 2nd July 2012 in the conference Hall of Niyojan Bhawan, Odisha, Bhubaneswar. The list of other officials present in this meeting is placed at Annexure-A.

Initiating the discussion, Commissioner -cum- Director of Employment and State Employment Mission while outlining the basic mandate of the newly created department. stressed the need to make intensive drive to make more and more youth employable by way of imparting skills training in the various demand driven sectors. To achieve the said goal, an Action Plan for skill development for the 12th Five Year Plan as well as for the current year 2012-13 has been drawn. A new Placement Linked Training Programme is going to be launched in PPP mode very soon for which MOUs with nine companies have been signed on 20.6.2012. The primary task is mobilization of adequate number of candidates for undertaking the said training programme for which all out efforts should be made at every level.

The Commissioner-cum-Secretary to govt. observed that, to achieve the state target of skilling one million youth, District Employment officers should play a proactive role by way of mobilizing adequate number of candidates as per the district specific target. They should make regular visits to schools for identification of school dropouts. District Level

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Committee meeting should be convened at regular intervals under the chairmanship of Collector to chalk out specific strategies for mobilization of candidates, proper monitoring, convergence for the success of skill development training programmes .

After elaborate discussions, the following decisions were taken:-

- District wise targets for mobilization of candidates under different sectors are to be strictly adhered to. All out efforts should be made to achieve the said target.
- For mobilization of candidates, Block level counseling camps are to be organized. These camps can be organized through the help of reputed NGOs, SHG groups, Women Federation who are involved in other Govt. related programmes. Training Providers are to be invited for participation in such camps for short listing of trainees as per their trade specific requirements.
- Funds will be released @ Rs 75 per candidate nominated for the course/ trade.
- District Level Committee under the chairmanship of Collector is to be constituted at the earliest for convergence, implementation, and monitoring of skill development training programmes. The meeting of the said committee is to be convened immediately to chalk out strategies for sourcing of candidates and creating awareness campaign in schools and colleges for skills training. Problems relating to allotment of land / construction & related issues for setting up of new ITIs will be taken. Setting up of ITIs/ITCs by the Industries who have entered into MOUs with the Government will also be a part of the agenda.
- Application formats for inviting applications for skill training will be supplied to the field offices. Other formats like monthly progress report on mobilization of candidates, monitoring etc. will also be supplied to the field offices.



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- Funds will be released @ Rs 75 per candidate nominated for the course/ trade to the training organization.
- District Level Committee under the chairmanship of Collector is to be constituted at the earliest for convergence, implementation, and monitoring of skill development training programmes. The meeting of the said committee is to be convened immediately to chalk out strategies for sourcing of candidates and creating awareness campaign in schools and colleges for skills training. Problems relating to allotment of land / construction & related issues for setting up of new ITIs will be taken. Setting up of ITIs/ITCs by the Industries who have entered into MOUs with the Government will also be a part of the agenda.
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28

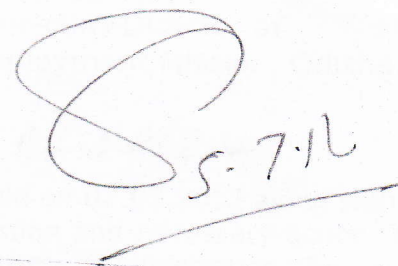
- OSEMS will float open advertisement containing the Name of the Training Providers, the identified trades, required qualification and age in all the leading dailies for submission of applications by willing candidates for skill training. District Employment officers can also go for similar advertisement in the leading local dailies .
- Mobilization of candidates may be included in the Panchayat Samiti Meeting Agenda and District employment Officers may participate in sensitization programme of PRI members.
- District Employment officers will take the support of PD, DRDA, DWO and other PRI members for sourcing of candidates from rural areas.
- Registered youth may be intimated to avail placement linked training which is going to be launched very soon.
- Employment officers of UEIGBs will be attached to the concerned district offices for execution of Employment Mission activities.
- District Employment Officers will play a facilitative role for mobilization of candidates for MES programme.
- District Employment officers will submit month wise progressive report on mobilization of candidates on sector to sector basis beginning from August 2012. The report should reach by 5th of every succeeding month.
- Regular visits to schools and colleges including ST & SC schools for mobilization of candidates especially 10th failed candidates.
- To and fro Journey cost of candidates will be reimbursed on successful completion of training as per actual.
- Corpus fund amounting to Rs 20,000/ will be released to all the districts to meet contingency expenditure relating to OSEMS works. An amount of Rs 300/ per month from the said fund will be met towards Cell phone call charges of District Employment officers. Transfer / Release of funds to all DEOs accounts from a single OSEMS account to be ensured by the Accounts officer. Banks to be

22

requested to provide remote access to the single a/c which will be maintained at OSEMS.

- Hiring of Vehicles will be made on a monthly basis as per the cost norm followed by other line departments like DRDA, SAS, ST&SC and Finance deptt etc. The rate will be finalized at the district level and requirement of funds will be placed accordingly for release.
- Job fairs may be arranged at the district level as well as at the block level either on a trade wise basis or for multiple trades by involving local employers and industries.
- To and fro expenditure of the candidate from his residence place to training venue will be provided by the Mission as cost of training. Requirement to be placed by the DEOs.
- Digitization of data base of registered youth to be completed within two month on execution of agreement.
- As per the guidelines of the Finance Department, expenditure as per the prescribed norm to be incurred on a quarterly basis both on Planned and Non Planned Heads for the year 2012-13.
- District Employment officers of the concerned district will monitor and report the progress of work relating to construction of departmental buildings where funds have been placed with the appropriate authorities. Where land alienation work for allotment of land for office building is pending, the same may be taken up on a war footing.

The meeting ended with a vote of thanks to the chair.



Commissioner-cum-Secretary to Govt.,
Employment & Technical Education & Training Department,
Government of Odisha, Bhubaneswar