EMPLOYABILITY ENHANCEMENT PROGRAM
FOR STUDENTS
OF
TELANGANA

Qualification Pack (QP) based Training Programs and Assessments

&

FutureSkills Awareness

7th February, 2020

C. Manjula

JOINT DIRECTOR
O/o. Commissioner of Collegiate Education
Govt. of Telangana, Hyderabad.

This Memorandum of Understanding (MoU) entered into on the 7th day of the month of February in the year 2020

Between

Commissionerate of Collegiate Education, Telangana, having its head office at 3rd Floor, Prof Jayashankar Vidya Bhavan, Nampally, Hyderabad, (hereinafter referred to as "CCETS"), represented by the Joint Director, O/o CCETS, which expression shall, where the context so admits be deemed to include its successor in office, legal representatives and permitted assigns of the FIRST PART

And

National Association of Software and Service Companies (NASSCOM) having its head office at Plot No. – 7-10, Sector- 126, Noida, Uttar Pradesh – 201303, India (hereinafter called "NASSCOM/First Party"), represented by the Executive Director IT-ITeS Sector Skills Council NASSCOM, which expression shall, where the context so admits, be deemed to include its successors, executors and administrators of the SECOND PART

***

Whereas IT-ITeS Sector Skills Council NASSCOM (SSC NASSCOM / NASSCOM) an integral part of NASSCOM is the skill standard setting body of the IT-ITeS Industry and is also the education & skill development initiative of NASSCOM; SSC NASSCOM works with its industry members and select academic and skill development institutions to help improve the quality and quantity of the employable workforce available to this industry;

The 'Project' here is the **"Qualification Pack (QP) based training programs"** developed with an objective of scaling quality capacity. Additionally faculty and students are impacted by enabling an awareness of future skills in emerging technologies via NASSCOM's FutureSkills online platform.

NASSCOM / SSC NASSCOM and CCETS can herein be referred to independently as 'First Party', and 'Second Party' respectively and collectively referred to as 'Parties'.

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JOINT DIRECTOR
O/o. Commissioner of Collegiate Education
Govt. of Telangana, Hyderabad.

THE MoU WITNESSED AND THE PARTIES HERETO AGREE AS FOLLOWS:

1. **Objective of the MoU**
   (a) Increase the employability of students in the Government Degree Colleges under the aegis of CCETS by facilitating the development and introduction of the QP-based training programs
   (b) Help facilitate a sustainable Faculty Development Program
   (c) Facilitate teaching-learning support for pursuance of the said course/s to enhance student employability
   (d) Recommend relevant courseware, certain books, e-tools, e-content and websites to support the self-paced learning for students
   (e) Introduce the skill assessment/metric for QP-based assessments for students at the entry level, in conjunction with the programs, to analyse the efficacy of the multiple skill development programs
   (f) Introduce the skill assessment/metric for QP-based assessments for students, to facilitate employment at the entry level
   (g) Facilitate students towards QP certification via these newly introduced course/s during the UG program and appear for the QP assessment at the appropriate NSQF level (National Skills Qualification Framework)
   (h) Enable an awareness and deep understanding of emerging technologies so necessary in Digital 4.0 by on boarding registered faculty and students via NASSCOM's FutureSkills Online platform powered by EdCast.

2. **Period of MoU**
   This MoU shall come into force on 7th February, 2020 and will be valid for a period of one year renewable for three such periods from the said date, and after the expiry of the said time period is open to extension as per mutually agreed terms and conditions.

3. **Responsibility of NASSCOM / SSC NASSCOM**
   NASSCOM/ SSC NASSCOM agrees to:

   (a) Share the list of QPs in IT Services (ITS), Software Products (SPD), Engineering Research & Development (ERD) and Business Process Management (BPM) sub-sectors that are preferred by the industry / are of interest to industry
   (b) Help CCETS and the Government Degree Colleges under its purview identify the QPs, for which Elective Courses will be developed and offered for students
   (c) Existing Curricula and courseware can be availed at cost (per QP).

   i. To utilize the concerned courseware for Faculty/student trainings will attract one-time cost for QP courseware (per courseware) including both Facilitator Guide and Student Handbook (only as soft copy) at the original price of INR 200,000/- (Two Lacs only) plus all the applicable taxes per QP per organization, will be at a discounted price of INR 100,000/- (One Lakh only) plus all the applicable taxes, per QP to CCETS. This amount is payable through the SSC NASSCOM payment gateway/DD. This license shall give CCETS, the right to share printable documents of the courseware to its Government Degree Colleges.

   (Optional: Furthermore the courseware is also available online i.e., the Facilitator Guide/Participant Handbook is available as a flip book with one year license at INR 500/- + applicable taxes per candidate/user.)

ii. IP of the courseware/s developed by NASSCOM shall lie with NASSCOM/ SSC NASSCOM

iii. Train at cost or facilitate select faculty from identified colleges (nominated by CCETS who would participate in the development of QP-based programs) and from identified Third Party Training Providers, as nominated jointly by CCETS and NASSCOM as one batch [of 30 per QP (Qualification Pack)],as 'Master Faculty/Trainers '

(d) The modus operandus of Master Faculty training is to be detailed and directed consultatively by CCETS and NASSCOM/SSC NASSCOM

(e) Facilitate a consultative approach by helping CCETS set up a "WORKING GROUP" to identify Third Party Training Providers, if required. This group will also be empowered to take decisions on modalities/logistics for the smooth roll out of the program.

(f) Provide the necessary guidelines for a skill development cycle and the information w.r.t. infrastructure requirements for the program regarding the QP concerned, as indicated in the Outcomes Based Framework for the same.

(g) Post the conduct of training, facilitate assessments of candidates/students on QPs at cost (presently at INR 1,000/- at NSQF Level 4, INR 1100/ at Level 5-7 and INR 1250 /at Level 8 and above, per student per test, exclusive of taxes), via identified assessment providers of NASSCOM/SSC NASSCOM. Taxes as applicable will be addressed by CCETS

(h) QP based assessment for faculty w.r.t. TVET QPs (i.e., Teaching Pedagogy) is presently applicable at INR 1200/- per assessment, exclusive of taxes. All applicable taxes have to be addressed by CCETS

(i) Maintain a centralised employment portal which is aimed to facilitate the employability of students that are trained and assessed using QP-based assessments

(j) Provide analysis of student performance on the basis of the scores attained. NASSCOM/SSC NASSCOM and CCETS jointly own the database of trained resources, which would be shared with all NASSCOM members (including the ones who have provided their concurrence towards recognizing the program). Intent would be to increase the scope of employment opportunities.

(k) Facilitate the enablement of awareness and deep understanding of emerging technologies so necessary in Digital 4.0 by on boarding registered faculty and students at cost via NASSCOM's FutureSkills Online platform powered by EdCast.
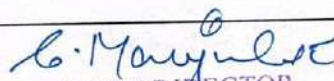
4. Responsibility of the CCETS

(a) Select the list of QPs, basis feedback from NASSCOM/SSC NASSCOM for which training programs will be developed and deployed for students

(b) Avail the courseware at cost for the identified QP from NASSCOM /SSC NASSCOM

(c) Post availing the content, select colleges for Phase-I of this project.

(d) Select faculty from the identified colleges shall be nominated by CCETS for TTT, who will be trained on the programmes along with the faculty/trainer from the Third Party Training Provider, so that they can handhold students during the Phase-I. Screening of such faculty based on certain selection parameters prescribed by the NASSCOM/SSC NASSCOM shall be done by CCETS. Necessary assistance (diagnostic exam) for this shall be provided by NASSCOM/SSC NASSCOM.

(e) Identify the requisite number students from identified Government Degree colleges under its purview to undergo the training program and assessments

(f) Facilitate QP-based assessments, at cost, for the target student audience w.r.t. the Government Degree Colleges

(g) Select Third Party Training Providers, for the programs as per selection criteria and process defined by NASSCOM/ SSC NASSCOM, if required

(h) Organise and facilitate the Industry Trainers program for the programs towards:
   a. Faculty development
   b. Student training

However boarding & lodging, local travel for Industry Trainers for the programs shall not be the responsibility of CCETS.

(i) Organise the logistics and facilitate the Third Party Training Providers for the programs towards:
   a. Faculty development
   b. Student training

However boarding and lodging, local travel for such Trainers for the programs shall not be the responsibility of CCETS

(j) NASSCOM/SSC NASSCOM and CCETS to jointly own database of trained resources, which would be shared with all NASSCOM members (including the ones who have provided their concurrence towards recognizing the program). Intent would be to increase the scope of employment opportunities

(k) CCETS to bear the cost of conducting the Master Trainer program, including the cost of Industry Trainers as indicated below in the Clause 'Funding'

(l) CCETS to conduct TTT and the subsequent student training at its own cost

(m) For the conduct of QP based assessments CCETS shall ensure 100% advance payment of assessment cost to NASSCOM/SSC NASSCOM i.e. the First Party for all the batches for which the First Party shall have given acceptance against requisition and the First Party shall give an acknowledgement of advance payment.

   i. Assessment cost shall be paid on the basis of registered/scheduled number of candidates (this covers those passed, failed and also covers absentees on the day of the assessment as well) subject to a minimum batch-size, which is 30 candidates per batch. The cost for a QP assessment and the subsequent certification will be as per the norms of NSDC & NASSCOM/SSC NASSCOM/Second Party and currently is at INR. 1000/- at NSQF Level-4, INR 1100/- at NSQF Levels 5 to 7 and INR 1250/- at NSQF Level 8 and above, + all applicable Taxes (Taxes are over and above the assessment cost).

   ii. If a batch is not assessed due to Force Majeure or if informed by the First Party at least 10 working days in advance to the date of the scheduled assessment or due to any other reason agreed upon by both the Parties, then the assessment will be carried out for the whole batch at a mutually convenient date. This communication between the Parties, until the integration between the Second Party Portal and SDMS is complete would be sent via E-Mail.

(n) Other requirements for the smooth conduct of QP based assessments are indicated in:
   - Annexure A: Information regarding the necessary infrastructure for the smooth conduct of assessments to be provided by CCETS
   - Annexure B: QP Assessment Attendance Sheet
   - Annexure C: Candidate ID proof
   - Annexure D: Malpractice Avoidance Sheet

(o) Ensure the registering and on boarding of faculty and students at cost @ Rs. 300/- per student on to NASSCOM's FutureSkills online platform powered by EdCast via a separate MoU for the same.

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Process:

Part-A:-

(a) A 'Working Group', to be formed by CCETS, comprising of members form Academia, and Industry/NASSCOM

(b) The Group shall identify the following:

    a. List of QPs for which training will be offered Government Degree Colleges under the purview of CCETS

    b. Avail curricula and courseware at cost by CCETS and its Government Degree Colleges (GDC) for the identified QPs

    c. Identify colleges to be taken up for Phase-I of the project

    d. Identify students from the above identified colleges, for this project

    e. Selection of Third Party Training Providers

    f. Selection of recommended faculty per college, who shall get trained on pedagogy and content along with the Third Party Training Providers, if required. The college faculty who shall shadow the trainers from Third Party Providers during the student training sessions.

    g. The terms of Agreement with the Third Party Training Provider, including deliverables.

    h. The logistics, course fee and schedules of training of the identified faculty from GDCs shall be provided by CCETS. The logistics and other expenses of the third party training providers is not the responsibility of CCETS

    i. The Project Implementation Plan for Phase-I of the project, including timelines for
        i. Conduct of the programs for
            1. Faculty from Third Party Providers
            2. Faculty from colleges
            3. Students
        ii. Conduct of QP-based assessments for students

    j. Plan for project review and audit including control mechanism

    k. Process and timelines for scaling the above project

Funding:

CCETS will address the cost of curricula/ and courseware , and Master Trainer fee for TTT (Training the Trainer) The logistics for Trainees of CCETS shall be addressed by CCETS. All other related costs w.r.t. assessments for these programs will also be addressed by CCETS Subsequently fee for student training programs and assessments shall be borne by the individual students which shall be coordinated and facilitated by the respective Government Degree Colleges who will also coordinate and facilitate the cost of registering the students on the FutureSkills platform.

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Process

Part B

(a) CCETS shall recommend all the Government Degree Colleges in Telangana to make use of these skilling programs.

(b) CCETS will use NASSCOM /SSC NASSCOM material under this MoU solely for purpose of providing knowledge to the faculty and students with the latest and relevant information, and shall not use the same for any other commercial purposes

(c) CCETS shall not use or permit the use of SSC NASSCOM / NASSCOM material for the benefit of any entity other than those under its purview It is expressly stated that this clause shall survive the termination of the MoU

(d) CCETS to provide any other assistance as may be required from time to time to further the promotion or the management of the programs concerned in the Government Degree Colleges.

Key Features

Action	Training		Post-Training Test		Employment Facilitation
Tool	QP-based Program		QP-based assessments		Through member companies
Outcome	Participation certificate (with 100% attendance)		Performance as per industry benchmarks for employment		Facilitation of employment for deserving candidates

- Eligibility – Pre-Final year undergraduates for Phase-I of the project
- Master Training: Industry Trainer to Master Trainers ratio- 1:30
- Teacher-Student ratio per batch – 1:30

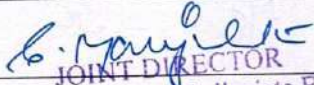5. **Responsibility of NASSCOM/SSC NASSCOM Test Provider**

NASSCOM/SSC NASSCOM Test provider for QP-based assessments shall conduct assessments for the students identified for the pilot project at cost.

CCETS will only use SSC NASSCOM's QP based assessments as appropriately to measure the impact of skill transference and help students to be employed reaching out to the IT-BPM Industry.

Process

NASSCOM /SSC NASSCOM Test Provider shall:

(a) Validate the test center (colleges) w.r.t. the infrastructure requirement for the conduct of the test

(b) Provide scores post the tests

(c) Provide Analysis w.r.t. the score for students

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6. Placement

NASSCOM /SSC NASSCOM partner companies (i.e. those supporting this project) shall have the right to offer employment to the candidates at any time during or after completion of the course concerned.

NASSCOM/ SSC NASSCOM and CCETS jointly own database of trained resources through, which would be shared with all NASSCOM members (including the ones who have provided their concurrence towards recognizing the program). Intent would be to increase the scope of employment opportunities

NASSCOM/ SSC NASSCOM will support CCETS and its Government Degree Colleges in a job fair by facilitating the presence of member companies at no extra cost to itself for the placement of students certified for the QPs concerned
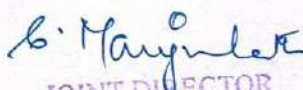
8. Trademark

The Parties agree that NASSCOM/ SSC NASSCOM logo, as shared by NASSCOM / SSC NASSCOM, shall be used in all promotion documents only post formal approval of the content by NASSCOM/SSC NASSCOM.

9. Intellectual Proprietary rights in SSC NASSCOM / NASSCOM material

(a) The proprietary rights in relation to the material provided to CCETS and Government Degree Colleges under its purview w.r.t. QPs shall rest with NASSCOM /SSC NASSCOM; CCETS and its Government Degree Colleges shall have the right to use the curricula and course material in accordance to the terms of this MoU.

(b) NASSCOM/ SSC NASSCOM is the owner of all the intellectual proprietary rights with regard to the training material provided by NASSCOM , and neither this MoU nor the training material shall directly or indirectly create for CCETS or colleges under its aegis any right, title or interest therein

(c) CCETS acknowledges and agrees that NASSCOM /SSC NASSCOM owns all rights, title/s and interest in NASSCOM /SSC NASSCOM training material/s, including, without limitation, all intellectual property rights and goodwill therein. CCETS and its Government Degree Colleges will not delete or alter in any manner the copyright, trademark and other proprietary rights, notices etc. appearing in the training material provided by NASSCOM/ SSC NASSCOM

10. Indemnity

CCETS also hereby agrees to indemnify and hold NASSCOM/SSC NASSCOM harmless from any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including the attorney's fees if any, to which NASSCOM /SSC NASSCOM may be subjected to by virtue of any finding related to the terms of the MoU or by virtue of any contravention and or non-compliance on the part of NASSCOM/SSC NASSCOM and CCETS and vice-versa with any laws, ordinance, regulations and codes as may be applicable from time to time.

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11. Jurisdiction and Arbitration

In the event of any or difference between the Parties hereto, the courts in Delhi alone shall have exclusive jurisdiction to try any matter arising between the Parties here-to and accordingly both the Parties shall submit to the exclusive jurisdiction of courts in Delhi as mutually decided at that time for this purpose.

Any other aspects not covered in this MoU relevant to this program, and any difference or dispute between the Parties concerning the interpretation and/or implementation and/or application of any of the provisions of this Agreement shall be settled amicably through mutual consultation or negotiation/s between the Parties, without reference to any third party. Any other aspects not covered in this MoU, relevant to this program, and disputes etc arising about any aspect of the MoU shall be settled through mutual consultation and agreement, by the Parties to this MoU. In case a settlement is not arrived at, all disputes or differences arising between the parties in relation to the interpretation, meaning or effect of this agreement, or to any breach thereof and remain unresolved after the intervention of the representatives of the parties, shall be referred to arbitration under the aegis of the Indian Council of Arbitration at New Delhi (ICA). The Rules of the ICA shall govern the arbitral proceedings between the parties. The arbitration proceedings shall be conducted in English and the venue for the arbitration proceedings shall be New Delhi.
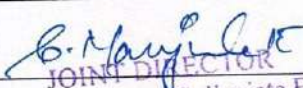
12. Termination

(a) Either Party shall have the right to terminate the MoU, if the other Party commits a material breach of any of the terms and conditions of the MoU concerned and fails to rectify the same within 30 days of being requested to do so in writing.

(b) In the eventuality of termination or non-renewal of MoU on expiry of MoU, it would be the responsibility of NASSCOM/SSC NASSCOM to complete its commitment towards the project; CCETS to also complete and provide its services to all students admitted as per the regulation of CCETS with reference to the project identified in this MoU for the 'QP-based Program/ Course'. In such an eventuality, CCETS will continue to use the learning material for students already enrolled for the Programs, subject to the official intimation of the anticipated day of closure.

13. Amendment of the MoU

If during the operation of MoU, circumstances may rise which call for alteration / modification to this MoU, such alteration / modification shall be mutually discussed and agreed upon in writing with the approval of the appropriate authority of CCETS and NASSCOM/SSC NASSCOM. Such changes will be formalized in writing as an 'Addendum' to this MoU and will be deemed to be a part of this MoU.

14. Force Majeure

(a) Notwithstanding anything contained elsewhere in the contract, the parties shall not be liable for liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure
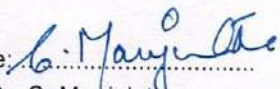
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JOINT DIRECTOR
O/o. Commissioner of Collegiate Education
Govt. of Telangana, Hyderabad.

(b) For purposes of this Clause, "Force Majeure" means an event beyond the control of Parties and not involving Parties and not involving fault or negligence not foreseeable by or beyond the control of Parties. Events also include wars or rebellion, strikes, bandhs, fires, floods, epidemics, quarantine restrictions and freight embargoes etc.

(c) If a Force Majeure situation arises, either Party shall promptly notify the other in writing of such conditions and the cause thereof. Unless otherwise directed by either the CCETS or NASSCOM/SSC NASSCOM, in writing, both Parties shall continue to perform their independent obligations under this MOU as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. CCETS or NASSCOM/SSC NASSCOM can opt out of this MoU on mutually agreeable terms and conditions in writing, as the case may be, prompted by a Force Majeure.

This MoU is prepared as two originals (one for NASSCOM /SSC NASSCOM and for the **Commissionerate of Collegiate Education, Telangana** and comes into force on the day when the Parties concerned have signed it.

For Commissionerate of Collegiate Education, Telangana

Signature:

Name: Dr. C. Manjulatha

JOINT DIRECTOR
O/o. Commissioner of Collegiate Education
Designation: Joint Director, Hyderabad.

Address: Commissionerate of Collegiate Education, 3rd Floor, Prof Jayashankar Vidya Bhavan, Nampally, Hyderabad

Seal

For NASSCOM

Signature:

Name: Dr. Sandhya Chintala

Designation: Executive Director
IT- ITeS Sector Skills Council NASSCOM

Address: Plot 7-10, Sector – 126, Noida - 201303, Uttar Pradesh, India

Seal

Witness

Signature: ....

Name..................................

Designation: ....

Address: ....

Witness

Signature: ....

Name Sridevi Sira ....

Designation: Sr. Manager.........

Address: ....

9

Draft Action Plan for QP-Based Training (Draft)

Commissionerate of Collegiate Education, Telangana
and NASSCOM/SSC NASSCOM
Date: 7th February 2020

A Detail Action Plan will be created post the MoU signoff

SINo	Action Point	Schedule	Details–(as discussed and agreed)
1.	MoU Signed		The MoUs will be exchanged on this date to formalize the same
2.	QPs identified		Identified QP's to be shared with NASSCOM/SSC NASSCOM ....
3	Curricula and courseware development		Phase 1:- 1st round of Meeting for QP development workshop tentatively on _____
4.	Colleges Identified		_____ colleges
5.	Training Providers Identified, if required		NASSCOM to Identify the trainers 2 trainers per each job role.
6.	Students Identified		
7.	Promotion and Marketing		
8.	Infrastructure and Logistics in place		
9.	Train-The-Trainer program		Faculty & location identified by . **Commissionerate of Collegiate Education, Telangana** Mock Assessment to be provided by NASSCOM/SSC NASSCOM
10.	NAC/ NAC-Tech Diagnostic @INR 400/- per assessment per student		
11.	Student training		
12	QP Assessments		
13	Sign the MoU for Future Skill registration with EdCAst		
14.	Placement Facilitation	April 2021	By the end of next academic year

For ....

Signature: _____

Name: _____

Designation: _____

Date: _____

For NASSCOM:

Signature: _____

Name: _____

Designation: _____

Date _____

6. Manjulat
JOINT DIRECTOR
O/o. Commissioner of Collegiate Education
Govt. of Telangana, Hyderabad.

Annexure-A

IT - ITeS SSC
NASSCOM

COLLEGE/TRAINING CENTRE / ASSESSMENT CENTRE INFRASTRUCTURE CHECKLIST

Approved by:
IT-ITeS SECTOR SKILLS COUNCIL NASSCOM
Plot 7-10, Sector – 126, Noida- 201303, Uttar Pradesh, India

JOINT DIRECTOR
O/o. Commissioner of Collegiate Education
Govt. of Telangana, Hyderabad.

TRAINNING PROVIDER's NAME: _____

ASSESSMENT PROVIDER'S NAME: _____

DATE OF ASSESSMENT: _____

PROGRAM NAME: _____

QP / Job Role Name: _____

INFRASTRUCTURE DETAILS

** Any additional software/ hardware requirement for assessment will be shared as and when assessments will be rolled out.

A. TECHNICAL SPECIFICATIONS			
	Description		Available (Yes / No)
Software			
	Server	**Client**	
System Operating System	Windows XP SP3+, Windows 7, Windows 8	Windows XP SP3+, Windows 7, Windows 8	
Java Scripts	Enabled, Cookies enabled	Enabled, Cookies enabled	
Antivirus	Disabled on server, Firewall to be disabled as well	Firewall to be disabled	
Web browser	Firefox, Chrome, IE7+ in order of preference	Firefox, Chrome, IE7+ in order of preference	
Screen resolution	1024 x 768	1024 x 768	

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	Description		Available (Yes / No)
Hardware			
System CPU	P4	P4	
System RAM	1 GB free memory	512 MB free memory	
System HDD	10 GB	5 GB	
CD-ROM Drive	Not needed	Not needed	
USB Ports	Yes	No	
Sound Card (with necessary audio and video drivers)	Not needed	Not needed	
Headset with Microphone (for voice tests). What are the headphone & microphone features?	Not needed	Not needed	
Printer	Not needed	Not needed	
Power Backup			
UPS (assuming that generator will be used during power failure)	Yes	Yes	
Generator (giving back up for at least 2 hours or more if needed)	Yes	Yes	
Connectivity			
Broadband Internet connection	Internet – 512 KBPS LAN – 100 Mbps	No Internet LAN – 100Mbps	
Installation and Troubleshooting			
Installation Process (if any)	Aspiring Minds Project coordinator will set up a client server system. All systems should be connected via lan network.		
Troubleshooting Help Available	Is there troubleshooting help available?		

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B. LOGISTICS SPECIFICATIONS

	Description	Recommended	Availability (Yes / No)
1	Exigency plan in case of complete power failure	- Laptops / tablets be given to test takers - Laptops / tablets comply with hardware & software configuration defined in this document	
2	Student-proctor ratio	1:10	
3	Technical support staff per centre	2	
4	Seating arrangement at the test centre	Individual / cubicle seating	
5	Room size where test will happen	10ft x 15ft (min.)	
6	Rooms well lit and ventilated	Yes	
7	Tables & chairs / workstations ergonomically suitable	Yes	

Training Centre / Assessment Centre Validation Outcome:

1. Does the test centre meet all the above mentioned requirements? Yes/No

2. If No, then what are the points of concern?
   a) _____
   b) _____
   c) _____
   d) _____
   e) _____

3. Follow up required: Yes / No

4. If follow up required, what date is it scheduled for? _____

Verified by: _____

Date: _____

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O/o. Commissioner of Collegiate Education
Govt. of Telangana, Hyderabad.

Annexure -B

QP Assessment Attendance Sheet

Sector Skills Council						Date	
College/Training Partner Name						Number of Students Scheduled	
Batch ID						Number of Students Present	
Centre ID						Number of Students Absent	

S. No.	Name	Job Role/QP	Enrollment ID	Gender	Address	Mobile Number	Email Address	Signature

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JOINT DIRECTOR
O/o. Commissioner of Collegiate Education
Govt. of Telangana, Hyderabad.

Annexure-C

Candidate Identity Proof

Candidates will be required to carry any one of the following Govt. issued ID proofs:

i.   Driving License

ii. PAN Card

iii. Voter ID proof

iv. Aadhaar Card

v.   Passport

vi. Printed Ration Card with photograph of the Applicant

Candidate shall not be allowed to take the assessment if s/he is not able to furnish any one of the above mentioned valid ID proof.

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Annexure-D
Malpractice Avoidance Declaration

Any candidate/ Training Partner indulging in any sort of malpractice or unfair means or use of force to influence the assessment prior, during or after the assessment shall be barred from assessment and blacklisted. Every Training Partner shall sign a declaration confirming that he shall not indulge in any unfair practice. The declaration is to be signed prior to the assessment & shared with SSC NASSCOM's Assessment Provider's invigilator/ assessor/ proctor. Sample declaration is provided below:

To Whomsoever It May Concern

I, Dr. C. Manjulatha, am conducting training for IT-ITeS sector. I assure the Assessment Body (AB) our full cooperation to conduct assessments at our cOLLEGES in a free & fair manner.

I hereby agree to the following:

1. I (or my team) will provide required infrastructure & full cooperation to conduct assessment to the Assessment Provider /Agency (AP)
2. I (or my team) will provide our full cooperation to the Assessment Provider in conducting the assessment
3. I (or my team) will not enter the assessment room and interfere in the assessment process of AP
4. I (or my team) will not indulge in any unfair practice or cheating before, during or after the assessment
5. I (or my team) will not threaten or coerce the Invigilator/Proctor/ Assessor (or Technical Executive) from AP to help the trainees during the assessment or let the faculty help the students
6. I (or my team) will not influence the assessor by offering him any gifts or cash in return of favours before, during, or after the assessment
7. I (or my team) will not indulge in activity or means to leak or sabotage the assessment questions before, during or after the examination

I (and my team) hereby agree that for lack of compliance to any point mentioned above, we are liable to be reported to SSC NASSCOM by the Assessment Provider. We agree & are aware that the SSC can take a stringent action against the Training Partner and/or the center including but not limited to batch cancellation, black listing of center or training partner for our failure to comply with the points mentioned above.

If there are any issues or favors that Invigilator/Proctor/ Assessor seeks, same shall be immediately reported to:
IT-ITeS Sector Skills Council NASSCOM (SCC NASSCOM):

      Ms Amrita Basu
      Phone: +91-9873333745
      Email: ABasu@nasscom.in

Name of the Officer: Dr. C. Manjulatha
Address: Commissionerate of Collegiate Education,
        Telangana,
        Hyderabad.

Stamp & Signature   Date

                 JOINT DIRECTOR
      O/o. Commissioner of Collegiate Education
         Govt. of Telangana, Hyderabad.