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सचिव

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सत्यमेव जयते



आज़ादी का
अमृत महोत्सव

भारत सरकार

Government of India

शिक्षा मंत्रालय

Ministry of Education

उच्चतर शिक्षा विभाग

Department of Higher Education

127 'सी' विंग, शास्त्री भवन, नई दिल्ली-110 001
127 'C' Wing, Shastri Bhawan, New Delhi-110 001

Dated 11th March, 2022

D.O.No.13-7/2017-TS.VII

Dear Sir / Madam,

The Apprentices Act, 1961, mandates all establishments having work force of thirty employees or more, to engage apprentices, from 2.5% - 15 % of its workforce. This department administers National Apprenticeship Training Scheme (NATS), for freshly pass out graduates/diploma holders of any subject; now including arts and commerce etc, as well as students, who are pursuing engineering graduate or diploma courses with embedded apprenticeship trainings, therein.

Spl. CS / Pri.Secy / Secy
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Dear Sir,
Under the NATS, the apprentices are imparted one year of training by the establishments, at their place of work. During the period of apprenticeship, the apprentices are paid a monthly stipend amount, ranging from Rs. 7000 to Rs. 9000 per month, half of which is reimbursable to the employer by the Regional Boards of apprenticeship. Many corporates prefer to fund the full stipend themselves and some pay a much higher amount to the apprentices, as all expenditure thereon, constitutes expenditure under the head of Corporate Social Responsibility. At the end of the training period, the apprentices are issued a Certificate of Proficiency which can be registered at all employment exchanges across India as valid experience.

In a study conducted by National Institute of Labour Economics Research and Development (NILERD), an autonomous Institute under NITI Aayog, it emanated that 79% of the students get employment post completion of apprenticeship. Keeping in view the benefits of the scheme, I seek your cooperation in disseminating the information about the scheme so that more students can be benefited. Accordingly, may I request you to :-

Direct all the educational institutions, government or private, offering degree and diploma level courses to enroll under the scheme and sensitize their students about the scheme.

Direct all the State Governments offices, District offices, PSUs, Urban Local Bodies, Hospitals, Corporations, Cooperatives, Banks etc. to enroll as establishments under the scheme and start providing apprenticeship to students.

Reach out to private enterprises, employing more than 30 employees, through the relevant departments, to request them to enroll under this scheme and provide apprenticeship to the youth.

The guidelines on the Scheme and the contact details of the four regional Boards are enclosed.

With Regards .

Yours sincerely,

(K. Sanjay Murthy)

Encl: - As above.

Chief Secretary
(As per List attached)

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**GUIDELINES FOR IMPLEMENTATION OF NATIONAL APPRENTICESHIP
TRAINING SCHEME UNDER MINISTRY OF EDUCATION**

1. Introduction

The Cabinet Committee on Economic Affairs approved continuation of National Apprenticeship Training Scheme (NATS) for a further period of 05 years with effect from 01.04.2021 on 24.11.2021. Under NATS, the apprentices are imparted training by the organizations at their place of work. Trained managers, with well-developed training modules ensure that apprentices learn the job quickly and competently. National Apprenticeship Training Scheme (NATS) is one of the flagship programs of Government of India for skilling Indian youth. The scheme is operated as per "The Apprentices Act, 1961" (as amended from time to time) & "The Apprenticeship Rules, 1992" (as amended from time to time).

2. Objectives of the National Apprenticeship Training Scheme

The objectives of the National Apprenticeship Training Scheme (NATS) are to:

- (i) promote skill development and to bridge the gaps in providing the skill the students do not acquire during their study in colleges and thus to make them more employable; and
- (ii) facilitate the employers to train disciplined and skilled manpower to meet the required human resources in the emerging areas like Production Linked Incentive scheme and PM Gati Shakti.

3. Implementing Agencies:

National Apprentices Training Scheme (NATS) is implemented through Boards of Apprenticeship/Practical Training located at Mumbai, Chennai, Kanpur & Kolkata, which are autonomous organizations under the Department of Higher Education, Ministry of Education.

4. Target Group: -

- Graduate or equivalent in engineering streams
- Diploma or equivalent holder in engineering streams
- Students studying degree and diploma level courses in sandwich programme of engineering
- Graduate or equivalent in general streams such as BA, BSc & B. Com

5. Areas of Apprenticeship

5.1 Under this scheme the apprentices are trained in designated trades or optional trades.

5.2 The thrust areas to be covered are Artificial Intelligence, Internet of Things (IoT), Block Chain, Robotics, Quantum Computing, Data Sciences, Cyber Security, 3D Printing & Design, Augmented Reality (AR) /Virtual Reality (SA) and other emerging sectors.

5.3 The scheme will also cover the 13 sectors identified under Production Linked Incentive (PLI) Scheme namely (i) Mobile Manufacturing and Specified Electronic Components, (ii) Critical Key Starting materials/Drug Intermediaries & Active Pharmaceutical Ingredients (iii) Manufacturing of Medical Devices (iv) Automobiles and Auto Components (v) Pharmaceuticals Drugs, (vi) Speciality Steel, (vii) Telecom & Networking Products, (viii) Electronic/Technology Products, (ix) White Goods (ACs and LEDs), (x) Food Products, (xi) Textile Products: MMF segment and technical textiles, (xii) High efficiency solar PV modules, and (xii) Advanced Chemistry Cell (ACC) Battery. The scheme will also prepare skilled work force for connectivity/logistics industry sectors, identified under PM Gati Shakti.

5.4 The scope of NATS has also been expanded to include students from Humanities, Science and Commerce besides students from engineering stream. Students of non-engineering streams would be provided apprenticeship in trades related to Travel & Tourism Management, Library Science, Modern Office Practice Management, Hotel Management & Catering, Banking & Financial Services & Insurance, Hospitality, Secretarial Commercial Practice, Office Management and any

other trade, required by Industry and establishments.

5.5 The regional boards shall ensure coverage of this scheme to the aspirational districts of the Country, tribal areas & vulnerable sections.

6. Duration of the Apprenticeship

The Duration of apprenticeship shall be for a period of a minimum six (06) months to a maximum of 3 years depending on the requirement of industry, students and government. However, the reimbursement of stipend to the industry shall be restricted to a maximum of 12 months.

7. Flexibility in the operation

There shall be no obligation by the industry/ establishment for providing permanent employment to the apprentices.

Establishments operating the business in different regions of India can implement the scheme under any one of the Boards under Pan India basis.

The establishments can pay an amount greater than or equal to the prescribed amount fixed by the Government to the apprentices.

8. Enrolment for NATS

As part of the process, all the stakeholders shall have provision to enter their details to be enrolled in the scheme in the online portal of NATS (www.mhrdnats.gov.in) This shall be applicable to students, institutions & establishments.

8.1 Student Enrolment

Graduates/Diploma holders in Engineering & General Streams are eligible for

enrolment for Apprenticeship training provided their Apprenticeship contract forms are registered by BOATs/BOPT within 3 years from the date of passing of their final examinations. The students pursuing sandwich courses in Engineering at Degree and Diploma level are also required to enroll themselves in the portal through their educational institutions, so that they can undergo apprenticeship, as prescribed in the curriculum, as Graduate (Sandwich) & Technician (Sandwich) apprentices.

8.1.1 After successful completion of enrolment, the student will receive system generated confirmation. The Establishments can select the students as Apprentices for training through the following single /multiple selection methods;

- a. Campus selection by the Establishment
- b. Establishment's own advertisement
- c. Participating in centralized pattern of selection
- d. Accessing enrolled student data from the portal

8.2 Institution Enrolment

The Institutions offering graduate and diploma can also enroll students directly in bulk after approval.

8.3 Establishment Enrolment

All establishments with a minimum headcount from 4 to 29 numbers are eligible under the Apprentices Act, 1961 (as amended from time to time). For establishments with manpower headcount of 30 and above shall have to engage the Apprentices mandatorily.

9. Issuance of Certificate of Proficiency

The apprentices who have successfully completed training and have obtained the Record of Progress (ROP), duly approved by the training establishments/industries, shall be eligible to get a Certificate of Proficiency (COP)

issued by the Regional Boards of Apprenticeship. For this, on completion of apprenticeship training, the establishment shall be required to upload the ROP of the Apprentice mentioning their overall (Excellent /Very Good/Good) performance during the training period. The apprentices can download the COP after 07 days of issuance and uploading of ROP by the establishment.

10. Contract of apprenticeship

Employer may shortlist candidates' specific to sector, trades, region etc. and offer letters to candidates for engaging through portal. Employer may also select apprentices off-line and upload the details of apprentices before start of apprenticeship training on the portal. Contract of apprenticeship must be entered between apprentice and the employer. The contract of apprenticeship shall be registered with concerned regional Boards through the national web portal.

11. Stipendiary Support

The apprentices shall be given stipend as per the rates notified in the Gazette Notification issued after the approval by Central Apprenticeship Council (CAC). Full amount of prescribed stipend, including Government of India's share shall be paid to apprentices by the training establishments/industries. The Government shall reimburse fifty per cent (50%) of the prescribed stipend, as notified from time to time after the training to establishments/industries. The establishments are free to give a higher rate of stipend to the apprentices. Stipend shall be paid monthly by the industries/ training establishment where the apprentice is undergoing apprenticeship.

12. Processing of Claims

12.1 At the time of submitting claims to the concerned Board of Apprenticeship, the training Establishments/Industries are required to upload a proof for payment of full amount of stipend to the apprentice along with their attendance particulars.

12.2 The Government of India's share will be reimbursed on a quarterly basis by the respective Boards.

13. Monitoring of the establishments

Monitoring is required to ascertain the status of implementation of the scheme. Therefore, it is expected that 2% to 5% of the total beneficiary establishments under the scheme would be subject to actual physical verification every year. They will be selected on a computerized random basis. The monitoring will be done by the respective regional Board.

Contact Details of Boards of Apprenticeship Training

Sl. No.	Name and contact details of Officers
1	<p>Mr. Syed Mohammed Ejaz Ahmed, Director, Board of Practical Training (ER), Block-EA, Sector-1, Near Labony Estate Salt lake City, Kolkata-700 064 Tel. No. (033) 23370768 Email: director@bopter.gov.in</p>
2	<p>Dr. V. Krubhashankar, Director, Board of Apprenticeship Training (SR) CIT Campus, Taramani, Chennai-60 0113 Tel. No. (044) 22541359/ 22542235/22542703 Email: dirsr.chn-mhrd@gov.in</p>
3	<p>Shri P.N Jumle, Director, Board of Apprenticeship Training (WR), ATI Campus, VN Purav Marg, Sion Mumbai-400 022 Tel. No. (022)022-24055923 Email: director.boatwr@gmail.com, dir.boatwr-mhrd@gov.in</p>
4	<p>Shri S K Mehta, Director, Board of Apprenticeship Training(NR), Plot No. 16, Block 1-A Lakhanpur, G.T. Road, Kanpur-208024. Tel. No. (0512) 2580349/2580300 Email: director@boatnr.org, boatkanpur@gmail.com</p>