



## **HANDBOOK**

# **IndiaSkills, Regional & State Skills Competitions**

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**Version 1 – May 2019**

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## **Background**

Skill competitions showcase and inspire excellence in skills. Competitions provide an opportunity to see a skilled profession in action and inspire options of a vocational career. The motivational aspect of skill competitions makes it an excellent platform for advocacy. Across the world, skill competitions are held at local, regional, national and international levels.

National focus and importance has been accorded to skills by Ministry of Skill Development and Entrepreneurship, Government of India. With several inherent benefits of conducting skill competitions, a structured approach with active participation of States has been envisaged under the State Skills competition program.

It is only through publicity, screening, selections, training and competitions across all States that best talent can emerge in a systematic manner. Such talent can then represent the country at different competitions to highlight India's goal to be the skills capital of the world.

National level skill competition, known as IndiaSkills – will be held every alternate year. The participants of IndiaSkills will emerge from winners of State Level and subsequently Regional Level competitions. Since these are formative years there may be provision for talent track / wild card entries. The winners of IndiaSkills will, through a process of selection, represent India at WorldSkills and other international competitions.

## **WorldSkills Competition**

WorldSkills Competition is the largest skill competition in the world held once every two years in a WorldSkills member country. India has been a member of WorldSkills since 2007. The competition is equivalent of Olympic Games for skills amongst youth across the world. There are about 56 skills under six skill categories.

India's membership at WorldSkills International is held by Ministry of Skill Development & Entrepreneurship. The operational responsibility rests with National Skill Development Corporation.

India has been participating in skill competitions since 2007 and has participated in six WorldSkills Competitions. With each successive competition the benchmark levels for India have risen.

## **NSDC & State Skill Competitions**

NSDC will work with State Governments as a knowledge partner to assist state skill missions to hold skill competitions in the WorldSkills format. NSDC will assist with capacity building at State level as also be the nodal agency for disbursement of funds allocated by MSDE for State Skill Missions for the purpose of skill competitions.

## **About this Document**

The recommendations for organization, conduct and process for funds flow for skill competitions by states is provided in the document. It may be read along with the MSDE guidelines "IndiaSkills and WorldSkills Competition guidelines". These recommendations and formats will be updated periodically.

SN	ACTIVITY BRIEF	SUGGESTED TIMELINE	RESPONSIBILITY	REMARKS
1.	Nomination of State Skill Competition officials for governance and operations	July – Aug 2019	State Government / SSDM	<ul style="list-style-type: none"> <li>In line with WorldSkills structure 3 officials to be nominated for IndiaSkills:</li> <li>State Delegate</li> <li>State Technical Delegate</li> <li>State Communication Officer</li> </ul>
2.	Partnerships & Sponsorships	Till July 2020	State Government / SSDM	<ul style="list-style-type: none"> <li>Partnerships with local industry, academic institutions (eg ITI, IIT, IHM, CIPET, Tool Rooms, ATI, ATDC, NIFT,NID), Chamber of commerce etc to help with mobilization / identification of competitors, training, infrastructure, tools, venue, trainers, consumables etc</li> <li>IndiaSkills 2019 partner list is provided on page 8-9 in this document for reference</li> </ul>
3.	Advocacy & Publicity	Till July 2020	State Government / SSDM	<ul style="list-style-type: none"> <li>Pre, during and post competitions</li> <li>Creation of awareness, inviting applications from competitors and partners</li> <li>Creation of webpage on SSDM site</li> <li>Indicative channels - Publicity through targeted circulars to academic institutions and corporates, newspaper, radio, social media, outdoor etc</li> </ul>
4.	Capacity Building of State team, institutions, experts, trainers, jury	Till Dec 2019	State Government / SSDM  NSDC / SSC Institution Partner (Knowledge partner & Execution)	<ul style="list-style-type: none"> <li>For trade specific understanding of competition, rules, conduct, assessment etc.</li> <li>Mandatory ToT for 2 State technical Experts/Trainers for each trade opted by State conducted by SSC in partnership with skill partner (sponsored by State Govt.)</li> <li>Sample test projects, infrastructure list, assessment norms may be provided by IndiaSkills</li> </ul>
5.	Mobilization & Registration	Till Nov 2019	State Government /SSDM along with partners NSDC national portal	<ul style="list-style-type: none"> <li>Sourcing of potential competitors</li> <li>Online registrations on website</li> <li>Creating a record and data base</li> </ul>
6.	Screening / Base level selections	Till Feb 2020	State Government /SSDM along with partners	<ul style="list-style-type: none"> <li>As per DOB norms</li> <li>Evaluation of Skill &amp; Knowledge levels</li> </ul>

7.	Competitions District/Zonal levels State levels	Jan – March 2020	State Government /SSDM along with partners	<ul style="list-style-type: none"> <li>• Prepare a list of potential competitors after initial screening</li> <li>• Decide on number of competitors per skill at District / Zone &amp; State Level</li> <li>• Conduct of competitions – at one central venue or multiple venues where infrastructure for the skill is available</li> <li>• Respective States / SSDM to take responsibility related for training of State winners for participation in Regionals</li> </ul>
<b>SN</b>	<b>ACTIVITY BRIEF</b>	<b>SUGGESTED TIMELINE</b>	<b>RESPONSIBILITY</b>	<b>REMARKS</b>
8.	Regional Competitions (5 regional competitions North, South, West, East and NE)	April – June 2020	IndiaSkills team	<ul style="list-style-type: none"> <li>• State / SSDM will have the opportunity to host regionals by rotation as per directions of MSDE</li> <li>• IndiaSkills team will work closely for coordination and organization</li> <li>• Respective States / SSDM will have to bear costs related to training, travel and logistics of State teams to Regionals</li> </ul>
9.	Training of Regional Winners	Till IndiaSkills Nationals	State Government / SSDM with partners	<ul style="list-style-type: none"> <li>• Training on WorldSkills modules</li> <li>• Sample test projects may be provided by IndiaSkills</li> <li>• Specialized / Industry training</li> </ul>
10.	IndiaSkills (Nationals)	July 2020 (proposed)	MSDE, NSDC & SSC	<ul style="list-style-type: none"> <li>• IndiaSkills will be organized jointly by MSDE and NSDC</li> <li>• States may have the opportunity to host Nationals as per directions of MSDE/NEC</li> <li>• Respective States / SSDM will have to bear costs related to training, travel and logistics of state teams to IndiaSkills Nationals</li> </ul>
11.	Training of National Winners for WS 2021		State Government / SSDM with partners  NSDC  Partners	<ul style="list-style-type: none"> <li>• To ensure high standards competitors who qualify at each stage should be provided training for next level.</li> <li>• Post IndiaSkills NSDC will work with States &amp; SSC to plan and organize training of winners leading upto final squad selection and WorldSkills Shanghai.</li> <li>• Training and international competition participation post IndiaSkills will be in India and overseas and may include</li> </ul>

				training by international experts in India.
<b>SN</b>	<b>ACTIVITY BRIEF</b>	<b>SUGGESTED TIMELINE</b>	<b>RESPONSIBILITY</b>	<b>REMARKS</b>
12.	Funding	Aug 2019 onwards	MSDE/NSDC State / SSDM / Partners	<ul style="list-style-type: none"> <li>• Skill competitions is a collaborative platform where all stakeholders will need to come forward to bear costs.</li> <li>• Supportive funding to States / SSDM by MSDE through NSDC will be as per norms</li> <li>• The proposal format will be as per template provided by NSDC</li> <li>• In addition to funding by MSDE/ NSDC, contribution by State / SSDM as well as sponsorships from partners will be required.</li> </ul>

### Resource : Websites

[www.worldskillsindia.co.in](http://www.worldskillsindia.co.in)

[www.worldskills.org](http://www.worldskills.org)

### Resources : List of WorldSkills Trades

SN	WorldSkills Competition trades
1	Aircraft Maintenance
2	Architectural Stonemasonry
3	Autobody Repair
4	Automobile Technology
5	Bakery
6	Beauty Therapy
7	Bricklaying
8	Cabinetmaking
9	Car Painting
10	Carpentry
11	Chemical Laboratory Technology
12	Cloud Computing
13	CNC Milling
14	CNC Turning
15	Concrete Construction Work
16	Construction Metal Work
17	Cooking
18	Cyber Security
19	Electrical Installations
20	Electronics
21	Fashion Technology
22	Floristry
23	Freight Forwarding
24	Graphic Design Technology
25	Hairdressing
26	Health and Social Care
27	Heavy Vehicle Maintenance
28	Hotel Reception

SN	WorldSkills Competition trades
29	Industrial Control
30	Industrial Mechanic Millwright
31	Information Network Cabling
32	IT Network Systems Administration
33	IT Software Solutions for Business
34	Jewellery
35	Joinery
36	Landscape Gardening
37	Manufacturing Team Challenge
38	Mechanical Engineering Design - CAD
39	Mechatronics
40	Mobile Robotics
41	Painting and Decorating
42	Patisserie and Confectionery
43	Plastering and Drywall Systems
44	Plastic Die Engineering
45	Plumbing and Heating
46	Polymechanics and Automation
47	Print Media Technology
48	Prototype Modelling
49	Refrigeration and Air Conditioning
50	Restaurant Service
51	Visual Merchandising
52	Wall and Floor Tiling
53	Water Technology
54	Web Technologies
55	Welding
56	3D Digital Game Art

**Resources : List of Skill partners for WS 2019**

S.N	SSC	Skill	Partner
1	Agriculture	Floristry	Institute of Floral Design, Chennai
2	Apparels	Fashion Technology	NIFT
3	ASDC	Prototype Modelling	Toyota, Bangalore
4		Automobile Technology	TATA Motors, Pune
5		Car Painting	Maruti, Gurgaon
6		Autobody Repair	Maruti, Gurgaon
7	Aviation	Aircraft Maintenance	School of Aeronautics, Neemrana
8	B&W	Beauty Therapy	LTA, Mumbai
9		Hairdressing	Blossom Kochhar, Delhi
10	Capital Goods	Welding	Lincoln Electric, Chennai
11		Plastic Die Engineering	DMG MORI, Bangalore
12		CNC Milling	DMG MORI, Bangalore
13		CNC Turning	DMG MORI, Bangalore
14		Mechanical Engineering Design - CAD	Autodesk, Bangalore
15	Construction	Bricklaying	CREDAI,Pune
16		Wall and Floor Tiling	CREDAI,Pune
17		Plastering and Drywall Systems	Saint-Gobain, Mumbai
18		Concrete Construction Work	Larsen & Toubro, Chennai
19	Electronics	Electronics	UTL Technologies, Bangalore
20		Electrical Installations	Schneider, Bangalore
21		Refrigeration and Air Conditioning	DAIKIN, BSDU - Jaipur
22		Mechatronics	Toyota, FESTO - Bangalore
23		Mobile Robotics	MIT, Pune
24	Furniture & Fittings	Cabinetmaking	IVEO, Udaipur
25		Joinery	BSDU, Jaipur
26	G&J	Jewellery	VUMMIDI, Chennai
27	Green Jobs	Water Technology	C V Raman Institute, Odisha
28	Health	Health and Social care	Apollo
29	IT - NASSCOM	IT Software Solutions for Business	3*3 Connect, Hyderabad
30		Web Technologies	Smalt & Beryl, Noida
31		Cloud Computing	Ctrl S, Hyderabad
32		Cyber Security	IHM Pusa
33	Media	Graphic Design Technology	Design Media Edutainment, Pune
34		3D Digital Game Art	Lakshaya Digital, Pune & Gurgaon
35		Print Media Technology	Heidelberg, Pune
36	Painting	Painting and Decorating	Berger Paints, Kolkata
37	Plumbing	Plumbing and Heating	Viega, Rothenberger
38	Retail	Visual Merchandising	Pearl Academy, Mumbai



39	Telecom	Information Network Cabling	BICSI, Mumbai
40	Tourism	Patisserie and Confectionery	Lavonne Academy, Bangalore
41		Restaurant Service	IHM Pusa
42		Cooking	IHM Pusa
43		Bakery	Lavonne Academy, Bangalore
44		Hotel Reception	Hotel Leela, Gurgaon

## Resources : SPOC WS India and States Engagement Officers

SN	Region	WS India Rep	State / UT
1	East & North East	<b>Nihal Rustgi</b> nihal.rustgi@nsdcindia.org +91 9555526969	West Bengal, Jharkhand, Odisha, Bihar, Sikkim, Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Tripura, Nagaland, Andaman and Nicobar Islands
2	West	<b>Ashish Malhotra</b> ashish.malhotra@nsdcindia.org +91 9869185865	Maharashtra, Goa, Gujrat, Chhattisgarh, Madhya Pradesh, Dadra and Nagar Haveli, Daman and Diu
3	North	<b>Ravi Kharbanda/Amit Rangta</b> ravi.kharbanda@nsdcindia.org +91 9911020815 amit.rangta@nsdcindia.org +91 9997770362	Delhi, Haryana, Punjab, J&K, Himachal Pradesh, Uttarakhand, Rajasthan, Uttar Pradesh, Chandigarh
4	South	<b>Indira Thakur</b> indira.thakur@nsdcindia.org +91 9999835653	Karnataka, Kerala, Tamil Nadu, Andhra Pradesh, Telangana, Lakshadweep, Puducherry

## NSDC State Engagement Officers

SN	Name	State/UT	Email Id
1	Arjit Sharma	Delhi	arjit.sharma@nsdcindia.org
2	Bhawana Verma	Bihar	bhawana.verma@nsdcindia.org
3	Bikram Das	West Bengal, Jharkhand, Andaman & Nicobar Islands	bikram.das@nsdcindia.org
4	Jitender Sharma	Himachal Pradesh	jitender.sharma@nsdcindia.org
5	Mohammad Kalam	Rajasthan	mohammad.kalam@nsdcindia.org
6	Prashant Katiyar	Uttar Pradesh	prashant.katiyar@nsdcindia.org
7	Rajat Bhatnagar	Punjab, Haryana, Chandigarh	rajat.bhatnagar@nsdcindia.org
8	Rakesh Kumar	Gujarat, Daman & Diu, Dadra & Nagar Haveli	rakesh.kumar@nsdcindia.org
9	Samir Singh	Uttarakhand	samir.singh@nsdcindia.org
10	Vivek Chauhan	Madhya Pradesh	vivek.chauhan@nsdcindia.org
11	Sobins Kuriakose	Maharashtra and Southern States	sobins.kuriakose@nsdcindia.org
12	Pritish Behera	Chhattisgarh	pritish.behera@nsdcindia.org
13	Kaustav Nath	Karnataka, Goa	kaustav.nath@nsdcindia.org
14	Nikhil Jos	Kerala & Lakshadweep	nikhil.jos@nsdcindia.org
15	Prashanth Veludandi	Andhra Pradesh & Telangana	prashanth.veludandi@nsdcindia.org
16	Ratnakar Panigrahi	Odisha	ratnakar.panigrahi@nsdcindia.org
17	Rufus H.K. George	Tamil Nadu and Puducherry	rufus.george@nsdcindia.org
18	Kahkashan Anjum	J&K	kahkashan.anjum@nsdcindia.org
19	Masotmi Zimmik	Manipur, Nagaland, Mizoram, Arunachal Pradesh	masotmi.zimik@nsdcindia.org
20	Shiladitya Sarkar	Assam, Meghalaya, Tripura, Sikkim	shiladitya.sarkar@nsdcindia.org

## Resources : SSC contact details

Name of the SSC	CEO / COO	
	Name	Email
Automotive Skills Development Council	<b>Arindam Lahiri</b>	ceo@asdc.org.in
Agriculture Skill Council of India	<b>S S Arya</b>	ceo@asci-india.com
Apparel, Madeups & Home Furnishing Sector Skill Council	<b>Roopak Vasishtha</b>	ceo@sscammh.com; roopak@sscammh.com
Aviation & Aerospace Sector Skill Council	<b>D Peter Immanuel</b>	ceo@aassc.in
Beauty & Wellenss Sector Skill Council	<b>Geetanjali Agrawal</b> (Interim)	ceo@bwssc.in
Capital Goods Skill Council	<b>Inder S Gahlaut</b>	inder.gahlaut@cgsc.in
Paints and Coatings Skill Council	<b>Jagdish Acharya</b>	ceo@pcsc.in
Construction Skill Development Council of India	<b>Anand Kumar Singh</b>	anand@csdcindia.org
Electronic Sector Skill Council of India	<b>N K Mohapatra</b>	ceo@essc-india.org
Furniture & Fittings Skill Council	<b>Gurpal Singh</b>	gurpal.singh@ffsc.in
Gems & Jewellery Skill Council of India	<b>Rajeev Garg</b>	ceo@gjsci.org
Skill Council for Green Jobs	<b>Dr P Saxena</b>	psaxena@sscgj.in
Healthcare Sector Skill Council	<b>Ashish Jain</b>	Ashish.Jain@healthcare-ssc.in
IT-ITeS Sector Skill Council	<b>Dr Sandhya Chintala</b>	sandhya@nasscom.in
Media & Entertainment Skills Council	<b>Mohit Soni</b>	mohit.soni@mescindia.com
Indian Plumbing Skills Council	<b>Maj Gen. T K Chadda</b>	tk.chadha@ipssc.in

Retailers Association's Skill Council of India	<b>James A Raphael</b>	james.rafael@rasci.in
Telecom Sector Skill Council of India	<b>Lt Gen (Retd) SP Kochhar</b>	ceo@tsscindia.com director@tsscindia.com
Tourism & Hospitality Skill Council	<b>Rajan Bahadur</b>	rajan.bahadur@thsc.in

## **Annexure I**

### **Suggested norms for organization and conduct of competitions**

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## **1. PREFACE**

The Ministry of Skill Development and Entrepreneurship has issued “Guidelines for IndiaSkills, Regional & State Skills Competitions - 2020” with a view to promote skill competitions across the country. The platform is for advocacy of vocational trades as also propagating standards and competency based training and assessment norms used by WorldSkills at grassroots level.

IndiaSkills, the national competition leading to WorldSkills and other international competitions is based on WorldSkills format and the District and State level competitions is also expected to follow the same format and norms.

WorldSkills International aims to achieve and maintain a balance of skill competitions reflecting the following sectors in the global economy. 56 trades currently undertaken as WorldSkills is divided into following six categories. Details of the trades are given in *Resources : List of WorldSkills Trades*

1. Construction & Building Technology
2. Creative Arts & Fashion
3. Information & Communication Technology
4. Manufacturing & Engineering Technology
5. Social & personal Services
6. Transportation & Logistics

In addition to WorldSkills trades, States may take up skills that highlight tradition and cultural heritage.

## **2. SCOPE AND BASIC PRINCIPLES**

This document is aligned to the competition documentation and rules used by WorldSkills International. State Skill competition rules may be drafted based on this indicative document.

The State/SSDM will be the principle organizer of the skill competition. The skill competitions will be based on core values of fairness, transparency, integrity, partnership and excellence.

### 3. COMPETITION ORGANIZATION AND MANAGEMENT

#### 3.1 PROVISION OF INFRASTRUCTURE

The State government/SSDM will be responsible for providing / arranging suitable competition venue and trade wise workshop area and equipment for each skill competition. This may be done with stakeholders such as industry, academic, VET institutions, chamber of commerce etc. This may be at a central venue or separate venues where competition infrastructure is readily available.

#### 3.2 COMPETITION PROGRAMME

State Governments/SSDM shall prepare an overall competition calendar and programme. The programme may include other activities like career counselling, demo skills, Try-A-Skill and seminars.

#### 3.3 REGISTRATION

Registration for the participants i.e. Competitors, Experts, Workshop Managers, Jury etc shall provide the full name, email address and photograph for each participant. For Competitor registration - age proof is mandatory which can be Adhaar Card, Passport or Voter Id.

#### 3.4 COMMUNICATIONS

(INCLUDING BRANDING, MARKETING, MEDIA AND PUBLIC RELATIONS)

BRANDING – State Skill Competitions will be called IndiaSkills (Name of State). Logos and branding of State Skill Competitions by State, Institutions, Corporates may be decided by respective State Governments / SSDM / State Skill Competitions Committee (SSCC).

Two example of joint logos are as under:



Organised by



In partnership



The State Governments / SSDM / State Skill Competitions Committee shall be responsible for adhering to IndiaSkills branding guidelines as well as publicity, campaigns, advertisements etc. to create awareness and promote participation through circulars, print, radio, TV, social media etc.

Communications (marketing, media, public relations) activities in individual States is at the discretion of State Governments / SSDM / State Skill Competitions Committee. However, NSDC/IndiaSkills shall support communications activity as knowledge partner.

### **3.5 QUALITY ASSURANCE**

Quality Assurance of skill competitions is important from point of view of maintaining standards, adherence to process, proper evaluation and transparency so that the practice of standards and competence based training and evaluation percolates to grassroots levels.

Quality Assurance should not only be the responsibility of identified persons but all stakeholders of skill competitions.

### **3.6 HEALTH, SAFETY AND ENVIRONMENT**

State Governments / SSDM / State Skill Competitions Committee (SSCC) should ensure that competitions are planned and executed keeping in mind the requirement of Health & Safety of all the stakeholders organizers, competitors, experts, jury, personnel, visitors etc. Due importance must be given to sustainability and environment perspectives.

All personnel must comply with the Health, Safety, and Environment aspects.

### **3.7 SELECTION OF SKILLS FOR A COMPETITION**

The total number of skills as per WorldSkills trades differ from year to year. The current number is 56 and details are available on WorldSkills website [www.worldskills.org](http://www.worldskills.org) as well

Please note, all WorldSkills trades may not be considered for IndiaSkills 2020 and WorldSkills Shanghai 2021.

The selection of trades/skills at District/State level will be decided by State Governments / SSDM / State Skill Competitions Committee (SSCC).

### **3.8 FINANCIALS**

The cost of State Competitions be borne by State Governments / SSDM. This will include organizing District, State Skill Competitions and participation of winners at Regional level. It broadly include competition conduct related cost along with commuting, boarding & lodging, training etc. This will be for competitors, trainers and organizers (as required).

Supportive funding for the above will be as per directives of Ministry of Skill Development & Entrepreneurship (MSDE).

Cost of holding Regional and IndiaSkills Competitions will be borne by MSDE/NSDC.



### **3.9 STATE SPECIFIC SKILLS**

State Governments / SSDM / State Skill Competitions Committee (SSCC) may include skills/trades which are important, indigenous to the State or are heritage skills. Such skills competitions may be held as exhibition or demonstration skills.

The winner of such competitions will move forward to Regional and IndiaSkills levels only if there are sufficient competitors from other States as well. At least three States for being included in Regional and two regions for being included at IndiaSkills.

## **4 PARTICIPANTS**

### **4.1 COMPETITOR**

For IndiaSkills 2019-20 and WorldSkills 2021 the only eligibility criteria is age. For most of the trades Competitor must be born on or after 1 January 1999. While in trades of Aircraft Maintenance, Mechatronics, Information Network Cabling, Manufacturing Team Challenge, Water Technology, Cloud Computing and Cyber Security the age criteria applicable is that the competitor(s) must be born on or after 1 January 1996.

### **4.2 EXPERT**

A person with experience in a skill, trade or technology who is representing a trade in the skill competition related to their particular expertise. Selection of experts for Regional and National competitions will be done by NSDC through an open and transparent process. For State/District level competitions, concerned State will define a process for identification of experts in consultation with NSDC.

#### **Experts for Skill Competitions**

Experts acts as mentor for the candidate in training / upgradation of the skill to the International level.

#### **Essential Criteria**

- Have a formal recognized qualification with proven industrial and/or practical experience in the skill (minimum 10 years) in which they are accredited.
- Trained / mentored competitors for competitions (institutional/national/international )
- Motivated with commitment to become a technical resource person for India
- Agrees to train other trainers at regional and national competitions
- Have the endorsement of his / her employer, institution, organization including support for Worldskills India in future Competitions
- Proven record as a professional in the accredited skill

### **4.3 JURY**

A group of Experts who are responsible for assessing Test Projects within that skill competition. The Jury is responsible for the proper conduct of the competition for its skill, for compliance with Competition Rules.

### **4.4 WORKSHOP IN CHARGE**

The Workshop In charge is responsible for workshop installations, preparation of materials, workshop security, Health, Safety, and Environment, and the general tidiness and neatness of the workshop area.

## **5 CONDUCT OF COMPETITIONS**

### **5.1 AT THE COMPETITION**

Competitors must receive detailed information about the Test Project and its assessment in the language of their choice, with particular reference to:

- Information on assessment criteria
- The Health, Safety and Environment Agreement including measures arising from non-compliance
- Competition timetables indicating lunch breaks and Test Project/module completion times
- Information on regulations governing entry and exit times to and from the workshop and the conditions under which such entries and exits may be allowed
- Information on when and how machines may be tested

Competitors must be informed that:

- They are responsible for the safe use of all tools, machines, instruments, and auxiliary materials they bring in accordance with the safety regulations of the host State

### **5.2 FAMILIARIZATION**

Before the Competition starts, Competitors have a minimum of half hour in which to prepare their workplaces, and to check and prepare tools and materials (if any).

### **5.3 HONESTY, FAIRNESS, AND TRANSPARENCY**

Competitors have the right to expect fairness, honesty, and transparency during the Competition in terms of the following:

- Clear and unambiguous written instructions
- Every Competitor has the right to expect that no other Competitor will receive unfair assistance or any intervention that may provide an advantage
- No advantage shall be given to any Competitor or group of Competitors by providing them at any time with information about the Test Project earlier than the same information is given to all Competitors

### **5.4 QUALIFICATIONS AND EXPERIENCE**

Experts must:

- Have a formal and/or recognized qualification with proven industrial and/or practical experience in the skill in which they are accredited
- Know and abide by the Competition Rules
- Must be of the highest integrity. They must be honest, objective and fair, and be

- prepared to cooperate with others as required
- Required to participate actively in the preparation and execution of the competition.

## **5.5 COMPETITION COMMITTEE**

The Competition Committee is responsible for providing management services and efficient administration of the Competition in close collaboration with the SSDM.

## **5.6 RESPONSIBILITY (ACCESS AND ACCREDITATION)**

The Competition Committee provide accreditation and determine the technical and logistical requirements.

## **5.7 ACCESS TO THE COMPETITION AREA**

Only people with official accreditation shall have access to workshops. Competitors cannot bring equipment their own equipment/tools, unless specified.

## **5.8 SAMPLE TEST PROJECTS & MARKING SCHEME**

Sample test projects, infrastructure list, assessment and marking schemes will be provided by NSDC for WorldSkills trades. For State/District specific trades, States will derive marking scheme & test projects in consultation with NSDC.

## **5.9 SKILL-SPECIFIC RULES**

The Experts in each skill competition shall develop skill-specific rules for their skill competition. They do provide specific details and clarity in areas that may vary from skill competition to skill competition.

## **5.10 ASSESSMENT AND MARKING SCHEME**

Assessment at the Competition shall be of two types (as followed by WorldSkills):

1. Measurement
2. Judgmental

Each competition shall have a Marking Scheme with a scale of 100 marks.

Each Assessment Criterion (Aspects) to which marks are assigned are categorized as either objective or subjective to reflect the assessment method adopted. No Aspect shall be worth more than two marks.

## **5.11 DURATION AND FORMAT**

Test Projects shall be designed to take between 5 to 15 hours working time, within a period not exceeding 2 days. IndiaSkills competition may be of three days duration. The Test Project shall be

designed to optimize the opportunity to assess and differentiate the performance of Competitors against the specified standards.

Two / Three Experts shall form each assessment and marking team.

The assessment decisions available to a marking team for **MEASUREMENT** are either

- binary: yes or no, or
- against a pre-determined scale of conformity to a given benchmark.

The design and use of either of these methods must relate to best practice in industry and business

For **JUDGEMENT** the scores from 0 to 3 shall relate to industry and business as follows:

- 0: performance below industry standard to any extent, including a non-attempt
- 1: performance meets industry standard
- 2: performance meets industry standard and surpasses that standard to some extent
- 3: excellent or outstanding performance relative to industry's expectations.

Finalized Marking Scheme and shall not be changed during assessment and scoring. Assessment and marking shall not to be done in the presence of the Competitor.

## 5.12 MEDALS AND AWARDS

Gold, silver, and bronze medals may be awarded to the Competitors who come first, second and third respectively.

State / State Skill Development Mission, Industry or Academic partner may announce cash award and/or any other reward at their own discretion. All Competitors must receive a Certificate of Participation.

## 5.13 ISSUE AND DISPUTE RESOLUTION

Issue and dispute resolution covers the spectrum from resolving simple questions right through to dealing with major breaches. A simple process flow for the same is as under:



## 6 SAMPLE COMPETITOR REGISTRATION FORM

<b>Registration form for IndiaSkills competitors</b>
Name of Skill
State
District
First Name
Middle Name
Last Name
Gender
Date of Birth
Email id
Contact No./ Mobile No.
Birth Place
Currently living in which city
Address Line 1
Address line 2
State
City
Pin code
School Name
Education Qualification
Are you currently studying? if yes, give details
Name of Academic Institution (ITI, College, University, Training Center)
Are you currently working? if yes, give details
Name & address of the organization
Proof of Identity (Aadhar Card/Voter Id/Birth Certificate)
Please enclose / upload the document of age proof (Aadhar Card/Voter Id/Birth Certificate)

**Annexure II**

**Template for State Skill Competition funding proposal**

**Proposal**

**By**

**States/ UTs to conduct State Skill  
Competitions**

**under**

**Ministry of Skill Development and  
Entrepreneurship (MSDE) IndiaSkills  
Regional & State Skills Competition  
Program**

## **INSTRUCTIONS**

### **Format for submission of proposals**

A strategy document along with technical proposal and financial proposal should be submitted in the format attached in

- **Annexure A (Vision Document)**
- **Annexure B (Technical Template)**
- **Annexure C (Financial Template)**

All pages of the technical & financial proposal must be numbered and must have signature & seal of the authorized signatory.

The consolidated proposal (including soft copy) must be clearly marked as 'Proposal for conduct of Skill Competitions under Ministry of Skill Development & Entrepreneurship (MSDE) "IndiaSkills, Regional & State Competitions Program" ,State Name: \_\_\_\_\_'. The applicant must submit the soft copy of the proposal through email. The applicant must ensure that the soft copy of the proposal documents provided is not encrypted or password protected.

The original proposal must be placed in a single sealed envelope which should clearly indicate the name; address of the applicant, name of the project-'Proposal for conduct of Skill Competitions under Ministry of Skill Development & Entrepreneurship (MSDE) "IndiaSkills Regional & State Skills Competitions Program"'.

IndiaSkills Secretariat  
National Skill Development Corporation  
301, 3<sup>rd</sup> Floor, West Wing, WorldMark 1  
Aerocity, New Delhi 110037  
Email: ashish.malhotra@nsdcindia.org

In case of any ambiguity, the information provided in the hard copy (for both technical and financial proposal) shall be considered as final.



## **INTRODUCTION**

### **MSDE IndiaSkills, Regional & State Skills Competitions program**

The Prime Minister of India, Mr. Narendra Modi envisions India as the 'Skill Capital' of the world. In Hon. Prime Ministers own words, the Indian workforce "must be in a position to face their counterparts in any corner of the world" and "win the hearts of people around the world through their skills."

Through National Skill Development Corporation which is the implementing arm of Ministry of Skill Development and Entrepreneurship (MSDE), Government of India, has taken this vision forward by introducing a special program for Skills Competitions where youth from India can showcase their skills at national and International level. MSDE/NSDC will also provide technical and supportive financial assistance to States/UTs for conducting these competitions.

### **About NSDC & WorldSkills India**

NSDC is one of its kind, public-private partnership which aims to promote skill development by catalysing the creation of large scale sustainable businesses by involving the private sector in the vocational training space. NSDC aims to create capacity in terms of large and quality vocational training institutions; fund entities interested to operate in the skill development business and create an enabling environment for stakeholders in the ecosystem.

WorldSkills India & IndiaSkills is an initiative of the National Skill Development Corporation (NSDC) under the Ministry of Skill Development and Entrepreneurship (MSDE). NSDC, through its WorldSkills India initiative, has been leading the country's participation at WorldSkills International competitions since 2011.

### **WorldSkills Competition**

The largest global vocational skills competition WorldSkills takes place in a different member country every two years – bringing together over thousands of young people from across the world to compete in a variety of skills.

WorldSkills 2019 will be showcasing diverse skills as Transportation & Logistics, Construction & Building technology, Manufacturing & Engineering, Information Technology and Communication Technology, Creative arts and Fashion and Social & Personal services.

### **IndiaSkills Competitions**

Ministry of Skill Development and Entrepreneurship (MSDE) & National Skill Development Corporation (NSDC) hold annual competitions to be known as INDIASKILLS Competitions. The selections for the competition will happen at state, regional and national level. The competition will be on the WorldSkills format.

### **Major Objectives**

States need to perform following broad activities:

- Identification of Project core team for holding state competition
- Identification of skills for conducting the state skills competition

- Identification and mobilisation of potential candidates for the Skills Competitions
- Initial screening based on eligibility and other related criteria
- Selection rounds (competitions) district, zonal and states
- Identifying and co-opting appropriate resources at state such as Experts, Skill Management Team, Training Infrastructure, equipment and consumables, Competition Venue etc.
- Comprehensive technical training of the candidates to prepare them for regional and national competitions
- Raise sponsorships for the competitions, training and infrastructure.

## **SCOPE OF WORK FOR STATES**

### **Publicity and Advocacy**

Coordinate with Academic/ Training institutions, ITIs, Corporates for mobilizing candidates and to obtain support for infrastructure facilities for conduct of competitions.

- Provide wide publicity and bring in best competitors to the selection platform
- Make the selections and competitions aspirational to create interest among the youth to aspire and participate in future Competitions

### **Competitions**

- Conduct District, zonal and State selections competitions as per prescribed guidelines of the Competitions laid by WorldSkills India
- Identify location, infrastructure and jury for selection and conduct of Competition.
- The selection of Experts should be such that they enable appropriate training of selected candidates at each level of competition and eventually leading up to WorldSkills standards
- Appoint a committee with at least 3 members, who will advise/provide guidance for conduct of competitions.

### **Administrative and logistic requirements**

#### **Training & Administrative Activities**

- Identification of Industry/Institutes that can support candidates to train candidates for the National and International level, to win medals.
- Maintain and facilitate the training rigor in the training of candidates.
- Identify organisations who can support and sponsor selections, competitions, training and or candidates for costs like:
  - Stipend paid to the candidates during the selection/ training process.
  - Sponsorship of Training of the candidates- this may include any practical, on the job, and/or academic training.
  - Offer incentives to the Pre-National participants e.g. cash rewards, scholarships, apprenticeship, jobs etc
  - Infrastructure, equipment, tool kits, consumables and other related costs

Submission of proposals in prescribed format would be desired.

**Proposed schedule for the submission of proposal highlighted in the table below:**

<b>S.no</b>	<b>Date</b>	<b>Key Activities</b>
1	31 <sup>st</sup> July 2019	Submission of Proposals by States
2	Aug-Sept 2019	Evaluation of Proposals
3	Sept 2019	States Notified regarding the proposal
4	Sept-Oct 2019	Financial Disbursements to States

## **Annexure A**

### **Vision document for State Skills Competitions**

One page document has to be prepared considering the following:

- Long term strategy and plan for creating industry ready technically qualified workforce
- Framework, progression and operational team including other local stakeholders (govt. and private) like academic institutions, corporates and industry associations
- For deliverables – Mobilization, Advocacy, Conducting skill competitions, Training of winners

## Annexure B (Technical Proposal Format)

### B.1 Applicant Details

Name of State	
Name of Applicant (SSDM/State)	
Name of contact person and Designation	
Registered Address	
Email	
Telephone Number	
Mobile Number	
No of Skills undertaken by the state *	
<i>* Please attach the list of Skills as annexure</i>	

### B.2 Skill related Partners list of Institute/ Corporate/ Technical Training Institutes/ Academic Institutes/ Corporates

Name of the skill	Name of the Partners	Roles and Responsibilities

### B.3 Infrastructure and Training Facility available in State

Please fill it in Yes/ No

Name of Skill	For Competitions (Yes/No)	For Training (Yes/No)

## B.4 Work Plan for State Competitions

<b>Total No of Skills</b> <i>(List to be attached in annexure)</i>			
<b>Name of the State</b>			
<b>Associated Academic Institutes/ Technical Training/ ITIs / University/ Organizations</b>			
<b>Proposed Dates of District Competitions</b>			
<b>Proposed Dates of State level Competitions</b>			
<b>Activities *</b> <i>(Please include the details of finalising the team, mobilization, screening, experts' workshops, train the trainers, conduct of competitions, districts, zonals &amp; states)</i>  <i>*Please add row if required</i>	<b>Timelines</b> <i>(Please provide details of expected timelines of each activity listed)</i>	<b>Targeted Outcomes</b> <i>(Please list down the key expected outcomes/outreach numbers/training sessions etc for each activity listed)</i>	<b>Remarks</b>
Skill Competition officials for governance and operations			
Partnerships & Sponsorships			
Advocacy & Publicity			
Capacity Building of State team, institutions, experts, trainers, jury etc			
Mobilization of Competitors			
Screening / Base level selections			
Competitions <ul style="list-style-type: none"> <li>• Institutes/District/Zonal levels</li> <li>• State level</li> </ul>			

**Annexures C (Financial Proposal Format)**

					Financial Break up of Estimated Cost in Rs.		
SN	Expense Heads	Details / List of activities planned	Timelines	Estimated Cost (in Rs.) (A+B+C)	Contribution by State/SSDM (in Rs.) (A)	Contribution from State specific corporates / institutions (in Rs.) (B)	Contribution Requested from MSDE/NSDC (in Rs.) (C)
1	<b>Publicity and Advocacy</b> Branding & Advertising Media etc						
2	<b>Capacity Building</b> Training of Trainers, Workshops, Training etc						
3	<b>Training &amp; Consumables</b> Training of competitors/winners, Consumables etc						
4	<b>Manpower</b> Temporary dedicated staff hired for competition						
5	<b>Conduct of Competition</b> Venue etc						
6	<b>Miscellaneous</b>						
<b>TOTAL</b>							
(Estimated Cost = State Contribution + Local industry/institution contribution + MSDE/NSDC contribution)							