

National Apprenticeship Promotion Scheme

What is National Apprenticeship Promotion Scheme?

National Apprenticeship Promotion Scheme (NAPS) is a new scheme of Government of India to promote apprenticeship. It was launched on 19th August 2016.

What are the components of NAPS?

The scheme has the following two components:

- Reimbursement of 25% of prescribed stipend subject to a maximum of Rs. 1500/- per month per apprentice by the Government of India to all employers who engage apprentices.
- Reimbursement of cost of basic training (upto a limit of Rs. 7500/- for a maximum of 500 hours/3 months) by the Government of India to Basic Training Providers (BTPs) in respect of apprentices who come directly for apprenticeship training without any formal training.

Why was NAPS required?

- To promote apprenticeship training
- To incentivize employers who wish to engage apprentices.
- To increase the engagements of apprentices from present 2.3 lakh to 50 lakh cumulatively by 2020.

Who implement NAPS?

- Regional Directorates of Apprenticeship Training (RDATs) are the implementing agencies for Central Public Sector Undertakings and those private establishments operating in 4 or more States.
- State Apprenticeship Advisers are the implementing agencies for State Public Sector Undertakings and Private Sectors establishments in their respective States.

What is apprenticeship training?

Apprenticeship training is a course of training in any industry or establishment. Apprenticeship training consists of basic training and on-the-job-training (OJT)/practical training at workplace.

What is basic training?

Basic training consists of theoretical and practical instructions relating to the trade in which on-the-job-training is to be imparted. It is mandatory for those who have not done

any formal training in an ITI or in those courses under PMKVY/MES which have been granted equivalence with basic training.

What is the duration of basic training?

The duration of basic training is 1/5th to 1/4th of the overall duration of apprenticeship training. Remaining period will be utilised for on-the-job-training component.

Where basic training can be done?

Basic training can be done in Basic Training Centre (BTC) which can be set up by the industry/employer where on-the-job-training is to be given, provided the industry/employer has the required facilities/infrastructure for providing basic training. All such BTCs will have to go through a verification process before being designated as a BTC.

It can also be provided in government or private industrial training institutes ITIs provided they have spare seats (within overall affiliation) for running basic training. Spare shifts may also be used for basic training. In case these institutes have the required capacity to conduct basic training, they will be designated as BTCs. It can also be imparted in BTCs set up/supported by Industry clusters.

What is On-the-job-training?

Practical training imparted at workplace in an industry.

Who can undergo apprenticeship training?

Any individual, who has completed 14 years of age, is physically fit and having minimum educational qualification prescribed for a trade can undergo apprenticeship training.

Where can apprenticeship training be undertaken?

One can undergo apprenticeship training in industry/establishments under the Central/State Government or in private sector establishments.

Which all sectors are covered under apprenticeship training?

The following sectors are covered under apprenticeship training:

Agriculture and Allied Services	Apparel	Automobile	Aviation
Bamboo Jute and Green Technology	Banking Financial Service and Insurance	Capital Goods	Ceramics
Chemical	Coating and Painting	Construction	Domestic Workers

Electrical (Including New and Renewable Energy)	Electronics	Entertainment and Media	Fabrication
Gems and Jewellery	Furniture and Fittings	IT and ITES	Leather
Food Processing and Preservation	Industrial Automation and Instrumentation	Plumbing and Sanitation Technology	Refrigeration and Air Conditioning
Glass	Infrastructure	Life Science	Marine
Healthcare and Wellness	Iron & Steel	Mining and Minerals	Plastics
Production and Manufacturing	Services including Repair and Maintenance	Tourism and Hospitality	Rubber
Retail and Logistics	Soft Skills and Entrepreneurship	Textile and Handlooms	Security

Which all trades are covered under apprenticeship training?

Apprenticeship training can be provided in designated and optional trades. These trades cover all the sectors listed above.

What is a designated trade?

Designated trade means any trade or occupation as notified by the Government. At present, there are 259 designated trades available for apprenticeship training. List is available on apprenticeship portal.

What is an optional trade?

Optional trade means any trade or occupation decided by an employer. Optional trades can be from the following categories -

PMKVY/MES – Courses under PMKVY/MES (Prime Minister Kaushal Vikas Yojana/Modular Employable Skills) can be treated as equivalent to basic training component. A one year practical content for on-the-job-training can be designed by the concerned Sector Skill Council (SSC)/NCVT for such courses.

Created by employer –In a trade decided & designed by employer with a duration of minimum 500 hrs. as basic training component and a one year practical content for on-the-job-training. This option is given to employers to design their own courses relevant to their requirements. All such courses have to be loaded on the apprenticeship portal.

What is the procedure for registration of candidate on the apprenticeship portal?

Candidate may access the apprenticeship portal

<http://www.apprenticeship.gov.in/Pages/Apprenticeship/ApprenticeRegistration.aspx>

How a candidate can undergo apprenticeship training?

- Candidate may access the apprenticeship portal for registration indicating sectors/trades of his choice
- Search for potential employers
- Send applications to potential employers for apprenticeship training,
- Online receipt and acceptance of offer letters from establishments
- Process all necessary contractual obligations online.

Who is an apprentice?

An apprentice is a person who has entered into a contract of apprenticeship with the employer for apprenticeship training under the Apprentices Act.

When the apprenticeship training shall be deemed to have commenced?

The date on which the contract of apprenticeship has been entered between employer and apprentice.

Is registration of contract of apprenticeship required?

Yes, registration of contract of apprenticeship is required for designated trades but it is not required for optional trades. However, for getting benefits under NAPS, registration of contract of apprenticeship for optional trades has been made mandatory.

Who registers the contract of apprenticeship?

Contract of apprenticeship can be registered by State or Central Apprenticeship Advisers. Contracts are submitted for registration in an online mode and they are approved by the registering authority.

What is the procedure for online registration of contract of apprenticeship?

- Candidate applies to an establishment for apprenticeship training.
- The establishment views the application of candidate in its MIS account
- Offers a seat to the candidate.
- An establishment can contact a candidate on its own also.
- Candidate receives the offer and accepts it.

- The acceptance is again reflected in the MIS account of establishment.
- The establishment approves the accepted offer from the candidate. A contract having a unique contract number is generated between the establishment and candidate.
- Now the candidate gets the status of an apprentice.
- This contract of apprenticeship is now reflected in the account of approving authority for approval. The approving authority approves the contract.

What categories of apprentice are covered under the NAPS?

Apprentices are covered under NAPS from the following four categories:

- (i) Trainees passed out from ITI courses
- (ii) Trainees under “dual-learning mode of training” from ITIs
- (iii) Trainees who have completed PMKVY/MES courses
- (iv) Candidates who possess minimum educational qualification required for a trade and have not undergone any formal training in an ITI/PMKVY/MES—these candidates are designated as ‘fresher apprentices’.

What categories of apprentices are required to undergo basic training?

Only fresher apprentices are mandatorily required to undergo basic training. The first two categories of apprentices are exempted from undergoing basic training. Third category of apprentices is also exempted provided that courses under PMKVY/MES are given equivalence to basic training component.

What is Pradhan Mantri Kaushal Vikas Yojana (PMKVY)?

PMKVY is the flagship scheme of the Ministry of Skill Development & Entrepreneurship. The objective of this Skill Certification Scheme is to enable a large number of Indian youth to take up industry-relevant skill training that will help them in securing a better livelihood. PMKVY courses are run by Training Partners under the Sector Skill Councils (SSCs) set up by National Skill Development Corporation (NSDC).

What are Modular Employable Skills(MES) courses ?

MES courses are short term courses designed by NCVT under the scheme SDI – Skill Development Initiative. Various State Governments & Central Government agencies are running MES courses through Vocational Training Providers (VTPs).

What is “dual-learning mode of training”?

This mode of training has been introduced formally in all ITIs from this academic year. It has been introduced for improving the connect between industry and ITIs. Under the dual-learning mode of training, the theoretical instructions and basics about safety and tools, equipment along with foundation practical will be imparted in ITIs and relevant practical training for a trade will be given in the industry. ITIs are required to enter into

MOUs with industries/employers where they want to send their trainees for practical training.

What are the eligibility criteria for apprentices under NAPS?

Apprentice must fulfill the following:

- He/she must possess minimum age, educational and physical qualification prescribed for the trade
- Apprentice must register on the portal.
- Apprentice must have an aadhaar number.
- Maximum age in respect of fresher apprentice shall be 21 years.

Who are the employers?

An employer is a person/entity who has business in any trade or occupation.

What is the procedure for registration of establishment/employer on the apprenticeship portal?

Employers have to access the apprenticeship portal. They need to supply information relating to their registration under ESIC/EPFO etc. which will be used for online validation.

<http://www.apprenticeship.gov.in/Pages/Apprenticeship/EstablishmentRegistration.aspx>

How many apprentices can be engaged by an industry/establishment?

Establishment shall engage apprentices in a band of 2.5% to 10% of the total manpower strength of the establishment including contractual staff. An establishment with total strength of 100 can engage a maximum of 10 apprentices and a minimum of 3 apprentices.

What are the eligibility criteria for employers to avail the benefits of NAPS?

The employers interested to avail the benefits of NAPS must fulfill the following:

- Employers must be registered with EPFO/ESIC/LIN
- Employers must have TAN/TIN number.
- Employers must register on the apprenticeship portal.
- Employers must have an aadhaar linked bank account

How an establishment can engage apprentices?

- Employer may access <http://www.apprenticeship.gov.in> for on-line registration
- Select the option (NAPS or Non-NAPS) – to declare their intention of registering for NAPS.
- Declare apprenticeship seats/vacancies
- Search & shortlist candidates specific to sector, trades, region etc.
- Issue offer letters to candidates for engaging as apprentices

- Sign contract of apprenticeship with apprentice
- Submit contract of apprenticeship on-line for approval by respective Regional Directorate of Apprenticeship Training/State Apprenticeship Adviser.

What are other benefits for employers to engage apprentices under the Apprenticeship Training?

Employers who are engaging apprentices under the Apprentices Act, 1961 are exempted towards contribution of EPF and ESI for apprentices.

Who is Basic Training Provider?

Basic Training Provider (BTP) is an entity who has the facilities for imparting basic training to apprentices.

Who can become BTP?

The following can become BTP:

- Government & Private Industrial Training Institutes.
- Industries/ establishments with in-house basic training facilities (subject to physical verification by RDATs)
- Basic Training Centres set up/supported by industry clusters (subject to physical verification by RDATs)
- In case a industry/ establishment does not want support under the basic training component of NAPS (Rs 7500/- for upto 500 hours) then it will not be required to go through the physical verification.

How the BTPs will be selected?

BTPs will be selected in the following manner:

- Government/Private ITI will automatically get selected as a BTP provided that they have spare seats (within overall affiliation) for running basic training. Spare shifts may be used for basic training.
- BTP will have to apply through portal for registration
- RDAT will review the application of BTP
- RDAT will arrange for physical inspection of BTP by a committee constituted for this purpose.
- Submission of inspection report on-line by the committee.
- Review of inspection report and approval of BTP by RDAT
- Selection and offer to BTP on-line by RDAT.

What is the procedure for registration of BTP on the apprenticeship portal?

BTP may access the apprenticeship portal

<http://www.apprenticeship.gov.in/Pages/Apprenticeship/BTPRegistration.aspx>

What are the roles of RDATs?

- Review & approve contracts of apprenticeship
- Receipt and review of claims from employers
- Online payment of 25% of prescribed stipend subject to a maximum of Rs. 1500/- per month per apprentice to the employers
- Receipt and review of applications from BTP by RDATs
- Receipt of Inspection report and approval of BTP by RDATs
- Receipt and review of claims from BTP on-line.
- Payment of cost of basic training to BTPs

What are the roles of State Apprenticeship Advisers?

- Review & approve contracts of apprenticeship
- Receipt and review of claims from employers
- Online payment of 25% of prescribed stipend subject to a maximum of Rs. 1500/- per month per apprentice to the employers.

What are procedures for payment of reimbursement claims stipend to the employers?

- Payment of full rate of prescribed stipend, including Government of India's share shall be paid to apprentices by the establishment through the aadhaar linked bank accounts of apprentices
- Establishments are required to upload a proof for payment of full amount of stipend to the apprentice alongwith the attendance particulars.
- Payment for the last quarter shall be made only after passing the final trade test by the apprentice and adjusting for dropouts.
- Employers will have to sign a undertaking to inform the concerned RDAT/SAA about any dropouts.

What certification will be provided to apprentice after completion of apprenticeship training?

At the end of apprenticeship training, the apprentice will appear at an All India Trade Test conducted by the National Council for Vocational Training in designated trades or optional trades under NAPS. Successful apprentice will be awarded National Apprenticeship Certificate, which is qualification for employment.

What are amendments made in the Apprentices Act, 1961 in year 2014?

The Apprentices Act has been amended from 22.12.2014. Main changes are:

- Engagement of apprentices in a band of 2.5% to 10% of total strength of establishment
- Introduction of optional trades
- Scope has been extended to non-engineering pass-outs.
- Outsourcing of basic training in an institute of employer's choice.
- Aggregation of apprentices through Third Party Agency (TPA)
- Penalty in the form of fine only
- Submission of returns, other information and contract of apprenticeship through apprenticeship portal and its time bound approval