

### 3.2.2.2.1 Infrastructure

The following are the important aspects to be borne in mind with respect to infrastructure in an Aajeevika Skills training centre.

Aajeevika Skills training centres should have the prescribed:

- Furniture, layout, colour scheme and signage - important for establishing the Aajeevika Skills brand
- Lab, classroom and IT facilities
- Training aids
- Geo tagged time stamped biometric attendance facility for both trainers and trainees
- Fire fighting equipment
- First aid, hygiene, drinking water, canteen and washroom facilities
- Internet and email access of prescribed speed on all IT equipment using which all trainees can check their emails and browse the internet
- Access control facilities
- Power back up
- Projection and copying equipment
- High speed access to the workflow driven, internet enabled ERP of the PIA (and SRLM and MoRD when ready)
- CCTV recording facilities in classroom, labs and common areas.

Before the PIA is allowed to begin counselling; each training centre should be checked and certified for compliance on each of the above by a designated senior official from the Quality team (Q team) of the PIA. The results from this inspection should be uploaded onto a designated web site or emailed to a designated email of the SRLM or TSA. The SRLM or its appointed TSA should verify the report and email its response within seven calendar days of receipt of the PIA's report. If SRLM or TSA does not communicate its findings from the verification within seven calendar days, the PIA shall intimate the fact to MoRD with a copy to the SRLM and their TSA through a designated website or email address. PIAs can then begin counselling and training in these centres if they do not hear back in another seven calendar days from the SRLM. In cases of MSP, this will be done by MoRD's designated TSAs.

Other aspect to be borne in mind with respect to training centres are detailed below:

- Each training centre should have separate space for each domain if proposed to be conducted at the same centre and a dedicated lab.
- Besides each centre should have a computer lab for IT skills. The space requirement is calculated at a minimum rate of 10 square feet per trainee for theory rooms and 10 square feet per trainee for computer lab.
- Training infrastructure may be owned, hired or part of a franchise agreement. State governments are encouraged to make available government buildings that have spare capacity or which can be used after normal working hours. Whatever the case it should be clearly mentioned in the project proposal and carefully costed as part of the approval documents.
- Each training centre should remain in existence for at least three months from the

date of completion of training or until 75% of those trained have been placed (whichever is later). During this period the training centre should act as a information and facilitation centre for trained beneficiaries and their families.

- Mobile centres are not permitted
- Non-residential training centres should be located near the homes of trainees.
- Residential training centres as well as work readiness and finishing centres should be located close to areas with high employment potential. The work readiness and finishing centres will provide residential courses<sup>10</sup>.
- Where residential training is proposed, own or rented accommodation which is secure, and with prescribed facilities should be available and should be certified as such by the SRLM or its TSA
- In case of skilling in trades that require high Capital Expenditure (CAPEX) for setting up infrastructure (e.g welding), MoRD will set up a cost committee to work out trade wise cost ceilings for these.