

Instructions for provisionally empanelled Assessing Body is required to fulfill following in order to get login ID and Password which will enable them to conduct assessments under Modular Employable Skills (MES).

A.

- (i). At least six ACE qualified assessors per module per State should be available.
- (ii). Assessing Body can engage ACE qualified assessors to conduct assessment of other Assessing Bodies after getting authority letter from such Assessing Bodies at least six such assessors per module per State are required.
- (iii). Assessing body can engage instructors of Government Industrial Training Institute (ITIs) having experience of 2-3 years as assessors for conducting assessment without appearing for ACE Test however, at least six such assessors per module per State is required..
- (iv). Assessors empanelled with different Sector Skill Councils can conduct assessments subject to the condition that they have minimum educational qualification/technical qualification and relevant experience as prescribed in the modules of MES. Further they have passed test conducted by SSCs to evaluate their competencies and at least six such assessors per module per State are required..
- (v) Assessing body can engage non ACE qualified assessors for the modules which DGT has not identified institutes for conducting the ACE test subject to the condition that they have minimum educational qualification/technical qualification and relevant experience as prescribed in the modules of MES.
- (vi). Signing of Agreement with the Ministry.

B.

For ACE Schedule pl. see the SDIS portal or contact directly to the notified institutes for conducting the ACE Test. List of notified institutes may be seen <http://www.sdi.gov.in>.

C

Procedure to be adopted for assessments of candidates trained under Central Government run Scheme.

- (a) Nodal officer in the State for interacting with Regional Directorate of Apprenticeship Training under Ministry of Skill Development & Entrepreneurship.
- (b) The nodal officer will declare the Vocational Training Centre as Testing Centre and will furnish the list of such Testing Centres to the respective RDAT with intimation to Ministry of Skill Development & Entrepreneurship and the concerned State.

- (c) Such Centre will be recognized by RDAT as Direct Testing Centre within 10 days of receipt of intimation.
- (d) RDAT will ensure inspection of such centre within one month through itself or third party monitoring agencies.
- (e) VTC will furnish the list of candidates to be assessed to the respective RDAT alongwith name of the module(s) and tentative date of assessment.
- (f) After receipt of list of candidates, system will allot Assessing Body through random selection.
- (g) Assessing Body will upload the details of the candidates on the portal.
- (h) Assessing Body in consultation with VTC will decide the date of assessment.
- (i) Assessing Body will inform the date of assessment to the RDAT and Nodal Officer.
- (j) Assessing Body will upload the outcome of assessment on SDI portal within three days of the assessment
- (k) RDAT will declare the result within three days of uploading of outcome of assessment by the Assessing Body.
- (l) VTC will give assessment fee at the rate of Rs. 800 per candidate to the Assessing Body after declaring the result by the RDAT.

D

Procedure to be adopted for direct candidates assessmentstrained in schemes run by departments of State Government

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- (a) Concerned department running the scheme in the state should contact concerned department dealing with SDI scheme.
- (b) Testing centres will be approved by the State Department dealing with SDI scheme as per guideline prescribed in the manual.
- (c) The Testing Centre shall be responsible for registration of candidates and also upload the list of candidates to be assessed to the respective RDAT alongwith name of the module(s) and tentative date of assessment.
- (d) After receipt of list of candidates, system will allot Assessing Body through random selection.
- (e) Assessing Body in consultation with Testing Centre will decide the date of assessment.

- (f) Assessing Body will inform the date of assessment to the RDAT, concerned Department and Department dealing with SDI scheme.
- (g) Assessing Body will upload the outcome of assessment on SDI portal within three days of the assessment as prescribed in the manual
- (h) RDAT will declare the result within three days of uploading of outcome of assessment by the Assessing Body.
- (i) TC will give assessment fee at the rate of Rs. 800 per candidate to the Assessing Body after declaring the result by the RDAT.

E

For Assessment Guidelines, please refer to Operation Manual of SDI Scheme which is available on www.sdis.gov.in

