

Grading Metrics for Accreditation Standards

| Accreditation Standards Grading Metrics | | |
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| Accreditation Standards have been classified into two parts: | | |
| S. No. | Accreditation Standard | Centre's compliance for Accreditation |
| Part-A Mandatory Parameters | | |
| (A.1) Common Standards | | |
| 1 | Classroom area/ Capacity of Classroom (For each Classroom): (Total carpet area of the Classroom) / Capacity of the Classroom in terms of number of trainees | |
| a | Minimum space requirement for each Classroom is 200 square feet. Minimum space requirement per trainee in each Classroom is 10 Square Feet | Yes |
| b | If the Classroom is not meeting the above criteria | No |
| 2 | Laboratory area/ Capacity of Laboratory (For each Laboratory): (Total carpet area of the Laboratory) / Capacity of the Laboratory in terms of number of trainees | |
| a | Laboratory has to meet SSC specifications In case SSC specific requirements are not given, Minimum space requirement for each Laboratory is 200 square feet. Minimum space requirement per trainee in each Laboratory is 10 Square Feet Hybrid arrangement is also allowed subject to SSC's approval for the concerned Job Role. Such arrangement to be allowed with a condition that the area of Hybrid room should be minimum of 120% of the size of the bigger of the two rooms (Classroom or Lab). (example: if Classroom is 200 sq ft., and Lab is 400 sq. ft., then Hybrid room should be 480 sq ft at least). | Yes |
| b | If the Laboratory is not meeting above criteria | No |
| 3 | Placement / Entrepreneurship Counselling Cell | |
| a | Availability of a demarcated Placement/ Entrepreneurship Counselling Cell with availability of a dedicated/shared full time Placement Coordinator | Yes |

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| b | No separate demarcated Placement/ Entrepreneurship Counselling Cell OR No Placement Coordinator deployed by the Training Centre | No |
| 4 | Type of Construction of the Building of the Training Centre | |
| a | <p>All walls of the Training Centre including Classrooms, Laboratories, Library, Reception etc should be well plastered, colored / distempered/ whitewashed .</p> <p>The walls and roof made of Tin / Bamboo sheets are not allowed. Exceptions are Centres in North East/ J&K and all Hilly Regions. Further, in case Tin/ Bamboo sheets are used by any Centre in other parts of the Country , Centre needs to provide detailed justification for its usage. It is as per the discretion of NSDC to approve/ reject the Centre basis on the justification provided/ facts observed during the Centre visit.</p> <p>The floor of the Training Centre including Classrooms, Laboratories etc should be cemented and preferably tiled .</p> <p><u>(Training Centre which have pre-fabricated structures and containers are exempted from the above)</u></p> <p>All the Classrooms and Laboratories should be properly ventilated. All the wires and switchboards in the Training Centre should properly covered and secured.</p> | Yes |
| b | Non compliance to any of the above | No |
| 5 | Separate Washroom facility for male and female trainees | |
| a | Availability of separate washroom facility for male and female trainees | Yes |
| b | Unavailability of separate washroom facility for male and female trainees | No |
| 6 | Safe/Clean Drinking Water | |
| a | Availability of safe/clean drinking water facility in the form of Reverse Osmosis(RO) /Water purifier/Packaged drinking water dispenser | Yes |
| b | Unavailability of safe/clean drinking water facility as per above norms | No |
| 7 | Cleanliness and Hygiene | |
| a | <p>Availability of a dedicated housekeeping staff at the Training Centre.</p> <p>Availability of a daily checklist / inspection card as maintained by the Housekeeping Staff</p> <p>Dustbin should be placed in all Classrooms, Laboratories and Reception area .</p> | Yes |
| b | Non compliance to any of the above | No |
| 8 | Health and Safety Facilities : First- Aid Kit and Fire Fighting Equipment | |
| a | Availability of the First-Aid kit AND Fire Fighting equipment as per below mentioned norms | Yes |

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| b | Unavailability of the First-Aid kit AND Fire Fighting equipment as per below mentioned norms | No |
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| | <p>Training Centre MUST COMPLY TO THE BELOW NORMS TO GET ACCREDITED.</p> <p>First-Aid kit should contain below mentioned items, and the First aid box should be wall mounted at the Training Centre</p> <ol style="list-style-type: none"> 1. Emergency telephone numbers for emergency medical services 2. Sterile gauze pads (dressings) in small and large squares to place over wounds 3. Disinfectants like Dettol or Savlon 4. Medicines like pain killers 5. Roller bandages to hold dressings in place 6. Adhesive tape / Adhesive bandages in assorted sizes 7. Scissors and Tweezers 8. Antiseptic wipes or soap 9. Thermometer <p>Fire-Fighting Equipment - Atleast one of the following equipments to be available at the Centre :</p> <ol style="list-style-type: none"> 1. Water based Fire Extinguisher 2. Foam based Fire Extinguisher 3. Dry Powder based Fire Extinguisher 4. Carbon dioxide based Fire extinguisher 5. Wet Chemical based Fire Extinguisher <p>Contact number for fire brigade, hospital, ambulance and other emergency numbers should be well displayed in Classroom, Laboratories and the Reception area.</p> | |
| 9 | Aadhar-Enabled Biometric Attendance System (AEBAS) | |

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| a | <p>It is mandatory for the Training Centre to have an Aadhaar Enabled Biometric System (AEBAS) machine to monitor attendance of all trainees. AEBAS should be preferably placed either at the entrance or the reception area</p> <p style="text-align: right;">Note :</p> <p>In case a Training Centre doesn't have AEBAS, Conditional Accreditation may be awarded. However, the Training Centre has to get AEBAS installed within two months of Conditional Accreditation award date, failing which Conditional Accreditation may be withdrawn.</p> <p>The Training Centers of Noth East (NE) and Jammu & Kashmir (J&K) Region should preferably have AEBAS, however the Centers are exempted from Aadhaar linkage till further intimation.</p> <p style="text-align: center;">At NE and J&K , In the absence of AEBAS, biometric system without Aadhaar Linkage is mandatory</p> | Yes |
| b | Non compliance to the above | No |
| 10 | Trainer certified in Entrepreneurship by NIESBUD or any similar agency specified in the Scheme | |
| a | <p>At least one trainer of the Training Centre has to be certified in Entrepreneurship by NIESBUD or any similar agency specified in the Scheme</p> <p style="text-align: right;">Note:</p> <p>In case the Training Centre doesn't have a trainer certified in Entrepreneurship by NIESBUD or any similar agency , Conditional Accreditation may be awarded.</p> <p style="text-align: center;">However, the Training Centre will need to comply with this indicator <u>within Six months of Conditional Accreditation award date.</u> else, Conditional Accreditation may be withdrawn.</p> | Yes |
| b | Non compliance to the above | No |
| (A.2) Job Role Specific Standards | | |

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| 1 | Student / Trainer Ratio (Total number of trainees who can be simultaneously trained in a Training Centre in a month for the job role) / (Total number of qualified trainers for the job role, as per the prescribed minimum requirement of SSC) | |
| a | Ratio of 30:1 or less than 30:1 | Yes |
| b | Ratio of more than 30:1 | No |
| 2 | Availability of Qualified Trainers (For each Job Role) (Centre to have qualified trainers as per the prescribed minimum requirement of SSC) | |
| a | Trainers meets minimum educational qualification as well as minimum work experience, as prescribed by SSC (Maximum of six month relaxation allowed in experience but NO relaxation allowed in qualification) | Yes |
| b | Non compliance to the above | No |
| 3 | Trainers certified by SSC (For each Job Role) | |
| a | All trainers certified by SSC Note : In case the Training Centre doesn't have all trainers certified by SSC, Conditional Accreditation may be awarded. However, the Training Centre needs to comply with this indicator <u>within Six months of Conditional Accreditation award date</u> , else, Conditional Accreditation may be withdrawn | Yes |
| b | Non compliance to the above | No |
| 4 | Availability of Equipment/ Tools/ Machinery in Laboratory For each Job Role | |
| a | Laboratory is equipped with mandatory equipments (as per SSC specified mandatory list) for each job role | Yes |
| b | Laboratory is not equipped with mandatory equipment (as per SSC specified mandatory list) for each job role | No |
| Sr. No. | Accreditation Standard | Scores |
| Part-B Grading Standards | | 50 |

Grading Metrics for Accreditation Standards

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| 1 | Centre Area | 7 |
| a | Centers with area of 5000 sq ft or Above dedicated to skill development training program | 7 |
| b | Centers with area of 3000 sq ft or above and less than 5000 sq ft, dedicated to skill development training program | 5 |
| c | Centers with area of 1500 sq ft or above and less than 3000 sq ft, dedicated to skill development training program | 3 |
| d | Centers with area less than 1500 sq ft dedicated to skill development training program | 1 |
| 2 | Type of Building of the Training Centre | 6 |
| a | Stand-alone Building, with all floors completely dedicated to NSQF aligned Skill Development Training OR Non-functional Educational institute/Campus utilized as Training Centre (completely dedicated to NSQF aligned Skill Development Training) | 6 |
| b | Industrial/Commercial Complex (Training Centre is inside a factory/ industrial/commercial complex and not a standalone building) | 4 |
| c | Functional Educational Institute/Any other Building where a dedicated floor space is assigned for Skill development training (Training Centre is part of Educational institute or any other building and not a standalone building) | 2 |
| 3 | Proximity of the Training Centre to Public Transport System i.e. Bus Stop/Stand, Metro Station, Railway Station etc. | 5 |
| a | 0 - 3 km distance | 5 |
| b | 3.1 - 5 km distance | 3 |
| c | 5.1-10 Km distance | 2 |
| d | More than 10 km distance | 0 |
| 4 | CCTV cameras (with CCTV recording facility) | 4 |
| a | Availability of CCTV cameras (with CCTV recording facility) in all the Classrooms, Laboratories, Counseling area , Reception area | 4 |
| b | Availability of CCTV cameras (with CCTV recording facility) in all the Classrooms and Laboratories, but not in other areas | 2 |
| c | Availability of CCTV cameras (with CCTV recording facility) in 50% of Classrooms and Laboratories but not in other areas | 1 |
| d | Availability of CCTV camera in less than 50% of Classrooms, Laboratories and other areas OR Absence of recording facility | 0 |
| 5 | Differently-abled friendly Training Centre | 4 |
| a | Availability of Ramps, Lifts and Washroom for differently-abled people If the Training Center is at Ground Floor, availability of lift is exempted . | 4 |

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| b | Availability of any two parameters i.e. Lifts, Ramps, Washrooms If the Training Center is at Ground Floor, and the Center has any one facility (either Ramp or Washroom for differently-abled people), Center shall score 2 marks | 2 |
| c | Availability of only one facility i.e. Ramps or Washroom for differently-abled people. (This is applicable for only those Training Centers which are NOT on Ground Floor) | 1 |
| d | No facility available at the Training Center for differently abled people i.e. No Ramps, No Lifts or No Washroom | 0 |
| 6 | Projectors in Classrooms | 4 |
| a | Availability of any type of projector in all Classrooms | 4 |
| b | Availability of any type of projector in atleast 50% of the Classrooms but not all Classrooms | 2 |
| c | Availability of any type of projector in less than 50% of the Classrooms | 0 |
| 7 | Internet Connectivity | 4 |
| a | Availability of the Internet connectivity at the Training Centre , necessarily at the IT/Computer Laboratory , with speed of 1 mbps and above) | 4 |
| b | Availability of the Internet connectivity at the Training Centre, necessarily at the IT / Computer Laboratory , but with speed of less than 1 mbps and greater than 512 kbps | 2 |
| c | Availability of the Internet connectivity at the Training Centre, necessarily at the IT/ Computer Laboratory , with speed of less than 512kbps OR no internet connectivity at the IT /Computer laboratory | 0 |
| 8 | Additional Infrastructural Facilities | 4 |
| a | Availability of Pantry and Parking facility. Parking facility should be available in the premises of Training Center. | 4 |
| b | Availability of any one facility i.e. Pantry or Parking facility | 2 |
| c | Neither Pantry nor Parking facility availability at the Training Centre | 0 |
| 9 | IT/ Computer Laboratory facility | 4 |
| a | Availability of IT/Computer Laboratory (a clearly demarcated area with atleast 10 computers/laptops) for life skills/ soft skills training, along with Airconditioner facility | 4 |
| | Availability of IT/Computer Laboratory (a clearly demarcated area with atleast 10 computers/laptops) for life skills/ soft skills training, Without Airconditioner facility | 2 |
| b | Unavailability of IT/Computer Laboratory as per above mentioned criteria | 0 |

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| 10 | Power Backup facility | 3 |
| a | Availability of the Power backup facility in the form of UPS/ Inverter/ Genset etc to continue the operations at the Training Centre | 3 |
| b | Unavailability of the Power backup facility as per above norms | 0 |
| 11 | Library facility | 3 |
| a | Availability of Library (a clearly demarcated area with atleast 5 books per job role) | 3 |
| b | Unavailability of Library (as per above mentioned criteria) | 0 |
| 12 | Air-Conditioned (AC) facility | 2 |
| a | Availability of Air-Conditioning in all Classrooms (Availability of AC in High altitudes Regions (Above 5000 ft above sea level), is exempted) | 2 |
| b | Availability of AC in atleast 50% of the Classrooms (Availability of AC in High altitudes Regions (Above 5000 ft above sea level), is exempted) | 1 |
| c | Availability of AC in less than 50% of the Classrooms | 0 |
| Total Scores for Accreditation | | 50 |

| Grading Structure | | |
|-----------------------------|--|--------------|
| Percentage of Scores | | Grade |
| 85-100 % | | 5 Star |
| 70- 84 % | | 4 Star |
| 55 -69 % | | 3 Star |
| 40 -54 % | | 2 Star |
| Below 40 % | | 1 Star |