

Industry cum Implementation Partnership (IIP) Affiliation Process for New Applicants

Details of the Organization applying for IIP:

- Name of the Organization:
- Name of the CEO/COO/MD/Entrepreneur/Partner/ Proprietor:
- Registered Address:
- City/State:
- Pin code:
- Telephone no (Prefix STD/ISD Code):
- Mobile No:
- Email Address:

Ownership Pattern **(Please highlight as applicable)**: Under Central Government/ State Government/ Public Limited/ Private Ltd. /Autonomous/ Trust/ Society/ Proprietary/ Partnership/Any other

Nature of Operation **(Please highlight as applicable)**: Manufacturing/Service/Others

Annual Turnover (in Lakhs):

Net Profit (in Lakhs p.a.):

Details of Principal representatives for liaison with MEPSC

- Name:
- Designation:
- Division:
- Telephone no (Prefix STD/ISD Code):
- Mobile No:
- Address:
- City/State:
- Pin Code:

Give brief description about the organisation as per the questions given below:

- 1) How does your Organization expect to benefit from MEPSC Partnership?
- 2) Is your Organization/Institution done any work or contributed towards any activity in CSR under skilling or otherwise? (Yes/No)
- 3) Please describe the areas where your organization is facing/has faced challenges in Training/Skilling employees. Describe the steps taken by your organization in handling the challenge.

List of Documents required to be enclosed with the IIP

- a) Signed and stamped Declaration Letter (Refer Annexure I)
- b) Signed and stamped letter for Training Facilities Details (Refer Annexure 2) along with below mentioned pictures.
 - Pictures of Training center facilities like Classrooms, Computer/equipment lab facilities, Washroom(s), Drinking Facilities, Health and Safety/First aid, Library (If any)
 - Pictures of Ground/Obstacle course/firing range (for Job role(s) of security sector)
- c) Signed and stamped Terms & Conditions for Affiliation (Refer Annexure 3)
- d) Latest Annual Report, Balance Sheet, Audit report and ITR.
- e) Corporate Profile, including the experience of implementing Skill development programs
- f) Copy of Registration Certificate
- g) Copy of GST certificate
- h) Proof of payment (IMPS/NEFT/RTGS) in favor of Management & Entrepreneurship and professional Skills Council

***All the above documents/details to be submitted as a separate individual file in PDF format and the hard copy of the same has to be couriered to MEPSC's Corporate Office.**

IIP fee structure and Banking details

IIP Fee for New applicant+ Applicable Taxes

S. No.	Fee type	Fee (In Rs.)	Period
1	Application fee	Rs. 5,000	One-time fee
2	Training Centre fee	Rs. 8,000	Annual fee for each TC
3	Annual fee	Rs. 10,000	Annual fee
4	Job role fee	Rs. 6,000	Annual fee for each JR
Total		Rs. 29,000	
	18% GST		
Net Total		Fee+ 18% GST	

Please Note:

- 1) In case, the Industry partner is found to be non-compliant of MEPSC rules and regulations at the time of inspection/audit, the Training Centre fee will not be refunded
- 2) The fee per job role is Rs.6,000 but in case of EEE NOSs the job role fee will be Rs.6000 only (combining all the 6 NOSs or chosen independently) as these are independent NOSs.
- 3) The Master Trainer and Lead Assessor job roles can't be opted for IIP Affiliation.

MEPSC Bank account details: -

Account Name: Management & Entrepreneurship & Professional Skills Council

Bank Name: Kotak Mahindra

Bank Account No: 7611757927

Branch: Panchsheel Enclave-New Delhi

MICR Code: 110485021

IFSC Code: KKBK0000194

Address: C-71, Malviya Nagar, New Delhi – 110 017

Annexure I

(on letterhead of the Company)

DECLARATION

To,

Chief Executive Officer

Management & Entrepreneurship and Professional Skills Council (MEPSC)

F – 04, First Floor, Plot No – 212, Okhla Phase III, New Delhi – 110 020

Dear Sir/Madam,

I/We wish to apply for MEPSC Industry Cum Industry Partnership. We are submitting the details of our organization along with relevant supporting documents. We declare that the information furnished herein is correct to best of our knowledge and we agree to be governed by the rules and regulations of Management & Entrepreneurship and Professional Skills Council. I/We understand that our Partnership with MEPSC is subject to approval of this application by the MEPSC Executive Board. I/We understand and accept that in the case of evidence being found of any unethical activity, MEPSC reserves the right to unconditionally terminate this Partnership.

We attach herewith the copy of documents required along with the Industry Cum Implementation Partnership Form & Declaration letter (Enclosed as Annexure- I).

Name:

Designation:

Email:

Contact Number:

Signature and stamp:

Annexure - 2

Declaration: Training center Details

To,

Date:

The CEO

Management Entrepreneurship & Professional Skills Council (MEPSC)

F-04, First Floor, Plot No-212

Okhla Phase III,

New Delhi - 110020

Sub: Undertaking for Training Centre(s) details and Job Role(s) applied for Industry partnership with MEPSC

Respected Sir,

This is to declare that we operate from the below given center(s): -

- Training Centre Address with Pin Code-
- Training center manager/SPOC Name-
- SPOC E-Mail ID/ Mobile number-
- Job role(s) applied-

We confirm that all the details provided in the declaration and the relevant documents shared by us are correct, updated and are true to best of our knowledge.

Thank you.

Name:

Designation:

Email:

Contact Number:

Signature and stamp:

Annexure - 3

Terms & Conditions for Affiliation by MEPSC

(To be submitted along with the application form)

Applicant Industry Partner that has applied for Affiliation shall be required to fulfill the following terms and conditions:

1. The Industry Partner and their respective applicant Training Centre(s) will provide the trainings as per QPs/curriculum prepared by Management Entrepreneurship & Professional Skills Council compliant to the respective National Occupational Standards.
2. The Industry Partner and their respective applicant Training Centre(s) should ensure that admission of students is as per the eligibility conditions prescribed in the NOS for the applied job role.
3. The Industry Partner and their respective applicant Training Centre(s) should ensure that Counsellors, Training Centre Manager, Trainers or facilitators are MEPSC trained and certified.
4. Affiliation is subject to the approval of MEPSC IIP affiliation committee. Provisional Approval may be provided to the IIPs upon recommendations by the affiliation committee.
5. The affiliation shall be granted for period of one year and shall be subject to an on-site surprise inspection, which may be conducted by MEPSC anytime during the validity of affiliation. The renewal of affiliation shall also depend on satisfactory performance of Training Center.
6. The Industry Partner shall offer to MEPSC or its representative, cooperation during physical inspection in:
 - a. Access to the facility
 - b. Access to the attached/associated facility relevant for training
 - c. Access of all relevant information and documentation
 - d. Access to all records and relevant personnel
7. The Industry Partner and their respective applicant Training Centre(s) shall provide well equipped facilities for Training of Trainees and also for theory and practical assessment of the trainees.
8. On grant of affiliation, the Training Institute shall:
 - a. claim affiliation in only those training centers, which have been affiliated by MEPSC (and for which the training centre fees has been paid)
 - b. not state its affiliation in a manner as to be considered misleading or unauthorized and bring MEPSC to disrepute
 - c. make reference to affiliation in its documents, brochures or advertising only in compliance with the requirements of MEPSC
9. The applicant Industry Partner shall pay the fee (for new application or during renewal) as per fees structure laid down by MEPSC

10. The Affiliated Industry Partner is eligible to use the logo of MEPSC in its promotional material only after the written approval of the competent authority of the council. Usage of MSDE, NCVET, NSDC and Skill India's logo is not permissible under the ambit of the affiliation.
11. The training Institute shall inform MEPSC within 15 days of significant changes affecting the operation of the Institute/center relevant to affiliation, such as:
 - a. its legal, commercial, ownership or organizational status
 - b. the organization, top management and key personnel
 - c. main policies
 - d. addition of new job role in the affiliated skill center
 - e. the Training institute shall continuously keep in touch with MEPSC to keep itself updated.
12. The applicant/affiliated Industry Partner shall respond promptly to the changes initiated by MEPSC in its affiliation criteria, policies and procedures. However, they will be given sufficient notice and time, as in the opinion of MEPSC is found reasonable, to carry out adjustments in its system. The applicant/affiliated Industry Partner shall inform MEPSC when such adjustments have been completed.
13. MEPSC may suspend or withdraw affiliation of the Industry Partner/stop processing application of an applicant institute, as per MEPSC policy, on one or more of the following grounds but not limited to:
 - a. during a physical inspection, applicant training Institute does not comply with the affiliation requirements
 - b. non-payment of pre and post affiliation fees
 - c. non-cooperation with MEPSC
 - d. refusal to allow examination of relevant skill center, documents and records by MEPSC & its appointed representative
 - e. result of compliant analysis or any other information, which indicates that the training institute no longer complies with requirements of MEPSC.

Note: In case of non- compliance the fees paid will not be refunded.
14. The affiliated Industry Partner and its respective skill center upon suspension or withdrawal of its affiliation shall immediately cease its use of all promotion material that contains any reference to the affiliation status.
15. Affiliated Industry Partner shall indemnify MEPSC against any legal or financial liability arising out of any act involving any accidental or consequential damages to personnel/equipment/reputation etc. at any time.

By signing this document, it is implied that the Industry Partner as an applicant and after affiliation agrees to comply at all times with all Terms and Conditions for affiliation by MEPSC.

Name:

Designation:

Email:

Contact Number:

Signature and stamp:

Important Links:

- 1) **Website link for list of Job Roles-** <https://www.mepsc.in/occupational-standards/>
- 2) **Trainer Pre-Requisites/Equipment Details and Lab Area-** <https://bit.ly/3NVFYUx>

NOTE: MEPSC may provide provisional affiliation to the TP upon recommendation of the MEPSC TP affiliation committee of experts however, at later stages or at the time of physical inspection if the TP is found to be non-compliant, the training center fees which also includes the inspection fee for the center will be withheld by the MEPSC and the center may be disaffiliated.