



# National Apprenticeship Promotion Scheme

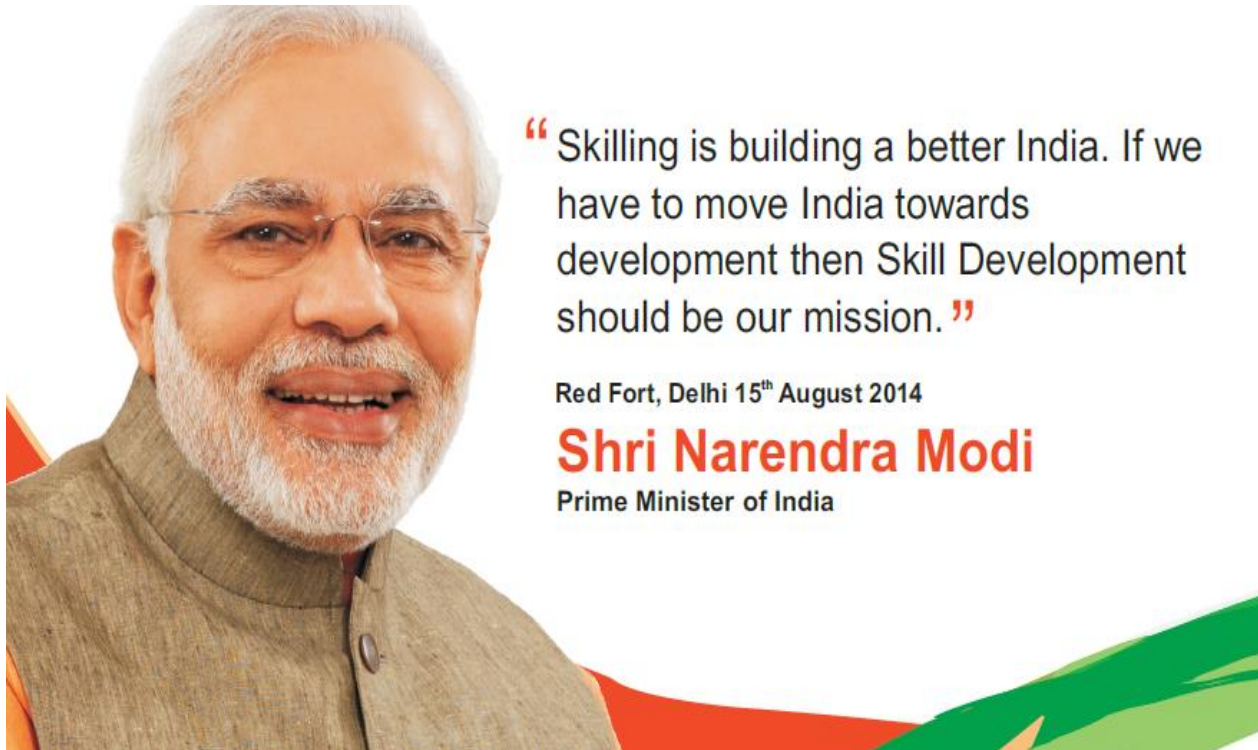
## (NAPS)



# Skills For A Better Tomorrow

The National Policy of Skill Development and Entrepreneurship 2015, launched by the Hon'ble Prime Minister on 15th July, 2015 focuses on:

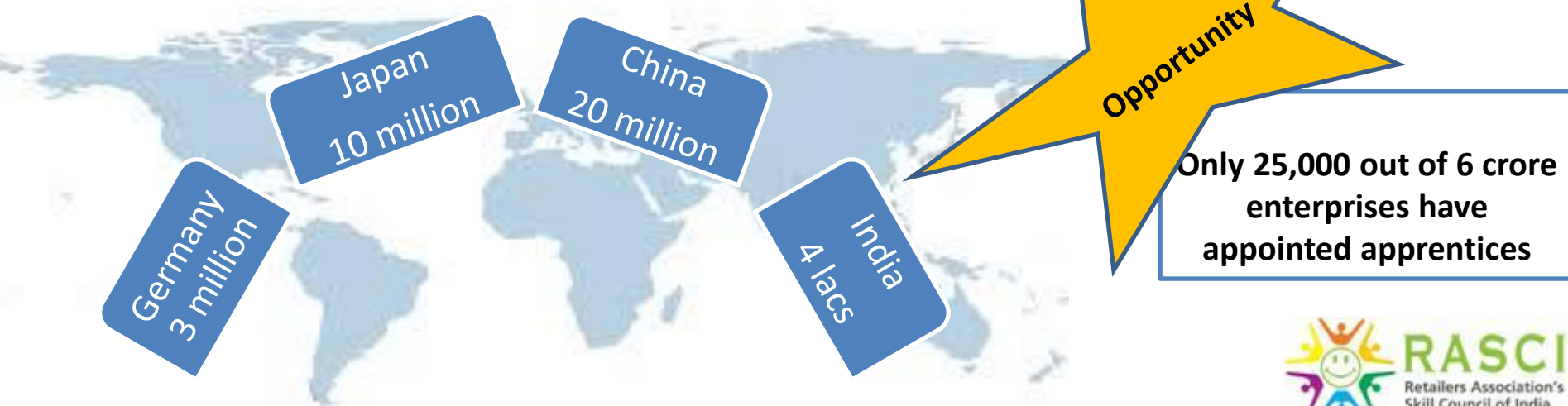
- **Apprenticeship as one of the key program for creating skilled manpower in India**
- **Pro-actively working with industry to facilitate a tenfold increase in apprenticeship opportunities in the country by 2020**



# India's Apprenticeship Regime

- Apprentices and Apprenticeship programs are governed by the Apprentice Act 1961.
- Apprenticeship training is a course of training in any industry or establishment. It combines on-the-job training with academic instruction for those entering the workforce
- The Apprentices Act, 1961 was enacted with the objective of regulating the program of training of apprentices in the industry by utilizing the facilities available therein for imparting on-the-job training

## A world-wide view of Apprenticeship



# National Apprenticeship Promotion Scheme (NAPS)

- NAPS is a new scheme launched by the Government of India on 19<sup>th</sup> August 2016 to promote apprenticeship training in organizations and incentivize employers who wish to engage apprentices.

## Amendments in Apprentices Act

- Replacing the outdated system of trade wise and unit wise regulation of apprentices with a band of 2.5% to 10% of the total workforce (including contractual workers)
- Introduction of optional trades (PMKVY Courses / courses created by employers)
- Removal of stringent clauses like imprisonment
- Allowing employers to out-source basic training

# NAPS Framework - Optional Trade

An optional trade is any trade/ occupation/any subject field in engineering/ non engineering/technology/any vocational course as may be determined by the employer.

Optional Trade includes courses under PMKVY or Courses created by the Employer approved by the Directorate General of Training (DGT - MSDE)

<b>Coverage of Trades</b>	<b>OPTIONAL TRADE including service sector</b>
<b>Course Coverage</b>	<b>DGT Approved RASCI Course Curriculum - Retail Sales Associate ; Distributor Salesman</b>
<b>Who can be an Apprentice</b>	<ul style="list-style-type: none"><li>• Individual who has completed 14 years of age and has minimum educational qualification prescribed for a trade</li><li>• Maximum age in respect of fresher apprentice shall be 21 years for experienced it can be higher</li><li>• Every apprentice must have a valid aadhaar number</li></ul>
<b>Eligibility criteria for employers</b>	<ul style="list-style-type: none"><li>• An employer is a person/entity who has business in any trade/occupation</li><li>• Employers must be registered with EPFO/ESIC/LIN/ UDYOGAADHAR</li><li>• Employers must have TIN number</li><li>• Employers must have an aadhaar linked bank account</li></ul>

# NAPS Benefits – Employers & Apprentices



## Reduced Time



## Reduced Cost



## Reduced Effort

For the Employers	For the Apprentices
Provides a platform for experiential learning at the workplace thereby maximizing impact of learning ( <b><i>Experiential Learning</i></b> )	Provides an opportunity to put skills into practice to gain confidence in a working environment ( <b><i>Experiential Learning</i></b> )
Opportunity to use of training facilities available within the establishment thereby minimizing training cost impact ( <b><i>Reduced Cost</i></b> )	Makes it easier for the apprentice to transition from training to employment due to industrial exposure ( <b><i>Pathway to full time employment</i></b> )
Helps tackle skill shortages and develop a talent pipeline for future needs ( <b><i>Reduced Effort</i></b> )	Provides an 'learn while earn' opportunity to the apprentice ( <b><i>Economic Independence</i></b> )
Helps capitalize on reduced learning time when apprentice is offered permanent job in the organization ( <b><i>Reduced Time</i></b> )	Helps make broad based decision of future career path within the function/industry ( <b><i>Career choice</i></b> )
Provides a platform to gainfully engage manpower at reduced cost ( <b><i>Reduced Cost</i></b> )	Provides a scope for vertical mobility when employed in the organization ( <b><i>Career progression</i></b> )
Recognition of talent based on performance delivered ( <b><i>Talent recognition tool</i></b> )	Government recognized certification ( <b><i>Career recognition</i></b> )

# Incentivization under NAPS

## Incentivizing the Employer

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

## Incentivizing the Basic Training Provider (BTP)

Reimbursement of cost of basic training (upto Rs. 5000/- per apprentice for a maximum of approved 320 hours/2 months) by the Government of India to Basic Training Providers (BTPs) in respect of apprentices who come directly for apprenticeship training without any formal trade certification such as PMKVY

**Employer can become the BTP**

**Or**

**Outsource Basic Training**

# Cost-Benefit Comparative : An Illustration

Components	Full Timer (Salaried)	Full Timer (Apprentice)
Basic + DA	7246	-
House Rent Allowance	3723	-
Bonus	604	-
<b>Gross</b>	<b>11573</b>	<b>8101</b>
ESIC (employee)	203	-
PF (Employee)	870	-
Professional tax	-	-
<b>Take Home</b>	<b>10500</b>	<b>8101</b>
PF (Employer)	870	-
EDLI (Employer)	37	-
PAI (Personal Accident Insurance)	50	-
ESIC (employer)	550	-
<b>CTC</b>	<b>13080</b>	<b>8101</b>
Reimbursement from Govt.	-	1500
<b>Actual CTC</b>	<b>13080</b>	<b>6601</b>





# NAPS Implementation Framework - Optional Trade

## Components of Apprenticeship Training

- **Basic Training**

- Consists of theoretical and practical instructions relating to trade on which OJT is to be imparted.
- Can be done at the industry/employer site or in government / private training institutes
- Duration of Basic Training is 1/5th to 1/4th of the overall duration of apprenticeship
- The industry/employer site or in government / private industrial training institutes can be a Basic Training Provider (BTP)

**HOWEVER, FOR CANDIDATES CERTIFIED UNDER PMKVY, BASIC TRAINING IS WAIVED OFF**

- **On-the-Job Training (OJT)**

On-the-job training at the workplace in an establishment

## Assessment & Certification

All India Trade Test conducted by National Council on Vocational Training (NCVT)

## Stipend

- Stipend (excluding PF, ESIC & Professional Tax) is to be paid to the apprentice by the employer
- Stipend amount is atleast 70% of minimum wage of semi-skilled workers notified by the respective State or Union territory

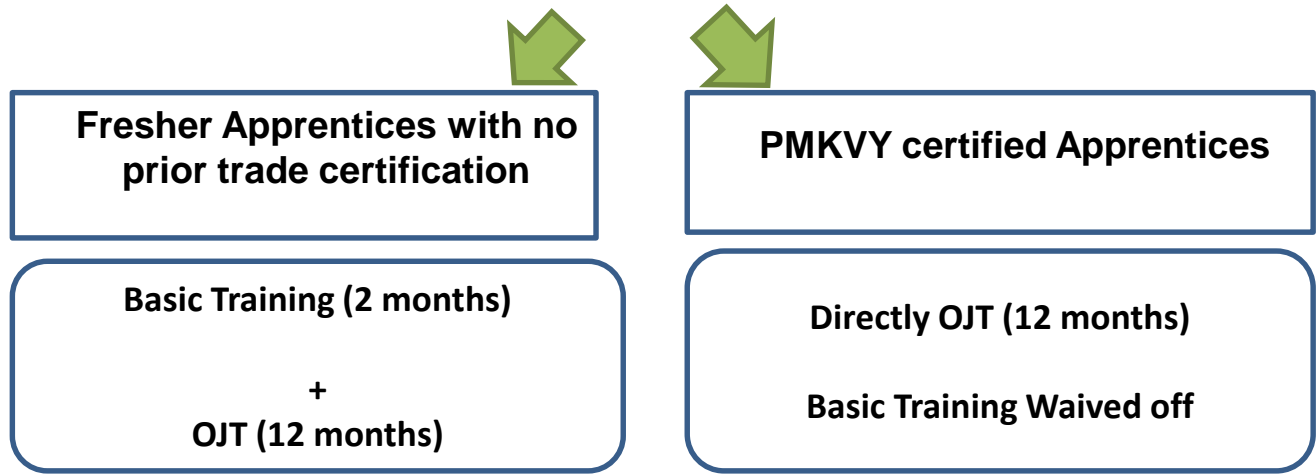
# Training approach under NAPS

DGT Approved RASCI Curriculum – Retail Sales Associate & Distributor Salesman

Total Duration of Apprenticeship : 14 months (2 months Basic Training + 12 months OJT)

**Note : Rebate of 2 months for candidates certified under PMKVY**

## Apprentice engagement options for employers



Apprentice Type	Duration of Training in Months													
	BASIC Training		OJT											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Fresher Apprentices														
PMKVY certified Apprentices	Waiver													

# NAPS Implementation – Process steps

Link to Online Portal : <http://www.apprenticeship.gov.in>

All transactions will be done on the NAPS Online Portal

## Employer

- Step 1: Register Establishment
- Step 2: Declare Apprenticeship Vacancies
- Step 3: Search & shortlist candidates
- Step 4: Issue contract letters
- Step 5: Submit contracts to RDAT for approval
- Step 6: Monitor apprenticeship training
- Step 7: Submit claims online

## Apprentice

- Step 1: Create candidate profile
- Step 2: Indicate trade of choice
- Step 3: Do establishment search
- Step 4: Apply for Apprentice training
- Step 5: Receive contract letter
- Step 6: Search for Basic Training Provider (as applicable)

## Basic Training Provider

- Step 1: Register Establishment
- Step 2: Declare Basic Training seats
- Step 3: Search & shortlist candidates
- Step 4: Provide Basic Training to apprentices after employees contract sign off with employer
- Step 5: Place apprentices for OJT after basic training
- Step 6: Submit claims online

# Document Checklist for Registration under NAPS

Link to Online Portal : <http://www.apprenticeship.gov.in>

Below documents/details to be kept ready at the time of online registration

## For Employer Registration

- Total Manpower count of the company (including contractual staff)
- Operating in how many States/UT (count)
- EPFO/ESIC/LIN/ UDYOGAADHAR No. (as applicable)
- TIN/TAN No. (as applicable)

## For Apprentice Registration

- Aadhaar Card No. (UID No.)
- Valid Mobile No. and Active E-mail ID
- Scanned copy of Education Qualification documents (Certificate/Degree). (Doc/Docx/PDF/JPG up to 200 KB)
- If certified under Pradhan Mantri Kaushal Vikas Yojana (PMKVY), scanned copy of the skill certificate (Doc/Docx/PDF/JPG up to 200 KB)
- Passport Size Photograph (JPG/JPEG/GIF/PNG up to 200 KB)
- Date of Birth Document (Adhaar Card/Passport/Driving License/School leaving certificate/any other valid proof) (Doc/Docx/PDF/JPG up to 200 KB)

# Reimbursement of Stipend under NAPS

## Processing of Claims – For employer

- Full rate of prescribed stipend shall be paid to apprentices by the employer through the aadhaar linked bank accounts of apprentices
- Employers are required to upload a proof for payment of full amount of stipend to the apprentice along with the attendance particulars
- Concerned RDATs will verify the information and reimburse payment to employers bank account within 10 days of receipt of claims from employers
- 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 about any dropouts

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