

MSDE 4(7)/2019-AP (PMU)
Government of India
Ministry of Skill development & Entrepreneurship

2nd Floor, PTI Building
Sansad Marg, New Delhi
Dated 23rd July, 2021

To,
M/s Medhavi Foundation
B1/42 Rajasthali Apartments,
Pitampura, New Delhi- 110034

Subject: - Confirmation of Empanelment of Third Party Aggregator (TPA) under Apprentices Act, 1961

Sir,

This is in continuation to our earlier letter dated 15th March 2021 and based on your performance; we confirm your empanelment as TPA under Apprentices Act, 1961 for promotion of Apprenticeship training including National Apprenticeship Promotion Scheme in country for three years. Activities which are to be performed as TPA and terms & conditions will remain the same and are again given below:

1. Activities which is to be performed by TPA:

- a. Arrange the basic training under Apprentices Act through Basic Training Providers for fresher apprentices (apprentices who come directly to undertake apprenticeship training without any formal training) from the establishments, which are desirous of outsourcing the basic training
- b. Assist the establishments to get approval for basic attaining Centres (BTCs) in case these are not on the panel of approved BTCs.
- c. Select not more than 3 establishments for on-the-job/ practical training of apprentices by studying the infrastructure facilities available with individual employers in such a manner that the combined facilities available with the selected establishment (maximum up to 3) meets the requirement of prescribed curriculum of the trade. TPA can organize on-the-job/ practical training for apprentices in this selected establishment in coordination with employers.
- d. Match the demand of establishments for apprentices with the candidates desiring to undergo apprenticeship programme
- e. Mobilize and counsel candidates to undergo apprenticeship trainings
- f. Assist the establishments in designing under apprentice programme and getting them NSQF aligned
- g. Upload contracts of apprenticeship on the apprenticeship portal on behalf of the establishment for registration by Apprenticeship Adviser. Login and password will be provided to TPA for this purpose.
- h. Upload syllabus with duration of apprentices courses on behalf of establishment towards stipend paid to apprentices.
- i. Furnish all the returns on the portal- site on behalf of the establishment.
- j. Submit reimbursement claims on behalf of establishment towards stipend paid to apprentices.
- k. Submit reimbursement claims for basic training cost in case establishment is the basic training provider under NAPS.
- l. Ensure compliance of all formalities by the apprentices for appearing in assessment examinations as and when required.
- m. Assist the establishment to conduct assessment and issue certificate.

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