

Government of Punjab
Department of Technical Education and Industrial Training
(Technical Education –I Branch)

To

All the Deputy Commissioners of the State of Punjab

Memo No. 12/7/14-STE1/ 315636/1

Dated, Chandigarh the 22nd September 2014

Sub: Formation of District Executive Committees under Punjab Skill Development Mission.

The Government of Punjab has constituted Punjab Skill Development Mission, which has been notified vide No. 12/7/14-STE1/180 dated 2nd September 2014. Copy of the notification is enclosed. The Mission has further been registered as Society vide No. 268 of 2014-15 under the Societies Registration Act 1860.

2. The Mission would be a single point within the Government to formulate and steer various skill development schemes. The Mission will bring necessary synergy, oversight and effective coordination in the implementation of various skill development schemes across the Departments.

3. *gfc* As per structure of the Mission, there will be a District Level Executive Committee and each district committee shall be responsible for preparing district annual plan for skill development and implementing the approved district plan as per the guidelines laid down by the Mission. The district level committee shall have the following members:

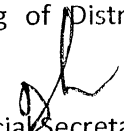
(i)	Deputy Commissioner	Chairman
(ii)	Add. Dy. Commissioner (Development)	Vice Chairman
(iii)	DPM (NRLM)	Member
(iv)	District Welfare officer	Member
(v)	District Program Officer	Member
(vi)	District Education Officer	Member
(vii)	District Employment Officer	Member
(viii)	District Assistant Labour Commissioner	Member
(ix)	Representative of District RUDSETI	Member
(x)	Principal Nodal Polytechnic	Member
(xi)	Principal Nodal ITI	Member
(xii)	District Head of BACFINCO, Punjab SC Land Dev. And Finance Corporation, KVIB and Cooperative Banks	Member
(xiii)	District Dev. & Panchayat Officer	Member
(xiv)	General Manager DIC	Member

(xv)	Representatives from Industry nominated by the DC	Two members
(xvi)	District Coordinator (SSDM)	Member Secretary

4. The District Executive Committee will perform the following functions:

- (i) To prepare District Action Plan for Skill Development
- (ii) To coordinate the efforts of different departments in the district.
- (iii) To organize campaigns/programs for Awareness Generation and Mobilization of Youth
- (iv) To facilitate registration of candidates on IT portal.
- (v) To supervise the training programs conducted by training providers.
- (vi) To prepare a list of employment opportunities in the district and nearby areas and its updation on the IT portal periodically.
- (vii) To conduct Job Melas on a regular basis
- (viii) To organise meetings with local industries once in every three months for seeking feedbacks.
- (ix) To review the progress of DPMU every month.
- (x) To facilitate counselling and post placement support services to the candidates.
- (xi) Any other work assigned by the State Steering or Executive Committee.

5. You are therefore requested to take necessary steps towards functioning of District Executive Committees.


 Special Secretary
 For Member Secretary, PSDM

