

Expression of Interest (EoI) For Skill Tanning Under DAY -NULM Innovative Project "SANGWARI"



कार्यालय दीनदयाल अंत्योदय योजना – राष्ट्रीय शहरी आजीविका मिशन,
नगर पालिक निगम, रायपुर (छ.ग.)

फोन नं. 0771-2220151 फैक्स नं. 0771-22273395

ई-मेल: nulm.rmc@gmail.com

कं 670/DAY-NULM/न.पा.नि/2016-17 रायपुर, दिनांक 11/04/2016

रुचि की अभिव्यक्ति आमंत्रित

भारत सरकार, आवास एवं शहरी गरीबी उपशमन मंत्रालय नई-दिल्ली द्वारा दीनदयाल अंत्योदय योजना – राष्ट्रीय शहरी आजीविका मिशन, नगर पालिक निगम, रायपुर (छ.ग.) अंतर्गत अभिनव परियोजना "संगवारी" के अन्तर्गत घरेलु कामगार महिलाओं के कौशल उन्नयन के लिए जिला कौशल विकास प्राधिकरण रायपुर अन्तर्गत HOS 706 (Household Service- General) में पंजीकृत शासकीय / गैर शासकीय प्रशिक्षण प्रदाता संस्थाओं से प्रशिक्षण प्रदान किये जाने हेतु रुचि की अभिव्यक्ति (Expression of Interest) आमंत्रित किया जाता है। इच्छुक शासकीय / गैर शासकीय प्रशिक्षण प्रदाता संस्थाओं से उक्त कार्य हेतु मैनुअल रुचि की अभिव्यक्ति दिनांक 12/04/2016 से 20/04/2016 तक सांय 5:30 बजे तक कक्ष क्रमांक 315 द्वितीय तल नगर पालिक निगम, रायपुर (छ.ग.) आमंत्रित की जाती है। विस्तृत जानकारी नगर निगम के विभागीय वेबसाइट www.nagarnigamraipur.nic.in से प्राप्त किया जा सकता है।

Use

प्रभारी अधिकारी

दीनदयाल अंत्योदय योजना
राष्ट्रीय शहरी आजीविका मिशन
नगर पालिक निगम,
रायपुर (छ.ग.)

PROJECT DETAILS

INNOVATIVE & SPECIAL PROJECT UNDER DEEN DAYAL ANTYODAY YOJNA – NATIONAL URBAN LIVELIHOODS MISSION (DAY NULM)

“SANGWARI”

In Chhattisgarhi, 'Sangwari' means 'a friend'. The object of the project is to lift domestic workers from the lowly status of 'maid-servant' to the status of a friend of the home-maker, through skill-development, skill certification, skill up-scaling, and, post-training, supporting the women to form a self-help group to set up their own placement agency as Sangwari Suvidha Kendra (SSK)]

Implemented By:-

CITY MISSION MANAGEMENT UNIT

DAY – NULM

MUNICIPAL CORPORATION RAIPUR (RMC) C.G.

Name of the Project:

Sangwari: Employment through Skill Training of Domestic Workers and Their Placement in the SHG Mode

NOTE:

In Chhattisgarhi, 'Sangwari' means 'a friend'. The object of the project is to lift domestic workers from the lowly status of 'maid-servant' to the status of a friend of the home-maker, through skill-development, skill certification, skill up-scaling, and, post-training, supporting the women to form a self-help group to set up their own placement agency as *Sangwari Suvidha Kendra (SSK)*

Name of the city and state in which this project will be implemented:

Raipur

- State Capital of Chhattisgarh
- Population: 1.03 million (Census 2011)
- Urban Poverty Level: ~ 50%
-

Project Objectives:

- To strengthen livelihood opportunities and enhance the socio-economic status of urban-poor women in activities they are already engaged in, namely, working as unskilled domestic-workers in the unorganized sector,
- Rationalizing and dignifying urban domestic work as a legitimate commercial service.
- Urban Poverty Alleviation of urban-poor women.
- To ensure proper placement and wages to the Domestic Workers to restrict their migration to other states.
- Skill Up-gradation and Women's Empowerment
- To facilitate quality domestic work services to the employers to ensure value for money.

Project Period: 2 Years (2016 & 17)

Total number of beneficiaries to be covered: 400

Profile of the beneficiaries:

- All the beneficiaries will be women willing to make a dignified career in Household Services (General).
- All will be urban poor mostly from BPL families. They will be sourced from slums in the proximity of posh colonies.
- Age range of beneficiaries will be 18 -35 years.
- Educational qualification will be 5th pass. They should be able to speak, read and write in Hindi; and willing to learn basic words in English.
- Preference will be given to SCs/STs and minority groups.
- Likewise, preference will be given to women already associated with women SHGs/ALF under DAY - NULM.
- Women headed household, single women and family of PWD shall be included

Key outcomes of the project:

Key outcomes of the project may seen from two perspectives as follows:

- (a) Time-scale perspective: Short-term outcomes and long-term outcomes; and
- (b) Tangibility perspective: Tangible and intangible outcomes.

These could be seen as follows:

- Database of skilled Household Service Providers and their employers. (Short-term/ tangible)
- Manpower of around 400 skilled Household Service Providers, grouped into 25 SHGs. (Long-term/ tangible)
- Around 10 Sangwari Suvidha Kendras, which will be in the nature of micro business centres. (Short-term/ tangible)
- Women domestic workers will move from the unorganized sector to the self-organized sector. This will result in collective strength and bargaining power. (Long-term/ intangible)
- Improved bargaining power among women domestic workers to demand and receive wages matching their skills. (Long-term/ intangible)
- Rationalized wages for formally trained women domestic workers. (Long-term/ tangible)
- Better service conditions (regulated working hours, weekly off, paid leave etc) (Short-term/ intangible)

- Enhanced self-esteem and confidence. (Long-term/ intangible)
- Inclusion in the development process and India's growth story. (Long-term/ intangible)
- Improved social status. (Long-term/ intangible)
- Skill up-gradation and women's empowerment. (Long-term/ intangible)
- Improved family life. (Long-term/ intangible)
- Better attention towards children at home, leading to improved education and health for them. (Long-term/ intangible)
- Benefit for the employer: improved attendance, better skilled-hands, improved hygiene, secured workers. (Short-term/ intangible)
- For the employer: Standardized, secured and quality service levels. (Short-term/ intangible)
- Less Migration from the state. (Long-term/ intangible)

Modalities for implementation of the Innovative Project Sangwari

I. Training [Skill formation / Skill up-gradation]

S.N	Item	Response
General Information		
a.	Name of the Trade	Household Services (General)
b.	MES Course Code	HOS 706
c.	Training Duration	520 Hours (As per mentioned in SDIS based on MES)
d.	Project Duration	24 Months
e.	Course Duration	3 months per batch
f.	Trainees per batch	40
g.	Number of batches	10
h.	Batches at a time	5
i.	Course Format	As per Syllabus designed by Directorate General of Employment & Training (See Annexure) including Class room presentations; Practical exercises; simulation; Group activities; Live demonstrations and presentations.
j.	Course Content	As per the Syllabus designed by Central Staff Training and Research Institute under Directorate General of Employment & Training. See <u>Annexure-A.</u>
k.	Trainers	<ul style="list-style-type: none"> • One or more Vocational Training Provider(s) will be selected from the list included in CSSDA's empanelled VTPs.

		<ul style="list-style-type: none"> • Enlightened housewives with good communication skills will be invited as guest presenters. • Marketing staff from gadget manufacturing companies. • Members of successful and long-standing SHGs formed under SJSRY and functioning well at present. • Group Learning. 																								
l.	Training of Trainers	<ul style="list-style-type: none"> • Since training will be provided by empanelled VTPs, there will not be need for TOT. • However, since the project is of a novel nature, a one-day sensitization workshop will be organized by CMMU, DAY-NULM for trainers. 																								
m.	<p>Training will be provided in batches. Each batch will have 40 trainees. Both rounds of training (5 batches in each round) will be completed within 6 months. Each centre will have three trainers. The number of trainees, batches, trainers and centers for Raipur are estimated as follows:</p> <table border="1"> <tr> <td>1</td> <td>Trainees</td> <td>400</td> </tr> <tr> <td>2</td> <td>Batch Strength</td> <td>40</td> </tr> <tr> <td>3</td> <td>Batches</td> <td>10</td> </tr> <tr> <td>4</td> <td>Centers for parallel training</td> <td>5</td> </tr> <tr> <td>5</td> <td>Trainers</td> <td>15</td> </tr> <tr> <td>6</td> <td>Training hours as prescribed for the course HOS 706</td> <td>520</td> </tr> <tr> <td>7</td> <td>Training duration</td> <td>3 months (78 days)</td> </tr> <tr> <td>8</td> <td>Training hours per day</td> <td>(10.00 am to 5.00 p.m)(Approx)</td> </tr> </table>		1	Trainees	400	2	Batch Strength	40	3	Batches	10	4	Centers for parallel training	5	5	Trainers	15	6	Training hours as prescribed for the course HOS 706	520	7	Training duration	3 months (78 days)	8	Training hours per day	(10.00 am to 5.00 p.m)(Approx)
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n.	<p>Cost of training has been as approved by NCVT under GOI's Skill Development Initiative scheme (SDIS) / DAY – NULM norms per trainee. This amount will pass on to the VTP, and will include/exclude the following:</p> <p><u>Included:</u> Remuneration to Trainers; cost of training/reading material; rent for training hall and electricity bill during training period; cost of tea/snacks 2 times during the day; cost of consumables during training; travel/lodging/boarding expenses of trainers; hand-holding costs within the scope of VTP.</p> <p><u>Excluded:</u> stipend payable to trainees; cost of formation of SHGs and revolving fund to SHGs; cost of establishment of SSKs; publicity and advertisement cost; hand-holding costs that are outside the scope of the VTP; training expenses for formation of federation; evaluation and certification fees. The total duration of Training is 520 hours.</p>																									

II. Skill Certification

Certification of skills will help grade the workers which, in turn, will help in proper placement for optimum earnings. Certification will be done by a Testing and Certification Agency duly empanelled by Chhattisgarh State Skill Development Agency(CSSDA). The cost of Certification as applicable at present is Rs.800=00 per trainee. This amount will pass on to the Testing and Certifying Agency, through Chhattisgarh State Skill Development Agency.

III. Institutional Development

Under this component, the SHGs will be provided with stationery for administration of thrift and credit, and a revolving fund of Rs.10,000 per group, as prescribed under SMID component of –DAY - NULM. The Revolving Fund will pass on to the SHGs.

IV. Simulation Labs

The project involves training women from urban poor families in the proper operation and maintenance of consumer durables like washing machines, microwave ovens etc. Such training will require simulation exercises. There will be 5 training centres running parallel. Hence 5 simulation labs are proposed. The equipment in the labs will be according to **Annexure-C**. The labs will be set up within the training centre.

V. Stipend

The domestic workers are from families that lead a hand-to-mouth existence. By enrolling for the training they will be gainers in the long run but losers in the immediate run. They will suffer a wage loss. To compensate them for this and to help them meet incidental expenses related to local travel etc to attend the training, it is proposed to pay them stipend of Rs.1,000/- per trainee per month for 3 months. The stipend will be subject to satisfactory attendance. It will be paid at the end of the training. **Service Marketing & Placement: Sangwari Suvidha Kendra (SSK)**
For effective marketing of services, it is important that the trained groups must have visibility. For this it is proposed that they will have an office (a shop on rent) equipped with a telephone and basic furniture. This office will be known and recognized as Sangwari Suvidha Kendra. Around 2-3 SHGs will share a SSK.

There will be 10 SSKs in the city. The prospect of having a common SSK office for all groups was debated and dropped for reasons that include the following:

- Providing a common office to all SHGs could lead to conflict of interests and disputes.
- The SSK office must be close to the service area of members of the group. This is in the interest of both, the group members as also the clients.
- A number of uniform offices of SSK in the town will strengthen the chain impact and promote the purposes of the project.
- SSK shall be autonomous but it will be linked to City Livelihood Centre in an informal manner.

VI. Linkage with other programs- *General*

Under this component, linkages are proposed with other programs under the urban development as also under other departments. For instance, healthcare insurance under Rashtriya Swasthya Bima Yojana (RSBY), group-housing under the government's schemes; PM Jeevan Jyoti Scheme etc are proposed. Since these schemes have separate funding arrangements, no cost is provided for such linkages under this project.

PROJECT LEARNINGS:

Expected project learning to be recommended to DAY-NULM

- The project provides a clear and concrete roadmap for implementation of the National Policy on Domestic Workers.
- The project provides a clear approach to inclusive growth insofar as it relates to socio-economic development of a most vulnerable section of the urban poor, namely, the domestic worker.
- The project is easily replicable and is directly related to urban poverty alleviation of one of the most vulnerable sections of the urban poor.

Monitoring:

- The project will be monitored in the same manner as DAY-NULM.
- However, the **Project Advisory Committee** will monitor additionally the progress of the special project on a weekly basis in the first two quarters and a monthly basis thereafter.

MES COURSE SYLLABUS

PART-I: Practical Competencies

- Basic information and calculating during routine household tasks.
- Communication skills to clearly to complete household tasks
- Personal health and safety
- Maintain health and safety in the household worker environment
- Maintain the security of the household
- Safely operate basic household equipment
- Clean household and equipment
- Clean and maintain kitchen
- Assist in the organisation and basic preparation of food
- Maintain and launder clothes and household linen
- Safely and correctly store household provisions
- Responsibly dispose household waste
- Clean washroom

PART-II: Knowledge (Theory)

- Knowledge in this area is of an introductory nature with minimal analysis.
- Knowledge of different symbols and what they represent
- Different communication styles
- Work ethics and ethical behavior
- Understanding of the uses for various first aid items
- Knowledge of who to contact in different emergency situations
- Understanding the need for routine medical checkups
- Understand how to protect self and others from HIV and Hepatitis
- Understanding of the legal rights of Household Helpers

- Knowledge of the effects of drugs and alcohol
- Knowledge of self defense and avoiding dangerous situations
- Storage of dangerous items
- Security procedures for household and dealing with strangers
- Safe use of chemicals, cleaning agents, and pesticides
- Hygiene, health and safety regulations, and environmental considerations
- Fire fighting information
- Pest control – different pests and their methods of control
- Water conservation
- Energy conservation
- Basic knowledge of operating household cleaning equipment and consumables
- Basic knowledge of household cleaning chemicals
- Basic knowledge of special care required for maintenance of consumables/provisions at different temperatures/environment
- knowledge of pre-storage techniques (maintain provisions by roasting, drying etc)
- Food safety – safe food handling and storage
- Knowledge of methods for segregating waste and maintaining them separately for disposal
- Police Identification processes
- Knowledge of safe household chemical combinations and uses
- Knowledge of health and safety issues regarding working in a household setting
- Basic maths, including weights and measurers
- Knowledge of emergency procedures for different situations
- Knowledge of etiquette styles for different situations
- Knowledge of and basic skills in active listening and assertiveness
- Knowledge of personal health and hygiene requirements
- Knowledge of safe food handling
- Basic knowledge of infection/ contamination control
- Knowledge of safe lifting and manual handling practices.

- Knowledge of emergency contact numbers and emergency procedure. Knowledge of methods to secure and maintain household security
- Knowledge of the importance of privacy of information
- Basic knowledge of different security systems
- Knowledge of the importance of scheduling activities
- Knowledge of environment issues surrounding the disposal of household waste
- Knowledge of the safe use of chemicals in a food preparation area.
- Safe chemical handling and storage
- Knowledge of what can and cannot be recycled
- Safe pest control methods

ANNEXURE-B**LIST OF POSH COLONIES AND ADJACENT SLUMS IN RAIPUR**

[Note: *This List is Illustrative and not Exhaustive*]

Sl. No	Posh Colony	Adjacent Slum Areas	Ward Number
1.	Civil Lines	Utkal Basti Akashwani, Jogi Bada, Arjun Nagar, Saatbahaniya Talab	40,49
2.	Rajendra Nagar	Kundra Para (Utkal Basti), Jogi Nagar	47,48
3.	Shailendra Nagar		
4.	Katora Talab		
5.	Tatibandh	Kota Basti, Jaganath Nagar, Krishna Nagar, Motilal Nagar, Dabra Para, Rotary Nagar	12,13
6.	Mohabba Bazar		
7.	Samta Colony	Amanaka, Kukurbeda	14,15,16,18
8.	Choubey Colony	Bajrang Nagar, Ramkund,Gopal Nagar,Khaprabhatti, Uchla Talab	
9.	Shankar Nagar	Shiv Nagar, Shakti Nagar, Parwati Nagar, Khamardih	29,31
10.	Annupam Nagar		
11.	Sales Tax Colony		
12.	VIP Estate		
13.	Shri Ram Nagar		

14.	Avanti Vihar	Aman Nagar, Vijay Nagar	28
15.	Gayatri Nagar		
16.	Anand Nagar	Mauli Para	32, 44
17.	Jalvihar Colony	Kashi Ram Nagar	
18.	Panchsheel Nagar	Telibandha (Star Chowk, Sarkari Kua, Shweta Ata Chaki Chowk)	
19.	Devendra Nagar	Paras Nagar, Chakra Nagar, Bhatapara, Fhokat Para	35, 22
20.	Bhatagaon (Wallfort City, Professor Colony)	Kushalpur, Tarun Nagar, Malsai Talab, Kukri Talab, Suhas Nagar	64,62
21.	Sunder Nagar	Bhim Nagar, Chuiya Para	66
22.	Bajaj Colony	New Durga Nagar, Gandhi Nagar, Indratma Nagar, Utkal basti	46

SIMULATION LABS

List Of Consumer Durables And Equipment

[Note: This List is Illustrative and not Exhaustive]

Sl. No	Consumer Durable / Equipment	Notional Cost (in Rs)
Some of the following cookery equipment will be required:		
1.	Electric, gas or induction ranges	8,000
2.	Ovens, including combo ovens	10,000
3.	Microwaves	22,000
4.	Grills and griddles	6,000
5.	Deep fryers	3,000
6.	Salamanders	6,000
7.	Food processors	12,000
8.	Blenders	3,000
9.	Mixers	5,000
10.	Slicers	3,000
11.	Tilting frying pan, brat pan	5,000
12.	Steamers	10,000
Some of the following household equipment will be required:		
13.	Refrigerator	15,000
14.	Washing machine	20,000

15.	Mixers and grinders	15,000
16.	Television	20,000
17.	Vacuum cleaner	5,000
18.	Water purifier	12,000
19.	Air conditioner	25,000
20.	Desert cooler	10,000
21.	Lights and fans	15,000
22.	Immersion rods and geysers	15,000
23.	Miniature Circuit Breakers (MCBs)	10,000
24.	Fire extinguishers	10,000
25.	Trainer Manual and Assessor Manual.	15000
26.	Interior	20,000
Total		3,00,000

ANNEXURE-C

Documents Required for EoI

Sl. No	Documents
1	Letter of expression of interest for providing skill training under DAY-NULM Innovative Project "Sangwari"
2	Organization Profile
3	VTP Registration Document under CSSDA
4	Prior Work Experience with Government Department
5	Prior Placement Details under Hospitality Trade
6	Organization Placement Plan for beneficiaries after completion of training
7	Skill Training Implementation Plan under HOS 706
8	Details of Trainers and Training Centre