

ACCR No: NL/CA/ESDM/15/KA13

1<sup>st</sup> December 2015

To

Ms. Leelavathi R

SMEC Automation Pvt Ltd

2<sup>nd</sup> Floor, Kaloor Bus Stand Complex, Ernakulam 682017

Madam,

Sub: Accreditation under ESDM scheme

Ref: Your Application No. \_SMEC/15/NIELIT/I dated 18<sup>th</sup> November 2015 for accreditation under ESDM Scheme

We are happy to inform you that SMEC Automation Pvt Ltd, Ernakulam at address cited above has been accorded accreditation under ESDM Scheme for the following courses for a duration of 2 years commencing from 27<sup>th</sup> November 2015, based on self certification documents and statements submitted.

1. Diploma in Repair and Maintenance of Industrial Instrumentation & Automation System (NL/S/L5/C009)
2. Embedded System Design using 8-bit Microcontroller (NL/M/L5/C016)

The accreditation is provisional and continuation is subject to inspection and verification of infrastructure by our Inspection Committee.

You may contact the State implementation agency ASAP for allotment of batches/candidates and other formalities. The exam fee as per scheme documents should be collected immediately on start of the batch and remitted to NIELIT as per details given in annexure I

Kindly follow all the guidelines for conduct of the training and update the details on the ESDM portal and comply with the terms and conditions attached in annexure II.

We look forward to a long standing mutually beneficial association with you.

Thanking You,

Yours Sincerely,



(Sheela V S)

Director-In-Charge

### Annexure I

Exam fee can be paid through any of the following modes

1. DD in favour of Director NIELIT Calicut, payable at Calicut
2. On line as per the details given below

1.	SB A/c No	31329537747
2.	Account type	Savings Bank Account
3.	Account name	Director, NIELIT, Calicut
4.	Bank Details	State Bank of India, NITC (CREC) Branch - 02207
5.	Bank Address	NIT Campus Post, Chathamangalam, Calicut, KERALA PIN - 673601 (Phone: 0495-2287239)
6.	IFS Code	SBIN0002207
7.	MICR	673002012
8.	Mode of Electronic Transfer available in bank/Branch	RGTS, NEFT, ECS, CBS

## **Annexure II**

1. **TRAINING PARTNER** will conduct the **Training in ESDM courses** through its accredited centre(s) in the state of Karnataka.
2. **TRAINING PARTNER** proposing to conduct the training program shall furnish an undertaking that that it fulfils all the necessary requirements in terms of infrastructure, hardware, software, faculty, support staff, library, other basic amenities etc for conducting the training programs and shall allow the **NIELIT CALICUT** personnel or its representatives for inspections of the training centres if they so desire.
3. **TRAINING PARTNER** shall approach the State Implementing Agency for allocation of students for the course for which they desire to conduct training under ESDM scheme.
4. **TRAINING PARTNER** shall admit and train all candidates allocated by the State Implementing Agency at the respective accredited training centres. The **TRAINING PARTNER** shall collect and verify the documents required as per the ESDM portal on starting of each batch
5. **TRAINING PARTNER** shall prepare the detailed course material based on the broad outline of the syllabus along with a question bank of 500 Questions in the specified format and get it approved by NIELIT
6. **TRAINING PARTNER** shall print and distribute the necessary Course material/handouts for the program as per the NIELIT syllabus.
7. **TRAINING PARTNER** or its district offices shall monitor and coordinate the training programs conducted through its accredited training centres and ensure that

the training programs are conducted as per the syllabus maintaining the requisite quality.

8. **TRAINING PARTNER** shall ensure that the persons employed for training possess the minimum essential qualification(s) appropriate for the level as per ESDM scheme or as specified by the syllabus.
9. **TRAINING PARTNER** shall maintain a **Student Registration Register**, a **Student Record Register** and **Student Attendance Register** as given below or as directed by the respective state implementing agency (SIA)
  - (a) **Student Registration Register:** Student Registration Register shall contain details like Serial No.; Student Name & Address; Student ID Number; Date of Admission; Course Name, Course Code & Duration; Batch Code, Start Date & End Date, Sex, Date of Birth, Caste, Community details, identification details (Aadhar/EID).
  - (b) **Student Record Register:** Student Record Register shall contain details like Serial No.; Student Name; Student ID; Course Name; Period of Study; Assignment/Test paper/Model Exam & marks/Grades awarded.
  - (c) **Attendance Register:** Attendance register shall contain signatures of the candidates for each of the day's attendance
10. **TRAINING PARTNER** will ensure the quality of the training programme by implementing an Evaluation Scheme consisting of attendance ( 5 marks) , internal class test (5 marks) and internal practical ( 10 marks) as per ESDM exam SOP
11. Each of the accredited training centres of the **TRAINING PARTNER** will register with ESDM Portal for conducting the training and provide facilities free of cost for the conduct of the exam for the candidates it has trained from nearby areas.

12. The **TRAINING PARTNER** shall promote the course among target audience locally and shall tie-up with the local industries/ institutions for providing placement assistance for the candidates.
13. **TRAINING PARTNER** shall provide any other reports or information required by **NIELIT CALICUT** as well as the **State Implementing agency (SIA)** in connection with this training program.
14. **TRAINING PARTNER** shall nominate a Coordinator for this project.
15. **TRAINING PARTNER** shall not sub-contract the whole or part of the contract or assign the contract or any part thereof to any other Party.
16. If the training is not carried out to the satisfaction of **NIELIT CALICUT** /end user and if the behavior or character or conduct of the personnel engaged by the **TRAINING PARTNER** are found to be unsatisfactory at any time during the period of operation of the contract, **NIELIT CALICUT** reserves the right to terminate the contract with one month's notice and if the contract is so terminated the **TRAINING PARTNER** shall not have any claim whatsoever for compensation for the remaining period of contract. In such an event, **NIELIT CALICUT** will have the right to claim from the **TRAINING PARTNER** damages in respect of losses already sustained by him for the unexpired period of the agreement on account of such termination.
17. On completion of training of candidates **TRAINING PARTNER** shall inform **NIELIT CALICUT** with complete student details for conducting the examinations.
18. **TRAINING PARTNER** shall approach the respective **SIA** with all necessary documents as instructed by **SIA**, for the release of training charges.