



सत्यमेव जयते
GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT
& ENTREPRENEURSHIP



Skill India
कौशल भारत - कुशल भारत

MAINSTREAMING ASPIRATIONAL DISTRICTS THROUGH SKILL DEVELOPMENT

Handbook for Nodal officers



Chapter 1

BACKGROUND NOTE ON TRANSFORMATION OF ASPIRATIONAL DISTRICTS PROGRAMME

Launched by the Hon'ble PM in January 2018, the Transformation of Aspirational Districts programme aims to quickly and effectively transform these districts. The broad contours of the programme are Convergence (of Central & State Schemes), Collaboration (of Central, State level 'Prabhari' Officers & District Collectors), and Competition among districts driven by a mass Movement. The program focuses on the strength of each district, identify areas for immediate improvement, measure progress, and rank districts.

The programme hinges on expeditiously transforming 117 districts that were identified from across 28 states, in a transparent manner. There are 117 aspirational districts which have been identified based on 49 indicators across five sectors that include health and nutrition (30% weightage) through 13 indicators, education (30%) through 8 indicators, agriculture and water resources (20%) through 10 indicators, financial inclusion and skill development (10%) through 10 indicators, and basic infrastructure (10%) through 7 indicators. The list of 117 Aspirational districts is placed at Annexure XV

THEMES

The programme focuses on 5 main themes - Health & Nutrition, Education, Agriculture & Water Resources, Financial Inclusion & Skill Development, and Basic Infrastructure, which have direct bearing on the quality of life and economic productivity of citizens. 81 data-points are tracked regularly through a dashboard. The dashboard can be accessed at <http://championsofchange.gov.in>



Chapter 2

PROGRAMME ON MAINSTREAMING ASPIRATIONAL DISTRICTS THROUGH SKILL DEVELOPMENT

The programme To Mainstream Aspirational Districts through Skill Development was launched by Mr. Anantkumar Hegde, Hon'ble Minister of State, Ministry of Skill Development and Entrepreneurship (MSDE) on 3rd October 2018. The programme is being implemented in 117 Districts across 28 States. The programme involves identification of challenges for skill development and co-creating customized solutions to help the districts overcome these challenges. More than 150 officials from MSDE, DGT, NSDC and NSDA will be involved in field visits to the Aspirational Districts through the programme, MSDE endeavours to facilitate strengthening of governance and institutional strengthening for skill development at the district level.

The Mission will be operationalized in three phases. The outcomes are expected to be announced by 26th January 2019.

Objective of the Programme

- Mapping of skill profile of the district
- Appraisal of District Skill ecosystem
- Identifying district specific Challenges and Potential areas of support required in the district
- Development of District Skill Development Plan through consultation process
- Implementation support for the work plan to the districts

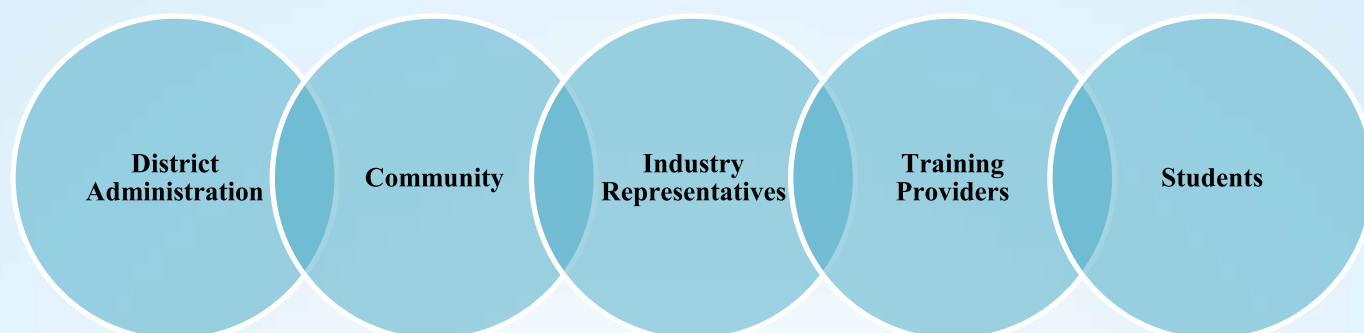
Important elements of Programme

- Institutional mechanisms to ensure coordination among Central, State and District Administration
 - o District Skill Committee
 - o District Skill Development Plan
- Convergence of Initiatives of the Central and State Governments
- Documentation of dissemination of best practices
- Partnering with expert organizations and leveraging their strengths and reach for assisting districts.
- Based on the need analysis that will emerge from the consultations in the district, MSDE to provide Technical and Financial Assistance to the districts



Key Stakeholders

The programme involves creating skill profile of the district by co-hosting dialogues with various stakeholders which are as follows:



Approach and Strategy

- **Phase 1 - Identification of Challenges:** An appraisal of the district skill development systems and process will be undertaken. Based on this challenges being faced by the district for skill development will be identified.
- **Phase 2 - Development of District Skill Development Plan (DSDP):** The DSDP will be prepared in consultation with District skill committee and other stakeholders.
- **Phase 3 - Implementation of District Skill Development Plan:** The plan will be implemented in consultation with stakeholders and expert organizations. The Mission will be operationalised through formulation of District Skill Committee (DSC) in coordination with the State Skill Development Mission (SSDM).

Expected Outcomes

- The programme will involve mapping of resources and convergence of Schemes at district level
- For bridging the gap between demand and supply, a differential approach to address geographic and sectoral gaps will be formulated
- Building skill ecosystem through enablers such as mobilization, counselling and industry engagement.
- Real-time Monitoring & participatory appraisal for District Plans



Chapter 3

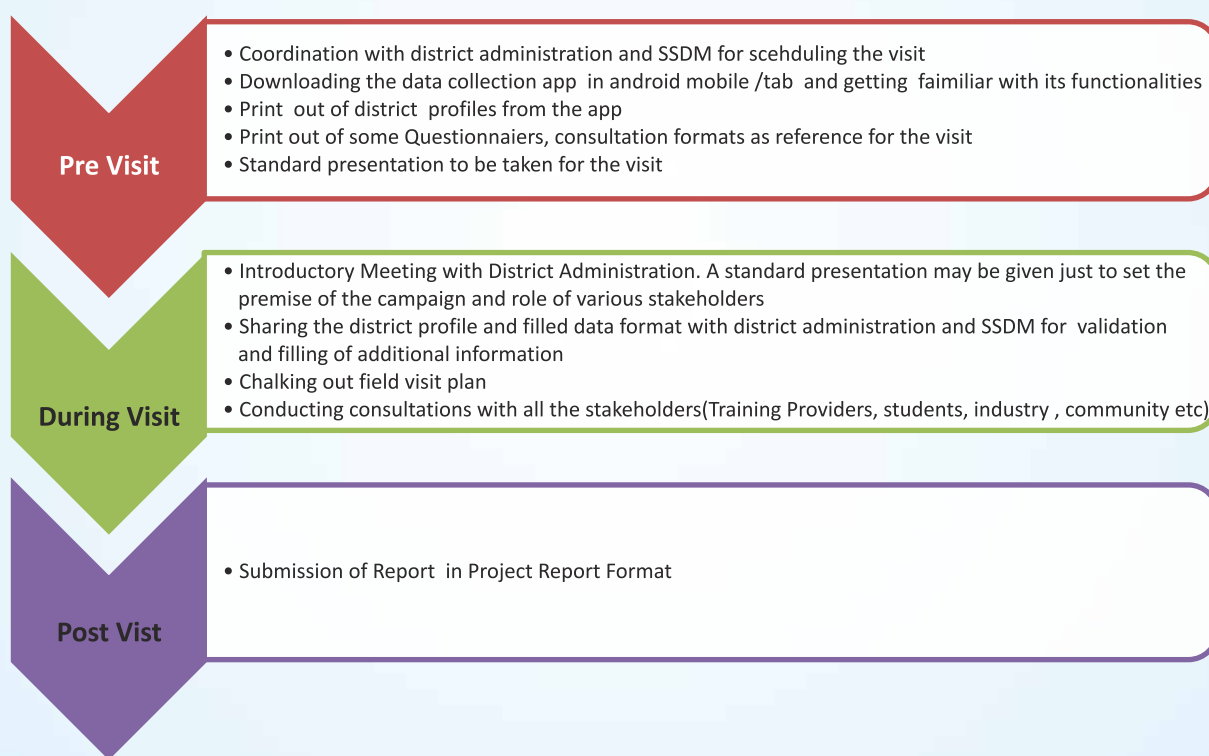
OVERVIEW OF ACTIVITIES

Consultation and Visits

The programme involves consultations with stakeholders to understand the current Skill Development ecosystem of the district. The consultation will help in creating a skill profile of the district by co-hosting dialogues with various stakeholders viz- the community, students, training partners, industry and the district skill development officers. The stakeholder consultations will be followed by visits to various training centres, both short-term and long-term to ascertain the training rigour and infrastructure.

Flow of activities

Following is the flow of activities during the district visit:



The Data Collection and Upload is a continuous process. The visiting officer would collect both qualitative and quantitative data during consultation with various stakeholders. The data will be collected on the app directly and supporting documents may be uploaded wherever the evidence is required.

The data can be captured on the app directly even if the device is in offline mode. The data shall be uploaded/ synced as soon as the device goes online. The method of uploading is given in Annexure XIII.



Based on the need analysis that will emerge from the field, development of District Skill Development Plan will be facilitated in consultation with expert organisations like UNDP, Prayas ,DFID and others. The district skill development plan will detail out the challenges in the district, possible measures to address the same and tentative budget. District Skill Committees may be formulated in the districts to undertake the design and implementation of District Skill Development Plan and other related activities. MSDE may provide the technical and financial assistance to the districts in this regard

Key indicators/Parameters for Consultations

Following are set of key indicator and parameters for consultations with various stakeholders



Material required during visit

Following is the list of materials required during the visit. The visiting officer should carry them along while conducting the visit

- Operational guidelines
- Scheme primer
- Mobile /Tab with App installed
- Notepad
- Pen
- Printed questionnaires/consultation formats
- Printed District Profile
- Copy of DO letters
- Handbook

Method of Data Collection

- **Interview:** Conducting face to face interview with stakeholders. This method would be used with District Administration and other stakeholders as required for understanding skill development scenario of the district.
- **Focused group discussions (FGDs):** Discussions done with small group of 8-12 people. It is useful for further exploring a topic, providing a broader understanding the challenges being faced by target group with respect to skill development.
- **Observation:** such as observing the infrastructure and training delivery at training centres.



Chapter 4

Details of the Activities in Different Phases

Pre Visit Activities

This phase includes all the coordination and planning activity that will be undertaken by the nodal team before the visit to the district. The key set of activities includes:

a) Coordination/ communication with district administration

The Nodal officer /team for the district in the campaign will coordinate/ communicate with the district administration well in advance for sharing the details of the programme, schedule of the visit and necessary arrangements that may be required .

b) App installation and registration

Nodal officer/team will download the data collection and upload app on the android mobile phone/ tab. It is important to get familiar with the functioning of the app and its features. The process flow for the same is placed at Annexure XIII

c) Campaign planning with team members

Nodal Officer may also discuss with his/ her team the overall plan of visit. The district profile may be used as reference document in this regard.

d) Printing district profiles from collect app

District profiles need to be downloaded and printed from the data collection and upload app before the visit. This will be handy document that can be discussed with district administration for validation of the data and addition of information where required. The additional information also needs to be uploaded on the app.

e) Print out of some Questionnaires, consultation formats and field visit plan

Apart from the district profile, it is advisable if the nodal team can carry printouts of questionnaire and consultation formats that may be useful in the discussion with various stakeholders during the field visit in district.

f) Standard presentation

A standard presentation may also be shared from MSDE with the nodal team visiting the districts on the overall objectives of programme, its implementation and role of various stakeholders involved. This presentation may be shown in the introductory meeting with the District Administration and other stakeholders during the field visit.

During Visit Activities

After reaching the district as per the schedule planned in the pre visit phase, following set of consultations will be undertaken by the nodal team with various stakeholders as mentioned in next page.



a) Consultation with District Administration

Overview

A consultation will be done with District Administration for understanding the involvement of district administration in the design and implementation of skill development programmes

Objectives

- To understand the challenges being faced by various stakeholders
- To draw up the plan of stakeholder discussion based on the discussion of district administration

Indicative Time: Half day

Process

1. Introduction of Programme

The officer along with the team will visit the district administration office. A video/standard presentation on Mainstreaming Aspirational Districts through Skill Development shall be presented.

(The standard presentation will be shared with the nodal officer and Frequently asked Questions are also placed at Annexure I to address to some of the queries that may arise in the discussion with District Administration)

2. Discussions on field visit plan

A field visit plan may be chalked out with District Administration. Format for the field visit is at Annexure III

3. Questions for deliberation and data format to be filled

A set of questions for deliberation with district administration is at Annexure IV. These Questions are to be administered through app. The print out of the district profile which may be taken in the pre visit phase can be shared with the district administration for data validation and additional information as required.

4. Discussions around formulation of District Skill Committee (DSC)

A DSC is to be formulated as a part of the aspirational district programme. The nodal officer can discuss the composition of DSC with District administration. Following set of questions can be asked:

- Do you have a District Skill Committee?
- What is the composition of the committee?
- What are the functions of members in the committee?

Apart from this, the discussion may also be undertaken for the scope and development of District Skill Development Plan (DSDP). Format for preparation of DSDP is given in Operational Guidelines which may also be discussed for reference.



b) Consultation with Training Providers

Overview

The consultation will be undertaken with training providers to understand the implementation of Quality Assurance -both in infrastructure and training delivery in skill development

Objectives

- To understand ease of operation and quality of skill development programme in the district
- To assess the challenges faced by training provider and deliberate on probable solutions

Indicative Time: 4 hours

Process

- A consultation with group of training providers is to be organised by District Administration. The set of questions that are to be administered with the Training Provider is placed at Annexure V.
- A discussion can be done with training providers on the industry connect, delivery and placement. Challenges and probable solutions can be listed in the format as placed at Annexure X.
- Local training centres should also be visited to assess the infrastructure and delivery of the training centres .Observation sheet at Annexure XI may be used as reference in this regard. Information on observation sheet is also to be integrated on the app for this purpose. Photographs and videos of training centres to uploaded on app

c) Consultation with Community (Parents, Elders, aspiring students and others)

Overview

This consultation will help in understanding the awareness and perception among the communities on skill development

Objectives

- To understand awareness and perception of community towards skilling
- To discuss the challenges faced by community for access to skilling development and solution/ expectations from Government.

Indicative Time: 2hours

Process

- A consultation with community members to be organised by District Administration. The set of questions that are to be deliberated upon with community members is placed at Annexure VIII.
- FGD can be used to discuss with community on challenges and probable solutions identified can be recorded in format at Annexure X.



d) Consultation with Students

Overview

This consultation will help in understanding the aspirations and awareness among the students and overall quality of training.

Objectives

- To understand aspirations and awareness among students
- To discuss the challenges faced by students in skilling development programme and solution/expectation.

Indicative Time: 2 hours

Process

- A consultation with group of students to be organised by training providers .The set of questions that are to be deliberated with students is placed at Annexure VI.
- FGD is to be done students at training centre. Challenges and probable solutions identified can be recorded in format at Annexure X.

e) Consultation with Industry Representatives

Overview

Understanding the market relevance of the programmes and industry engagement in skill development

Objectives

- To understand the existing and possible role that industry can play in skill development
- To understand the catalyst and barriers being faced by industry for skill development
- To deliberate on solutions for skill development through industry participation

Indicative Time: 2 hours

Process

- A consultation with group of industry representatives is to be organised by District Administration. Set of indicative questions that can be asked from industry representatives is at Annexure VIII.
- A focussed group discussion can be done with industry representatives. in understanding the challenges and probable solutions and information can be filled as per the format for stakeholder consultation at Annexure X.



f) Consultation with Traditional Clusters (wherever applicable)

Overview

This consultation will help in understanding the initiatives for skill development in traditional skills at district level.

Objectives

- To identify local traditional skills prevalent in the district area
- To understand the initiatives that can be undertaken for recognising these skills

Indicative Time: 2 hours

Process

- A consultation may be as focus group discussion with group of traditional artisans or traditional clusters may be undertaken in districts wherever existing to identify challenges and probable solutions that can be recorded in format for stakeholder consultation at Annexure X.
- The set of questions that are to be deliberated upon with traditional clusters is placed at IX

Post Visit Activities

Submission of Report

The nodal team needs to submit the report in the project report template given at Annexure XVI and the same may be shared on email id aspirationalskilling@gmail.com



Frequently Asked Question

(a) General questions

1. What are aspirational districts? How many aspirational districts are there?

Launched by the Hon'ble PM in January 2018, the 'Transformation of Aspirational Districts' programme aims to quickly and effectively transform these districts. The broad contours of the programme are Convergence (of Central & State Schemes), Collaboration (of Central, State level 'Prabhari' Officers & District Collectors), and Competition among districts driven by a mass Movement. With States as the main drivers, this program will focus on the strength of each district, identify low-hanging fruits for immediate improvement, measure progress, and rank districts.

The programme hinges on expeditiously transforming 117 districts that were identified from across 28 states, in a transparent manner.

There are 117 aspirational districts which have been identified based on 49 indicators across five sectors that include health and nutrition (30% weightage) through 13 indicators, education (30%) through 8 indicators, agriculture and water resources (20%) through 10 indicators, financial inclusion and skill development (10%) through 10 indicators, and basic infrastructure (10%) through 7 indicators.

2. What is the Campaign on mainstreaming aspirational districts through skill development?

The Mainstreaming Aspirational Districts through Skill Development program has been conceptualised with the aim of promoting co-creation of innovative local best-practices that build locally-driven solutions for continuous, inclusive and sustainable skills development for all in the Aspirational Districts.

3. What is the objective of this Campaign?

The primary objectives of the Mission will be operationalised in consultation with the District Skill Committee (DSC) and SSDM (State Skill Development Mission) and include the following:

- To assess the current skill profile the district
- To interact with stakeholders in the district and understand enablers and challenges in skill development
- To identify gaps and potential areas of support required in the district
- To formulate a support strategy for the districts in order to improve skills development outcomes
- To support the implementation of identified measures

4. When is the starting date of the Campaign?

The Campaign will commence in a mission mode on 3rd October 2018. The Mission will be undertaken in a phased manner from October 2018 to January 2019. Officials will visit allocated districts in three phases as under:

- Phase I: 10th Oct - 10th Nov 2018
- Phase II: 10th Nov - 10th Dec 2018
- Phase III: 10th Dec -10th Jan 2019



5. What is the date of final presentation of the Campaign?

The outcomes are expected to be announced by 26th Jan 2019.

6. What is the procedure for conducting these visits to the Aspirational Districts?**Pre-visit**

- a) Coordination with district administration and SSDM for scheduling the visit
- b) Downloading the data collection app in android mobile /tab and getting familiar with its functionalities
- c) Print out of district profiles from the app
- d) Print out of some Questionnaires, consultation formats as reference for the visit
- e) Standard presentation to be taken for the visit

During-visit

- f) Introductory Meeting with District Administration. A standard presentation may be given just to set the premise and expectations from the campaign
- g) Sharing the district profile and filled data format with district administration and SSDM for validation and filling of additional information
- h) Chalking out field visit plan
- i) Conducting consultations with all the stakeholders(Training Providers, students, industry, community etc)

Post -visit

The nodal team needs to submit the report in the project report template given at annexure XVI and the same may be shared on email id aspirationalskilling@gmail.com

Data collection and upload is a continuous process throughout the campaign

7. What is the coverage of this Campaign?

The Campaign will cover all the 117 aspirational districts across 27 states in the phase-wise manner in a span of three months.

8. What sort of support can be provided to the aspirational districts through the Campaign?

Based on the need analysis that will emerge from the field visits in the district, the following support may be provided to the districts:

- Financial Assistance
- Technical Assistance including support for institutional strengthening, improving quality, improving access, sharing best practices etc.

9. When will the financial assistance be made available for districts and how long do districts have to spend the funds and can avail the technical assistance?

The districts can avail financial assistance as soon as the campaign begins. Districts (district skill committees) would identify their priorities and draw up a list of activities, for which this assistance is to be used, in consultation with the teams visiting. The districts should use the financial assistance for creating the enabling mechanisms such as skill gaps, mobilization/counselling, monitoring and



evaluation etc. The use of financial assistance received under this campaign for training candidates should be avoided.

10. What are the reporting requirements for districts receive funds?

The districts shall receive funds through PFMS and the standard utilization certificates as mandated by the PFMS . Standard Internal Unaudited financial Reports (IUFR) of any major skill development scheme shall be customized and be used for the program.

11. How are your visits structured?

It is proposed that the team may plan their visit after the orientation workshop in coordination with the district administration and SSDM. All travels connected with this Campaign and visits to 117 aspirational districts would be treated as on duty and they would be entitled to TA/DA from the offices from which they are drawing their salaries. All the Nodal Officers may send emails to District Collectors informing them about their proposed visit and expectations/logistic support in terms of accommodation, transport, assistance of local officers to visit different places like ITIs Polytechnic, PMKVY/PMKK/DDUGKY/JSS Centres and meeting with other stakeholders.

12. How to establish contact with District Administration for visits to aspirational districts?

All the Nodal Officers may contact district administration over an email attaching the copies of communications to the Chief Secretaries and Directors of Skill Development Missions indicating their tentative schedule of the visit and necessary support required during the visit. Follow up and regular coordination with District Administration may be undertaken by the nodal teams in this regard for effective implementation of the campaign.

13. Who will mobilise the different set of stakeholders for stakeholder consultations?

The different sets of stakeholders who will be consulted during the visits to aspirational districts are District Administration, Community, Industry representative, Training provider and Students. It is expected that SSDM in collaboration with District Administration would mobilise the concerned stakeholders.

14. What shall be the mode of the stakeholder consultations?

Interview: Conducting face to face interview with stakeholders. This method would be used with District Administration and other stakeholders as required for understanding skill development scenario of the district.

Focussed group discussions (FGDs): Discussions done with small group of 8-12 people. It is useful for further exploring a topic, providing a broader understanding the challenges being faced by target group with respect to skill development.

Observation: such as observing the infrastructure and training delivery at training centres.

15. What is Focus Group Discussion (FGD)?

A Focus Group Discussion (or FGD) is a qualitative research method in the social sciences, with a particular emphasis and application in the developmental program evaluation sphere.

FGDs are a predetermined semi-structured interview led by a skilled moderator. The moderator asks broad questions to elicit responses and generate discussion among the participants. The moderator's goal is to generate the maximum amount of discussion and opinions within a given time period.

FGDs should be used when you need to understand an issue at a deeper level than you can access with a survey. They are helpful for adding meaning and understanding to existing knowledge, or getting at the “why” and “how” of a topic.



Question Types

There should be three types of questions in a Focus Group Discussion:

1. Probe questions: these introduce participants to the discussion topic and make them feel more comfortable sharing their opinion with the group
2. Follow-up questions: delve further into the discussion topic and the participants' opinions
3. Exit question: check to ensure that you didn't miss anything

Example

Probe Questions:

- How familiar are you with our programs?

Follow-Up Questions

- What influences whether you attend a program?

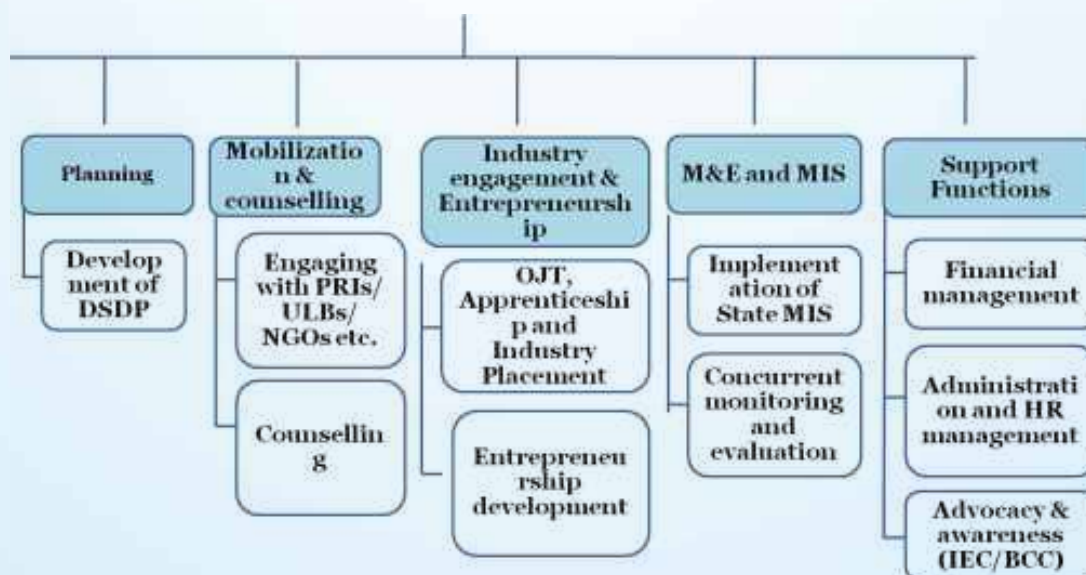
Exit Question

- Is there anything else you'd like to say about our programs?

16. What is meant by District Skill Development Committees?

The committees is district level unit that looks at skill development planning and implementation, monitoring and evaluation. The DGT has sent a DOs to states recently to this effect on the role and function of DSDPs which may be appended.

SANKALP has identified functions of district skill committee which is as follows



Source: SANKALP SIG manual



17. What support is available for districts in formulating of District Skill Development Committees?

District administration will be given technical assistance in terms of capacity building of administrators, sharing of best practices, documentation support etc.

18. What should be the composition of District Skill Development Committees?

The probable composition of District Skill Development Committees is as under:

- District Magistrate- Chairman
- District Officer of State Skill Development Mission/ State Skill Development and Entrepreneurship Department
- District Education Officer
- District Labour Officer
- District Industry Officer
- District Social Welfare Officer/District Tribal Welfare Officer/District Minority Welfare Officer
- Lead District Magistrate from Bank
- Principal of Nodal Institute ITI, PMKK
- 1-3 Industry Representatives
- Representatives from Block Offices
- Any other Members up to 3

19. What kind of support can I expect from District Administration?

The teams visiting aspirational districts are expected to receive support from district administration in terms of boarding, lodging, mobilisation support for successful conduct of stakeholder consultation.

20. How will the Campaign be evaluated?

For evaluation of the campaign Theory of Change shall be developed and change in perception towards skill India, learning of various stakeholders leading to the action on the ground shall be measured. Tracer studies may also be planned.

(b) Logistics related questions**21. Has there been any prior communication made by MoSDE to the States or District Administration regarding the visits to aspirational districts.**

- A letter has been sent from Secretary, MoSDE to Chief Secretaries of all the States on 17th September 2018
- A letter has been sent from Senior Advisor , MSDE to State Skill Development Missions on 26th September 2018
- A letter has been sent from Senior Advisor , MSDE to District Collectors on 4th October 2018

Further, all the team members are requested to collect district information available at <http://districts.nic.in>.

22. Can I reschedule my visit?

The visit may be rescheduled depending on the communication with the district officials in this regard. But the overall timelines of the project need to be followed as per the phases of the programme.



23. What resource materials will be provided to the teams visiting aspirational districts?

All the teams will be equipped with program kit comprising of the following documents:

- Letters sent to Chief Secretaries , SSDMs , District Collectors
- Operational guidelines
- Handbook including Questionnaire
- FAQs
- Primer of skill development schemes

(C) Portal related questions**24. Who all are eligible to upload data on the portal?**

Anyone who has access to data collection upload app can upload the data however the reporting/publishing on the dashboard may require a different process which may be communicated once finalised

25. What are the steps to download the Collect Android App**26. The visiting team members can follow these steps to install the Collect Android App on their devices (phones/ tablets):**

Go to the Google Play Store.

Tap on the 'Search' bar present in the top of your screen.

Search for 'SocialCops Collect'.

Alternatively, you can click on this link to download the Collect

App directly from Play Store -

<https://play.google.com/store/apps/details?id=com.socialcops.collect.plus>

Press on Collect - Data Collection Tool. (The icon is a yellow 'C' on a black background.)

Press on the 'Install' button.

The device will start installing Collect. A notification will appear in the notifications pull-down menu at the top of the device with the progress of your app download.

Once Collect has been successfully installed, press on 'Open'.

27. How to create an Account on Collect Mobile App?

The visiting team members can follow these steps to create an account on the Collect Android app:

1. Go to the device 'Menu' on their device (phone/tablet).
2. Search for 'Collect', and tap the icon to open the app.
3. Tap on 'Register'
4. A pop-up message stating 'Collect needs to read SMS for automatic OTP verification' may appear.
5. Click on 'OK'. In this case, the app will then prompt for permission. Click on 'Allow'.
6. In the form that appears, fill in their name, select country as India, and enter the mobile number for the device they are using.



7. Enter a unique password (minimum 6 characters). It's important to remember this password and not share it with anyone.
8. Click on 'Create Account'.
9. They will receive a 4-digit OTP (one-time password) via an SMS on the mobile number they registered with.
10. If they previously accepted the permission (see Step 4), the received OTP will automatically get filled in the OTP field. If it doesn't, check the OTP in the messages folder in their device and fill it manually in the Collect app.

28. What information/details/items are required while filling the online application form?

Please refer to the manual.

29. How to log into the Collect Android App?

The visiting team members can follow these steps to login on the Collect Android app:

Go to the Collect app on their device (phone/tablet).

Select the country code of your country, and enter the mobile number with which they have registered. Click on "Get Started."

Next, enter the password and click on "Log In". Now they will be able to use the Collect app to fill in the questionnaire.

If they are not able to log into their account, it could be because the wrong mobile number or password has been entered. They would need to try again with the right mobile number and password.

30. How to access the Questionnaire on Collect Android App?

Once the visiting team members log into the Collect app on their device (phone/tablet), they will be able to view all the forms that have been shared with them

Last Update - This is the time when the questionnaire was last updated by the App Admin team

Online Responses - These are the number of responses which have been submitted by the individual visiting team member and uploaded on the account.

Offline Responses - These are the number of responses which have been submitted by the individual visiting team member and not yet uploaded on the account. Once the device is connected to the internet, these responses will be uploaded automatically.

Drafts - These are responses for which some questions have been filled but not yet submitted.

These will not be uploaded unless the visiting team member opens the draft, fills in all the questions and submits the response.

If the visiting team member is not able to view the form(s) in the app, they can try refreshing your forms using these steps

1. In the Collect app, go to 'Settings' present in the top right corner of the screen.
2. Tap on 'Refresh Forms'. They will see a message saying "Updating Data."
3. Now the forms have been refreshed and the member should be able to view the forms they have access to.



31. What is mobile /device specification on which this data collection and upload app will work?

You can use the Collect Android application on all Android devices above v5.0. This includes both phones and tablets.

For optimum performance, Collect should be used on an Android device with the following

- specifications:
- OS: Android, v5.0 or above
- Data: 3G or above
- RAM: 1 GB
- Processor: 1.5 GHz
- Chipset: Qualcomm Snapdragon 420 or above
- Internal storage: 32 GB
- Battery: 3000 mAh or above
- GPU: Adreno 405
- Camera (if you want to record images or videos in your survey)
- GPS enabled (with AGPS, GLONASS or BDS)
- Wifi enabled
- Capacitive touch screen

Here is also a list of recommended devices for using Collect -

Mobile Phones (Prices in INR)

- 6-10K
- Moto G4 Play
- 10-15K
- Moto G4 Plus

Tablets (Prices in INR)

- Under 10K
- Lenovo Tab 3 Essential
- Lenovo Tab 3 730x
- 10-15K
- Samsung Galaxy J Max
- 15k +
- Samsung Galaxy Tab A 2017



- 32. What is the process for data uploading or form filling on the portal?**
Filling a form on the Collect Android app is simple. Once access has been granted to a team member using their phone number, they can open the form on their phone, fill it up and submit.
- 33. Can the data be edited after the uploading?**
Once responses are submitted from the Collect Android App, they cannot be edited.
- 34. Will the app maintain an audit trail of all activities such as uploads, edits by the user ?**
Yes
- 35. Is there any Help Desk or IT Help during the campaign?**
Yes, there is an IT Help Desk for addressing any IT related queries of the teams during the visit. The nodal in charge for the same Yukti Agarwal and the email id is support@socialcops.com
- 36. Is there any provision to print the district profiles uploaded on the portal?**
Yes.
- 37. How many reports are to be submitted by each team visiting the aspirational districts?**
Three subjective reports after every visit are to be submitted by every team. The format for the same is shared in the handbook.
- 38. Is there a standard format for report submission and within how many days the report should be submitted?**
For subjective reports, there is a standard format that the visiting team needs to submit after the completion of visit in each phase.



GLOSSARY

1. **Skills:** It is the ability to apply knowledge and use know-how to complete tasks and solve problems. Skills are described as cognitive (involving the use of logical, intuitive and creative thinking) or practical (involving manual dexterity and the use of methods, materials, tools and instruments).
2. **Skill Development:** Skill Development, for the purpose of any Government scheme, is defined as any domain specific demand led skill training activity leading to employment or any outcome oriented activity that enables a participant to acquire a Skill, duly assessed and certified by an independent third party agency, and which enables him/her to get wage/self-employment leading to increased earnings, and/or improved working conditions, such as getting formal certification for hitherto informal skills, and/or moving from informal to formal sector jobs or pursue higher education/training
3. **Decent Employment:** Decent work is a term originally coined by International Labour Organisation (ILO) in a report published in June 1999, when it described the goal of decent work as 'not just the creation of jobs, but also the creation of jobs of acceptable quality'. Decent work can be measured through statistical indicators which the Commission recommends could include intrinsic job quality, skills and lifelong learning, gender equality, health and safety at work, flexibility and security, inclusion and access to the labour market, work organisation and work-life balance, social dialogue and worker participation, diversity and non-discrimination, and overall work performance (European Foundation for the Improvement of Living and Working Conditions, 2018)
4. **Self Employment:** Self-employment jobs are those jobs where the remuneration is directly dependent upon the profits (or the potential for profits) derived from the goods or services produced (where own consumption is considered to be part of the profits). The incumbents make the operational decisions affecting the enterprises, or delegate such decision while retaining responsibility. (In this context "enterprise" includes one-person operations.) (International Labour Organisation (ILO), 2018)
5. **Recognition of Prior Learning:** Recognition of Prior Learning (RPL) is a platform to provide recognition to the informal learning or learning through work to get equal acceptance as the formal levels of education. It aims to appreciate prior learning irrespective of the medium of achieving it. In short, RPL is a process of assessment of an individual's prior learning to give due importance to learning as an outcome rather than learning as process. (MSDE, 2016)
6. **Qualification:** It means a formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards .(NSQF Gazette Notification dated 27th Dec 2013)
7. **Focus Group Discussion:** A focus group discussion involves gathering people from similar backgrounds or experiences together to discuss a specific topic of interest. It is a form of qualitative research where questions are asked about their perceptions attitudes, beliefs, opinion or ideas. It generally involves group interviewing in which a small group of usually 8 to 12 people.
8. **Sector:** Grouping of professional activities on the basis of their main economic function, product, service or technology.



Consultation and Field Visit Plan

Annexure III

(This is the tentative Plan of Visit That Nodal Team will be formulating During the Introductory Meeting with the District Administration and SSDM)

Date and Time	Stakeholders (Training Providers, Industry Bodies, Community, Students, Traditional Clusters)	Place of Consultation	Task to be undertaken	Remarks



Questionnaire for District Administration

Instructions

- The multiple choice questions will be directly administered through the app
- For Questions which have subjective answers, the nodal team will need to collect that information on separate sheet and upload on the app as text
- For evidence, the nodal team will need to upload the evidences collect as scanned documents

Objective

- Understanding the involvement of district administration in skill development programmes
- Understanding the planning process at district level for skill development programmes

S.No	Indicative Questions	Evidence	Option for answer
1	Is there any District Skill Committee existing in the district?	Notification, Name and Contact information of the Committee members	Yes or No
2	Is there any nodal officer for skill development placed at block/Tehsil/ taluka level?	Name and Contact details of the nodal officers (Available/Not Available)	Yes or No
3	Is there any District Skill Development Plan?	Copy of the District Skill Development Plan (Available/Not Available)	Yes or No
4	a) Is there any mobilisation strategy for candidates at district level? b) If yes, specify the type (reference B)	Strategy document and photos of the Mobilisation camps (Available/Not Available)	A. Yes or No B. Melas /Camps • IEC Campaign • Use of Online mediums • Develop partnerships with institutions like schools, Panchyat etc • Any other
5	a) Is there any Counselling Strategy for candidates at district level? b) If yes, specify the type (reference B)	Strategy document and photos of the Mobilisation camps (Available/Not Available)	A. Yes or No B. Aptitude tests • Counselling Camps • Psychometric tests • Any other please specify
6	Has there be a skill gap analysis done at the local level	Report of the findings of the analysis (Available/Not Available)	Yes or No
7	Is there any specific scheme for socially disadvantaged groups in the state like women, PWD, SC and ST?	Scheme document/guidelines (Available/Not Available)	Yes or No



Annexure IV

S.No	Indicative Questions	Evidence	Option for answer
8	Rank scheme like PMKVY, DDUGKY, NULM, JSS on following indicators: a) Ease of Operations (Indicators can be compliance requirements, accessibility of programme Managers, turnaround time for rederssal of queries , IT platform, procedural ease) b) Employment connect		Scale for Ranking schemes individually (1- very poor 10- very good) • PMKVY • DDUGKY • NULM • JSS • Any other
9	For the scheme/ programme implemented at the district level, is there any monitoring and evaluation mechanism in place?	Monitoring and Evaluation document (Available/Not Available)	Yes or No
10	a) Are there any traditional / local skills in the district? b) If yes , please specify		A. Yes or No B. Specify the name/s of the skills
11	Any best practices in the district in skill development ?		Subjective
13	Any Specific Challenges in skill development?		Subjective
14	Is there a management information system to collect data?		Yes or No



Questionnaire for Training Provider

Instructions

- The multiple choice questions will be directly administered through the app
- For Questions which have subjective answers, the nodal team will need to collect that information on separate sheet and upload on the app as text
- For evidence, the nodal team will need to upload the evidences collect as scanned documents

Objective

- Understanding the implementation of Quality Assurance (both on infrastructure and processes) in skill development
- Understanding the inclusive approach in skill development

S.No	Indicative Questions	Evidence	Option for answer
1	On what job roles are you conducting training?		Please specify the names of the job roles
2	On what basis have you selected the job roles?		<ul style="list-style-type: none"> • Allocated by scheme provider • Ease of operations (Infrastructure and fund required) • Ease of Mobilisation
3	What strategy do you adopt for mobilisation of the student?	Strategy/ Plan Document (Available /Not Available)	<ul style="list-style-type: none"> • Melas /Camps • IEC Campaign • Use of Online mediums • Develop partnerships with institutions like schools, Panchyat etc • Any other
4	What are the key challenges that you face and proposed solution?		Subjective
5	What is the drop out percentage of students		Mention the percentage (data for 2017-18)
6	Do you have placement cell/ mechanism in place?		Yes or No
7	Do you have infrastructure for the differently abled?		Yes or No



S.No	Indicative Questions	Evidence	Option for answer
8	Is ToT and ToA conducted on time?	Schedule /Calendar for the same (Available /Not Available)	Yes or No
9	What is your strategy for engagement with the industry for placement / apprenticeship?		Subjective

Questionnaire for Students

Instructions

- The multiple choice questions will be directly administered through the app
- For Questions which have subjective answers, the nodal team will need to collect that information on separate sheet and upload on the app as text
- For evidence, the nodal team will need to upload the evidences collect as scanned documents

Objective:

- Understanding the aspirations and awareness among the students and overall quality of training

S.No	Indicative Questions	Evidence	Option for answer
1	Which Programme are you pursuing?		Name of the Programme
2	a) Why are you pursuing this programme? b) Are you aware of the job opportunities after this programme? c) If yes, what job opportunities are available after this programme? d) What wage do you expect that you will get? e) What is the source of the information for above questions?		A: Subjective B. Yes or No C: Name of the job Opportunities D. Expected Wage E. Name the source of information



Annexure VI

S.No	Indicative Questions	Evidence	Option for answer
3	<p>a) Are you open to migrate to another state / another place within the state?</p> <p>b) If Yes, Please specify</p>		<p>A. Yes or No</p> <p>B. If yes</p> <ul style="list-style-type: none"> • Within district • Within State • Metropolitan Cities • Neighbouring States • Anywhere in India
4	Did you get content /Participant hand book for the course that you are pursuing?	Content books as sample (Available/Not Available)	Yes or No
5	Before admission into the course, was there any counselling done?		Yes or No
6	How would you rate the trainer of your programme in terms of knowledge and presentation skills?		Scale



Questionnaire for Industry Bodies

Instructions

- The multiple choice questions will be directly administered through the app
- For Questions which have subjective answers, the nodal team will need to collect that information on separate sheet and upload on the app as text
- For evidence, the nodal team will need to upload the evidences collect as scanned documents

Objective

Understanding the market relevance of the programmes and industry engagement in skill development

S.No	Indicative Questions	Evidence	Option for answer
1	a) Are you aware of the skill development programmes in your district? b) Do you hire people from these programmes? c) If yes, please specify the name of the scheme		A. Largely Yes or Largely No B. Largely Yes or Largely No C. PMKVY, DDGKY • NULM • Any other scheme (please specify)
2	Based on the Quality of trained candidates employed, please rate /rank the skill development programmes		Scale /Rank PMKVY, DDGKY NULM And Others
3	What are the major industries in the district?		Name of the industries
4	Are you aware about the National Apprenticeship Promotion Scheme?		Yes or No
5	Any apprentice that you have taken in your organisation?		Yes or No
6	a) What can be the role of industry in skill development?		<ul style="list-style-type: none"> • Development and Designing of Course and curriculum • Identification of Job Roles • Funding of skill development programmes • Infrastructure Support • Apprenticeship and OJT • Industry Expert sessions • And others



Annexure VII

S.No	Indicative Questions	Evidence	Option for answer
7	How active is training providers outreach to the industry for placement of candidates, guest lectures, and infrastructure?		Scale
8	Are you aware that for meeting your skill requirement you can approach training providers?		Yes or No
9	What are the emerging industries in the district?		Name
10	Are you offering a better wage premium to the formally skilled candidates? If yes, by what percentage		A. Yes or No B. Mention specific percentage



Questionnaire for Community

Instructions

- The multiple choice questions will be directly administered through the app
- For Questions which have subjective answers, the nodal team will need to collect that information on separate sheet and upload on the app as text
- For evidence, the nodal team will need to upload the evidences collect as scanned documents

Objective

Understanding the awareness level among the communities on skill development

S.No	Indicative Questions	Evidence	Option for answer
1	Do you know about any skill development schemes that is run in this district? a) If Yes, please specify the name		A. Yes or No B. Specify the name/s of the programme
2	How did you come to know about the programme?		<ul style="list-style-type: none"> • Radio, • Television, • Community, • Internet, • Others specify
3	a) Is any one of you enrolled in the programme? b) If yes, which programme ? c) what is your feedback for the programme?		A. Yes or No B. Specify Name of the programme C. Feedback : Scale
4	What would you want your child / spouse to pursue?		<ul style="list-style-type: none"> • Higher Education, • Vocational Education • Self Employment • Job
5	Do you think that skill development courses leads to jobs?		Yes or No
6	Do you think that skill development leads to decent employment in terms of wages, working conditions, progression?		Yes or No
7	Would you be willing to pay for the skill development programme?		Yes or No
8	What would be the reasons for you to want your child / spouse to participate or not participate in the programme		Subjective



Questionnaire for Traditional Clusters

Instructions

- The multiple choice questions will be directly administered through the app
- For Questions which have subjective answers, the nodal team will need to collect that information on separate sheet and upload on the app as text
- For evidence, the nodal team will need to upload the evidences collect as scanned documents

Objective

Understanding the initiatives for skill development in traditional skills

S.No	Indicative Questions	Evidence	Option for answer
1	a) What is the name of the Traditional Skill? b) What is the job role that you are doing? c) How did you learn to do this job? d) Has there been any formal certification for the job that you are doing?	Certificate sample (if yes for question b) (Available/Not Available)	A. Subjective B. Subjective C. From Family • From Community • In an Institution • Any others please specify D. Yes or No
2	Are there any formal training programmes running in the district for the job that you do?		Yes or No
3	Are you aware of Recognition of Prior Learning?		Yes or No
4	Is the next generation keen to pursue these jobs?		Yes or No
5	a) Does the district administration do anything for promoting traditional skills ? b) What could be the role of district administration for the promoting traditional skills ?		A. Yes or No B. Conducting training modules on branding and entrepreneurship • Facilitate Market Linkages • Developing Formal Qualifications on these skills • Any Other please specify
6	Do you think there is market for products/ services for this craft/skill?		Yes or No
7	Key Challenges and any proposed solution		Subjective



Format for Consultation with Stakeholders on Challenges and Solutions

Challenges identified	Probable solutions

Observation Sheet for visit to Training Centre


S.No	Item Checked	Remarks (Yes /No) Please add Comments if any
1	Classes are being held	
2	Trainer and trainees' attendance system	
3	Number of sanctioned trainers, number of vacancies	
4	Labs and learning material	
5	Facilities (toilets, drinking water) and hygiene	
6	Curriculum in vernacular language	
7	Disability access facilities such as ramps, aids, etc.	
8	Mobilisation, Counselling and placement services	
9	Helpline numbers for grievances	



D.O Letters that have been sent to the States

1. Letter from Senior Advisor, MSDE to State Skill Development Missions

सुनीता संघी
वरिष्ठ सलाहकार
Sunita Sanghi
Senior Adviser
Tel. : 23465843


सत्यमेव जयते

भारत सरकार
कौशल विकास और उद्यमशीलता मंत्रालय
GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT
AND ENTREPRENEURSHIP

D.O.No.293/SA/MSDE/2018
26th September, 2018

Dear Sir,


Please refer to the letter No.SD-17/118/2017-E&PW/475 dated 17.09.2018 from Secretary MSDE addressed to the Chief Secretaries of all States/UTs (copy enclosed for ready reference). The Hon'ble Minister SDE has approved a plan of intensive Skill Development campaign in the Aspirational Districts. The objective is to take the Skill India Mission to the Aspirational Districts. For this purpose, the officers from the MSDE would be undertaking visits to the Aspirational Districts in your State and would facilitate the Districts in their work in skill development.


The visit will begin with a meeting in the District with the District Collector/CEO-Zila Parishad and other officers implementing the skill development programmes. The Team will also have interactions with the administration of training providers, ITIs Polytechnics and Jan Shiksha Sansthan (JSS). The Team would also have conversation with students and the representatives of industries in these Districts. This would enable stock-taking of the existing skill ecosystem vis-a-vis our data and provide us a good understanding of challenges to be addressed at the District level. This exercise would also help in development of District Skill Development Programmes (DSDPs) with support from District Skill Development Committees of the Districts, which would help the Districts prioritize their skill development requirements and implement programmes with improved outcomes. The DSDPs may lead to actions such as setting up of training institutions and involving industry in a more productive way in addition to strengthening district level Skill Systems and Institutions.

In the light of the above, I seek your inputs, intervention and guidance in the form of necessary directives to the District authorities of the Aspirational Districts. You are also requested to establish coordination with your counterparts in the related Departments of your State Government to ensure effective field visits.

I am confident with facilitation under your leadership and guidance, the project would achieve success.

with regards,

Yours sincerely

(Sunita Sanghi)

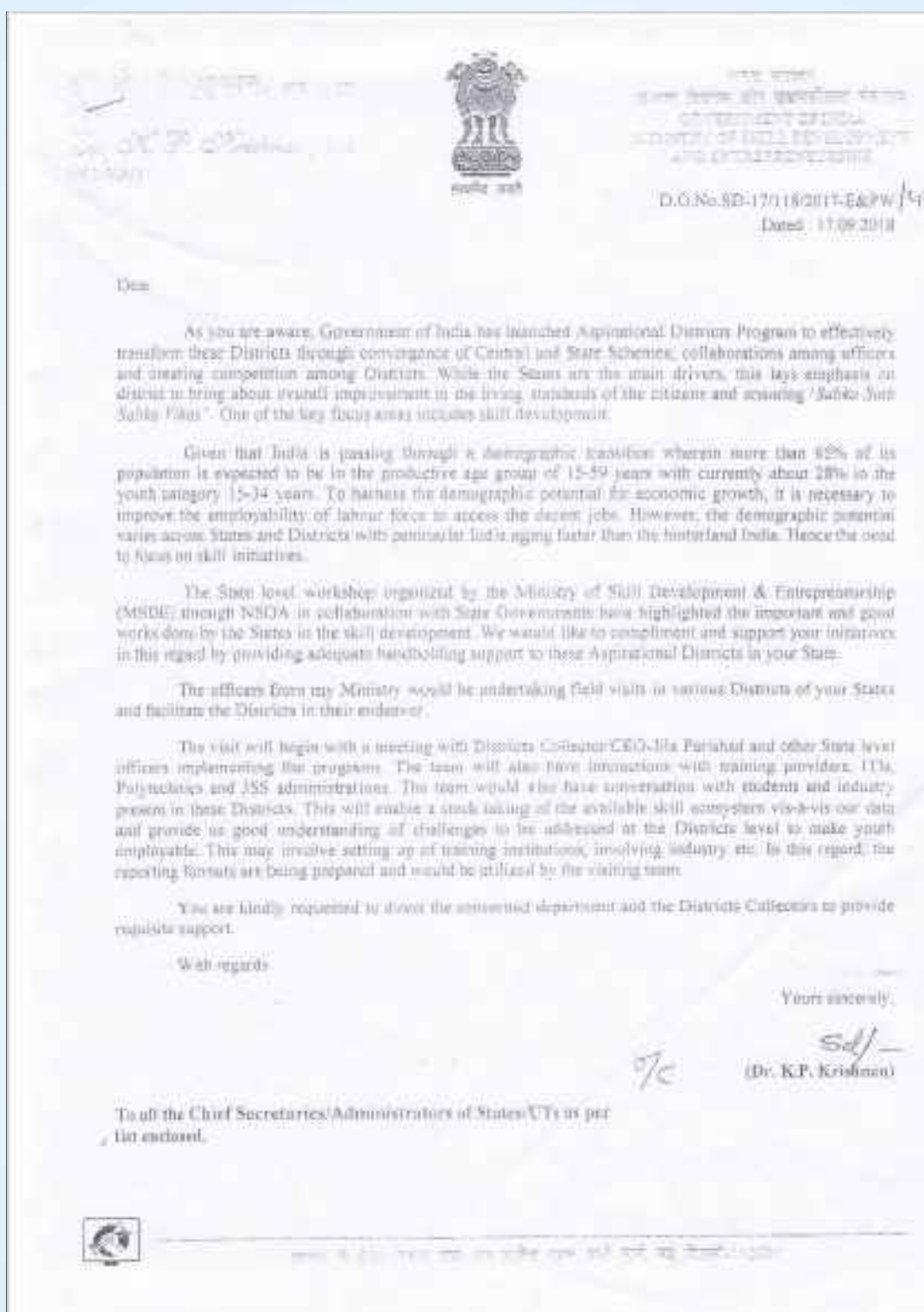

Skill India
सकल शिक्षा सर्वोपरि

कमरा नं. 322, बी-विंग, श्रम शक्ति भवन, रफी मार्ग, नई दिल्ली-110001
Room No. 322, B-Wing, Shram Shakti Bhawan, Rafi Marg, New Delhi-110001
Tel: 011-23465843 E-mail : ssanghi@gov.in Website : www.skillindia.gov.in



D.O Letters that have been Sent to the States


2. Letter from Secretary, MSDE to Chief Secretaries of States



D.O Letters that have been Sent to the States

3. D.O Letter from Senior Advisor, MSDE to District Collectors

सुनीता संघी
वरिष्ठ सलाहकार
Sunita Sanghi
Senior Advisor
Tel. : 23465843


सत्यमेव जयते

भारत सरकार
कौशल विकास और उद्यमशीलता मंत्रालय
GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT
AND ENTREPRENEURSHIP

D.O. No. SD-17/118/2017-E&PW 04th October, 2018

Dear Collectors

Please refer to letters No. SD-17/118/2017-E&PW dated 17th September, 2018 from Secretary, Ministry of Skill Development & Entrepreneurship to Chief Secretaries of the States and D.O. letter of even number dated 26th September, 2018 from Senior Advisor, MSDE addressed to the Principal Secretary/Mission Director of the States, respectively (copies enclosed).

A team of Officers from the Central Ministry of Skill Development and Entrepreneurship (MSDE) would be visiting your District between 10th October, 2018 to 10th January, 2019. The visits would happen in phased manner. Details are given in Operational Guidelines enclosed. During the visit the Team would meet District Administration, Industry leaders and association, community leaders, training providers including students. They would also visit training facilities. Based on the discussion and visits, challenges specific to the District would be identified MSDE would provide technical and financial assistance.

We are soliciting your cooperation for optimal results. We believe Districts and District Collectors are the backbone of growth.


We, therefore, request you to organize field visits to skill institutions and for necessary coordination during the visit, allocate suitable time slots for the officers to meet with you and the concerned stakeholders during the visit. Nomination of a Nodal Officer is also requested and his/her details may please be intimated to us.

We would welcome your inputs and guidance on the scheduling and sequence of these visits and meetings in order to make the tour most productive and useful to the District, State Government and MSDE. You are also requested to help the team visiting for their accommodation, local transportation and other logistics during the visit.

with regards,

Your sincerely
S. Sanghi
(Sunita Sanghi)

Encl: As above
District Collectors /DCs of all Aspirational Districts



कक्षा नं. 322, ई-विंग, श्रम शक्ति भवन, रफी मार्ग, नई दिल्ली-110001
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Tel.: 011-23465843 E-mail: ssanghi@gov.in Website: www.skillindia.gov.in



Data Collection and Upload Manual



socialcops | Training Module

Collect Mobile Application

www.socialcops.com



1

Installing the Collect App

This Section tells you how to install collect on your phone

Go to Google play Store on your Android Device

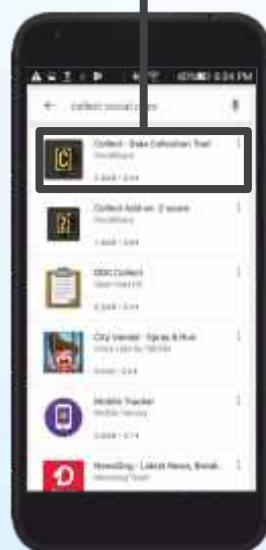


Search for "Collect"



Please ensure you have internet connectivity while installing Collect

Select "Collect – Data Collection Tool"

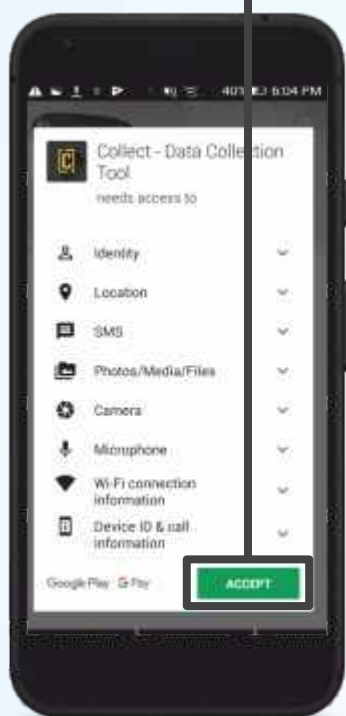


Click on "Install"



Please ensure you have internet connectivity while installing Collect

Click on "Accept" to give permissions to Collect



Click on "Open" to launch the App



Please ensure you have internet connectivity while installing Collect

2

Creating an Account

This section tells you how to create an account on the Collect App

Click on “Select Language” – English will be selected as default



Enter your phone number and then click on “Get Started” below

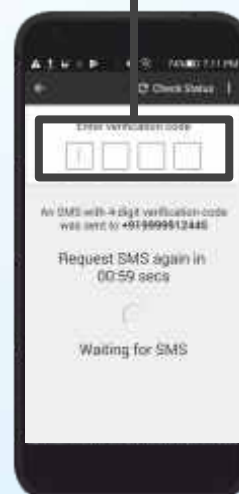


Please ensure you have internet connectivity while creating an account

Enter a Username and password of your choice. Then click on “Create Account”



You would have received an OTP. Enter the 4 digit OTP here



You will find the OTP in the Messages folder on your Android device

3

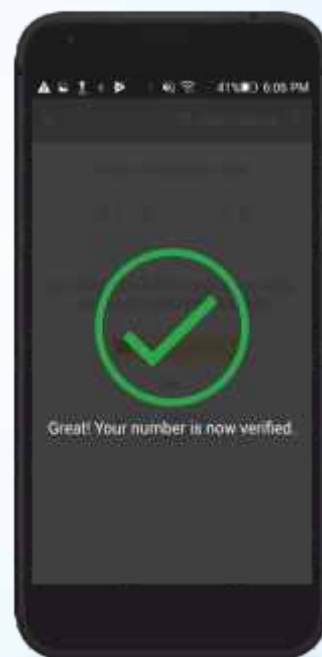
Accessing Forms on Collect

This section tells you how to access forms on the Collect App

If you don't receive the OTP, click on Resend SMS or get OTP via phone call



Congratulations! With the right OTP, your account will be created!



It may take a couple of minutes for the OTP to be received depending on your network connectivity.

4

Submitting Responses on Collect

This section tells you how you can submit responses to forms on the Collect App

Click on Refresh Forms

You will now be able to view all the forms you have been given access to



If you cannot view any forms, please contact your administrator/project manager.

How to Capture Location

Click on this box to capture your current location



You can continue filling responses to other questions while the location is being captured



How to Fill the Response to a Date Question

Click on this box to fill in the date



Scroll up or down to select the correct month, date and year. Once you have the right date, click on "Done"



Click on “Start” to begin collecting responses



This is the description of the survey. Click on “Start”



How to Fill the Response to a Text Question

Click here to start typing the response for a text question

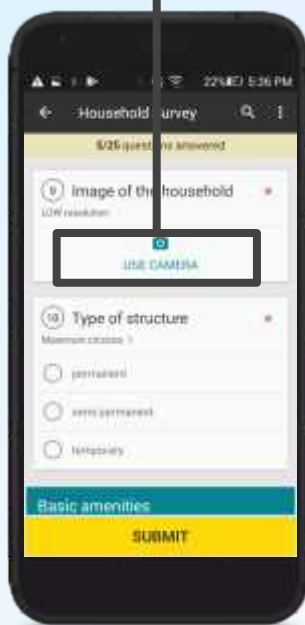


Use your phone keypad to start typing the response. Once done, go to the next question



How to Capture an Image

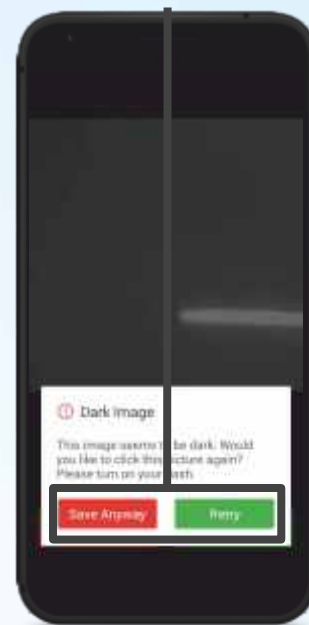
Click on "Use Camera" to click an Image



Click on "Capture Image" to take a picture.

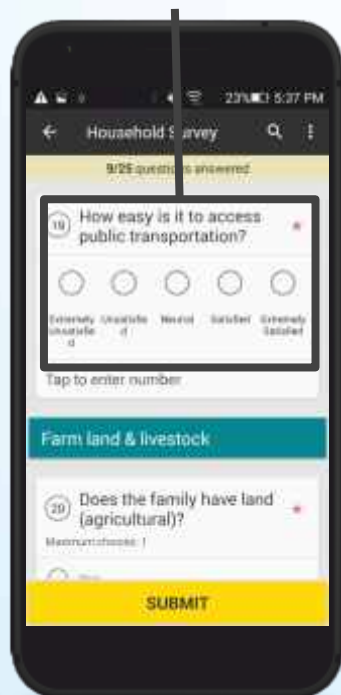


You can click on "Retry" if you want to take a better image

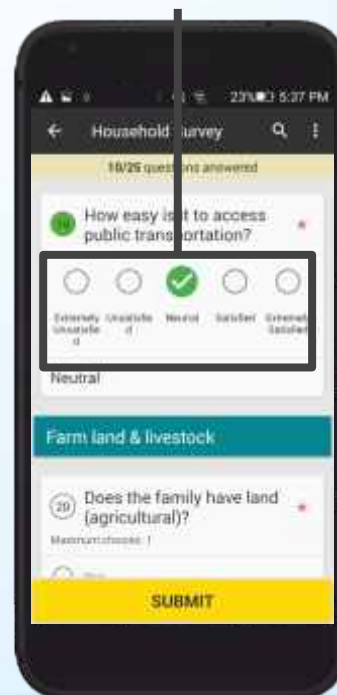


How to Fill the Response to a Likert Question

This shows you the list of options you need to select from



Select the option as applicable and go to the next question



How to Fill the Response to a Phone Number Question

Once you tap on a phone number question, this box will show India's country code by default.



Add the phone number here and click on "Save"



How to Fill the Response to a Choice Question

Once you click on a Choice Question, this box shows you the list of options you need to select from



Select the option as applicable and click on "Save"



How to Submit a Response

Once you have answered all the questions, click on "Submit". The green colour indicates answered questions

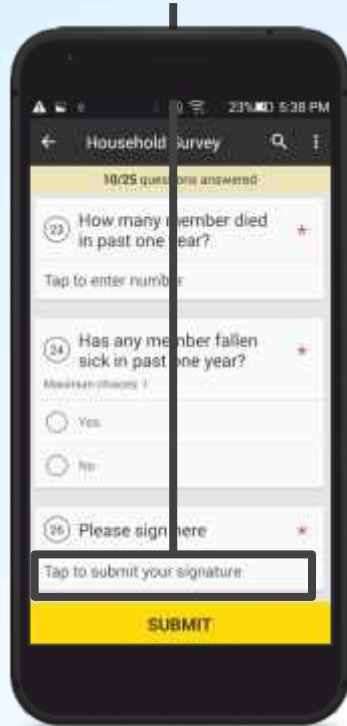


Click on "Yes" to confirm the response submission



How to Fill the Response to a Signature Question

Click here to capture a signature



Capture the signature here using your finger and click on "Save"

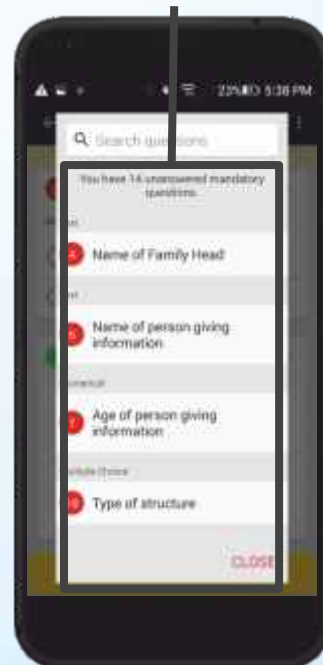


How to Submit a Response

Once you have answered all the questions, click on "Submit"



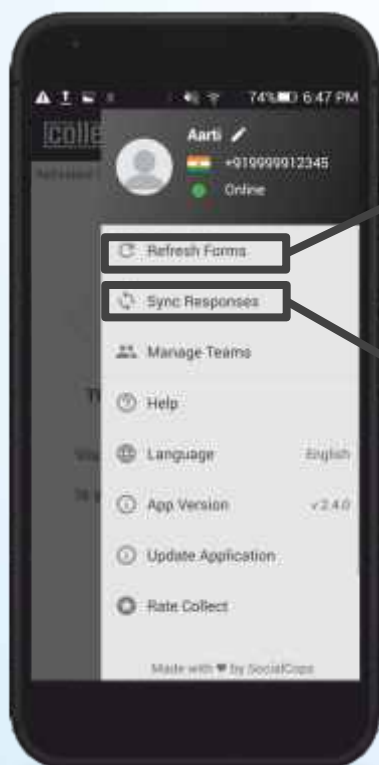
If there are unanswered questions in the survey, you'll see a box listing all the questions which need answers.



5

Collect App Settings

Click on Settings on the top right of your Collect App



If there are any changes made to the questionnaire, you can click on “Refresh Forms” to update it

If you are collecting responses offline, once you have internet connection, click on “Sync Response”

Abbreviations

MSDE	Ministry of Skill Development And Entrepreneurship
NSDA	National Skill Development Agency
NSDC	National Skill Development Corporation
DGT	Directorate General Training
DSDP	District Skill Development Plan
DSC	District Skill Committee
SSDM	State Skill Development Mission
PMKK	Pradhan Mantri Kaushal Kendra
DDUGKY	Deen Dayal Upadhyaya Grameen Kaushalya Yojana
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
JSS	Jan Shikshan Sansthan
ITI	Industrial Training Institute
NULM	National Urban Livelihoods Mission
PwD	Persons With Disabilities
OBC	Other Backward Class
O-N-D	October-November- December
NAPS	National Apprenticeship Promotion Scheme
NQAF	National Quality Assurance Framework
NSQF	National Skill Qualification Framework
SCs	Scheduled Castes
STs	Scheduled Tribes
ToT	Training of Trainers
M&E	Monitoring and Evaluation
NEET	Neither in Education nor in Employment or Training



List of 117 Aspirational Districts

32	CHHATTISGARH	KONDAGAON
33	CHHATTISGARH	KORBA
34	CHHATTISGARH	MAHASAMUND
35	GUJARAT	DAHOD
36	GUJARAT	NARMADA
37	HARYANA	MEWAT
38	HIMACHAL PRADESH	CHAMBA
39	JAMMU AND KASHMIR	KUPWARA
40	JAMMU AND KASHMIR	BARAMULLA
41	JHARKHAND	RANCHI
42	JHARKHAND	LOHARDAGA
43	JHARKHAND	GUMLA
44	JHARKHAND	SIMDEGA
45	JHARKHAND	PALAMU
46	JHARKHAND	LATEHAR
47	JHARKHAND	GARHWA
48	JHARKHAND	WEST SINGHBHUM
49	JHARKHAND	PURBI SINGHBHUM
50	JHARKHAND	DUMKA
51	JHARKHAND	HAZARIBAG
52	JHARKHAND	CHATRA
53	JHARKHAND	GIRIDIH
54	JHARKHAND	BOKARO
55	JHARKHAND	RAMGARH
56	JHARKHAND	KHUNTI
57	JHARKHAND	SAHEBGANJ
58	JHARKHAND	PAKUR
59	JHARKHAND	GODDA
60	KARNATAKA	RAICHUR
61	KARNATAKA	YADGIR
62	KERALA	WAYANAD
63	MADHYA PRADESH	DAMOH



List of 117 Aspirational Districts

S.No	State	District Name
1	ANDHRA PRADESH	VISAKHAPATANAM
2	ANDHRA PRADESH	VIZIANAGARAM
3	ANDHRA PRADESH	CUDDAPAH
4	ARUNACHAL PRADESH	NAMSAI
5	ASSAM	DHUBRI
6	ASSAM	GOALPARA
7	ASSAM	BARPETA
8	ASSAM	DARRANG
9	ASSAM	BAKSA
10	ASSAM	HAILAKANDI
11	ASSAM	UDALGURI
12	BIHAR	AURANAGABAD
13	BIHAR	GAYA
14	BIHAR	NAWADA
15	BIHAR	MUZAFFARPUR
16	BIHAR	BANKA
17	BIHAR	JAMUI
18	BIHAR	SITAMARHI
19	BIHAR	BEGUSARAI
20	BIHAR	KATI HAR
21	BIHAR	ARARIA
22	BIHAR	SHEIKHPURA
23	BIHAR	PURNIA
24	BIHAR	KHAGARIA
25	CHHATTISGARH	RAJNANDAGON
26	CHHATTISGARH	KANKER
27	CHHATTISGARH	BASTAR
28	CHHATTISGARH	DANTEWADA
29	CHHATTISGARH	BIJAPUR
30	CHHATTISGARH	NARAYANPUR
31	CHHATTISGARH	SUKMA



List of 117 Aspirational Districts

64	MADHYA PRADESH	KHANDWA
65	MADHYA PRADESH	VIDISHA
66	MADHYA PRADESH	BARWANI
67	MADHYA PRADESH	SINGRAULI
68	MADHYA PRADESH	GUNA
69	MADHYA PRADESH	CHHATARPUR
70	MADHYA PRADESH	RAJGARH
71	MAHARASHTRA	GADCHIROLI
72	MAHARASHTRA	NANDURBAR
73	MAHARASHTRA	OSMANABAD
74	MAHARASHTRA	WASHIM
75	MANIPUR	CHANDEL
76	MEGHALAYA	RI BHOI
77	MIZORAM	MAMIT
78	NAGALAND	KIPHIRE
79	ODISHA	KORAPUT
80	ODISHA	MALKANGIRI
81	ODISHA	BOLANGIR
82	ODISHA	KALAHANDI
83	ODISHA	RAYAGADA
84	ODISHA	DHENKANAL
85	ODISHA	KANDHAMAL
86	ODISHA	GAJAPATI
87	ODISHA	NUAPADA
88	ODISHA	NABARANGAPUR
89	PUNJAB	FIROZEPUR
90	PUNJAB	MOGA
91	RAJASTHAN	JAISALMER
92	RAJASTHAN	DHOLPUR
93	RAJASTHAN	KAROULI
94	RAJASTHAN	SIROHI
95	RAJASTHAN	BARAN



List of 117 Aspirational Districts

96	SIKKIM	WEST DISTRICT
97	TAMIL NADU	VIRUDHUNAGAR
98	TAMIL NADU	RAMANATHAPURAM
99	TELANGANA	KHAMMAM
100	TELANGANA	JAYASHANKAR BHOOPALPALLI
101	TELANGANA	KOMARAM BHEEM ASIFABAD
102	TRIPURA	DHALAI
103	UTTAR PRADESH	BAHRAICH
104	UTTAR PRADESH	SONBHADRA
105	UTTAR PRADESH	BALRAMPUR
106	UTTAR PRADESH	SHRAVASTI
107	UTTAR PRADESH	CHITRAKOOT
108	UTTAR PRADESH	FATEHPUR
109	UTTAR PRADESH	SIDDHARTH NAGAR
110	UTTAR PRADESH	CHANDAULI
111	UTTARAKHAND	HARIDWAR
112	UTTARAKHAND	UDAM SINGH NAGAR
113	WEST BENGAL	BIRBHUM
114	WEST BENGAL	MALDAH
115	WEST BENGAL	MURSHIDABAD
116	WEST BENGAL	NADIA
117	WEST BENGAL	DINAJPUR DAKSHIN



Project Report Format

District:

Date of the Visit:

Report Submitted by:

Date of Submission of Report:

- 1) Introduction of the programme:
- 2) Schedule of the field visit:
- 3) Overall Challenges in skill development ecosystem of district :
- 4) Key points of Discussion:
 - a) Group/Type of Stakeholder :
 - b) Key Findings:
 - c) Challenges:
 - d) Possible Solutions:
- 5) Next Steps and Way Forward:
- 6) Recommendation for the Campaign:





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