

UNDERTAKING

I/We, _____
(name of the Founder/
CEO/MD/ Director/ Authorised Person) of

(Name of the TP/ Institution/ Trust/ Society/ Company/ Firm and address) (hereinafter referred to as 'The TP', which expression shall, unless it be repugnant to the subject or context thereof, include its successors and permitted assigns), acting through, _____ the Managing Director of _____ hereby undertake to comply with the following in connection with my/our application towards Affiliation as Training Provider with Telecom Sector Skill Council:

1. The Training Provider (TP) shall align the curriculum and content to the relevant Qualification Packs (QP's) and National Occupational Standards (NOS) set by the Telecom Sector Skill Council (TSSC), for the job roles published as QP/NOS.
2. For Non -QP based training TPs will be required to submit content for approval and creation of question bank for subsequent assessment.
3. The Training period will be as given in the QP or as prescribed by TSSC.
4. The TP shall have required equipment, software & necessary lab infrastructure in order to conduct training for job roles applied for, as per the guidelines set by TSSC. These equipment will also be required to be made available to the Assessment agency and assessors for assessment of Trainees.
5. For training on published QPs and NOS, TP will have to undertake entry of candidate details in online system provisioned by TSSC/NSDC. In this case, successfully assessed and qualified candidates will be accorded certificates with TSSC, NSDC and Government of India Logo.
6. TP will ensure that all candidates fill in an application form for undertaking skilling training. Training under any government scheme that includes a reward will be transferred directly to the candidate. TPs may undertake self-paid training.
7. For training on TP Curriculum and TSSC syllabus, details of candidates would be shared by TP in the format prescribed and promulgated by TSSC. In this case, successful candidates will be accorded certificate with TSSC and TP logo.
8. TP will maintain a complete and detailed data bank of all candidates to include candidate name, address, contact details and job role for which trained. All endeavour will be made to ensure that the candidates are in possession of Aadhar Cards which are mandatory for all government schemes. Candidate data will be shared with TSSC.
9. The Assessment Fee for job roles upto NSQF level 4 shall be at Rs. 1000/- per candidate payable to TSSC. For higher level job roles, it will be as decided by TSSC. Assessment fee for a government scheme would be as mentioned within the scheme document.
10. Collection of Assessment Fee from candidates shall be the responsibility of the TP. Transfer to assessment fee by TP to TSSC shall be in advance, with the training commencement date.
11. In the eventuality of a trainee dropping out of the training program or assessment the Assessment fee will be non-refundable. All assessments of a batch will be taken at one location. No spill over of assessment to another day or location is permitted.
12. In the event of any dispute, the TP shall be the only party responsible to resolve / take the responsibility.
13. The TP will be expected to provide the training as per the approved schedule to the trainee and ensure that the trainee is adequately skilled as per the performance criteria defined in the QP and NOS or TSSC defined syllabus, as the case may be.
14. The TP should ensure that the on-going batch is not affected due to trainer attrition or absence of trainer.

15. TP will provide full cooperation to the Assessment Body in conducting the assessment.
16. On the day of the assessment, the TP shall ensure that the necessary facilities and equipment (computers with broadband connection for assessment of candidates, equipment as per the Job Role) are extended to the assessor and adequate lab infra with necessary raw materials is provided for the assessment purpose.
17. TP will provide full details including town, district, constituency, SPOC name, e-mail and contact for each centre. TP will require to get his centre / s inspected and verified by TSSC after paying the prescribed fee.
18. The trainee will be allowed to take the assessment as many times as the trainee wants by paying the Assessing Fee each time. The Assessment, as applicable, per attempt has to be transferred to the TSSC each time.
19. Training Provider will ensure that an attendance register is maintained and are shared with assessor on the day of assessment for scrutiny. TP will set up Biometric attendance system.
20. TP will not enter the assessment room or interfere in the assessment process. TP will install CCTV cameras in all classrooms, labs, areas where assessment is undertaken (both online assist candidates during the assessment process. Such activities may lead to
21. TP will not influence the assessor by offering any gifts or cash in return for favours before, during or after the assessment.
22. TP will not indulge in any activity that will cause sabotage or leak of assessment questions before, during or after the assessment.
23. Verifiable Record of training duration and identification of candidates (including photograph) needs to be maintained to validate the duration of training and to ascertain that the candidates who are assessed, are the same who went through the course. These records are to be maintained for a minimum of six months.
24. TSSC will endeavour to declare the results within 2 weeks after the assessment and send PDF of certificates to the TP.
25. It will be the responsibility of the TP to printout the certificates from the soft copy received and to maintain the record of the certificates issued. TSSC will, in normal circumstances, NOT issue duplicate certificate soft copy.
26. The certificates should be:
 - a. On A4 size sheets
 - b. Colour printed
 - c. On 160 to 180 GSM paper
27. The TP shall issue the certificates to the trainee within 2 working days. Any delay will be the liability of the TP.
28. The TP will be liable to pay Service Tax, unless exempted by the Govt, and in case paid, recovery back would be as per extant rules.
29. The TP confirms that he/she is not blacklisted / debarred by any Government / Semi-Government organization / other SSC or NSDC. There is no criminal case pending against the Organisation.
30. Other than the centres declared during affiliation no more branch offices / centres will be included unless approved by TSSC.
31. TP is not permitted to sub-contract training to any individual/agency or organisation on their behalf. Any breach of affiliation norms will render withdrawal of affiliation.
32. No Telecom Training will be conducted by the TP without TSSC certification. TP may conduct training only for the affiliated Job Roles and only in the centres where training for the particular job roles have been approved.
33. This affiliation is not valid for Online training for which separate authorisation will be required.
34. Please note that training would be conducted only by TSSC certified trainers and a minimum of 100 enrolments are to be achieved within 90 days from the date of grant of any form of affiliation and subsequently each quarter. This is other than/in addition to any targets released by TSSC under any scheme.

35 It is neither mandatory nor a right of the TP to obtain targets from TSSC under government schemes.

36. TSSC will be utilising the candidate data for placement facilitation & other purposes, unless categorically stated by the candidate in writing.

37. The Training Provider shall strictly follow further conditions as may be specified by TSSC from time to time.

All the above terms and conditions have been read understood and shall abide by the same. In case of violation of any terms or if quality of training is not satisfactory, the affiliation would be cancelled by TSSC. In case of any dispute, the decision of TSSC shall be final and acceptable to us.

_____ Seal of the Institution:

Signature of the Authorized Representative

Name: _____

Date: _____

Address & Tel No: