

 Skill Council For Mining Sector	Skill Council for Mining Sector	DOC No. - QMS/A&A
	Affiliation & Accreditation Process	Rev. No. – 2.0
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TRAINING PARTNER AFFILIATION PROCESS & GUIDELINES

TP AFFILIATION V 2.0



DECEMBER 1, 2022
SKILL COUNCIL FOR MINING SECTOR
B-311, FIMI House, Okhla Industrial Area, Okhla Phase – 1, New Delhi - 110020

SCMS Training Partner (TP) Affiliation Guidelines

Norms & Eligibility Criteria for affiliation with Skill Council for Mining Sector as Training Partner -

1. The affiliation with SCMS as TP entitles any organization to become eligible for applying to Industry/Government Funded Skill Development Projects available with SCMS during the affiliation period. However, each successful applicant is also required to register itself as TP on Skill India Portal (SIP) and create/accredit Training Centre/s to execute NSQF aligned training programs.
2. The proprietorship companies are not allowed. Minimum 3 years of existence with recorded balance sheets and positive Net Worth are mandatory. Special case/ Startups may be considered for exceptions. Agencies having affiliations with other Sector Skill Councils/State Skill Development Missions/Government of India will be given preference. Experience of training in mining areas and mining trades will be added advantage.
3. In case of rejection/ Non submission of required documents/ No response of SCMS's Communication/ Non remittance of balance fees within stipulated time period/self-withdrawal of the application, the Non-Refundable processing fee of Rs. 10,000/- shall stand forfeited. However, organization may re-apply with new application form and fresh processing fee.
4. Field visits are made to verify the Office Setup only. Organization to co-ordinate with, & extend support to SCMS representative for entry to the office premises, provide necessary documents for verifications, allow to take photographs/videos of the setup, team available etc.
5. Service Level Agreement (Format available on SCMS website) to be made on Rs. 300/- stamp paper in duplicate, on successful approval of the application & fee submission. The first party shall be SCMS. All pages need to signed and stamped by the appropriate authority. One witness from each party has to sign the SLA. The SLA shall commence on the date of its signing by the Parties (in case of signing by the Parties at two different dates, the later date) and shall remain in force till two years from the later date unless it is prematurely terminated/extended in accordance with the terms of SLA.
6. Subject to receipt of affiliation renewal fee of Rs. 50,000/- from TP, the validity of the SLA may be extended for another 2 years by SCMS over an e-mail confirmation only. However, it will be completely on the discretion of SCMS to renew the SLA further.

PTP can mail the details with enclosures to scms@skillcms.in and through post at below address:

Skill Council for Mining Sector

FIMI House, B-311, Okhla Industrial Area, Phase-I, New Delhi – 110 020

Ph. 011-26814596 Website: www.skillcms.in, Email: scms@skillcms.in


Created by: Deepak Mishra
Head Affiliations-Skill Council for Mining Sector


Approved by: Sanjay Sharma
CEO-Skill Council for Mining Sector

SCMS Training Partner (TP) Affiliation Process

(TP Affiliation Application Form Link for affiliation with SCMS as TP available on SCMS website)

APPLICATION SUBMISSION BY INTERESTED ORGANISATION

1. Interested organisation to fill 'TP Affiliation Application Form' on SCMS website (<http://tp.skillcms.in/SignUp.aspx>)
2. Pay the Non-Refundable application processing fee of Rs. 10,000/- in SCMS Bank A/c –
SKILL COUNCIL FOR MINING SECTOR, STATE BANK OF INDIA A/c No. – 65182865951, IFSC Code - SBIN0050343
3. Upload all required documents along with processing fee payment/ transaction details
4. Download filled application Form. Courier **Hard Copy** of same with all supporting documents
5. Please ensure followings/attach documents before sending hard copies –
 - a. All pages of application & supporting documents to be stamped & signed by authorised signatory
 - b. Attach authorisation letter from competent authority in the name of authorised signatory
 - c. Self-declaration for correctness of all the information provided on company letter head
 - d. Attach Company Profile document, all statutory compliance documents including ROC Certificate/ Trust or Society Registration Deed, ITRs/Audited Balance Sheets/CA Certificate (for last 3 years), GST Registration, Pan Card, Tan details, Address Proof Document (Rent/Lease/Ownership document) etc.
 - e. Evidence of Mining industry linkages for employment of youth to be trained under SCMS
 - f. Affiliation documents related to other SSCs/ NSDC/ SSDMs etc.
 - g. WOs/MOUs for skilling work done in last 2 years & contact details of the work allocating agency spec.
 - h. CVs of mining experts, proposed to be trainers with the organization

