

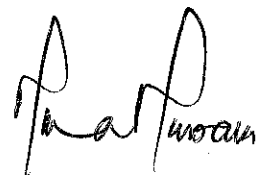
**MEETING OF  
GOVERNING COUNCIL OF LEATHER SECTOR SKILL COUNCIL  
AUGUST 14, 2013, NEW DELHI**

**VENUE : COMMITTEE ROOM, 1<sup>ST</sup> FLOOR  
FEDERATION OF INDIAN EXPORT ORGANISATIONS (FIEO)**

Niryat Bhawan, Rao Tula Ram Marg,  
Opp. Army Hospital Research & Referral, New Delhi-110 057  
Phone: +91-11-46042222 +91-11-46042222

**Time : 2.00 p.m.**

**MINUTES**



**Minutes of the Meeting of Governing Council of Leather Sector Skill Council, New Delhi, Aug. 14, 2013**

The following Members were present in the meeting.

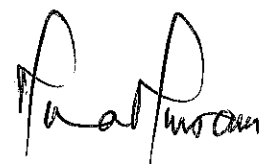
1.	Shri Habib Hussain	Chairman- Leather Sector Skill Council
2.	Shri M. Rafeeqe Ahmed	Member
3..	Shri R.K. Jalan	Member
4.	Shri R. Ramesh Kumar	Member
5.	Shri P.R.Aqeel Ahmed	
6.	Shri Nari Kalwani	Member
7.	Dr. S. Rajamani	Member
8.	Shri Ajay Sahai	Member
9.	Shri Kamran Rahman	Member
10.	Shri Moti Lal Sethi	Member

The following members/special invitees regretted their inability to attend the meeting.

1	Shri N. Mohan	Member
2	Shri Israr Ahmed	Member
3	Shri Shahroo Mohsin	Member

Shri A.R.Rajesh, Consultant, Leather SSC and Shri Mohan Reddy, Associate – NSDC were also present in the meeting.

Shri R. Ramesh Kumar I.A.S, Executive Director, Council for Leather Exports (CLE) welcomed the members and Special Invitees to the meeting and listed out the agenda items. He then requested Shri Habib Hussain, Chairman, Leather Sector Skill Council to initiate the proceedings of the meeting.



**2.01 To confirm minutes of the Board of Directors Meeting of Leather Sector Skill Council held on December 14, 2012 in New Delhi.**

Having received no comments, the minutes of the Governing Council meeting of Leather Sector Skill Council held on December 14, 2012 was taken as read and confirmed.

**2.02 Changes in nominees to Governing Council of Leather SSC**

Shri Habib Hussain, Chairman explained that Shri Sahasranaman and Shri O.K.Kaul were nominated to the Governing Council of Leather Sector Skill Council as *Policy Expert* and *Marketing Expert* respectively, according to the Terms of National Skill Development Corporation (NSDC), but have requested to relieve them from respective posts. Hence, Dr. S. Rajamani, Chairman, International Union of Environment (who has also served as Director of CLRI) has been nominated as a Policy Expert in place of Shri A. Sahasranaman and Shri N. Mohan of Tata International as Marketing Expert in place of Shri O.K. Kaul.

The Governing Council approved the aforesaid change of nominations.

**2.03 Incorporation of all members of Governing Council of Leather SSC as Directors of Leather SSC**

Shri Habib Hussain, Chairman explained according to the terms of National Skill Development Corporation (NSDC) all members of the Governing Council of Leather Sector Skill Council are required to be incorporated as Directors of the company, for the purpose of release of grant. Shri Hussain explained that an amount of Rs.6 crore will be provided by NSDC as grant to Leather SSC, out of which Rs.2.5 crore will be released as first installment. Hence, 13 members of the Governing Council ( except the nominee of NSDC who is yet to be finalized) have been inducted as Directors of Leather SSC by filing form 32 with the Registrar of Companies.

The Governing Council approved the Incorporation of the following 13 members of Governing Council of Leather SSC as Directors of Leather SSC.

Name of the member	Company
<b>Finished Leather</b>	
Shri Israr Ahmed	India Shoes Exports Pvt. Ltd., Chennai
Shri Kamran Rahman	Rahman Industries Ltd., Kanpur
<b>Leather Footwear</b>	
Shri P.R.Aqeel Ahmed	Florence Shoe Company Pvt. Ltd., Chennai
Shri R.K. Jalan	Arvind Footwear Pvt. Ltd., Kanpur
Shri Shahroo Mohsin	Young Style Overseas . Agra



Leather Goods and Leather Garments	
Shri Habib Hussain*	AV Thomas Leather & Allied Products Pvt. Ltd., Chennai
Shri Nari Kalwani	Asian Leather Limited, Kolkata
Shri Motilal Sethi	Saroj International Leathers Pvt. Ltd., New Delhi
<b>Leader (Statesman)</b>	
Shri M. Rafeeq Ahmed	Farida Prime Tannery Pvt. Ltd., Chennai
<b>Marketing Expert</b>	
Shri N. Mohan	---
<b>Policy Expert</b>	
Dr. S. Rajamani	---
<b>Export Expert</b>	
Shri Ajay Sahai	---
<b>CLE</b>	
Shri R. Ramesh Kumar	Council for Leather Exports
<b>Founding Director</b>	
Shri N. Shafeeq Ahmed*	Shafeeq Shameel & Co., Chennai

\* Shri Habib Hussain and Shri N. Shafeeq Ahmed have already been inducted as Founding Directors (Promoters) of Leather Sector Skill Council and hence the induction for other members was done in August 2013.

#### 2.04 Appointment of CEO of Leather Sector Skill Council

Shri Habib Hussain, Chairman explained that despite best efforts no suitable candidate could be identified for the post of CEO of Leather Sector Skill Council. In view of this, Chairman, Leather Sector Skill Council requested Chairman, CLE to request Shri R. Ramesh Kumar, Executive Director, CLE to hold additional charge of activities of Leather Sector Skill Council (LSSC). **Shri Hussain explained that Leather SSC is in its formative stage to have its own staff, infrastructure, correspondence with Government functionaries, engaging professional experts, trainers etc., Shri Habib Hussain also indicated that activities of Leather SSC needs co-ordination with industry, Governmental authorities, policy experts, trainers, various scientific academic institutions like CLRI, NIFT, NID, FDDI, CFTI etc., Necessarily, CLE as an apex body would be supplementing and complimenting the efforts of Leather SSC. Hence, it would be appropriate that Shri R. Ramesh Kumar, Executive Director, CLE also holds the post of CEO of Leather SSC owing to his vast administrative experience and interest in the leather sector.**

Shri Habib Hussain added that Shri R. Ramesh Kumar, ED, CLE took the additional work of all activities of Leather SSC and able to carry out many important tasks namely signing of Agreement with National Skill Development Corporation in December 2012, development of Fast Track National Occupational Standards (NOS) for 5 identified job roles in the leather industry etc.,.



Hence, Shri Habib Hussain, Chairman suggested that Shri R. Ramesh Kumar,ED,CLE may hold the charge of CEO of Leather Sector Skill Council till a regular CEO is appointed. The Governing Council approved the said suggestion and also approved informing the Department of Commerce accordingly.

## **2.05 Operating bank account of Leather Sector Skill Council**

Shri Habib Hussain, Chairman explained that as per approval of the Governing Council, a separate bank account has been opened in the name of "Leather Sector Skill Council" with account number 0976101401621 at Canara Bank, Park Town, Chennai – 60003.

With regard to operating the aforesaid account, the Governing Council passed the following resolution.

**RESOLVED that the bank account in the name of LEATHER SECTOR SKILL COUNCIL opened with Canara Bank, Park Town Branch, Chennai – 600003 shall be operated jointly by any two of the following persons who will act as joint signatories to sign cheques and any other documents considered necessary for operation of the said account and to incur expenditure from the aforesaid bank account of LEATHER SECTOR SKILL COUNCIL.**

1. Shri Habib Hussain, Chairman, Leather SSC
2. Shri N. Shafeeq Ahmed, Founder Director, Leather SSC
3. Shri R. Ramesh Kumar, CEO, Leather SSC

## **2.06 Creation of logo, e-mail IDs and website of Leather SSC**

After detailed deliberations, the Governing Council approved the creation of following Logo, website domain name and e-mail IDs of Leather Sector Skill Council.

Logo :



Website domain name :

[www.indialeatherssc.org](http://www.indialeatherssc.org)

e-mail IDs :

[info@leatherssc.org](mailto:info@leatherssc.org) (General e-mail ID)

[ceo@leatherssc.org](mailto:ceo@leatherssc.org) (for Shri R. Ramesh Kumar, CEO, Leather Sector Skill Council)

[chairman@leatherssc.org](mailto:chairman@leatherssc.org) (for Shri Habib Hussain, Chairman, Leather Sector Skill Council)

[rajeshar@leatherssc.org](mailto:rajeshar@leatherssc.org) (for Shri Rajesh, Consultant, Leather Sector Skill Council)

## 2.07 Creation of Fast Track qualification Packs containing National Operating Standards

Shri Habib Hussain explained that National Skill Development Corporation (NSDC) requested Leather SSC to prepare Fast Tract Qualification Packs for certain major job roles in the leather industry. In view of this, the Fast Tract Qualification Packs were prepared for the following job roles through Labournet Services India Pvt. Ltd., ( who are an NSDC affiliated Training Partner and who have the experience of preparing the proposal for formation of Leather Sector Skill Council which was approved by NSDC) at a total cost of Rs.1.25 lakh + tax.

Job Roles Identified	Revised NSQF Level	Segment and Role details
Assistant Operator - Finished Leather	2	Tannery based mechanical processes – Helper (multi-skilled)
Buffing Operator – Finished Leather	3	Finished Leather – Buffing Operations
Stitcher – Leather Goods/ Garments	4	Leather Goods/ Garments – Stitching Operations
Assistant Operator - Footwear	2	Footwear Processes – Helper (multi-skilled)
Cutter - Footwear	4	Footwear – Cutting Operations

NSQF – National Skills Qualifications Framework

Shri Hussain explained that these Fast Track NOS have also been approved by the Qualifications Registration Committee (QRC) of NSDC.

Responding to the query of Shri Nari Kalwani about creation of QPs of more job roles, Shri Habib Hussain, Chairman explained that the QPs for additional job roles will be taken-up in the next phase.

The Governing Council approved the creation of the aforesaid Fast Track qualification Packs.

## 2.08 Creation of Qualification Packs for 17 job roles.

Shri Habib Hussain explained that the Leather SSC is required to prepare Qualification Packs(QPs) for about 50 identified job roles. Out of this, QPs for 17 job roles are proposed to be prepared in the first phase. Shri Hussain explained that the bids for preparing the QPs were called through Open Tender Method. In response, bids were received from the following agencies/organizations

1. Ernst & Young
2. ICRA Management Consulting Services Limited



3. Central Leather Research Institute
4. Labournet Services India Pvt. Ltd
5. Athena Infonomics India Private Limited & Centum Learning Ltd.,

In order to finalize the award of assignment of development of NOS for the pilot projects, a meeting of the Committee comprising the following members and also Mr. Mohan Reddy, Associate – NSDC as an observer was held in CLE office in Chennai on July 17, 2013 wherein the bidders also made presentations.

1. Shri Habib Hussain, Chairman, Leather Sector Skill Council (LSSC)
2. Shri R.Ramesh Kumar, CEO, Leather Sector Skill Council (LSSC)
3. Dr. S. Devadoss, Director, National Institute of Fashion Technology (NIFT), Chennai
4. Prof. Aravindan, National Institute of Fashion Technology (NIFT), Chennai
5. Shri K. Murali, Director, Central Footwear Training Institute (CFTI), Chennai
6. Shri Shanmuganathan, Former Director, Central Footwear Training Institute (CFTI), Chennai

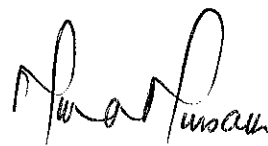
Shri Hussain explained that after the presentations, the Committee evaluated the technical bids on the basis of the aforementioned criteria and shortlisted the following two firms/agencies.

1. ICRA Management Consulting Services Limited
2. Labournet Services India Pvt. Ltd

Shri Hussain explained that thereafter, the financial bids of the shortlisted firms/agencies were opened. ICRA Management Consulting Services Limited had quoted Rs.1.83 lakh per QP whereas Labournet Services India Pvt. Ltd had quoted Rs.1.67 lakh per QP. In view of this, negotiations were held with M/s Labournet Services India Pvt. Ltd. to further reduce rates. Accordingly, Labournet Services India Pvt. Ltd., have agreed to develop 17 QPs at a total rate of Rs.19.80 lakhs ( Rs.1.16 lakh per QP) including taxes. Accordingly, the assignment of creation of 17 QPs is being given to M/s Labournet Services India Pvt. Ltd.

Shri Habib Hussain, Chairman stated that training is a huge industry where lot of professional players are involved. There are agencies which provide a whole range of services right from selection of candidates, training them and placing them in the factories. The idea of training is to create a benchmarking and attain high standards in productivity. Hence, the Qualification Packs and the related National Operating Standards will undergo continuous upgradation in tune with the changes in production standards.

The Governing Council approved Creation of Qualification Packs for 17 job roles through Labournet Services India Pvt. Ltd., at a total rate of Rs.19.80 lakhs ( Rs.1.16 lakh per QP) including taxes.



## 2.09 Implementation of Monetary Incentive Scheme

Shri Habib Hussain, Chairman explained that the Government of India will be announcing a monetary incentive scheme in August 2013 so as to provide training to the people. The objective of the scheme is to train about 10,00,000 people, out of which about 45,000 -50,000 people have to be trained in the leather sector alone by the Leather Sector Skill Council during the period August 2013- March 2014. Shri Hussain explained that the training will be done for the following job roles for which QPs have already been developed.

Job Roles Identified	Revised NSQF Level	Segment and Role details
Assistant Operator - Finished Leather	2	Tannery based mechanical processes – Helper (multi-skilled)
Buffing Operator – Finished Leather	3	Finished Leather – Buffing Operations
Stitcher – Leather Goods/ Garments	4	Leather Goods/ Garments – Stitching Operations
Assistant Operator - Footwear	2	Footwear Processes – Helper (multi-skilled)
Cutter - Footwear	4	Footwear – Cutting Operations

NSQF – National Skills Qualifications Framework

The Training will be provided by a Training Partner in the factory premises itself for a period of about 30 days. After Training, the worker has to undergo assessment. After successful completion of the assessment, the worker concerned will get the monetary reward from NSDC after deducting the training fee payable to the Training Partner and the Fee will be paid by NSDC directly to the Training Partner. Shri Habib Hussain, Chairman clarified this subsidy will be available only under the Monetary Incentive Scheme and not under the regular skill development schemes to be implemented by the Leather Sector Skill Council.

Shri Ramesh Kumar explained that it is a privilege that the leather sector is one among the 9 sectors selected by NSDC for implementing the pilot phase of the Monetary Scheme and the Pilot Phase will be implemented in Chennai.

Shri Rajesh, Consultant, Leather SSC clarified that the training under this programme will be done not only for the existing workforce but for fresh candidates also. Shri Rajesh stated that the training period will be for a total of 60 hours ( 30 hours for theory and 30 hours for practicals) and the training duration will be for about 1 ½ hours per day. However, the training schedule can be customized according to the convenience and requirement of the factory/company concerned.





Shri Rafeeqe Ahmed enquired whether the Company concerned can chose the Training Partner. Shri Rajesh explained that the Training Partner will be selected by the Leather SSC. Shri Mohan Reddy, Associate, NSDC also reiterated that the Leather SSC can decide on the Training Partner.

Shri Rajesh also explained that the database of all trained candidates will be available online and the assessment body which assesses the candidates is also required to maintain the data for a period of 10 years.

Shri Habib Hussain explained that a Training Partner who is already affiliated to NSDC or an institution who, during the last two years, have been selected by any State Government or any Ministry of the Government of India to implement any Government funded or sponsored Scheme shall be deemed to be part of the approved list of training providers under this Scheme. Those training providers, who have no prior affiliation with any government institution or NSDC, will go through a pre-screening process of the SSCs according to an Affiliation Protocol prepared by NSDC/SSC.

After detailed deliberations, the Governing Council approved the implementation of Monetary Incentive Scheme by the Leather Sector Skill Council.

#### **2.10 Appointment of Mr. Rajesh as Consultant of Leather SSC**

Shri Habib Hussain, Chairman stated that as per approval of the Governing Council, Mr. Rajesh has been engaged as Consultant of Leather SSC for a period of one year from April 1, 2013 at a monthly retainer fee of Rs.75,000/- which is inclusive of applicable Service Tax and subject to TDS at applicable rates.

The Governing Council approved the aforesaid appointment.

#### **2.11 First year action Plan of Leather SSC**

Shri Habib Hussain explained that on account of the Monetary Incentive Scheme to be announced by the Government, the Leather SSC has been able to carry out only one activity namely development of National Operating Standards for 5 identified job roles. Accordingly, the Governing Council approved carrying out the following action plan of Leather SSC in the next financial year.

1. Run pilot in 3 cities/clusters across West Bengal, Tamil Nadu and Uttar Pradesh
2. Sign MoU with Leather Industry players for training and employment.
3. Partner with skill development institutes (CLRI,FDDI,CFTI) for implementing the pilot projects.
4. Identify accreditation partners for standards, assessments, & certification
5. Financial Institutions Partnership: Select financial partners for learner's funding



**2.12 Audited accounts of Leather Sector Skill Council for the year 2012-13**

The Governing Council considered the Directors Report and Balance Sheet of Leather SSC as at 31<sup>st</sup> March 2013 and approved reimbursement of Rs.4,65,872/- to the Council for Leather Exports (CLE) towards the expenditure incurred by CLE on carrying out various activities of Leather SSC.

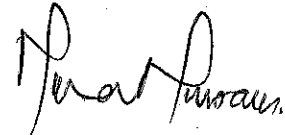
**2.13 Date, time and venue of the Annual General Meeting (AGM) of Leather Sector Skill Council**

It was decided to hold the Annual General Meeting (AGM) of Leather SSC on September 20, 2013 in Chennai.

**2.15 To decide on date, time and venue of the next meeting of the Governing Council**

It was decided that Chairman, Leather SSC may decide on the date, time and venue of the next meeting of the Governing Council.

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A handwritten signature in black ink, appearing to read 'N. S. Suman', is located to the right of the asterisks.