



R. KUMAR
SPECIAL SECRETARY TO GOVERNMENT

RG
11/11/14



Date..... 04.11.2014

D.O. Letter No. 101/SS/2014/G.Edn

Sir,

Based on the demand from students of Higher Secondary schools and Colleges, the number of institutions covered under Additional Skill Acquisition Programme this year has increased to 967. This increase in number has translated to around 30,000 students in the academic year 2014-2015. From the advice from your end ASAP is developing identified Government Higher Secondary Schools, High Schools and Higher Secondary Schools to a Skill Development Centre for the skill training of above students. For this the Principals and Head Masters are extending their cooperation also.

These Centres will be equipped with One Computer Lab having 30 desk top computers networked and provided with internet. Projectors with white/interactive board will also be installed in the training classes. The computer lab of the institution will also be upgraded suitably. In each SDCs the class rooms, which vary from five to eight in number (depending on the number of students), are upgrading for skill training. In addition, one office room is necessary to function the ASAP office. The refurbishing work in these identified Skill Development Centers, which includes electrification, networking and civil works of the class rooms, are undergoing right now to enhance the training facility. Since ASAP is only using these class rooms in holidays and vacation, the facilities developed by ASAP will be shared with respective institutions so that there will be maximum utilization of resources.

The list of institutions which are declared as Skill Development Centers is attached.

In order to ensure proper coordination and understanding the importance of sharing of resources and for providing necessary assistance for the smooth functioning of the Skill Development Centers you are directed give suitable instructions to the Regional Deputy Directors, Deputy Directors, Asst Directors, Deputy Directors of Education, District Educational Officers and Assistant Educational Officers. They should give necessary directions to the Principals/HM of the schools concerned to under necessary support of the PM ensured to the

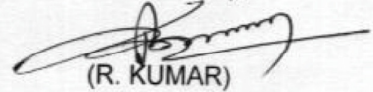
General Education Department, Secretariat, Thiruvananthapuram-695 001

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institutions for the smooth and proper functioning of SDC. Further they may be directed ensure the proper upkeep of stock and stress that are having shared by ASAP with the school. If these Principals and Head Masters are finding any difficulties in the management of stock and stores of their institution as well as functioning of the Skill Development Centers it shall be brought to the notice of the Educational Officers who have administrative control over them.

It should be ensured that full co-operation support from the institution fraternity shall be provided to officials of ASAP for the smooth functioning of the Skill Development Centers.

Yours faithfully,



(R. KUMAR)

To

Shri. L. Rajan
Addl. Director of Public Instructions (I/c DPI)
Thiruvananthapuram.

Copy to

All Regional Deputy Directors of Higher Secondary Education
All Asst. Director, Vocational Higher Secondary Education
All Deputy Directors of Education