

### 3.5.1

#### Number of functional MoUs/linkages with institutions/ industries

Our college is running skill-based Graduate Add on Courses for the benefit of students along-with the regular degree program from the year 2021 onwards. The Add-On Program is a central skill development scheme which provides the opportunities and knowledge for an individual to develop and strengthen the necessary skills. The Add on courses are choice-based courses particularly designed for final year students to meet their immediate need of employment. Under this program our college has opted two courses named Social Media Manager, Accounts Executive for the session 2021-22. During the session 2022-2023 additional course named English, Employability and Entrepreneurship (EEE) was introduced by HPKVN to promote soft skills.

#### Courses Implemented during the session 2021-22

S. No	Course Title	Number of Seats(batch-wise)
1	Social Media Manager	30
2	Accounts Executive	90

#### Courses Implemented during the session 2022-23

S. No	Course Title	Number of Seats(Batch-wise)
1	Social Media Manager (No. of Batches Running -02)	30
2	English, Employability and Entrepreneurship (EEE)	30



## HIMACHAL PRADESH KAUSHAL VIKAS NIGAM

**Graduate Add-On Programme is designed for “Final Year Undergraduate College Students of Himachal Pradesh (Free of Cost for final year students)”**

**The objective of this program:**

1. To enhance the **Employability (Job Readiness)** of the Final Year undergraduate students.
2. **Skill enhancement** in futuristic Sectors - IT, Media and Entertainment, and Banking & Finance  
Job Roles /Courses:
  - a. **Social Media Manager** (Focus on “Search Engine Optimization”, and “Digital Marketing”)
  - b. **Accounts Executive** (Focus on “Telly” and “GST”)
  - c. **Web Developer** (Focus on “Web Site Development” and “other Internet site development and Management”)
3. **Awarding Govt. Certificate** to successful student (additional to Academic Degree)
4. Enhancing the **Interview Skills** and conducting **Mock Interview** for various Industries (Companies)
5. **Placement support** for interested students after graduation.

## About the Program:



हिमाचल प्रदेश कौशल विकास निगम



कौशल हिमाचल-समृद्ध हिमाचल

**Graduate Add-On Program**  
Learn employability skills  
and earn a secure living right after college

**TOP SECTORS**

1 Information Technology    2 Media and Entertainment    3 Banking, Financial Services and Insurance

**KEY COURSES**

1 Social Media Manager (Focus on SEO and Digital Marketing)    2 Accounts Executive (Focus on GST)

**BENEFITS**

Himachal Pradesh Govt. Sponsored Training Programme (Free of Cost)  
On-Campus Training  
Government Certification (NSQF)  
Professional Trainers  
Guest lectures by Industry Experts  
Placement Facilitation  
Live Projects

**ELIGIBILITY** Final Year Under Graduate Students



# GRADUATE ADD-ON PROGRAMME

## JOB READINESS AND EMPLOYABILITY

- Developing the **Interview Skills** and enabling the youth to attend the interviews and cracking the interview with confidence.
- Online **Psychometric test and Career Counseling** of students to help them choose the right career path for themselves.
- Helping youth in building the **evidence based CV/Resume**. This would present the actual skills of the candidates through short videos, presenting the prerequisite skills for the job. So, this would be the eye-catching resumes to presenting themselves properly before the hiring team.
- Sharing the Evidence based CV/Resume with Industries for aligning Interviews.
- Training the youth on **Job Ready Skills** (Domain and Life Skills) to align their skills as per industry job roles. Hence, this would help in bridging the gap between demand and supply sides.
- Sharpen the Industry desired skills through **practicals**.
- Access to **Online Learning Content** to build their skill beyond the Academic learning.
- Conducting **Mock Interviews** to sharpen their Interview skills and presentations to the Industry.

No. EDN-H(8)A(6)-Misc./2016

Directorate of Higher Education (H.P.)

Email: [dhe-sml-hp@gov.in](mailto:dhe-sml-hp@gov.in), [college\\_branch@rediffmail.com](mailto:college_branch@rediffmail.com)

Phone No. 0177-2653120, 2653575, Fax: 0177-2812882.

Dated, Shimla-171001 the, 11<sup>th</sup>, December, 2020

To

The Principal (s)

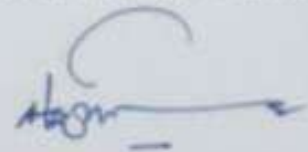
- 1). GDC Dharamshala, Distt. Kangra
- 2). GDC Palampur, Distt. Kangra
- 3). GDC Dehra, Distt. Kangra
- 4). GDC Nagrota Bagwan, Distt. Kangra
- 5). GDC Baijnath, Distt. Kangra
- 6). GDC Jawala Ji, Distt. Kangra
- 7). GDC Shahpur, Distt. Kangra
- 8). GDC Sujanpur, Distt. Hamirpur
- 9). GDC Chamba, Distt. Chamba
- 10). GDC Bangana, Distt. Una
- 11). GDC D/Chowk, Una
- 12). GDC Joginder Nagar, Mandi
- 13). GDC Karsog, Distt. Mandi
- 14). GDC Sanjauli, Distt. Shimla
- 15). GDC Kullu, Distt. Kullu
- 16). GDC Nadaun, Distt. Hamirpur
- 17). GDC Dhaliara, Distt. Kangra
- 18). GDC Amb, Distt. Una H.P.

**Subject: -** Regarding implementation of ADB assisted flagship Training Program of HPSDP, Graduate Add-on Programme in 15 Govt. Degree Colleges of Himachal Pradesh.

This is with reference to this office letter of even No. dated 19.03.2020, 06.07.2020 & 09.09.2020 on the subject cited above.

In this context, you were informed that Himachal Pradesh Kaushal Vikas Nigam (HPKVN) and Focal Skill Development Pvt. Ltd. had executed an agreement on 27th December, 2019 for imparting skill training under Training Package TSP-12- (Graduate Add-on Programme)/ Multisector for training of 3500 students in i) Media & Entertainment, ii) IT-ITes and iii) BFSI Sectors under ADB assisted Flagship Training Programme of Himachal Pradesh Skill Development Project (HPSDP) in some selected colleges of Himachal Pradesh. 18 Govt. Degree Colleges have been selected for implementation of this project, in which your college is also listed.

It has come to the notice of the undersigned that the above mentioned instructions are not being implemented till date. Therefore, you are again directed to support TSP (Focal Skill Development Pvt. Ltd.) in implementation of the given project in your college. As these courses will be introduced for the final academic year students, hence, provide the student enrolment studying in final year to the concerned authority under intimation to this office on or before 18.12.2020 positively, so that the project could be started in all the selected colleges well in time.

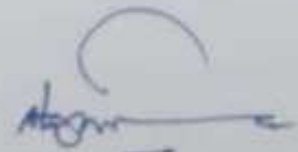


Director of Higher Education  
Himachal Pradesh.

Endst. No. even Shimla the 15<sup>th</sup> December, 2020

Copy for information to: -

1. The Managing Director, Himachal Pradesh Kaushal Vikas Nigam Block No. 24, 2nd floor Building, SDA Complex, Shimla-171009 w.r.t. above mentioned letter No. dated 23.01.2020.
2. M/S Technopak Advisor Pvt. Ltd. for information.
3. Guard file.



Director of Higher Education  
Himachal Pradesh.

No. EDN-H(8)A(6)-Misc./2016

Directorate of Higher Education (H.P.)

Email: dhe-sml-hp@gov.in, college\_branch@rediffmail.com

Phone No. 0177-2653120, 2653575, Fax: 0177-2812882.

Dated, Shimla-171001 the, 14<sup>th</sup>, December, 2020

To

The Principal (s)

- 1). GDC Dharamshala, Distt. Kangra
- 2). GDC Palampur, Distt. Kangra
- 3). GDC Dehra, Distt. Kangra
- 4). GDC Nagrota Bagwan, Distt. Kangra
- 5). GDC Baijnath, Distt. Kangra
- 6). GDC Jawala Ji, Distt. Kangra
- 7). GDC Shahpur, Distt. Kangra
- 8). GDC Sujampur, Distt. Hamirpur
- 9). GDC Chamba, Distt. Chamba
- 10). GDC Bangana, Distt. Una
- 11). GDC D/Chowk, Una
- 12). GDC Joginder Nagar, Mandi
- 13). GDC Karsog, Distt. Mandi
- 14). GDC Sanjauli, Distt. Shimla
- 15). GDC Kullu, Distt. Kullu
- 16). GDC Nadaun, Distt. Hamirpur
- 17). GDC Dhaliara, Distt. Kangra
- 18). GDC Amb, Distt. Una H.P.

**Subject: -** Regarding implementation of ADB assisted flagship Training Program of HPSDP, Graduate Add-on Programme in 18 Govt. Degree Colleges of Himachal Pradesh.

This is with reference to this office letter of even No. dated 19.03.2020, 06.07.2020, 09.09.2020 & 11.12.2020 on the subject cited above.

In this context, you were informed that Himachal Pradesh Kaushal Vikas Nigam (HPKVN) and Focal Skill Development Pvt. Ltd. had executed an agreement on 27th December, 2019 for imparting skill training under Training Package TSP-12- (Graduate Add-on Programme)/ Multisector for training of 3500 students in i) Media & Entertainment, ii) IT-ITes and iii) BFSI Sectors under ADB assisted Flagship Training Programme of Himachal Pradesh Skill Development Project (HPSDP) in some selected colleges of Himachal Pradesh. 18 Govt. Degree Colleges have been selected for implementation of this project, in which your college is also listed.

No. EDN-H (8)A(6)-Misc./2016  
Directorate of Higher Education  
Himachal Pradesh.

Email: dir.edu@rediffmail.com, college\_branch@rediffmail.com  
Ph. No. 0177-2653120, 2653575, Ext.221 Fax No. 0177-2812882

Dated: Shimla-1 Dated 14<sup>th</sup> December, 2020

CORRIGENDUM

Please read 2. Focal Skill, SCF 285-286, First Floor, Swastik Vihar,  
Patiala Road, Zirakpur, Mohali, Punjab-140603 instead of M/S Technopak Advisor Pvt. Ltd. at sr. no.  
2 of the endorsement of this office letter of even no. dated 11.12.2020.

Director of Hr. Education  
Himachal Pradesh.  
Email: dhe-sml-hp@gov.in  
Ph. No.- 0177- 2656621

Endst.No. as above.  
Copy to:-

Dated; Shimla-171001 14<sup>th</sup> December, 2020

1. The Principal (s) GDC, Dharamshala, Distt. Kangra, Palampur, Distt. Kangra, Dehra, Distt. Kangra, Nagrota Bagwan, Distt. Kangra, Baijnath, Distt. Kangra, Jawaala Ji, Distt. Kangra, Shahpur, Distt. Kangra, Sujanpur, Distt. Hamirpur, Chamba, Distt. Chamba, Bangana, Distt. Una, D/Chowk, Distt. Una, Joginder Nagar, Distt. Mandi, Karsog, Distt. Mandi, Sanjauli, Distt. Shimla, Kullu, Distt. Kullu, Nadaun, Distt. Hamirpur, Dhaliara, Distt. Kangra, Amb, Distt. Una H.P. for information.
2. The Managing Director, Himachal Pradesh Kaushal Vikas Nigam Block No. 24, 2nd floor Building, SDA Complex, shimla-171009 w.r.t. above mentioned letter No. dated 23.01.2020.
3. Guard file.

Director of Higher Education  
Himachal Pradesh.



# Himachal Pradesh Kaushal Vikas Nigam

(An H.P. Government Undertaking)

Block No. 24, 2nd Floor, STPI Building, SDA Complex,  
Shimla-171009



No. HPKVN/1-(497)/Training/2020-Vol-III (Graduate Add-on) 2301-2302

Office of the Managing Director, HPKVN

Himachal Pradesh, Shimla – 171009.

Dated Shimla 171009 the

27 Sept, 2021

From

The General Manager  
Himachal Pradesh Kaushal Vikas Nigam  
Kasumpti Shimla - 171009

To

The Chief Executive Officer,  
Focal Skill Development Pvt. Ltd.  
SCF 285-286, First Floor, Swastik Vihar,  
Patiala Road, Zirakpur, Mohali,  
Punjab – 140603.

Subject:

Regarding approval of training batches recommended by the district coordinators, HPKVN of Mandi, Una, Hamirpur and Chamba for TSP-12 (Graduate Add-on) under ADB assisted HPSDP.

Sir,

In reference to the emails received from district coordinator, HPKVN for district Mandi dated 20th Sept, 2021, district Una dated 22<sup>nd</sup> Sept 2021, district Hamirpur dated 23<sup>rd</sup> Sept 2021 and Chamba dated 23<sup>rd</sup> Sept 2021 vide which the Government Degree College wise recommendations for constituting the training batches have been conveyed to this office for consideration and approval. The details of the training batches recommended by the concerned District Coordinator are as follows:

District: Mandi						
Sr. No.	Name of the college	Sector	Job Role Name	Batch No	Candidates Counsellled	Candidates Recommended for training
1		BFSI	Account Executive	Batch No 1	33	30
2			Account Executive	Batch No 2	33	30
3			Account Executive	Batch No 3	33	30
4		Media & Entertainment	Social Media Manager	Batch No 1	33	30
District: Una						
5	GDC Una	BFSI	Account Executive	Batch No 1	32	30
6			Account Executive	Batch No 2	32	30
7			Account Executive	Batch No 3	32	30
8		Media & Entertainment	Social Media Manager	Batch No 1	32	30
9			Social Media Manager	Batch No 2	32	30
10		ITeS	Web Developer	Batch No 1	32	30
11			Web Developer	Batch No 2	32	30
District: Hamirpur						





# Himachal Pradesh Kaushal Vikas Nigam

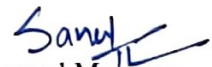
(An H.P. Government Undertaking)

Block No. 24, 2nd Floor, STPI Building, SDA Complex,  
Shimla-171009



12	GDC Sujanpur Tihra	BFSI	Account Executive	Batch No 1	32	30
13			Account Executive	Batch No 2	32	30
14			Account Executive	Batch No 3	32	30
15			Account Executive	Batch No 4	32	30
16		Media & Entertainment	Social Media Manager	Batch No 1	31	30
17			Social Media Manager	Batch No 2	32	30
18			Social Media Manager	Batch No 3	30	30
19			Social Media Manager	Batch No 4	32	30
<b>District: Chamba</b>						
20	GDC Chamba	BFSI	Account Executive	Batch No 1	32	30
21			Account Executive	Batch No 2	30	30
22			Account Executive	Batch No 3	30	29
23			Account Executive	Batch No 4	25	23
24			Account Executive	Batch No 5	25	24
25		Media & Entertainment	Social Media Manager	Batch No 1	31	30
26			Social Media Manager	Batch No 2	31	30
27			Social Media Manager	Batch No 3	23	22
28			Social Media Manager	Batch No 4	23	22
29			Social Media Manager	Batch No 5	22	22

So, keeping in view the recommendations conveyed by the concerned district coordinators, the approval for the above-mentioned training batches is being hereby accorded with subject to the deployment of trainers and submission of capacity utilization along time-table duly approved by the respective Principal/Nodal officer for the concerned batches, as well as adherence of COVID-19 Pandemic preventive Standard Operating Procedures (SOP's) notified by the MoHFW, GoI, GoHP and DoHE on time to time basis, please.


  
General Manager  
HPKVN Shimla-09  
27<sup>th</sup> Sept, 2021

Endst. No. Even

Dated: Shimla-171009

Copy to:

1. The District Coordinators Mandi, Una, Hamirpur and Chamba, HPKVN for information and necessary action.

  
General Manager  
HPKVN Shimla-09

# MOU between Focal Skill Development Pvt. Ltd., Zirakpur, Punjab & Govt. College Karsog, Mandi (HP)

**FOCAL SKILL**

*Prof. Vidya Devi  
Nodal Officer (Non-Programs)  
21/01/23*

**FOCAL SKILL DEVELOPMENT PVT. LTD.**  
www.focalskill.com  
info@focalskill.com  
focalskill@gmail.com  
01762-288286

## Memorandum of Understanding

Between  
Focal Skill Development Pvt Ltd., Zirakpur, Punjab  
and  
Govt. College Karsog, Karsog, Himachal Pradesh

On 23 January, 2023

This Memorandum of Understanding (MOU) sets for the terms and understating between Focal Skill Development Pvt Ltd., Zirakpur, Punjab (Training Service Provider, Graduate Add-On Program TSP PKG 12) and Govt. College Karsog, Karsog, Himachal Pradesh for implementing Graduate Add-On Program TSP PKG 12 (Skill Development Program) by Focal Skill Development Pvt. Ltd with the infra support provided by Govt. College Karsog, Karsog, Himachal Pradesh.

**Purpose:**

- The purpose of this MOU is to implement Graduate Add Program awarded to Focal Skill Development Pvt Ltd by Himachal Pradesh Kaushal Vikas Nigam, Govt. of Himachal Pradesh to Final Year Under Graduate Students.

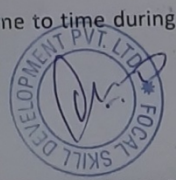
**Role of Focal Skill:**

- Focal Skill will mobilize, counsel enroll the final year under graduate candidates interested for course under Graduate Add On programme.
- Focal Skill deliver the placement linked Skill Development Training and will utilize the Classroom, Computer labs of college for project implementation as per schedule of batches enrolled.

**Role of Govt. College Karsog, Karsog, Himachal Pradesh:**

- Govt. College Karsog, Karsog, Himachal Pradesh will nominate a Nodal Officer for the project.
- Govt. College Karsog, Karsog, Himachal Pradesh, will provide required number of Classroom and Computer lab for implement the training program as per the number of batches enrolled.
- Govt. College Karsog, Karsog, Himachal Pradesh will support time to time during execution of project.

**Corporate Office :** SCF 285-286, First Floor, Swastik Vihar, Patiala Road, Zirakpur, Mohali, Punjab-140 603  
**Regd. Office :** H.No. 294-A, Swastik Vihar, Patiala Road, Zirakpur-140 603  
**CIN :** U74900PB2014PTC039089



**Financial:**

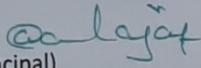
Total Payment to College	Focal Skill shall pay to College: Rs 10000/- per Batch Payment is inclusive of all taxes TDS shall be deducted as applicable
<b>Payment schedule</b>	
Payment 1	Rs 5000/ per Batch in the month of Feb 2023
Payment 2	Rs 5000/ per Batch in the month of September 2023

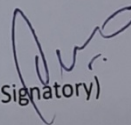
**Duration of MOU:**

The duration of MOU will be till December 2023 and shall be renewed based on mutual understanding and in writing.

**For Govt. College Karsog, Karsog, Himachal Pradesh**

**For Focal Skill Development Pvt Ltd**


  
(Principal)

  
(Authorized Signatory)

Name: *Dr. Gulshan Mahajan*

Name: Jitender Singh, Vice President

College Stamp: **PRINCIPAL  
GOVT COLLEGE  
KAROG DISTT MANDI (HP)**

Company Stamp:   
77278612

**Bank Account Details of Govt. College Karsog, Karsog, Himachal Pradesh for payment transfer:**

Account Holder Name: *Principal, Govt. College Karsog*  
Bank Account Number: *33710100035*  
IFSC Code: *HPSC 0000 313*  
Name of Bank: *HP State Co-op Bank*  
Bank Branch: *Mumail*

## Images: Graduate Add-On Programme



**Orientation Programme to the students of add-on course**



**Hands-on Practice Session**



**Interaction with the Resource Person**



**Getting well-versed with the basics of the course**

## Distribution of Certificates after the completion of Course



By Agni Dimri





@Lajay

Principal  
Govt. College Karsog  
Distt. Mandi (H.P.)