



**HELVETAS**  
Swiss Intercooperation

NEPAL

**EMPLOYMENT**  
**FUND** investing in nepal's future



**Annual Report 2014**

**Employment Fund Secretariat**

**Kathmandu, February 2015**

Funded by:



Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

Swiss Agency for Development  
and Cooperation SDC



**WORLD BANK GROUP**

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## Basic Project Information

Fact sheet status:	December 31, 2014
Name of the project:	<b>Employment Fund</b>
Implementing agency:	HELVETAS Swiss Intercooperation Nepal
Purpose:	Provide skills training to youth and ensure their gainful employment
Primary stakeholders:	Poor and discriminated youth who are under-or unemployed and have low levels of educational attainment. Age range: 18-40 years
Total target (2008-15):	Training for 88,600 youth (includes targets of SDC, DFID and World Bank)
Achieved against the target:	91,988 youths trained, of which 75% are gainfully employed
Governing body:	Steering Committee chaired by Joint Secretary of Ministry of Education with members from Government of Nepal and Development partners
Funding agencies:	SDC, DFID and the World Bank
Current phases and budgets:	

Phase Duration	Budget Source	Phase Budget
2010-2015	DFID	14,000,000 GBP
2011-2015	SDC (Phase 1)	5,961,665 CHF
2014	WB (AGEI II)	580,000 USD

Annual budget 2014:	8,639,886 CHF
Expenditure 2014:	8,433,416 CHF
Budget utilization 2014:	98%
Annual outcome target 2014:	At least 75% have gainful employment (P2P) At least 50% create an additional job for others (MEJC)
Annual output target 2014:	15,800 youth to be trained
Target achieved 2014:	16,008 trained (55% women; 70% disadvantaged) 91% appeared skills test. 72% gainfully employed under P2P
Geographical coverage 2014:	Training conducted in 67 districts
Other Highlights of 2014:	<ul style="list-style-type: none"> <li>- A total of 39 Training and Employment Service Providers (T&amp;Es) were mobilized of which 21 T&amp;Es are offering fee paying courses.</li> <li>- 72% of P2P participants are gainfully employed with average earning of 6,120/- per month</li> <li>- 81% of MEJC participants established enterprises with a job creation ratio 1:0.67</li> <li>- Training following apprenticeship method are piloted in 5 regions</li> <li>- Six manuals were published through publication house</li> <li>- EF received OECD award for it's best practices</li> </ul>
Outlook for 2015:	<ul style="list-style-type: none"> <li>- Technical and soft skills training for 3,700 youth (50% women)</li> <li>- Conclude the collaborations with Enhanced Vocational Education and Training (EVENT) and SDP Projects</li> <li>- Document and share lessons learnt and good practices</li> <li>- Financial closing for all activities</li> <li>- Share project's achievements with stakeholders and public and capitalize these for documentation purposes</li> </ul>

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## Strategic Review and Outlook

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This Annual Report presents the outcomes and outputs achieved by the Employment Fund (EF) from January to December 2014. It summarises the results achieved with the support of three funding sources: the Swiss Agency for Development and Cooperation (SDC), UKAid from the Department for International Development (DFID) and the World Bank (WB).

The EF is managed by the Employment Fund Secretariat (EFS) HELVETAS Swiss Intercooperation (hereafter referred to as HELVETAS). The EF focuses on providing short-term training to youth in market-oriented occupational skills combined with business and life skills, in order to enhance their employability and develop them as successful entrepreneurs. The primary target group of the program are economically poor and out-of-school youth of the age group of 18 to 40 years.

During the reporting period, the EF conducted skills training in 67 districts through 39 Training and Employment Service Providers (T&Es). A total of 16,008 youth received training in 2014 while the target was 15,800. Out of the total 16,008 youth, 55% were women and 70% were from disadvantaged groups, including 11% Dalit (with 60% women) and 51% Janajatis (with 56% women). Of the total graduates, 14,639 appeared in the skills test conducted by National Skills Testing Board (NSTB). To date, the skills test results for 9,576 participants have been published and 7,781 (81%) have passed the test<sup>1</sup>.

Out of total 16,008 trained, the final verification for the first procurement (32% random sample of 10,625 graduates) was conducted. The verification report suggests that 72% of the graduates under the Path to Prosperity (P2P) program component were gainfully employed with an average earning of NPR 6,120 per month. Similarly, 81% graduates under the Micro Enterprising for Job Creation (MEJC) component established enterprises. The ratio of additional job creation was 1:0.67. Through collaboration with trade and product associations at local level, an apprenticeship model of training was initiated with five associations targeting 545 apprentices in various regions during 2014. Outcome of apprenticeship training will be reported in next year report.

EFS developed five occupational profiles, ten flip files, 12 curricula and 10 training manuals. Out of these ten manuals, six were published (see Chapter 3 and Annex 7) by the publication house. Approximately 400 staff and trainers of T&E received variety of capacity building opportunities in the areas of management, life skills, career counselling, among others (see Chapter 3).

EFS continued the collaboration with the Enhanced Vocational Education and Training (EVENT) Project in 2014 and initiated the cooperation with the Skills Development Project (SDP) implemented by CTEVT. Total 21 out of 39 EF's T&Es delivered fee-based training outside of donor-funded schemes in 2014.

EF good practices and lessons learnt were documented and integrated into various publications, which will be available in early 2015. Six manuals were revised or written (see chapter 3.7). All publications and multimedia resources will be shared with a wide range of stakeholders. The results of the EF impact evaluation were shared by the World Bank. The report stated the impressive increase in employment and earning for individuals who were trained by EF. These were significantly higher for women. Further, the EF was selected as finalist for the 2014 Development Assistance Committee (DAC) prize of the Organization for Economic Cooperation and Development (OECD) for taking development innovation to scale. From the annual budget of NPR 830,756,023 the project spent NPR 810,872,939, indicating a budget utilization rate of 98%.

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<sup>1</sup> Overall, 15,836 graduates applied for skills test, out of which 14,639 (94%) graduates appeared for it. The result has so far been published only for 9,576 graduates from the first procurement round. Out of these, 7,781 (81%) graduates passed the skills test.

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## **1. Introduction**

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### **1.1 Background Information**

The Employment Fund (EF) was established under an agreement between the Government of Nepal (GoN) and the Government of Switzerland (SDC) in 2008. It presently continues its operation after the extension of the agreement in January 2014. At present DFID, SDC and the World Bank (WB) contribute their funds to EF under separate project agreements with HELVETAS Swiss Intercooperation. Employment Fund Secretariat (EFS) provides training and employment services to poor and disadvantaged youth; conducts labour market research; builds the capacity of Training and Employment Service Providers (T&Es); carries out monitoring of training and employment services and innovates occupations and approaches within the skills and employment domain.

The Employment Fund Steering Committee (EFSC) serves as the governing body of the EF. It is chaired by the Joint Secretary of the Ministry of Education (MoE) and includes representatives of the GoN as well as of the funding organisations. The EFS manages EF's activities in accordance with the Yearly Plan of Operation (YPO).

The primary stakeholders of the EF are unemployed, out of school and disadvantaged youth of 18 to 40 years of age. EF promotes and collaborates with private sector T&Es nationwide to provide youth with occupational and soft skills training and facilitate their employment in national and international labour markets. Since its establishment, EF has trained more than 90,000 youth, among these, above 70% are gainfully employed. EFS applies a post-financing outcome-based approach in its payments to the T&Es.

### **1.2 Socio-Political and Economic Context**

The deadline to formulate a new constitution was missed by the Constituent Assembly (CA) due to disagreement between the leading political parties. The political situation remains volatile since it is not clear how the CA will proceed with its task of drafting a constitution and how the opposition will respond to an agreement. The activities of the EF remained relatively unhampered by this instability in the last year.

The economic context of the country remains, on the one hand, vulnerable. On the other hand there are many opportunities, too. The economic situation is susceptible because of increased labour migration abroad of youth in search of jobs without skills and households' high dependence on remittances. New financial and economic policies to build the national tax system disappoint the development partners and private sector alike. Lack of prestige and interest for agricultural labour and limited access to financial services pose challenges to the availability of local skilled labour force for economic development in the country.

The engagement with the private sector to create training and employment opportunities, the productive use of remittance for enterprising and local development, increased access to credit and finance, the emerging of very large infrastructure projects and an increasing market for skilled human resources create opportunities for development in Nepal. These opportunities provide the EF with an enabling environment and better development space to operate.

### **1.3 Project Context**

EF's current phase is extended until June 2015. The project was operated under a new Project Document and Logical Framework (Annex 4) in 2014 to improve the targeting of very poor youth, and to respond better to the potential of self-employment for micro-enterprise establishment and job creation. The overall aim of the project remains the same, which is to improve the living condition of economically poor and socially discriminated youth in Nepal.

The first full-fledged implementation cycle of the two innovation components, Path to Prosperity (P2P) and Micro-Enterprising for Job Creation (MEJC), taken up from the previous year, was completed. P2P reaches out to poor youth and youth with special needs. MEJC offers support to motivated and business-minded youth to establish their own enterprise and create jobs for others.

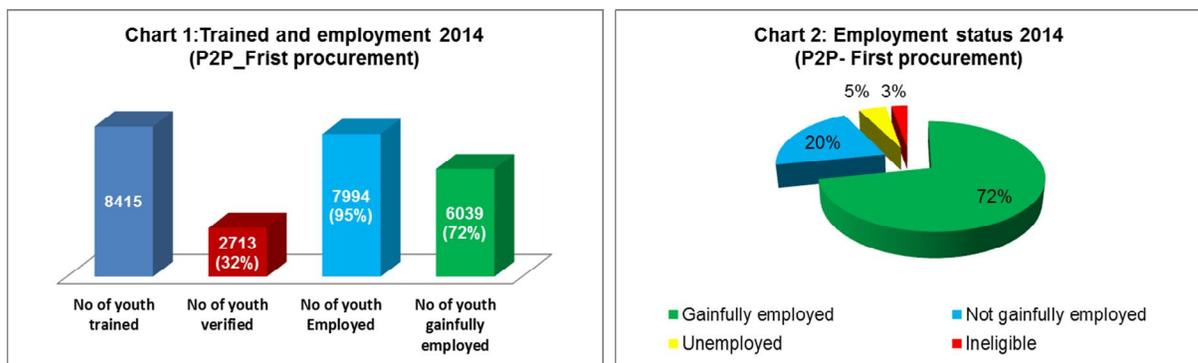
Under its separate Memorandum of Understanding (MoUs) with EVENT (under MoE) and Skills Development Project (SDP), under Council of Technical Education and Vocational Training (CTEVT), EF continued to facilitate cross learning from each other's good practices and use of tools and processes. EVENT and EF's monitoring staff further continued to work in Joint Monitoring Teams (JMT). The GoN initiated the process of drafting a Road Map towards the establishment of a Technical and Vocational Education and Training (TVET) Fund in line with the national TVET Policy of 2011.

## 2. Outcomes Achieved

The first outcome of the project is **“Based on informed career decisions, young women and men, especially those belonging to disadvantaged groups, are gainfully employed and create new jobs respectively.”**

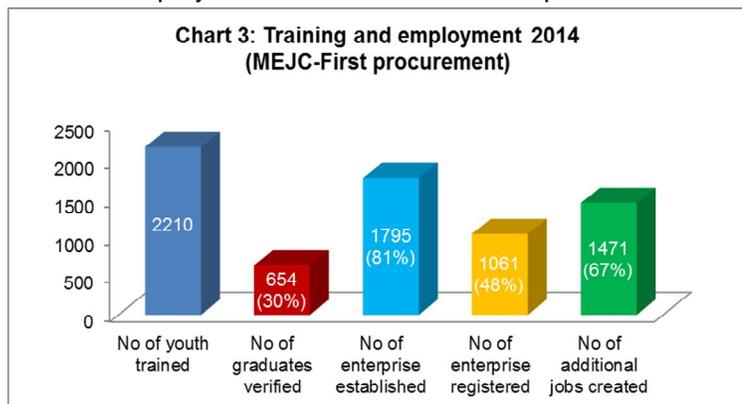
The outcome for this year was partially met. 72% of the youths trained in market-oriented occupations were gainfully employed (against the target of 75%) with an average monthly income of NRs. 6,120/- six months after completing the training. In turn, 81% of the youths trained with the objective of self-employment have started their own businesses. Out of one hundred trained youths, 67 created additional jobs (against the target of 50 additional jobs created by every hundred youth trained).

Training was provided through two components: a) Path to Prosperity (P2P) and Micro Enterprise for Job Creation (MEJC). Out of a total 16,008 youths trained, 12,986 youth (against the target of



12,300) were trained under P2P, which targets youth with very poor and youth with special needs. Out of the trained, 95% graduates found employment in the same occupation in which they were trained. This result is based on the income and employment verification of the first procurement<sup>2</sup>.

During 2014, the EF conducted skills training in 67 districts through 39 Training and Employment Service Providers (T&Es). Altogether 16,008 youth received the training against the plan of 15,800 youth in 2014, of which 55% were women.



The income and employment verification of second procurement is planned in March 2015. In total,

70% were from disadvantaged groups, including 11% Dalit (with 60% women) and 51% Janajatis (with 56% women). Of the total graduates, 14,639 appeared in the skills test conducted by National Skills Testing Board (NSTB). To date, the skills test results of 9,576 graduates are available. As per the published results, 7,781 graduates (81%) passed the test.

<sup>2</sup> In the first procurement, 10,625 youth (8,415 P2P and 2,210 MEJC) were trained, out of which 32% of the trainees' post-training status was verified through a stratified random sample to determine the final results.

*The second outcome of the project is: "Public and private TVET and labour market stakeholders at national and local level use result-based skills training systems relevant to labour markets".*

This outcome was met. The successful approaches and the innovations of EF have been continuously adopted by the Government of Nepal (GoN) system through collaboration with Enhanced Vocational Education and Training Project (EVENT) and also through the Asian Development Bank (ADB) funded Skills Development Project (SDP). A few examples are: adopting the Rapid Market Assessment (RMA) practice; using training quality standards; pricing and payment system for short-term training; management of short-term training; results based financing and monitoring and quality assurance by training providers. In addition to these components, EVENT received assistance from EF in designing its Women Window to provide skills and employment to 5,000 women in non-traditional trades. The Women Window focuses on the inclusion of women in skills development and incorporates special provisions for women in service procurement; collaboration with outreach partners (collaboration with civil society organization working with women groups); use of dedicated public service announcements; smaller class sizes and financial support facilities for women.

The institutional collaboration with National Skills Testing Board / Council of Technical Education and Vocational Training (NSTB/CTEVT) has been gradually strengthened by supporting them in developing and updating occupational profiles, curricula and training manuals. Based on the MoU with the ADB financed and EF supported SDP to identify market-based trades through a workshop in applying RMA, transferring its database to SDP and sharing its results-based monitoring system. Moreover, some training manuals and training materials are soon, to be jointly published which will further strengthen the collaboration in the future. The apprenticeship guidelines developed together with CTEVT were applied in the leather shoe making occupation in collaboration with the Leather Footwear and Goods Manufacturers' Association of Nepal (LFGMAN) and in an adjusted form in the apprenticeship pilots with various industrial chambers (see chapter "Working with Private Sector").

In addition, the "Innovation Window" aims at stimulating, piloting and fostering innovations that will contribute to a more responsive and dynamic TVET sector. Five of the piloted innovations are very promising for take-up: The Rojgari Pasals (employment shops), established in collaboration with Merojob Nepal, address the missing link between employers and jobseekers effectively. The employers pay to be connected to jobseekers which create a means of revenue. The TVET forum is taking place regularly and CTEVT is taking lead. The green jobs<sup>3</sup> of fish farming technician and hybrid seed production technician seem to have a strong market demand, so it is expected that training on these will be offered by other training institutes as well. The mobile phone application for monitoring will be taken up by EF as a pilot first. If it proves successful, there is ample space to share it with like-minded projects and organizations. Lastly, the career fair model was shared with EVENT and will be promoted further as a functional concept for career counselling. More details on the learning of the Innovation Window are provided in section 3.2.

Through the valuable experience of working with EF and by receiving its capacity building support, T&E are gradually able to sustain in the competitive market of training and employment services. As of December 2014, all of the 39 T&Es working with EF have at least one additional funding source other than EF. 33 are providing training under EVENT, four of them work with SDP, 12 T&Es collaborate with district development committees (DDCs), village development committees (VDCs) or other government organizations, 25 T&Es offer training through another NGO **and 21 T&Es offer private fee-based training** (Annex 13). None of the T&E is entirely dependent on EF's funding.

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<sup>3</sup> environment and eco-friendly jobs with no carbon emission and low waste

### 3. Outputs Achieved

#### 3.1 Skills Training and Employment (Funding Envelope A)

During the year 2014, 16,008 youth were provided with training and employment services through two rounds of contracting with T&Es. The training for both rounds was completed in December 2014. The final verification for employment, enterprise and additional jobs for first round will be done by 2015 and final verification for second round will be completed by March 2015. The outputs of the first and second round are presented in the table below. Of these graduates, 91% sat for the skills test (Table 3.1.1)<sup>4</sup>. At the time of reporting, results were published only for 65% of the graduates. The average pass rate was 85% for Path to Prosperity (P2P) and 60% for Micro-enterprising for Job Creation (MEJC). Since MEJC training were mostly for L2 level training, which is equivalent to TSLC level, the skills test conducted by National Skills Testing Board (NSTB) is more rigorous. Participants have to pass a written test in addition to the practical test. In some of the trades, many of the graduates with low education attainment fail at the skills test, which is the main cause of lower pass rate in MEJC.

Funding source	Output: Number of youth completing skills training and skills test							
	Targets	Training completed		Skill test appeared			Passed the skills test	
	No. of youth	No. of youth	In % compared to annual target	Appeared in skill test	Appeared in % of trained youth	No of results published	No. of youth	In % of those tested
<b>P2P</b>	<b>12300</b>	<b>12986</b>	<b>106%</b>	<b>12230</b>	<b>94%</b>	<b>8205</b>	<b>6952</b>	<b>85%</b>
DFID	10000	10507	105%	9934	95%	6766	5722	Average 85%
SDC	2300	2479	108%	2296	93%	1439	1230	
<b>MEJC</b>	<b>3500</b>	<b>3022</b>	<b>86%</b>	<b>2409</b>	<b>80%</b>	<b>1371</b>	<b>829</b>	<b>60%</b>
DFID	3000	2599	87%	2074	80%	1324	799	Average 60%
SDC	500	423	85%	335	79%	47	30	
<b>Total</b>	<b>15,800</b>	<b>16008</b>	<b>101%</b>	<b>14639</b>	<b>91%</b>	<b>9576</b>	<b>7781</b>	<b>81%</b>

The participation rate for MEJC graduate on skills test was significantly lower compared to P2P because of the provision of self payment by the participants. Under MEJC, Employment Fund Secretariat (EFS) does not cover the skills testing fee anymore, which led a number of graduates to opt against the skills test. Another reason is the more difficult and rigorous process that NSTB applies for level 2 skills tests. In some cases, the group sizes for one trade were not sufficient for NSTB to carry out the skills test. In such a case more than one sub group was merged to make appropriate group size for skills testing.

In 2014, EF provided training and employment services through 39 T&Es in 67 districts, which included 45 trades in P2P and 50 trades in MEJC. In total, 815 training events were conducted. The largest concentration of training events was found in the Terai (47% of events) since this region has substantial employment opportunities. Training events in the Kathmandu Valley

<sup>4</sup> Some MEJC graduates chose not to take the skill test because they had to pay for it themselves, some skill test for 2014 are outstanding and some of the graduates were absent due to their personal reasons. Absentees will have the opportunity to sit in skill test at a later stage with the support of T&Es.

decreased from 14% in 2013 to 4% in 2014. This can mainly be attributed to the collaboration with the Poverty Alleviation Fund (PAF) and to some extent the Local Governance and Community Development Program (LGCDP), which stimulate the T&Es to move to the poorer districts of Nepal. 2.5% of the events were conducted in Karnali Zone (including Humla, Jumla, Mugu and Kalikot districts) and 13% of training events took place in 'Swiss cluster' districts<sup>5</sup>. Detailed disaggregated data on the trainee numbers per T&E, districts, trade, category is presented in Annexes 8-12.

In addition to occupational skills training, 12,538 youth (98% of all P2P trainees) received training in life skills (Annex 12). Approximately 6,507 graduates (50% of all P2P participants) received one-day business orientation. 83% were either highly satisfied or satisfied with the life skills training, 17% were moderately satisfied. There were no participants who were less satisfied and not satisfied.

- 16,008 youth were trained
- 55% were women
- 70% disadvantaged
- 81% of the candidates who appeared for the test passed skills test
- 11% Dalit of whom 60% were women
- 51% Janajatis of whom 56% were women

In the MEJC component, 55% (4,668) more youth than trained engaged in career counselling and 33% (4,028) more proceeded for business motivation. This enabled T&Es to filter out the 3,022 more qualified and motivated participants for the MEJC training.

The total sum of loan accessed by 667 graduates was NPR 62,630,186. The average loan size taken by P2P graduates was NPR 26,772 whereas the loans taken by MEJC graduates was more than four times higher with an average size of NPR 119,000.

37% of the graduates took their loans from banks and financial institutions, 35% from cooperatives and other saving and credit groups and 28% from relatives, friends or community members. The average interest rate and source of loan is presented below in table 3.1.2.

Under the MEJC component, around 19% of graduates' accessed loan and 58% graduates currently have accounts with banks and financial institutions.

Loan providing organization	Average interest rate
Relative/ group/community	19%
Cooperatives, saving groups	17%
Commercial banks and institutions	15%

Under the Adolescent Girls Employment Initiative (AGEI) II, EF was mandated to develop 150 women trainers with Level 2 qualification, out of which 50 had to work in non-traditional trades. EF overachieved this objective by

training 182 women trainers (149 trainers in non-traditional trade) in 31 training events following the outcome-based financing modality (modalities and learning are summarized in Annex 16).

### **3.2 Market Research and Product Development (Funding Envelope B)**

Under the "Innovation Window", various innovations were piloted. The findings from the pilot initiatives are briefly summarized:

<sup>5</sup> Swiss cluster districts include: Ramechhap, Okhaldhunga, Khotang in the central region and Dailekh, Achham, Jajarkot and Kalikot in the mid and far western regions.

Linking employers and job seekers: Three Rojgari Pasals (Employment Shops) registered 643 employers, 5,690 job seekers and 237 vacancies within three to four months of establishment. More than 400 job seekers were connected with employers. Currently, the Rojgari Pasals (employment shops) are charging employers NPR 1,500 and NPR 2,000 respectively to connect them with unskilled, semi-skilled and skilled people. At present, this is the only means of revenue for Rojgari Pasals. This pilot is in an introductory phase, so enterprises are not being asked to be registered at present.

Effective use of media in skills and development: 17 “Uddhyam” (enterprise) episodes were aired on Kantipur Television. The themes of the stories included access to finance, women in non-traditional trades, skills fair, foreign employment and access to vocational training, decent work standards, disability and access to training were a few, among various other themes.

Technical and Vocational Education and Training (TVET) forum for sharing of experiences and good practices of the TVET sub-sector: Two sharing workshops were organized under the leadership of the Council of Technical Education and Vocational Training (CTEVT). Stakeholders from the Ministries, CTEVT, donor agencies such as SDC, DFID, United Nations’ Development Programme (UNDP), International Labour Organisation (ILO), European Union (EU) and TVET project implementing agencies participated. These sharing forums were successful in bringing all the key actors together where they exchanged their experiences and explored avenues for collaboration. CTEVT has taken the ownership of this forum. The opportunity to share learning and good practices has been appreciated by most of the stakeholders. It is very likely that the TVET forum will continue to run even after cessation of EF support.

Promoting green jobs - training in fish farming and hybrid seed production: The trade “Fish Farming Technician” was piloted with 40 youth participants in Chitwan. The trainees are in the process of starting their own fish farm. Since the initiation of pilot, a curriculum for Fish Farming Technician was developed and endorsed by CTEVT. Training for 40 youths was provided on “hybrid seed production technician”. The pilot was conducted in collaboration with SEAN Seed Services Pvt. Ltd., who has a buy-back agreement with the trainees for the hybrid seeds they produce. This creates a direct market linkage between buyers and producers. The curriculum contents were developed, however, endorsement by CTEVT is pending. It is planned that curricula and occupational profiles for both of these occupations will be developed and institutionalized through the CTEVT system, so other training providers can continue to offer these trainings in the future.

Effective use of information technology in skills and employment: A mobile phone application for employment and enterprise verification (monitoring) was developed. The application will help to reduce paper work and save time by directly linking and uploading the data entered into an android form to EF server. This system is under test and possibility of replication of the system will be decided after assessing the outcome of the test.

Providing youths with career choice and prospects: A career counselling fair, attracting around 300 visitors, was organized in Kathmandu. The visitors received information on trainings available through EF, their content, duration and future prospects in the trades. Visitors were also provided individual counselling. The idea has been scaled up and used in the latest procurement of EF.

Motivation and learning workshop for MEJC graduates: Three workshops were conducted in Kathmandu, Chitwan and Itahari with 125 MEJC graduates and business skill trainers who aspired to be entrepreneurs. The concept of the workshop was to enable the participants to identify their strengths and weaknesses, to find mitigating measures to overcome the weaknesses and to set goal in life.

### 3.3 Capacity Building (Funding Envelope C)

In 2014, five new occupational profiles and ten flip files were developed (Annex 7) and used in the training. Twelve curricula and ten training manuals were developed and used. Out of these ten manuals, six were published and distributed by the Vidhyarthi Pustak Bhandar, a nationally renowned publishing house. Quality indicators for 14 different occupations were developed and applied in the monitoring processes of the 2014 training events (Annex 7). Total 24 occupation specific indicators are developed. Moreover, the RMA handbook, the life skills and business motivation, business skills and financial literacy manuals were revised to make them more user-friendly. EFS contributed to the capacity building of its partners by organizing training in the following areas:

➤ 21 out of 39 Training and Employment Service Providers (T&Es) conducted paying courses

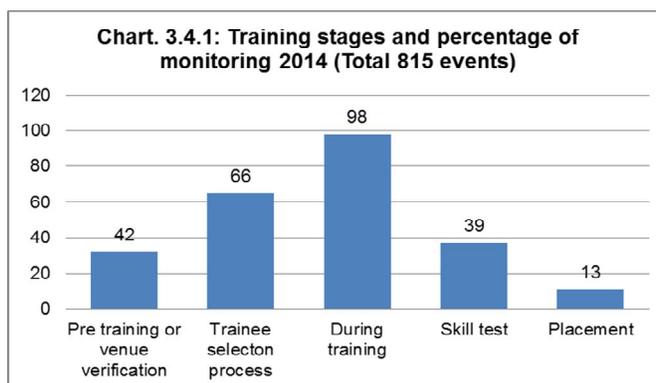
**Table 3.3: Capacity Building Activities in 2014**

SN	Type of capacity building	No. of participants	
		Female	Male
1	Basic life skill ToT	14	9
2	Refresher life skill ToT	40	22
3	Business Planning and Marketing training for Meths (middleperson)	20	24
4	Basic Training of Trainers (ToT)	76	108
5	Advanced ToT	12	25
6	Skills Upgrading Training for Trainers	36	81
7	Training Institute of Management (TIM) training	1	14
8	Enterprise Development Training of Trainers	14	9
9	Career counselling training for T&Es staff	19	27
10	Career counselling training manual orientations for the counsellors of resource organizations (Antarang and Children Nepal)	14	12
11	Exposure visit for T&Es to industries in India	0	8
<b>Total</b>		<b>246</b>	<b>339</b>
		<b>585</b>	

T&Es of the Birgunj area visited industries and enterprises in India with the support of the Chamber of Commerce and Industries in Birgunj as a piloting event. T&E managers learnt about some of the techniques and strategies adapted by successful entrepreneurs in India (e.g. women entrepreneurs of papad and garment industries) and established linkages with the employers.

### 3.4 Monitoring and Evaluation

A total of 815 training events of the first and second training round for 2014 were conducted by T&Es. EF monitored all training events. 66% (538 of the events) were monitored during the trainee selection and 98% (799 training events) during the training. EF introduced the practice of training venue verification (quality check) with a standard checklist



as of this year in which EF assesses the appropriateness of venue to conduct the training. 42% of the training venues of the first and second round events were verified. EF conducted a program orientation and monitoring workshop for T&E staff and management of the seven new T&Es selected for 2014. Five regional level refresher workshops focusing on the changes in monitoring indicators for P2P and MEJC were held. As of 2014, bi-monthly meetings of EFS staff and T&Es were introduced at regional level to review and plan activities on the ground.

Two workshops for the EFS monitoring team provided opportunities to reflect on and resolve common problems faced during employment and income verification. Eleven monitoring staff participated in a gender equality and social inclusion (GESI) training organized by HELVETAS Nepal. Five monitoring staff participated in a five-day intensive course on Monitoring and Evaluation in Nepal. Two monitoring staff attended a ten-day international monitoring course in Bangkok. The monitoring team attended two database workshops with focus on amendments regarding MEJC and P2P.

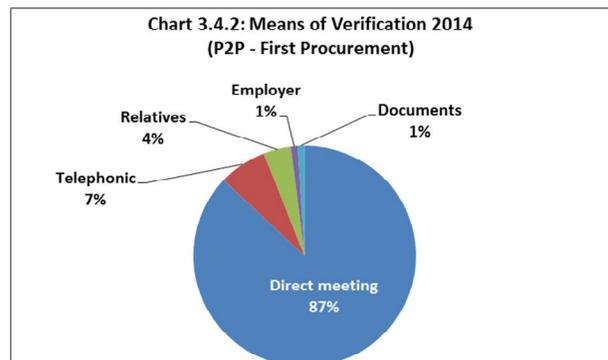
The end line results of the Impact Evaluation of EF, which was conducted by the World Bank, were published. They revealed that there is a significant impact of the training on income and employment, especially for women<sup>6</sup>. The University of Sydney (Australia) conducted the second impact evaluation covering the training program of 2014 and the outcome will be released by mid-2015. The baseline data collection for 1,525 trainees<sup>7</sup> was completed by Neilson Nepal, a local consultancy firm, in June 2014. The Terms of Reference for an impact assessment commissioned by the HELVETAS head office in collaboration with University of Zurich were finalized. The final report of this study is expected by May 2015.

### Analysis of findings of final employment and income verification 2014

#### (A) Path to Prosperity (P2P)

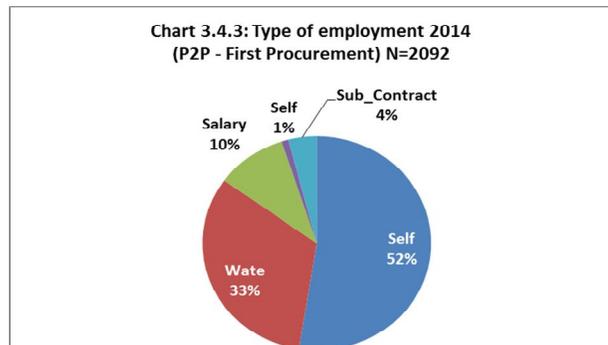
##### Means of verification:

Out of the 2,713 (32% of trained) graduates visited in the final income verification, more than 90% were found in their work place. During the three-month verification, 10% of trained graduates were physically verified by the EF monitoring team. Thus out of total trained in the first procurement, 42% graduates were physically monitored by EF to determine their employment and income status.



##### Type of employment:

More than half of the graduates are self-employed, because they found a compatible occupation under P2P for that purpose, such as: dress maker, building electrician, furniture maker, community livestock assistant,



<sup>6</sup> The approximate increase is 15% in employment and about 13% in income of the treatment group against the control group. The impact for women graduates was much higher compared to men.

<sup>7</sup> The base line data has been collected for 1,525 trainees from 14 T&Es of 31 districts comprising of 34 and 15 training events of P2P and MEJC for 2014 respectively. The end line data of the same participants will be conducted during first quarter of 2015.

mushroom grower, mobile phone repairer, bee keeper, and junior plumber. The remaining 45% of graduates work either on wage basis, salary or sub contract employment.

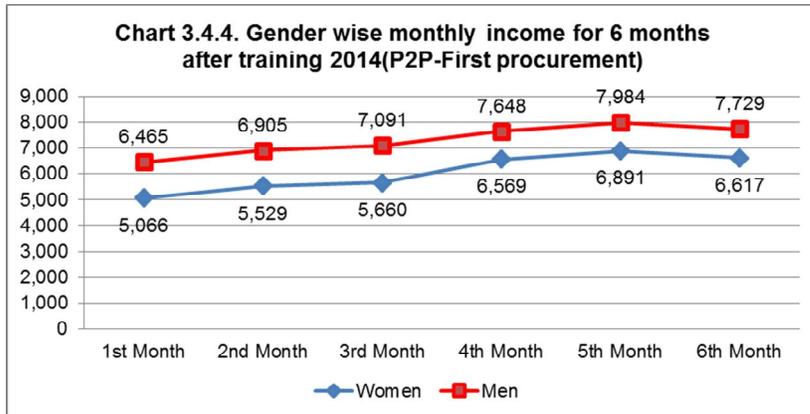
- 72% participants under Path to Prosperity program are gainfully employed
- They earn an average income of NPR 6,120 per month

**Average income:**

The monthly average income for the 6 month post training period of the gainfully employed graduates is NPR 6,120.

Unequal pay for men and women, and house work of women, which is not accounted for in the household income, the income of men is found to be higher (NPR 6,600) than of women (NPR

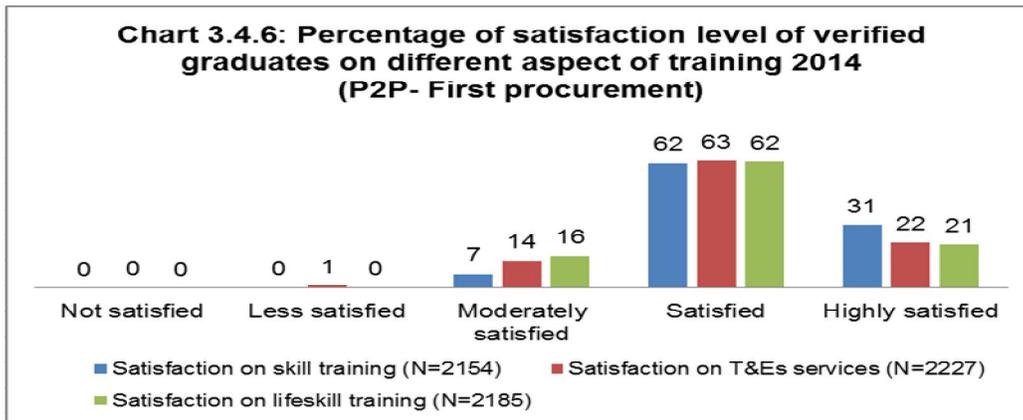
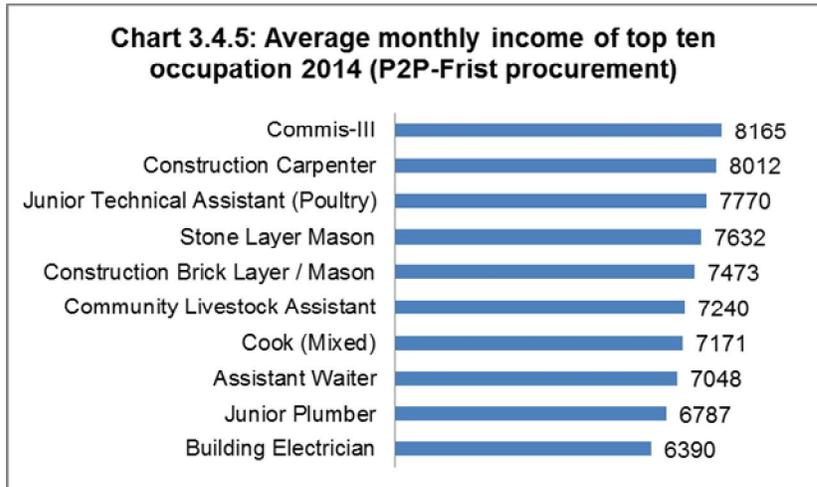
5,700). This indicates a need to improve the methodology of calculating income of men and women. The income of both, men and women, is gradually increasing over time, depending on the graduates' ability to enhance their skills on-the-job. However, the gender income gap remains stable.



ten highest earning occupations out of the 45 offered under P2P for 2014.

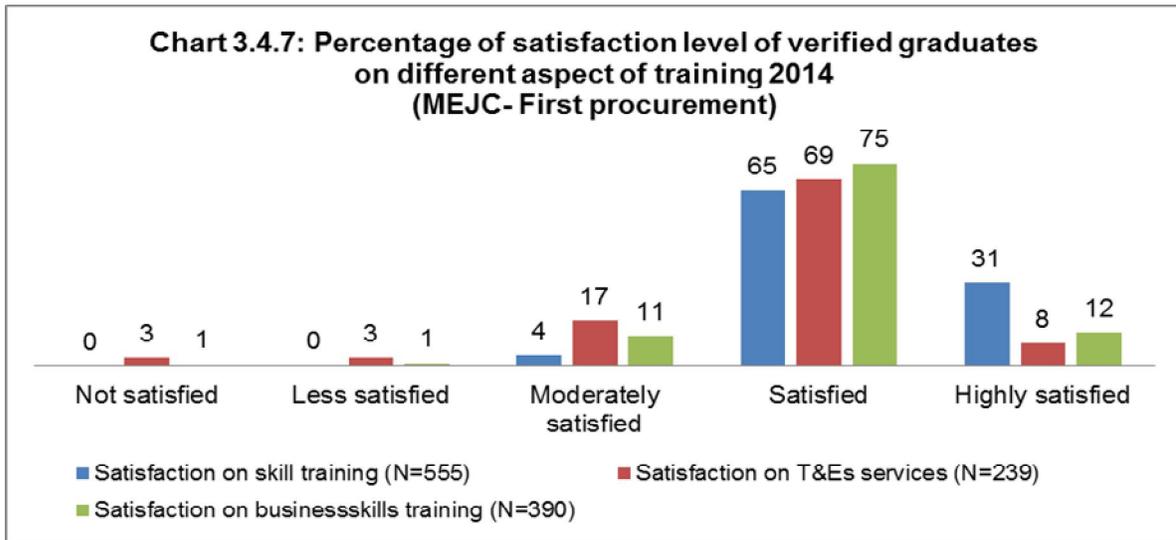
**Satisfaction level:**

During final employment and income verification, 93% graduates scored satisfied and highly satisfied in technical training. Similarly 83% and 85% graduates scored satisfied and highly satisfied in life skill training and T&Es services respectively.



**(B) Micro Enterprise for Job Creation (MEJC):**

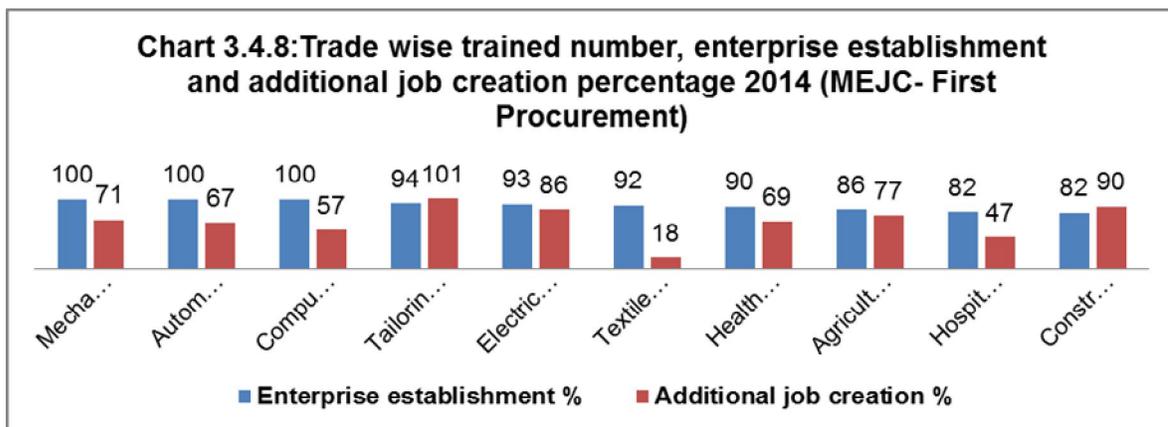
In MEJC, the average investment size of the enterprise was NPR 251,000/-, while the average size of loans (source: 483 loan takers) was NPR 119,000 (47% of the total investment). Enterprise establishment rate is higher (93%) in category 'A' than category 'D'(85%), because many women of Category A successfully established tailoring enterprises.



➤ 81% under MEJC established enterprises with a job creation ratio of 1:0.67

During final enterprise and job creation verification, 96% graduates scored satisfied and highly satisfied in technical skills training they had taken. Similarly 87% and 77% graduates have scored satisfied and highly satisfied in business skill training and T&Es services given to them respectively.

Chart 3.4.8 illustrates variation in job creation, with high job creation in tailoring and garment (101%) and low in textile (18%). Dhaka weaving and carpet weaving were the main occupations under the textile trade group and have little potential for job creation.



**3.5 Technical Assistance for EVENT**

As per the activities delineated under the Memorandum of Understanding (MoU) with Ministry of Education (MoE) for joint monitoring and capacity building of the EVENT Project, EF provided

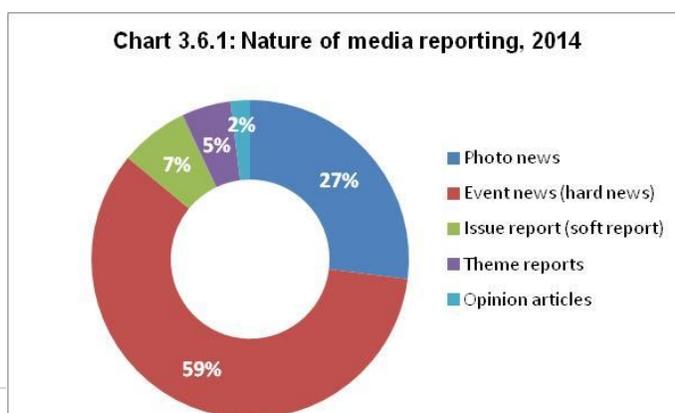
technical assistance for Results-based Short-term Training (RbST) during the 2<sup>nd</sup> and 3<sup>rd</sup> procurements and Voucher-based Short-term Training (VbST) during the 1<sup>st</sup> and 2<sup>nd</sup> procurements. EF supported EVENT in developing the concept of Women's Window (Annex 15). The Women's Window will be brought into implementation in the first quarter of 2015. For capacity building of EVENT's monitoring team, eight workshops were conducted including: three monitoring workshops involving the Joint Monitoring Team (JMT), one Learning and Sharing workshop for core JMT team of EVENT and EF and four interaction workshops of T&Es and the JMTs of all five regions.

**Table: 3.5: Overview of joint monitoring conducted for training and employment services under EVENT Project**

SN	Training Batch	Number of training groups	No of Districts	No of TPs	No of Trained youth	Final Gainful employment rate
<b>A</b>	<b>Result base training</b>					
1	First (2011/2012)	362	19	67	6924	64%
2	Second (2012/2013)	746	44	61	14335	74%
3	Third (2012/2013)	948	40	67	18,761	Training running
	<b>Total</b>	<b>2056</b>	<b>103</b>	<b>195</b>	<b>40,020</b>	
<b>B</b>	<b>Voucher based training</b>					
1	First (2012/2013)	61	3	19	938	56%
2	Second(2013/2014)	267	3	29	4495	66%
3	Third (2014/2015)	536	3	52	13000	Training running
	<b>Total</b>	<b>864</b>	<b>9</b>	<b>100</b>	<b>18433</b>	

### 3.6 Communication and Outreach

To improve access to skills training and employment, 2,084 youth (48% women and 52% men) were contacted through outreach partners. As in previous years, word of mouth was the most effective means of information dissemination followed by radio and pamphlets. These findings were validated by the study on access of women to the skills training conducted in 2014. Ten skills fairs provided opportunities for T&Es to disseminate their training offers and for youth to inform themselves about options in skills training. Approximately 1.8 million people were estimated to have visited the skills fairs. Interactions with the employers, skills providers, service providers, chambers of commerce, product and commodity associations and the Council for Technical Education and Vocational



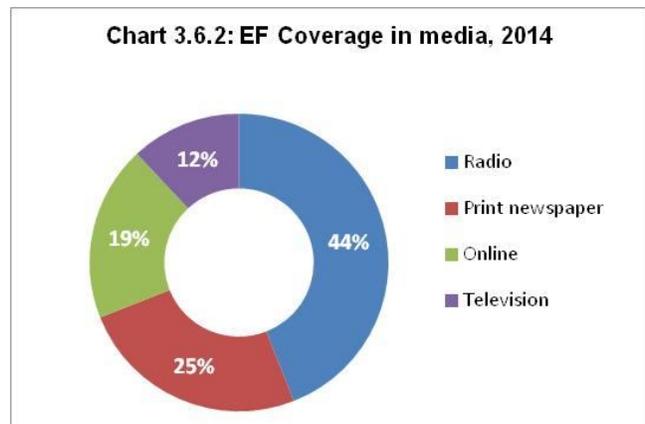
Training (CTEVT) during the fairs provided avenues to explore the possibilities of collaboration and exchange of information. There were also booths in which career counselling was offered to the fair visitors looking for job opportunities.

"Run for Employment", a promotional event was organised for the second time. The Young Entrepreneur Award for Skilled people (YEAS 2014), jointly organized the event with the Association of Youth Organizations Nepal (AYON). Top seven young entrepreneurs were felicitated and top three were awarded with tools and equipment.

Collaboration with media and media person was strengthened through press conferences both at local and national levels. This enhanced the reporting on the skills and employment sector and EF's project achievements. Thematically, most of the news published was related to events held by EF (chart 3.6.1). Most of EF's news was covered by radio, followed by print media, online news portals and television (chart 3.6.2). The collaboration with media resulted in 300 success stories being published in the local newspapers.

The television programme 'Uddhyam' on Kantipur Television addressed issues in the skills and employment sector and portrayed success stories of graduates. EF continued to broadcast and produce the radio Public Service Announcements on the importance of skills and apprenticeships. Facebook was an additional tool to interact with the public and media. Short films on five different themes: EF's achievements, livelihood improvement, monitoring processes, result-based financing and rapid market appraisal (RMA) were developed and disseminated.

Approximately 3,000 people from over 70 districts called the EFS toll-free phone number to get information on the project, along with other purposes. While more than 95% of the calls were related to inquiries, around 5% were complaints, which EFS addressed with the support of the respective T&Es. Calls received by EFS varied: On average, ten calls were received daily, but this number increased to 40-50 calls during the period of training announcements.



### **3.7 Knowledge Management**

The majority of the activities under Knowledge Management is attributed to documentation and dissemination of key processes and learning from 2

008 onwards. Under this, study reports and manuals were developed on the following topics:

- Access to skills training for women
- Women in non-traditional trades
- Documentation of processes, tools and approaches
- Monitoring and Online Database System
- Review and Adaptation of Manuals and Curricula - Entrepreneurship Motivation, Business Skills, Financial Literacy, RMA, Life Skills and Communications manuals
- Two animated movies illustrating EF's approach on RMA and Results-based Financing.

Manuals and publications including the documented learning are forthcoming. EF organized two sharing workshops for project stakeholders and consultants (before and after the studies), to

create a common understanding of the objectives of the studies, to validate the approach and to create synergy amongst them. Aside from these studies, EF staff contributed to knowledge management (reports, documentaries, photo exhibitions) in key areas of EF's work such as access to finance, mobile training and apprenticeships. These will be completed by early 2015.

At the international level, EFS contributed its knowledge through a technical assistance team of HELVETAS Swiss intercooperation to support and ADB financed TVET project in Kyrgyzstan. On different occasions, a technical team of EFS provided training and Master Trainer training on the RMA tool to public and private training providers of Bhutan with the support of the Ministry of Labour/Human Resource Department of Bhutan. Further, EF was among the ten finalists of the "DAC Prize for Taking Development Innovation to Scale". Among the factors that impressed jurors was the innovative use of outcome-based funding for skills training and employment with evidence of impressive impact and scalability and the potential for replication in other regions,

- *Six studies have been carried out*
- *Good practices and results have been shared in international, regional and national events*

In the last quarter, under EF's initiation, the Helvetas Nepal Knowledge Management Working Group was established. The working group will hold monthly meetings. The first meeting was held in December 2014 at the EF office. Further, EF contributed two entries for the Helvetas Knowledge Sharing Award 2014.

### **3.8 Working with the Private Sector**

In EF's collaboration with the Leather Footwear and Goods Manufacturers' Association of Nepal (LFGMAN), 120 participants (95% women) found employment in major footwear manufacturers of Nepal (Shikhar, Koseli, Run and Happy Shoes) and are earning up to NPR 8,000 per month.

A study to identify prospective private partners, mainly product and trade associations, was conducted, which led to partnership with some of them for the apprenticeship piloting. Chitwan Udhog Sangh (CUS) was contracted and is currently training 80 youths. The Federation of Nepalese Cottage and Small Industries (FNCSI) of Kailali and Banke districts are training 110 and 105 youths respectively and Rupandehi Chamber of Industries (RCI) is training 100 youths. The apprenticeship is piloted under a cost-sharing approach. All costs related to practical training i.e. tools and equipment, consumables, trainer salary costs, training venue, are born by the employers. Support mechanisms including theory classes, life skills and skill test are covered by EF. Participants are receiving stipend, which ranges from NPR 3,500 during-training (for 3 months) to NPR 6,000 post-training. The prospects are that these might go up as salaries to NPR 15,000 per month, depending on the trade (for more information on process and lessons learned of apprenticeship piloting, refer to Annex 17).

- *A total of 545 apprentices are undertaking training following apprenticeship method in 5 regions*

Five decent work standard workshops were conducted in Chitwan, Butwal, Dharan, Nepalgunj and Dhangadi. The aim of the workshops was to sensitize the employers on decent work standard as well as to orient them and clarify the labour laws of Nepal.

## 4. Finances and Management

### 4.1 Budget and Expenditure

Employment Fund Secretariat (EFS) practices an outcome-based post-financing system. This means that the Training and Employment Service Providers' (T&Es) services are paid a first instalment of 40% of the outcome price after completion of training. This is followed by a second instalment payment of 25% after completion of first three months of employment verification. The final instalment of 35% is paid after the six months employment and income verification. The second and third instalments are paid on a per capita basis only for graduates who are verified as gainfully employed, or have created at least one additional job. Budget source wise data and respective expenditures are presented in the table below (Table 4.1.1). By the end of 2014, the final settlement of first round of procurement of 2014 has been completed and the first instalment payment of second round of procurement has been reported. The expenditure is in line with the yearly plan of activities.

Budget source	Phase budget	Phase duration	Accumulated phase expenditure as of 31.12.2014	Budget 2014	Budget 2014	Expenditure (NPR)	% utilized
				(CHF)	(NPR)*	Jan. – December 2014	
DFID	14,000,000 GBP	2010-2015	12,263,561 GBP	6,281,483 CHF	603,988,750 NPR	588,244,154 NPR	97%
SDC (Phase 1)	5,961,665 CHF	2011-2015	4,631,696 CHF	1,778,403 CHF	171,000,269 NPR	177,371,868 NPR	104%
WB (AGEI)	580,000 USD	2014-2014	461,358 USD	580,000 CHF	55,767,004 NPR	45,256,917 NPR	81%
<i>Total</i>	-	-	-	8,639,886 CHF	830,756,023 NPR	810,872,939 NPR	98%

Exchange rates used in Budget: 1 CHF = NPR 96.15; 1 £ = NPR. 149.04; 1 US\$ = NPR. 96.15

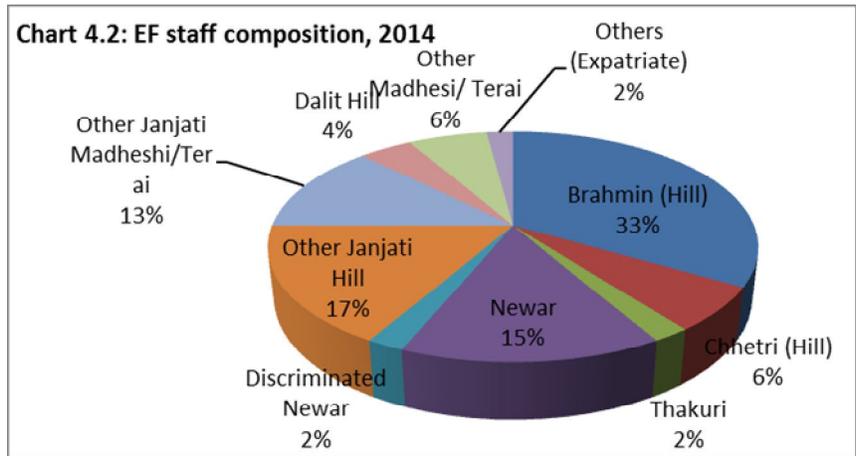
Outcome	Description of Outcome	Annual Budget 2014 (NPR)	Expenditure Jan - Dec 2014	Budget Balance (NPR)	Budget Utilization (%)
1	Based on informed career decisions, young women and men, especially those belonging to disadvantaged groups, are gainfully employed and create new jobs respectively.	702,542,596	705,254,613	(2,712,017)	100%
2	Public and private TVET and labour market stakeholders, at national and local levels, use result-based skills training systems relevant to labour markets.	128,213,427	105,618,326	22,595,101	82%
	<b>Total</b>	<b>830,756,023</b>	<b>810,872,939</b>	<b>19,883,084</b>	<b>98%</b>

The fund flow analysis is presented in Annex 5 and component wise expenditure is presented in Annex 6. The internal audit of second half (July–Dec 2014) has been completed and external audit of Employment Fund (EF) started from mid February 2015.

➤ 98% of the estimated budget utilised

#### 4.2 Human Resources and Project Steering

Two Employment Fund Secretariat Committee (EFSC) meetings were held in May and in December 2014. In the last meeting, the EFSC approved the half-annual report and EF progress report. EF activities were monitored by the EF steering committee members and by representatives from the Swiss Agency for Development and Cooperation (SDC) Nepal, and the UK Department for International Development (DFID) Nepal. In addition to these visits, a delegation from the Mekong Region where SDC supports skill development interventions, visited EF. These visits were crucial for the sharing of EF's good practices, methods of work and approaches. These were also a source of inspiration and feedback to EFS staff members to improve various processes and practices.



By the end of December 2014, the EFS had 48 staff, out of which 48% were women. Of the total women staff, 25% were in management positions, 38% in officer positions, 37% in assistant positions and in support functions (Annex 22).

Chart 4.2 shows the composition of EFS staff by ethnicity. EFS gives priority to women and members of under-represented groups in the recruitment process.

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## 5. Lessons Learnt and Challenges

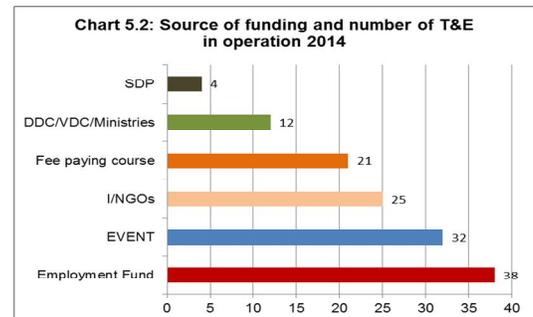
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### 5.1 Improving the Rapid Market Appraisal (RMA) approach

Over the years, Training and Employment Service Providers (T&Es) mostly proposed the same types of conventional trades such as tailoring, beautician, masonry and carpet weaving, which made the conduction of RMA seem obsolete. The verification of RMA results also posed a challenge to EF, since the results are generated in many different regions. Therefore, in 2014, EF staff conducted RMAs at regional levels. Three regional level RMAs were conducted and the findings tallied against the technical proposals submitted by T&Es. The cross-check revealed that the market for carpet weaving and tailoring trades was saturated. Therefore these, were not awarded to the T&Es in the respective districts. Based on the findings of the regional RMAs, trades with more demand (such as aluminium fabricator, arc welder and cook) were encouraged and awarded to the T&Es as per their competencies and interest for the third procurement.

### 5.2 Sustainability of T&Es and their staff

The T&Es cooperating with EF have actively explored other options for business in the light of EF's imminent closure. 38 T&Es collaborating with EF submitted their data, and it shows that they have at least one additional source of funding. 84% T&Es have collaborated with EVENT, 66% have I/NGO supported programmes, 55% have own fee-paid course, 32% are supported by district development and village development committees (DDC/ VDC) and Ministries. 11% of the T&Es have started collaborating with the Skills Development Project (SDP).



EF conducted a survey for the period of 2012 to 2014 to find out more about the turnover rate of T&Es staff. The need for this survey arose because EFS suspected the turnover to be relatively high due to the short-term engagements of trainers. However, these doubts were dispelled as out of the 1,710 staff of T&Es who received capacity development, 79% (1,349) were with the same T&Es during the above- mentioned period (retention was 70% in 2013). The overall retention rate of women staff was found higher (87%) than of male staff (75%).

### 5.3 Innovation Window: Opportunities and Challenges

The mid-term review conducted in May 2013 recommended EF to keep its momentum in generating innovative ideas regarding trades, project implementation and to open the scope of innovations to actors outside of EF and its partners. Following this recommendation, EF set up an "Innovation Window" and called publicly for submission of creative and new ideas related to the TVET sector and the labour market. It was a positive surprise for EF to receive more than one-hundred submissions related to the themes EF had proposed in the call. Out of these, eight were selected for piloting. On the one hand, it was very encouraging for EF to witness the eagerness and commitment of the private sector partners to co- finance these innovations. They were ready to share not only their innovative ideas, but also the costs related with EF. On the other hand, however, there is also the challenge of sustainability of the innovation concepts. Some of the ideas did not have proper systemic linkage and needed a long-term conceptual or institutional framework to function sustainably– a support function that EF cannot provide. To mitigate the risks of unsustainable innovations, EF collaborated only with private companies who have the ability to take the initiative further if they deem it viable.

## Annex 1: List of Abbreviations

ADB	Asian Development Bank
AGEI	Adolescent Girls Employment Initiative
CA	Constituent Assembly
CTEVT	Council of Technical Education and Vocational Training
DAC	Development Assistance Committee
DAG	Disadvantaged Groups
DFID	UK Department for International Development
EF	Employment Fund
EFS	Employment Fund Secretariat
EFSC	Employment Fund Steering Committee
EU	European Union
EVENT	Enhanced Vocational Education and Training Project (World Bank)
FFA	Fund Flow Analysis
FNCCI	Federation of Nepalese Chamber of Commerce and Industry
FNCSI	Federation of Nepalese Cottage and Small Industries
IE	Impact Evaluation
ILO	International Labour Organisation
LFGMAN	Leather Footwear and Goods Manufacturers' Association of Nepal
LoI	Letter of Intent
JMT	Joint Monitoring Team
M&E	Monitoring and Evaluation
MEJC	Micro-enterprising for Job Creation
MoE	Ministry of Education
MoU	Memorandum of Understanding
NMWWS	Nepal Muslim Women Welfare Society
NPR	Nepali Rupee
NSTB	National Skills Testing Board
OECD	Organisation for Cooperation and Development
OP	Occupational Profile
OSS	Occupational Skill Standard
OIS	Occupational Instruction Skills
PSA	Public Service Announcements
P2P	Path to Prosperity
RMA	Rapid Market Assessment
SDC	Swiss Agency for Development and Cooperation
SDP	Skills Development Project
SLC	School Leaving Certificate
T&Es	Training and Employment Service Providers
TITI	Training Institute for Technical Instruction
ToR	Terms of Reference
ToT	Training of Trainers
TVET	Technical and Vocational Education and Training
UK	United Kingdom
UNDP	United Nations' Development Programme
WB	World Bank

YPO

Yearly Plan of Operation

## Annex 2: Outcome Monitoring Summary SDC/DFID (2014-15)

Indicator	Phase target	Annual plan	Net achievements by December 2014	Comments
<b>Outcome 1: Based on informed career decisions, young women and men, especially those belonging to disadvantaged groups, are gainfully employed and create new jobs respectively</b>				
% of graduates who are self- or wage employed for six months after training and earning above a pre-defined minimum monthly income (disaggregated by gender).	At least 75% of graduates are gainfully employed.	12,300 youths trained; at least 75% gainfully employed	12,986 youth completed training (55% women). 72% of them are gainfully employed <sup>8</sup> . Outcome partially met.	2014 Graduates: SDC: 2,479 DFID: 10,507 <b>Total: 12,986</b>
% of graduates who create at least one new job (disaggregated by gender)	At least 50% of graduates create a job.	At least 50% of 3,500 graduates create a job (i.e. 1,750 jobs).	3,022 youth completed training for self-employment (54% women). 67% of them have created at least one additional job <sup>9</sup> .	SDC: 423 DFID: 2,599 <b>Total: 3,022</b>
<b>Outcome 2: Public and private TVET and labour market stakeholders at national and local level use result-based skills training systems relevant to labour markets</b>				
No. of approaches, methods and tools of EF being used/ adapted by MoE and/ or CTEVT.	At least 10 approaches, methods and tools of EF are being used/ adapted by MoE and/ or CTEVT	At least 5 approaches, methods and tools of EF are used/ adapted by EVENT respectively MoE/ CTEVT	<b>(A) EVENT/Ministry of Education</b> (1) Monitoring System: Skills on monitoring of short term vocational training and its management is transferred. Methods include: adaptation of monitoring frame for both process and result, sampling techniques and sample size determination, trainee selection and training implementation guide for service providers and expansion of joint monitoring system in	

<sup>8</sup> The employment has been determined on the basis of 32% random sample verification of 8,415 graduates under first procurement 2014.

<sup>9</sup> The additional jobs have been determined on the basis of 30% random sample verification of 2,210 enterprises under first procurement 2014.

			<p>voucher based training program</p> <p>(2) System of Rapid Market Appraisal (RMA) by the service providers as a mandatory provision before submitting technical proposal</p> <p>(3) Result based service procurement system with private service providers,</p> <p>(4) Targeting and inclusion of disadvantaged group with different pricing mechanism,</p> <p>(5) Creation of women window for training and employment</p> <p>(6) on-line data base system,</p> <p><b>(B) Skill Development Project (SDP):</b> Action plan for cooperation with SDP developed, based on MoU and Database system shared with SDP</p> <p><b>(C)CTEVT:</b> Apprenticeship guideline prepared and approved by CTEVT</p>	
No. of contracted T&Es which are delivering training and employment services to EF and others	At least 15 T&Es able to develop and deliver innovative, labour-market relevant skills training courses to EF and others	At least 10 T&Es deliver training and employment services offers training outside the EF	<p>32 T&amp;Es deliver training for EVENT</p> <p>25 T&amp;Es deliver training for other I/NGOs</p> <p>21 T&amp;Es deliver fee-based training</p> <p>12 T&amp;Es deliver training for GoN</p> <p>4 T&amp;Es deliver training for SDP</p>	

<p>No. of innovations being taken up by TVET and labour market stakeholders</p>	<ul style="list-style-type: none"> <li>• At least 3 piloted innovations are in process of being taken up by TVET or labour market stakeholders.</li> <li>• EF facilitates the generation of innovations in the TVET sector.</li> </ul>	<p>Stakeholders outside EF generate and pilot innovations.</p>	<p>Innovation window is created aiming at fostering and piloting innovations in labor market and TEVT sector. Out of 105 submissions from the open announcement beyond EF partners, eight innovative proposals are under implementation (with non EF partners). Five trades/models are also piloted and are ready for up scaling. These are Fish Farming, Hybrid Seed Production Technician, Barber and Bamboo Stool Maker for disabled and Garment Fabricator for prison inmates.</p>	
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### Annex 3: Outcome Monitoring Summary World Bank/AGEI II (2014)

<b>Objective: To document and support scale up of lessons from AGEI, in order to enhance women's access to skills training in Nepal.</b>		
<b>Indicators</b>	<b>Phase target</b>	<b>Achievements by December 2014</b>
Number of AGEI innovations in improving women's access to skills training documented	8	Four thematic study reports were received by EF and their findings shared in a knowledge-sharing meeting with close stakeholders. The contents are ready for print and dissemination. Six manuals were either revised or produced for international contexts, and are ready for print and dissemination.
Number of AGEI innovations in improving women's access to skills training introduced in the skills training policy dialogue in Nepal	8	The concept for "women window" for EVENT was developed. EVENT took up five out of seven good practices of EF in the design. EF will share its good practice on women's access to skills training in the AGEI workshop in February 2015 and other events until June 2015.
Additional number of women trainers qualified to train in non-traditional trades	50	134 Level 2 women trainees completed their training in non-traditional trades, OIS, TOT and NSTB's skills tests
Number of workshops conducted for EVENT PS on improving women's access to skills training	3	The eight workshops also provided the opportunity to take up related issues in JMT such as monitoring procedure and mechanism, the MIS system and to discuss issues and way forward aside from capacity building of EVENT PS on improving women's access to skills training.
Number of person months of TA provided to EVENT PS	108	89 person months were provided to EVENT PS by December end Explanation of shortfall: implementation started only in February giving the project 11 months in total. The targeted person months for 11 months are 99. Further, additional dedicated staff was hired 2 months after signing the AGEI II contract due to HR processes.

## Annex 4: Logical Framework of Funding Organisations

The tables presented below are based on the Logical Framework of **DFID and SDC** as shown in the **Yearly Plan of Operation 2014** and compares the annual plans with the achievements by December 2014.

### *DFID (2014-March 2015) and SDC funding (2014 – June 2015)*

<b>Overall goal</b>	<b>Phase Target</b>	<b>Milestone 2014</b>	<b>Achievements by December 2014</b>
The living conditions of economically and socially disadvantaged youth in Nepal are improved	Diff-in-diff comparison of control & treatment group of 2014/15 shows for the latter significantly higher employment and non-farm income respectively more business start-ups and job creation		<p>The results of the EF Impact Evaluation (IE) conducted by a team of the World Bank were published. Findings include: much larger impacts on employment and earnings for female participants; average earnings of the treatment group increased by 45-75% after the training and non-farm employment of graduates increased by 47% through the training. The IE concluded that EF's training are particularly effective at getting young people into jobs in the professions that they trained for.</p> <p>The base-line data collection for the second IE was done in 2014 and end line data together with final report will be published by June 2015</p> <p>The third IE to be done by HELVETAS head office, Zurich will be initiated by the beginning of 2015.</p>
	<b>Target</b>	<b>Milestone 2014</b>	<b>Achievements by June 2014</b>
<b>Outcome 1</b> Based on informed career decisions, young women and men, especially those belonging to disadvantaged groups, are	At least 75% of 12,300 graduates are self- or wage employed for six months after training.	At least 75% of graduates are gainfully employed	12,986 trainees completed the training by December 2014. 72% are gainfully employed and 95% are employed. Outcome partially achieved
	At least 50% of 3,500 graduates create a minimum of 1,750 new jobs.	At least 50% of graduates create a job	3,022 youth completed training for self-employment. 81% graduates have already started enterprise. Additional job creation ratio is 1:0.67. <sup>10</sup>

<sup>10</sup> The outcome result is derived from trainees of first procurement 2014 in which 10,615 (8,415 P2P and 2,210 MEJC) have been trained and 32% of stratified sample has been verified.

gainfully employed and create new jobs respectively.			
<p><b>Outcome 2</b></p> <p>Public and private TVET and labour market stakeholders at national and local level use result-based skills training systems relevant to labour markets.</p>	<p>At least 10 approaches, methods and tools of EF are being used/ adapted by MoE and/ or CTEVT</p>	<p>At least 5 approaches, methods and tools of EF are used/ adapted by EVENT respectively MoE/ CTEVT</p>	<p>The following approaches, method, tools have been adopted</p> <p><b>(A) EVENT/Ministry of Education</b></p> <p>(1) Monitoring System: The skills on monitoring of short term vocational training and its management is transferred; through adaptation of monitoring frame for both process and result, sampling techniques and sample size determination, trainee selection and training implementation guide for service providers and expansion of joint monitoring system in voucher based training program</p> <p>(2) System of Rapid Market Appraisal by the service providers as a mandatory provision before submitting technical proposal</p> <p>(3) Result based service procurement system with private service providers,</p> <p>(4) Targeting and inclusion of disadvantaged group with different pricing mechanism,</p> <p>(5) Creation of women window for training and employment</p> <p>(6) On-line data base system,</p> <p><b>(B) Skill Development Project (SDP):</b> Action plan for cooperation with SDP developed based on MoU and Database system shared to SDP</p> <p><b>(C) CTEVT:</b> Apprenticeship guideline prepared and approved by CTEVT</p>
	<p>At least 15 T&amp;Es able to develop and deliver innovative, labour-market relevant skills training courses to EF and others..</p>	<p>At least 10 T&amp;Es deliver training and employment services to EF and others</p>	<p>39 T&amp;Es are working with EF this year. Of these, additionally 32 T&amp;Es deliver training for EVENT, 25 T&amp;Es deliver training for other NGOs, 21 T&amp;Es deliver fee-based training, 12 T&amp;Es deliver training for GoN and 4 T&amp;Es deliver</p>

			training for SDP
	EF facilitates the generation of innovations in the TVET sector.	Stakeholders outside EF generate and pilot innovations	Innovation Window is created aiming at fostering and piloting innovations in labor market and TEVT sector. Eight innovative proposals are under implementation (with non EF partners).

<b>Outputs related to Outcome 1</b>	<b>Target</b>	<b>Milestone 2014</b>	<b>Achievements by June 2014</b>
<b>Output 1.1: Counseling &amp; training</b> Young women and men are counseled trained and skill-tested.	At least 5,000 youth received pre-training career counseling.	At least 5,000 youth receive pre-training counseling during skills fairs and business motivation, from impartial counseling organizations	4,976 youth received pre-training counseling Additionally, 308 youths were counseled at the skills and job fairs in Butwal and Pokhara and 4,668 youth received career counseling 4,028 youth received business motivation courses, 2,642 participated in business plan preparation classes and 1,192 youth also received technical support through business clinic
	Since its inception EF trained more than 90,000 youth (2008-15)	15,800 youth (at least 50% women & 60% DAG)	16,008 youth were trained (55% women and 70% DAG). Additional 3,700 youth were allocated to undertake training in the third round of contracting which will be closed by 2015.
	At least 80 % of graduates participated in NSTB skills test At least 80 % passed the test	At least 80% of graduates participate in NSTB skills test At least 80% pass the test	94% of the P2P graduates participated in the skills test, average pass rate was 85% 80% of the MEJC graduates participated in the skills test, average pass rate was 60%.
	In total 15,500 trainees have participated in one or more Skills Plus package and 80% rate its relevance as high to very high.	Following % of trainees participate in respective packages: <b>P2P:</b> Basic Literacy and Numeracy: 10% Life skills: 90% Business orientation: 90% Business skills: 10%  <b>MEJC:</b>	1% (77) in functional literacy (provided on need basis) 97% (12,538) in life skills 51% (6,507) in one day business orientation (it was made optional hence partners did not shows enthusiasm to deliver to all) No business skill training planned for P2P  155% (46,680) in Career

<b>Outputs related to Outcome 1</b>	<b>Target</b>	<b>Milestone 2014</b>	<b>Achievements by June 2014</b>
		Business motivation: 100% Business planning: 90%	Counseling (55% did not proceed for training in the event they applied for) 133% in Business motivation (33% were filtered out and hence did not proceed for training after business motivation) 87% (2,642) in Business Plan preparation 78% (2,371) in Financial Literacy
<b>Output 1.2: Job placement and enterprise start-up</b> Graduates receive satisfactory job placement and enterprise start-up support from T&Es.	At least 10,000 graduates report that they received specific job placement or business start-up support. Out of them at least 80% are satisfied with the support.	At least 70% of graduates report minimum two specific job placement support measures received from T&E.  At least 70% of graduates report minimum two specific enterprise start-up support measures received from T&E.  Out of them, at least 80% consider the support they received as satisfactory or highly satisfactory	During the six-month verification, satisfaction on placement support done by T&Es was measured. Out of 2,227 verified responses, 85% of graduates are satisfied and highly satisfied whereas 14% graduates were moderately satisfied and 1% less satisfied. No graduates expressed dissatisfaction  Out of 239 responses among the entrepreneurs, 77% of entrepreneurs were satisfied and highly satisfied, 17% moderately satisfied, 3% less satisfied and rest 3% are not satisfied.  Out of 2,709 responses 86% of them have reported the satisfaction of technical skills training as satisfied and highly satisfied.
	At least 1,750 graduates register a new enterprise	50 % of graduates from MEJC registered a new enterprise	Out of the verified, 46% graduates under MEJC registered their enterprise. The lengthy administrative process for small enterprise registration discourages some of our graduates.

<b>Outputs related to Outcome 1</b>	<b>Target</b>	<b>Milestone 2014</b>	<b>Achievements by June 2014</b>
<b>Outputs related to Outcome 2</b>	<b>Target</b>	<b>Milestone 2014</b>	<b>Achievements by June 2014</b>
<b>Output 2.1: National TVET system</b> Ministry of Education and CTEVT are able to effectively use systems and approaches innovated by EF.	At national and district level at least 90 person months are provided to MoE and/ or CTEVT	At least 60 person months are provided to MoE and/ or CTEVT	90 person months were provided to MoE/CTEVT
	At least 70% of the T&Es able to professionally implement the EF program	At least 85% of the T&Es achieve the contracted target numbers.	50% of T&Es achieved 100% targets, 74% of T&Es achieved 90% targets and 97% of T&Es achieved 70% target numbers.
	20 labour market relevant occupational profiles, curricula and manuals are available and used by T&Es	20 new or updated/ translated occupational profiles, curricula and manuals are developed	By December 2014, 5 new occupational profiles were developed (fishery technician, bamboo furniture maker cum artisan, hand embroiderer, stainless steel fabricator and computer hardware technician L2) and 10 flip-files (Arc welder, Building Electrician, Bamboo Product Maker, Stone Layer Mason, Carpet Weaver, Mobile Phone Repairer, Junior Plumber, Furniture Maker, Tile Marble Fitter and Dress Maker) were developed.
	Fee-based training for entrepreneurial and higher level skills training courses is discussed and piloted with T&Es and other stakeholders	In the second procurement round of 2014, all T&Es pilot fee-paying systems (i.e. partial cost recovery) in MEJC At least 10 T&Es	Fee system for MEJC graduates was introduced in the first round of procurement,. MEJC graduates pay for their own skills tests now. This is approximately 25% of the training cost.  21 EF's T&Es partners offer fee-based trainings, 32 operate under

<b>Outputs related to Outcome 1</b>	<b>Target</b>	<b>Milestone 2014</b>	<b>Achievements by June 2014</b>
		run additional EF training events on a matching basis with their own fee-based courses.	EVENT, 4 under SDP, 12 provide service through funding from public institutions (including VDC, DDC and ministries.) and 25 through national and international NGOs.
<b>Output 2.3: Innovation</b> Private sector and other labour market actors are stimulated to explore innovative approaches which address the mismatch of demand and supply of skilled labour.	The new approach of an Innovation Window has been validated with regards to its potential to generate innovation.	At least six labour market relevant innovations are being tested through the 'Innovation Window'.	Innovation window is created aiming at fostering and piloting innovations in labor market and TEVT sector. Out of 105 submissions from the open announcement beyond EF partners, eight innovative proposals are under implementation (with non EF partners). Five trades/models are also piloted and are ready for up scaling. These are Fish Farming, Hybrid Seed Production Technician, Barber and Bamboo Stool Maker for disabled and Garment Fabricator for prison inmates.
	Potential for decentralized private public development partnerships in skills training and employment promotion is explored.	At least two pilots in different regions are initiated.	Study on possibility of implementation of decentralized private public partnership for skills training and employment is conducted. As per the steering committee meeting decision the piloting of same is being postponed taking into consideration the upcoming prospect and progress of central level TEVT fund establishment.



	for Additional Staff)														
<b>3.9</b>	<b>Operating Costs PIU</b>	<b>1,427,605</b>													
3.9	Office Operation Costs (Fuel/Stationery/Communication)	1,237,602	52%	48%			100%			100%			100%		100%
3.9	Local Staff Capacity Building	190,003	3%	97%		1%	99%			100%			100%		100%
<b>Part 4</b>	<b>Administrated project funds</b>	<b>145,163,459</b>													
<b>4.1</b>	<b>Contribution To Partner Institution</b>	<b>126,595,985</b>													
<b>4.1.1</b>	<b>Skills Training &amp; Employment (ENV A)</b>	<b>126,595,985</b>													
4.1.1.1	Technical Skill training and job placement: Path to Prosperity, 1st procurement	63,046,016	34%	66%			100%	45%	49%	6%	79%	21%		49%	51%
4.1.1.2	Technical Skill training and job placement: Path to Prosperity, 2nd procurement	15,652,761	44%	56%			100%	45%	5%	50%	76%	24%		57%	43%
4.1.1.3	Technical Skill training: Micro-Enterprising for Job Creation, 1st Procurement	3,072,729	12%	88%			100%	80%	0%	20%		100%		44%	56%
4.1.1.4	Technical Skill training: Micro-Enterprising for Job Creation, 2nd Procurement	4,332,499	63%	37%			100%	14%	0%	86%		100%		44%	56%
4.1.1.5	Skills Training for Path to Prosperity II & III Round Procurement of 2013	23,299,189	52%	48%			100%	17%	4%	79%	97%	3%		51%	49%
4.1.1.6	Skills Training for Job Creation to Youths II & III Round of Procurement 2013	13,782,351	75%	25%			100%	6%		94%		100%		69%	31%
4.1.1.7	Technical Support for Skills Training (Life Skills, Functional Literacy, Career Counseling, Business Motivation and Business Plan Preparation)	3,410,440		100%			100%			100%		100%			100%
<b>4.1.2</b>	<b>Market Research, Innovations and Piloting (ENV-B)</b>	<b>9,300,561</b>													
4.1.2.1	Consultant: Various Research and Market Studies	100,875		100%		14%	86%			100%		100%			100%

4.1.2.2	Piloting of New Trades, Methods and Approaches	1,477,649	30%	70%			100%			100%			100%			100%
4.1.2.3	Piloting of Various Activities with Private Sector Development	199,258	45%	55%			100%			100%			100%			100%
4.1.2.4	OP Development for L1/L2	967,525		100%			100%			100%			100%			100%
4.1.2.5	Training Manual & Flip Chart Development; Publishing & Printing	2,102,394	2%	98%			100%			100%			100%			100%
4.1.2.6	Curriculum: Development, Updating, Translating	4,452,860		100%			100%			100%			100%			100%
4.1.2.7	Tracer Study															
<b>4.1.3</b>	<b>Capacity Building and strengthening T&amp;Es (ENV-C)</b>	<b>6,389,252</b>														
4.1.3.1	Skills upgrading Training for Trainers for L2/L3	2,791,284	55%	45%			100%			100%			100%			100%
4.1.3.2	Basic ToT; Refresher & Advance for Trainers	1,428,013	39%	61%			100%			100%			100%			100%
4.1.3.3	RMA/cluster market assessment training to T&E service providers	24,000		100%			100%			100%			100%			100%
4.1.3.4	Training for Trainers on Skill plus packages	982,884	22%	78%		3%	97%			100%			100%			100%
4.1.3.5	Exposure Visit of T&Es	261,183		100%			100%			100%			100%			100%
4.1.3.6	Capacity Building of T&Es (Management Training ; Program Monitoring; Report Writing & Documentation; Training on Information System Management; Strategic Plan Implementation Support; Accounting and Auditing Support; Placement & Counseling Training)	901,888	46%	54%		10%	90%			100%			100%			100%
<b>4.1.4</b>	<b>Monitoring Evaluation and Learning</b>	<b>1,799,054 .30</b>														
4.1.4.1	Organise Steering committee Meetings, stakeholders meetings; Cluster Workshops	1,037,956	54%	46%		22%	78%	25%	13%	62%			100%			100%

4.1.4.2	Organise review meetings with T&E's	509,371	19%	81%		11%	89%			100%			100%			100%	
4.1.4.3	Training and Workshop on Monitoring & Database(New & Refresher)	251,727	65%	35%		8%	92%			100%			100%			100%	
<b>4.1.5</b>	<b>Joint Monitoring and Capacity Building of EVENT</b>	<b>229,720</b>															
4.1.5.1	Capacity Building to MOE/EVENT																
4.1.5.2	Program Review Reflection with Joint Monitoring Team	28,020	100%				100%			100%			100%			100%	
4.1.5.3	Field Monitoring -EVENT Program Monitoring	166,842	62%	38%		60%	40%			100%			100%			100%	
4.1.5.4	Training & Workshop with other Stakeholders (SDP, EVENT, MOE)	34,858	15%	85%		15%	85%			100%			100%			100%	
<b>4.1.6</b>	<b>Communication and Outreach</b>	<b>848,886</b>															
4.1.6.1	Workshop & Press meet and other Interaction on Communication & Outreach	514,276	81%	19%			100%			100%			100%			100%	
4.1.6.2	Production and Broadcasting of PSA, radio program, short songs	334,610	3%	97%			100%			100%			100%			100%	
	<b>Total amount</b>	<b>154,696,067</b>															
			64,582,043	90,114,025	-	7,508,262	147,187,805	44,793,829	35,205,568	74,696,670	84,302,664	38,882,881	31,510,522	64,465,331	58,720,214	31,510,522	
			154,696,067			154,696,067			154,696,067			154,696,067			154,696,067		
	<b>Action Line</b>		42%	58%	0%	5%	95%	29%	23%	48%	54%	25%	20%	42%	38%	20%	

Gender Beneficiary Monitoring	Amount	Male	Female
Skills Training & Employment (ENV A)	126,595,985	50%	50%

## Annex 6: Component-wise Expenditure January- December 2014

Table 6.1: Component-wise expenditure, January – December 2014 (in NPR)								
	Total expenditure	Skill training & employment (Env. A)	Market research & product development (Env. B)	Capacity building (Env. C)	Monitoring & Evaluation	Joint Monitoring & Capacity Building of EVENT	Communication & Outreach And Knowledge Mgt.	Secretariat cost
DFID	588,244,154	497,834,623	8,476,637.40	7,760,804	28,454,502.42	583,705.38	4,093,591.69	41,040,290
SDC (Phase 1)	177,371,868	126,595,985	9,300,561	6,389,252	1,799,054.30	229,720.00	848,886.08	32,208,410
WB (AGEI II)	45,256,917					14,839,440.60	28,311,198.44	2,106,278.41
Total NPR.	810,872,939	624,430,608	17,777,198	14,150,057	30,253,557	15,652,866	33,253,676	75,354,978
Budget 2014	829,559,019	624,732,500	30,750,000	18,600,000	23,750,000	21,400,000	34,550,000	75,776,519
% Utilized	98%	100%	58%	76%	127%	73%	96%	99%
Targets[1]	-	At least 85%	Maximum 10%	Maximum 5%	-		-	-
	656,357,863	95%	3%	2%				

## **Annex 7: List of Publications and Reports for 2014**

### **Reports/Documents prepared by Employment Fund Secretary:**

1. Half Annual Report 2014
2. Annual Report 2013
3. Implementation Progress Report for Adolescent Girls Employment Initiative (AGEI) Project - First Quarterly Report (January to March 2014)
4. Implementation Progress Report for Adolescent Girls Employment Initiative (AGEI) Project - Second Quarterly Report (April to June 2014)
5. Implementation Progress Report for Adolescent Girls Employment Initiative (AGEI) Project - Second Quarterly Report (July - September 2014)
6. Implementation Progress Report for Adolescent Girls Employment Initiative (AGEI) Project - Second Quarterly Report (October to December 2014)
7. Report on Letter of Intent Assessment for Level 2 (L2) Women Trainer
8. Report on Technical and Financial Proposal Assessment for L2 Women Trainer
9. Report on Technical Proposal Assessment for documenting and disseminating lessons learned from AGEI implementation

### **Curricula developed in 2014:**

1. Advance Aluminium Fabricator L2
2. Advance Tailor /Dress Maker L2
3. Advance Building Electrician for L2
4. Advance Mobile Phone Repairer Technician for L2
5. Advance Furniture Maker
6. Advance Arc Welder / Structure fabricator
7. Advance Beautician L2
8. Advance Mixed Cook
9. Advance Community Livestock Technician L2
10. Garment Fabricator L1
11. Fishery Technician L1
12. Industrial machine Operator L1

### **Training Manuals and Other books developed (in Nepali):**

1. Career Information Dictionary
2. Career Counselling – Facilitator Guideline
3. Success Story – Far Western Development Region Financial Literacy Trainer's Training Manual for Skilled Youth Revision of Rapid Market Assessment (RMA), Financial Literacy, Entrepreneur Motivation Training, Business Skills and Life skills manuals
4. Communication Manual (practice of good communication)

**Five New Occupational Profiles developed:**

1. Fishery Technician
2. Bamboo Furniture Maker cum Artisan
3. Hand Embroiderer
4. Stainless Steel Fabricator
5. Computer Hardware Technician (L2)

**Reports submitted by Consultants:**

1. Report on Meth's Capacity Building Training – Home Net Nepal
2. Study report on the access for women to skills training and employment – Human Resources Development Centre (HURDEC)
3. Study report on women in non-traditional trades – Meera Publications
4. Study report on processes, tools and approaches – Contemporary Development Center (Pvt.) Ltd
5. Study report on EF's monitoring and online database system – National Institute for Research and Training (NIRT)
6. Study on the identification of areas of collaboration between EFS and local bodies (government and private sector) to establish and operate Local Funds for skills and employment for youth – Centre for Empowerment Innovation and Development (CEMID)
7. Identification of prospective private sector association or individual manufacturers for collaboration for imparting skills and employment for youth – Govinda Pandey

**Quality Indicators for the following trades were developed for Level 1 training:**

1. Bamboo Handicraft Maker
2. Beautician
3. Bee Keeping
4. Commis
5. Community Livestock Assistant
6. Dhaka Weaver
7. Hand Embroidery
8. Leather Shoe Maker
9. Motorcycle Service Mechanics
10. Mushroom Grower
11. Tharu Handicraft Maker
12. Tile and Marble Fitter
13. Waiter / Waitress
14. Poultry Technician

**Training Manuals published through Vidhyarthi Pustak Bhandar (in Nepali) for broad circulation:**

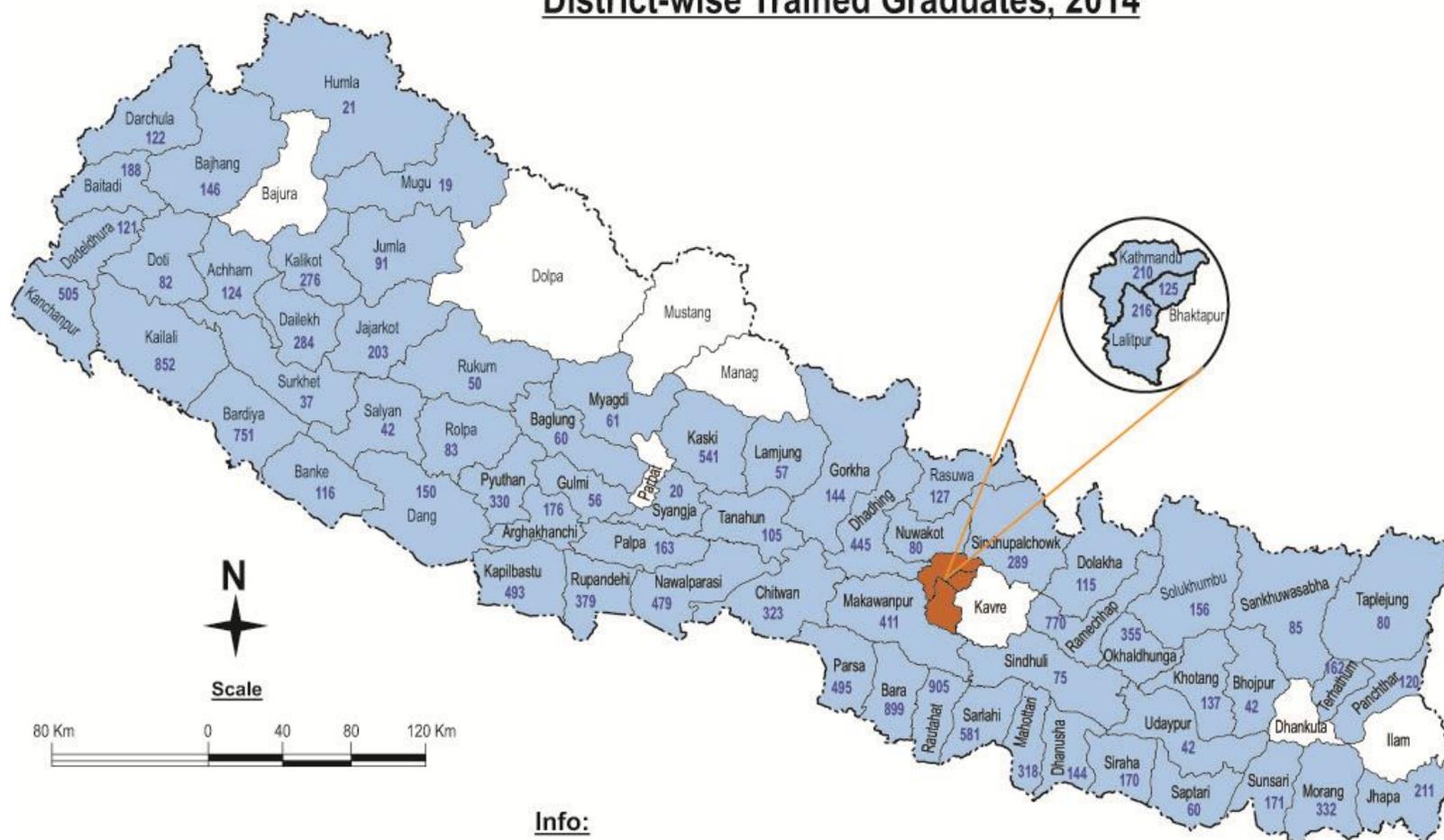
1. Arc Welder
2. Assistant Beautician
3. Life Skill Training Manual for Youths
4. Life Skill Training Manual for Training Materials
5. Dress maker
6. Mobile phone Technician
7. Mason

**Flip Files as Training Materials developed (in Nepali) for wider circulation:**

1. Arc Welder
2. Building Electrician
3. Bamboo Product Maker
4. Stone Layer Mason
5. Carpet Weaver
6. Mobile Phone Repairer
7. Junior Plumber
8. Furniture Maker
9. Tile and Marble Fitter
10. Dress Maker

**Annex 8: Number of Graduates per District 2014**

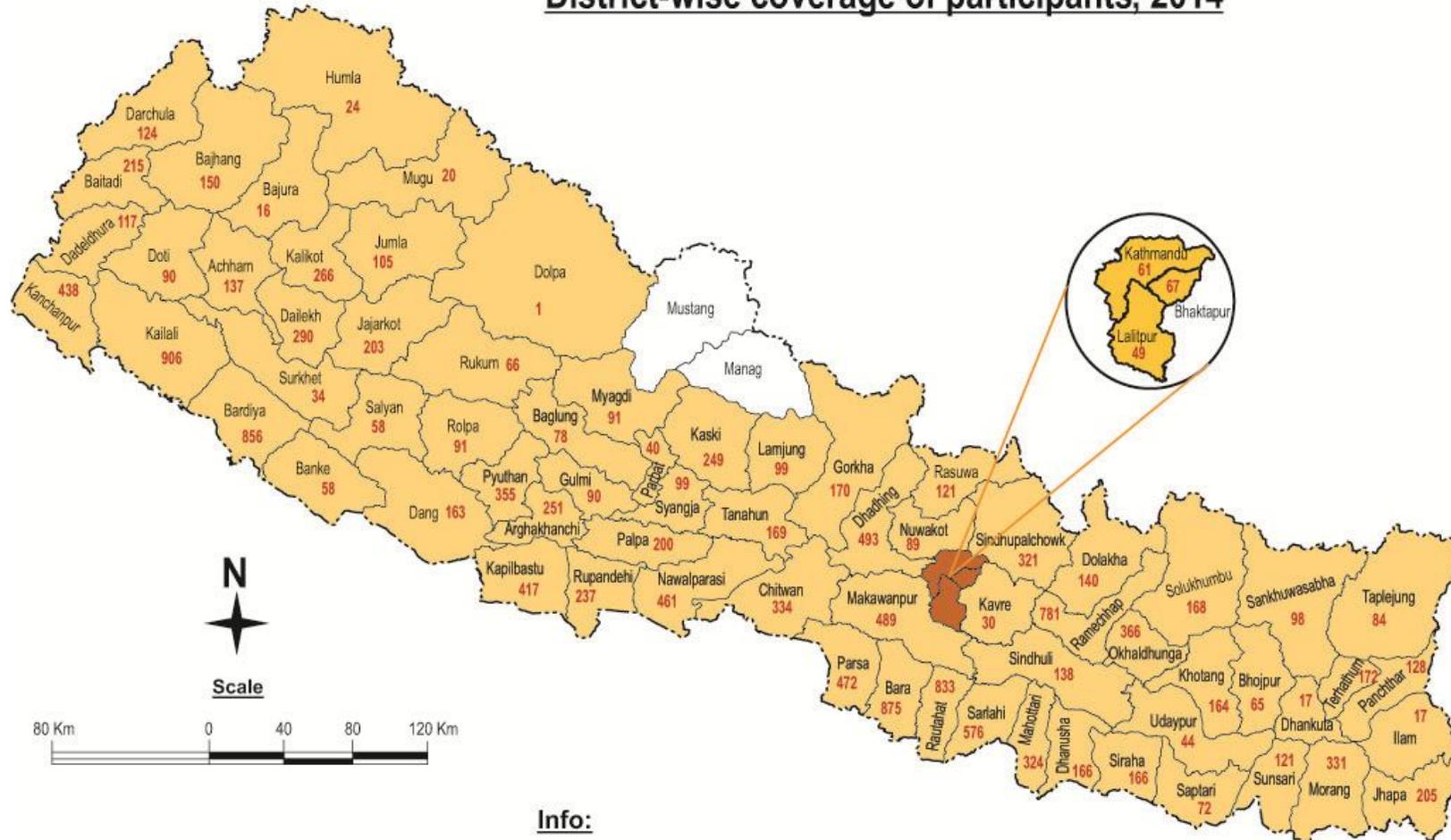
**District-wise Trained Graduates, 2014**



**Info:**  
 Total Districts = 67  
 Total Graduated = 16,008

**Annex 9: Provenance (home districts) of Graduates of Employment Fund (EF) Trainings 2014**

**District-wise coverage of participants, 2014**



**Info:**  
 Total Districts = 73  
 Total Graduated = 16,008

## Annex 10: Number of Trained Disaggregated by Gender per T&E Providers

(First and Second Round Procurement 2014)

SN	Name of T&E Providers	Awarded	Cat_A	Cat_B	Cat_C	Cat_D	Women	Men	Total
1	Action for Development	640	50	234	250	114	284	364	648
2	Alliance Nepal	740	42	274	226	103	316	329	645
3	Associates' Nepal Synergy	500	18	134	241	75	152	316	468
4	Balaju School of Engineering and Technology	100							
5	Byabasay Talim Bikash Tatha Paramarsh Kendra	580	27	318	224	14	345	238	583
6	CEMECA Human Resources Academy (P.) Ltd	440	0	53	235	30	53	265	318
7	College of Employment	300	5	47	87	27	52	114	166
8	Creative Skills Pvt. Ltd.	800	93	564	123	37	657	160	817
9	DonBosco Institute of Skill Development	300	20	80	48	110	100	158	258
10	F-SKILL Pvt Ltd	640	45	388	204	31	433	235	668
11	Genius Multi Technical Institute	200	49	99	38	19	148	57	205
12	Global Institute of Hotel Management Tourism Technical Center	300	29	48	105	57	77	162	239
13	Gurukul Institute of Technical Education	560	43	170	142	173	213	315	528
14	Hamro Prashikshan Sewa Talim Kendra	200	3	71	47	31	74	78	152
15	Janahit Training and Trading	500	47	331	70	55	378	125	503
16	Jayan Technical College of Technology	680	27	281	183	185	308	368	676
17	Jhapa Technical Institute	800	81	327	244	137	408	381	789
18	K.S. Laghu Udhyog Tatha Byabasaya Bikash Paramarsha Kendra	400	33	323	25	20	356	45	401
19	Kantipur Bahu Prabidhik Shikshalaya	200	26	129	4	39	155	43	198
20	Kohalpur Institute of Technical Education	540	9	216	288	35	225	323	548
21	Manakamana Training and Skill Development Institute	200	17	56	58	63	73	121	194

SN	Name of T&E Providers	Awarded	Cat_A	Cat_B	Cat_C	Cat_D	Women	Men	Total
22	Multi Skill & Environment Development	200	13	68	90	27	81	117	198
23	National Employment Training Center	200	12	77	62	20	89	82	171
24	Oriental Hospitality and Tourism Training Centre	400	6	164	121	70	170	191	361
25	Panchakanya Training Institute Pvt. Ltd.	600	61	143	288	66	204	354	558
26	Pathibhara Himalayan Polytechnic Institute	500	14	165	171	129	179	300	479
27	Peace Technical Training Center	520	20	117	220	100	137	320	457
28	Rastriya Pravidhik Shikshalaya	200	29	108	32	29	137	61	198
29	RCDS Pvt. Ltd.	200	11	92	3	26	103	29	132
30	Rural Infrastructure and Management Consultancy	200	36	42	31	89	78	120	198
31	Sana Byabasay Paramarsh Kendra	800	79	511	194	27	590	221	811
32	Sathi Enterprise	340	61	149	136	1	210	137	347
33	SKILL-Nepal	760	60	369	104	107	429	211	640
34	Socio Economic Development and Research Center	400	24	325	15	20	349	35	384
35	Trade Link Technical Training Institute	200	13	108	50	28	121	78	199
36	Training & Consultancy Center for Employment & Enterprising	680	81	313	229	90	394	319	713
37	Training Center Nepal	200	3	100	70	10	103	80	183
38	Uddham Bikas Tatha Paramarsh Kendra	540	11	438	83	10	449	93	542
39	Uddham Byabasaya Bikash Company (p.) Ltd.	500	35	173	114	111	208	225	433
		<b>17060</b>	<b>1233</b>	<b>7605</b>	<b>4855</b>	<b>2315</b>	<b>8838</b>	<b>7170</b>	<b>16008</b>

\* Balaju School of Engineering and Technology is a drop out T&E, so data is not available.

**Annex 11: District-wise Distribution of Skilled Graduates (First & Second Round Procurement 2014)**

SN	Training District	Cat_A	Cat_B	Cat_C	Cat_D	Women	Men	Total
1	Accham	22	28	17	57	50	74	124
2	Arghakhanchi	23	89	21	43	112	64	176
3	Baglung	7	23	18	12	30	30	60
4	Baitadi	20	99	16	53	119	69	188
5	Bajhang	20	38	19	69	58	88	146
6	Banke	6	71	24	15	77	39	116
7	Bara	74	669	124	32	743	156	899
8	Bardiya	23	269	440	19	292	459	751
9	Bhaktapur	1	15	90	19	16	109	125
10	Bhojpur	3	23	11	5	26	16	42
11	Chitwan	21	168	80	54	189	134	323
12	Dadeldhura	14	30	33	44	44	77	121
13	Dailekh	34	140	51	59	174	110	284
14	Dang	4	65	63	18	69	81	150
15	Darchula	9	82	1	30	91	31	122
16	Dhading	20	194	169	62	214	231	445
17	Dhanusha	1	6	109	28	7	137	144
18	Dolakha	8	76	20	11	84	31	115
19	Doti	9	41	11	21	50	32	82
20	Gorkha	22	87	31	4	109	35	144
21	Gulmi	3	15	11	27	18	38	56
22	Humla	0	17	0	4	17	4	21
23	Jajarkot	29	45	83	46	74	129	203
24	Jhapa	13	84	35	79	97	114	211
25	Jumla	14	46	12	19	60	31	91
26	Kailali	117	397	284	54	514	338	852
27	Kalikot	20	98	50	108	118	158	276
28	Kanchanpur	49	174	217	65	223	282	505
29	Kapilbastu	19	199	130	145	218	275	493
30	Kaski	90	211	173	67	301	240	541
31	Kathmandu	32	58	77	43	90	120	210
32	Khotang	9	41	77	10	50	87	137
33	Lalitpur	3	46	105	62	49	167	216
34	Lamjung	6	40	9	2	46	11	57
35	Mahottari	15	129	157	17	144	174	318
36	Makawanpur	22	272	94	53	294	147	441
37	Morang	42	132	105	53	174	158	332
38	Mugu	2	10	3	4	12	7	19
39	Myagdi	5	36	15	5	41	20	61
40	Nawalparasi	44	163	189	83	207	272	479
41	Nuwakot	1	36	20	23	37	43	80
42	Okhaldunga	16	106	162	71	122	233	355

SN	Training District	Cat_A	Cat_B	Cat_C	Cat_D	Women	Men	Total
43	Palpa	7	60	54	42	67	96	163
44	Panchthar	14	48	39	19	62	58	120
45	Parsa	59	287	137	12	346	149	495
46	Pyuthan	31	136	87	76	167	163	330
47	Ramechhap	44	429	216	81	473	297	770
48	Rasuwa	7	101	19	0	108	19	127
49	Rautahat	54	632	170	49	686	219	905
50	Rolpa	4	39	36	4	43	40	83
51	Rukum	2	10	14	24	12	38	50
52	Rupandehi	14	190	107	68	204	175	379
53	Salyan	9	17	5	11	26	16	42
54	Sankhuwasabha	12	55	10	8	67	18	85
55	Saptari	1	5	36	18	6	54	60
56	Sarlahi	33	465	67	16	498	83	581
57	Sindhuli	7	47	18	3	54	21	75
58	Sindhupalchowk	12	153	95	29	165	124	289
59	Siraha	5	62	102	1	67	103	170
60	Solukhumbu	2	46	83	25	48	108	156
61	Sunsari	6	68	46	51	74	97	171
62	Surkhet	0	4	19	14	4	33	37
63	Syangja	0	1	16	3	1	19	20
64	Tanahun	8	55	35	7	63	42	105
65	Taplejung	2	22	39	17	24	56	80
66	Terhathum	5	85	37	35	90	72	162
67	Udayapur	3	20	12	7	23	19	42
	<b>Total</b>	<b>1233</b>	<b>7605</b>	<b>4855</b>	<b>2315</b>	<b>8838</b>	<b>7170</b>	<b>16008</b>

\* Bhojpur, Gulmi and Udayapur districts were awarded while training district changed by T&E providers

**Annex 12: T&E wise Life Skill Training Status Report (First & Second Round Procurement 2014)**

SN	Name of T&E Providers	Women	Men	Total
1	Action for Development	238	309	547
2	Alliance Nepal	207	250	457
3	Associates' Nepal Synergy	127	256	383
4	Byabasay Talim Bikash Tatha Paramarsh Kendra	200	215	415
5	CEMECA Human Resources Academy (P.) Ltd	48	197	245
6	College of Employment	51	92	143
7	Creative Skills Pvt. Ltd.	535	43	578
8	DonBosco Institute of Skill Development	98	142	240
9	F-SKILL Pvt Ltd	361	213	574
10	Genius Multi Technical Institute	105	37	142
11	Global Institute of Hotel Management Tourism Technical Center	71	147	218
12	Gurukul Institute of Technical Education	193	203	396
13	Hamro Prashikshan Sewa Talim Kendra	33	33	66
14	Janahit Training and Trading	285	100	385
15	Jayan Technical College of Technology	246	257	503
16	Jhapa Technical Institute	306	328	634
17	K.S. Laghu Udyog Tatha Byabasaya Bikash Paramarsha Kendra	341	29	370
18	Kantipur Bahu Prabidhik Shikshalaya	141	23	164
19	Kohalpur Institute of Technical Education	200	269	469
20	Manakamana Training and Skill Development Institute	34	116	150
21	Multi Skill & Environment Development	33	107	140
22	National Employment Training Center	62	69	131
23	Oriental Hospitality and Tourism Training Centre	165	176	341
24	Panchakanya Training Institute Pvt. Ltd.	183	205	388
25	Pathibhara Himalayan Polytechnic Institute	150	251	401
26	Peace Technical Training Center	109	233	342
27	Rastriya Pravidhik Shikshalaya	136	56	192
28	RCDS Pvt. Ltd.	63	10	73
29	Rural Infrastructure and Management Consultancy	76	92	168
30	Sana Byabasay Paramarsh Kendra	557	110	667
31	Sathi Enterprise	155	130	285
32	SKILL-Nepal	294	210	504
33	Socio Economic Development and Research Center	324	26	350
34	Trade Link Technical Training Institute	78	69	147

<b>SN</b>	<b>Name of T&amp;E Providers</b>	<b>Women</b>	<b>Men</b>	<b>Total</b>
35	Training & Consultancy Center for Employment & Enterprising	261	220	481
36	Training Center Nepal	40	79	119
37	Uddham Bikas Tatha Paramarsh Kendra	291	52	343
38	Uddham Byabasaya Bikash Company (p.) Ltd.	207	180	387
	<b>Total</b>	<b>7004</b>	<b>5534</b>	<b>12538</b>

### Annex 13: Funding Sources of Skills Training Offered by T&Es in 2014

SN	Name of T&Es/Franchisees	Funding Sources of skills trainings offered by EF T&Es (√= offered, x= not offered)						Total number of staff for EF	EF regions
		EF	EVENT	SDP	DDC/VDC or other government organization	Fee Paying Courses	Other (I)NGOs		
1	BCC	√	√	x	x	√	√	32	Birgunj
2	CMES	√	√	x	√	√	x	25	
3	EDCC	√	√	x	x	√	√	11	
4	BDCC	√	√	x	x	x	√	11	
5	KSLU	√	√	x	x	x	√	6	
6	SODEC	√	√	x	√	x	√	5	
7	COE	√	x	x	x	√	x	8	
8	HPSK	√	x	x	√	√	x	5	
9	KBPS	√	√	x	√	√	√	14	
10	GITE	√	√	x	x	x	x	14	Dhangadhi
11	TRACE	√	√	x	x	√	x	20	
12	Sathi	√	√	x	x	x	x	6	
13	KITE	√	x	x	√	x	√	9	
14	Don Bosco	√	√	x	x	x	x	15	
15	RPS	√	√	x	√	√	√	8	
16	RCDS	√	x	x	√	x	√	8	
17	Manakamana	√	√	x	x	x	√	5	
18	ANS	√	√	√	x	√	√	16	Kathmandu
19	Alliance	√	√	x	x	x	√	22	
20	AFD	√	√	x	x	√	√	6	
21	CEMECA	√	√	x	x	x	x	15	
22	F-Skill	√	√	x	x	x	√	13	
23	GIHM	√	√	x	x	√	x	6	
24	OHTTC	√	√	x	x	√	√	8	
25	Skill Nepal	√	x	x	x	x	√	16	
26	NETC	√	√	x	√	x	√	10	
27	PTTC	√	√	x	x	√	√	14	
28	RIMC	√	√	x	√	√	√	11	
29	Trade Link	√	√	√	√	√	√	6	
30	TCN	√	√	√	√	x	√	6	
32	Jayan	√	√	x	x	√	x	12	Butwal
33	EDC	√	√	x	x	x	√	8	

SN	Name of T&Es/Franchisees	Funding Sources of skills trainings offered by EF T&Es (√= offered, x= not offered)						Total number of staff for EF	EF regions
		EF	EVENT	SDP	DDC/VDC or other government organization	Fee Paying Courses	Other (I)NGOs		
34	MSED	√	x	x	x	√	x	6	
35	PTI	√	√	x	x	√	x	22	Pokhara
36	JTT	√	√	x	x	x	x	8	
37	GMIT	√	√	√	x	√	√	9	
38	JTI	√	√	x	x	√	√	20	Dharan
39	PHPC	√	√	x	√	√	√	7	
<b>TOTAL</b>			<b>32</b>	<b>4</b>	<b>12</b>	<b>21</b>	<b>25</b>		

## Annex 14: List of Training and Employment Service Providers (2014)

<p><b>Action for Development [AFD]</b> Kalikasthan, Kathmandu Phone: 01-4271184, Fax: 4302763 Email:-a4development@gmail.com Poshan Bahadur KC, Managing Director</p>	<p><b>Alliance for Social Mobilization [Alliance]</b> Mahalaxmasthan, Lalitpur Phone:- 5526145, 5545890, Fax:- 5552380 Email:- alliance@alliance.com.np Dev Bir Basnyet, Director</p>
<p><b>Associates Nepal Synergy [ANS]</b> Manbhawan, Lalitpur Phone: 5537803 / 5537809 Email:- info@synergyNepal.com Karken Gurung, CEO</p>	<p><b>Business Development &amp; Consultancy Center [BDCC]</b> Jeetpur-3, Bhanipur, Bara Phone:- 9845040004, Fax:- 053-520337 Email:- btdcc.jeetpur@gmail.com Anil Bishwakarma, Executive Director</p>
<p><b>CEMECA Human Resource Academy [CEMECA]</b> Anamnagar, Kathmandu Phone:- 4228024 Email:- cemecakra@mos.com.np Saroj Kumar Upadhaya, Executive Chairperson</p>	<p><b>College of Employment [COE]</b> Kshetrapur 2, Bharatpur Municipality Phone: 056-531505 Email: employmentcollege@gmail.com Topkanta Parajuli, Chairman, 9855061631</p>
<p><b>Creative Skills [CMES]</b> Birgunj-10, Panitanki, Parsa Phone:- 051-527821; 9845021505 Email:- cmes.birgunj@gmail.com Rakesh Shah, Proprietor</p>	<p><b>Don Bosco Institute of Skill Development [DBISD]</b> Mahankal-6, Golphutar Kathmandu Phone: 01-4370972 Email: donboscott@gmail.com Bishow Kiran Gauchan, ED, 9851106845</p>
<p><b>F-SKILL Pvt Ltd. [F-SKILL]</b> Ekantakuna, Lalitpur Phone:- 5548621, 5555301, Fax:- 5555301 Email:- fskill@fkill.org.np Sanjyog Bhattarai, Executive Director</p>	<p><b>Genius Multi Technical Institute [GMTI]</b> Pokhara 10, Amarsingh, Kaski Phone: 061-532658, 9856034666 Email: gmti.pokhara@gmail.com Bhakta Bahadur Ranabhat 9856028401 Training Coordinator</p>
<p><b>Global Institute of Hotel Management Tourism Technical Center [GIHM]</b> Tinkune, Shantinagar, Kathmandu Phone: 01-4621098, Mobile: 9841588259 Email: globalmanag@gmail.com Nirmala Kalakshapati, Managing Director</p>	<p><b>Gurukul Institute of Technical Education [GITE]</b> Bhimdattanagar-18, Kanchanpur Phone: 099-520346/9749515768 Fax: 099-520346 Email:-bhimkumal@yahoo.com Bhim Bahadur Kumal, Managing Director</p>
<p><b>Hamro Prakashan Sewa Talim Kendra [HPSTK]</b> Hetauda 4, Makawanpur Phone: 057-524851, 524852, 9855067156 Email: suryamani@ntc.net.np Anup Kumar Agrawal 9855067156</p>	<p><b>Janahit Training and Trading P.Ltd. [JTT]</b> Pokhara, Nayabazar, Kaski Phone: 061-551329/9846057458, Fax: 061-528519 Email:-annapurnaherbal5@hotmail.com Dil Kaji Gurung, Chairperson</p>
<p><b>Jayan Technical College of Technology [Jayan]</b> Butwal-6, Palpa Road Phone: 071-545358 / 9847051516</p>	<p><b>Jhapa Technical Institute [JTI]</b> Charpane 1, Birtamode, Jhapa Phone:- 023-542488, Fax:- 023-543778 Email:- nbaral2004@yahoo.com</p>

Email:-namratasthapa@yahoo.com Narmati Thapa, Director	Nilmani Baral, Managing Director
<b>K.S. Laghu Udyog Tatha Byabasaya Bikash Paramarsha Kendra P.Ltd. [KSLU]</b> Bachhanpurwa-2, Bara Phone: 9845128192 / 9845098671 Email:-kslaghuydhog@gmail.com Ramlochan Prasad Chaudhary, Executive Director	<b>Kantipur Bahu-Prabidhik Shikshyalaya [KBPS]</b> Bharatpur, Chitwan Phone: 056-523431, 9845024004 Email: acharya@hotmail.com Shyamji Kandel, MD
<b>Kohalpur Institute of Technical Education [KITE]</b> Kohalpur, Banke Phone: 081-541482 Email:- kohalpurkite@yahoo.com Resham Bahadur Chaudhary, MD	<b>Manakamana Training and Skill Development Institute [MTSDI]</b> Dhangadhi MP-5 Kailali, Tel. 091-520677 Email: manakamana.training@gmail.com Rommel J Pun, MD, 9851014953
<b>Multi Skill &amp; Environment Development [MSED]</b> Gaindakot-2, Nawalparasi Phone: 056-501224, 9841746522 Email: msed@wlink.com.np; c_mayank@hotmail.com Mayank Chapagai, ED 9855063020	<b>National Employment Training Center [NETC]</b> Chuchchepati, Chabahil, Kathmandu Phone: 01-4490016 / 9841165519 Email:- nemployment@yahoo.com Arun Mainali – Manager
<b>Oriental Hospitality and Tourism Training Centre [OHTTC]</b> New Baneshwor, Kathmandu Phone: 4786801, 2082731 Email: orientaltc@hotmail.com Yama Dhakal, Managing Director	<b>Panchakanya Training Institute [PTI]</b> Pokhara-11, Ranipauwa, Kaski Phone:- 061-534788, Fax:- 061-539830 Email:- pti.pokhara@gmail.com Kailash Kumar Ranjit, Director
<b>Pathibhara Himalayan Polytechnic [PHPI]</b> Itahari-4, Sunsari Phone: 025-587047, Fax: 025-587047 Email: ptectitr@gmail.com Krishna Kumar Shah, Managing Director	<b>Peace Technical Training Center [PTTC]</b> Balkumari, Lalitpur Phone: 01-5200843 / 9851010856, Fax: 01-5200843 Email:- peace.technical@gmail.com Laxmi Sharma, Director
<b>Rastriya Pravidhik Shikshalaya [RPS]</b> Latikoili-8, Surkhet Phone: 083-525442, 9841241773 Email: rps.edu2056@gmail.com Dr. Binod Prasad Yadav, MD	<b>RCDS Pvt. Ltd. [RCDS]</b> Chandanath-6, Kholapari, Jumla Phone: 087-520227, 9741023885, 9858320522 Email: rcdsjumla@gmail.com; <a href="mailto:rcdsktm@gmail.com">rcdsktm@gmail.com</a> Harikiran Basnet, MD, 9848319323
<b>Rural Infrastructure and Management Consultant [RIMC]</b> Lokanthali 16, Madhyapur Thimi, Bhaktapur Phone: 01-6631685, 9851077782 Email: rimc.consultant@gmail.com Bharat Timsina, MD	<b>Sana Byabasay Paramarsh Kendra [BCC]</b> Birgunj-15, Parsa Phone:- 9845025170, Fax:- 051-534307 Email:- bijay.bcc_kumar@yahoo.com Bijay Kumar Sriwastava, Executive Director
<b>Sathi Enterprise (P.) Ltd. [SE]</b> Dhangadhi, Kailali Phone: 091-525291, 9741052678,	<b>SKILL-Nepal Pvt. Ltd. [SKILL]</b> Manbhawan, Lalitpur Phone:- 5527077, 5549326, Fax:- 5526811

<p>Fax: 091-522456  Email:-sathipvl@yahoo.com  Pramod Pathak, Managing Director</p>	<p>Email:- info@skillnepal.org.np  Shambhu Rai, Executive Director</p>
<p><b>Socio Economic Development and Research Center [SODEC]</b>  Sarlahi,  Phone: 9855025718  Email: lalansodec@gmail.com  Lalan Tiwari, Managing Director</p>	<p><b>Training &amp; Consultancy Center for Employment and Enterprising [TRACE]</b>  Dhangadhi-8, Campus Road, Kailali  Phone:- 091-521038  Email:- tracenepal@yahoo.com  Charta Bam, Managing Director</p>
<p><b>Trade Link Technical Training Institute [TLTTI]</b>  Lohsal, Chakrapat, Kathmandu  Phone: 01-4370760; 4370121, 9801042471  Email: tradelink3@yahoo.com  Achyut Nepal, MD</p>	<p><b>Training Center Nepal [TCN]</b>  KMC-16, Sitapaila, Kathmandu  Phone: 01-4302107; 4284743, 9851034026  Email: trainingnp@mail.com.np  Arna Raj Silwal, Director 9851096301</p>
<p><b>Udham Bikastatha Paramarsh Kendra [EDCC]</b>  Kalaiya Municipality-8, Barewa, Bara  Phone:- 053-551770, Fax:- 053-550033  Email: edcc.kly@gmail.com  Banti Gupta, Proprietor</p>	<p><b>Uddham Byabasaya Bikas Company [EDC]</b>  Gaunsahar-8, Lamjung  Phone:- 066-690467; 4222764 (KTM)  Email:- edc.nepal2007@gmail.com  Bishnu Bhusal, General Manager</p>

## **Annex 15: Women's Window**

Drawing on its good practice, Employment Fund (EF) collaborated with the Enhanced Vocational Education and Training Project (EVENT) to develop the concept of a Women's Window to train 5,000 women in non-traditional trades. The Window aims to address issues pertaining to the low participation rate by women in EVENT's training (male to female ratio is 70:30), the relatively lower income level of women compared to men based on their choice of trades, mainly traditional. 30 trades were included under the list of non-traditional trades for women. The proposed Window is based on EF's results based financing modality. Window's strategic approach to stimulate women's participation in non-traditional training events is given below:

- Outreach – it entails collaborating with civil society organizations working with women's groups, where such organizations will be acknowledged with "finder's fee" should women referred by these gain entry into training under the Window.
- Dedicated public service announcements – this would comprise of targeted messaging and communication campaign at local level to inform and encourage women to participate in trainings.
- Small class size – where necessary smaller class size of 10 trainees will be allowed.
- Support facilities for women - tools cost up to NRs. 8,000 per participant will be provisioned depending upon the nature of trade. The participants will also receive life skills and business skills training of five days each.
- Incentive provision for non-traditional trades - two categories of incentives is provisioned (100% training cost for trainees from category B and 120% training cost for category A trainees).

EVENT has already received technical proposals against its call for the Window that has limited the applicants to Training and Employment Service Providers (T&Es) who have worked with EVENT and EF and have at least 60% employment rate. EF will support EVENT PS to finalize the training implementation and monitoring guideline, the draft of which is prepared by EVENT itself. It is expected that the training events will commence by March 2015, a delay of nearly two months from the planned date. The joint monitoring team will conduct process monitoring for compliance of activities for gainful employment. Outcome monitoring will be conducted by EVENT.

## **Annex 16: Developing Level 2 women trainers in non-traditional trades**

Under the Adolescent Girls Employment Initiative (AGEI) II, Employment Fund (EF) was mandated to develop 150 women trainers with Level 2 qualification, of which 50 were required to be in non-traditional trades. Accordingly, EF provisioned 16 T&Es, to develop 200 women trainers through 31 training events on outcome based financing modality. The progress as of December 2014 is as follows:

- 29 out of 31 or 84% training events were completed successfully
- 182 (91%) out of 200 trainees completed the Level 2 technical skills training and received Training of Trainers (TOT) and Occupational Instruction Skills (OIS) certifications.
- 24 (83%) out of the completed 29 events succeeded in holding National Skills Testing Board's (NSTB's) skills tests in December. The rest 5 have secured skills test dates for January 2015. There was a 99% attendance rate by the graduates of the 24 events, a noteworthy achievement by itself.
- Of the 182 trainees who completed the skills training, TOT and Occupational Instructional Skills (OIS), 103 (57%) had already started to work as co-trainers and main trainers delivering Level 1 training in the same trade as trained in. Many of the remaining graduates have also found work as trainers in events starting January 2015.
- The average monthly earning as a Level 1 trainer was found to range from a minimum of Rs. 4,000 to a maximum of Rs. 17,000 with an average of Rs. 9,847 per month.
- The 29 training events helped 182 women attain Level 2 skills training – 149 in non-traditional trades and 33 in traditional trades. The number of women trainers developed in non-traditional trades is three times the number mandated by Indicator 3 of the Results Framework and Monitoring, AGEI II project.

## **Annex 17: Apprenticeship Process and Focus on Learning**

In the course of 2014, Employment Fund (EF) designed an apprenticeship model for piloting with private-sector associations. It is collaborating with the following organizations: Leather Footwear and Goods Manufacturers' Association of Nepal (LFGMAN), Chitwan Udhog Sangh (CUS), The Federation of Nepalese Cottage and Small Industries (FNCSI) of Kailali and Banke districts and Rupandehi Chamber of Industries (RCI). In total, 545 youths will be trained and employed (following the adjusted curricula from Council of Technical Education and Vocational Training/CTEVT curricula of 390 hours).

### **Implementation modalities:**

It is the responsibility of the Chambers (through their member organisations) to announce the training and select the participants. The target group are men and women within the age group of 18-40 years. On the suggestion of Chamber, the education or economic criteria are relaxed.

The member organisations have some skilled and experienced human resources who will work as mentor for apprentice, termed 'master crafts persons', who take the lead and supervising role as well during the practical training. These are either senior employees or entrepreneurs/business owners themselves. These master craftsperson are responsible for imparting the practical training to the apprentice. The apprentice contributes by working from the very beginning of his/her apprenticeship and simultaneously learns by working under the supervision of the master craftsperson.

The apprentice is paid a minimum stipend of NPR 3,500 per month during the training. This increases after completion of the training to NPR 6,000/- per month and depending on the trade, can increase up to approximately up to NPR 15,000 per month after gaining experience within a year.

EF financially supports for the theory classes to complement the practical learning. Theoretical training comprises of only maximum 20% of the total training time, the rest of the learning are practical and at work place. The training is based on CTEVT curricula with some adjustment based on industry need. After 6 months (or longer, depending on the trade and employer), the apprentices are planned to appear for the skill test conducted by National Skills Testing Board (NSTB).

Apprentice also receives life skills training. Chambers are supported to prepare their strategic plan. It is planned to build the management capacity of Chambers in order to get the expected results.

All the training and employment-related costs are shared between EF and the Chamber. A contract was signed between EF and the Chambers; there will be no direct linkage of its members with EF. EF will monitor all their activities, i.e. training monitoring, master crafts persons' capacity development, trainers' qualification for theoretical training and post-training income verification and job placement. It is a results-oriented design, so the payments to the Chambers will be made based on their achievement of the results, i.e. employment with agreed amount of income.

The trades offered are: shoe maker, structural fabricator, stainless steel fabricator, aluminium fabricator, wooden furniture maker, steel furniture maker, book binding technician, cook (Chinese), machine operator, rice mill machine operator and baker.

**Major learning of the apprenticeship pilot includes:**

- 1) Some factories are paying the apprentices much higher than EF's income threshold for gainful employment in P2P. This shows the potential that the apprenticeship model can have to create decent employment perspectives for poor youth and overall for poverty alleviation.
- 2) It was a challenge to identify prospective partners for collaboration who were willing to work under EF's terms and conditions. Since these collaborators (associations, chambers) were not familiar with the "apprenticeship" modality of EF, they were at first hesitant to employ unskilled workers to pay them while they are still training them.
- 3) The focus of associations and chambers is on production and profit-generating activities. Therefore, rigorous monitoring and close guidance are needed to prevent exploitation and veering off the agreed terms and conditions.
- 4) Changing the mind-set of training participants is challenging. They expected a standard training environment and did not appreciate that they had to work from the beginning.
- 5) Some trades, e.g. Structural Fabricator, are not preferred by the participants. In those trades, it is difficult to achieve the targeted number of trainees even though there is a demand for skilled workers.
- 6) As they can earn more abroad, skilled employees migrate for work. This poses a big problem for employers. Their suggestion is to hire more women, who are not only less likely to migrate, but are also more regular in their attendance.
- 7) It is not suggested to place more than 15 participants in same factory/company.
- 8) Knowledge, expertise and updated know-how of the trainers (master craftspersons) as well as their willingness to teach are crucial factors for the success of the trainees.

## Annex 18: Learning from Micro-enterprising for Job Creation (MEJC)

### Jobs for skilled people outside the families of the entrepreneur

The outcome of Micro-enterprising for Job Creation (MEJC) is job creation by graduates who established their own enterprise. The jobs they create must be offered to someone outside the family. As Employment Fund (EF) learned, however, some trades are more likely to provide work for family members, i.e. to employees who do not need specific skills to perform the work. Hence, EF investigated and identified these trades and categorized them into two groups as shown in the table below. Based on this learning, EF focuses mainly on those trades that provide jobs to outside family members.

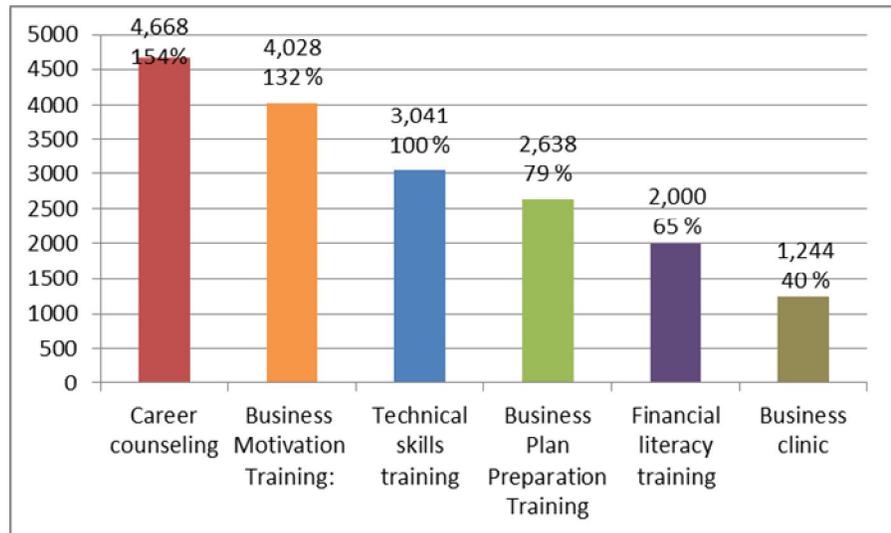
Trade	Family members	Outside family
Tailoring	no	yes
Beautician	no	yes
Furniture Maker	no	yes
Aluminium Fabricator	no	yes
Welder	no	yes
Plumber	no	yes
Motorcycle Repairer	no	yes
Motor rewinding	no	yes
Mushroom growing	yes	no
Poultry Farming	yes	no
Vegetable Farming	yes	no
Electric Appliance Repairer	no	yes
Community livestock Assistant	no	yes
Sweets and Snacks Maker	yes	no
Hospitality	yes	no
Mason	no	yes
Carpet Weaver	no	yes
Building Electrician	no	yes
Computer Hardware Technician	no	yes
Village Animal Health Worker	no	yes
Dressmaker	no	yes
Carpentry Construction	no	yes
Dhaka Weaving	no	yes

### Implementation of MEJC

The above table indicates the shares of MEJC trainees/graduates who participated in the different components. All trainees went through Career Counselling and Business Motivation Training, while 79% participated in Business Plan Presentation Training, 65% took part in the Financial

Literacy Training and only 40% received business skills start-up support through Business Clinics. Business Clinics are not conducted by Training and Employment Service Providers (T&Es) as envisioned by EF. Their importance will be emphasized and their implementation monitored more stringently.

With EF's effort on conducting financial literacy trainings to the participants, almost 60% of the graduates have accounts in a financial institution, which indicates that they are learning the value of saving their earnings.



### Career Counselling

Career counselling for participants who

completed Level 1 training was found to be superfluous by the T&Es and trainees, because they had already decided on a trade and direction. Choosing another occupation for Level 2 (L2) trainees is less likely. With this learning, rather than conducting career counselling for 2 days catering to only the applicants of MEJC, the modality was changed.

Skills/career fairs, piloted in the Innovation Window, were conducted for hundreds of youths, displaying the offered trades and at the same time counselling the youths.

### Skills test/cost-sharing

In an effort to create more ownership for the training, EF asked MEJC trainees to pay for their own skills testing fee for the National Skills Testing Board (NSTB) skills test. However, they were found to be very unwilling to cover their own fees and were ready to forfeit their certificate instead. Consequently, a contribution to the whole package including skills training seems more viable. On the other hand, in the cases where youth contributed their own money towards the skills test, they were found to be more serious and dedicated towards the achievement of completing the training and establishing an enterprise. Conclusion: financial contributions create ownership.

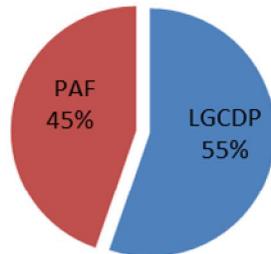
### Tools support

EF is providing tools support worth NPR 8,000. With the experience of the last year, it became clearer that not all trades need tools worth the same amount. For some trades, the amount is not enough, while others need less or no tools at all. So, the participants are provided tools according to a list which was compiled by EF staff based on its experience.

## Annex 19: Learning from Path to Prosperity (P2P)

In 2014 during the two procurement rounds, 12,986 youth were trained under the Path to Prosperity (P2P) component. The target group for P2P is defined as very poor youth and youth with special needs. Employment Fund (EF) mainly collaborated with the Poverty Alleviation Fund (PAF) and the Local Governance Community Development Program (LGCDP) for the targeting of very poor youth,

**Chart 19.1: Preference of T&Es to work with PAF or LGCDP, 2014**



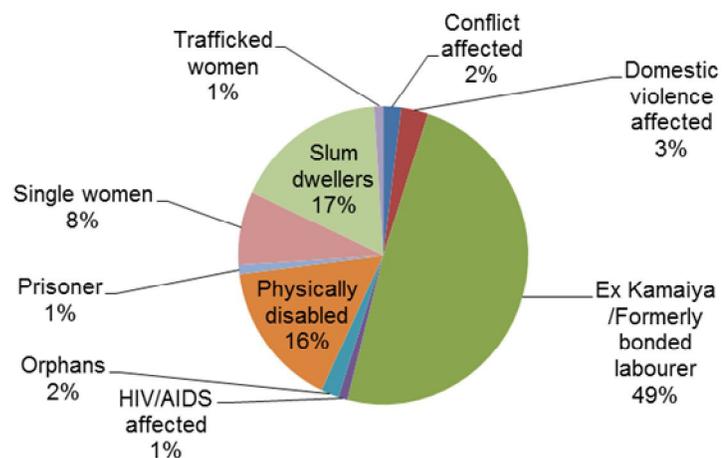
When asked their preference for collaboration between Poverty Alleviation Fund (PAF) and LGCDP, the responses of the Training and Employment Service Providers (T&Es) were quite balanced but slightly in favour of LGCDP (Chart 19.1). This preference can be attributed to the wider coverage of LGCDP.

Based on their responses, the collaboration with LGCDP and PAF does not seem to be challenging for the T&Es. The problems they encountered, however, were related to the two programs' household level poverty data, which in some cases was found to be outdated, incomplete or unavailable.

In 2014, nine percent of the trainees fell under category A, 47 percent under B, 30 percent under category C and 14 percent under category D. Overall 56 percent were women.

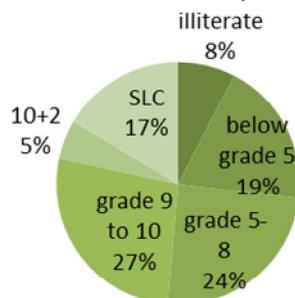
Of the 12,986 youth trained under P2P, 95 percent come from very poor background. Five percent have "special needs", i.e. they come from vulnerable and marginalised groups. Various special needs groups were included in P2P, as the chart 19.2 shows. Almost half of the

**Chart 19.2: Groups with special needs in P2P trainings 2014**



trainees from special needs groups are formerly bonded labourers, followed by 17 percent of people living in slums and informal settlements, and 16 percent physically disabled youth. Widows, often referred to as "single women" in Nepal, form another target group. Orphans, conflict affected youth, victims of trafficking, women affected by domestic violence, HIV/AIDS affected youth and (former) prisoners were part of the P2P trainings in 2014.

**Chart 19.3: Educational attainment of P2P trainees, 2014**



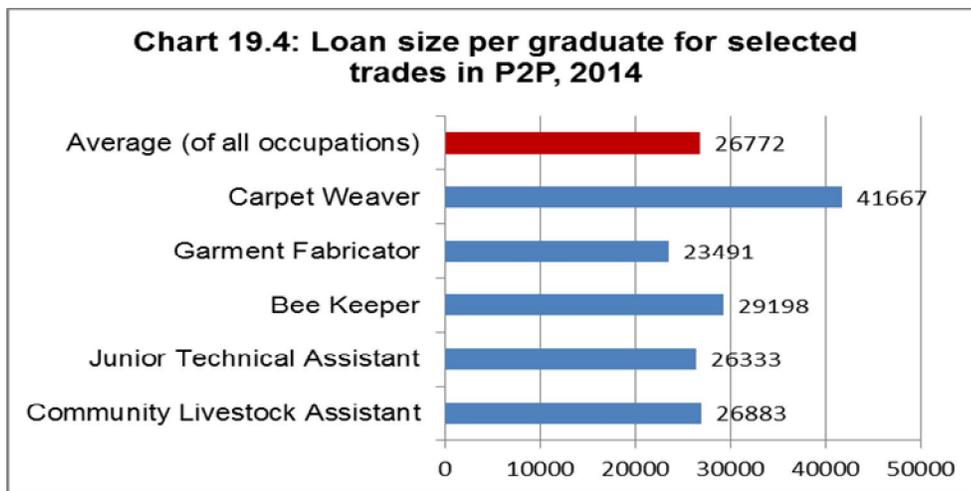
The data also indicates (Chart 19.3) that the majority of 2014 EF trainees are school drop-outs (between grades five and eight) and that another large share failed in Grade Nine and SLC exams. Around eight percent of the trainees are illiterate and only five percent have completed SLC and two additional years of schooling. Only 17 percent of the trainees passed their SLC exam.

Under P2P, trainees are entitled to food and transport cost compensation, as well as for accommodation if the training location is far away from their homes. The following table indicates the additional facilities allocated in the first round of procurement of 2014:

<b>Additional facilities</b>	<b>No of trainees</b>	<b>Cost per Capita in NPR</b>	<b>Total cost in NPR</b>
<b>Food</b>	57	7,264	414,060
<b>Transportation</b>	772	4,742	3,660,775
<b>Accommodation</b>	981	13,413	13,158,618
<b>Total</b>	<b>1,810</b>	<b>9,521</b>	<b>17,233,453</b>

In a review conducted by EF, an overwhelming majority of the T&Es were of the opinion that these additional facilities improved the access to skills training for the P2P target group. In 18 training events, childcare facilities were offered and more than one hundred women took advantage of this opportunity.

In P2P, many graduates also opt for self-employment. The trades that lead the graduates into self-employment and entrepreneurship are garment fabricator, carpet weaving, community livestock assistant, bee keeper, and junior technical assistant. The average loan sizes taken by graduates in these trades are indicated in chart 19.4.



## **Annex 20: Innovation Window**

Linking employers and job seekers: In collaboration with Merojob Nepal, three Rojgari Pasals (Employment Shops) registered 643 employers, 5,690 job seekers and 237 vacancies. More than 400 job seekers were connected with employers. The Rojgari Pasal outlets were opened in Butwal, Pokhara and Itahari with the objective to link job seekers with job providers. All the three outlets were opened by October 15, 2014. The total revenue earned in the Butwal, Itahari and Pokhara outlets were NPR 18,000, NPR 16,000 and NPR 14,000 respectively. Currently the costs of the outlets are co-financed by Employment Fund (EF) and Merojob, however in the long term these shops are expected to run through the revenue generated by charging service fees with the employers.

Effective use of media in skills and development: 17 “Uddhyam” episodes were aired on Kantipur Television. The themes of the stories included access to finance, women in non-traditional trades, skills fair, foreign employment and access to vocational training, decent work standards and disability and access to training. After the agreement with EF ends, it is expected that Media Plus will continue to broadcast the episodes through its own initiative or by attracting other sponsors.

Documentation and sharing of good practices of Technical and Vocational Education and Training (TVET) sub-sector: Two sharing workshops were organized with stakeholders from the Ministry of Education (MoE), Council of Technical Education and Vocational Training (CTEVT), donor agencies such as United Nations’ Development Programme (UNDP), International Labour Organisation (ILO) and European Union (EU) and TVET project implementing agencies. The workshops were successful in gathering information about the projects and programs in this sub-sector; sharing experience, lessons learnt and best practices, especially on RMA and the outcome based financing model. The workshops resulted in soliciting commitment from the MoE in continuing the initiative of bringing in all the projects in the TVET sub-sector and sharing their learnings in a community of practice. The TVET forum is the continuation of the Round Table of TVET projects (RoTaTe) established by EF.

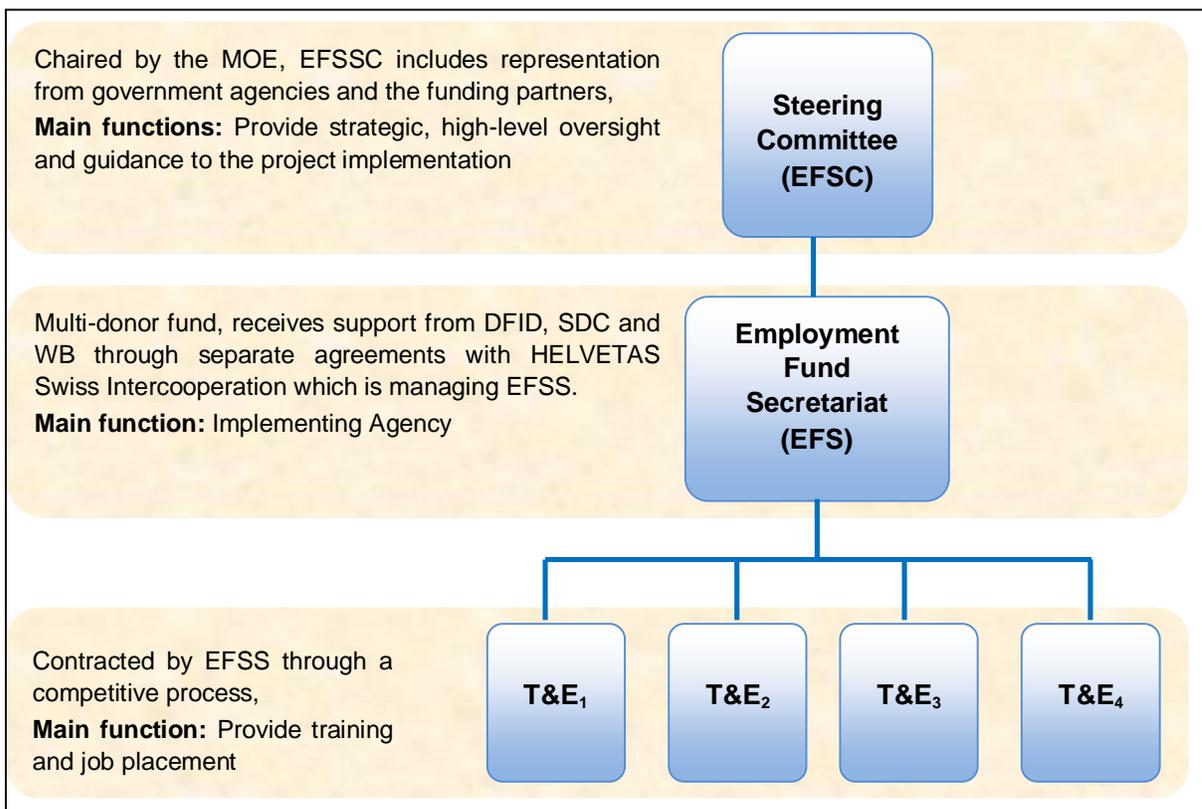
Promoting green jobs (training in fish farming and hybrid seed production): The “Fish Farming Technician” trade was piloted and 40 youths were trained. The trainees are in the process of starting their own Fish Farm enterprises. A curriculum for Fish Farming Technician was developed and endorsed by CTEVT. Training for 40 youths was provided on “hybrid seed production technician”. The pilot was conducted in collaboration with SEAN Seed Services Pvt. Ltd., who has a buy-back agreement with the trainees for the hybrid seeds they produce, which creates a direct market linkage between buyers and producers. The curriculum contents were developed, however endorsement by CTEVT is pending. The enterprises by the trained youth are in the process of being established, the learning is yet to be documented.

Effective use of information technology in skills and employment: A mobile phone application for employment and enterprise verification (monitoring) was developed. The application will help to reduce paper work and save time by directly linking and uploading the data entered into an android form to the server. The application synchronizes the data entered with the server as soon as the phone is connected to the internet. All data is stored in a central server in real time (provided there is an internet connection, otherwise it synchronizes later) and data errors can be reduced. The analysis is quick and easy as the data entry process is made more efficient. To derive the outcome data, the software can generate the results immediately once the data is entered.

Motivation and learning workshop for MEJC graduates: An innovative idea was piloted in 2014, called “Thinknext Thinkshop”. Three workshops were conducted in Kathmandu, Chitwan and in Itahari with 125 MEJC graduates and business skill trainers who aspired to be entrepreneurs. The concept of the workshop was to enable the participants to identify their strengths and weaknesses, to find mitigating measures to overcome the weaknesses and to set goals in life.

Providing youths with career choice and prospects: A career counselling fair, attracting around 300 visitors, was organized in Kathmandu. The visitors received information on trainings available through EF, their content and duration and future prospects in the trades. Visitors were provided individual counselling. The idea was up-scaled and applied in the latest procurement of EF.

## Annex 21: Organizational Structure



## Annex 22: Human Resources

The team of Employment Fund Secretariat (EFS) includes 20 members from the Brahmin/Thakuri/Chhetri group, 14 Janajati, 8 Newar, 3 Madhesi, 2 Dalit and 1 Swiss expatriate. Out of them, 23 are women.

Position	No.	Responsibility
Team Leader	1	Overall management and representation of EF, reporting to EFSC, donors and HELVETAS Swiss Intercooperation
Technical Coordinator	1	Capacity building, managing relations with GoN, line managing of regional teams
Technical Officer	1	Market research and product development; Innovation Window
International Programme Officer	1	Knowledge management, documentation and reporting, overall project support, oversight of P2P component
M&E Coordinator	1	Developing monitoring system and procedures, ensuring timely monitoring and reporting of each level of activities, line managing of regional teams
Senior Finance & Admin Officer	1	Account/financial management, general administrative, personnel management of the EFS
Communication Officer	1	Communication and outreach, documentation of best practices and information dissemination
Regional Monitoring officers	8	Regional responsibility for employment and income verification, programme monitoring at regional levels
Field officers	9	Employment and income verification as well as programme monitoring at regional levels
IT and Logistics Officer	1	Database/logistic and general administration of EFS
Private Sector Development Officer	1	Outreach and managing relations with private sector producers and employers, oversight of MEJC component
Intern Finance & Administration	2	Assistance in account/financial management, general administrative management of the EFS
Intern Capacity building and Product Development		Assistance in capacity building and product development
Support Staff	9	Receptionist, drivers, cook and office helper
<i>Field Monitors (on consulting contracts)</i>	11	<i>Employment and income verification as well as program monitoring as per need</i>
<b>Total</b>	<b>48</b>	