

अतुल कुमार तिवारी, भा.प्र.से.  
अपर सचिव  
**Atul Kumar Tiwari, IAS**  
Additional Secretary



DO. No. SCH-11/2/2021-SNP

Dear *Colleagues,*

COVID-19 has put our existing district/local-level healthcare system under unprecedented stress. Either the existing health facilities do not have enough health technicians, or there are plans to expand the health infrastructure in light of this pandemic. It is, therefore, imperative that healthcare system be strengthened by creating a workforce of healthcare professionals in job roles relevant and related to services required for COVID-19. Towards this, following course of action is suggested.

**Customized crash courses in six job roles under central component of PMKVY 3.0**

2. Ministry of Skill Development and Entrepreneurship (MSDE) is formulating customized National Occupational Standard (NOS) based 6 COVID-19 related job roles as suggested by Healthcare Sector Skill Council (HSCC) under central component of Pradhan Mantri Kaushal Vikas Yojana 3.0 (PMKVY 3.0) for skilling/ upskilling with an objective to create large pool of trained skilled healthcare professionals. These job roles are:

- a. Emergency Medical Technician- Basic
- b. General Duty Assistant (GDA)
- c. GDA – Advanced (Critical Care)
- d. Home Health Aide
- e. Medical Equipment Technology Assistant
- f. Phlebotomist

(It may be noted that the job role of Medical Record Assistant has been included in the above-mentioned six job roles.)

3. Training under these job roles would be a compressed one involving maximum on month of training followed by a period of on the job training, which can be taken up in PHCs/ Govt Hospitals in Districts/ Other hospitals, in which they will be working in the hospitals while finessing their skills.

4. Since there are reports of shortage of technical personnel in existing health facilities, and there are reports of expansion of such facilities in the districts, this is a great opportunity for creating local skilled personnel to service such facilities. It will be fruitful, if you can identify the number of skilled personnel required to be trained, under various job roles. This identification may be done by the District Administration, and for mobilization of candidates for being trained against this demand, help may be taken of the District Skill Committee (DSC).

5. Hence, District Collectors may be requested to urgently share the job-role wise number of candidates they will like to be trained in the above-mentioned job roles for initiating the programme latest by 01<sup>st</sup> June, 2021. The job-role wise number of candidates may be uploaded in the Skill India Portal (SIP) directly at <https://skillindia.nsdcindia.org>. The DSCs may also start mobilizing candidates at the ratio of 1:1.5 for being trained.

Contd...

भारत सरकार, कौशल विकास और उद्यमशीलता मंत्रालय  
कमरा नं. 326, 'बी' विंग, श्रम शक्ति भवन नई दिल्ली-110001  
Government of India, Ministry of Skill Development and Entrepreneurship  
Room No. 326, 'B' Wing, Shram Shakti Bhawan, New Delhi - 110001  
Tel. : 011-23465847, Fax : 011-23465800 E-mail : [atultkt@gov.in](mailto:atultkt@gov.in)  
msdeskillindia, skillindiaofficial, Website : [www.msde.gov.in](http://www.msde.gov.in)



6. In these circumstances, may I request you to kindly advise following to State Skill Development Missions (SSDMs) and District Administrations:

- To identify the number of persons required to be trained in the above job roles by sharing directly through the SIP latest by 01<sup>st</sup> June, 2021.
- Ask the District Administration/ District Skill Committees to mobilize candidates for being trained under the above job roles.

7. Looking forward to hear from you. We would be happy to provide any further information if required.

With kind regards,

Yours sincerely,

Atul Kumar Tiwari  
(Atul Kumar Tiwari)

Principal Secretary/ Secretary, Skill Development Department of all States/UTs.

Copy with compliments to:

1. Secretary, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi.
2. Mission Directors, State Skill Development Missions (SSDMs) of all States/UTs.
3. District Collectors / District Magistrates / Deputy Commissioners of all the districts of all the States/ UTs.



**DISTRICT EMPLOYMENT EXCHANGE, GAJAPATI, PARALAKHEMUNDI**

E-Mail ID: deegjp@gmail.com

Tel No: (06815) 222731

At- Collectorate, Near-In front of Sub-Collector Office, Po-Paralakhemundi, PIN- 761200.

Letter No. 324/DEEx, (GJP), Paralakhemundi.

Date:- 26/8/2021

To,  
The CDM, PHO,  
Gajapati.

**Sub: Mapping of local health facilities for on job training (OJT) of certified candidates in General Duty Assistants (GDA).**

- Ref:** 1. Do. No. SCH-11/2/2021-SNP from Additional Secretary Ministry of Skill Development & Entrepreneurship, Govt. of India, dated- 20.05.2021.  
2. Your Letter No- 5215/DPMU/GJP, dated-27.05.2021.  
3. NSDC Letter to Collector & DM, Gajapati Dated- 13.06.2021.

Sir,

In inviting a kind reference to the subject cited above, I am to inform you that with the aim of creating a workforce of healthcare professionals, MSDE, GoI has started training candidates under PMKVY 3.0. As per the requirements cited vide your Office Letter No-5215, 09 candidates have completed one month classroom training in "COVID Frontline Worker ( Basic Care Support)" at Gram Tarang Employability Training Services, Pvt. Ltd, R.Sitapur, Gajapati. As per the training curriculum the candidates have to go through a period of OJT after completion of classroom training, at local health facility. The course curriculum and name of trainees is enclosed herewith for your reference.

Therefore, you are requested to select healthcare facilities for conducting OJT training of the COVID Frontline Worker ( Basic Care Support) trainees.

Yours faithfully

Encl:- Reference letters (3 no's), course curriculum, trainee details

*[Signature]*  
26.8.21  
District Employment Officer,  
Gajapati

Memo No. 324(4) /DEEx.(GJP), Paralakhemundi,

Dated- 26/8/2021

Copy submitted to:-

1. The Director of Employment & Member Secretary, OSDA for favor kind information.
2. The Debi Prasad Mohanty, State Engagement Coordinator, NSDC, Odisha for favor of kind information.
3. The Collector & District Magistrate, Gajapati for favor of kind information.
4. The Centre in-charge, GTET, R.Sitapur, Gajapati for kind information and necessary action.

*[Signature]*  
26.08.21  
District Employment Officer,  
Gajapati





OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER:  
GAJAPATI, PARALAKHEMUNDI

Email-gajapticdmo@gmail.com/Telephone/Fax No.-06815-222205/222305/223834

L.No. 8239

Date. 31/08/2021.

To

The DMO(MS)-Supdt.DHH,  
Paralakhemundi,Gajapati.

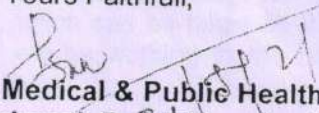
Sub: Mapping of local health facilities for on job training(OJT) of certified candidates in General Duty Assistants(GDA).

Ref: L.No. 324 / FDEEx.(GJP),dated: 26.08.2021 of District Employment Officer,Gajapati.  
Sir,

With reference to the subject cited above, I am to inform you that the "Training under Healthcare Job Roles (in PMKVY 3.0) to support COVID-19 efforts has been approved by the Govt. of India and the VCs conducted on the same by MSDE on 21<sup>st</sup> May-2021, 28<sup>th</sup> May 2021 and 8<sup>th</sup> June-2021.The GTET Pkd,Gajapati, training centre of Gram Tarang Employability Training Services Pvt ltd in Gajapati district has been selected to be a part of the launching event. As part of this 8 nos of students have been imparted one month Covid Frontline Warrior training at Gram Tarang R.Sitapur (List Enclosed).

Therefore you are requested to allow 8 nos of students as per list to undergo "Covid Frontline Worker(Basic Care support)" on job training(OJT) from 02.09.2021 to 25.11.2021.Further you are also extend all necessary cooperation to the management of Gram Tarang Employability Training Services ,R.Sitapur for successful completion of the said training programme.

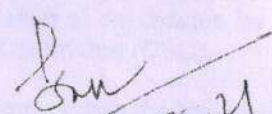
Yours Faithfull,

  
Chief District Medical & Public Health Officer,  
Gajapati, Paralakhemundi

Memo No. 8240 /

Dated 31/08/2021

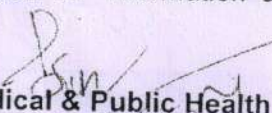
Copy to the District Employment Officer, Gajapati for information and necessary action with reference to the L.No. 324 dated. 26.08.2021.

  
Chief District Medical & Public Health Officer,  
Gajapati, Paralakhemundi

Memo No. 8241 /

Dated 31/08/2021

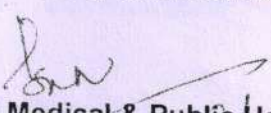
Copy to the Centre in-Charge ,GTET,R.Sitapur,Gajapati for information and necessary action.

  
Chief District Medical & Public Health Officer,  
Gajapati, Paralakhemundi

Memo No. 8242 /

Dated 31/08/2021

Copy submitted to the Collector & DM,Gajapati for favour of kind information and necessary action.

  
Chief District Medical & Public Health Officer,  
Gajapati, Paralakhemundi