

“Skilling Nepal for People’s Prosperity”



CTEVT STRATEGIC PLAN (2014-2018)



Council for Technical Education and Vocational Training (CTEVT)
Madyapur-17, Sanothimi, Bhaktapur, Nepal



Council for Technical Education and Vocational Training

Message

Date: June 1, 2014

Globalization has created two dimensions of skills development in Nepal that are poverty eradication and global employment competitiveness. Although the primary objective of this stream of education and training to help alleviate poverty in the country but also to prepare human resources competent enough to compete for global employment so that Technical and Vocational Education and Training (TVET) would be a milestone for the entire economic development of Nepal.

Council for Technical Education and Vocational Training (CTEVT) has been focusing its efforts on producing basic, middle and high level competent human resources in TVET since its inception. The council has been offering TSLC and diploma/certificate programs in different occupations such as engineering, agriculture, health, tourism and management. The council also offers skills and job oriented vocational training programs in a massive way to address the needs of SLC failing students, school leavers, unemployed youths and other people having needs of such training programs. The council has also incorporated entrepreneur skills in its training programs so that self-employment is encouraged to address unemployment problem through relevant technical and vocational education and training, ultimately to reduce poverty in the country.

In the context of changed Nepal, Government of Nepal has approved TVET Policy 2012 with different development strategies. The policy primarily focuses on three areas such as: increase supply, raise quality and ensure effective use of resources. The CTEVT strategy plan (2014-2018) provides a framework for the development of national policies to address the challenges of TVET sub-sector supporting socio-economic development and promoting technology in business and enterprises. Conceptually, TVET system must be market oriented, relevant, equitable, efficient, and of high quality. Therefore, the strategy plan urges government to create an economic environment that promotes the growth of enterprises to stimulate economy.

The strategic outlines gives its principles and priorities in delivering TVET to Nepalese youth and direct CTEVT for enhancing the sector for next five years. The principal message we want to deliver is the need of technical and vocational education and training linking with quality of training and education to employment strategies. CTEVT is always endeavoring its efforts to coordinate among stakeholders for effective and efficient partnerships for development and national prosperity.

Finally, we would like to thank the ADB for its valuable assistance in developing and publishing this CTEVT strategic plan (2014-2018). We would also like to thank Dr. Hari Kumar Pradhan and CTEVT team who deliberately worked hard and given valuable contribution to bring the strategic plan to this stage.

.....
Dr. Gopal Khanal
Vice-Chairperson

.....
Ramhari Lamichhane Ph. D
Member Secretary

Council for Technical Education and Vocational Training (CTEVT)

STRATEGIC PLAN (2014-2018)

Background

The Council for Technical Education and Vocational Training (CTEVT) was established in 1989 (2045 BS) as a national autonomous and apex institution to regulate the Technical and Vocational Education and Training (TVET) sub-sector in Nepal. The strategic planning process was begun in late 2002 to consolidate and make effective the activities of CTEVT in line with the mandate fostered by the government to CTEVT. The strategic plan was developed for the period of 2003-2008 with a vision 2020. As the new TVET policy enforced in 2012, a new plan has to be developed and implemented to materialize the new policy directives. Therefore, the plan has been developed with the valuable contribution of the consultants and CTEVT working team and brought out for implementation.

Objective

CTEVT strategic plan incorporated strategic vision 2030 with a mission statement, goals to achieve the vision and strategies to achieve each goal. Each strategy has been elaborated with the interventions activities along with action plans and indicators.

Methodology

The following methodologies were applied:

- Conducted several meetings with CTEVT personnel
- Conducted workshops with stakeholders including key informants including CTEVT former directors and academic professionals
- Conducted regional workshops with stakeholders of the regions in Biratnagar, Pokhara and Nepalgunj
- Conducted meetings with CTEVT personnel for refinement of the outcomes of the meetings and workshops
- Conducted summary meeting with key industrial representatives
- Finalized the strategic plan document organizing the meeting with CTEVT directors and other key personnel

Output

The following are the key outputs of the strategic plan:

- Vision-2030 statement
- Mission statement
- 6- Goals
- Strategies in each goals
- Interventions/activities for 2014-2018 with indicators, timeline, responsible authority and collaborators.

ACCRONYMS

CB	Capacity Building
CBPO	Community Based Partnership Organization
CTEVT	Council for Technical Education and Vocational Training
DAG	Dis-Advantaged Group
DoE	Department of Education
ECO	Examination Controllers Office
FNCCI	Federation of Nepal Chamber of Commerce and Industries
GIS	Gegraphical Information System
GON	Government of Nepal
HRD	Human Resource Development
HRM	Human Resource Management
INGO	International Non-Government Organisation
LMIS	Labour Market Information System
M&E	Monitoring and Evaluation
MoE	Ministry of Education
MoLE	Ministry of Labour and Employment
MS	Member Secretary
NGO	Non-Government Organisation
NSTB	National Skill Testing Board
NTCC	National TVET Coordination Committee
NVQA	National Vocational Qualification Authority

NVQF	National Vocational Qualification Framework
PCL	Proficiency Certificate Level
PM	Prime Minister
PP	Public Public
PPP	Public Private Partnership
PSC	Public Service Commission
R&I	Research and Information
SDP	Skills Development Project
SP	Strategic Plan
ST	Short Term
SWOT	Strengths Weaknesses Opportunities Threats
TECS	Technical Education in Community School
TEVT	Technical Education and Vocational Training
TITI	Training Institute for Technical Instruction
TMIS	Training Management Information System
TOR	Terms of Reference
TS	Technical Schools
TSLC	Technical School Leaving Certificate
TWG	Technical Working Group
VDC	Village Development Committee
VRS	Voluntary Retirement Scheme
VT	Vocational Training
VC	Vice Chairperson



CTEVT Strategic Plan 2014-2018

VISION -2030

Skilling Nepal for People's Prosperity

MISSION CTEVT is a vibrant organization promoting TVET system to develop a competent workforce for national and international market needs

GOAL 1: Expand TVET programs for ensuring access and equity

Strategies

- 1.1 Ensure geographical balance of TVET programs
- 1.2 Simplify affiliation process of all TVET programs based on needs by 2015
- 1.3 Enhance implementation of TVET programs through PP/PPP and CBPO models
- 1.4 Enforce positive discrimination to ensure outcome based TVET program for DAG and females
- 1.5 Ensure affordable TVET programs
- 1.6 Enhance TECS programs by taking technical leads
- 1.7 Implement TVET programs for special need populations by 2015

GOAL 4: Establish NVQF to ensure its compatibility with education framework

Strategies

- 4.1 Formulate NVQF by 2015
- 4.2 Establish NVQA
- 4.3 Address prior learning skills
- 4.4 Recognize skills acquired formally and informally
- 4.5 Establish 100 skills testing centres
- 4.6 Enhance skills testing management
- 4.7 Ensure recognition of skills certificates by 2015

GOAL 2: Ensure quality, relevant and efficient TVET system

Strategies

- 2.1 Accredite TVET providers by 2016
- 2.2 Standardize TVET resources
- 2.3 Match demand and supply of labour market
- 2.4 Establish instructors licensing system by 2015
- 2.5 Enhance collaboration between enterprise and TVET providers
- 2.6 Enhance M&E including competency based management system
- 2.7 Strengthen quality assurance system encouraging innovation in TVET
- 2.8 Operationalize placement and counseling services effectively
- 2.9 Enforce outcome measurement system by 2015
- 2.10 Address self-employment and enterprise development program

GOAL 5: Extend technical input to establish TVET Fund

Strategies

- 5.1 Advocate to establish TVET fund
- 5.2 Provide technical support to establish TVET fund
- 5.3 Coordinate with public, private and international development partners to establish fund

GOAL 3: Enhance effectiveness and efficiency of CTEVT management

Strategies

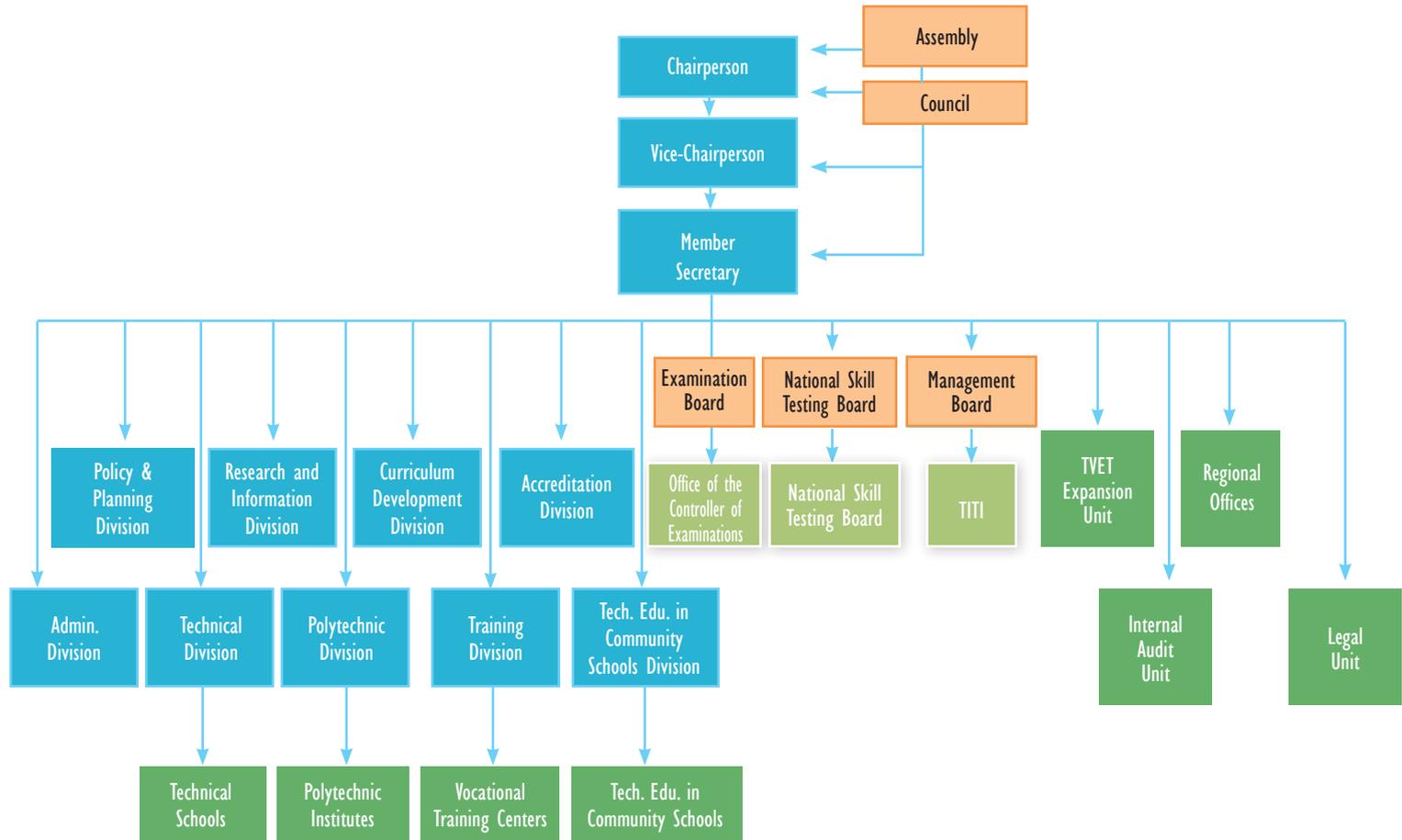
- 3.1 Reorganize CTEVT organogram by 2015
- 3.2 Decentralization and delegation of authority
- 3.3 Reinforce HRM
- 3.4 Operationalize HRD effectively by 2015
- 3.5 Appraise CTEVT performance by 2015

GOAL 6: Establish effective coordination with and among TVET stakeholders

Strategies

- 6.1 Establish a functional national TVET coordination committee by 2014
- 6.2 Establish an advisory committee by 2014
- 6.3 Establish a communication and coordination strategy by 2014
- 6.4 Enforce CTEVT Act and regulation
- 6.5 Establish knowledge management system by 2015
- 6.6 Enhance relationship with international TVET institutions

CTEVT Structure



STRATEGIC PLAN WITH INTERVENTIONS AND TIMELINE

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Goal 1: Expand TVET programs for ensuring access and equity						
Strategy 1.1: Ensure geographical balance of TEVT programs						
I.1.1	Develop mapping policy and system		By 2015	R&I Div.	Planning, Polytechnic, Accreditation, Tech. Div.	
I.1.2	Develop mapping software		By 2015	Accreditation Div.	Admin., Legal, R&I Div.	Project/ Donor Support
I.1.3	Develop affiliation criteria based on mapping report		By 2015	Accreditation Div.	R&I Div.	
I.1.4	Affiliate additional institutes with geographically balanced programs	500 institutes Dip./TSLC	By 2018	VC, MS	Accreditation Div.	
I.1.5	Develop computerized report management	Produce reports by MIS	By 2015	Accreditation Div.	R&I Div.	
I.1.6	Develop accreditation system based on developed criteria		By 2015	Accreditation Div.		
I.1.7	Develop online system for institute renewal		By 2015	Accreditation Div.	R&I Div.	Project/ Donor Support
I.1.8	Assess needs for TVET expansion		Through 2018	R&I Div.	Planning Div., Polytech. Div.,	
I.1.9	Conduct mapping study		By 2015	R&I Div.		
I.1.10	Produce maps based on type of institution, trades	Every year	Through 2018	R&I Div.	Accreditation, Polytech., Planning, TVET expansion,	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
I.1.11	Increase no. of technical schools in districts/regions based on needs, feasibility study and mapping	30 institution (including 19 under construction in 2014)	By 2018	VC, MS	Planning Div., Polytech. Div. TVET Expansion unit, R&I Div.	
I.1.12	Expand access to people in TVET in each region	> 1500 people per region	By 2018	Polytech. Div.	R&I Div. , TVET Expansion Unit, Planning Div.	
I.1.13	Expand TECS program	100	By 2018	TECS Div.	R&I Div., Planning Div.	
I.1.14	Publish and disseminate information	Regular	Through 2018	R&I Div.		
I.1.15	Update TMIS and GIS	Regular	Through 2018	R&I Div.		
Strategy 1.2: Simplify affiliation process of all TVET programs based on needs by 2015						
I.2.1	Develop vocational training affiliation criteria and simplified guidelines for short term and long term programs		By 2015	Accreditation Div.	Admin., Legal, R&I Div.	
I.2.2	Amend rules & regulation and policy in regard to affiliation and accreditation		By 2015	Admin., Legal, Div.	Accreditation Div.	
I.2.3	Develop yearly plan for affiliation and accreditation	Yearly Plan	Through 2018	Accreditation Div.		
I.2.4	Affiliate VT Institutes	2000 VT Institutes	By 2018	Accreditation Div.	Training Div.	
I.2.5	Develop software data base of the Institutes		By 2015	R&I Div.	Accreditation Div.	Project/ Donor Support
I.2.6	Provide accreditation authority to the regional offices		By 2016	Accreditation Div.	Planning, Admin. Div.	
I.2.7	Provide special facilities in accreditation to corporate sectors/ enterprises sector		By 2016	Accreditation Div.	Planning, Admin. Div.	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Strategy 1.3: Enhance implementation of TVET programs through PP/PPP and CBPO models programs						
I.3.1	Develop modalities directives for PP/PPP and CBPO models programs and incorporate in the bylaw		By 2015	Legal and Admin Div.	Polytechnic, TVET Expansion, Plan Div.	
I.3.2	Seek alternative financial resources		Through 2018	VC, MS	Planning Div., Regional offices, tech. institutions	Project/ Donor Support
I.3.3	Encourage and facilitate stakeholders to enhance TVET programs through PP/PPP and CBPO models		Through 2018	VC, MS	Planning Div., Regional offices, TS	
I.3.4	Collaborate with VDC/DDC/ related Ministries (MoA, MoLE etc.)		Through 2018	VC, MS	Planning Div., Regional offices, TS	
I.3.5	Coordinate with FNCCI/ NAFEA/ industries/cooperatives/ micro-finance and other stakeholders		Through 2018	VC, MS	Planning Div., Regional offices, TS	
I.3.6	Ensure fund to establish PP/PPP and CBPO model	Fund generated	Through 2018	VC, MS	Planning Div., Regional offices, TS	Project/ Donor Support
I.3.7	Transfer management in establishing PP/PPP and CBPO model	4 institutions	By 2018	Admin. Div.	Planning, Polytechnic, Technical Div.	
I.3.8	Assist for HRD		Through 2018	TITI	Planning Div.	Project/ Donor Support
I.3.9	Involve employers in training management		Through 2018	TS		
I.3.10	Manage quality control procedure		Through 2018	Technical and Polytechnic Div.		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Strategy I.4: Enforce positive discrimination to ensure outcome based TVET program for DAG and females						
I.4.1	Develop/Revise/Maintain inclusive scholarship scheme including accommodation & food		By 2016	Admin. Div.	Planning, Tech., Polytechnic Div.	
I.4.2	Develop/implement scholarship guideline		By 2016	Admin. Div.	Planning, Tech., Polytechnic Div.	
I.4.3	Expand scholarship scheme for the needy people with special quota for remote/ discriminated/ DAG people		By 2016	Tech. Div.	Planning Div.	Project/ Donor Support
I.4.4	Provide full scholarship to DAG and females		Through 2018	TS, TITI	Planning, Tech., Polytech, Admin. Div.	
I.4.5	Deliver special program to Dalit, Muslim and endanger group		Through 2018	TS, TITI	Planning, Tech., Polytech, Admin. Div.	
I.4.6	Revise student enrollment criteria		By 2015	Accreditation Div.	R&I Div. , Tech., Polytech, Admin. Div.	
I.4.7	Increase enrollment of DAG in Tech/poly/RTC schools		Through 2018	TS		
I.4.8	Plan/facilitate job placement schemes to DAG and females		Through 2018	TS		
I.4.9	Facilitate/manage financial aid for special needy people		Through 2018		Admin. Div.	Project/ Donor Support
I.4.10	Facilitate to introduce education loan		By 2015		Admin. Div.	
I.4.11	Conduct awareness program by poster, TV, film, radio, street drama, slide show, CD and door to door campaigning		Through 2018	R&I Div.	Technical Div., Accre. Div, Regional office	
I.4.12	Sensitize DAG and female to TVET program through social network		Through 2018	TS	All	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Strategy 1.5: Ensure affordable TVET programs						
I.5.1	Increase Govt. grant in TVET sectors		Through 2018	VC, MS	Planning Div.	
I.5.2	Incorporate NGO/INGO and corporate sector to invest on TVET		Through 2018	TS		Project/ Donor Support
I.5.3	Conduct programs in shifts to maximize its usage		Through 2018	TS	Planning Div., Admin. Div.	
I.5.4	Subsidy training fees		By 2015	Accreditation Div.	Admin. Div.	
I.5.5	Disseminate information through various medias about scholarships, quota		Through 2018	R& I Div.		
I.5.6	Facilitate/coordinate for student loan scheme		Through 2018		Admin. Div.	
Strategy 1.6: Enhance TECS programs by taking technical leads						
I.6.1	Develop guidelines for TECS programmes (TSLC, 15 month and 29 month, 9&10 th grade)		By 2015	TECS Div.	Admin, Legal. Unit	
I.6.2	Initiate/increase the no. of TECS in all election constituents areas	240	By 2018	VC, MS	TECS, Planning, Admin. Div.	
I.6.3	Manage fund in TECS to conduct vocational training		Through 2018	TECS	TECS Div.	Project/Donor support
I.6.4	Administer evaluation / examination/curriculum/HRD in TECS		Through 2018	TECS Div.		
I.6.5	Activate regional office in conduction, supervision and monitoring of examination to TECS program		Through 2018	TECS Div.	Regional Offices	
I.6.6	Coordinate with DoE, DEO and divisions/schools		Through 2018	TECS		
I.6.7	Develop communication system in result of TECS program		By 2014	TECS Div.	Regional Offices	
I.6.8	Recruit appropriate staff and address retention of staff		Through 2018	Admin. Div.	TECS Div.	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Goal 2: Ensure quality, relevant and efficient TVET system						
Strategy 2.1: Accredite TVET providers						
2.1.1	Develop/revise the affiliation and accreditation guidelines		By 2015	Accreditation Div.	Admin. Div.; Legal unit	
2.1.2	Initiate accreditation process		By 2016	Accreditation Div.		
2.1.3	Accredite programs	400 nos.	By 2018	Accreditation Div.		
2.1.4	Maintain the list of affiliated and accredited institution (ST, TSLC, Diploma/PCL Programs)		Every month through 2018	Accreditation Div.	R&I Div.	
2.1.5	Publish public notice for affiliation and accreditation of the programs		Each year	Accreditation Div.	Admin. Div.	
2.1.6	Renew of affiliation and accreditation of the programs based on M&E		Each year	Accreditation Div.	Tech. Div., Polytech. Div.	
Strategy 2.2: Standardize TVET resources						
2.2.1	Develop/revise minimum requirement for TSLC/Diploma institutes/program		By 2015	Accreditation Div.		
2.2.2	Revise 5 years old curricula based on national international market		Through 2018	Curriculum Div.		
2.2.3	Develop text books	5 books yearly	Through 2018	Curriculum Div.		
2.2.4	Develop training manuals	5 manuals/year	Through 2018	Curriculum Div.		
2.2.5	Develop new curricula (short term, long term)	As per need	Through 2018	Curriculum Div.		
2.2.6	Develop software for all records/process of skill testing		By 2016	NSTB		
2.2.7	Develop human capital within NSTB (Conceptual & technical)		Through 2018	NSTB		
2.2.8	Conduct skill test		Through 2018	NSTB		
2.2.9	Conduct skill test managers and assessor training in different technical area all over the country		Through 2018	NSTB		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
2.2.10	Develop standardized formats in examination		By 2015	ECO		
2.2.11	Develop on line system in examination application form, result, mark sheet etc.		By 2015	ECO		Project/ Donor Support
2.2.12	Develop practical examination evaluation tools		By 2014	ECO		
2.2.13	Develop examination calendar		Though 2018	ECO		
2.2.14	Recruit competent work force as per the discipline		Though 2018	ECO		
2.2.15	Strengthen existing workforce through training/education		Though 2018	Admin. Div.	TITI	
2.2.16	Adapt/innovate relevant technologies		Though 2018	TS		
2.2.17	Form subject committee, faculty board/academic board		By 2016	VC, MS		
2.2.18	Facilitate concerned authorities to increase financial resource		Through 2018	VC, MS	Planning Div., TVET Expansion Unit	
2.2.19	Seek alternative financial resource/ donor agencies for developing basket fund/mechanism		By 2016	VC, MS		
2.2.20	Develop/maintain appropriate infrastructure		Through 2018	Planning Div., TS		
2.2.21	Conduct capacity building programs according to changed technologies		Through 2018	TITI		
2.2.22	Provide sufficient instructional materials		Through 2018	Planning Div., TS		
2.2.23	Implement recruitment system compatible to institutional needs		Through 2018	Admin. Div.		
2.2.24	Introduce HRM matching emerging market needs		Through 2018	Admin. Div.		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Strategy 2.3: Match demand and supply of the labour market						
2.3.1	Assess skills need for domestic and foreign employment		Through 2018	R&I Div.		
2.3.2	Involve returnee workers to develop/ revise curricula		Through 2018	Curriculum Dev.		
2.3.3	Develop and revise existing curricula as per market needs		Through 2018	Curriculum Dev.		
2.3.4	Carry out research study on labour market demand.		By 2016	R&I Div.		
2.3.5	Develop coordination among training providers and industries		Through 2018	TS		
2.3.6	Conduct apprenticeship training		By 2016	Technical	Curriculum	
2.3.7	Establish LMIS/TMIS/ITMS		By 2016	R&I Div.	Accred. Div., ECO	
2.3.8	Develop staff / resource with the support of employers		Through 2018	TS		
2.3.9	Produce market oriented skillful workforce		Through 2018	TS		
2.3.10	Train existing workforce to update skills		Through 2018	TS		
Strategy 2.4: Establish instructional licensing system by 2015						
2.4.1	Develop rules and regulations on instructional the licensing system		By 2014	Accreditation	Polytech., Technical, R&I Div., TITI	
2.4.2	Establish authority for instructional licensing		By 2015	VC, MS	Accreditation, TITI	
2.4.3	Administer examination/ certification for providing instructional licensing		By 2015	Accreditation/ licensing authority	TITI	
Strategy 2.5: Enhance collaboration between enterprise and TVET providers						
2.5.1	Include OJT/Internship in curriculum		By 2016	Curriculum Div.		
2.5.2	Identify potential enterprises		Through 2018	TS	R&I Div.	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
2.5.3	Develop curricula for apprenticeship program		By 2016	Curriculum Div.		
2.5.4	Conduct apprenticeship training			TS		
2.5.5	Coordinate between enterprise and TVET providers		Through 2018	TS		
2.5.6	Form a coordination committee to link enterprise and TVET providers			VC, MS	R&I Div.	
2.5.7	Organize meetings, seminars and workshop with enterprises and TVET providers		Through 2018	R&I Div.		
2.5.8	Sharing innovation and experience		Through 2018	R&I Div.		
2.5.9	Conduct need assessment frequently		Through 2018	R&I Div.		
Strategy 2.6: Enhance M&E including competency based management system						
2.6.1	Renew TEVT programs /Institutes based on M & E report		Through 2018	VC, MS, Accreditation Div.	Technical Div., Polytech. Div. , Admin	
2.6.2	Enhance M & E System			Tech. , Polytech. Div.		
2.6.3	Set/update fee structure of the program, scholarship & others		By 2015	Accreditation Div.	Admin. Div.	
2.6.4	Establish reward and punishment system to personnel and institutes	Rewards to individuals and institution every year	Through 2018	VC, MS	Admin. Div. and task force	
2.6.5	Monitor curriculum implementation		Through 2018	Tech., Polytech. Div.	Curriculum	
2.6.6	Develop and implement curriculum M& E tools		Through 2018	Tech. Div., Polytech. Div.	Curriculum	
2.6.7	Develop and implement examination M&E tools		Through 2018	ECO		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
2.6.8	Activate local authority in monitoring and evaluation		Through 2018	Tech. Div., Polytech. Div.	Regional Office	
2.6.9	Orient superintendent, asst. superintendent, invigilator and other in evaluation, monitoring (follow rules, admit card, answer sheet etc)		Through 2018	Tech. Div., Polytech. Div.		
2.6.10	Update tools/format for M&E		Through 2018	Tech. Div., Polytech. Div.	R&I Div	
2.6.11	Publish/disseminate M&E report		Through 2018	Tech. Div., Polytech. Div.		
2.6.12	Implement suggestion of monitoring report strongly		Through 2018	Tech. Div., Polytech. Div.	Accreditation Div.	
2.6.13	Reinforce reward and punishment system		Through 2018	Tech. Div., Polytech. Div.	Admin. Div.	
2.6.14	Analyze and develop data base of M&E		Through 2018	Tech. Div., Polytech. Div.	R&I Div.	
2.6.15	Develop evaluation system for instructors by the trainees, supervisor and head of Institution		By 2015	R&I Div.	Tech. Div., Polytech. Div.	
2.6.16	Develop standard training expert in M&E		By 2015	Tech. Div., Polytech. Div.	TITI, Admin.	
2.6.17	Formulate team (experts) for M&E based on region		Through 2018	Tech. Div., Polytech. Div.	Regional Offices	
2.6.18	Conduct M&E based on region		Through 2018	Tech. Div., Polytech. Div.	Regional Offices	
Strategy 2.7 Strengthen quality assurance system encouraging innovation in TVET						
2.7.1	Implement and enforce minimum standards while granting affiliation and accreditation		Through 2018	Accreditation		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
2.7.2	Provide/Maintain proper working environment (working space, well furnished & well equipped)		Through 2018	ALL	Technical Div., Polytech. Div. Admin. Div., TS	
2.7.3	Ensure the proper human resources and physical facilities with required tools/equipment/ training materials		Through 2018	Admin. Div., Planning Div.		
2.7.4	Train staff in changing job environment		Through 2018	TITI		
2.7.5	Develop job description of staff		Through 2018	Admin. Div.		
2.7.6	Conduct curriculum implementation orientation workshop/meetings		Annually	Curriculum Div.		
2.7.7	Conduct curriculum audit		Through 2018	Curriculum Div.		
2.7.8	Develop proper recording system		Through 2018	All	R&I Div.	
2.7.9	Tracer study of graduates		Every 3 year	R&I Div.,	TS,	
2.7.10	Impact study on courses or programs		Every 5 year	R&I Div.,	TS,	
2.7.11	Implement suggestions based on M&E		Through 2018	All		
2.7.12	Implement examination system as per academic calendar		Through 2018	ECO		
2.7.13	Develop reward and punishment system		Through 2018	VC, MS, Admin. Div.	Regional Offices	
Strategy 2.8 Operationalize placement and counseling services effectively						
2.8.1	Prepare guidelines to establish placement and counseling unit in each institution		By 2014	R&I Div.	Admin. Div. and legal unit	
2.8.2	Conduct orientation and CB program on placement and counseling		By 2015	R&I Div.	Regional offices, TS	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
2.8.3	Prepare list of employing agencies based on occupation		Through 2018	R&I Div.		
2.8.4	Prepare list of demands by the employing agencies		Through 2018	R&I Div.		
2.8.5	Maintain the database of graduates records		Through 2018	R&I Div.	Accreditation, ECO, Technical, Polytech., TECS,	
2.8.6	Facilitate placement services		Through 2018	R&I Div.		
2.8.7	Provide counseling services		Through 2018	R&I Div.		
Strategy 2.9: Enforce outcome measurement system by 2015						
2.9.1	Conduct follow/tracer study		Every 2-3 year	R&I Div.	Institutions	
2.9.2	Maintain graduates employment status		Through 2018	Institutions and R&I Div.		
2.9.3	Conduct evaluation based on outcome of the institution		Through 2018	Technical Div.	R&I Div.	
2.9.4	Encourage outcome measurement system and allocate budget priority based on outcome		Through 2018	Planning Div.	Admin. Div. , Tech. Div., Polytechnic Div.	
Strategy 2.10: Address self-employment and enterprise development program						
2.10.1	Incorporate all the programs with enterprise development		By 2015	Curriculum Div.		
2.10.2	Facilitate in support for post training programs		Through 2018	Institutions and		
2.10.3	Advocate/coordinate with the stakeholders for self-employment		Through 2018	R&I Division		
2.10.4	Conduct capacity building on enterprise development at TITI		Through 2018	TITI	Technical, Polytechnic, Training, TECS Div. and Institutions	
Goal 3: Enhance effectiveness and efficiency of CTEVT management						
Strategy 3.1: Reorganize CTEVT organogram by 2015						
3.1.1	Formulate committee for re-organization of CTEVT		By 2014	VC/ MS	Admin. Div.	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
3.1.2	Review and analyze existing organogram		By 2014	Admin. Div.	R&I Div.	
3.1.3	Discuss with experts and stakeholders for reorganization		By 2015	Admin. Div.		
3.1.4	Prepare reorganizational structure with functional responsibilities		By 2015	Admin. Div.		
3.1.5	Create and maintain full 'darbandi' in all institution and under construction institutions		Through 2018	Admin. Div.	Planning Div.	
3.1.6	Prepare divisional and individual responsibilities with clear job descriptions		By 2014	Admin. Div.	All Divisions	
3.1.7	Revise bylaws (if necessary) for reorganization of CTEVT		By 2016	Legal unit	Admin. Div.	
Strategy 3.2: Decentralization and delegation of authority						
3.2.1	Involve regional experts while processing affiliation		Through 2018	Accreditation Div.	Regional office, institutions, experts	
3.2.2	Revise school administration bylaw		By 2016	MS, Legal Unit	Administration	
3.2.3	Strengthen regional offices		Through 2018	MS, Administration	Regional offices	
3.2.4	Delegate authorities to the directors by Member Secretary		By 2015	MS		
3.2.5	Delegate authorities to regional office/ skill testing center		By 2015	NSTB		
3.2.6	Established regional office in each region		By 2016	VC, MS	Admin. Div.	
3.2.7	Delegate authority to regional office in examination application form, result distribution, copy checking and re-totaling.		By 2016	VC, MS	ECO	
3.2.8	Delegate authority to local administration in conducting examination		By 2016	ECO	Regional offices	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
3.2.9	Activate local institute, school and college in conducting examination		Through 2018	ECO	Regional offices	
3.2.10	Delegate authority to regional office for M&E		By 2015	MS	Technical, polytechnic, training div.	
3.2.11	Provide administrative authority to the selected regional schools		By 2015	MS		
3.2.12	Provide financial authority to the selected regional schools		By 2016	MS	Admin. Div.	
Strategy 3.3: Reinforce HRM						
3.3.1	Recruit, promote staff timely	Every year	Through 2018	VC, MS	Admin. Div.	
3.3.2	Plan/implement proper HRM with clear job description		Through 2018	Admin. Div.		
3.3.3	Plan for Voluntary Retirement Service (VRS) and FRS		By 2016	VC, MS	Admin. Div.	
3.3.4	Develop/implement capacity enhancement programs/ HRD		Through 2018	Admin. Div.	Tech. Div., TITI	
Strategy 3.4: Operationalize HRD effectively by 2015						
3.4.1	Develop yearly capacity building program		Through 2018	Admin. Div.	R&I Div.	
3.4.2	Facilitate/coordinate capacity building programs		Through 2018	Admin. Div.		
3.4.3	Implement capacity building programs for instructors and managers		Through 2018	TITI	Technical, Polytechnic, TECS Div.	
3.4.4	Develop/implement capacity enhancement programs		Through 2018	Technical Div.		
Strategy 3.5: Appraise CTEVT performance by 2015						
3.5.1	Appraise performance of TVET institutions/CTEVT		By 2015	R&I Div.		
3.5.2	Produce and disseminate performance reports		By 2015	R&I Div.		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Goal 4: Establish NVQF to ensure its compatibility with education framework						
Strategy 4.1: Formulate NVQF by 2015						
4.1.1	Develop conceptual NVQF		By 2015	NSTB	R&I Div., Planning Div., Admin. Div.	
4.1.2	Develop/Revise curricula making compatible with skills standard or vice versa		Through 2018	NSTB, Curriculum Div.		
4.1.3	Discuss with stakeholders for establishment of NVQF		By 2016	NSTB		
4.1.4	Revisit CTEVT act, by-law and regulations		By 2016	Admin. Div. and Legal Unit		
Strategy 4.2: Establish NVQA						
4.2.1	Formulate committee		By 2015	VC, MS, NSTB	R&I Div., Planning Div., Admin. Div.	
4.2.2	Discuss with stakeholders		By 2016	NSTB		
4.2.3	Prepare framework of NVQA		Through 2018	NSTB		Project/ Donor Support
4.2.4	Revise CTEVT act, by-law and regulations		By 2018	Admin. Div. and Legal Unit	NSTB	
Strategy 4.3: Address prior learning skills						
4.3.1	Develop skill standard related with indigenous/ traditional occupation and skills		Through 2018	NSTB	R&I Div., Planning Div., Admin. Div.	
4.3.2	Organize skill test to address prior learning skills		Through 2018	NSTB		
4.3.3	Advocate recognition of skill test and prior learning skills		Through 2018	NSTB	Admin. Div.	
Strategy 4.4: Recognize skills acquired formally and informally						
4.4.1	Develop awareness related program targeted to all stakeholders using all means of media		By 2015	NSTB	R&I Div., Planning Div., Admin. Div.	
4.4.2	Make skill testing (NSTB) activity more transparent		Through 2018	NSTB		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
4.4.3	Conduct skill test for recognition of skills acquired formally and informally		Through 2018	NSTB		
Strategy 4.5: Establish 100 skill testing centers						
4.5.1	Develop/revise minimum requirement criteria for the skill testing center		By 2015	NSTB	Admin. Div. , legal unit	
4.5.2	Establish skill testing centers in all the districts		By 2018	NSTB		
Strategy 4.6: Enhance skill testing management						
4.6.1	Develop software/maintain all records/ process of skill testing		By 2015	NSTB	Admin. Div. , legal unit	
4.6.2	Conduct capacity building programs for NSTB		Through 2018	NSTB		
4.6.3	Provide skill assessors training		Through 2018	NSTB		
4.6.4	Provide skill managers training		Through 2018	NSTB		
Strategy 4.7: Ensure recognition of skills certificates by 2015						
4.7.1	Coordinate with PSC/ Government bodies, foreign embassies		By 2015	VC, MS	NSTB	
4.7.2	Conduct awareness campaign to public /private & government agencies		Through 2018	NSTB		
4.7.3	Conduct awareness programs about skill testing act, rules, bylaw, benefit of skill testing		Through 2018	NSTB		
4.7.4	Involve different professional organization and association in the process of skill testing (different committee)		Through 2018	NSTB		
4.7.5	Coordinate with all employers / govt. authorities during the process of skill testing		Through 2018	NSTB		

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
Goal 5: Extend technical input to establish TVET Fund						
Strategy 5.1: Advocate to establish TVET fund						
5.1.1	Assist MoE to advocate TVET fund establishment		Through 2018	VC, MS		
Strategy 5.2: Provide technical support to establish TVET fund						
5.2.1	Assist MoE to establish TVET fund (Procedure/system)		By 2015	VC, MS		
5.2.2	Conduct national TVET workshop to aware the TVET importance in Nepal		By 2015	Technical Div.		
Strategy 5.3: Coordinate with public, private and international development partners to establish fund						
5.3.1	Organize/Participate in the meetings, seminars and workshop			VC, MS	All Divisions	
Goal 6: Establish effective coordination with and among TVET stakeholders						
Strategy 6.1: Establish a functional national TVET coordination committee by 2014						
6.1.1	Organize coordination meetings		Through 2018	VC, MS	All Divisions	
6.1.2	Support MoE to establish NTCC.		By 2014	VC, MS		
6.1.3	Formulate statute/structure/ToR		By 2014	VC, MS	R&I Div.	
6.1.4	Constitute statutory provision of PM chairman (Ex. officio)			VC, MS		
6.1.5	Participate in meetings with the TVET stakeholders		Through 2018	VC, MS	ALL	
6.1.6	Conduct awareness programs about TVET act, rules, bylaw		Through 2018	VC, MS	R&I Div.	
6.1.7	Involve different professional organizations and associations in TVET programs and activities		Through 2018	All		
6.1.8	Conduct national TVET regional, local coordination committee meeting regular basis as per need.		Through 2018	VC, MS		
Strategy 6.2: Establish an advisory committee by 2014						
6.2.1	Form ad hoc advisory committee		By 2014	VC, MS	Admin. Div.	
6.2.2	Prepare roles and responsibilities of an advisory committee		By 2014	VC, MS	Admin. Div.	

S.N.	Interventions	Indicator	Timeline	Technical lead	Collaborators	Remarks
6.2.3	Conduct regular meeting of an advisory committee	2 meetings each year	Through 2018	VC, MS	Planning Div., Admin. Div.	
Strategy 6.3: Establish a communication and coordination strategy by 2014						
6.3.1	Develop communication and coordination strategy		By 2014	VC, MS	R&I Div.	
6.3.2	Organize sharing events, workshops, seminars		Through 2018	R&I Div.		
6.3.3	Publish and disseminate CTEVT annual reports, newsletters		Through 2018	R&I Div.		
6.3.4	Conduct programs in FM, Radio, TV		Through 2018	R&I Div.		
Strategy 6.4: Enforce CTEVT Act and regulation						
6.4.1	Conduct programs and activities based on CTEVT act and regulations		Through 2018	VC, MS	All Divisions, TITI, TS	
6.4.2	Publish public notices		Through 2018	Admin. Div.		
6.4.3	Disseminate informations		Through 2018	R&I Div.		
Strategy 6.5: Establish knowledge management system by 2015						
6.5.1	Develop and update CTEVT knowledge management system		By 2015	R&I Div.	All Div.	
6.5.2	Conduct meetings, seminars and workshop and conferences for sharing and learning experiences and innovation	2 in every year	Through 2018	R&I Div.		
6.5.3	Update TMIS and GIS		Through 2018	R&I Div.		
6.5.4	Update Website for knowledge management		Through 2018	R&I Div.		
Strategy 6.6: Enhance relationship with international TVET institutions						
6.6.1	Collaborate with international agencies		Through 2018	VC, MS	Tech. Div., R&I Div.	
6.6.2	Conduct international seminars	1 in every 2 year	Through 2018	VC, MS	Tech. Div., R&I Div.	
6.6.3	Participate in international workshops, seminars, conferences	2 in every year	Through 2018	All		
6.6.4	Organize exposure visits		Through 2018	All		

CTEVT TASK FORCE & SUPPORT TEAM

Task force working team

1. Gopal Krishna Shrestha
2. Bishnu Koirala
3. Rajendra Karki
4. Saurav Ram Joshi

Special Contributors

1. Jeeb Narayan Kafle
2. Diwat Kumar Shrestha
3. Nir Bahadur Jirel
4. Dr. Kul Bahadur Basnet
5. Chandra Bhakta Nakarmi
6. Dr. Bhawani Shankar Subedi
7. Ramesh Kumar Bakhathi
8. Kishori Jha
9. Dobbar Lal Shilakar
10. Pushpa Raman Wagle
11. Binaya Mishra
12. Shridhar Mohan Ranjit

Support Team

1. Upendra Pokhrel
2. Dipendra Majgaiya
& All CTEVT Staff.



Council for Technical Education and Vocational Training

Research and Information Division

Sanothimi, Bhaktapur

Post Box: 3546, Kathmandu, Nepal

Phone : 977-1-6630408 Fax: 977-1-6635125

E-mail: info@ctevt.org.np, research@ctevt.org.np

URL: www.ctevt.org.np