Introduction

1.1 The population explosion, industrial development and migration of people from rural to urban areas have resulted in the very fast growth of the urban sector in the country. Rapid urbanisation has created many socio-economic problems making life miserable, particularly for migrants and deprived communities who normally live in inhuman conditions in the slums, on pavements, in settlement and labour colonies etc. Many are first generation migrants exposed to the stark realities of complex urban life and the industrial milieu. Similar conditions affect people living in the peripheral rural areas who have links with the neighboring urban agglomerations for employment, business and services.

1.2 Lack of education and skills, both vocational and technical, have left migrants unemployed/under-employed. Even those who have got jobs in factories/industries/business establishments receive a meager sum as wage/salary and hence, they are frequently unable to make both the ends meet. Many, particularly youth, have fallen prey to anti-social elements. An urgent need, therefore, exists for specialised education integrated with awareness and functional improvement for such people.

1.3 Adult education is vitally important for these groups to improve their lives, decrease their dependency, increase their work efficiency and sharpen their capabilities for adaptation to social, economic and technological changes in the midst of their lives and work. The educational and vocational needs of these deprived sections constitute a specialised area of continuing education demanding its own strategy, institutional arrangements and techniques.

1.4 Realising this need and growing urbanization in the coming decades, the then Ministry of Education and Culture, Government of India, had started a scheme of Shramik Vidyapeeths (SVPs) - a Programme of Adult Education for Workers in Urban and Industrial areas. In the context of the country’s overall development, this programme was conceived as responding to the educational and vocational training needs of numerous groups of adults and young people. Men and women belonging mostly to the unorganized, urban informal sector, living and working in urban and industrial areas and people who had been migrating from rural to urban settings, were expected to derive substantial benefits from such a scheme.

1.5 The first Shramik Vidyapeeth was established in Mumbai (Worli) in the year 1967 and gradually the number increased to 17 upto 1983, to 58 by the end of VIII Five Year Plan i.e. 1996-97. With the sanction of 33 more Jan Shikshan Sansthas, the number has increased to 91 by the end of October, 2000. These institutions have already proved to be one of the best vocational adult education centres in the country and the courses offered by these institutions are in popular demand. Today, SVPs offer around 225 different types of vocational training programmes ranging from candle and agarbatti making to computers.

1.6 The implementation of the scheme of Shramik Vidyapeeth was evaluated by the Tata Institute of Social Sciences (TISS), Mumbai in 1993. This exercise of evaluation came after the scheme completed nearly 25 years of existence. The objective of the evaluation was mainly to throw some light on the impact of the Shramik Vidyapeeth programmes and to make suitable suggestions regarding the desirable initiatives the Shramik
Vidyapeeths should take in the future. TISS submitted its final report at the end of 1993. Some of the findings of the evaluation were:

- As long as Shramik Vidyapeeths remain committed to the deprived sections of the society with their tailored programmes of polyvalent education, they have all the justification to exist as institutions outside the formal system and deserve financial support from the government;
- The skill-oriented programmes of the Shramik Vidyapeeths are largely directed towards enabling the beneficiaries to be engaged in self-employment;
- The Shramik Vidyapeeth scheme has the potential to equip individuals with the skills required to be gainfully employed;
- None of the existing organisational structures is in itself against the interests of the scheme of Shramik Vidyapeeth. Shramik Vidyapeeths can function effectively as autonomous, non-autonomous or semiautonomous institutions. Keeping in view the findings of the evaluation, Shramik Vidyapeeths have been strengthened with enhanced annual grants.

1.7 Mass Campaigns for literacy in India have been essentially campaigns for social mobilization for awakening and arousing people in all walks of life. As people’s participation in Literacy Campaigns begins to increase, their involvement in socioeconomic activities also becomes more meaningful. More than 85% of the country has been covered by the Literacy Campaigns and over 150 million learners in 9-25 age group, of whom about 62% are women have been brought within its ambit. Literacy has become a significant instrument of empowerment for the poor, neo-literates and oppressed groups.

1.8 To facilitate playing a better role, the scheme of Shramik Vidyapeeth has been renamed as **Jan Shikshan Sansthan (JSS) – Institute of People’s Education (IPE)** – with enhanced financial support. Previously, the scheme of Shramik Vidyapeeth was restricted to urban/semi-urban industrial areas only. Considering the changing literacy scenario in the country and the large number of neo-literates to be covered under Continuing Education Programme [in which skill development/ upgradation is a part], the activities of Jan Shikshan Sansthans have been expanded to provide academic and technical support to Zilla Saksharata Samities [District Literacy Committees] in taking up vocational and skill development programmes for neo-literates in both urban and rural areas and also to organize equivalency programmes through Open Learning Systems.

2. **Concept**

2.1 Jan Shikshan Sansthan (JSS) is conceived as an institute for conducting skill upgradation in the areas of programmes of Non-formal, Adult and Continuing Education. It would also provide academic and technical resource support to Zila Saksharata Samitis in both urban and rural areas

2.2 Thus, Jan Shikshan Sansthan (JSS) represents an institutional framework for offering Non-formal, Adult and Continuing Education Programmes to disadvantaged groups. Their activities would, therefore, include:

(i) JSS would offer vocational and skill development programmes for neo-literates in both industrial/urban and rural areas.
(ii) JSS would organize training programmes for Key Resource Persons, Master Trainers and Trainees in vocational courses and also for neo-literates.
(iii) The programmes would be based on the polyvalent or multidimensional approach to adult education.
2.3 The polyvalent approach attempts to provide knowledge and skills in an integrated manner and rests on the following principles:
- a worker/ neo-literate must have continuous access to education and training throughout his life;
- each programme should be need-based;
- since needs vary widely, programmes have to be diversified, flexible, adaptable to varying situations.

2.4 The Polyvalent approach takes into account:
- learning needs
- convenience of place and time for learners and instructors
- variety in contents, duration, methods, instructional arrangements.

2.5 The methodology includes theory, practicals, and field work experience.

3. Objectives

3.1 To improve the occupational skills and technical knowledge of the neo-literates and the trainees and to raise their efficiency and increase productive ability;

3.2 To provide academic and technical resource support to Zilla Saksharata Samities in taking up vocational and skill development programmes for neo-literates in both urban and rural areas;

3.3 To serve as nodal continuing education centres and to coordinate, supervise and monitor 10-15 continuing education centres/nodal centres/nodal continuing education centres;

3.4 To organize training and orientation courses for Key Resource Persons, Master Trainers on designing, development and implementation of skill development programmes under the scheme of Continuing Education for neo-literates;

3.5 To organise equivalency programmes through Open Learning Systems.

3.6 To widen the range of knowledge and understanding of the social, economic and political systems in order to create a critical awareness about the environment;

3.7 To promote national goals such as secularism, national integration, population and development, women’s equality, protection and conservation of environment etc.

4 Functions

4.1 Identify appropriate target areas and target groups by developing socio-economic profiles.
4.2 Identify and procure the list of neo-literates from Zilla Saksharata Samitis and ensure that at least 25% of the clientele of JSS is neo-literates.

4.3 Organise training programmes for Key Resource Persons, Master Trainers and Trainees in vocational courses and for neo-literates.

4.4 Identify and ascertain a variety of educational and vocational needs of different categories of clientele groups.

4.5 Plan and organise polyvalent educational programmes and other activities including literacy, post-literacy, and continuing education to suit the learning requirements of target groups.

4.6 Explore, innovate, work out alternatives and try new methodologies to meet the needs of different target groups through programmes of education and training.

4.7 Cooperate with educational, cultural and other social organisations involved in organising programmes and activities to meet educational, vocational, social, cultural and welfare needs of target groups.

4.8 Act as a coordinator, facilitator and catalytic agent by developing a system of networking in collaboration with other educational and technical institutions, development departments, welfare agencies, employers and workers’ organisations, voluntary agencies and economic enterprises.

4.9 Undertake training and orientation of Resource Persons/instructors involved in planning and implementation of various programmes.

4.10 Organise equivalency programmes through Open Learning Systems.

4.11 Organise library and reading room facilities. The libraries will have literature suitable for neo-literates and sale counters for distribution of literacy material at subsidised rates to the neo-literates and other interested readers.

4.12 Provide consultancy services to agencies and enterprises planning to organise programmes for training and education of similar target groups.

4.13 Organise educational and vocational training programmes with special concern for deprived sections, women/girls and unemployed youth to provide new skills, refine/sharpen/upgrade the existing skills leading to employment, self-employment and income generation.

4.14 Promote organisation of forums such as co-operative societies, mandals and associations of women, youth and workers with a view to undertake collective activity for socio-economic development.

4.15 Provide follow-up services to beneficiaries of the JSS.

5. Target Group

5.1 The Jan Shikshan Sansthan will concentrate on the socioeconomically backward and educationally disadvantaged groups of urban/rural population such as men, women and
youth, employed, self-employed, neo-literates, prospective workers and their family members as well as unemployed youth.

5.2 Priority is to be given to adult neo-literates/semi-literates, SC and ST, women/girls, oppressed, migrants, slum/pavement dwellers and working children.

6 Organisation And Management

6.1 Jan Shikshan Sansthans will function as registered voluntary organisations under the aegis of:
- Voluntary agencies of repute
or
- Universities.

6.2 Jan Shikshan Santhans will be sanctioned to universities only where an appropriate voluntary agency can not be located. The JSS sanctioned to University will, therefore, function only till such time as a suitable voluntary organisation is located.

6.3 Jan Shikshan Sansthans already functioning under the aegis of Universities must be brought under the aegis of registered voluntary agency in a phased manner as soon as a registered voluntary agency is located.

6.4 The affairs of each Jan Shikshan Sansthan are to be managed by a Board of Management having members representing the interests of
- neo-literates / semi-literates

6.5 An Executive Committee (EC) and a Staff Selection Committee (SSC) shall assist the Board of Management.

6.6 Each Jan Shikshan Sansthan shall have a nucleus of professional staff to plan, co-ordinate and conduct the programmes.

6.7 Services of locally qualified and experienced Instructors/Resource Persons/Experts to impart different skills shall be hired on a part-time/fixed honorarium basis.

6.8 Each Jan Shikshan Sansthan should be registered independently under the Societies Registration Act of 1860 according to the Memorandum of Association and Bye-laws provided by the Government of India.

6.9 The affairs of the Jan Shikshan Sansthan shall be managed by a of Management (hereafter referred to as BOM) which shall consist of the following members:
1. Chairman
2. State Director of Adult/Mass Education or his, her nominee.
3. One representative from District Urban Development Agency or Rural Development Agency or Department dealing with Social Welfare Activities of the State Government.
4. One member representing Local Self Government Institutions.
5. Two eminent persons from the field of Education/Women’s Welfare.
6. Two prominent social workers (one of them should preferably be a woman).
7. One member representing Zilla Saksharata Samiti
8. One member representing employers
9. One member nominated by JS (AE)/DG (NLM)
10. Director of Jan Shikshan Sansthan (Member-Secretary).
6.9.1 At the first meeting of the Board of Management, one non-official member of the BOM shall be selected as Vice-Chairman.

6.9.2 Bearing in mind the nature of the Jan Shikshan Sansthan scheme, in the case of a JSS set up by a university, the Vice-Chancellor or his nominee not below the rank of the Dean of the Faculty shall be the Chairman of the Board of Management and in the case of the JSS set up by a Voluntary Agency, it shall be the Chairman/President of the Voluntary Agency. Where the Chairman/President of the parent body is not the Chairman of the JSS, the Governing Body of the Parent Body shall nominate any member of the Governing Body of the Parent Organization to be the Chairman of the JSS. The tenure rule will similarly be applicable to all Chairmen.

6.9.3 In case of JSS being registered and not affiliated to any Voluntary Organisation or University, the Chairman will be decided by the Govt. of India.

6.9.4 Maximum age limit for members of the Board of Management excluding Chairman shall be 65 years. The Chairman and the non-official members may serve for two terms of three years each, which may or may not run consecutively. No Chairman/Vice-Chairman or member shall be entitled to more than two terms.

6.10 The total membership of the Board shall not exceed 12 including its Chairman and Member-Secretary, except with the specific permission of the Government of India. Care may be taken to provide adequate representation to women on the Board and their number should not be less than two.

6.11 The Chairman and the Director (Member-Secretary of the Board of Management) will remain in office as long as they enjoy the confidence of the Government of India. The Government of India will have the final say as far as their membership and their terms of office are concerned.

6.12 In case of any dispute, conflict, non-functioning or unsatisfactory functioning of the JSS, the matter shall be referred to the Government of India whose decision shall be binding on the Jan Shikshan Sansthan.

**Powers and Functions of the Board**

6.13 The powers and functions of the Board shall be as follows:

(i) To serve as the policy making and supervisory body for the Jan Shikshan Sansthan.

(ii) To enlist the continued cooperation and support of voluntary agencies, welfare organisations, workers’ unions, industrial establishments, developmental agencies, Zilla Saksharata Samities etc. for the programme.

(iii) To establish such centres and sub-centres as are necessary to organise and implement the programme.

(iv) To set up such sub-committees as are found necessary.

(v) To periodically review and from time to time assess, the programmes implemented by and through the Sansthan with a view to effect modifications and improvement.

(vi) To assess the financial requirements of the Sansthan in keeping with its objectives and approve the budgetary estimates.

(vii) To exercise overall supervision and to ensure that the money spent achieves the objectives and the targets are reached.

(viii) To appoint all categories of staff for conducting the affairs of the Sansthan, to fix the amount of their remunerations, to define their duties and to grant allowances and other emoluments.
(ix) Generally, to take all such measures as may be found necessary, from time to time, to promote the objects for which the Sansthan has been set up.

**Duration of Membership**

6.14 The duration of the membership of the Board shall be as follows:

i. The term of the Board of Management shall commence from the date the approval of the Government of India is given. The tenure of the Board of Management shall be for three years and it shall automatically be over at the end of the three year term.

ii. When the term of office of the Board comes to an end, all its members except the Chairman and the Member-Secretary shall vacate office. The Director who is the ex-officio Member-Secretary of the Board of Management will continue as Member-Secretary as long as he remains the Director. Vacancy caused by the superannuation of Director would be filled by the new Director. The Chairman and the Member-Secretary will remain in office as long as they enjoy the confidence of Government of India. Government of India will have the final say as far as membership and their term of office is concerned.

iii. Outgoing non-official members of the Board of Management shall be eligible for re-nomination for another term but not more than two terms in total which may or may not be consecutive.

iv. Three months before the expiry of the term of the BOM, the Member-Secretary, in consultation with the Chairman, shall propose a panel of names to the Government of India for the reconstitution of the Board.

v. The Government of India shall, after careful consideration, approve the constitution of the BOM incorporating such changes/alterations/additions and modifications as it deems fit.

vi. If there is any vacuum between the expiry of the term of the BOM and the constitution of a fresh one, the Government of India shall appoint an Administrator as an interim arrangement.

vii. Power of Veto within the BOM shall be vested with the representative of the Government of India. Any disputed matter shall be referred to the Government of India whose decision will be binding.

viii. During the Board’s term of office, vacancies may arise for the reasons indicated below:

   a) Death;
   b) Resignation addressed to the Member-Secretary in writing and accepted by the Board;
   c) Becoming of unsound mind or insolvent;
   d) Conviction for a criminal offence involving moral turpitude; or
   e) Failure to attend three consecutive meetings without proper leave of the Board.

ix. Any vacancy of the membership of the Board [or any of its committees] caused by any of the reasons mentioned above shall be filled in accordance with the provisions of guidelines. But the person appointed in the vacancy shall hold office only for unexpired period of the term of the membership.

x. Where a member of the Board [or any of its committees] becomes a member by reason of the office or appointment held, his membership of the Board [or its committees] shall terminate when he ceases to hold that office or appointment; and in his vacancy, his successor in office or appointment shall automatically be a member of the Board for the unexpired period of the term of membership.

xi. The Board and all its committees shall function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the Board or its committees for the time being and not withstanding any other vacancy, whether by non appointment or otherwise; and no act or proceeding of the Board [or its committees] shall
be invalidated merely by reason of the happening of the above events or any defect in the appointment of any of its members.

xii. The Member-Secretary of the Board shall be the Director of Jan Shikshan Sansthan.

**Meeting of the Board**

6.15 The following shall be observed with regard to the meetings of the Board:

i. Every meeting shall be presided over by the Chairman, and in the absence of the Chairman, the Vice-Chairman shall preside over the meeting.

ii. In the absence of Chairman and Vice-Chairman, one of the members of the Board of Management present and selected from among the members will preside over that meeting.

iii. Five members of the Board present at any meeting shall constitute the quorum. No meeting shall take place in the absence of the Member-Secretary except in unavoidable circumstances when the next senior most staff member will act as substitute.

iv. Meetings of the Board shall be held at such time and place as may be determined by the Chairman and not less than 15 days notice shall be given to the members. The draft annual report and the yearly accounts of the institution for the preceding financial year’s working shall have to be approved by the Board. The proceedings of each meeting shall be recorded and a copy of the minutes of such meetings shall be furnished to

(1) Under Secretary (AE) Ministry of Human Resource Development, Department of School Education and Literacy, Government of India,

(2) Directorate of Adult Education, Government of India and (3) State Directorate of Adult/Mass Education within 15 days after the meeting.

v. An emergency meeting of the Board shall be summoned in extraordinary circumstances. On such occasions, the members shall be given at least 3 days notice. Discussions that have taken place in the emergency meeting need to be placed before the full meeting of the Board of Management when it meets next.

vi. In case of a difference of opinion among the members and where there is an equal division, the Chairman shall have the right of casting a vote.

vii. The Power of veto shall be vested with the representative of Government of India. Any disputed matter shall be referred to the Government of India whose decision would be binding.

viii. The Board shall necessarily meet at least twice in a financial year. In the absence of such meetings, the JSS shall be liable to lose government funding.

**Composition of the Executive Committee**

6.16 The management and control of the affairs of the Board shall be vested in the Executive Committee which shall consist of:

1. Vice Chairman of Jan Shikshan Sansthan.

2. Two non-officials from among the members of the Board of Management.


Director and Member- Secretary.

**Powers of Executive Committee**

6.17 The powers of the Executive Committee shall be as follows:

1. The Executive Committee is fully empowered to manage the affairs and funds of the Sansthan. It shall also have the authority to exercise such powers of the Board as may be delegated to it periodically.
2. The Executive Committee shall have the power with the sanction of the Board to make such bye-laws as it thinks proper for the preparation and sanction of budget estimates, sanction of expenditure, entering into contracts, making investments and for any other purpose as may be necessary.

3. The Executive Committee may, by resolution, appoint such subcommittees for such purposes and with such powers as the Executive Committee may think fit. Such subcommittees may consist of persons who are the members of the Board but who, by reason of their experience and qualification may be considered useful for promoting the aims and objectives of the Sansthan. The sub-committees shall have power to co-opt any person with the prior approval of the Executive Committee.

4. The Executive Committee may, by resolution, delegate to a subcommittee or to the Director (Member-Secretary) such of its powers for the conduct of its business as it may deem fit, subject to the condition that the action taken by any sub-committee or the person under the powers delegated to them by this sub-rule shall be reported for confirmation at the next meeting of the Executive Committee.