

Construction Industry Skills Council (CISC)

AT A GLANCE



Construction Industry Skills Council (CISC)

B-6, Halcyon Heights, 2/3 Block-A, Mirpur Road, Mohammadpur, Dhaka-1207

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1. Information of the Organization:

Name of the organization	Construction Industry Skills Council (CISC)
Address of Office	Halcyon Heights, B-6, , 2/3 Block-A, Mirpur Road, Mohammadpur, Dhaka-1207, Email: ciscbd.skills@gmail.com
Legal Status	Registration under Joint Stock Company under section 28 of the company act, 1994, Registration No.:
VAT Registration	Registration No.: 001249093
TIN	TIN No.: 281479267833
Focal Person	Sk Abdul Mannan, Chief Executive Officer, Cell No. : 01717983203, E-mail: ceo.cisc@gmail.com
Web Address	www.ciscbd.com

2. Background and Rationale:

The construction industry skills council is one of the largest and vibrant private sector representations (out of 11-12 industry skills council) for linking construction industries with pertinent Govt. bodies and other stakeholders having common interest vis-à-vis workforce and sectoral development. Construction industries in Bangladesh have been growing since 1990s and have the potential to grow further for which improved skills of worker is a condition. But presently there is shortage of skilled workers to cope with modern technologies in competitive markets. Therefore, imparting skills to the workers through training is a demand of time. Different Ministries undertook projects funded from EU, ADB, World Bank, CIDA, SDC, USAID and DFID in order to reform and modernize TVET system. Formerly TVET reform project facilitated the formulation of Skills Development Policy in consultation with TVET stakeholder including key industry sectors. Government of Bangladesh has adopted and approved the policy in 2011. Policy specific guidelines have been provided in order to involve industries with public TVET bodies (BTEB, DTE, BMET etc.) so that they can contribute to competency Standards and Curriculum Development, trainees' assessment for certification and in the line with this vision formation of industry Skills Council (ISC) has been proposed in the approved policy.

ISCs are non-profit organization and work to create linkage between industries and TVET bodies for promoting industry driven skill development trainings. ISCs will work in close Co-operation with National Skills Development Council (NSDC) which has been formed as per National Skills Development Policy, 2011.

Since 2010 the stockholder of construction Industry and their Associations (Specially BACI) were involved in the activities of Skill Development Project under Ministry of Education funded by Asian Development Bank and represented in Construction Sector working Committee. They used to contribute in every field of activities till the completion of the project. National Skill Development Council has been formed to implement the Skill Development Policy, 2011. Thereafter, Construction Industry Skill Council (CISC) has been formed associating eleven construction industry related associations.

3. Goal and objectives of the Construction Industry Skills Council:

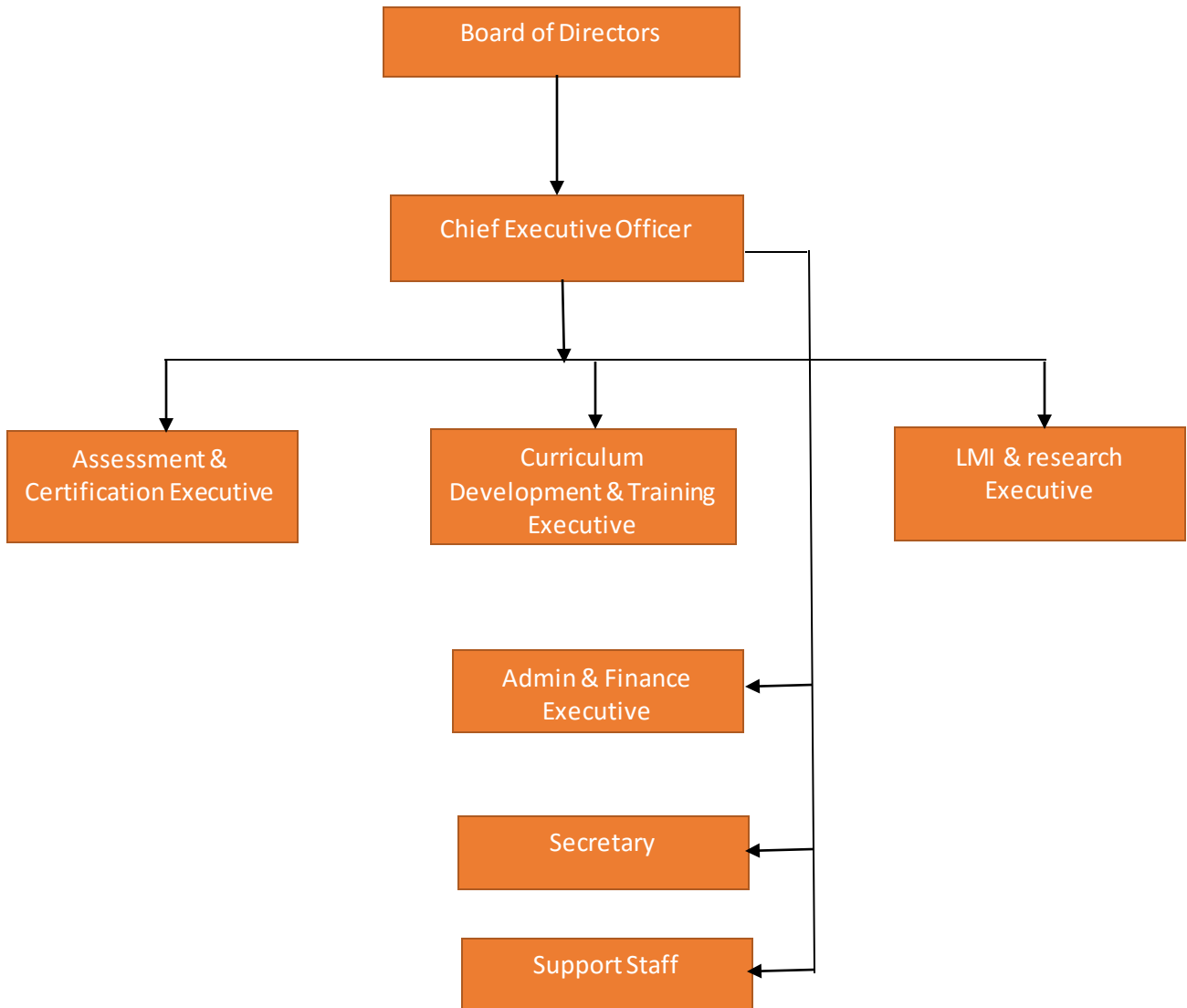
Goal:

To raise the overall compatibility of the construction sector to a level that enables the sector adapting to the technological changes and growth, improving productivity and profitability of enterprises, enhancing individual's employability through providing continuous one stop backup services vis-à-vis skills and workforce development arena to the relevant Govt. and private sector agencies thereby fulfilments of the aspirations of the construction industry employers, training providers and the workers in Bangladesh and overseas labour market.

Objectives:

- To promote skill development activities in the areas of Construction Industry and related sector for the purposes of serving industry needs according to the objects of the ISC or companies.
- To act as nationally and internationally recognized innovative and dedicated partner to clients delivering effective Human Resources solutions that surpass client expectations. To partner our clients to create a competitive edge by providing exceptional talent and unique Human Resources solutions, enabling them to focus on their core business.
- To act as career counselling service to individuals to develop a realistic vision of the future and to equip them with a plan to manage their own personal and career development.
- To enter into any agreement with the Government, Authority of municipal, local or other bodies, or with anybody/ person that may seem conducive to the ISC's objects or any of them and to obtain from any such government or authority any rights, privileges, and concession, which the ISC may think to obtain and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions in exchange of money or any other legal means. To undertake management contracts, to render any kind of consultancy services, on various fields of other local and foreign companies, autonomous bodies, corporations, statutory bodies, government departments, agencies and ministries on mutually agreed terms and conditions.
- To borrow or raise money by donation/contribution from any individual/ISC, or any other form through bank account without any interest.
- To cater for a business deal to generate income within or outside the country and to purchase, acquire or to take lease Government land, buildings for fulfilling the objectives of the ISC.
- To respond to industry skills, need, to provide service and design related to industrial setup, management and operational guidelines. To do all such other acts or things as are incidental or conducive for the attainment of the above objects or any of them.
- To render any kind of consultancy services including skills flows, overseas job placement, linkage with similar kind ISCs, to locally or foreign countries, pertains to education sector or any other sector's to render consultancy services for high skilled migrant, investor's, entrepreneur, self-employed or any other related sector which will be beneficial to the ISC. To appoint any ISCs, persons, to run and conduct the consultancy services that have vast experience in all above sectors under such terms and conditions such as remuneration, or honorarium, allowances, salary, commission upon profits and loss account as would be decided and agreed upon between the parties.
- To operate nationally within the jurisdiction of related industry/geographical area by having general membership from different association /companies/entity/ISCs on subscription/fee for service basis.

4. Organogram of CISC:



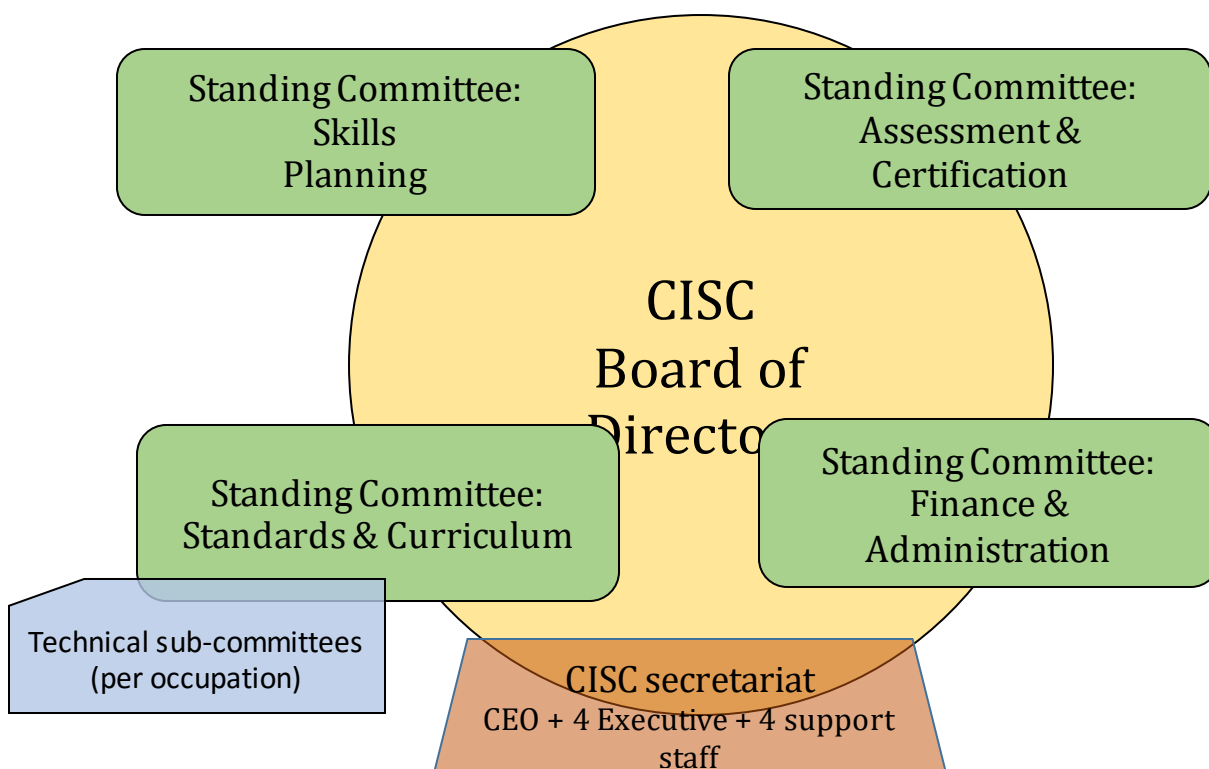
5. Present Donor Partners of CISC:

The operational cost of Construction Industry Skills Council (CISC) is financed by a grant from Skills for Employment Investment Program (SEIP), under ministry of finance, Finance Division, the Government People's Republic of Bangladesh and activity cost is financed by a grant of SUDOKKHO, the palladium group.

6. Key activities of CISC:

- Monitor and review skills development practices in the industry sectors and identify and overcome deficiencies;
- Develop industry specific skills development policies and practices;
- Develop industry's capability to deliver the skills training and upgrade their employees in order to improve productivity and enhance the welfare of employees;
- Provide leadership and strategic advice to the skills system on skills development needs and priorities for those industry sectors covered by the council;
- Support the delivery of industry relevant training and/or professional development programs for instructors and trainers;
- Contribute to the development and review of skills standards and qualifications and participate in the development and review of new training curriculum;
- Advise the NSDC on the industry sector demand for skills;
- Advocate and facilitate workforce development activities in industry;
- Produce sector skills development plans as required on a regular basis;
- Support strengthening of industrial apprenticeship programs;

7. Operational Structure of the CISC:



8. Partnership with employers'/industry associations:

The main purpose of CISC is to represent the interests of the private sector on all matters relating to skills development within the construction sector, firstly by identifying the skills needs for industry, secondly by ensuring quality provision of training and thirdly by advocating for policy changes to the government. This partnership with the private sector will be structured in various forms by:

- seeking representation of employer associations and a labour organisation on the CISC governing body;
- the inclusion of technical experts from industry on its Standing Committees for Curriculum and Training, Standards Development and Assessment;
- encouraging private sector partnerships with both private and government training providers;
- promoting internships for trainees.

9. Network with Stakeholders:

CISC offers need based demand driving training courses for semi-skilled and skilled people to fill-up the skills gap aiming at placed viable and decent jobs. For this purpose, CISC keeps close contacts and good relationship with the potential and existing employers of different formal and informal sectors. CISC keeps linkage/networks with concerned companies and employers. CISC has been maintaining strong linkage with the following industry and business member organizations.

- Bangladesh Association of Construction Industry (BACI)
- Bangladesh Association of Consulting Engineers (BACE)
- Real Estate and Housing Association of Bangladesh (REHAB)
- Bangladesh Thikader Samity (BTS)
- Bangladesh Electrical Contractors Association (BECA)
- Bangladesh Paint Manufactures Association (BPMA)
- Bangladesh Stainless Steel Pipe Manufactures Association (BSSPMA)
- Bangladesh Machine Made RCC Pipe Manufactures Association (BMMPMA)
- Bangladesh Brick Manufacturing Owners Association (BBMOA)
- Bangladesh Ready Mix Concrete Association (BRMCA)
- National Co-ordination Committee for Workers Education (NCCWE)

We have also a good network with BTEB, DTE, BMET, SEIP and other relevant government agencies, domestic and overseas private sector industries and stockholders.

10. Organizational capacity and facilities:

10.1 Organizational capacity:

- Experienced professional staff
- CBT&A Level-4 certified trainers
- Strong rapport and relationship with all sector level stockholders
- Review and development competency standard and curricula in collaboration with BTEB
- Develop assessment tools
- Strong monitoring system
- Structural webpage
- Training delivery
- Reporting system
- Market survey analysis team
- Support and monitor assessor training program in collaboration with BTEB
- Sound financial management
- Collaboration/linkage with Govt. NGO's, private sectors and local institutions

10.2 Accounts and financial management system:

The accounting system of CISC is based on accrual basis and on the system of double entry book keeping. The primary books of account like cash book, general ledgers etc. have to be maintained at all accounting affairs following the principle of double entry system. The following documents are used to maintain the accounts

- Cash book
- Ledger book
- Money receipts
- Debit voucher
- Journal voucher

The information of money receipts, debit vouchers and journal vouchers are recorded on the (i) Receipts and payment statement (ii) Cash/bank books by each and every location where financial activities take place.

10.3 Banking system:

According to the constitutional probation of the organization, all fund/money are deposited in the bank.

The Chairperson and the CEO jointly operate bank accounts of the organization.

Bank Information:

Account type: STD account

Account name: CISC-SEIP

Account No: 148.120.0006014

Name of the bank: Dutch Bangla Bank Limited

10.4 Audit System:

The organization has a transparent management system. To ensure the proper implementation and management of activities, it always observe the quality and accuracy by a third eye. Auditing procedure works as the third eye of the organization. Two types of audit like (i) Internal audit (ii) External audit are conducted by the organization each year.

Main objectives of auditing systems are:

- To ensure quality monitoring of the training along with proper suggestion.
- To ensure the accurate utilization of organizational support.
- To ensure the proper distribution of necessary supports.
- To identify the problems existed in implementing the project activities
- To solve the identified problem.
- To monitoring that the finance and inputs are not being distributed timely.
- To monitoring that the activities are not being done as per proposed budget line item.

10.5 Monitoring mechanism for successful implementation of CISC activities:

CISC is very much aware to ensure the quality services to its beneficiaries. For ensuring the quality services, CISC has developed strong monitoring and evaluation system. The development of a 3-year strategy and work plan will also involve the development of a Monitoring and Evaluation instrument to track the performance of the management team against agreed objectives and targets. The CISC intends to develop and maintain a central data base capturing information on the following:

- a register of skills standards and qualifications
- a register of accredited training centres and accredited RPL centres for building construction trades training.
- a register of industry-certified Assessors and Assessment Centres
- a register of companies (of the membership of the Business Associations who are members of CISC, especially those supporting apprenticeships and internships...
- a register of certified trainees.

The database will also help to implement a tracking system on trainees from registered and accredited training institutions.

In addition to the above, SEIP will periodically monitor CISC activities. There will be at least one monitoring meeting every month at SEIP Office between CISC core staff and SEIP officials to review progress of implementation of CISC activities.

10.6 Reporting system of CISC:

CISC has established and well organized a reporting system. CISC prepare report on weekly, monthly, quarterly, yearly and also prepare report on emergency basis if required. CISC is follow different reporting systems for different donor projects.

11. Project Implementation status of CISC:

Construction Industry Skills Council (CISC) is working since 9th February 2016 to till now with well reputation. Construction Industry Skills Council (CISC) is working for Skills planning, Development of skills training programmes, Developing assessment instruments, Assessor training, competency standard, Curriculum framework & CBLM in Construction Sector in Bangladesh. Already we have completed 06 competency standard on EIM, Masonry, Aluminium Fabricator, Finishing Carpenter, Rod Binding and Plumbing occupations for NTVQF Level 1-4 in collaboration with BTEB and taken approval. CISC have also developed curriculum framework and aligned mentioned six CS with curriculum framework for NTVQF Level-1 incorporate with current industry demand with the support of BTEB. CISC have developed total no. of 121 industry assessors in different occupations in collaboration with BTEB and different training providers.

12. Sustainability Plan of CISC:

Initially, the operational costs of CISC will be financed by a grant from the SEIP over three years (April 2017- March 2020). The DFID/Swiss-financed Sudokkho project will fund the cost required for accomplishing the activities. CISC will seek to finance its activities from several potential sources. These may include (but not necessarily limited to) the following possible sources of funding:

- Annual grants received from the (new) National Human Resources Development Fund (NHRDF). In the current year, the NHRDF will receive 100 Crore (about 120 million USD). The Fund is expected to be allocated similar or higher amounts, each year.
- a skills levy (based on either 0.5%-1% of payroll) which may be imposed on all registered employers in terms of new legislation which is presently under consideration by the GOB and may come into existence within the next five years. It is reasonable to expect that a fixed proportion of these funds (10-15%) could be used to finance the operating costs of ISCs. However, should a compulsory skills levy be rejected, CISC will investigate the option to impose a voluntary levy on employers in the construction sector.
- Funds paid by clients for services supplied under contract (donor projects, governments, private companies) to meet specific project targets.
- fees derived from providing such services as RPL assessments and accreditation of training provider courses (subject to delegation of these function from BTEB level).
- a yearly subscription from members.

The CISC is also seeking additional technical and financial support from other donor-funded TVET projects to sustain. CISC has given fruitful effort to raise funds from other potential sources. These include (i) a subscription fee on the member organisations of CISC (ii) generating income from conducting skills assessments and (iii) provision of technical services on skills planning and training to individual firms (iv) fees from accreditation of training programmes (subject to BTEB approval).

13. Key staff of CISC:

Sl No.	Name	Designation	Qualification	Year of experience	Remarks
1.	Sk Abdul Mannan	Chief Executive Officer	B.Sc in Civil & MBA	32	
2.	B. M. Mofizur Rahman	Curriculum Development & Training Executive	B.Sc in Mech & MBA	15	CBT&A Level-4 certified Trainer and Assessor
3.	Engr. Md. Asaduzzaman	Assessment & Certification Executive	B.Sc in EEE	14	CBT&A Level-4 certified Trainer and Assessor
4.	Md. Mohasin	LMI and Research Executive	M.Sc in Statistics	5	
5.	Md. Shafikul Islam	Asst. Executive (Admin and Finance)	MBA in Accounting	7	
6.	Md. Khairul Islam	Secretary	MBA	10	

14. Conclusion:

Quality, access and affordability are the three core areas of approach addressed by CISC in its service delivery. It is envisaged that as a result of improving the quality, relevance and efficiency of the skills training service delivery system of the construction sectors in Bangladesh will be enhanced. This will turn increase the employability of the unemployed youths which will thereby help reducing poverty and improving living condition of mass people in Bangladesh.

CISC would like to humbly request to donor agencies to come forward with extended support to CISC so that it can continue its operation and facilitate producing of more qualified skilled workers for the construction sector for few more years till CISC attain its financial suitability.