

UNDER REGISTERED POST / SPEED POST

From

Director Higher Education Haryana,  
Shiksha Sadan, Sector-5, Panchkula

To


Ms. Kanta Singh,  
State Project Head, United Nation Development Programme,  
55, Lodhi Estate, New Delhi-1100013  
E-Mail ID [www.in.undp.org](http://www.in.undp.org) , [kanta.singh@undp.org](mailto:kanta.singh@undp.org)

Memo No. KW 27/76-2016 Co (2)  
Dated, Panchkula, the 23/10/18

**Subject: - Regarding Placement linked employability training of Girls Students in Govt. Colleges & Govt. Aided Colleges of Haryana.**

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Kindly refer to your letter dated 21.08.2018 on the subject cited above.


I have been directed to convey that permission has been accorded by the Competent Administrative Authority to allow you to conduct Placement linked employability training to Girls Students in Govt. Colleges / Govt. Aided Colleges in Rohtak, Sonapat, Jhajjar, Panipat, Karnal, Rewari, Mahendergarh, Nuh, Gurgram, Faridabad and Palwal Districts.

  
Deputy Superintendent Coordination,  
for Director Higher Education,  
Haryana, Panchkula.

**Endst. No. Even**

**Dated, Panchkula, the 23/10/18**

A copy of the letter is forwarded to the Principals of all the Govt. Colleges and Govt. Aided Colleges in **Rohtak, Sonapat, Jhajjar, Panipat, Karnal, Rewari, Mahendergarh, Nuh, Gurgaon, Faridabad and Palwal Districts** (List Attached) for providing necessary infrastructure / support to the State Project Head, United Nation Development Programme, New Delhi to conduct Placement linked employability training to Girls Students Employability Training Module as per Annexure 'A' attached. It is pertinent to mention here that no fee is to be paid to the abovesaid agency.

  
Deputy Superintendent Coordination,  
for Director Higher Education,  
Haryana, Panchkula.

Annexure - A



Empowered lives.  
Resilient nations.

## Annexure 1: Employability Training Module

### Module Coverage

1. Gender Sensitisation
  - i. Gender related challenges
  - ii. Success stories
  - iii. Importance of employment as a tool of financial as well as social empowerment.
2. Delivery of employability training
  - i. CV writing
  - ii. Interview preparation
  - iii. Group Discussions etc.
3. Introduction to various opportunities for employment and (self-) employment.
  - i. Career choices
  - ii. Self-Employment with business plan
  - iii. Introduction to StartUp India
  - iv. Introduction to Saksham Yuva (Haryana specific)
  - v. Application in their surrounding market areas and build linkages
4. Guest lectures by corporate/industry experts