

PROFILE

ইনফরমাল সেক্টর ইন্ডাস্ট্রি স্কিলস কাউন্সিল (আইএসআইএসসি)
Informal Sector Industry Skills Council (ISISC)



ISISC

Informal Sector Industry Skills Council (ISISC)

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1. Information of the Organization:

Name of the Organization	Informal Sector Industry Skills Council (ISISC)
Office Address	Mezbah Uddin Plaza, 3rd Floor, 91, New Circular Road Mouchak, Malibagh, Dhaka-1217 E-Mail: isiscbd2015@gmail.com
Legal Status	Ministry of Commerce, Government of Bangladesh, License number: 19/2015, date: 06 September 2015. Registration under Joint Stock Companies & Firms under the section 28 of the Companies Act, 1994 Registration number: TO-906/2015, Date: 17 September 2015
Registration No.	TO-906/2015
Focal Person	Md. Abdul Aziz Munshi Chief Executive Officer (CEO) Mobile no. +88 01817022909 E-Mail: isiscbd2015@gmail.com
Web Address	www.isisc.org.bd

2. Background:

The informal economy plays an important role in the national economy of Bangladesh because of its significant role in employment generation and in the distribution of goods and services. The Bangladesh Labour Force Survey 2022 shows that close to 6 crore (60 million) people, 84.9% of total working population in Bangladesh, are in informal employment. It is noteworthy that out of the total employed women in Bangladesh, 96.6 percent are in informal employment. Similarly, 92.7 percent of youth aged 15-27 are employed informally.¹ In terms of GDP and employment, Bangladesh's informal sectors are the most important economic activities. According to studies, about 35% to 88% of Bangladesh's workforce is employed in the informal economy, and the informal economy contributes around 49% to 64% of the country's GDP.²

Informal Sector Industry Skills Council (**ISISC**) is created by the National Skills Development Authority (NSDA) earlier NSDC under the Prime Minister's Office as a non-profitable organization. The organization is licensed by the Ministry of Commerce, Government of the People's Republic of Bangladesh registered under the companies act (Act XVIII) of 1994. ISISC is one of the largest and vibrant non-profitable organizations (out of 16 ISCs) for linking Informal Sector Industries with pertinent Government bodies and other stakeholders having common interest vis-a-vis workforce and sectorial development.

ISISC is working with the informal sector industries in Bangladesh since 2015. The major activities are monitor and review skills development practice in the informal sector, develop skills development policies, skills training, entrepreneurship development, strategic advice on the skills development, research, contribute to competency standards and curriculum development, partnership development with skills training institutions, industries and enterprises, awareness raising on labour policy and decent works in the informal sector industries in Bangladesh. ISISC is working to skills development, policy advocacy and awareness raising activities on decent work in the informal sector in partnership with government and development organizations such as SWISSCONTACT, SDC, European Union, ILO, NSDA, ActionAid Bangladesh, BRAC, SME Foundation, BTEB, DTE and local trainings institutions.

¹ <https://www.ilo.org/resource/news/formalization-key-shared-prosperity-workers-bangladeshs-informal-sector#:~:text=The%20Bangladesh%20Labour%20Force%20Survey,percent%20are%20in%20informal%20employment.>

² https://www.researchgate.net/publication/357983166_Informal_Sector_and_Economic_Growth_in_Bangladesh

Association Associated Institutions in the ISISC:

- 1) MNG Metal Industries, Bangra, Kalihati, Tangail
- 2) National Association of Small & Cottage Industries of Bangladesh (NASCIB)
- 3) Bangladesh Association for Community Education (BACE)
- 4) SOS Vocational Training Centre Dhaka (SOS CHILDREN'S VILLAGE)
- 5) TARANGO
- 6) Grameen Shakti
- 7) Bangladesh Rural Advancement Committee (BRAC)
- 8) Dhaka Ahsania Mission (DAM)
- 9) Campaign For Popular Education (CAMPE)
- 10) Bangla-German Sampreeti (BGS)
- 11) UCEP Bangladesh
- 12) DBL Group
- 13) Livelihood Development Training Institute (LDTI)
- 14) ASHIKA MANABIK UNNAYAN KENDRA
- 15) Progressive Naari Biborton
- 16) S.R Enterprise (Kishorganj Women Chambers of Commerce)
- 17) Informal Community Optimum Network Society (ICON Society)
- 18) Montage Training & Certification Bangladesh
- 19) Compact Foundation
- 20) Bhairab Footwear Factory Owners Association Ltd
- 21) Bangladesh Electrician Federation
- 22) Agricultural Machinery Manufacturer's Association-Bangladesh (AMMA-B)
- 23) Furniture King

3. Vision, Mission and objectives of the Informal Sector Industry Skills Council:

Vision: Ensure and Promote Entrepreneurship and Skill development in the informal industries in accordance with the objectives of the National Skills Development Authority (NSDA) and contribute to human capital development of the nation to achieve inclusive growth.

Mission: Assist for promoting the growth of informal economy's enterprises of all the productive and service oriented enterprises of the national economy for facing the challenges of free market economy and globalization.

Overall Objective: To guide and provide necessary support for inclusive and sustainable development of informal sector industries through capacity development, policy advocacy and market research.

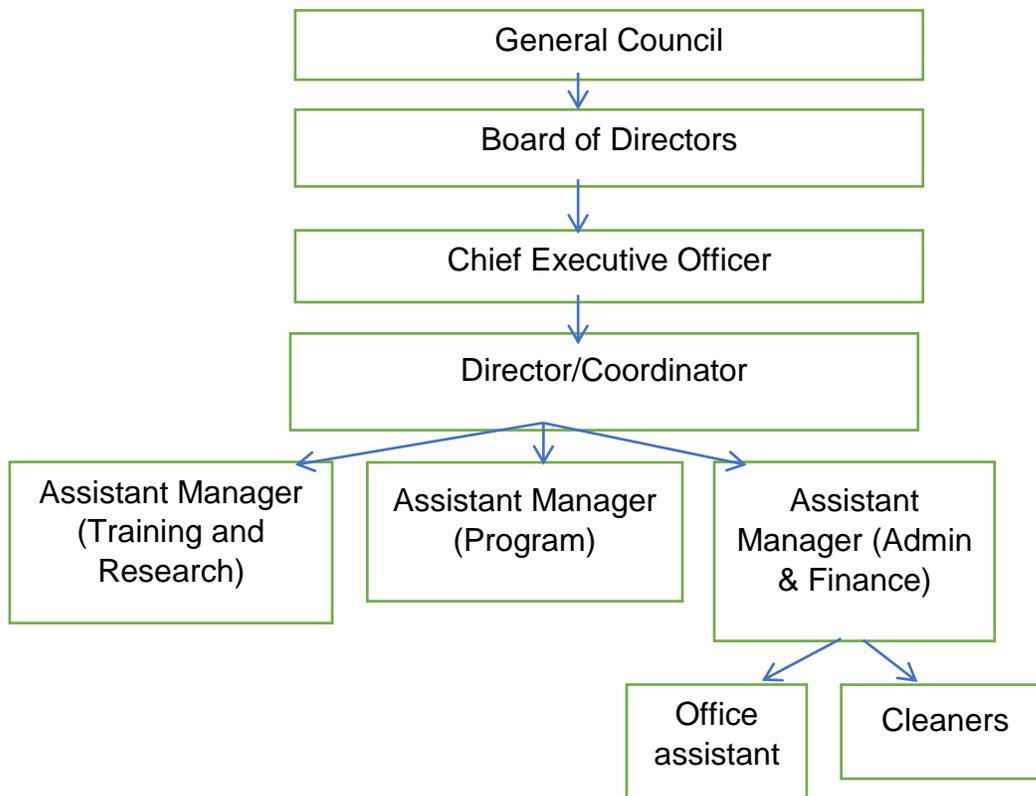
Specific Objectives:

- 1) To promote skill development activities in the areas of Informal Sector Industry
- 2) To act as nationally and internationally recognized innovative and dedicated partner to our clients enterprises delivering effective human resources solutions that surpass client expectations and to create a competitive edge by providing exceptional talent and unique solutions, enabling them to focus on their core business.
- 3) To act as career counseling 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.
- 4) 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 ISISC objects or any of them and to obtain from any such government or authority any rights, privileges, and

concession, which the ISISC 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.

- 5) To borrow or raise money by donation/contribution from any individual or any other form through bank account without any interest
- 6) 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 ISISC.
- 7) 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.
- 8) To render any kind of consultancy services including skills flows, overseas job placement, linkage with similar kind Industry Skills Councils(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 ISISC.
- 9) 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 ISISC:



5. Donor Partners of ISISC:

- NSDA
- SWISSCONTACT
- ILO (International Labour Organization)
- Action Aid Bangladesh
- SME Foundation
- BRAC

1. Project title: B-SkillFUL
Implemented by: SWISSCONTACT
Funded by: SDC and EU
Period: 3 years
Area: Gazipur, Tangail, Bogura, Joypurhat and Dinajpur
Issues: Awareness raising on LRDW and research

2. Project Title: Promoting Decent employment for the women and Youth
Funded by: ActionAid Bangladesh

3. Project title: Informal Economy of Bangladesh: Consolidate dynamisms, role of ISISC and way forward in Bangladesh

Duration: December, 2017
Funded by: ILO

4. Project title: Bangladesh Skills Employment Productivity (B-SEP)
Duration: July – November, 2018

Funded by : ILO

5. Project title: Skill-Upgrading of MCPs al lights engeneering sub-sector of informal industries

Project duration: February, 2020-March, 2021

Funded by: BRAC

6. Project title: Strengthen the capacity of ISISC to formulate draft policy guideline for informal sector development, review on TVET Issues' funded by ILO.

6. Key activities of ISISC:

- Policy advocacy for overall development of the informal sector
- Functioning as an information hub and coordination platform
- Develop skills development plan for the industry based on the national policies
- Conduct research on present and future demand of skills of each occupation
- Develop skills competency standards and qualifications following NTVQF
- Establish linkages between training institutes and industries
- Ensure delivery of training programs by accredited organizations as per industry norms and standards
- Promote entrepreneurship and decent works

7. Priorities Occupations of ISISC:

1. Beautification
2. Block Batik and Screen Printing
3. Tailor and Dressmaking
4. Embroidery
5. Television Servicing
6. Jute bag and box making
7. Mobile Phone Servicing
8. Agricultural machinery

9. Care Giving
10. Cooking (domestic)
11. Housekeeping (domestic)
12. Poultry Rearing & Farming
13. Driving
14. Graphics Design and Print
15. Power loom
16. Candle Making
17. Bee & Honey Cultivation
18. Motor Cycle Repairing
19. Carpeting
20. Shitolpati making
21. Welding and refrigeration
22. Electric Mechanic
23. Traditional Musical Instrument Making
24. Artificial Jewelry Manufacturing
25. Jewelry Manufacturing
26. Jewelry Design Manufacturing
27. Care Giving for Infant, Toddler and Children
28. General Care Giving for Elderly Persons
29. Dementia Care Giving
30. Hair Dressing
31. Fire Fighting and Safety Management
32. Retail Sales Operation
33. Horticulture Cultivation
34. Wood Furnishing
35. Footwear Making and Repair
36. Aquaculture
37. Electric wearing
38. Sewing Machine Operation
39. Solar Electrical System
40. Hand Sctick
41. Make up Art
42. Financial Accounting
43. Entrepreneurship Development
44. Iron Product Manufacturing
45. Hri Patil Product Manufacturing
46. Solar power

8. Operational Structure of the ISISC:



9. Working Approach

- a) Skills development
- b) Awareness raising
- c) Participation
- d) Empowerment
- e) Partnership
- f) Network & Alliances
- g) Research & Advocacy
- h) Innovation

10. Network with Stakeholders:

ISISC 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, ISISC keeps close contacts and good relationship with the potential and existing employers of different formal and informal sectors. ISISC keeps linkage/networks with concerned companies and employers. ISISC has been maintaining strong linkage with the following industry and business member organizations

- 1) Technical, Vocational and Skills Development Training Institutions
- 2) Entrepreneurs, labours, associations of the informal economy
- 3) National Skills Development Authority (NSDA)

- 4) Bangladesh Technical Education Board (BTEB)
- 5) Directorate of Technical Education
- 6) Technical & Madrasah Education Division
- 7) NGO's/Organizations
- 8) Professional Associations
- 9) Training Support Providers (TSP)
- 10) Government institutions involving in entrepreneurs development

11. Organizational capacity and facilities:

- Experienced professional staff
- Strong rapport and relationship with all sector level stockholders
- Review and development competency standard and curricula in collaboration with BTEB
- Strong monitoring system
- Structural webpage
- Structural strategy plan
- Training delivery
- Reporting system
- Sound financial management
- Business plan
- Collaboration/linkage with Govt. NGO's, private sectors and local institutions

12. Accounts and financial management system:

The accounting system of ISISC 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 activity take place

13. Banking system:

As per the decision in Executive Council (EC) meeting there are three (3) signatories, among them two (2) signature is needed to make any transaction

- Account Name: ISISC General Fund
- Bank Name & Branch: Pubali Bank, Malibagh Branch
- Account Type: SND Account
- Account No. 0703-1020-00406

14. Audit System:

The organization has a transparent management system. To ensure the proper implementation and management of activities, it always observes 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.

15. Monitoring mechanism for successful implementation of ISISC activities:

ISISC is very much aware to ensure the quality services to its beneficiaries. For ensuring the quality services, ISISC has developed strong monitoring and evaluation system. The development of a 5-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.

16. Reporting system of ISISC:

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

17. Project Implementation achievement status of ISISC:

- 1500 owners from various occupations particularly informal sector are oriented on labour policy & decent works at 05 Districts (Gazipur, Tangail, Bogra, Dinajpur and Joypurhat)
- Improved labour policy & decent works status regarding job contact, wages, weekly holidays, workplace safety etc in the enterprises who participated in the decent works workshop
- Website developed by the support of NSDA
- Increased acceptances among the stakeholders about ISISC
- Develop draft policy for the informal sector industries and submitted to the Ministry of Industries for approval
- Built Master craft Persons (MCPs) forum at 10 districts Rangamati, Tangail, Gazipur, Bogura, Jamalpur, Joypurhat, Dinajpur, Khulna, Chandpur, Bagerhat
- In consultation with the Ministry of Industry, A committee formed namely: Informal Sector development committee chair by the Secretary, Mo Industries. ISISC is the member of this committee
- Fast time talk show on 'Informal economy and its future' covered by media and Chairman of ISISC was a key speaker
- Developed 5 years strategy plan
- Developed 3-years business plan and submitted to NSDA
- Celebration World Youth Skills day
- Assisted BTEB to developed seven competency standards of various trade

18. Sustainability Plan of ISISC:

Initially, the operational costs of ISISC will be financed by the B-SkillFUL project over three years (July 2016- January 2020). ISISC 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) from the NSDA. The Fund is expected to be allocated similar or higher amounts, each year.
- Funds paid by clients for services supplied under contract (donor projects, governments, private companies) to meet specific project targets.
- A yearly subscription from members.
- The ISISC is also seeking additional technical and financial support from other donor-funded TVET projects to sustain. ISISC has given fruitful effort to raise funds from other potential sources. These include (i) a subscription fee on the member organizations of

ISISC (ii) generating income from conducting skills assessments and (iii) provision of technical services on skills planning and training to individual firms.

19. Executive Council (EC)

S.N	Name and Address	Position in Executive Council of ISISC
01	<p>Mirza Nurul Ghani Shovon Proprietor MNG Metal Industries, Bangra, Kalihati, Tangail Mobile: +88-01711-263861 Email: mngmetalindustries2016@gmail.com</p>	Chairman
02	<p>Munsur Hasan Khandaker Principal SOS Vocational Training Centre Dhaka SOS CHILDREN`S VILLAGE BANGLADESH Plot #01, Block-A, Main Road-1 Section-13, Mirpur, Dhaka-1216 Mobile: +88 01712-002304 E-mail: munsur.hasan@sos-bangladesh.org</p>	Vice- Chairman
03	<p>Md. Mahbubul Islam Executive Director Bangladesh Association for Community Education (BACE) 50, Purana Paltan Lane (5th floor), Dhaka-1000 Mobile: +8801712-152467 E-mail: bacebd@gmail.com</p>	Member Secretary
04	<p>Kohinoor Yeasmin Chief Executive Officer TARANGO 282/5, 1st colony, Mazar Road.Mirpur-1, Dhaka-1216 Mobile: +88 01715-024110 E-mail: wedptar@yahoo.com</p>	EC Member
05	<p>Dr. Md. Shahidul Islam Senior Consultant Grameen Shakti, Grameen Bank Building (19th Floor) Mirpur Road, Mirpur 2, Dhaka-1216 Mobile:+88 01713-002180 E-mail- dmsislam@agni.com</p>	EC Member
06	<p>Tasmiah Tabassum Rahman Head of Programme. Skills Development Bangladesh Rural Advancement Committee (BRAC) Level-8, Kaderia Tower, J28/8B Mohakhali , Dhaka- 1212 Mobile: +88 01713486688 E-mail: tasmiah.rahman@brac.net</p>	EC Member

07	Md. Abdus Sadeque Team Leader-TVET Sector Dhaka Ahsania Mission (DAM) House-19, Road- 12(New), Dhanmondi R/A, Dhaka-1209 Mobile: + 880 1716917542 E-mail: sadeque1957@gmail.com	EC Member
08	Tapon Kumar Das Deputy Director Campaign For Popular Education (CAMPE) 5/14, Humayan Road, Mohammadpur, Dhaka-1207 Mobile: 01711568617 E-mail: tapon@campebd.org	EC Member
09	Jagadish Chandra Roy Program Manager (TVET) Bangla-German Sampreeti (BGS), 4/16, Block - B, Humayun Road, Mohammadpur, Dhaka - 1207 Mobile: 01741-357935 Email: bgstvet17@yahoo.com	EC Member

20.Key staff of ISISC:

Sl No.	Name	Designation	Qualification	Year of experience	Remarks
1.	Md. Abdul Aziz Munshi	CEO	MA, Economics	27	
2	Md. Serajul Islam	Assistant Manager (Finance & Admin)	MBA	20	
3	Md. Jasim Uddin Akanda	Assistant Manager (Training & Material development)	MA-Social Welfare	25	
4	Md. Fazle Rabbi	District Focal	Diploma	8	Contractual
5	Md matiar Rahman	District Focal		20	Contractual
6	Md. Taherul Islam	District Focal		10	Contractual
7	Khan Mohammad Kamruzzaman	District Focal		10	Contractual
8	Suvash Chondro Roy	District Focal		15	Contractual
9	Md. Masum Ikbal	District Focal		7	Contractual

Conclusion:

Quality, access and affordability are the three core areas of approach addressed by ISISC 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 Informal Sector 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.

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