



**THE PUNJAB STATE BOARD OF TECHNICAL
EDUCATION AND INDUSTRIAL TRAINING**

Plot No. 1-A, Sec. 35-A, Chandigarh Ph.: 0172-2615385 Fax: 2664333 e-mail: cellipb@gmail.com

ਨੰ:- ਪੀ.ਐਸ.ਬੀ.ਟੀ./ਆਈ.ਟੀ./2019/ 1105

ਮਿਤੀ:- 30.4.19

ਵੱਲ,

ਪ੍ਰਿੰਸੀਪਲ,

ਸਮੂਹ ਸਰਕਾਰੀ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਸੰਸਥਾਵਾਂ (ਅਪ੍ਰੈਂਟਿਸ਼ਿਪ ਸਕੀਮ ਅਧੀਨ)

ਪੰਜਾਬ ਰਾਜ ਅਧੀਨ।

ਵਿਸ਼ਾ: 109ਵੀਂ ਅਪ੍ਰੈਂਟਿਸ਼ਿਪ ਪ੍ਰੀਖਿਆ ਮਈ/ਜੂਨ-2019 ਕੰਡਕਟ ਕਰਵਾਉਣ ਲਈ ਚਰਚਾ ਹਦਾਇਤਾਂ।

ਹਵਾਲਾ: ਡੀ.ਜੀ.ਟੀ, ਨਵੀਂ ਦਿੱਲੀ ਦੇ ਪੱਤਰ ਨੰ: MSDE- 18013 /01 /ATS /2019 -TTC and No. 18013/01/ATS/2019-TTC ਮਿਤੀ 10-04-2019 ਅਤੇ 23-04-2019 ਦੇ ਸਬੰਧ ਵਿੱਚ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਸਬੰਧ ਵਿੱਚ ਡੀ.ਜੀ.ਟੀ, ਨਵੀਂ ਦਿੱਲੀ ਤੋਂ ਪ੍ਰਾਪਤ ਹਵਾਲਾ ਅਧੀਨ ਪੱਤਰਾਂ (ਕਾਪੀ ਨੱਥੀ) ਰਾਹੀਂ 109ਵੀਂ ਅਪ੍ਰੈਂਟਿਸ਼ਿਪ ਪ੍ਰੀਖਿਆ ਕੰਡਕਟ ਕਰਵਾਉਣ ਲਈ ਹਦਾਇਤਾਂ ਪ੍ਰਾਪਤ ਹੋਈਆਂ ਹਨ। ਪ੍ਰਾਪਤ ਹਦਾਇਤਾਂ ਅਨੁਸਾਰ ਹੀ ਪ੍ਰੀਖਿਆ ਸਬੰਧੀ ਯੋਗ ਕਾਰਵਾਈ ਕਰਨੀ ਯਕੀਨੀ ਬਣਾਈ ਜਾਵੇ। ਪੱਤਰਾਂ ਦੀ ਕਾਪੀ ਆਪ ਜੀ ਨੂੰ ਭੇਜਦੇ ਹੋਏ ਲਿਖਿਆ ਜਾਂਦਾ ਹੈ ਕਿ


1. ਆਪ ਜੀ ਦੁਆਰਾ ਆਪਣੀ ਸੰਸਥਾ ਨਾਲ ਸਬੰਧਤ Establishments ਨਾਲ ਤਾਲਮੇਲ ਕਰਕੇ ਯੋਗ ਅਪ੍ਰੈਂਟਿਸਿਸ ਨੂੰ ਅਪ੍ਰੈਂਟਿਸ਼ਿਪ ਪੋਰਟਲ ਤੇ ਰਜਿਸਟਰ ਕਰਵਾਇਆ ਜਾਵੇ ਅਤੇ ਤਾਂ ਜੋ ਅਪ੍ਰੈਂਟਿਸਿਸ ਆਨਲਾਈਨ ਪ੍ਰੀਖਿਆ ਵਿੱਚ ਅਧਿਕਾਰ ਹੋ ਸਕਣ।
2. ਆਪ ਜੀ ਦੁਆਰਾ ਆਪਣੀ ਸੰਸਥਾ ਵਿਖੇ ਰਜਿਸਟਰ ਹੋਏ ਅਪ੍ਰੈਂਟਿਸਿਸ ਦੇ Online Exam Form ਅਪ੍ਰੈਂਟਿਸ਼ਿਪ ਪੋਰਟਲ ਰਾਹੀਂ ਭਰਵਾਏ ਜਾਣ ਅਤੇ ਸਬੰਧਤ Establishments ਤੋਂ ਅਪਰੂਵ ਕਰਵਾਏ ਜਾਣ।
3. ਆਪ ਜੀ ਦੁਆਰਾ Establishments ਨਾਲ ਤਾਲਮੇਲ ਕਰਕੇ ਅਪ੍ਰੈਂਟਿਸਿਸ ਦੇ ਸੈਸ਼ਨਲ ਮਾਰਕਸ ਵੀ ਅਪ੍ਰੈਂਟਿਸ਼ਿਪ ਪੋਰਟਲ ਤੇ ਅਪਲੋਡ ਕਰਵਾਉਣ ਸਬੰਧੀ ਯੋਗ ਕਾਰਵਾਈ ਕੀਤੀ ਜਾਵੇ ਕਿਉਂ ਜੋ ਡੀ.ਜੀ.ਟੀ, ਨਵੀਂ ਦਿੱਲੀ ਦੀਆਂ ਹਦਾਇਤਾਂ ਅਨੁਸਾਰ *Uploading of sessional marks by concerned establishment is mandatory for issue of hall ticket for the exam. Apprentices having minimum sessional marks for theoretical subject 40% and minimum sessional marks for Practical 60% are eligible to appear in AITT under ATS. The establishment should ensure upload of sessional marks of apprentices before approval of examination form.*
4. ਉਪਰੋਕਤ ਸਬੰਧੀ ਆਪ ਜੀ ਨੂੰ ਜਾਣੂ ਕਰਵਾਇਆ ਜਾਂਦਾ ਹੈ ਕਿ *The hall ticket will be generated and issued from apprenticeship portal for those apprentices whose sessional marks for theory and practical's are uploaded by the establishment and they are eligible to appear in AITT.*
5. ਆਪ ਜੀ ਦੁਆਰਾ ਆਪਣੇ ਪੱਧਰ ਤੇ Establishments ਨੂੰ ਪ੍ਰੈਕਟੀਕਲ ਪ੍ਰੀਖਿਆ ਕਰਵਾਉਣ ਸਬੰਧੀ ਹਦਾਇਤਾਂ (ਕਾਪੀ ਨੱਥੀ) *(Now all establishments registered under apprenticeship training schemes are allowed as self- examination center for practical exam in AITT under ATS for their own apprentices.*

Contd.

The evaluation of practical exam may also be done by their own examiner with own set of question paper. Any competent technical person working in the same establishment other than immediate Supervisor/Trainer of the apprentices may be appointed as an examiner. The establishment should submit the marks obtained by apprentices to concerned RDAT/SAA for processing and declaration of results.") ਬਾਰੇ ਅਵਗਤ ਕਰਵਾ ਦਿੱਤਾ ਜਾਵੇ ਅਤੇ ਪ੍ਰੈਕਟੀਕਲ ਪ੍ਰੀਖਿਆ ਖਤਮ ਹੋਣ ਉਪਰੰਤ ਪ੍ਰੈਕਟੀਕਲ ਪ੍ਰੀਖਿਆ ਦੇ ਮਾਰਕਸ ਦੀ ਹਾਰਡ ਕਾਪੀ (ਸੀਲ ਬੰਦ ਲਿਫਾਫੇ ਵਿੱਚ) ਸਬੰਧਤ Establishments ਤੋਂ ਪ੍ਰਾਪਤ ਕਰਕੇ ਬੋਰਡ ਦਫਤਰ ਨੂੰ ਹੁਬਹੂ ਭੇਜਣੀ ਯਕੀਨੀ ਬਣਾਈ ਜਾਵੇ ਤਾਂ ਜੋ ਸਬੰਧਤ ਮਾਰਕਸ ਡੀ.ਜੀ.ਟੀ, ਨਵੀਂ ਦਿੱਲੀ ਨੂੰ ਸਿਖਿਆਰਥੀਆਂ ਦਾ ਰਿਜਲਟ ਜਾਰੀ ਕਰਨ ਹਿਤ ਭੇਜੇ ਜਾ ਸਕਣ। ਆਪ ਜੀ ਦੁਆਰਾ ਪ੍ਰੈਕਟੀਕਲ ਮਾਰਕਸ ਦੀ ਗੁਪਤਤਾ ਨੂੰ ਬਰਕਰਾਰ ਰੱਖਿਆ ਜਾਵੇ।

6. ਡੀ.ਜੀ.ਟੀ, ਨਵੀਂ ਦਿੱਲੀ ਦੇ ਹਵਾਲਾ ਅਧੀਨ ਪੱਤਰ ਰਾਹੀਂ ਪ੍ਰਾਪਤ ਹਦਾਇਤਾਂ ਦੀ ਕਾਪੀ ਸਮੂਹ Establishments ਨੂੰ ਵੀ ਮੁਹੱਈਆ ਕਰਵਾ ਦਿੱਤੀ ਜਾਵੇ।
7. ਉਪਰੋਕਤ ਤੋਂ ਇਲਾਵਾ ਹਵਾਲਾ ਅਧੀਨ ਪੱਤਰ ਵਿੱਚ ਦਰਜ ਬਾਕੀ ਹਦਾਇਤਾਂ ਨੂੰ ਵੀ ਪੜ੍ਹ ਲਿਆ ਜਾਵੇ ਅਤੇ ਉਸੇ ਅਨੁਸਾਰ ਹੀ ਯੋਗ ਕਾਰਵਾਈ ਕੀਤੀ ਜਾਵੇ।

ਨੱਥੀ: ਉਪਰੋਕਤ ਅਨੁਸਾਰ


30.4.19

ਕੰਟਰੋਲਰ ਪ੍ਰੀਖਿਆਵਾਂ (ਆਈ.ਟੀ.ਆਈ)
ਵਾਸਤੇ ਸਕੱਤਰ ✓

ਪਿੱਠ ਅੰਕਣ ਨੰ:

ਮਿਤੀ:

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ/ਰਿਕਾਰਡ ਹਿਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:

1. ਡਾਇਰੈਕਟਰ, ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ, ਪੰਜਾਬ।
2. ਪੀ.ਏ.ਟੂ ਸਕੱਤਰ ਸਾਹਿਬ।

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ਕੰਟਰੋਲਰ ਪ੍ਰੀਖਿਆਵਾਂ (ਆਈ.ਟੀ.ਆਈ)
ਵਾਸਤੇ ਸਕੱਤਰ

No. MSDE-18010/01/ATS/2019/TTT

Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Employment Exchange Building, Library Avenue,
PUZA Campus, New Delhi-12, Dated 10th April, 2019

To,

- (i) All the State Apprenticeship Advisors dealing with Apprenticeship Training Scheme
- (ii) All the Regional Directorate of Skill Development & Entrepreneurship

Subject:- Conduct of 109th AITT under ATS to be held in May/June, 2019 regarding.

Sir,

As you are aware that the All India Trade Test (AITT) under Apprenticeship Training Scheme (ATS) is to be conducted from 29.05.2019 to 14.06.2019 and Multiple Choice Questions (MCQs) type paper of Trade Theory, Employability Skills and Workshop Calculation & Science will be conducted online and subjective type paper of Engineering Drawing and Trade Practical will be conducted in offline mode as per prevailing practice.

For online conduct of theoretical exams, the apprentices including ex-failed apprentices eligible to appear in May / June, 2019 exam has to be registered for online exam in Apprenticeship portal (Apprenticeship.gov.in> AITT Online Examination> Apprenticeship Online Exam) by the concern Establishment / State Apprenticeship Adviser (SAA) / SDAs. The registration of examinee for online exam is mandatory, because from November, 2017 onwards there is no option for any offline exam for theoretical papers for any apprentices.

Following categories of apprentices are permitted to appear in 109th AITT under ATS to be held in May / June, 2019:-

- (i) Apprentices registered on apprenticeship portal who appeared and failed in 108th or earlier AITT.
- (ii) Apprentices registered on apprenticeship portal whose contracts are registered offline and details uploaded on portal through legacy upload.
- (iii) Apprentices registered on apprenticeship portal who completed their training on or before 15th April, 2019.
- (iv) Apprentices eligible to appear in exam but could not appear in 108th or earlier AITT due to any reason.

Approval of Online exam form

- (i) Exam form filled by the apprentice has to be approved by Concern establishment
- (ii) Any update in the apprentice profile or photograph has to be approved by concern establishment.

Issue of Hall Tickets:-

- (i) Uploading of sessional marks by concerned establishment is mandatory for issue of hall ticket for the exam. Apprentices having Minimum sessional marks for theoretical subject 40% and Minimum sessional marks for Practical 60% are eligible to appear in AITT under ATS.
- (ii) A single hall ticket shall be issued for this examination from Apprenticeship MIS Portal for the papers Trade Theory, Workshop Calculation & Science, Employability Skills, Engineering Drawing and Practical only for those Apprentices who are eligible to appear in AITT under ATS and completed their training on or before 15 April 2019 and submit online exam form.

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- (iii) Hall ticket has to be generated by concerned RDSDE/SAA through Apprenticeship.gov.in portal after exam center mapping for Engineering drawing and self-exam center for practical exam of every establishment.
- (iv) Hall tickets will be provided through Apprenticeship MIS Portal from 22.05.2019 onwards and has to be issued by concerned Establishments/SAA/RDATs. However, individual apprentices also may download the hall ticket through their profile page on Apprenticeship MIS Portal.
- (v) No examinee will be allowed to enter the examination hall without Apprenticeship portal generated valid hall ticket.
- (vi) Examinee must also carry a valid photo ID card preferably issued by a Govt. agency.

The exam of theoretical subject (Trade Theory, Employability Skills and WSH, Calculation & Science) will be conducted online with MCQs and the trainee has to attend this computer based exam at examination centre provided by the agency selected by DGT.

The mock test practice sessions will be made available for apprentices on online exam website (mockserver.cbexam.in/DGTMock) for prior practice from 22.05.2019 onwards.

However, all the arrangements for Engineering Drawing exam like examination centres, sitting arrangements, supply of drawing sheets & evaluation of engineering drawing exam's answer sheets shall be carried out by the respective State Apprenticeship Authorities/RDATs.

According to DGT letter no. MSDE-18011/DGT/2017-TTC(A,II) dated 16th January, 2019 regarding practical exam "Now all establishment registered under Apprenticeship Training Scheme are allowed as self-examination centre for Practical exam in AIT under ATS for their own apprentices. The evaluation of practical exam may also be done by their own examiner with own set of question paper. Any competent technical person working in the same establishment other than Immediate Supervisor/Trainer of the apprentices may be appointed as an examiner. The establishment should submit the marks obtained by apprentices to concerned RDSDE/SAA for processing and declaration of results".

Soft copy of question Paper for Engineering Drawing Examination will be provided by DGT (MSDE) New Delhi through Email and password will be issued 01 hour prior to commencement of examination.

In view of above, you are requested to direct the industries to register all the eligible apprentices in Apprenticeship Portal to enable them to appear in 109th AITT under ATS to be held in May / June, 2019. Hall ticket generated from any other sources will not be acceptable for any exam.

Yours faithfully



(K. Singh)
Deputy Director of Training
For Director (TTC)

e-mail / Apprenticeship Portal

No. 18013/01/ATS/2019-TTC

Government of India

Ministry of skill development and Entrepreneurship

Directorate General of Training

Employment exchange building,
Library Avenue, Pusa Campus,
New Delhi – 12, Dated: 23.04.2019

To

1. All State Apprenticeship Advisor dealing with Apprenticeship Training Scheme.
2. All Regional Directorate of Skill Development and Entrepreneurship (RDSDE).
3. All HRD Managers of Establishments dealing with Apprenticeship Training Scheme

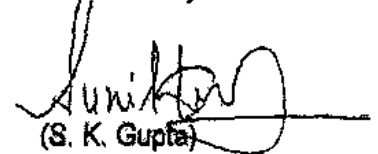
Subject: Guidelines for conduct of Practical examination at Establishments under All India Trade Test (AITT) – regarding

Sir

Kindly refer to this office letter no. MSDE- 18011/DGT/2017-TTC (Pt.III), dated 16.01.2019 on reforms in AITT under ATS vide which it was informed that all establishments registered under apprenticeship training scheme are allowed as self examination centre for practical exam in AITT under ATS for their own apprentices. The evaluation of practical exam may also be done by their own examiner with own question paper. Any competent technical person working in the same establishment other than the immediate supervisor/trainer may be appointed as examiner. The establishments, Submit the marks obtained by the apprentices to concerned RDSDE/ SAA/AAA for uploading, processing and declaration of results.

The detail guidelines in this regard have been framed and hereby attached. You are requested to forward the same to all the concerned so that this examination reform may be implemented with effect from AITT under ATS, May 2019 and onwards.

Yours Sincerely



(S. K. Gupta)

Director (TTC)/

Controller of Examination

Detail guidelines for conduct of Practical Exam under AITT at Establishment

- TT Cell, DGT, Dated: 23.04.2019

The All India Trade Test (AITT) of Apprentices under Apprenticeship Training scheme (ASTS) is held twice in a year in the month of April/May and Oct/November for apprentices registered in establishment under Apprenticeship Act, 1961.

Eligibility criteria:

Following categories of apprentices are permitted to appear in AITT under ATS:-

- (i) Apprentices who are registered on apprenticeship portal and who has appeared and failed in previous AITT exams.
- (ii) Apprentices registered on apprenticeship portal whose contracts are registered offline and details uploaded on portal through legacy upload.
- (iii) Apprentices registered on apprenticeship portal and completed their training on or before 15th April /15th October respectively.
- (iv) Apprentices eligible to appear in exam but could not appear in previous AITT due to any reasons.

Submission of Online exam form:

- (i) Online exam form should be filled by the apprentice through Apprenticeship portal and it has to be approved by Concerned establishment.
- (ii) Any update in the apprentice profile including signature and photograph, has to be approved by the concerned establishment before submission of online exam form.
- (iii) The establishment should ensure upload of sessional marks of apprentices before approval of examination form. Uploading of sessional marks by concerned establishment is mandatory for issuance of hall tickets.

Issue of Hall Tickets:-

- (i) Minimum 40 % sessional marks in theoretical subjects and 60% sessional marks in Practical are eligibility criteria for appearing in AITT.
- (ii) The hall ticket is generated and issued from the apprenticeship portal for those apprentices whose sessional marks for theory and practical's are uploaded by the establishment and they are eligible to appear in AITT.
- (iii) A single hall ticket shall be issued from Apprenticeship MIS Portal mentioning the detail of paper like; Trade Theory, Workshop Calculation & Science, Employability Skills, Engineering Drawing and Practical with examination centre details.
- (iv) Hall ticket will be generate by the concerned RDSDE/SAA through Apprenticeship.gov.in portal after exam center mapping for Engineering drawing and self-exam center for practical exam for every establishment and online exam centre mapping by agency assisting DGT in conducting online exam.
- (v) Hall tickets will be provided through Apprenticeship MIS Portal to concerned Establishments/SAA/RDATs and the same shall be issued to the eligible apprentices. However, DGT is working on issuance and downloading of Hall tickets directly by the apprentices (which will be intimated as and when situation arises).
- (v) No examinee apprentice should be allowed to attend the exam without a valid hall ticket generated by the apprenticeship portal.

- (vi) Examinee apprentice must also carry a valid photo ID card preferably issued by a Govt. agency.

Exam Centre, Question Paper for Practical exam & Engineering Drawing:

- A. All establishment registered under Apprenticeship Training Scheme are allowed as self-examination centre for Practical exam for their own apprentices and they have to prepares question papers for Practical exams for their apprentices according to guidelines mentioned below.
- B. Q.P. for engineering drawing for AITT exams to be conducted in the month of May/June, 2019 may be provided by DGT in soft copy with password protected to all Establishment/SAA/RDAT.
- C. Further to inform that vide DGT ref letter no. MSDE-19/02/2018-CD date 26.2.2019 AITT conducted from OCT/NOV 2019 the State Directorate and Establishments may prepare a question paper themselves for Engineering Drawing for all the trades running in their establishment.
- D. The question papers for Engineering Drawing for Central Establishments & Multi State operating establishment may also be prepared by themselves form OCT/Nov 2019 onwards.

Examiner/Evaluation of Practical exams:

Any competent technical person (Diploma holder/ Graduate in concerned stream of technology or sector working in the same establishment may be appointed as an examiner for practical exam. The examiner may be from same establishment but other than immediate Supervisor/Trainer of the apprentice. The examiner should evaluate practical exam with question paper prepared for the concern trade at their establishment level.

Engineering Drawing exam may be conducted at exam center defined by concern establishment and RDAT/SAA.

Preparation of result:

The establishment should submit the marks obtained by apprentices in practical exam to concerned RDSDE/SAA for uploading in portal with engineering drawing marks and declaration of results through apprenticeship portal.

Guidelines for setting Practical exam question Paper for any Trade

1. Question Paper should contain name of the trade, trade code, exam session and duration of exam.
2. Total time duration of practical test normally restricted to 6 hrs. Wherever it is not possible, it can be extended to maximum of 8 hrs.
3. Practical exam question paper should contain the following conditions.
 - Minimum of 3 questions from different learning outcome/assessable criteria.
 - Each question may have sub divisions.
 - Marks for each question can be awarded depending upon the complexity of the skill.

Example:

- ✓ List out the required tools, equipment, instruments, materials and components with their Specification and quantity to perform the practical (Wherever it is applicable).

h. wilkar

- ✓ Write the procedure/Steps to perform the practical with safety related information.
 - ✓ Carryout the sequential steps
4. Practical questions should be designed/formulated as directly related with skills prescribed to carry On-Job-Training by either combining various skills or learning/Assessable outcome of professional skills.
 5. The practical exam should cover the key skills learned during training.
 6. Question paper should be such that it helps the trainees to get an Employment opportunity in an organization.
 7. Raw materials specifications should be as per BIS wherever it is applicable.
 9. The tools and equipment's required for practical examination should be considered as standard sizes.
 10. The Capacity and size of machines, tools and equipment's to be utilized for Practical test should be ready and available to apprentices for assessments of his skill acquired during on the job training.
 11. Under each category of features as given below the criteria may be decided depending upon the trade. The marks may also be allotted depending upon the complexity of skills, except the attitudinal features.

The example of key criteria for setting of questions.

Sl. No.	Objective features	Marks-50	Remarks
1	Requirement of tools, equipment's, instruments and materials with specification and quantity, (if applicable)		
2	Diagram/Procedure		
Subjective Features		Marks: 200	
1	Handling of tools/ equipment/ instruments		
2	Connection/Assembly/Layout		
3	Measurement/Reading/Observations		
4.	Verification/Comparison of standard values/Relationship		
Attitudinal features		Marks: 50	
1.	Safety	10	
2	House keeping	10	
3	Initiative	10	
4	Cooperation	10	
5.	Communication	10	
