

MSDE-19/03(13)/2015-CD
Government of India
Directorate General of Training
Ministry of skill Development & Entrepreneurship (MSDE)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th January, 2016

To,

1. Secretaries/Principal Secretaries of all the State Govts / UT Administrations dealing with Craftsmen/Vocational Training
2. Directors dealing with Craftsmen/Vocational Training of all States/ UT Administrations

Subject: Revised norms for minimum attendance under Semester system of Craftsmen Training Scheme.

Sir/Madam

A Working Group was constituted comprising of Secretaries of the 04 States on the "Career Progression of ITI Instructors and changes in CTS programme". Three meetings of the Working Group were held. The Working Group also discussed norms for minimum attendance under Semester system of Craftsmen Training Scheme.

The recommendations of working group on norms for minimum attendance under Semester system of CTS were discussed vide agenda item No.9 in the meeting of Sub Committee of NCVT dealing with Norms & Courses held on 17.12.2015, at New Delhi.

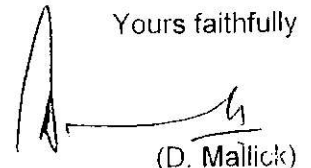
After detailed discussion, the Sub-committee approved following revised norms for minimum attendance under Semester system of CTS.

- i. With less than 80% but upto 70% attendance in 1st Semester, the candidate can go to next semester but at the end of 2nd semester he has to secure 80% cumulative attendance.
- ii. At the end of the course he has to have 80% attendance to appear the final examination
- iii. For emergency cases, concerned ITI Principal may be empowered to relax maximum 5%.
- iv. If attendance is below the prescribed limit, in a particular semester even after exercising all the options at (iii) above, then the candidate would be allowed to continue in the next semester but will appear in the examination of the previous semester subject to completion of 80% attendance in the earlier semester(s) taken together.

Directors of all the States and Union Territories Administrations are requested to follow above norms and issue further necessary instructions to all Principals of Government and Private ITIs with a request to follow the revised norms for minimum attendance under Semester system of CTS.

29/1/16
ADG (TS)
CCRC 8772 (PSBTE-IT)

Yours faithfully


(D. Mallick)

Dy. Director General of Training


2.

Copy to:
1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTAR, Kolkata.

3. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.
4. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association, ITI Chanakya No. 6 Camp Road, Selaiyur, East Tambaram, Chennai - 600073
5. All Directors and TC Section at DGT, HQ

Copy for information :

1. PS to MoS(IC), MSDE
2. PS to Secretary, MSDE
3. PS to JS(RA)


(Anita Srivastava)
Dy. Director of Training

MSDE-19/03(7)/2015-CD
Government of India
Directorate General of Training
Ministry of skill Development & Entrepreneurship (MSDE)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th January, 2016

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1. Secretaries/Principal Secretaries of all the State Govts / UT Administrations dealing with Craftsmen/Vocational Training
 2. Directors dealing with Craftsmen/Vocational Training of all States/ UT Administrations

Subject: Penalty against controller of examiner/Nodal officers for not uploading the practical and Engineering Drawing marks of candidates on NCVT-MIS Portal within 20 days after the exam

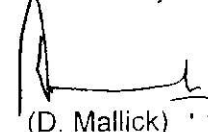
Sir/Madam

This is to inform that meeting of the "Sub-committee of NCVT on Norms and Courses" was held on 17th December, 2015 in New Delhi. Penalty against controller of examiner/Nodal officers for not uploading the practical and Engineering Drawing marks of candidates on NCVT-MIS Portal within 20 days after the exam was discussed vide agenda item No.7, in the meeting

2. It was brought to the notice of the above sub-committee that State Directorate/UTs fails in uploading the marks of practical and Engineering Drawing subject within 20 days after the exam in spite of repeated request which causes delay in declaration of result. Sub-committee approved that respective controller of exam of State/U.Ts are suggested that they must ensure that each practical examiner would submit marks within 5 days after last date of exam failing which he should not be deputed for the examiner duty in next exam. He should also ensure that all the Engineering Drawing answer sheet should be evaluated within 10 days after the exam so that both the marks of practical and Engineering Drawing should be uploaded in the same template within 20 days after the exam. Failing which State Directorate/UT should initiate suitable disciplinary action against controller of examiner/Nodal officer of exam and practical examiner for dereliction in their duties.

3. Henceforth, if controller of examiner/Nodal officers **should ensure that** marks of practical and Engineering Drawing should be uploaded in the same template within 20 days after the exam. Failing which State Directorate/UT should initiate suitable disciplinary action against controller of examiner/Nodal officer of exam and practical examiner for dereliction in their duties.

Yours faithfully



(D. Mallick)

Dy. Director General of Training

Copy to:

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,

2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTAR, Kolkata.
3. Principal CTI Chennai , Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs .
4. Prof. M. Ranga Rao. National Co-ordinator, Federation of All India Pvt. Association, ITI Chinnakya No. 6 Camp Road, Selaiyur, East Tambaram, Chennai – 600073
5. All Directors and TC Section at DGT, HQ

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(Anita Srivastava)
Dy. Director of Training

MSDE-19/03(6)/2015-CD
Government of India
Directorate General of Training
Ministry of skill Development & Entrepreneurship (MSDE)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th January, 2016

0.

1. Secretaries/Principal Secretaries of all the State Govts / UT Administrations dealing with Craftsmen/Vocational Training
2. Directors dealing with Craftsmen/Vocational Training of all States/ UT Administrations

Subject: **Penalty against Principals of Government/Private ITIs for not uploading the sessional marks on NCVT-MIS portal before issue of admit cards to the candidates.**

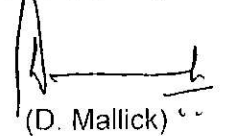
Sir/Madam

This is to inform that meeting of the "Sub-committee of NCVT on Norms and Courses" was held on 17th December, 2015 in New Delhi. The issue on penalty against Principals of Government/Private ITIs for not uploading the sessional marks on NCVT-MIS portal before issue of admit cards to the candidates was discussed vide agenda item No.7, in the meeting.

2. It was brought to the notice of the above sub-committee that the principals of Government and Private ITIs are not **uploading sessional marks and attendance** of the candidates on the NCVT-MIS portal for making them eligible for hall ticket before issue of the admit card to the candidates. This causes problem in issue of declaration of the result through NCVT-MIS portal. The Sub-Committee recommended that in such cases, where principals are not doing their duties for getting uploaded the sessional marks and attendance well in schedule time period on portal, each State/UTs should take suitable action against the officials for dereliction of duties.

3. Henceforth, if principals are not doing their duties for getting uploaded the sessional marks and attendance well in schedule time period on portal, each State/UTs shall take suitable action against them for dereliction of duties.

Yours faithfully



(D. Mallick)

Dy. Director General of Training

sp/103

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad& Dehradun , FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTARI, Kolkata.
3. Principal CTI Chennai , Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs .
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(Anita Srivastava)
Dy. Director of Training

MSDE-19/03(5)/2015-CD
Government of India
Directorate General of Training
Ministry of skill Development & Entrepreneurship(MSDE)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th January, 2016

To,

1. Secretaries/Principal Secretaries of all the State Govts / UT Administrations dealing with Craftsmen/Vocational Training
2. Directors dealing with Craftsmen/Vocational Training of all States/ UT Administrations

Subject: Penalty for not handing over OMR sheet within 10 days to evaluating agency after the exam

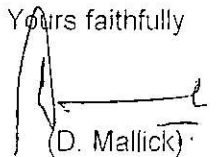
Sir/Madam

This is to inform that meeting of the "Sub-committee of NCVT on Norms and Courses" was held on 17th December, 2015 in New Delhi. Penalty for not handing over OMR sheet within 10 days to evaluating agency after the exam was discussed vide agenda item No. 7 in the meeting.

2. For timely deceleration of result of trainees who appear in All India Trade test, "Penalty for not handing over OMR sheet within 10 days to evaluating agency after the exam" was discussed in the meeting. Committee has approved that controller of examination of respective States and Superintendent of exam centres have to forward OMR sheets on the same day of exam to State Directorate/UTs, so that the same will be handed over to the evaluating agency within 10 days after the exam failing which each State/U.Ts will take suitable action against the officials for dereliction of duties.

3. Henceforth, controller of examination of respective States and Superintendent of exam centres shall forward OMR sheets on the same day of exam to State Directorate/UTs, so that the same will be handed over to the evaluating agency within 10 days after the exam failing which each State/UTs shall take suitable action against the officials for dereliction of duties.

Yours faithfully



Dy. Director General of Training

Copy to:

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTAR, Kolkata.
3. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.
4. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association, ITI Chanakya No. 6 Camp Road, Selaiyur, East Tambaram, Chennai – 600073
5. All Directors and TC Section at DGT, HQ

.2.

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3. PS to JS(RA)



(Anita Srivastava)
Dy. Director of Training

MSDE-19/03(3)/2015-CD
Government of India
Directorate General of Training
Ministry of skill Development & Entrepreneurship(MSDE)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th January, 2016

To,

1. **Secretaries/Principal Secretaries of all the State Govts / UT Administrations dealing with Craftsmen/Vocational Training**
2. **Directors dealing with Craftsmen/Vocational Training of all States/ UT Administrations**

Subject: Consideration of part wise marks of papers under modified semester system of AITT.

Sir/Madam

This is to inform that meeting of the "Sub-committee of NCVT on Norms and Courses" was held on 17th December, 2015 in New Delhi. Consideration of part wise marks of papers under modified semester system of AITT was discussed vide agenda item No. 7 in the meeting.

2. In present system question paper related to trade theory paper is having two parts (A&B) and as per guidelines of modified semester system AITT, it is necessary for the candidate to secure a minimum of 25% marks in each part/section and over all 40% marks, in case if students fails in any one part then student has to reappear in the next attempt in both the part of the Trade theory. Accordingly, consideration of part wise marks of trade theory papers under modified semester system of AITT was discussed in the meeting. After detailed discussion, sub-committee agreed that if candidate fails in either part i.e A or B of the paper, he/she may be allowed to attempt both the parts of the paper in the next exam but only the highest marks of each part may be taken from both of the papers i.e. regular and supplementary, be indicated in mark sheet as marks obtained in the paper, while preparation of result.

3. Henceforth, if candidate fails in either part i.e A or B of the paper, he/she shall be allowed to attempt both the parts of the paper in the next exam but only the highest marks of each part shall be taken from both of the papers i.e. regular and supplementary, be indicated in mark sheet as marks obtained in the paper, while preparation of result.

Yours faithfully

(D. Mallick)

Dy. Director General of Training

Copy to:

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTARI, Kolkata,
3. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.

4. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association,ITI Chanak,
No. 6 Camp Road, Selaiyur, East Tambaram, Chennai – 600073
5. Chief Executive Officer, NABET, Quality Council of India, 2nd Floor, Institution of Engineers Building,
Bhadurshah Zaffar Marg, New Delhi.110002.
6. All Directors and TC Section at DGT, HQ

Copy for information :

- 1 PS to MoS(IC).MSDE
- 2 PS to Secretary,MSDE
- 3 PS to JS(RA)



(Anita Srivastava)
Dy. Director of Training

MSDE-19/03(4)/2015-CD
Government of India
Directorate General of Training
Ministry of skill Development & Entrepreneurship(MSDE)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th January, 2016

To.

1. Secretaries/Principal Secretaries of all the State Govts / UT Administrations dealing with Craftsmen/Vocational Training
2. Directors dealing with Craftsmen/Vocational Training of all States/ UT Administrations

Subject: Addition of grace marks without indicating it on the mark-sheet.

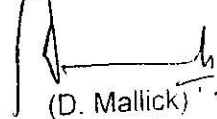
Sir/Madam,

This is to inform that a meeting of the "Sub-committee of NCVT on Norms and Courses" was held on 17th December, 2015 in New Delhi. **Addition of grace marks without indicating it on the mark-sheet** was discussed vide agenda item No. 7 in the meeting.

2. It was brought to the notice that in cases where a candidate is passed with grace marks, the same is indicated on the mark sheet of the candidate which cause difficulty to the candidate in getting admission to higher studies such as diploma. Accordingly, addition of grace marks without indicating it on the mark-sheet, was discussed in the above meeting. Committee has approved that minimum grace marks should be given to the candidate for passing but the same would not be indicated on the mark-sheet.

3. Henceforth, minimum grace marks shall be given to the candidate for passing but the same shall not be indicated on the mark-sheet.

Yours faithfully


(D. Mallick)


Dy. Director General of Training

Copy to:

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTARI, Kolkata.
3. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.
4. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association, ITI Chanakya No. 6 Camp Road, Selaiyur, East Tambaram, Chennai – 600073

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PS to MoS(IC),MSDE
PS to Secretary,MSDE
PS to JS(RA)


5-9/1/16
COBCC PTT 821 (PS B) 87



(Anita Srivastava)
Dy. Director of Training

MSDE- 19/3/2015-CD
Government of India
Directorate General of Training
Ministry of Skill Development & Entrepreneurship

Speed post

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020234279

Shram Shakti Bhawan
New Delhi, dated 28th December, 2015

To,

- (1). Principal Secretaries of all the State Govts / UT Administrations dealing with Vocational /Craftsmen Training
- (2). Directors dealing with Vocational /Craftsmen Training of all States/ UT Administrations

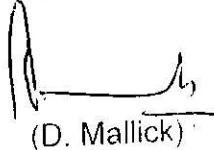
Subject: Continuation of "Cane Willow and Bamboo Workers" trade under Craftsmen Training Scheme for the session started from August,2015.

Sir/Madam

This is to inform you that on the request of State Government of Tripura, the trade "Cane Willow and Bamboo Workers" has been allowed to be continued for another one year i.e. for year 2015 under Craftsmen Training Scheme..

In view of above, trainees admitted in NCVT affiliated Govt. and Pvt ITIs, during the admission session started from August,2015, are permitted to appear for All India Trade Test to be held in year 2016 .

Yours faithfully,



(D. Mallick)

Dy. Director General (Training)

Copy to:-

1. Shri V.G. Jenner, Director, I&C Government of Tripura, Directorate of Industries & Commerce, Khejurbagan Agartala, Tripura (w) Ph- (0381-2411021), Fax- (0381-2411022)
2. Directors of ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad, & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai, CSTARI, Kolkata.
3. Directors of RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad,
4. Principal CFI Chennai, MITI Haldwani, Calicut, Jodhpur, Choudwar, NVTI, Noida and all RVTIs.
5. Director (Project) : with a request to make necessary provision in MIS Portal for entry of Data of trainees taking admission in the above trades.
6. Director TTC – to arrange for examination.



(Anita Srivastava)
Dy. Director of Training