

By Speed Post

DGE&T-18011/01/Sem-Jan/2015-TTC
Government of India
Ministry of Labour & Employment
Directorate General of Employment & Training

Shram Shakti Bhawan, New Delhi
Dated, 4th February, 2014

To

1. All the State/UT Directors (Dealing with Craftsmen Training Scheme).
2. The Principal, NVTI-Noida/RVTIs- Mumbai, Bangalore, Trivandrum, Panipat, Kolkata, Tura, Indore, Allahabad, Jaipur and Vadodara.

Subject: Launch of web-based MIS Application Software

Dear

This is with reference to the earlier letter no. DGET-35(4) MIS-4/2014-NPIU dated 21st July 2014 regarding the web based MIS Application Software developed by DGE&T for management of its various schemes. The first phase of the application is now live at <http://ncvtmis.gov.in> and the first semester examination scheduled in this month for the candidates admitted in revised syllabi (63 Mentor Council Trades) w.e.f. August 2014 and remaining 71 trades (old semester system syllabi) under CTS is to be conducted using the hall tickets generated from the application. Examination for all other candidates will be held as per old process.

2. To ensure system readiness for generating hall tickets for CTS' All India Trade Test (AITT) scheduled to commence on 9th Feb 2015, it was requested to all States / UTs to provide the affiliation details of all ITIs and the details of admitted trainees for the session beginning from August 2014. The required information received from the States / UTs is required to generate hall tickets for all eligible candidates and the same has been uploaded to the system.

3. A list of technical instructions to enable the Department in printing hall tickets using the system for the candidates admitted in August, 2014 is attached at **Annexure I**. I request your full cooperation and support to ensure that the instructions listed are taken up immediately by your Department. All other details with comprehensive guidelines for conducting the examination are attached as **Annexure-A**, alongwith other attachments as **Annexure- B, C, D & E**.

4. All further queries may be directed to the appropriate person as tabulated below:

Sl.	Type of Query	Contact Person	Phone and email
1.	Examination centres, dates, trades, etc.	Mr. Himanshu, TO, Trade Testing Cell	011-23472391 himanshu.85@nic.in
2.	Affiliation data on the system	Mr. Sushil Kumar Agarwal, DDT	011-23353575 s_gwal@yahoo.com
3.	Hall ticket generation and portal usage	(a) Wipro Helpdesk	0120-4405610 support.dget@wipro.com

Yours faithfully,

Encl:- Annexure I,
Annexure- A, B, C, D & E,

(P. N. Yadav)
Joint Director of Training

Instructions for downloading hall tickets for AITT (Trainees admitted in Aug 2014)

1. Type the URL www.ncvtmis.gov.in in your web browser and click on the "Internal Users" icon on the top right of the home page (Screen 1).
2. Once the Login Page for the NCVT MIS application is displayed (Screen 2), enter username and password as provided by DGE&T and click the "Login" button. In case you do not have the username and password, contact Wipro Helpdesk.
3. If this is your first login, you will be asked to change the password (Screen 3). Please choose a new password that will be used for all future login attempts.
4. After password reset, you will be redirected to the NCVT application's home page (Screen 4).
5. The generation of hall tickets in the system has been completed by DGE&T NPIU as a one-time exercise. To download the hall tickets from the home page, click on the "+" icon on left menu that says "MIS", then click on "Academic", then "Print Hall Ticket", then "Print". This leads to a screen showing two modes of printing the hall tickets (Screen 5). Select the appropriate mode and click "Submit". Please ensure that any pop-up blockers in your web browser are disabled before you proceed. Working of the two modes is described below:
 - (i) *Single Hall Ticket Printing*
 - This mode may be used for printing hall ticket of a single trainee. To achieve this, enter the Registration Number of the trainee for whom the ticket is to be printed (Screen 6).
 - Select the trainee(s) using the check box and click on "Print". The system will display the hall ticket of the trainee(s) in a pop-up window (Screen 7). This ticket can be saved as a PDF file on the local computer or sent to the printer for printing.
 - (ii) *Batch Hall Ticket Printing*
 - This mode may be used for printing hall tickets of multiple trainees at one go. To achieve this, please provide the following details: Semester, Institute Name, Session, Training Scheme, Module, Training Sector, Trade/Module.
 - Select session as "April 2015" (Screen 8).
 - To select multiple trades, press and hold the Ctrl button and click on all trades for which hall tickets are to be generated (Screen 8).
 - Click on "Print" or "Print All" button. The system will display the hall tickets of all trainees of the selected institute and trade(s) in a pop-up window (Screen 9). These tickets can be saved as a single PDF file on the local computer.
6. It is recommended that the State Directorates use the batch printing mode and download one PDF file for every institute in the State / UT (all trades in the institute maybe selected by pressing the Ctrl button as described above). The institute-wise PDF documents containing hall tickets of all trainees in the institute maybe emailed to the respective institute for physical printing on paper and distribution to candidates.
7. A sample hall ticket is presented in Screen 10 below.

Screen 1 (Home Page):

The screenshot shows the home page of the DGE&T-Management Information System. At the top, there is a navigation bar with the system title and a 'Click on 'Internal Users'' button. Below the navigation bar, a 'Welcome to DGE&T MIS' section provides a brief introduction to the system and a link to login for internal users. To the right, a 'Quick Links' box contains several links: DGE&T Home, DGE&T Contacts, MoLE, NVTIS, and Wiki 'ITI'. The main content area is divided into three columns: 'For Trainees' with links for Trainee Profile, ITI Search, ITI Count, Trade Statistics, Academic Calendar, and Examination Calendar; 'For Employers' with links for Trainee Search and Trainee Verification; and 'Instructors' with a link for Instructor Search. The page footer contains the URL and the name of the Ministry of Labour & Employment, Government of India.

Screen 2 (Login Page):

The screenshot shows the login page of the DGE&T-Management Information System. On the left, a 'Welcome to MIS Application' message is displayed. On the right, a 'Sign In' section contains a form with three input fields: 'Username', 'Password', and 'Business Unit' (a dropdown menu). Below the form, there is a 'Remember Me' checkbox and a 'Forgot Password' link. A 'Login' button is positioned below the form. At the bottom right, there is a help icon and the text 'Help me sign In to MIS Application.'

Guidelines for OMR based All India Trade Test under CTS-Feb. 2015
Semester System (introduced w.e.f. 2013) & Mentor Council (Introduced w.e.f. Aug, 2014)

All the theory subject papers for all the Semesters are **objective type**.

The objective type question papers are to be answered on OMR sheet supplied by NIELIT.

There will be **Negative marking** in the OMR based objective paper.

The colour of OMR for **first Semester (Mentor Council revised Syllabi introduced in Aug. 2014) is Orange** and for all other Semesters(I/II/III introduced w.e.f. August 2013) **Magenta OMR Sheets are to be used**. OMR sample sheet is attached at **Annexure-B**.

Engineering Drawing Paper is objective for 1st Semester and subjective from 2nd Semester onwards.

1. Pattern of Question Paper for Engineering and Non-Engineering trades:-

I Semester (Engineering Trades) Semester Pattern (introduced in August, 2013):-

- **Paper-I Maximum Marks 200; Time 3 Hrs.**
Part-A-Trade Theory (150 Marks) 50 Multiple Choice Questions (MCQ) of 3 Marks each and **Part-B Employability Skills (50 Marks)** 25(MCQ) of 2 marks each. Carries negative marking. **25% marks** will be deducted for each wrong answer.
- **Paper-II: Maximum Marks 150; Time-3 Hrs.**
Part-A Workshop Calculation & Science (75 Marks) (MCQ) of 3 Marks each & Part-B Engineering Drawing (75 Marks) (MCQ) of 3 Marks each. Carries negative marking. **25% marks** will be deducted for each wrong answer.
- **Practical: Maximum Marks 270, Time 8 Hours max., conventional pattern. No negative marking.**

I Semester (Engineering Trades) Mentor Council (revised syllabi introduced in August, 2014):-

- **Paper-I Maximum Marks 200; Time 3 Hrs.**
Part-A-Trade Theory (150 Marks) 50 Multiple Choice Questions (MCQ) of 3 Marks each and **Part-B Employability Skills (50 Marks)** 25(MCQ) of 2 marks each. Carries negative marking. **25% marks** will be deducted for each wrong answer-
- a) Common theory paper for the trades Mechanic Diesel Engine, Mechanic Tractor, Mechanic Auto Electrician and Electronics, Mechanic Motor Cycle, Pump Operator cum Mechanic, Mechanic Motor Vehicle and Mechanic Agricultural Machinery (**7 Trades**). Except Mechanic Motor Vehicle which has been rescheduled to be held in afternoon instead of morning.
- b) Common theory paper for the trades Electrician, Wireman, Electroplater and Lift & Escalator Mechanic (**4 Trades**).
- c) Common theory paper for the trades Tool & Die Maker (Dies & Moulds) and Tool & Die Maker (Press Tools, Jigs & Fixtures) (**2 Trades**).
- **Paper-II: Maximum Marks 150; Time-3 Hrs.**
- **Part-A Workshop Calculation & Science (75 Marks) (MCQ) of 3 Marks each & Part-B Engineering Drawing (75 Marks) (MCQ) of 3 Marks each.** Carries negative marking. **25% marks** will be deducted for each wrong answer.
- However for forenoon (Four Semester) and afternoon (I & 2 Sem) Trades, different sets of Question Papers will be given.
Practical: Max. Marks 270, Time 8 Hours max., conventional pattern, No negative mark.

II Semester (Engineering Trades) Semester Pattern (introduced in Aug, 2013):-

- **Paper-I Trade Theory**, Time 3 Hrs. Maximum Marks 150; 50 (MCQ) of 3 Marks each. Carries negative marking. 25% marks will be deducted for each wrong answer.
- **Paper-II: Maximum Marks: 125; Time-3 Hrs.**
Part-A Workshop Calculation & Science (75 Marks) (MCQ) of 3 Marks each & Part-B Employability Skills (50Marks) (MCQ) of 2 marks each, Carries negative marking. 25% marks will be deducted for each wrong answer.
- **Paper-III: Engineering Drawing Max. Marks: 75; Time-4 Hrs.**, Conventional pattern i.e. subjective type (to be attempted on drawing sheet). **No negative marking.**
- **Practical: Maximum Marks: 270, Time- 8 Hours Max.**, Conventional Pattern. **No negative marking.**

II Semester (Engineering Trades) Mentor Council (introduced in Aug, 2014):-

Not Applicable.

III Semester (Engineering Trades) Semester Pattern (introduced in Aug, 2013):-

- **Paper-I Trade Theory**, Time 3 Hrs. Maximum Marks 150; 50 (MCQ) of 3 Marks each, Carries negative marking. 25% marks will be deducted for each wrong answer.
- **Paper-II: Workshop Calculation & Science; Maximum Marks: 75 (MCQ) of 3 Marks each; Time-3 Hrs**, carries negative marking. 25% marks will be deducted for each wrong answer.
- **Paper-III: Engineering Drawing Max. Marks 75; Time: 4 Hrs.**, Conventional pattern i.e. subjective type (to be attempted on drawing sheet). **No negative marking.**
- **Practical: Maximum Marks: 270, Time: 8 Hours Max.**, conventional Pattern.

III Semester (Engineering Trades) Mentor Council (introduced in Aug, 2014):-

Not Applicable

I Semester (Non-Engineering) Semester Pattern (introduced in Aug, 2013):-

- **Paper-I Maximum Marks 80, Part A-Trade Theory 30 Marks, MCQs of 1 Mark each, Part-B Employability Skills 25 (MCQ) of 2 marks each.** Carries negative marking. 25% marks will be deducted for each wrong answer.
- **Practical: Maximum Marks 100, Time- 8 Hours Max.** Conventional pattern. **No negative marking.**

I Semester (Non-Engineering Trades) Mentor Council (introduced in Aug, 2014):-

- **Paper-I Maximum Marks 80, Part A-Trade Theory 30 Marks, MCQs of 1 Mark each, Part-B Employability Skills 25 (MCQ) of 2 marks each.** Carries negative marking. 25% marks will be deducted for each wrong answer.
 - (a) Common theory paper for the trades (i) Secretarial Practice and (ii) Stenography & Secretarial Assistant (English) (2 Trades).
 - (b) Common theory paper for the trades (i) Sewing Technology and (ii) Dress Making (2 Trades).
- **Practical: Maximum Marks 100, Time- 8 Hours Max.** Conventional pattern. **No negative marking.**

II Semester (Non-Engineering Trades) Semester Pattern (introduced in Aug, 2013):-

- **Paper-I Maximum Marks 30 Trade Theory (30 Marks), 30 MCQs of 1 Mark each.** Carries negative marking. **25% marks** will be deducted for each wrong answer.
- **Paper II- Part B-Employability Skills, Maximum Marks 50, 25 (MCQ) of 2 marks each.** Carries negative marking. **25% marks** will be deducted for each wrong answer.
- **Practical: Maximum Marks 100, Time- 8 Hours Max.** Conventional pattern.

II Semester (Non-Engineering Trades) Mentor Council (introduced in Aug, 2014):-

Not Applicable

III Semester (Non-Engineering Trades) Semester Pattern (introduced in Aug, 2013):-

- **Paper-I Maximum Marks 30 Trade Theory (30 Marks), 30 MCQs of 1 Mark each.** Carries negative marking. **25% marks** will be deducted for each wrong answer.
- **Practical: Maximum Marks: 100, Time: 8 Hours Max., Conventional pattern. No negative marking.**

III Semester (Non-Engineering Trades) Mentor Council (introduced in Aug, 2014):-

Not Applicable

OTHER GUIDELINES

- All the **objective type** papers are *to be answered on given OMR Sheet*. Sample OMR Sheet is enclosed at **Annexure-B**.
- The **OMR sheets** will be sent directly to the **State Directorate well before the commencement of OMR based Examination and not alongwith the question papers**.
- The subject **Employability Skills** will be covered for the I/II Semester (DGET letter no. DGET-19/17/2010-CD-Pt. dt. 28th Nov. 2013). **There will be no paper for Employability Skills in III & IV Semester.**
- The trades of **Four Semester duration** shall be commencing in **Forenoon session** i.e. 10:30 am to 1:30 pm and trades of **one and two semester duration** shall be commencing in the **afternoon session** i.e. 2:30 pm to 5:30 pm.
- **Second semester** onwards the exam in the **subject Engineering Drawing** for all the Engineering trades shall be of conventional type with **four hour duration** and maximum marks 75 (to be attempted on Drawing Sheet).
- Trade Name, Trade Subject, Paper-I/II/III, Part-A/B, Semester-I/II/III, the maximum marks and exam duration shall be mentioned on the top of question paper.
- Evaluation of OMR based papers shall be carried out by **NIELIT** on behalf of DGET.
- For marking scheme refer letter no. DGET-19/4/2011-CD-Pt. dated 18th Nov., 2013.
- Some State Directorates/UTs and Federation of All India Private ITIs represented regarding difficulties faced in implementing semester system AITT, accordingly Modified Semester system All India Trade Test(AITT) has been intimated vide letter No. DGET-18011/05/Sem-Misc/2014-TTC dated 19th December, 2014 (copy enclosed).

2. Instructions to State Directors:-

1. For the trades Steno (English), Steno(Hindi) and Secretarial Practice etc. and such other similar trades; **There will be only two papers (i.) Trade Theory + Employability Skills and (ii) Trade Practical as given in the syllabus. No separate question papers in the subject "Cognate" will be there.**
2. For the **Non-Engineering trade(s) Cane Willow and Bamboo Worker/ Weaving of Woollen Fabrics** there will be **two papers** in Trade Theory + Employability Skill and Trade Practical only. No paper shall be held in Workshop calculation & science and Engineering Drawing, hence forth in these non- engineering trades.
3. **State codes are unique & same** as in August, 2014 examination (**Annexure-C**).
4. **Trades codes** are unique for each trade. For trainees admitted in August 2013, trade codes are same i.e. starting from 001 to 134 (**Annexure-D**).

However, the trades syllabi revised by Mentor councils revised syllabi introduced w.e.f August 2014 , the codes are starting from 201 to 263 (list enclosed **Annexure -E**) for the trainees admitted in August 2014.

5. The invigilators while distributing the Question papers must check that mentor Council Question papers are starting from trade codes 201, mentioned at top right corner of Question papers.
6. Sealed Question papers packets shall be sent to **Authorize Banks/ Police station/ Treasury** at the addresses provided by the State Directorates, one week before the date of exam.
7. One set of trade practical question paper along with Bill of Material would be sent by password protected E-mail to State Directorates as already intimated vide letter no. DGET-18012/02/Sem./2014-TTC dated 5th December, 2014 (copy enclosed).
8. **The password for Trade Practical shall be given on landline no. only to State Directorate(s) /UTs/DGET Field Institutes. Individual ITI(s), Trade Testing Centres may get it from their respective State Directorate and not from DGET.**
9. Bank Guidelines and OMR sheets shall be sent to State Directorates.
10. In the first semester exam, NIELIT & DGET had faced lot of problems in identifying the correct OMR Sheet for concerned trainee. There was incorrect filling of State Code, Trade Code, Duration of trade, Paper, Session etc. by the trainees which resulted in considerable delay in evaluating the OMR sheets correctly.
11. **The roll numbers for all the trainees admitted in August, 2014 under old semester system (71 Trades) and Mentor Council revised syllabi introduced w.e.f. Aug. 2014 (63 Trades); has been generated by MIS. This roll number is available on the hall ticket and can be printed by the State Directorates/UTs only for such trainees. For all other trainees i.e. admitted before August 2014, may be generated as done earlier as per the details given below:**

ISSUE ROLL NO. ACCORDING TO REQUIREMENT OF OMR SHEET (FOR TRAINEES ADMITTED BEFORE AUGUST, 2014).

- Roll no. shall be covering maximum 14 digits as per the 14 columns provided in the OMR Sheets.

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- Starting from left first two columns shall be for State Code. For e.g. Rajasthan (**29**), Andhra Pradesh (**02**) and Uttar Pradesh (**34**) shall begin as:-

2	9													
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Rajasthan

0	2													
---	---	--	--	--	--	--	--	--	--	--	--	--	--	--

Andhra Pradesh

3	4													
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Uttar Pradesh

- For each trade a three digit unique code has been assigned (**Annexure-D & E**). The next three boxes shall be filled with unique trade code. For e.g. Rajasthan-Fitter Trade , Andhra Pradesh-Welder Trade and Uttar Pradesh-COPA shall be:-

2	9	0	3	6															
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Rajasthan- Fitter Trade

0	2	0	2	9															
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Andhra Pradesh- Welder Trade

3	4	0	9	6															
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Uttar Pradesh- COPA Trade

- For each revised trade by Mentor Councils, a three digit code has been assigned starting 201 (copy enclosed). The three boxes shall be accordingly filled with unique trade code for trainees admitted in August, 2014 in revised syllabi under Mentor Council. For e.g. Rajasthan-Fitter Trade , Andhra Pradesh-Welder Trade and Uttar Pradesh-COPA shall be:-

2	9	2	2	7															
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Rajasthan- Fitter Trade for Mentor Council

0	2	2	1	2															
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Andhra Pradesh- Welder Trade for M.C.

3	4	2	4	2															
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Uttar Pradesh-COPA Trade for M.C.

- Next box shall be filled from digit one to six according to engineering and non-engineering trade and duration of one semester, two semester and four semester.

One semester Engineering Trades	1
Two semester Engineering Trades	2
Four semester Engineering Trades	3
One semester Non Engineering Trades	4
Two semester Non Engineering Trades	5
Four semester Non Engineering Trades	6

2	9	0	3	6	3														
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Rajasthan-Fitter- 4 Sem. Engg. Trade

0	2	0	2	9	2														
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Andhra Pradesh-Welder-2 Sem. Engg.

3	4	2	4	2	5														
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U.P.-COPA-2 Sem. Non Engg. Trade (mentor council)

- After these fields assigned to the details mentioned above, the roll nos. starting from one shall be allotted from extreme right of the boxes and can go upto maximum eight boxes. For e.g. roll no. 50394 in respect of welder trade in Andhra Pradesh shall be written as: Andhra Pradesh- Welder- Two Semester Engineering Trade- Roll No.

0	2	0	2	9	2	0	0	0	5	0	3	9	4
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- Since all the six fields given above are fixed for a trainee, these six boxes shall remain fixed for a trainee of a State, a Trade and with fixed duration. This will help in elimination of any error due to wrong filling of trade, State Code and Duration of Trade etc. by the trainees and will save the time in evaluating OMR.
- Instructions for downloading hall tickets for AITT (Trainees admitted in August, 2014) is placed at ANNEXURE-I.

3. INSTRUCTIONS TO TRADE TESTING CENTRES:-

1. The **OMR Sheets** shall be distributed half an hour before the examination time so that trainees can fill all the details correctly in the given time.
2. There is a separate colour of OMR for **first Semester (Mentor Council) exam** i.e. **Orange OMR Sheets**.
3. There will be no answer sheet supplied by DGET for theory paper, not even for the NIMI pattern papers.
4. Two plain sheets would be provided with the question paper for rough work etc.
5. The Question Papers will be **bilingual** i.e. **Hindi and English**. However, only question papers of 16 trades would be supplied in regional language.
6. The **general instructions** in OMR sheet are **bilingual**.
7. In the event of non-receipt of regional language paper, invigilator would follow the direction(s) issued vide *DGET-19/01/2014-CD (Part-II) dated 20.02.2014* for trainees to understand in vernacular language.
8. Please adhere to the packing of OMR Sheets after commencement of exam as per instructions contained in '*Packing of used OMR Sheets*' vide DGET letter no. *18011/02/2014-TTC (Pt.-I) dated 4th June, 2014*. The **Content Detail format** (Copy attached). OMR sheets not packed as per instruction contained in this letter; shall not be accepted.
9. Mentor Council packets of OMR Sheets must indicate- 
10. *The design of finalized OMR sheet sample is attached.*
11. **The Chairman of Trade Testing Centres or the Principals of ITI must sensitize the bank(s) regarding exam, its schedule, Bank guidelines and the collection schedule of packets and also in touch with the authorized bank from time to time.**
12. The Chairman of Trade Testing Centres as well as the Principals of ITI must clearly inform the candidates about **the negative marking** in the Objective paper.
13. The invigilators while distributing the Question papers must check that mentor Council Question papers are starting from trade codes 201, mentioned at top right corner of Question papers.
14. NO OMR sheet is to be filled for ABSENT TRAINEES.

4. INSTRUCTIONS TO TRAINEES:

1. Go through the instructions contained in the above guidelines and keep visiting the website (dget.gov.in) for any information.
2. The OMR based Objective paper carries **negative marking**.
3. Use half an hour extra time given before the exam to go through the OMR Sheet contents. Fill it correctly.
4. **The Trainees of first semester (Mentor Council) will use orange OMR sheet who admitted in August 2014.**
5. Trainees admitted in August, 2014 under the Mentor Council Scheme of revised syllabi; must check the top right side of their Question paper for Trade codes (201 to 263) and attempt that only.
6. You must correctly fill your 14 digits roll no. in OMR Sheet assigned by State Director. If you received an MIS system generated hall ticket, you must use the roll number printed on the hall ticket.
7. Second Semester onwards Engineering Drawing paper will be of 75 Marks and 4 hours duration. This paper in conventional pattern is to be attempted on drawing sheet (**NOT NIMI PATTERN**, sample paper attached).

8. All the Trainees of Non- Engineering trades in second semester will write only **Part B- Employability Skills**. They will **not fill** Part A- Workshop Calculation & Science.
9. Use **Black Ball Point pen** only for filling OMR Sheet.
10. The booklet series to be mentioned is "A".
11. The Trainees are allowed to use calculator.
12. *For any other clarification the trainees may check from concerned ITI or the State Directorate office from time to time. **They may also check DGET website (dget.nic.in) from time to time for any addition and alteration in above information.***

Annexure-C

STATE CODE TWO DIGITS (TO BE FILLED IN OMR SHEET) w.e.f. July, 2014

Sl.No.	STATE/ UNION TERRITORIES	State/UT/Institute Code
1.	Andaman and Nicobar Islands	01
2.	Andhra Pradesh (Seemandhra)	02
3.	Arunachal Pradesh	03
4.	Assam	04
5.	Bihar	05
6.	Chandigarh	06
7.	Chhattisgarh	07
8.	Dadar and Nagar Haveli	08
9.	Daman and Diu	09
10.	Delhi	10
11.	Goa	11
12.	Gujarat	12
13.	Haryana	13
14.	Himachal Pradesh	14
15.	Jammu and Kashmir	15
16.	Jharkhand	16
17.	Karnataka	17
18.	Kerala	18
19.	Lakshadweep	19
20.	Madhya Pradesh	20
21.	Maharashtra	21
22.	Manipur	22
23.	Meghalaya	23
24.	Mizoram	24
25.	Nagaland	25
26.	Orissa	26
27.	Pondicherry	27
28.	Punjab	28
29.	Rajasthan	29
30.	Sikkim	30
31.	Tamil Nadu	31
32.	Telangana	32
33.	Tripura	33
34.	Uttarakhand	34
35.	Uttar Pradesh	35
36.	West Bengal	36
37.	RVTI Allahabad	51
38.	RVTI Bangalore	52
39.	RVTI Indore	53
40.	RVTI Jaipur	54
41.	RVTI Kolkata	55
42.	RVTI Mumbai	56
43.	RVTI Panipat	57
44.	RVTI Trivandrum	58
45.	RVTI Tura	59
46.	RVTI Vadodara	60
47.	NVTI Noida	61

MASTER TRADE CODE
(For filling in OMR Sheet against Trade Code)

For Engineering Trades:-

Sl. No.	Trade Name	Three Digit Trade Code	Remarks
One Semester Trade (Engineering)			
1.	Building Maintenance	001	
2.	Excavator Operator	002	
3.	Mech. Repair & Maintenance of Two Wheelers	003	
4.	Mechanic Auto Electrical and Electronics	004	
5.	Sanitary Hardware Fitter	005	
Two Semester Trade (Engineering)			
1.	Architectural Assistant	006	
2.	Carpenter	007	
3.	Domestic Painter	008	
4.	Foundryman	009	
5.	Gold Smith	010	
6.	Industrial Painter	011	
7.	Interior Decoration & Designing	012	
8.	Marine Engine Fitter	013	
9.	Mason	014	
10.	Mech. Repair & Maintenance of Heavy Vehicles	015	
11.	Mech. Repair & Maintenance of Light Vehicles	016	
12.	Mechanic (Diesel)	017	
13.	Mechanic (Tractor)	018	
14.	Mechanic Communication Equipment Maintenance	019	
15.	Mechanic Lens/Prism Grinder	020	
16.	Physiotherapy Technician	021	
17.	Plastic Processing Operator	022	
18.	Plumber	023	
19.	Pump Operator-Cum-Mechanic	024	
20.	Rubber Technician	025	
21.	Sheet Metal Worker	026	
22.	Stone Mining Machine Operator	027	
23.	Stone Processing Machine Operator	028	
24.	Welder (Gas & Electric)	029	
Four Semester Trade (Engineering)			
1.	Attendant Operator (Chemical Plant)	030	
2.	Draughtsman (Civil)	031	
3.	Draughtsman (Mech.)	032	
4.	Electrician	033	
5.	Electronics Mechanic	034	
6.	Electroplater	035	
7.	Fitter	036	
8.	Instrument Mechanic	037	
9.	Instrument Mechanic (Chemical Plant)	038	
10.	ITESM	039	
11.	Laboratory Assistant (Chemical Plant)	040	

12.	Lift Mechanic	041	
13.	Machinist	042	
14.	Machinist Grinder	043	
15.	Maintenance Mechanic (Chemical Plant)	044	
16.	Marine Fitter	045	
17.	Mechanic Mining Machinery	046	
18.	Mechanic Agriculture Machinery	047	
19.	Mechanic Computer Hardware	048	
20.	Mechanic Consumer Electronics	049	
21.	Mechanic Cum Operator Electronics Communication System	050	
22.	Mechanic Industrial Electronics	051	
23.	Mechanic Machine Tool Maintenance	052	
24.	Mechanic Mechatronics	053	
25.	Mechanic Medical Electronics	054	
26.	Mechanic Motor Vehicle	055	
27.	Mechanic R AC	056	
28.	Mechanic Radio & T.V.	057	
29.	Operator Advanced Machine Tools	058	
30.	Painter General	059	
31.	Radiology Technician	060	
32.	Spinning Technician	061	
33.	Surveyor	062	
34.	Textile Mechatronics	063	
35.	Textile Wet Processing Technician	064	
36.	Tool & Die Maker (Dies & Moulds)	065	
37.	Tool & Die Maker (Press Tools, Jigs & Fixtures)	066	
38.	Turner	067	
39.	Vessel Navigator	068	
40.	Weaving Technician	069	
41.	Wireman	070	
Total			

For Non-Engineering Trades:-

Sl. No.	Trade Name	Three Digit Trade Code	Remarks
One Semester Trade (Non-Engineering)			
1.	Cabin/Room Attendant	071	
2.	Computer Aided Embroidery & Needle Work	072	
3.	Corporate House Keeping	073	
4.	Counselling Skills	074	
5.	Creche Management	075	
6.	Driver Cum Mechanic	076	
7.	Data Entry Operator	077	
8.	Domestic House Keeping	078	
9.	Event Management Assistant	079	
10.	Firemen	080	
11.	Front office Assistant	081	
12.	Hospital Waste Management	082	
13.	Institution House Keeping	083	
14.	Insurance Agent	084	
15.	Library & Information Science	085	
16.	Medical Transcription	086	
17.	Network Technician	087	
18.	Old Age Care	088	
19.	Para Legal Assistant/ Munshi	089	
20.	Preparatory School Management	090	
21.	Spa Therapy	091	
22.	Tourist Guide	092	
Two Semester Trade (Non-Engineering)			
1.	Baker & Confectioner	093	
2.	Cane Willow and Bamboo Worker	094	
3.	Catering & Hospitality Assistant	095	
4.	Computer Operator and Programming Assistant	096	
5.	Craftsman Food Production (General)	097	
6.	Craftsman Food Production (Vegetarian)	098	
7.	Cutting & Sewing	099	
8.	Dairying	100	
9.	Desk Top Publishing Operator	101	
10.	Digital Photographer	102	
11.	Dress Making	103	
12.	Embroidery & Needle Work	104	
13.	Fashion Technology	105	
14.	Finance Executive	106	
15.	Fire Technology and Industrial Safety Management	107	
16.	Floriculture & Landscaping	108	
17.	Footwear maker	109	
18.	Hair and Skin care	110	
19.	Health Safety & Environment	111	
20.	Health Sanitary Inspector	112	
21.	Horticulture	113	
22.	Hospital House Keeping	114	
23.	Human Resource Executive	115	
24.	Leather Goods Maker	116	
25.	Litho- Offset Machine Minder	117	
26.	Marketing Executive	118	

**Master Code of Trades Revised syllabi w.e.f. August, 2014 by Mentor Council
(For filling in OMR Sheet against Trade Code)**

Sl. No.	Sl. No.	Trade Name	Three Digit Trade Code	Remarks
For Engineering Trades:-				
1.	1.	Mechanic Desiel Engine	201	2 Semester
2.	2.	Mechanic (Tractor)	202	2 Semester
3.	3.	Mechanic Auto Electrician and Electronics	203	2 Semester
4	4	Mechanic Motor Cycle	204	2 Semester
5	5	Pump Operator cum Mechanic	205	2 Semester
6	6	Carpenter	206	2 Semester
7	7	Surveyor	207	2 Semester
8	8	Interior Decoration & Designing	208	2 Semester
9	9	Plumber	209	2 Semester
10	10	Architecture Assistant	210	2 Semester
11	11	Mason	211	2 Semester
12	12	Welder	212	2 Semester
13	13	Sheet Metal Worker	213	2 Semester
14	14	Foundaryman Technician	214	2 Semester
15	15	Mechanic Motor Vehicle	215	4 Semester
16	16	Mechanic Agricultural Machinery	216	4 Semester
17	17	Civil Draughtsman	217	4 Semester
18	18	Mechanic R & AC	218	4 Semester
19	19	Electronics Mechanc	219	4 Semester
20	20	ICTSM	220	4 Semester
21	21	Turner	221	4 Semester
22	22	Machinist	222	4 Semester
23	23	Machinist (Grinder)	223	4 Semester
24	24	Draughtsman (Mechanical)	224	4 Semester
25	25	Mechanic Machine Tool Maintenance	225	4 Semester
26	26	Operator Advanced Machine Tools	226	4 Semester
27	27	Fitter	227	4 Semester
28	28	Tool & Die Maker (Dies & Moulds)	228	4 Semester
29	29	Tool & Die Maker (Press Tools, Jigs & Fixtures)	229	4 Semester
30	30	Metal Cutting Attendent (For Visually Impaired Person)	230	4 Semester
31	31	Electrician	231	4 Semester
32	32	Wireman	232	4 Semester
33	33	Electroplater	233	4 Semester
34	34	Lift & Escalator Mechanic	234	4 Semester
35	35	Spinning Technician	235	4 Semester
36	36	Textile Mechatronics	236	4 Semester
37	37	Textile Wet Processing technician	237	4 Semester
38	38	Weaving Technician	238	4 Semester
For Non-Engineering Trades:-				
39	1	Basic Cosmetology	239	2 Semester
40	2	Spa Therapy	240	2 Semester
41	3	Architecture Draughtsman	241	2 Semester
42	4	Computer Operator & Programing Assistant	242	2 Semester

43	5	Desk Top Publishing Operator	243	2 Semester
44	6	Multimedia Animation & Special Effects	244	2 Semester
45	7	Craftsman Fruit & Vegetable Processing	245	2 Semester
46	8	Fashion Design Technology	246	2 Semester
47	9	Sewing Technology	247	2 Semester
48	10	Dress Making	248	2 Semester
49	11	Surface Ornamentation	249	2 Semester
50	12	Computer Aided Embroidery and Designing	250	2 Semester
51	13	Baker and Confectioner	251	2 Semester
52	14	Food & Beverages Guest Service Assistant	252	2 Semester
53	15	Food Production (General)	253	2 Semester
54	16	Front Office Assistant	254	2 Semester
55	17	House Keeper	255	2 Semester
56	18	Old Age Care Assistant	256	2 Semester
57	19	Preparatory School Management (Assistant)	257	2 Semester
58	20	Secretarial Practice	258	2 Semester
59	21	Stenography & Secretarial Assistant (English)	259	2 Semester
60	22	Stenography (Hindi)	260	2 Semester
61	23	Tourist Guide	261	2 Semester
62	24	Travel and Travel Assistant	262	2 Semester
63	25	Weaving of Silk & Woollen Fabrics	263	2 Semester