

JAA (C)
The document should be uploaded
to the Department website

B. SREEKUMAR
Addl Director of Training & Secretary
State Council for Vocational Training
Kerala

ADT 10/06/14

Special Attention

**DEPARTMENT OF INDUSTRIAL TRAINING
(KERALA STATE)**

I.1/28711/2014

Thycaud, Thiruvananthapuram
Dated:09/06/2014

From

The Director of Training

To

The Principal
ITIs/BTC/AVTS

Sir,

Sub: - I.T.D- Planning – Survey of occupations around ITIs- Determining the scope for Training in the ITIs (Industry-wise survey) - Discontinuance of unpopular trades and substituting them with popular trades out of the existing NCVT Trades – Proposals called for- Reg

As per the revised Training Manual (Appendix-V), it has been mentioned to consider the introduction of new trades and to suggest the closure of the unpopular trades and substituting them with popular trades. A copy of the Appendix-V is attached herewith for ready reference.

In the circumstance, you are directed to forward the proposal in this regard by conducting detailed industrial study (with study report) on or before 10/07/2014.

Yours faithfully,


For Director of Training.

SECRETARY
DEPARTMENT OF INDUSTRIAL TRAINING
THYCAUD, THIRUVANANTHAPURAM

Appendix V

Survey of Occupations around ITIs for Determining the Scope for Training in the ITIs (Industry-wise Survey)

The following points may have to be taken into consideration while deciding to introduce the trades or suggesting the closure of the unpopular trades and substituting them with more popular trades:

1. Whether the skills of the trades require institutional training
2. Whether the trades can be taught in their entirety in the ITIs
3. Whether the persons trained in these trades can secure employment
4. Whether the joint effort of the ITIs and the industry would constitute the training programme
5. Whether the occupations can be learnt in shorter periods of time and do we actually call such occupation as trades or operations and are they worth introducing in the ITIs

With the above criteria in view, it would thereafter be necessary to conduct area-wise and industry-wise surveys of the occupations in order to assess the demand and supply position.

These surveys may secure information in regard to the following:

1. Total number of skilled and semi-skilled workers employed
2. The number employed each year
3. Probable number required in coming 5 to 10 years
4. The trades in which training is required
5. General education requirements of the trades
6. Wage rate of skilled and semi-skilled workers
7. Opportunities of joint training facilities in the industry and the ITIs
8. Physical requirements for employment and such other information that would be helpful in organizing the training courses

After having decided the trades for which the training in the ITIs would be beneficial, the next step to be decided would be

1. Whether the trade is one of the existing trades under CTS, and if so,

- (i) Do we need to provide additional seats in the trade?
- (ii) Can we run these seats in shifts by utilizing the equipment provided for the trainees in the first shift?
- (iii) Do we need to discontinue the trade and substitute it with popular trades?

2. If the trade does not exist under CTS Is the trade meant for the local employment market or does its utility exist elsewhere in the district/state/country?

- (i) Is the equipment easily available?
- (ii) What would be the duration of such courses?
- (iii) What would be the education requirement of the candidates seeking admission in the new trade?
- (iv) Are the industries willing to offer their experts for designing the syllabi and list of tools which ultimately would be examined and accepted by NCVT for adoption for the purpose of examination/certification and recognition?
- (v) What is the wage rate of skilled and semi-skilled workers?

- (vi) Would it be possible to introduce the trade in the ITIs?
- (vii) Can the trade be taught by the joint effort of the ITIs and industries?
- (viii) Is there any foreign-exchange component in the equipment required to teach the skills of the trades?
If so, what would be the quantum of such components?

Proforma for Conducting Industry Survey in Trades in which there is Absolute Employment Potential in the Area

Name of the proposed trades	Total no. of semi-skilled and skilled workers employed	No. of semi-skilled and skilled employed each year	General education standard of workers	Wage rate	Probable no. required in the coming 5 to 10 years	Is it advisable to introduce the trades in ITIs?	Is it necessary to have an apprenticeship programme?
	2	3	4	5	6	7	8

Proforma Suggested for Submitting Proposals for Discontinuance of Unpopular Trades and Substituting them with Popular Trades Out of Existing NCVT Trades

Summary of Trades to be Abolished/ Introduced

Sr. No.	Name of the trade	Seats sanctioned	Trainees on roll	Seats to be abolished	Seats to be introduced	Ultimate total seating capacity
1	2	3	4	5	6	7
	(Engineering Trades— 2 years' Course)					
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

(Contd.)

Certificates To Be Furnished

Name of equipment/hand tools/furniture rendered surplus and action suggested for disposal/ utilization/transfer to other IITs.

Name of equipment/hand tools/furniture required for the suggested trades and amount required for procurement.

Whether funds are available or not?

Whether accommodation is adequate?

Whether the non-recurring grant exceeds the sanctioned amount?

Action suggested for the disposal of surplus instructional staff. The proposed change should not reduce the number of seats sanctioned at the IITs.

For queries, please email at secretarynevt@nic.in