

**Most Urgent**  
**E-mail**  
**Reminder**

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

No. C1/37039/2013

Thycaud, Thiruvananthapuram-14  
Dated:19.01.2014.

From

The Director of Training.

To

The Principals of all Government/Private ITIs  
Under NCVT.

Sir,

Sub:- Industrial Training Department – Directorate of Training, TVPM –  
Details of Govt./Private ITIs under NCVT called for – Regarding.

Ref:- 1. Letter No.DGET-18012/9/2009-TTC (Pt) dated 02.12.2013 received  
from Sri.D.Mallick, Director of Training, DGE&T, New Delhi.  
2. This office letter of even number dated 13.12.2013.

\* \* \*

Please see the reference letters cited (copy enclosed). The information  
pertaining to your Institute has not been received till date. Hence the same may be  
furnished through e-mail to this office urgently in the prescribed Proforma attached.

Institutes who had already forwarded the reports need not consider this message.

E-mail address: [dettraining@gmail.com](mailto:dettraining@gmail.com)

Yours faithfully,

  
for DIRECTOR OF TRAINING.

**B. SREEKUMAR**  
ADDL. DIRECTOR OF TRAINING

Encl: As above.

Copy to: [www.det.kerala.gov.in](http://www.det.kerala.gov.in)

DGET-18012/9/2009-TTC (Pt.)  
Government of India  
Ministry of Labour & Employment  
(DGE&T)

37038



Shram Shakti Bhawan, Rafi Marg,  
New Delhi, Dated 02.12.2013

To,  
The States Directors/UT Administrators  
(As per list attached)

**Sub: Details of Govt./Pvt. ITIs under National Council for Vocational Training(NCVT)-reg.**

Sir,  
The General Information in respect of Govt./Pvt. ITIs of your State/UT Administrators is required urgently by this office. In this regard, the performa for above information are enclosed for necessary action.

1. Format I -General Information
2. Format II -Trade wise Information

You are requested to provide the relevant information before 15<sup>th</sup> Decomeber, 2013. I would appreciate, if you could kindly expedite the matter on **Top Priority**.

Encl. As above.

Yours faithfully

(D. Mallick)  
Director of Training

urgent  
C,  
10/12

**FORMAT I: General Information**

- 1) State :
- 2) District :
- 3) Name of ITI :
- 4) Complete Address :
- 5) Government/Private :
- 6) Exclusively women/Co-ed :
- 7) Contact Number :
- 8) email id :
- 9) Website :
- 10) Whether IMC formed (Y/N) :
- 11) If IMC formed, then: :
  - a) Industry partner chairing IMC :
  - b) Name of IMC Chairman :
  - c) Phone :
  - d) email :
- 12) a) Assisted under Central Scheme (Y/N) :
  - b) If assisted then name of scheme :
    - i. Upgradation of ITIs through domestic funding
    - ii. Upgradation of ITIs through PPP
    - iii. Upgradation of ITIs under VTIP
    - iv. Scheme for Establishment of ITIs in North Eastern States and Sikkim
    - v. Skill Development for 34 districts affected by Left Wing Extremism
- 13) If assisted under PPP scheme, then: :
  - a) Expenditure incurred :
  - b) Revenue generated :
  - c) Balance amount, including seed money :
  - d) Period for which IDP was approved :
- 14) Whether registered as VTP (Y/N) :
- 15) If registered as VTP then number of candidates trained in 2011-12 :

## FORMAT II: Trade-wise Information

S. No.	Particulars		Trade I	Trade II	Trade III
1	No. of units approved				
2	Date of getting NCVT affiliation				
3	Number of candidates enrolled	2009-10			
		2010-11			
		2011-12			
4	Number of candidates appeared in AITT	2009-10			
		2010-11			
		2011-12			
5	Number of candidates passed in AITT	2009-10			
		2010-11			
		2011-12			
6	Number of candidates placed	2009-10			
		2010-11			
		2011-12			
7	Trainers/Instructors	Required post			
		Sanctioned post			
		Filled by regular staff			
		Filled by contract/ guest faculty			
		Total filled			
		Vacant			
8	Number of trainers/ instructors who underwent instructor training	2009-10			
		2010-11			
		2011-12			

**FORMAT II: Trade-wise Information - Instructions**

S. No.	Particulars	Trade	Enter name of trade
1	No. of units approved	1	Enter no. of units affiliated under NCVT (if units being run in shifts then mention maximum number of units. For example if one unit is operational in two shifts, then no. of units approved will be 2)
2	Date of getting NCVT affiliation		Enter the date on which affiliation was granted by NCVT for the trade
3	Number of candidates enrolled	2009-10	Enter total number of candidates who took admission in the trade in the year (if course is of six months then enter candidates admitted in two batches run in that year; if course of more than one year duration then enter only candidates enrolled in first year)
		2010-11	
		2011-12	
4	Number of candidates appeared in AITT	2009-10	Enter total number of candidates who appeared for the AITT in the trade in the year (if course is of six months then enter candidates who appeared for the exam from the two batches run in the year; if course is of two years, enter students of second year who appeared for the examination and if course is of three years enter students of third year who appeared for the examination.
		2010-11	
		2011-12	
5	Number of candidates passed in AITT	2009-10	Enter total number of candidates (corresponding to those entered in S.No. 4) who passed the AITT
		2010-11	
		2011-12	
6	Number of candidates placed	2009-10	Enter total number of candidates in the trade who were placed
		2010-11	

		2011-12		
7	Trainers/Instructors	Required post		Enter number of trainers/instructors required to run the trade in full capacity
		Sanctioned post		Enter number of posts for trainers/instructors sanctioned
		Filled by regular staff		Enter number of posts for trainers/instructors filled by regular staff
		Filled by contract/guest faculty		Enter number of posts for trainers/instructors filled by contract staff/guest faculty
		Total filled		Enter total number trainers/instructors positions filled
		Vacant		Enter number of posts for trainers/instructors remaining vacant
8	Number of trainers/instructors who underwent instructor training	2009-10		Enter number of trainers/instructors who attended TOT program during the year
		2010-11		
		2011-12		