



DEPARTMENT OF INDUSTRIAL TRAINING  
**STATE INSTITUTE FOR  
STAFF TRAINING AND TECHNOLOGY UPDATING**  
Kazhakuttam, Thiruvananthapuram-695582

Phone: 0471-2412012  
E-mail: stikerale@gmail.com

No: STI/540/2013(2)

Dated: 24-07-2013

Special Officer

The Principal  
Nodal ITIs

Sir

Sub: - STI, Kazhakuttam - Induction Training for Group Instructors/Instructors of  
Private ITIs - Details called for - Reg.

Ref: - 1) G.O (MS) No: 136/99/Lab, dated: 11/11/1999

2) G.O (Rt) No: 2395/2002/Lab, dated 09/08/2002

Being a state level institute for providing training to the instructional and other staff of both government and private ITIs, the STI Kazhakuttom has decided to conduct induction training to the Group Instructors/Instructors of Private ITIs. The training will be conducted from August 2013 onwards. The letter to be sends to the Principals of Private ITIs and curricula for training are enclosed herewith. Therefore you are requested to handover the copy of this letter to ITIs in your jurisdiction and direct them to give the required details to this office as early as possible. The training will be conducted at the selected nodal under the supervision of Special office STI, Kazhakuttom.

Yours faithfully



Special Officer

Enclosure: Letter No: STI/540/2013(1) dated: 24-07-2013



DEPARTMENT OF INDUSTRIAL TRAINING  
**STATE INSTITUTE FOR  
STAFF TRAINING AND TECHNOLOGY UPDATING**  
Kazhakuttam, Thiruvananthapuram-695582

Phone: 0471-2412112  
E-mail: stikerals@gmail.com

No: STI/540/2013(1)

Dated: 24-07-2013

Special Officer

The Principal  
Private ITI.....

Sir

Sub: - STI, Kazhakuttam – Induction Training for Group Instructors/Instructors of  
Private ITIs – Schedule forwarding of – Reg.

Ref: - 1) G.O (MS) No: 136/99/Lab, dated: 11/11/1999  
2) G.O (Rt) No: 2395/2002/Lab, dated 09/08/2002

The State Institute for Staff Training and Technology Updating, Kazhakuttam, Thiruvananthapuram was established mainly for imparting training to the instructional and other staff of both government and private ITIs in updated technology and in other necessary skills. The present revision of syllabus of various trades and the introduction of modular pattern of training gave vital importance to properly trained and updated staff in industrial training sector.

Considering the present change and necessity of improving of quality and effectiveness of training it is decided to provide three days induction training for Group Instructors/Instructors of Private ITIs at selected nodal ITIs from August 2013 onwards. The curricula for the training are included along with this. You are directed to forward the details of Group Instructors/Instructors of your institute who will be undergoing training from your institute through email to [stikerals@gmail.com](mailto:stikerals@gmail.com). As per the reference 2<sup>nd</sup> cited, the participants have to remit a training fee of Rs.100/- per head for the training and no TA/DA are admissible. The programme of the training will be forwarded to you very soon.

Yours faithfully



Special Officer

Enclosure: As above

PROFORMA FOR NOMINATION OF INSTRUCTORS FOR “ INDUCTION TRAINING”

Name of Pvt. ITI :

Sl No	Name of Instructor/GI	Date of joining	Date of birth	Technical qualification	Mobile number

Name and contact number of principal:

Signature of principal :

Date :