

DGE&T-19(09) / 2014-CD  
Government of India  
M/o Labour & Employment  
Directorate General of Employment & Training

28743

Shram Shakti Bhawan, New Delhi  
Dated, 22<sup>nd</sup> May, 2014

To,

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

**Subject: Providing Scribe for physically handicapped/ mentally challenged candidates appearing for All India Trade Test (AITT)**

Sir/Madam,

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The 41<sup>st</sup> meeting of the National Council for Vocational Training (NCVT) under the Chairmanship Hon'ble Minister of Labour & Employment was held on 30<sup>th</sup> April, 2014. Providing Scribe for physically handicapped/ mentally challenged candidates appearing for All India Trade Test (AITT) was discussed in the meeting vide Item no. 4103.5 of agenda.

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2/6/14
2. Following norms were proposed for Providing Scribe for physically handicapped/ mentally challenged candidates appearing for AITT:
    - a. Scribe will be allowed for writing the theory papers only in the All India Trade Test (AITT) of Craftsmen.
    - b. The candidate and the scribe will report in person one day before the commencement of the examinations before the Principal of the examination centre along with the order obtained from the concerned State Director dealing with Craftsmen Training Scheme (CTS) for identification and verification of certificates of the scribe. The scribe will also furnish a declaration with regard to her/his qualification, willingness and eligibility along with all his/her original certificates.
    - c. The academic qualification of scribe should not be equal to or more than the entry qualification of the trade. The scribe should not be a technical person.
    - d. After identifying the scribe and verifying qualification and genuineness of the declaration, if eligible, the Principal will issue an Admission Ticket to the Scribe with a photo under proper attestation and seal of his office.

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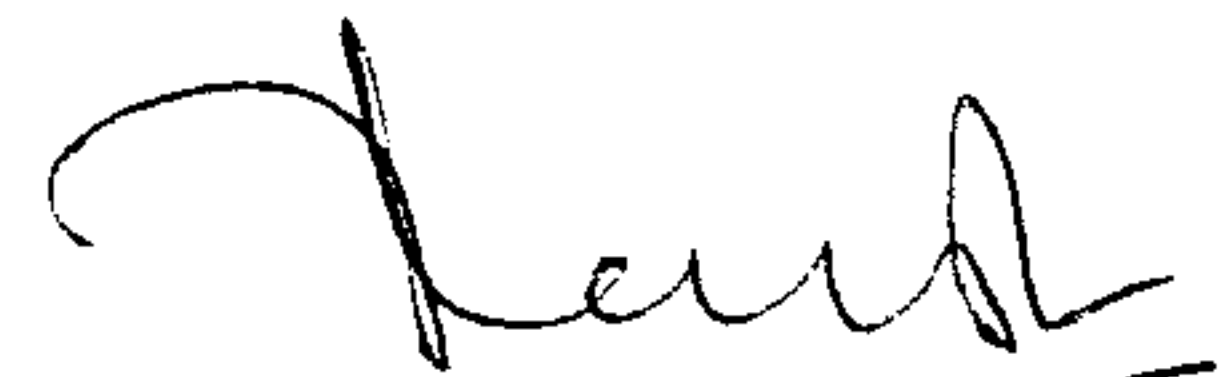
e. The Candidate and the Scribe will produce the above Admission Ticket before the Principal of the Examination Centre concerned on the day of the examination. The Principal will allow the candidate to avail the help of the Scribe by giving necessary direction to the invigilators concerned. The student will produce Hall Ticket before the Invigilator in the Examination Hall for verification. He should not communicate with anyone other than the Invigilator and candidate during the examination. Service of Scribe cannot be used for viva-voce examination and practical examination.

3. The council recommended that above norms for providing Scribe for physically handicapped/ mentally challenged candidates appearing for All India Trade Test for Craftsmen Training Scheme (CTS) as well as Apprenticeship Training Scheme (ATS).

4. Government of India has accepted the above recommendation of the council for implementation Accordingly, Directors of all the States and Union Territories dealing with Vocational/Craftsmen Training Scheme are requested to issue further necessary instructions to all Government and Private ITIs under their respective control.

Yours faithfully

Encl: As Above.

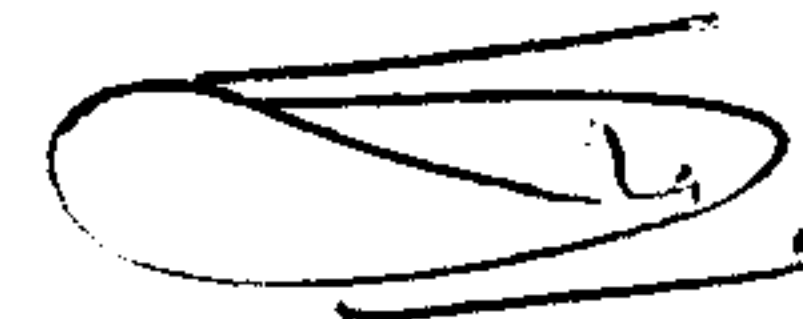


(R.L. Singh)

Dy. Director General (T)/  
Member secretary NCVT

Copy to,

1. Director, ATI- Chennai / Hyderabad/Mumbai/ Kolkata/, Kanpur/ Ludhiana, CSTARI, Kolkata, ATI(EPI)Hyderabad, & Dehradun , FTI Bangalore & Jamshedpur &NIMI Chennai, RDAT Kanpur, Mumbai , Kolkata ,Chennai, Faridabad & Hyderabad
2. Principal CTI Chennai, MITI, Haldwani, Calicut, Jodhpur, Choudwar, NVTI and all RVTIs.
3. All Directors at DGE&T (HQ)
4. PPS to Secretary (L&E), PS to DG/JS for information, please.



(S.N.S Rahi)

Dy. Director of Training

Endt.on G1/8749/2011 Dated : 05.06.14

Copy communicated to All the Government /Private ITI Principals for information and necessary action .

  
ADDITIONAL DIRECTOR OF TRAINING

Copy to:

1. CA to ADT, DDT, TTO, SS(G), SF (G1).

2. To the Website