

‘ഭരണഭാഷ മാതൃഭാഷ’,  
വ്യാവസായിക പരിശീലനവകുപ്പ്  
(കേരള സംസ്ഥാനം)

നമ്പർ : എഫ്3/15538/2015


ശാന്തിനഗർ, തിരുവനന്തപുരം - 01  
തീയതി : 03/08/2015

**ചുറ്റിയിപ്പ്**

വിഷയം: വ്യാവസായിക പരിശീലന വകുപ്പ് - ട്രെയിനിംഗ് ഡയറക്ടറേറ്റ്- സെമസ്റ്റർ സിസ്റ്റം - പരീക്ഷ- ഹാജർ- പരാതികൾ പരിഹരിക്കുന്നതിന് ശ്രദ്ധിക്കാനുള്ള നിർദ്ദേശങ്ങൾ -സംബന്ധിച്ച്.

- സൂചന:-
- 1) DGET- 19/12/14 - CD Dated 27/05/2014
  - 2) MSDE 18011/05/Sem-MISC/2014 -TTC 4/6/15
  - 3) DGET - 1/2/13 - CD Dated 9/6/14
  - 4) DGET 19/4/11-CD (Pt) 16/7/14
  - 5) DGET 18011/05/Sem-MISC/2014 TTC Dated 19/12/14

മേൽ സൂചന ഉത്തരവുകൾ പ്രകാരം സെമസ്റ്റർ സമ്പ്രദായത്തിൽ ഓരോ സെമസ്റ്ററിലും 80% അറ്റൻഡൻസ് ആൾ ഇന്ത്യ ട്രേഡ് ട്രെയിനിംഗ് നിർബന്ധിതമാണ്. ആയതിനാൽ എല്ലാ ട്രെയിനികൾക്കും പുതുക്കിയ പരീക്ഷാ സമ്പ്രദായത്തെ കുറിച്ചും, അറ്റൻഡൻസിനെ കുറിച്ചും അവബോധം പരിശീലനത്തിന്റെ പ്രാരംഭഘട്ടത്തിൽ തന്നെ അസംബ്ലിയിലൂടെ നൽകേണ്ടതാണ്. പുതിയ പരീക്ഷാ സിസ്റ്റമനുസരിച്ച് റി അഡ്മിഷൻ നടപടികൾ ലളിതമല്ല എന്നുള്ള വിവരങ്ങൾ കൂടി നൽകേണ്ടതാണ്. മേൽ സൂചന ഉത്തരവുകൾ സംബന്ധിച്ച് സ്റ്റാഫുകൾക്കും, ഗസ്റ്റ് സ്റ്റാഫുകൾക്കും സ്റ്റാഫ് മീറ്റിംഗിലൂടെ ബോധവൽക്കരണം നൽകേണ്ടതാണ്. ഇതിനനുസരണമായി അറ്റൻഡൻസ് കുറവുള്ള ട്രെയിനികളെ ഓരോ മാസത്തിലും കണ്ടെത്തി കൃത്യമായി ഷോപ്പ് ഫ്ളോർ ട്രെയിനിംഗുകൾ നടത്തി അതാതു മാസം തന്നെ ഹാജർ കുറവ് പരിഹരിക്കേണ്ടതുമാണ്. ഇതോടൊപ്പം നൽകിയിരുന്ന അനുബന്ധ ഉത്തരവുകൾ എല്ലാം തന്നെ ട്രെയിനികൾ കാണത്തക്ക വിധത്തിൽ നോട്ടീസ് ബോർഡുകളിൽ പ്രദർശിപ്പിക്കേണ്ടതും, ക്ലാസുകളിൽ വായിക്കേണ്ടതുമാണ്.

  
ട്രെയിനിംഗ് ഡയറക്ടർക്കു വേണ്ടി

ഉള്ളടക്കം :- സൂചന ഉത്തരവുകൾ  
സ്വീകർത്താവ്:- എല്ലാ ഐ.ടി.ഐ പ്രിൻസിപ്പാൾമാർ  
(വെബ് സൈറ്റ് മുഖേന)



itd trivandrum <deputydirectoroftraining@gmail.com>

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**URGENT - KERALA STATE - AITT JULY 2014 - SEM- REG**

2 messages

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itd trivandrum <deputydirectoroftraining@gmail.com>

Tue, May 6, 2014 at 4:34 PM

To: singh.amritpal@nic.in

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Sir,

Please see the attachment

Trade Test Officer

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 DGET.pdf  
52K

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Amrit Pal Singh <singh.amritpal@nic.in>

Fri, May 9, 2014 at 10:30 AM

To: itd trivandrum <deputydirectoroftraining@gmail.com>

Sir,

Please refer to your letter attached to your email dated 6th May, 2014. In this regard it is informed that the trainee who could not appear in the first semester exam due to shortage of attendance will have to **continue in the first semester.**

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Regards

Amrit Pal Singh

Deputy Director of Training,

Directorate General of Employment & Training,

Government of India,

Ministry of Labour & Employment,

Shram Shakti Bhawan,

Rafi Marg, New Delhi-110001

Tel: 011-23355672

[Quoted text hidden]

No. DGET: -19/12/2014-CD  
Government of India  
Ministry of Labour and Employment  
Directorate General of Employment & Training

New Delhi, Dated: 27<sup>th</sup> May, 2014

To,

1. Secretaries/ Principal Secretaries of all the State Governments/UT Administrators dealing with Vocational Training.
2. Directors dealing with Vocational Training of all States/UT Administrators;
3. Directors, ATI Chennai, Hyderabad, Mumbai, Kolkata, Kanpur, Ludhiana, CSTARI Kolkatta, ATI (EPI) Hyderabad & Dehradun, FTI Bangalore & Jameshpur and NIMI Chennai; and
4. RDAT Kanpur, Mumbai, Kolkata, Chennai, Faridabad & Hyderabad.

**Subject:- Modified semester system All India Trade Test (AITT) Procedure based on feedback from States/UT under Craftsmen Training Scheme.**

Your kind attention is invited to this office letter of even no. dated 20<sup>th</sup> February, 2014 vide which structure feedback was sought from the State Governments after the exam for future improvement in the semester system.

2. Accordingly, based on the feedback received from States, the following amendments have been made in the conducting and pattern of the semester system of All India Trade Test.

3. The paper for Engineering Drawing subject would be conventional pattern from the second semester onwards to test the practical skills of the trainees. The question paper will be supplied by DGET and the evaluation of answer sheets will be done by the respective States/UT. Accordingly, there will be now three papers each in second, third and fourth semesters for the Engineering trades.

4. The detailed instructions regarding All India Trade Test procedure are as under:-

**A) For Engineering trades:-**

a) 1<sup>st</sup> Semester System:- There will be two theory papers objective type consists of paper I- (Trade Theory + Employability Skills ) and paper-II (Engineering Drawing + Workshop Calculation and Science).

b) 2<sup>nd</sup> Semester System:- There will be three papers. The paper I and II are objective pattern. The paper-I consists of Trade Theory only & paper-II (Employability Skill + Workshop Calculation and Science) and paper-III-Engineering Drawing is conventional pattern.

c) 3<sup>rd</sup> & 4<sup>th</sup> Semester System:- There will be three papers. The paper I and II are objective type and paper-I consist of Trade Theory, paper-II consists of Workshop Calculation & Science because there is no subject of Employability Skills in 3<sup>rd</sup> & 4<sup>th</sup> Semester. The paper-III-Engineering Drawing is conventional pattern.

**B) For Non-Engineering trades:-**

a) 1<sup>st</sup> Semester System:- There will be only one theory paper objective type consists of paper-I - (Trade Theory + Employability Skills)

b) 2<sup>nd</sup> Semester System:- There will be two papers. The paper I and II are objective pattern. The paper-I-Trade Theory only & paper-II- Employability Skills.

c) 3<sup>rd</sup> & 4<sup>th</sup> Semester System:- There will be only one theory paper. The paper I consists of theory paper.

5. There will be a negative marking in all objective type papers in future wherein one mark each will be deducted for four questions wrongly answered by the trainees.

6. The OMR sheet would be user friendly, the answer box size is being increased and the sample OMR sheet along with the instructions to fill it, would be uploaded on the website in first week of July, 2014 itself so that the trainees are able to familiarize themselves well in time.

7. The State Directorates would be required to supply the master data of all the candidates permitted to take examination to DGET in a standard format mandatorily before a cut off date. The roll number is being standardized to become 14 digits now and the attendance sheet format is also being standardized.

8. Two blank pages will be provided along with the objective type question paper for rough work.

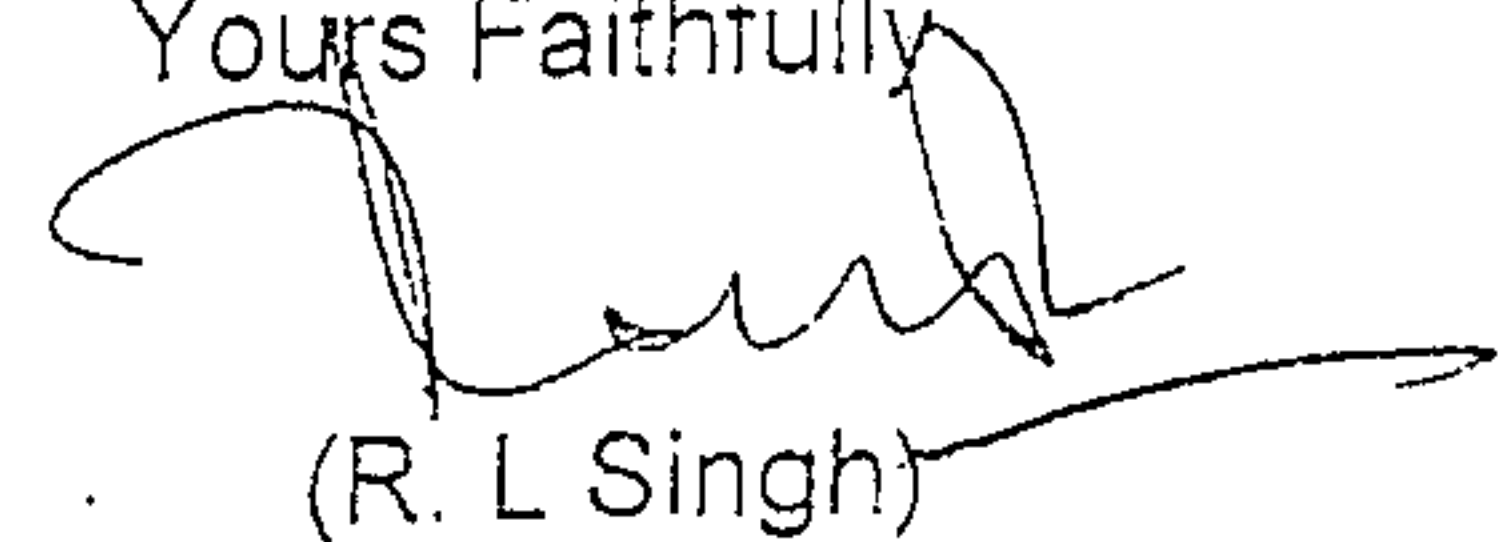
9. The question papers should reach in the banks three days before the start of the examinations

10. The Bilingual question papers would be provided to the States in seven languages (Tamil, Telugu, Kannad, Malayalam, Oriya, Bangla and Gujarati).

~~The facility of clearing the examination in further attempts will be available to only those candidates who have appeared and failed but not to those who did not appear.~~

12. The modified examination procedure of All India Trade Test (AITT) under Craftsmen Training Scheme (under CTS) as above will be applicable with immediate effect. Accordingly, Directors of All the States and Union Territories dealing with Craftsmen Training Scheme are requested to issue necessary instruction for smooth conduct of examination as per revised norms.

Yours Faithfully



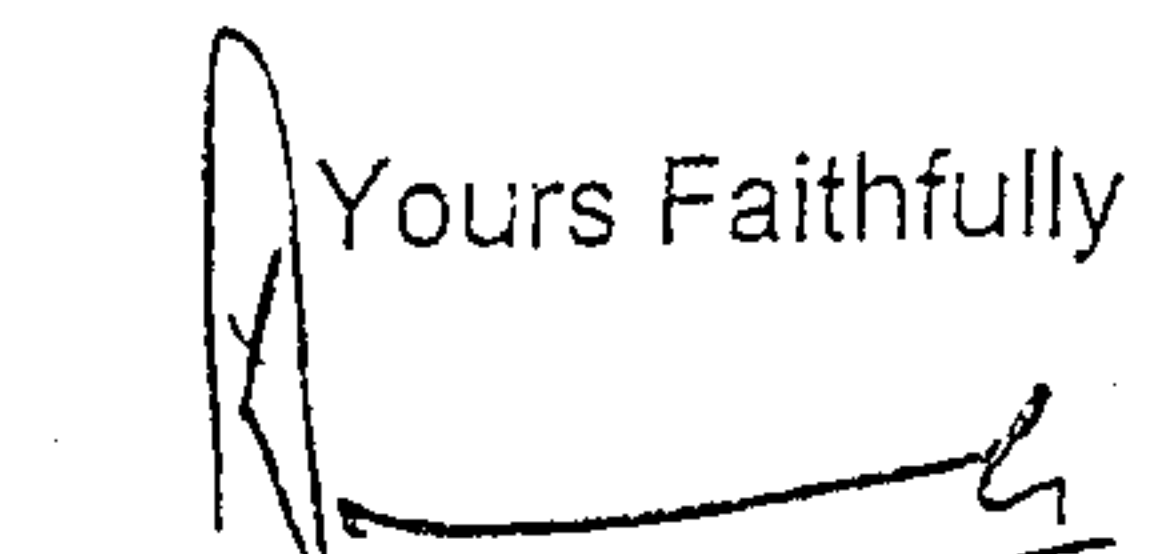
(R. L. Singh)

Dy. Director General(Training)

Copy to:-

1. Principal CTI Chennai, MITI Haldwani, Calicut, Jodhpur, Choudwar, NVTI, Noida and all RVTIs.
2. All officers of level JDT and above at DGE&T (HQ)
3. P.R.O. Ministry of Labour & Employment, Government of India for wide publicity.
4. India Private ITI Associations, Road Selaiyur, East Tambaram, Chennai-600073.

Yours Faithfully



(Deepankar Mallick)  
Director of Training

Copy for information:

1. PS to Minister of Labour and Employment.
2. PPS to Secretary (L&E)
3. PPS to DG/JS

MSDE- 18011/05/ Sem. MISC /2014 . . .  
Government of India  
Ministry of Skill Development & Entrepreneurship  
Directorate General of Training

Sharma Shakti Bhawan, Rafi Marg,  
New Delhi, Dated 4<sup>th</sup> June, 2015

To

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

**Subject: Appearing of failed candidates in the All India Trade Test under CTS Semester System -Clarification regarding.**

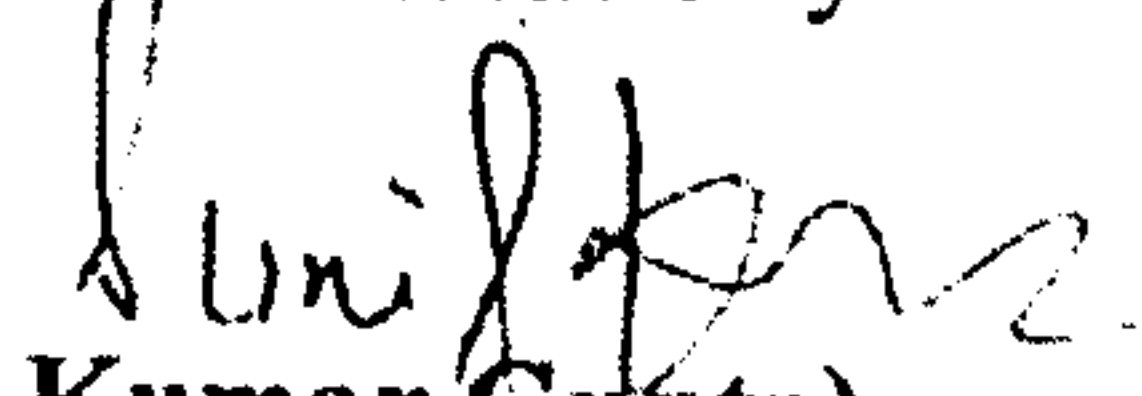
Sir,

This is in reference to this office letter no. **DGET-19/12/2014-CD(Pt.)** dated **10.10.2014** regarding conduct of All India Trade Test for odd & even semester separately. It is also informed that the failed candidates in first or third semester would appear after one year when the AITT of first and third semester are conducted under CTS. Similarly the candidate failed in the second or fourth semester would appear after one year when the AITT of second and fourth semester are conducted under CTS.

In this regard, it is informed you may not follow the above order as the exams of all the semester are conducted by this Directorate General of Training. Accordingly, the failed candidates are eligible to appear in the subsequent All India Trade Test Semester System.

In view of above, you are requested to allow the failed candidates in the subsequent AITT Semester System.

Yours faithfully

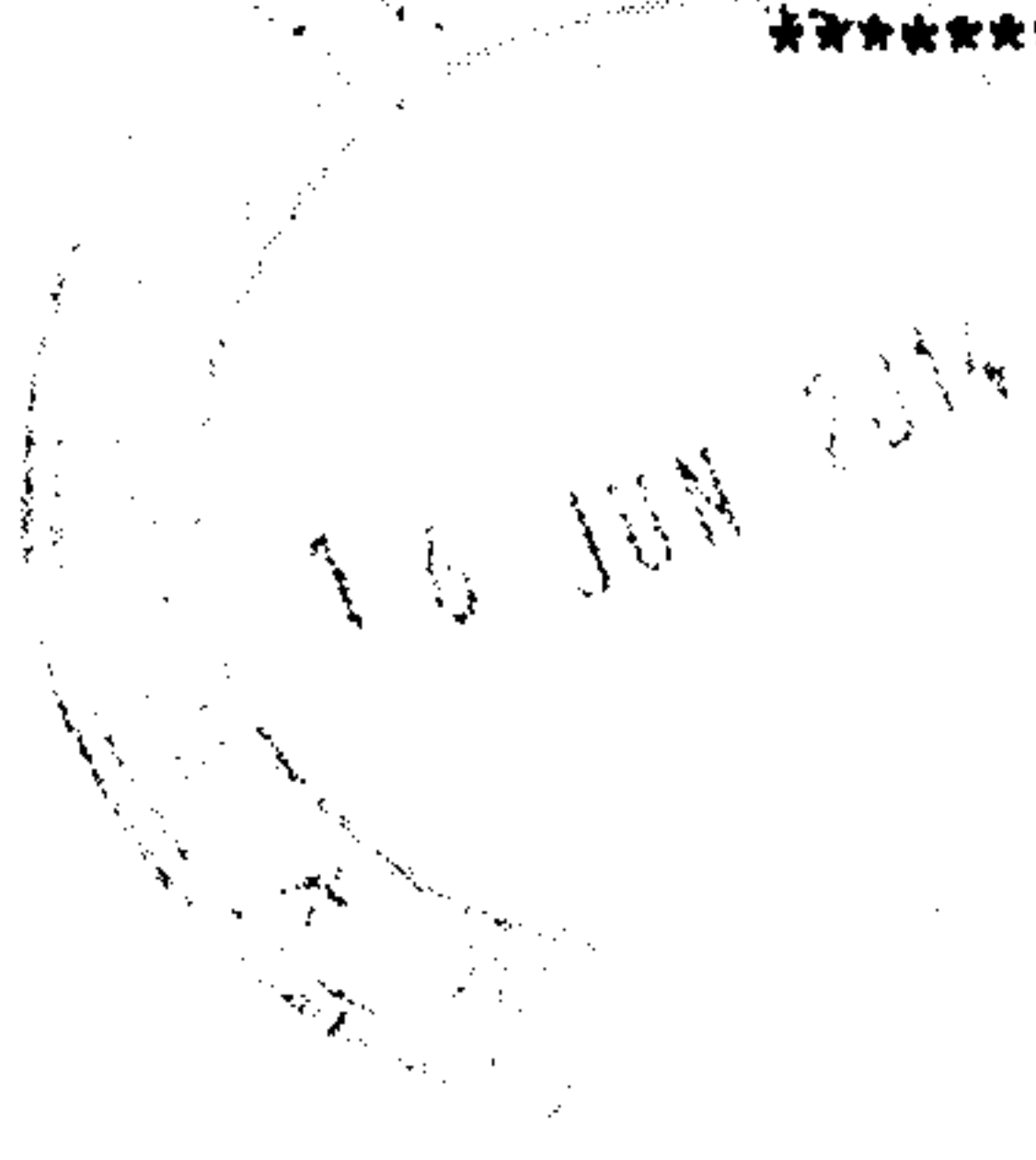
  
(Sunil Kumar Gupta)  
Director (TTC)

165-

SPU

DGE&T - 1/2/2013 - CD  
Government of India  
Ministry of Labour & Employment  
Directorate General of Employment & Training (DGE&T)  
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Shram Shakti Bhawan, New Delhi  
Dated: 09<sup>th</sup> June, 2014



30574

To,

Director of Training,  
Industrial Training Department  
Thycaud, Thiruvananthapuram-14  
Kerala

G

Subject: Request for permission to attend 1<sup>st</sup> and 2<sup>nd</sup> semester exam-reg

9  
16/6/14

Sir,

Please refer to your letter no F3/3456/14 dated 02/06/2014 regarding the subject mentioned above. Your application has been considered as per the NCVT norms that those trainees who have 80% attendance may be allowed to appear in Exam.

In your case, trainee could not appear in exam due to lack of attendance, as per norms. If now they have completed 80% of attendance, then they may be allowed to appear in 1<sup>st</sup> semester exam however, they will not be allowed to appear in 2<sup>nd</sup> semester exam without clearing the 1<sup>st</sup> semester exam.

Yours faithfully

(D. Mallick)  
Director of Training

DGET 19/04/201  
Ministry of Labour &  
Government of India  
Directorate General of Employment & Training

Sriam Shakti Bhowar, Raj. Minig,  
New Delhi, dated 18<sup>th</sup> July 2014

Secretaries/Principal Secretaries of all the State Govts / UT Administrations  
In-charge with Vocational Training  
Directors in-charge with Vocational Training of all States/ UT Administrations

Subject: Enhancement in number of attempts to pass All India Trade Test (AITT) on Semester Pattern – regarding.

Madam,

I am directed to refer to this office letter of even No. dated 18<sup>th</sup> November 2013 on "All India Trade Test (AITT) Procedure and marking scheme for all trades under semester pattern" and "Scheme (OTS) under semester pattern". Vide Para 5 of the above letter failed trainees are given only 1 additional attempt to pass AITT on semester pattern. If they fail they have to take re-admission as ex-trainee in the same ITI (copy enclosed).

A large number of representations were received from Private ITI Associations and State Governments to review the above norms and to permit more number of chances to the trainees to pass AITT on semester pattern.

Accordingly it has now been decided that the trainees of ITIs will be given 4 attempts, i.e. 1<sup>st</sup> attempt will be a regular attempt and 4 additional chances to failed trainees to pass any semester examination of AITT within a period of 5 years from the date of appearing for the regular attempt of that semester. Only the failed trainees will also be promoted to next semesters and would be allowed to write examination of subsequent semesters also.

Trainees who were otherwise eligible (i.e. attendance was 80%, exam fee was paid and hall ticket was issued for appearing any Semester exam, however could not appear for AITT in that semester for some uncontrollable reason, shall also be promoted to subsequent semester with approval of State Director of respective State. Such trainees shall appear for that semester exam during next Semester AITT, and will be given only 4 additional attempts instead of four, to pass the semester exam.

Yours faithfully

(R.L. Singh)  
Dy. Director General of Training

No. DGET: DGET18011/05/Sem- TC  
Government of India  
Ministry of Labour and Employment  
Directorate General of Employment & Training

S.S. Bhawan, Rafi Marg, N.D.  
dt. 19<sup>th</sup> December, 2014

To.

1. The Directors dealing with Vocational Training of all States/UT Administrators;
2. The Principal, NVTI-Noida and RVTIs-Mumbai, Bangalore, Trivandrum, Panipat, Kolkata, Tura, Indore, Allahabad, Jaipur and Vadodara

Subject:- ~~Modified Semester system~~ All India Trade Test(AITT) under CTS based on feedback and issues raised by State Directorates and Federation of All India Private ITIs –regarding.

Sir,

This Directorate has received representations from State Directorate/UTs and Federation of All India Private ITIs regarding difficulties faced in implementing semester system AITT under CTS. The various issues raised in the representation have been considered and the following decisions have been taken :-

1. Grace Marks in Semester System:-

It was existing for conventional system of AITT under CTS. The 5 Grace Marks in totality were given for engineering Trade and 2 Grace Marks for non-engineering trade (except Practical examination). Marks can be given in totality and individually in Trade theory subjects. The grace marks was dropped in semester system AITT examination held in August, 2014.

Keeping in view the parity with the conventional system and to normalise proportionately with the conventional system the 7 Grace marks for engineering trades and 2 grace marks for Non engineering trades in totality or Individually (except Practical exams) is introduced for theory papers. However, the negative marking will still continue.

2. Examination Centers :-

(a) Theory Exams :-

As per minutes of 41<sup>st</sup> meeting of NCVT and vide letter No. DGE&T-19/03/2014-CD dated 15.05.2014 to all state directorate, it was informed that all theory papers exams will be conducted in Government/Government aided Institutions. The examination center allotted should be within 25 km of the ITI where the trainee is undergoing training and with a maximum cap of 500 candidates per examination center. To observe this distance limit, relaxation for holding examination in other examination center would be given by DGE&T on recommendations of the State Directors. Also in every examination room, at least one invigilator must be from Government Institute/ Polytechnic/ college.

However, due to increased no's of Private ITI's it is becoming difficult to conduct the Theory exams in Government ITIs/ Government aided Institution; Schools, because of limited infrastructural facilities and thus causing the increased no of examination days. In order to resolve the issue while deciding the examination center the State Directorate will first exhaust the possibilities of making the



Government ITIs/ Govt. aided Testing centres and then they can make Private ITI's as a Testing ce with a intimation to DGE&T and subjected to the following condition :-

- a. Pvt. ITIs should have all the Infrastructural facilities.
- b. No private ITIs will be made as self testing centre.
- c. Private ITI must be NCVT Affiliated & having minimum of 8 units.
- d. The students of two ITIs made as a testing center should not be mutually interchanged.
- e. The students of any ITIs should not be allowed in same trade testing center consecutively for two years.
- f. The private ITIs should not have more than 500 students and within the vicinity of 25 km of where the trainees are undergoing training.
- g. All trade testing centers should have one govt. official must be appointed as examination superintendent (not below the rank of Instructor).

(b) **Practical Exams:-**

In addition to the conditioned mentioned for theory exam center, the Pvt ITI made as a testing for Practical exams must also have a relevant trade with 100% availability of tools, equipment's and Machinery in working condition.

3. **Result Declaration and Rechecking of OMR sheet:-**

The result must be declared within 40 days after the last date of examination and accordingly it is decided that the State Directorate should collect all the OMR sheets duly sealed and signed by the examination superintendent of respective Trade Testing center within 24 hours of concluding of examination and hand over the same to the agencies informed by DGE&T within a week. If they delay, their results will be declared separately and State directorate will be responsible for this.

The State Directorate will be given back the original OMR sheets and scanned copy of OMR sheets, so that in case any rechecking is required, then Student can approach to the State Directorate and can get the answer sheet checked.

4. **Examination Fee :-**

In 41st NCVT meeting held on 30th April, 2014 the examination fee is revised and informed to all the State Directorate/UTs vide DGE&T Ref. No. DGE&T-19/03/2014-CD dated 15<sup>th</sup> May, 2014. In order to meet the expenses involved in Printing, Packing, dispatch, collection and evaluation of OMR sheet, DGE&T has fixed the examination fee of Rs. 75/-per student per semester to be reimbursed to DGE&T. All the State Directorate was informed in this regard vide DGE&T letter Ref No. DGE&T:19(7)(9)/2014-CD dated 13th Nov, 2014 & DGE&T-18011/1/2013-TTC(pt) dated 19<sup>th</sup> November, 2014. Further to inform, student may not be eligible to appear for the exam if the examination fee is not deposited to DGE&T.

5. **Question Papers in Regional Language :-**

At Present, question papers are supplied in English, Hindi and Regional language i.e. Tamil, Telgu, Malayalam, Oriya, Bangla, Gujrati and Kannad.

However, DGE&T would supply the question papers in other regional languages also to the states where the students appearing for AITT are more than one lakh. Accordingly, the question paper would be supplied in Marathi regional language from August, 2015 to the Maharashtra state.

Candidate who have sufficient attendance but did not appear for the examination and goes to the second semester:-

As per DGE&T order No. DGE&T-19/12/2014-CD dt. 9.7.2014 the candidates can appear only in 1<sup>st</sup> semester examination and he can not appear in 2<sup>nd</sup> Semester examination even if he has completed 2<sup>nd</sup> semester successfully. In such cases, you may allow the student to appear for both the semester exams, if hall ticket was issued to him, but the student could not appear due to some unavoidable circumstances.

Candidate who have In-sufficient attendance and hence not permitted to appear for exam:-

In such cases, the candidate will undergo training with next batch and then appear for exam. He/she will be admitted first against supernumeraries seats while taking admissions in ITIs as intimated vide letter No. DGET-19/13/2014-CD dated 11th December 2014.

Regarding candidates left in between training and approached ITI to continue training:-

Such candidates will be admitted at the beginning of that concerned semester and he/she will be admitted first against supernumeraries seats while taking admissions in ITIs as intimated vide letter No. DGET-19/13/2014-CD dated 11th December 2014.

These guide lines are in addition to the previous letter No. DGE&T -19/12/2014-CD dated 27<sup>th</sup> May, 2014 for semester system All India Trade Test under CTS. You are requested to follow the above guide lines for smooth implementation of AITT under CTS for Semester System and issue instruction to all concerned.

Yours Faithfully

(D. Mallick)

Deputy Director General(T)