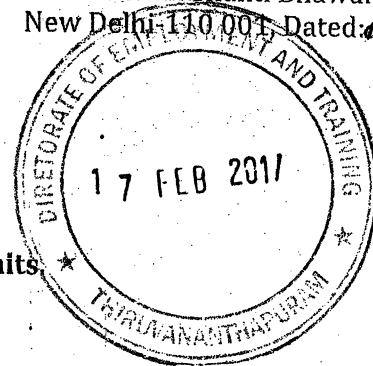


307
 DGT-12/1/2017-TC -2
 Government of India
 Ministry of Skill Development & Entrepreneurship
 Directorate General of Training

Shram Shakti Bhawan, Rafi marg,
 New Delhi-110 001 Dated: 17.02.2017

6441

To
 The State Director/Commissioner,
 (Dealing with Craftsman Training Scheme)



Sub: Review of decision on capping of Trades/Units

Sir

The meeting of Sub-Committee of National Council for Vocational Training (NCVT) dealing with affiliations was held under the Chairmanship of Director General/Joint Secretary, on 15th December, 2016. The above subject was discussed vide Agenda Item No. 05 of the said meeting.

It was informed to Sub-Committee that the decision to "review and devise a criteria for capping of units/trades with respect to population of the new and existing ITIs/Trades/Units", was taken in the minutes of the meeting of Sub Committee of NCVT dealing with Affiliations, held on 3.05.2016.

In this regard, a committee was constituted by DT along with State Representatives for the above issue. The committee in its meeting held on 08.08.2016, came out with a criteria on above matter. However, the devised criteria on capping of trade/units was not placed before the Sub-Committee for approval.

In view of above, it was decided by the Sub-Committee to adhere to norms regarding capping of trade/units that were duly approved by the NCVT Sub-Committee of norms and courses i.e. those approved in the NCVT Sub-Committee meeting dated 17.12.2015. (Copy enclosed)

Yours faithfully

(R.K. Patra)
 (R.K. Patra)

Member Secretary NCVT/
 Director Training

Copy to:

1. PPS - Chairman of Sub-Committee to NCVT
2. PPS - DDG(T) & DDG (AT)
3. The Chief Executive Officer, NABET (QCI), 6th Floor, ITPI building, 4-A, Ring road, I.P. Estate, New Delhi-110002 for information.

Endt. No.C3/26185/14(1) Dated 14.03.2017

Copy communicated to the Principals of all Govt./Pvt. ITIs for information and necessary action.

(Signature)
 For Director of Training

-300- 223

MSDE-19/03(1)/2015-CD
Government of India
Directorate General of Training
Ministry of Skill Development & Entrepreneurship (MSDE)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th January, 2016

To,

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

Subject: Modification in accreditation criteria for granting accreditation to ITIs.

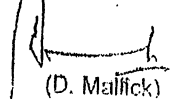
Sir/Madam

This is to inform that meeting of the "Sub-committee of NCVT on Norms and Courses" was held on 17th December, 2015 in New Delhi. Modification in accreditation criteria for granting accreditation to ITIs was discussed vide agenda item No.4 in the meeting.

2. A meeting was coordinated by NABET-QCI to review the accreditation criteria /standard practices for the ITI s applying for affiliation in order to identify areas for improvements. As per the discussions held & based upon past experiences, various modification in accreditation criteria for granting accreditation to ITIs were proposed. Members discussed in length the suggested changes/ areas of improvement in accreditation criteria and gave their views. The recommendations of members have been suitably assimilated in the proposal. The final modified accreditation criteria for granting accreditation to ITIs is given in Annex-I.

3. Henceforth, above modified accreditation criteria shall be followed for granting accreditation to ITIs by Quality Council of India.

Yours faithfully



(D. Mallick)

Dy. Director General of Training

Copy to:

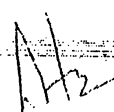
1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad&
2. Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
3. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTARI, Kolkata.
4. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.
5. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association, ITI Chanakya No. 6 Camp Road, Selalpur, East Tambaram, Chennai - 600073
6. Chief Executive Officer, NABET, Quality Council of India, Andhra Pradesh, Instruction of Engineers, Building

Bhadurshah Zafar Marg, New Delhi-110002.

7. All Directors and TC Section at DGT, HQ

Copy for Information :

1. PS to MoS(IC), MSDE
2. PS to Secretary, MSDE
3. PS to JS(RA)



-311- ~~225~~

Modified norms for accreditation of ITIs.

S.No.	Subject/Slc	Existing Practices/Criteria	Modified norms
1.	Fee Structure	<p>For New Applications: After registration & deposit of fee, Application no. is generated.</p> <p>DA remains pending due to non-clearance of Non Conformities (NCs) as there is no prescribed penalty for not adhering to the prescribed time line for closing of NCs.</p> <p>ITIs are not taking Surveillance seriously.</p>	<p>1. On registration and deposit of Application Fee.</p> <p>a.Registration no. will be generated. Application number will be generated on successful completion of Desktop Assessment (DA).</p> <p>b.States to have dashboard to monitor number of applicants.</p> <p>2. Applications falling to comply with the Non-conformities by the prescribed last date of D.A. closure shall be processed for next session only.</p> <p>a. However, ITIs unable to remove the non-conformities and unable to get affiliation even in the next two consequent sessions will result in cancellation of application and forfeiture of fees.</p> <p>b.Information of NCs generated should be given to the applicants through e-mail and phone also. So that, the applicant gets the information personally</p> <p>3. Applicant ITIs shall get the formal affiliation order only after depositing the surveillance fee within 10 days of approval from Sub-Committee of NCVT. The ITIs shall be informed of provisional affiliation through registered e-mail by QCI. Further to this, the formal affiliation orders shall be issued within five working days.</p>
2.	Re-Visit criteria	No particular guidelines exist for re-visit.	<p>The re-visit would be under taken on account of the following:</p> <ul style="list-style-type: none"> ➤ If the machineries are not in line with NCVT specification, e.g. belt driven Lathe machine for fitter trade, single phase DG set for electrician trade, etc. ➤ If actual Building Layout Plan is not available during site visit or dimensions / layout do not meet with prescribed NCVT norms, actuals ➤ Non-availability/ Non-operation of critical Machine(s) as per NCVT norms (critical machinery to be identified by DGT). ➤ Electricity meter not installed or not in order. ➤ Refusal 48 hours prior to scheduled

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Modified norms for accreditation of ITIs.

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			Otherwise fee for revisit will be applicable
3.	De-barring Criteria	Nil	<p>An application for affiliation would be debarred for a period of three years:</p> <ul style="list-style-type: none"> ➤ If any of the documents submitted for seeking affiliation like, lease deed / land ownership, trust, electricity bills, etc. are found forged / manipulated. ➤ If any equipment is found moved from another ITI. ➤ Any other such instances
4.	Self-Declaration by ITI	Nil	<ul style="list-style-type: none"> ➤ Self-declaration to be signed by owner / trust / society on e-stamp paper as well as conventional Stamp paper as per the format provided for ensuring responsibility of the applicant.
5.	Trade -Mechanic Motor Vehicle (MMV)	MMV trade allowed only on the ground floor	<ul style="list-style-type: none"> ➤ The parking area for the workshop may be established on second floor/third floor, subject to NoC obtained from registered structural engineer and availability of power lifts for automobiles.
5.	Trade - Fashion Technology	Clarification of doubt	<ul style="list-style-type: none"> ➤ The tools/ equipment mentioned as per NCVT guidelines do not accommodate in workshop specified for Fashion Technology trade. <p>Common tools and equipment may be shared with similar trades i.e. cutting and sewing, Dress making existing in the institute by adjusting the time schedule. (Type of incentive to ITIs for women trades)</p> <ul style="list-style-type: none"> ➤ Need to ensure there shall be no gender-specific trades in ITIs.
7.	Workshops	Clarification of doubt	<ul style="list-style-type: none"> ➤ Slight L-shape/U-Shape in the workshop is not acceptable due to stair case/ Ramps in basement if it hinders the visibility of instructor from any location within the classroom / workshop. ➤ In hilly area some relaxation may be given on the discretion of the assessor with reasonable justification. ➤ Entry to the classroom/library, etc. may be permissible through workshop if it

S.No.	Subject Issue	Existing Practice / Criteria	Modified/Other
			<p>does not create obstruction in imparting training.</p> <p>> Deviation(s) submitted by assessors would be considered by the Accreditation Committee & finally would be approved & accepted by the Sub-Committee.</p>
8.	DG-Set location	Clarification of doubt	<p>DG-Set would be out of workshop in a stable permanent structure to accommodate trainees in the batch with proper exhaust pipe & ventilation etc.</p> <p>DGT can try promoting Solar and other renewable energy resources.</p>
9.	Partition between classrooms / workshops	Clarification of doubt	<p>Partition in workshop among trades may be by thick yellow coloured line (4.5 inch). Other partitions are required to be of rigid, stable material with thickness 10 mm. In case of Laminates extra, assessor has to ensure sound proof ness & privacy etc. subject to approval as in point 7 regarding Workshop.</p>
10.	CITS Certificate	Clarification of doubt	<p>> GITS certificate to be mandatory for ITI Instructors barring persons being superannuated in 5 years</p> <p>> In case of non-availability, the instructors to get CITS certification within three years of joining.</p> <p>> At the time of recruitment preference to be given to CITS certificate holders.</p>
11.	CRT Monitor; Common UPS and N-Computing In IT lab	Clarification of doubt	<p>> For new ITIs only LCD or LED monitor to be allowed.</p> <p>> N-computing may be allowed as 1: 10 with standby server and UPS.</p>
12.	New Norms	Not specified	<p>> New DGT norms should not be applicable for pending application received for 2015 session and could not be affiliated.</p> <p>> Any new Infrastructural requirements/changes to be introduced with 2 years prior notice.</p>

1.	Drawing Hall	Norms not followed	<ul style="list-style-type: none"> > Drawing Instructor to be mandatory for ITI having total strength more than 144 trainees/per shift in trades having engineering drawing subject. > Institutions with less 144 trainees (Engg. Trades) per shift may engage guest faculty. > W/s calculation and Engg. Drawing should have different faculty.
14.	Faculty salary	Not active	<ul style="list-style-type: none"> > Salary and bank details verification clause to be put up in surveillance visit-mandatorily similar to AICTE type central data base as planned in MP.
15.	Classrooms	Ratio not defined	<p>Considering enhancement in number of seats in popular trades & additional seats for ISO 29990 institutes, class room size was decided as 25 Sq. mtr. With minimum width of 3 meter. This is applicable for new ITIs & existing ones will have to make accordingly. This will be ensured at the time of Grading of ITIs/ Surveillance.</p>
16.	Trade -Health Sanitary Inspector (HSI) Lab	Only Thermocol models	<ul style="list-style-type: none"> > Working model of treatment plant for water/waste etc. for HSI lab to be mandatory.
17	Asbestos Sheet	Clarification of doubt	<p>Asbestos sheets to be allowed as per existing norms.</p>
18.	IT-Lab (Specifications & Equipment)	Not specified	<ul style="list-style-type: none"> > All Government and Private ITIs are required to set up an exclusive computer lab with internet connectivity on every computer with multimedia. > If Dongles used separate dongles for each PC or sharing allowed? > The setup of IT lab must have minimum 10 computers/ workstation and peripheral with internet facility irrespective of trade for an ITI. > Details of rationalized Infrastructure requirement for computer lab is at annex-I.