

PART B
GRADING PARAMETERS (Principal)

Sl. No	Attributes	Total Weightage	Guidelines of Rating Attribute	Verification Document	Weightage given
1	2	3	4	5	6
1	Trainees pass out	15	Pass out more than 80% = 15, 70-79% =10 60-69 =5 50-59=2 below 50%=Nil	AITT/SCVT results of the last batch to which he hold the charge more than half of the training period.	-
2	Trainees Placement rate	15	Employability more than 60% = 15, 50-59% =10 40- 49% = 5 30- 39% = 2 less than 30= Nil, (the trainees taking up higher studies including apprenticeship after ITI should not be accounted as employed)	Placement records maintained by Placement officer / placement cell with trainees details.	-
3	Drop outs = (Appeared/admitted * 100)	5	Drop outs Upto5% = 5, 6% - 10% = 3 else Nil	Admission register, attendance register and examination register	-
4	Maintenance of machines and equipment	10	80% and above machines are in working condition =10, 80-89%= 5, below 80%=Nil	Spot inspection	-

5	Condemnation	13	Quantity / Number of items disposed/ total quantity of items found unserviceable a) By self = 8 b) By reporting = 5	Registers and Files	-
6	Verification of written instructional materials (Lesson plan, Demonstration plan)	5	90- 100% = 5 less than 90%=Nil	Physical verification of approval of documents by the principal	-
7	Status of IMC Executive meeting	5	4 Times in an year 5 3 Times 4 2 Times 3 Bellow 2 nil	Verification of Minutes	
8	Status of PTA Executive meeting	5	Monthly 5 8 Times in an year 4 6 Times in an year 3 Bellow 6 nil	Verification of Minutes	-
9	Functioning of ED club	5	For active ED club 5 Only for formation 3 if not Nil	Documents	-
10	Whether the Principal has written any articles, text books etc? If YES, give details	3	Yes -3 else -Nil	Presentation of document	-
11	Has the Principal received any recognition, Social commitments, award or prize from the Department, or Government during the last 10 years? If YES, give details	10	State Level = 10 District level = 5 else -0	Presentation of document	-
12	Initiation for teaching aids such as 3D interactive, LCD, projectoretc	5	providing 3D/ PPT etc = 5		-

13	Maintenance of Web site	3		Physical	-
14	Timely report to Higher authorities	5	Remarks to be obtained from various sections	to be assigned by the committee	
15	Procurement and distribution of training materials	5	grades to be obtained in the training Inspector	Records	-
16	Distribution of Certificates	5	100% distributed 5 90% distributed 3 80% distributed 2 70% distributed Nil	Registers	-
17	Maintenance fund utilization	20	1) Maintenance of Machines 5 2) Replacement of Machines 2 3) Raw material purchase 3 4) Percentage of utility 100% = 10 80%-99% = 7 60% - 79 = 4	Records	-
18	Fund utilization from Local Bodies/Other source for infrastructure development	3	Yes =3 No= 0	Physical verification	-
19	Interest in waste Management in ITI	5	Special arrangement – 5 New methods adoption-3 Dumping-2	Physical verification of site	
20	Other activities	8	All - 8 Anti-narcotic forum-2 NSS-2 RRC-2 Entrepreneurship club - 2	Physical verification of files and registers	

Total weightage awarded:

(Out of Two Hundred)

Declaration

This is to certify that I have verified all the relevant documents regarding the weightage awarded and they are authentic.

Dated Signature of Applicant

Name:

Designation:

Verification report

Certified that I have verified all the relevant documents based on which details are given and found that the details provided are true and correct.

Place:

Signature of Inspector of Training

Date:

Assessment of the committee