

No MSDE -18012/02/CITS/Annual/2019 –TTC
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Employment Exchange Building,
Library Avenue Road, Pusa Complex
New Delhi-110012
Dated 4th July, 2019

To

1. The Director, NSTI-Mumbai, Dehradun, Hyderabad (Vidya Nagar Campus), Ludhiana, Kolkata Jodhpur, Chennai,
2. The Regional Director of Apprenticeship Training- Mumbai, Kolkata, Bhopal, Chennai
3. The Principal, Govt/Private IToTs

Subject: - Deputation of Officers at IToTs to conduct All India Trade Test of craft instructor under CITS(Annual system) July 2019—regarding

Sir,

Kindly refer to this office letter of even no. dated 10th April, 2019 regarding program of AITT of Craft Instructor under CITS(Annual system)-July 2019. The said examination will be conducted at various DGT field institutes dealing with CITS, Govt. / Private IToTs and on-line examination centres. In this connection, you are requested to depute the nominated officers of your office for overall supervision and smooth conduct of examination as per schedule from **22.07.2019 to 29.07.2019(For Engg Drg and Practical exams)** at the institute mentioned against their name -

S.No.	Name of the IToT	Name of the Officer
1.	Shri Geeta Ram Institute for Training of Trainers, VPO – Matloda, Tehsil – Barwala, Dist. – Hissar Haryana Email-Sh.ramitc@gmail.com Mob. No. 09812132613	Sh. K.Periasami, TO NSTI, Mumbai
2.	Sumit Dhariwal Memorial Institutes for Training of Trainers, NH- 65,20 KM Stone, Rajgarh Road, Distt.- Hisar, Haryana – 125004 Email-sdmitc@rediffmail.com Mob.No.09416041500 ,8198900609	Sh. Vijay Kumar, TO RDSDE, Mumbai
3.	SBS Institute for Training of Trainers, Odhan Road, Kalanwali, Dist. – Sirsa, Haryana-125055 Email-sbsitot@gmail.com Mob.No.09896649801,9812035513, 9466921083	Sh. Jyoti Sharan Gandhi, TO, NSTI, Dehradun
4.	Modern Institute for Training of Trainers, Vill – Bhangola, PO – Dhawala, Tehsil –Dehra, Dist Kangra, Himachal Pradesh Email-Modernitohimachal@rediffmail.com Mob.No.09816377216 , 9816175866	Sh. Yogesh Kumar, DDT DGT,(HQ), Pusa, New Delhi

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5.	Syadwad Institute for Training of Trainers, River Park, Delhi Road, Dist. Baghpat, Uttar Pradesh Email-admin@syadwad.org Mob. No.09927987455	Sh. B.P.Dhami,TO NSTI,Mumbai
6.	Jain Institute for Training of Trainers, VPO- Usmaankhera, Dist. Fazilika, Punjab-152132 Email-Vikas.jain397@gmail.com Mob.No.09414502661	Sh. B. Murali Krishna,TO NSTI(V),Hyderabad
7.	Khattu Ji Institute for Training of Trainers, Village -Lamochar Kalaan, Jalalabad (W), Dist.- Fazilka, Punjab-152024 Email –Khattujieducation@gmail.com Mob. No. 09855549636	Sh. Vidyanand,DDT NSTI(V),Hyderabad
8.	Bagar Institute for Training of Trainers, SMTI campus, Jhunjhunu Road, Bagar, Dist.- Jhunjhunu Rajasthan-333023 Email-itotbagar@gmail.com Mob.No.09001893596	Sh. Lal Chand,TO NSTI,Ludhiana
9.	Shivalik Institute for Training of Trainers, Bir Kauli, Rajpura Patiala Road, Distt.- Patiala, Punjab -140701 Email-Ankit.chaudhary068@gmail.com Mob. No.09888391470	Sh. Murari Barui,TO NSTI, Howrah
10.	S.R Institute for Training of Trainers,Hissar Road, Village- Ballana, Ambla City, Dist. - Ambla City Haryana-134003 Email-sresambala@gmail.com 09215011222	Sh. Azad Shyam Sunder Meena,TO NSTI,Jodhpur
11.	Sarawati Institute for Training of Trainers, Village Balluana, Mallout Road, Distt. – Batinda Punjab-151001 Email-saraswatiknowledgepark@gmail.com Mob. No. 09646600048 ,8556800087	Sh. Rajesh Khana,TO NSTI,Chennai

12.	Centurion Institute for Training of Trainers, CIT Campus, Plot No. 136 & 137, Ramchandrapur Jatni, Distt.-Khurda, Orissa-752050 Email-admissions@cutm.ac.in Mob.No.-8895540069 , 9437545523	Sh. Marinus Bara,ADT RDAT, Kolkata
13.	State Staff Trg. and Research Institute of Training of Trainers, Aliganj, Distt-Lucknow, UP-226024. Huzoor102@gmail.com sstrclko@gmail.com Mob.No.-09917672786	Sh. Muktanand, TO RDAT, Kolkata
14.	Govt. Institute of Training of Trainers, Sector-5, Urban Estate, Distt.- Rohtak, Haryana-124001 gitotrohtak@gmail.com ssehrawat04@gmail.com Mob.No.-09416350096, 9996401738	Sh. Vinod Kumar, TO, NSTI, Dehradun
15.	Govt. Institute of Training of Trainers, ITI Campus, Govind Pura, Raisen Road, Bhopal-462023 itot.bhopal@gmail.com Mob.No.-8989419415, 0755-2571303	Sh. Rajesh Kumar,TO RDAT, Bhopal
16.	Biju Patnaik Institute of Training of Trainers, Nijigarh Town(Ranipark Area) Po/Via-Talcher,Distt-Angul-759100 principalitottalcher@rediffmail.com , Mob.No.-09437752440	Sh.S.Sen,TO RDAT, Kolkata
17.	Institute of Training of Trainers, Govt. ITI Campus, Hadadi Road,Davangere-577005, Karnataka itwdvgkar@gmail.com , itotdvgkar@gmail.com Ph.No.-08192-260194	Sh. P. Kumaravelu,TO RDAT, Chennai

In this connection, the following guidelines should be followed: -

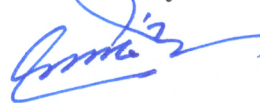
1. The questions papers of Engineering Drawing and all Practicals will be sent from TT Cell, DGT (HQ) through e-mail to the institutes one day before the examination.
2. The password will be given to the DGT nominated officer only and half an hour before commencement of respective exam. In case of any clarification, TT Cell, DGT,(HQ) may be contacted on landline No.-011-25847031.

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3. ITOTs will have to make their own arrangements of blank ruled sheets /answer sheets and drawing sheets for Engineering drawing and Practical exam as per their requirement along with computer, internet connection and fast printer / photocopier for receiving and multiplying the question papers during the examination.
4. ITOTs will appoint External Examiners/Trade Experts for Engineering Drawing and practical exams from local industries /Engg. Institutes / Polytechnics /B Ed College(for POT/Training Methodology only) and arrange to evaluate Engineering Drawing and Practical exam in the presence of DGT officer. Result sheets should be countersigned by DGT officer. ITOTs will ensure preparation of final result as per prevailing format and submission along with all the supporting documents to the Director,TT Cell, DGT(HQ), Pusa, New Delhi for declaration.
6. As directed by Competent Authority, ITOTs will ensure necessary arrangements for CCTV surveillance at entry, exit and inside the examination rooms at IToT and their online exam centres and make necessary arrangements for videography of entire examination of Engineering Drawing and Practicals (Both Trade Practical and Training Methodology Practical)
7. The DGT Officer may also verify the attendance record, sessional test record, work diary and notes etc prepared by the trainees & trainer and countersign all the above records.
8. The DGT Officer will ensure the signatures of invigilator and superintendent of exam on each answer sheets (Trade Practical-I/II and Engg Drg). He will also ensure the intact sealing of answer sheets / jobs and affix his signature on result sheet and sealed envelope also.
9. The Director/Principal of IToT must ensure that 80% attendance of trainees is compulsory for issuance of an Admit Card / Hall Ticket to the trainees for appearing in the exam.
10. In case of any discrepancy observed during the exam, the same must be brought to the notice of undersigned so that the necessary action could be taken.
11. All the deputed officers are directed to submit a feedback report along with copy of video recording to the undersigned within a week from the last date of exam.

Your kind co-operation in this regard is solicited

Yours faithfully



K.Singh
Deputy Director of Trg
For Director(TTC)

No. MSDE-18012/2/CITS/Annual /2019-TTC
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Employment Exchange Building, Library Avenue,
Pusa Complex, Pusa, New Delhi-12
Dated: 10th April, 2019

To

1. The Directors, NSTI / NSTI (W) dealing with CITS
2. Principals of Government / Private ITOTs

Subject: Programme of All India Trade Test of Craft Instructors under CITS(Annual System)- July, 2019 for the trainees admitted in the Session- August 2018-reg

Sir/Madam,

It has been decided to conduct All India Trade Test of Craft Instructors under CITS(Annual system) -July 2019 from 18.07.2019 to 29.07.2019 **for the trainees admitted in the Session- August 2018** as per programme given below:-

DATE	TIME	Engg. Trades/Non Engg. Trades		REMARKS
18.07.2019 (Thursday)		Online Examination of Theoretical Subjects (Trade Theory, Trade Skill Work Shop Calculation & Science, Work Shop Calculation , Work Shop Science, Vocational Science & Calculation, Soft Skill & English Communication and Training Methodology)		
19.07.2019 (Friday)				
20.07.2019 (Saturday)		Time and venue of Examination Centers etc. will be printed on Hall Ticket downloaded from http://dgt.cbtxam.in		
22.07.2019 (Monday)	9.30 AM	Trade Practical		
23.07.2019 (Tuesday)	9.30 AM	-do-		
24.07.2019 (Wednesday)	9.30 AM	-do-		
25.07.2019 (Thursday)	9.30 AM	Training Methodology(Practical)		
26.07.2019 (Friday)	9.30 AM	-do-		
27.07.2019 (Saturday)	9.30 AM	-do-		
29.07.2019 (Monday)	9.30 AM	Engg. Drawing*	(i) Vocational Science & Calculation (Practical) (ii) Soft Skill & English Communication (Practical)	* For all Engg Trades (Excluding RODA, DMM, DMC, Surveyor, DM (Architect).

(Lunch break from 1.00 PM to 1.30 PM for Practical Exams Only)

30 minutes time to be given to each trainee for Teaching Demonstration.

Note:- The practical test may be conducted only up to 6.00 PM on each day depending upon the duration of the question paper. The question papers (Password protected) of Engg Drg, and Practicals will be provided through e-mail by TTCell, DGT(HQ) 30 minutes before the commencement of exams on respective dates as per previous practice.

In case of any query, please contact TT Cell, DGT(HQ), Pusa, New Delhi on landline no.-011-25847031

Yours Faithfully



(K. Singh)

Deputy Director of Training (TT Cell)
For Director of Training