

File No. DGT-Misc/9/2020-O/o DIR (TC)
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

New Delhi, Dated 18th August 2020

To,
All Additional Chief Secretaries/Principal Secretaries
(dealing with Craftsman Training Scheme)

Sir/Madam,

Subject: Qualitative Evaluation and Diagnostics (QED) for Equipping ITIs to undertake Quality Improvement Processes through continuous and periodical Institute assessment – regarding

ITIs have always been at forefront to provide skilled manpower aligned with industry needs. DGT with support from State Directorates and Regional Directors have been taking continual efforts to ensure quality training delivery through ITIs. Grading of ITIs on various parameters viz, trades and industry engagement, knowledge infrastructure and institute processes, instructor availability and quality, outcome and others is one of latest step taken by DGT in this regard.

2. In its continuous quest to ensure higher quality standards, DGT is taking steps to transform & streamline the supervision & assessments system for improving and creating an enabling environment of skilling, reskilling & upskilling in the ITI ecosystem. For this purpose, a dedicated unit of Quality Assurance will be set up at DGT, that will promote systemic use of Quality Evaluation and Diagnostics (QED) tools for bringing about qualitative changes in due course of time these will be automated and tech-enabled.
3. The QED as a tool will serve triple purpose towards achieving institutional excellence at different levels:
 - i. at DGT level for identifying systemic training challenges and designing response to those for improvement;
 - ii. at State and RDSDE level for identifying commonalities of gaps and structuring training programmes and mentoring tools for those; and
 - iii. at Institutional level for identifying gaps in training delivery and orient resources for continual improvement.
4. The proposed Quality Assurance wings at DGT and State Directorates will engage in enabling the proposed QED through periodic assessment of ITIs by external/internal joint teams after the self-assessment is undertaken by the institutes. The visiting team will assist and mentor the ITI in formulating and mentoring in preparing Quality Improvement Plan (QIP) on areas of concern highlighted by grading scores/quality assurance process They will also take into account any Industry feedback available to them regarding the training quality.

5. The QED will assess all government and private ITIs at a pre-defined frequency and randomly for strengthening quality on various indicative parameters such as – management & leadership, human resource, industry engagement, training delivery, training outcome, infrastructure, inclusion and co-learning activities to enable 360-degree assessment and feedback of every institution. The output will be in the form of a QIP and outcome will be evident through a positive trajectory of improvement in training processes in the Institute.
6. The detailed guidelines indicating process of implementation, role of stakeholders, QED framework and sample QIP report will be designed in consultation with stakeholders and will be shared shortly for deliberation.
7. In the meanwhile, the States are advised to identify ITIs with lower grading and draw up a monthly plan for visiting and interacting with them and ensuring self drawn QIP including adherence to the milestones indicated in it. While undertaking this exercise the teams may also consider teaching learning processes including availability of machines, practice time, raw material, trained instructor etc. The States are advised to make a joint team involving District Skilling Committee and an officer of the State Directorate for this purpose. Such reports and Improvement Plans may be sent by the State to the RDSDE by 25th of every month. The grading parameters and draft grading is available on the website <https://dgt.gov.in/content/draft-grades-first-lot-10765-itis-grading-phase-ii> for ready reference. The visits etc may be undertaken with due consideration to the context of the COVID pandemic conditions and prevalent guidelines for the same.
8. The RDSDEs are also expected to undertake similar exercise for at least 2 ITIs every month. These ITIs will be selected by DDG of QED unit. RDSDEs will also compile State Visit reports as well as Institutional QIP and forward such a compilation to DDG QED by 5th of every month.

Yours Sincerely,



(Raj Kumar Pathak)

Deputy Director General

Copy to:

1. Sr PPS to DG/AS, DGT
2. Sr PPS to DDG-I, DGT
3. All RDSDs