

TC Section
Directorate General of Training
Ministry of Skill Development and Entrepreneurship
Government of India, New Delhi

Reference of circulars issued in connection with Affiliation

Sl.No	Circular details	Circular reference
1	Circular regarding stopping of admission in ITIs proposed for De-affiliation by State Directorate	DGT-12/1/2018-TC(Part) dt. 04.10.2018
2	De-activation of Trades/Units in which 100% seats are vacant in two consecutive years	DGT-12/01/2018-TC(part) dt. 20.12.2018
3	Guidelines for conversion of SCVT trades to NCVT trades in Pvt. ITIs	DGT-12/1/2018-TC(Part) dt. 20.12.2018
4	Eligibility of ITI's applying for Addition of Trades/Units	DGT-12/1/2018-TC(Part) dt. 25.02.2019
5	Guidelines for setting up of Multi Skill Training Institute (MSTI)	MoSDE-01/03/2017-PCT-KVY dt. 08.03.2019
6	Revised guidelines for setting up of MSTI	DGT-MoM/11/2019-O/o Dir (TC) dt. 07.10.2019
7	Provision for 10% EWS quota in ITI admissions	MSDE-19/02/2018-CD dt.05.04.2019
8	Implementation order regarding shifting of ITIs	DGT-MoM/11/2019-O/o Dir (TC) dt. 18.09.2019
9	Revised Land lease norms	DGT-MoM/11/2019-O/o Dir (TC) dt. 18.09.2019
10	Compulsory Grading of ITIs	DGT-MoM/11/2019-O/o Dir (TC) dt. 18.09.2019
11	Filling of vacant seats in ITIs before cut off date of admission	DGT-MoM/11/2019-O/o Dir (TC) dt. 10.10.2019

DGT-12/1/2018-TC (Part)
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

1st Floor, Room.no.102
Employment Exchange Building, IARI, Pusa
New Delhi, Dated 04.10.2018

To

All the State Directors/UTs
(List enclosed)

Subject:- Compliance of the decision taken by NCVT Sub-committee meeting dated 17.09.2018-regarding.

Sir,

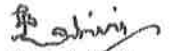
The Sub-Committee meeting of National Council for Vocational Training (NCVT) dealing with Affiliations, was held under the Chairmanship of Shri Rajesh Aggarwal, DG/AS, Ministry of Skill Development & Entrepreneurship on 17th September, 2018 at 15.30 Hrs In the Main Conference Room, 3rd Floor, Kaushal Bhawan, B-2, Pusa Road, New Delhi. The minutes of the meeting are uploaded on Public Portal ncvtmis.gov.in.

In order to address the concern of Trainees Admission in those ITIs which were proposed by the State Directorates for de affiliation; the following decision was taken by the NCVT sub-committee:

"For any de affiliation proposal forwarded by State Directorate to DGT with recommendation for de affiliation; the State would simultaneously issue an advisory to the concerned ITI not to admit trainees in those Trades/Units. The state at its admission portal would also display the status of ITI as "proposed for de-affiliation" for information to new applicant."

In view of the above you are requested to carry out compliance as per above decision in order to ensure transparency in such proposals.

Yours Faithfully


(S.D. Lahiri)

Dy. Director General (T&E)
E-mail-sd.lahiri59@nic.in

No. DGT-12/01/2018-TC (Part)
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Employment Exchange Building, Pusa
Room NO. 105, First Floor, New Delhi-110012
Dated: 20.12.2018

To,
The All State Directors
(Dealing with Craftsman Training Scheme)

Subject: De-activation of ITIs whose seats are lying 100% vacant for 2 ^{consecutive} ~~constitute~~ years regarding.

Sirs,

As decided in the meeting of NCVT Sub-Committee dealing with affiliation held on 18th Oct. 2018 any ITI either Government or Private if 100% seats are lying vacant for 2 consecutive years in any trades/units will attract de-activation on NCVT MIS portal. The de-activated trades/units will be activated only after review by NCVT Sub-Committee in the basis of fresh Joint Inspection Committee Report.

Yours Faithfully,



(S.D. Lahiri)

Deputy Director General
Email id: sd.lahiri59@nic.in

Copy to :

1. PS to DG/AS, DGT, Kaushal Bhawan, Karol Bagh, New Delhi.

No. DGT-12/01/2018-TC (Part)
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Employment Exchange Building, Pusa
Room NO. 105, First Floor, New Delhi-110012
Dated: 20.12.2018

To,
The All State Directors
(Dealing with Craftsman Training Scheme)

Subject: Conversion of SCVT to NCVT trade in Private ITIs reg.

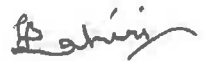
Sirs,

As approved in the meeting of NCVT Sub-Committee dealing with affiliation held on 11th December, 2018, regarding conversion SCVT trades into NCVT trades in Private ITIs, the following procedures will have to be adopted by all States/UTs:

1. Respective State Directorate will conduct preliminary inspection of private ITIs who are willing to convert from SCVT trades to NCVT trades.
2. After scrutiny of Preliminary Inspection Report (PIR), ITIs fulfilling NCVT norms will be forwarded to DGT.
3. Inspection of these ITIs will be carried out through Joint Inspection.

The NCVT Sub-Committee dealing with affiliation after verification of the Joint Inspection reports would consider the conversion of trades under SCVT into NCVT and grant affiliation to NCVT accordingly.

Yours Faithfully,



(S.D. Lahiri)

Deputy Director General
Email id: sd.lahiri59@nic.in

Copy to :

1. PS to DG/AS, DGT, Kaushal Bhawan, Karol Bagh, New Delhi.

No. DGT-12/01/2018-TC (Part)
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Employment Exchange Building, Pusa
Room NO. 105, First Floor, New Delhi-110012
Dated: 25.02.2019

To,
The All State Directors
(Dealing with Craftsman Training Scheme)

Subject: Eligibility of ITIs for applying addition of Trades/Units.

Sirs,

In compliance with the decision taken in meeting of 'Recommendation Committee on Norms and Courses' held on 30th January, 2019, eligibility of ITIs for applying addition of Trades/Units in existing ITIs will be with the following conditions:

1. All existing ITIs with Grading 2 and above only will be eligible to apply for addition of Trades/Units w.e.f. 01.02.2019.
2. The ITIs which are not graded so far, needs to go through the grading process and eligible ITI's can only apply for addition of Trades/Units.

Yours Faithfully,



(S.D. Lahiri)

Deputy Director General
Email id: sd.lahiri59@nic.in

Copy to :

1. PS to DG/AS, DGT, Kaushal Bhawan, Karol Bagh, New Delhi.

Kaushal Bhawan, New Delhi
Dated 8th March 2019

OFFICE MEMORANDUM

Subject: Guidelines for the scheme of Setting up of Multi Skill Training Institutes In unserved blocks - reg

The Directorate has been shaping country's workforce to meet the existing as well as future manpower need, through the vast network of ITIs spread over various States / Union Territories in the country. Presently, long-term vocational training courses are being offered through a network of about 15,042 ITIs located all over the country with total 22.82 lakhs trainees enrolled with an objective to provide skilled work force to the industry. Still there are numbers of blocks across country where there are no ITIs and hence a candidate has to travel or reside at far locations for vocational training.

Therefore the Ministry has envisaged the following scheme to set up Training Institutes in unserved blocks to impart technical skills to the local youth in order to improve their prospects of gainful employment.

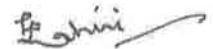
New revised affiliation norms were introduced in April 2018 for setting up of new ITIs, with stringent requirements of land, minimum number of courses etc. to ensure better quality of skill training. However, to encourage opening of ITIs in unserved blocks, it has now been decided to relax these affiliation norms for unserved blocks, as follows:

1. An unserved block is one, which is listed on latest Local Government Directory (LGD) (www.lgd.gov.in which is maintained by Ministry of Panchayati Raj) & does not have a single functional Govt. or Pvt. ITI. The LG directory maintains the complete list of latest States, Districts, Sub-Districts, Blocks and villages across country. For Andhra Pradesh and Telangana, it has been observed that the LG Directory shows the list of Mandals in the districts, rather than traditional blocks/tehsils. Thus the list of unserved blocks/tehsils in both the states will be finalized after discussion with these States.
2. Currently, new ITI affiliation applications are uploaded by the applicants on the portal which provides affiliation in three stage process. If an ITI has been given 'in principal' approval for affiliation (Stage -2) as per new affiliation norms, then that block would not be treated as unserved. Also if the building of any ITI is in progress from any funds (Central or State Govt.) in a block, then that block would be treated as served.
3. Any agency, willing to setup an ITI(s) in the unserved blocks can setup with minimum one long term and at least one short term course as per local need without any constraint of land of 1.07 acres, Canteen, parking space and sports facilities etc.
4. First priority will be given for upgradation of SCVT ITI to NCVT in unserved Blocks.

5. The ITI must equip the workshop as well as IT lab (Computer) etc as per NSQF syllabus and deploy instructors as per DGT' norms.
6. The relaxation of the norms would be applicable for maximum 2 ITIs in the particular unserved blocks. Both ITIs should opt preferably different trade(s).
7. These institutes would be titled as 'Multi Skill Training Institute' (MSTI) to distinguish from other ITIs affiliated to NCVT/DGT. The trainees trained in affiliated long term trade would be eligible to get NTC certificates after successful completion of training. For short term courses, these MSTIs may tie up with DGT or National Skills Development Corporation (NSDC) / Sector Skill Council (SSC) or any other agency including Skill University etc.

This OM supersedes the previous letter of this Directorate no. DGT-12/01/2018-TC(Part) dated 25.02.2019.

This issues with the approval of Competent Authority.



(S.D Lahiri)

Deputy Director General (T&B)

To,

- 1) All DDGs and Directors of DGT
- 2) All State Directors dealing with ITIs
- 3) PS to DG/AS, DGT for information

DGT-MoM/11/2019-O/o Dir(TC)
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Room No. 105, CERTUS building,
PUSA Road, New Delhi

07th Oct, 2019
07th Oct 2019.

To

Director(s) of all States/ UT Administrations dealing with
Craftsmen Training Scheme

Subject: Implementation order regarding Agenda Item no. 8.07 titled "changes in MSTI guidelines".

Sir/Madam,


This is to inform that the 8th meeting of "Recommendation Committee DGT" dealing with affiliations of ITIs was held on 30th September, 2019 at DGT Hqrs New Delhi where the matter of **MSTI -guidelines was discussed along with agenda item No. 8.07.**

2. The Committee has approved the followings to revise the existing guidelines, for the scheme of Setting up of Multi Skill Training Institutes (MSTI) in unreserved blocks, which were published vide letter no. MoSDE-01/03/2017-PCT-KVY dated 08.03.2019:-

- i) Institute can apply for maximum (2+2) units in long term courses.
- ii) The 3rd shift shall not be allowed during first year of operation of the institute.
- iii) If any Institute wants to start with more than 2+2 units in any trade, the proposal(s) of such Institute shall be processed, as per Affiliation norms 2018.
- iv) Institute should apply to State Directorate whereas State Directorate will verify the Institute in the respective block and forward compiled list to DGT for Standing Committee inspection.

3. Henceforth, the above recommendations / revised guidelines shall be followed, with immediate effect. This order is being issued with the approval of the competent authority.

Yours faithfully,


(Sunil Kumar Gupta)
Director Training

☎ 9810290878, ✉ sunil.gupta67@nic.in

Copy for information to:-

1. Sr. PPS to Director General/ AS, DGT
2. PPS to DDG (C&P, Admin)

MSDE-19/02/2018-CD
Government of India
Directorate General of Training
Ministry of Skill Development & Entrepreneurship (MSDE)

Employment Exchange Building,
Library Avenue, Pusa Complex
New Delhi, 110012 dated 5th; April, 2019

To

The Commissioners/ Director, Vocational Training / Skill Development of All States/ UTs
The Directors, NSTIs & RDSDEs ,Executive Director, NIMI

Subject: Provision of 10% EWS quota in admilssion of ITIs & NSTIs wef Aug 19 session:- regarding

Sir,

In continuation of this Directorate of letter of even no. dated 26th February, 2019 regarding removal of the system of supernumerary, it is to Inform that the unit size of trade(s) has been enhanced from 12 to 16, 16 to 20 and 20 to 24 and practice of supernumerary is done away with for all trades for admilssion wef session August 2019 onwards

It has also been decided to keep **provision of 10% EWS quota for Economically Weaker Sections(EWSs) In admilssion of ITIs & NSTIs wef from Aug 19 session In addition to existng SC/ST/OBC/Ex service man/PWD as per respective State Government reservation policies. This 10% quota is restricted within enhanced unit size only**

Accordingly it is requested to take necessary action from ensuing session i.e. August 2019 onwards.

This issues with the approval of competent authority

Yours faithfully;

(Deepankar Mallick)

Deputy Director General (C, P & Admn)

Copy to (for information):

- PPS to the Secretary (MSDE)
- DG/AS,DGT, MSDE
- DDG(T&E),DGT, MSDE
- Directors at DGT (HQ), New Delhi
- M/s Wipro,New Delhi:- with an advice to incorporate the above changes in MIS portal

(G. Giri)

Jt. Director of Training

DGT-MoM/11/2019-O/o Dir(TC)
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Room No. 105, CERTUS building,
PUSA Road, New Delhi, 18th Sept, 2019

To

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

Subject: Implementation order regarding Agenda Item no. 7.08 titled 'Shifting of ITIs'.

Sir/Madam,

This is to inform that the 6th meeting of "Recommendation Committee DGT" dealing with affiliations of ITIs was held on 27th Aug, 2019 at DGT Hqrs New Delhi where the matter pertaining to 'Shifting of ITIs' was discussed along with agenda item No. 7.08.

2. The Committee has approved that shifting of ITIs in rural areas shall be allowed within the block only, keeping view of mobility of students undergoing training. In case of urban areas, the shifting shall be allowed only within municipal/corporation limits from Session 2019 onwards.
3. Henceforth, the above recommendations/decision of the committee shall be followed, for grant of affiliation.

Yours faithfully,


(Sunil Kumar Gupta)

Director Training

☎ 9810290878, ✉ sunil.gupta67@nic.in

Copy for information to:-

1. Sr. PPS to Director General/ AS, DGT
2. PPS to DDG (C&P, Admin)

DGT-MoM/11/2019-O/o Dir(TC)
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Room No. 105, CERTUS building,
PUSA Road, New Delhi, 18th Sept 2019

To

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

Subject: Implementation order regarding agenda item No. 5.3 titled relaxation of time period of lease / deed documents.

Sir/Madam,

This is to inform that the 5th meeting of "Recommendation Committee DGT" dealing with affiliations of ITIs was held on 26th June, 2019 at DGT Hqrs New Delhi where the matter of relaxation of time period of lease / deed documents was discussed along with agenda item No. 5.3.

2. The Committee has approved that lease period for ITI(s)/their respective Trust/Societies seeking affiliation to NCVT may be relaxed from 10 years to 3 years.
3. Henceforth, the lease/deed documents submitted by the ITI having minimum 03 years validity shall be considered for grant of affiliation, and if the lease is not renewed before the expiry date admissions will not be allowed for ensuing session.

Yours faithfully,


(Sunil Kumar Gupta)

Director Training

☎ 9810290878, ✉ sunil.gupta67@nic.in

Copy for information to:-

1. Sr. PPS to Director General/ AS, DGT
2. PPS to DDG (C&P, Admin)

DGT-MoM/11/2019-O/o Dir(TC)
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Room No. 105, CERTUS building,
PUSA Road, New Delhi, 18th Sept, 2019

To

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

Subject: Implementation order regarding Agenda Item no. 7.09 titled 'Grading of ITIs'.

Sir/Madam,

This is to inform that the 6th meeting of "Recommendation Committee DGT" dealing with affiliations of ITIs was held on 27th Aug, 2019 at DGT Hqrs New Delhi where the matter pertaining to '**Grading of ITIs**' was discussed along with agenda item No. 7.09.

2. The Committee has approved that all the ITIs which had not been graded so far should be physically inspected by **October 2019**. If any ITI(s) refuses for physical inspection, action for de-affiliation shall be initiated by DGT against those ITIs.
3. Henceforth, the above recommendations/decision of the committee shall be followed and compliance report may please be furnished within stipulated time.

Yours faithfully,


(Sunil Kumar Gupta)

Director Training

☎ 9810290878, ✉ sunil.gupta67@nic.in

Copy for information to:-

1. Sr. PPS to Director General/ AS, DGT
2. PPS to DDG (C&P, Admin)

DGT-MoM/11/2019-O/o Dir(TC)
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Room No.105, CERTUS Building,
Pusa Road, New Delhi
Date : 10th Oct. 2019

To

Director(s) of all States/ UT Administrators dealing with
Craftsmen Training Scheme.

Subject: Implementation order regarding Agenda Item No.8.13.

Sir / Madam,

This is to inform that the 8th Meeting of "Recommendation Committee DGT" dealing with affiliations of ITIs was held on 30th Sept. 2019 at DGT, H.O., New Delhi where the matter was allowing admissions against vacant seats.

2. Any vacancy arised due to leaving of students or change of trade before the admission cut-off date, such vacancies in ITIs may be allowed to fill by respective ITIs with eligible candidates.
3. Henceforth, the above recommendations / revised guidelines shall be followed, with immediate effect. This order is being issued with the approval of the competent authority.

Yours faithfully,



(Sunil Kumar Gupta)

Director Training

Cont.No.9810290878

sunil.gupta67@nic.in

Copy to information:

1. Sr. PPS to Director General/ AS, DGT
2. PPS to DDG (C&P, Admin)