

DGT/Misc/02/2021-O/o DDG
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Employment Exchange Building
Pusa, New Delhi-110012
Dated 16th April, 2021

Circular

In view of the unprecedented rise in the numbers of Covid-19 cases across Pan India, it has been decided to take measures in all ITIs under your administrative control to prevent its spread. Accordingly following guidelines are issued for strict compliance.

1. All offices must ensure strict compliance of Covid appropriate behavior viz. frequent washing of hands, use of sanitizers, wearing of masks, observing social distancing etc. at all times.
2. All Officers/Officials must ensure non- crowding in corridors, canteens, parking etc. and the employees of the age of 45 years and above may get themselves vaccinated, so as to effectively contain the spread of COVID-19. The officers and staff shall follow staggered timings to avoid overcrowding.
3. All officers and staff residing in the containment zone shall be exempted from attending office/ITI till the containment zone is de-notified. The staff working from home should be available on telephone and other electronic means of communication. Meetings, as far as possible, shall be conducted on video-conferencing. Proper cleaning and frequent sanitization of the workplace must be ensured.
4. All officers and Officials are directed to ensure strict compliance of instructions on COVID appropriate behavior issued by MHA, MoH&FW from time to time. Biometric attendance shall continue to be suspended and physical attendance registers to be maintained until further orders.
5. Since different States are issuing their own advisories in the wake of high surge in Covid-19 cases, all the State Directorates are requested to inform us the status of all ITIs regarding classes are being conducted whether in Online/Offline mode of temporary closure of their institutes etc.

You are also requested to follow the SOP issued by DGT in the month of Sept, 2020.


(Sandhya Salwan)
Deputy Director General

To
All State/UT Directorates (Dealing with Craftsmen Training Scheme)

Copy to:

- (i) Sr. PPS to DG/AS
- (ii) All RDSDEs