## Government of India Ministry of Skill Development and Entrepreneurship Directorate General of Training

Employment Exchange Building, IARI Campus, Near Pusa ITI, New Delhi, Dated: - 30<sup>th</sup> July 2021.

To

The State Directors (Dealing with Craftsmen Training Scheme).

All ITIs.

Sub: - Photo Upload, Trainee Verification, Editing and Approval in NCVT MIS: CTS Admitted Trainees-Session 2020: Schedule.

Sir/Madam,

ITIs are requested to complete Trainee verification actions as per undermentioned Schedule for the Admitted Trainees data which has already been uploaded in NCVT MIS by respective SPIUs:

The Schedule is as follows:

Activity	Actions	Period	Concerned stake holder
	by		
Photo upload, Trainee Verification, Editing	ITIs	02.08.2021 to 11.08.2021	ITIs can Upload Photos, Trainee Verification and approval. Once data approved, further corrections not
and Approval.			allowed. Editing: (Name, Father, Mother and photo) Max 02 fields (Upto 03 characters) allowed. Replacing with other Trainees are NOT allowed in EDIT option.

Kindly refer to User manuals for Photo upload, Trainee Verification, Editing and Approval which are available on <a href="https://www.ncvtmis.gov.in/help">www.ncvtmis.gov.in/help</a>

In case of issues,

Please contact NCVT MIS-WIPRO Help desk by:

Dial:0124-4419167,

Email: ncvtmis-msde@gov.in

Raise the ticket in of NCVT MIS portal: ncvtmis.gov.in/home/complaint tool

(Sunil Kumar Gupta)
Director of Training

Email:- sunil.gupta67@nic.in

Copy to: -

The NCVT MIS - Wipro Team, Noida – With the request to enable the links accordingly.

(Ravi Chilukoti)

Joint Director of Training Email: - ravi.chilukoti@gov.in