

# GOVERNMENT OF JAMMU AND KASHMIR

## Directorate of Technical Education, J&K,

Bemina Bye Pass, Srinagar (May-Oct) Bikram Chowk Jammu (Nov-Apr)  
PHONE: Srinagar: 0194-2491613-249166 Jammu: 0191-2451345- 2435190

### C I R C U L A R

Director General of Trainings, Ministry of Skill Development & Entrepreneurship, New Delhi, has made CTI mandatory for all Vocational Instructors. In order to have certified vocational Instructors, the window for Recognition of Prior Learning (RPL) under Craft Instructors Training Scheme (CTIS) of DGT has been introduced for a limited period for enhancing availability of relevant trainers for the trades/courses offered in the ITI skill eco system.

There will be 25% and 50% reduction in the seats per unit in the ITIs for the academic session August 2019 and August 2020 respectively if the ITIs are not having CTI trained vocational Instructors. The reduction in seating capacity due to non-availability of CTI trained Vocational Instructors shall deprive the youth of the state to undergo ITI Training in such trades.

In this context it is impressed upon all the Heads of Institutes to ensure adherence to the Instructions issued by DGT, MSDE, New Delhi in letter and spirit (copies enclosed) for registration in National Skill Training Institute (NSTI ) through National Instructional Media Institute ( NIMI) portal (process of registration is operational) by or before 28<sup>th</sup> February 2019 of all in-service Vocational Instructors (Non CTI) having 03 years of experience as trainer/Vocational Instructor, so that Vocational Instructors can appear in All India Trade Test (AITT) for RPL to obtain National Craft Instructor certificate (NCIC) which will be at par to the (NCIC ) issued to trainers who appear in AITT after completion of 1 year training in DGT,MSDE field Institutes.

The registration/examination fee shall be paid by the Vocational Instructors. The requisite document/ certificate required for on line registration shall be provided by the respective DDO/HOI.

The Joint Director Technical Education Jammu/Kashmir shall submit the status report in this regard to this Directorate in consolidated form ITI wise of their respective divisions by or before 2<sup>nd</sup> March-2019 on the below devised format and ensure registration of all non-CTI Vocational Instructors of their ITIs in the scheme.

Name of Institute	Trade	Name of V. I	Qualification of V. I	Whether CTI or Non-CTI	In case of non CTI whether Registration made	Status Yes/No	Ref. No.	Remarks
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(Dr. R.S. Sharma)KAS  
Director

NO: DTE/Trg/401/ CTI/2029-08  
Copy to the:

Dated: 21-02-2019

1. Director General Trainings, MSD&E, Government of India, New Delhi.
2. Principal Secretary to Government Technical Education Department, J&K, Jammu.
3. Joint Director Technical Education, Jammu/Kashmir, for information and necessary action.
4. Principal, Sr. Scale ITI Jammu/Srinagar, for information and necessary action.
5. Principal/Superintendent, ITI \_\_\_\_\_ for information and necessary action.
6. Website/Notice Board.



SPEED POST/ Email

**No. MSDE-18012/05/RPL-CITS/2018-TTC (Part-I)**  
**Government of India**  
**Ministry of Skill Development & Entrepreneurship**  
**Directorate General of Training**

Employment Exchange Building, Pusa Complex  
New Delhi-110012, Dated: 11.02.2019

To

1. All the state Director / Commissioner dealing with Craftsmen Training Scheme (CTS)
2. All Regional Director, RDSDE, DGT, MSDE
3. All National Skill Training institute (NSTI) and NSTI(W) under DGT, MSDE

**Subject: Online course on TM / PoT and All India Trade Test (AITT) for RPL under Craft Instructor Training Scheme (CITS) – Reg.**

Sir/Madam

As you are aware that a road map "Mandating CITS for all Instructors" has been issued vide this office letter No MSDE-19/03(8)/2015-CD dated 07.01.2016 ( copy enclosed for reference ) as following;

1. For affiliation/re affiliation of all ITI's :
  - By 2018 - Availability of atleast 40% instructors with CITS
  - By 2020 - Availability of atleast 60% instructors with CITS
  - By 2022 - Availability of atleast 80% instructors with CITS
2. No promotion for instructors without CITS in Govt ITI's

It has been observed that most of the ITI's have ignored the orders issued in this regard and ITI trainees are suffering due to lack of qualified instructors.

However, it is decided now that instead of drastic re-affiliation of Institutions not adhering to the above said roadmap, "There will be a 25 percentage reduction in seats per unit in ITI's, for the admission beginning in the August 2019 session and the reduction shall be 50 percentage seats per unit for the admission beginning August, 2020 if the ITI's are not having/engaged 40 percentage of CITS trained faculty including both regular and contractual instructors in the Institute".

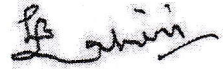
In order to have certified instructors, the window for Recognition of Prior Learning (RPL) under Craft Instructor Training Scheme (CITS) of DGT has been introduced for a limited period and communicated vide DGT letter No MSDE-18011/DGT/2017-TTC (Pt-III) dated 04/10/2018 with necessary guidelines for enhancing the availability of relevant trainers for the trades/courses offered in the ITI skill eco system.

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Under RPL Scheme, no instructor training is required in Institute and in-service instructors having more than 3 years of experience as a trainer in Govt./Pvt. ITI may register themselves in NSTI through NIMI portal (Process of registration is operational) and appear in AITT for RPL to obtain National Craft Instructor Certificate (NCIC), which will be at par to the NCIC issued to the trainees who appear in AITT after completion of one year instructor training in Institutes.

In this regard, the timelines furnished as Annexure - I will be followed for the first batch.

Yours faithfully



(S. D. Lahiri)

Deputy Director General (T&E)

Copy to :

PPS (DG/AS), DDG(C&P), DDG(T&E), All Director's and Sections of DGT(HQ), MSDE.



# Annexure -I

For First batch:

Sl.No	Action Item	Timeline	Remarks
1.	Registration of candidates on the portal	From 11 <sup>th</sup> Feb, 2019 to 28 <sup>th</sup> Feb, 2019	To be registered on the NIMI portal <a href="http://www.nimilearningonline.in">www.nimilearningonline.in</a>
2.	Verification of documents by the respective NSTI	From the date of registration till 05 <sup>th</sup> March, 2019	
3.	On line learning of Training Methodology (TM)/PoT	After document verification/ approval by the NSTI.	This is one month online course must be self-learn with due diligence by the candidates.
4.	Hall ticket issue for practical, engg drawing and theory exams	1st week of April ,2019	Candidates will download from the portal after paying the requisite fees.
5.	Examination	2 <sup>nd</sup> / 3 <sup>rd</sup> week of April , 2019	As per Annexure -II
6.	Declaration of result	Last week of April, 2019	

Note: Process of submission of registration /exam fee, if any will be communicated separately.

Later for the successive batches the registration will commence after a period of every three months (e.g., May, Aug, Nov) .

The full examination for RPL under CITS will comprise of

A. Theory paper consisting of 3 parts		
This exam will be computer based		
1.	Trade theory /Trade skill	50 marks
2.	Workshop Calculation and science	50 marks
3.	Training methodology	50 marks
	Total	150 marks

B	Engineering Drawing / practical exam of Voc Sc & Cal	50 marks
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C	Training methodology practical examination	100 marks
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D	Trade Practical examination	200 marks
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**Note:** A candidate may have to be physically present in the respective NSTI / Govt ITI for minimum of 3 days for attending the drawing and practical exams.

The Details of AITT for RPL are available in the portal for reference.

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MSDE-19/03(8)/2015-CD  
Government of India  
Directorate General of Training  
Ministry of Skill Development & Entrepreneurship (MSDE)

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated 7<sup>th</sup> January, 2016

To,

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

**Subject: Norms for "Recruitment of the instructor in ITIs" and "mandating Crafts Instructor Training Scheme (CITS) for all ITI instructors".**

Sir/Madam

A Working Group was constituted comprising of Secretaries of the 04 States on the "Career Progression of ITI Instructors and changes in CTS programme". Three meetings of the Working Group were held to discuss on the Career Progression of ITI Instructors and changes in CTS programme.

The recommendations of working group on recruitment of the instructors and mandating CITS for all instructors of ITIs was discussed vide agenda item No.9 in the meeting of Sub Committee of NCVT dealing with Norms & Courses held on 17.12.2015, at New Delhi. After detailed discussion, the Sub-committee approved following guidelines for recruitment of the instructors for ITIs by respective State Governments and roadmap for "Mandating CITS for all instructors":

**I. Guidelines for recruitment of the instructors for ITIs:**

- i. 60% weightage fixed for marks in relevant technical qualifications i.e. Degree/ Diploma or CTS.
- ii. 30% weightage fixed for marks in CITS qualification to ensure that CITS passed candidates are engaged as instructors.
- iii. Maximum 10% weightage for interview
- iv. The threshold condition for experience criteria prevails as given in NCVT norms
- v. The above criteria will also apply for contractual employment.

**II. Roadmap for "Mandating CITS for all instructors"**

**i. For affiliation /re-affiliation for all ITIs:**

- By 2018 - Availability of at least 40% instructors with CITS
- By 2020 - Availability of at least 60% instructors with CITS
- By 2022 - Availability of at least 80% instructors with CITS

- ii. No promotion for instructors without CITS in Govt. ITIs
- iii. Separate scheme for part-funding of training expenses for the training of trainers working in Private ITIs.

All the State Governments / UT Administrations are requested to follow above guidelines as given at Sl. No. I and II above, with immediate effect.

Yours faithfully

(D. Mallick)

Dy. Director General of Training

Copy to:

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTARI, Kolkata.
3. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.
4. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association, ITI Chanakya No. 6 Camp Road, Selalyur, East Tambaram, Chennai - 600073
5. All Directors at DGT, HQ

Copy for information :

1. PS to MoS(IC),MSDE
2. PS to Secretary,MSDE
3. PS to JS(RA)



(Anita Srivastava)  
Dy. Director of Training



MSDE-19/03(10)/2015-CD  
Government of India  
Directorate General of Training  
Ministry of skill Development & Entrepreneurship (MSDE)

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated 7<sup>th</sup> January, 2016

To,

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

**Subject: Norms for "Career progression for Instructors"**

Sir/Madam

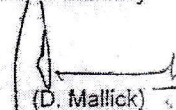
A Working Group was constituted comprising of Secretaries of the 04 States on the "Career Progression of ITI Instructors and changes in CTS programme". Three meetings of the Working were held to discuss on the Career Progression of ITI Instructors. The recommendations of working group for Career progression for Instructors" were discussed vide agenda item No.9 in the meeting of Sub Committee of NCVT dealing with Norms & Courses held on on 17.12.2015 at New Delhi.

After detailed discussion, the Sub-committee approved following guidelines for Career progression for Instructors of ITIs :

- i) For promotion to the post of Principal and Group Instructor 25% of post in promotion quota will be reserved for degree holders. Remaining 75% will be filled on seniority basis considering all i.e. Degree (remaining not covered under 25%) /Diploma/CTS holders.
- ii) Pay parity should to be restored and initial grade pay should be fixed to Rs. 4600/-.
- iii) After eight years of service as instructor there should be a change in designation from instructor to senior Instructor with an additional increment.

All the State Governments / UT Administrations are requested to follow above guidelines for Career progression for Instructors of ITIs, with immediate effect.

Yours faithfully



(D. Mallick)

Dy. Director General of Training

Copy to:

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad& Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTARI, Kolkata.
3. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.



4. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association, ITI Chanakya  
No. 6 Camp Road, Selaiyur, East Tambaram, Chennai-600073
5. All Directors and TC Section at DGT, HQ

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1. PS to MoS(IC), MSDE
2. PS to Secretary, MSDE
3. PS to JS(RA)



(Anita Srivastava)  
Dy. Director of Training

**No. MSDE-18012/05/RPL- CITS/2018-TTC**  
**Government of India**  
**Ministry of Skill Development & Entrepreneurship**  
**Directorate General of Training**

Employment Exchange Building, PUSA Campus  
New Delhi, Dated: 20.2.019

To

1. All the state Director / Commissioner dealing with Craftsmen Training Scheme
2. All Regional Director, RDSDE, DGT, MSDE
3. All National Skill Training institute (NSTI) and NSTI(W) under DGT, MSDE

**Subject: Conduct of online course on TM / PoT and AITT examination of RPL under Craft Instructor Training Scheme (CITS) – Reg.**

Sir

With reference to Guidelines of RPL under CITS and this office letter . **MSDE-18011/DGT/2017-TTC (Pt-III)** dated 11.02.2019 regarding Reforms in ALL India Trade Test conducted under the aegis of NCVT, the competent authority has approved the Registration/Examination fee of Rs. 3000/ per candidate to be received from the candidate appearing in AITT of RPL under CITS. The fee has to be submitted to the concerned INSTI where candidate is registered for test and original documents verification.

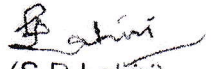
The fee has to be collected only from the candidate who is declared eligible to appear in exam after original document verification. The hall ticket should be issued to the candidates only after ensuring the deposit of Rs. 3000/ (Rs. Three Thousands only) as Registration/Examination fee of per candidate at NSTI in form of Cash / Demand draft in favour of DDO, NSTI.

The Registration/Examination fee collected from the candidates should be treated as revenue of the Institute and to be deposited in consolidated fund of India as Government Receipt.

The said Registration/Examination fee of Rs. 3000/- per candidate is valid only for one exam. The candidate has to resubmit the exam fee for every cycle of registration / examination for issuance of hall ticket from the concerned NSTI.

In view of the above, you are requested to do the needful at your end and communicate this information to all the concerned.

Yours faithfully

  
(S.D Lahiri)  
DDG (T & E)