



MSDE(DGT)-19/01/2019-CD

Government of India

Ministry of Skill Development & Entrepreneurship
Directorate General of Training (DGT)

Employment Exchange Building, PUSA Complex, IARI,
New Delhi-110012

Dated: 13th December, 2019

To

The Commissioners / Directors dealing with Vocational/Craftsmen Training of all States/ UT Administrations
All members of Recommendation Committee dealing "Norms & Courses"

Subject: Minutes of meeting of Recommendation Committee dealing "Norms & Courses" held on 3rd December, 2019-reg

Sir/Madam,

Please find enclosed herewith minutes of Recommendation Committee on 'Norms and Courses' held on 3rd December, 2019 under the Chairmanship of Shri Rajesh Aggarwal, DG/AS, DGT MSDE in **Conference Room, 1st Floor, Employment Exchange Building, IARI, Pusa, New Delhi.**

This issues with the approval of DG/AS, DGT, MSDE.

Yours faithfully


(R. Senthil Kumar)

Dy. Director General (CD, TC & TT Cell)

Encls: As above

Copy to:

1. Sr. PPS to DG/AS, DGT - for information please.
2. PPS to DDG-I, DGT (HQ), New Delhi
3. PPS to DDG-III, DGT (HQ), New Delhi,
4. All Directors at DGT (HQ), New Delhi
5. Director, CSTARI, Salt Lake City, Kolkata-700064
6. Director, NIMI, Chennai
7. All RDSDEs/NSTIs/NSTI(W)


(G. Giri)

Joint Director (CD & STRIVE)

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Minutes of meeting of Recommendation Committee on 'Norms & Courses' held on 03.12.19 in conference room, 1st Floor, PUSA Complex, New Delhi.

The meeting of Recommendation Committee (RC) on 'Norms & Courses' was held under the chairmanship of Shri Rajesh Aggarwal, (DG)T/AS, DGT on 03rd December, 2019 at Conference Room, 1st Floor, PUSA Complex, New Delhi. List of the participants who attended the meeting is placed at Annex – 1.

The DDG (C,P & Admn), DGT, Shri Deepankar Mallick extended heartiest welcome to all the members and thereafter Shri G. Giri, Joint Director set the tone of meeting with starting action taken report of previous meeting of RC.

Action Taken Report (ATR) on the recommendations made during meeting of Recommendation Committee on "Norms and Courses" held on 26th June, 2019 at New Delhi.

Action taken report (ATR) on the recommendations made during the meeting were reviewed by committee members and suggested to take further action on the following agenda points.

Agenda no. 11 : 25 % reservation by for direct admission to CITS by State sponsored instructors will be discontinued permanently due to introduction of RPL scheme under CITS. Accordingly necessary order to be issued to State Govt /UTs.

Agenda no. 14: Simplified draft guideline for opening ITI in polytechnic was discussed and further instructions given as follows:

- i. The draft guideline is to be circulated to all concern.
- ii. The previous year affiliated polytechnics are to be inspected on sample basis to ascertain their performance. Thereafter the draft guideline is to be modified and put up for discussion in next meeting.

Additional Points of Recommendation Committee on "Norms and Courses" held on 26th June, 2019 at New Delhi.

- a) CITS review committee report to be finalized and circulated by Director CFI for further action.
- b) Revision of power norms by the committee headed by Sh. Mihir Parial, Ex-Director TC has to be completed and report may be submitted.
- c) Possibility of part time ITI classes for non-attending candidates in NSTI and ITIs may be explored. Detail proposal may be submitted by Director, CD DGT.

1. Agenda Item No.1: Restructuring of all QP files/ syllabi by CSTARI for CTS, CITS, Advanced diploma (Vocational) and Flexi MoUs without changing of learning outcomes .

After detail deliberation, the Recommendation Committee approved the instructional hours as stated below:



a)

S.No.	Name of Scheme	No of courses	Existing duration	Existing distribution of hours	Final Redistribution of hours
1.	CTS	137	6 month	1040	800
			1 year	2080	1600
			2 year	4160	3200
2.	CITS	41	1 year	2080	1600
3.	Advanced Diploma (Vocational)	04	2 year	4160	3200
4.	Flexi MoUs (Maruti Suzuki)	04	1 year	2496	2200
			2 year	4992	4400

b) The Recommendation Committee approved entry age, qualification of trainees as well as instructor and pass regulation etc. for the CTS and CITS scheme. The detail is annexed-II.

Agenda Item No.2 Discussion on changing of entry qualification (10th passed to 8th passed) for the following trades under CTS.

After detailed discussion, members approved to reduce the existing entry qualification from 10th class to 8th pass for the following trades under CTS from the forthcoming session August, 2020.

S.No.	Name of trade	Existing Entry qualification	Approved by members
1.	Plumber	10 th pass appeared	8 th pass
2.	Welder	10 th passed under 10+2 System	8 th pass
3.	Dress Making	10 th passed under 10+2 System	8 th pass
4.	Sewing Technology	10 th passed under 10+2 System	8 th pass
5.	Carpenter	10 th passed under 10+2 System	8 th pass
6.	Painter	10 th passed under 10+2 System	8 th pass
7.	Surface Ornamentation Techniques (SOT)	10 th passed under 10+2 System	8 th pass

In addition the proposal of renaming Plumber to Water Technician by Shri Anil Grover, Director, RDSDE, Haryana was discussed. The Members did'nt agree to the proposal.



Agenda no 3: Revival of deleted trade Data Entry Operator and Driver CUM Mechanic under CTS.

Shri G.Giri, JDT, CD section explained to members that trade 'Data Entry Operator' and 'Driver CUM Mechanic' had been discontinued in the list of CTS/ purview of NCVT from the session August, 2015. DG/AS, DGT briefed to members a details to revive of above both 6 months trades and advised to Director, CSTARI, to modify syllabus of Data Entry Operator slightly and submit to DGT quickly so that information can be timely communicated to State Directorates/UTs to start the session w.e.f 16th January, 2019. DDG, (C,P & Admn), requested to DG/AS,DGT that DGT shall also start course duration of 6 month for heavy vehicle. DG/AS described to members that NSDC has explored vocational training in area of heavy vehicle. However, we may start such type courses in Dohraha, Ludhiana with collaboration of NSDC. DG/AS, DGT directed to Director, CFI to prepare a proposal.

Agenda no. 04: Deletion/discontinue 'Old Age Care' and Pre/Preparatory School Management Assistant' from the list of CTS.

Committee approved that No further affiliation, addition of unit to be granted for the trade Old Age Care and Pre/Preparatory Management Assistant (Early Childhood Educator") hence forth. Accordingly, Director TC is advised to take necessary action w.e.f 2020.

Agenda no. 05 : Corrections in entry qualification in trades under CTS.

After deliberation, committee accorded approval with remarks at column no. 5 for corrections in Entry Qualification of the following trades:

Sl. No.	Trade Name	Existing Entry Qualification	Proposed Entry Qualification	Remarks
1.	Agro Processing	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Passed 10 th Class examination.	Members agreed and Approved
2.	Domestic Painter	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Passed 10 th Class examination.	Members agreed and Approved
3.	Electronics Mechanic	Passed 10 th Class examination.	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Members agreed and Approved

4.	Foundryman	Passed 10 th Class examination.	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Committee did not approve the proposal. Hence existing is retained.
5.	Industrial Painter	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Passed 10 th Class examination.	Members agreed and Approved
6.	Mechanic Auto Body Repair	Passed 10 th Class examination.	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Members agreed and Approved
7.	Mechanic Consumer Electronic Appliances	Passed 10 th Class examination.	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Members agreed and Approved
8.	Mechanic Refrigeration & Air Conditioner	Passed 10 th Class examination.	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Members agreed and Approved
9.	Technician Power Electronics System	Passed 10 th Class examination.	Passed 10 th Class examination with Science & Mathematics or its equivalent.	Members agreed and Approved
10.	Geo - Informatics Assistant	Passed 12 th Class examination with Science & Mathematics in matriculation.	Passed 12 th Class examination with Science & Mathematics or its equivalent.	Committee did not approve the proposal . Hence existing is retained.

Agenda no. 06: Changes are proposed i.e nomenclature of trade, change of group, entry qualification in CTS trades as recommended by different Trade Committee meetings.



The following changes are proposed in CTS trades as recommended by different Trade Committee meetings.

Sl. No.	TRADES NAME	CHANGES PROPOSED	REMARKS
1.	Architectural Draughtsmanship	<ul style="list-style-type: none"> Change in Trade name as "Architectural Draughtsman" Change in Duration from 1 yr to 2 yrs Bar of 40% Marks in Science and Maths removed. 	Members agreed and Approved
2.	General Carpenter	<ul style="list-style-type: none"> Change in Trade name as "Carpenter" 	Members agreed and Approved
3.	Computer hardware and network maintenance	<ul style="list-style-type: none"> Change in trade group from Engg. to Non-Engg. 	Members agreed and Approved
4.	Basic Cosmetology	<ul style="list-style-type: none"> Change in Trade name as "Cosmetology" 	Members agreed and Approved
5.	Pre/Preparatory School Management Assistant	<ul style="list-style-type: none"> Change in Trade name as "Early Childhood Educator" 	Members agreed and Approved
6.	Fire Technology & Industrial safety Management	<ul style="list-style-type: none"> Change in Entry Qualification from 12th passed to 10th passed 	Members deferred the serial no. 06 for further discussion in next meeting after further study from CSTARI.
7.	Refrigeration and Air conditioning	<ul style="list-style-type: none"> Change in Trade name as "Mechanic Refrigeration & Air Conditioner" 	Members recommended that word 'Technician' is more effective rather than Mechanic. Committee approved to go with the name "Refrigeration & Air Conditioning Technician"



8.	Mechanic Motor Cycle	<ul style="list-style-type: none"> Change in Trade name as "Mechanic Two and Three Wheeler" 	Members agreed and Approved
9.	Milk and Milk Products	<ul style="list-style-type: none"> Change in Trade name as "Milk and Milk Product Technician" 	Members agreed and Approved
10.	Plumber	<ul style="list-style-type: none"> Sanitary Hardware Fitter merged with Plumber and the name will be Plumber only 	Members agreed and Approved
11.	Process Cameraman	<ul style="list-style-type: none"> Change in Trade name as "Video cameraman" 	<p>The syllabus of trade 'Process Cameraman' has been revised and renamed as 'Video Cameraman' during NSQF compliant of this trade. So this was put up for ex post facto approval of RC by CSTARI. Hence approved.</p> <p>However, after further deliberation, the Committee recommended that CSTARI should re- check all the 3 courses of photography namely 1. Digital Photographer, 2. Photographer and 3. Video Cameraman as per the current need of market for the photography profession and should modify the curricula with trade name by including latest technology and re submit to DGT.</p>

Agenda 7. : Equivalency of COE trades with CTS trades.

The concept of CoE and its proposed equivalency was explained to the members by Shri G.Giri, Joint Director, CD. Considering the complexity and gravity of issue, DG/AS, DGT has suggested to circulate this draft proposal of equivalency to all members and state govts/UTs dealing skill development program. It was further suggested to discuss the above proposal with the 5 states (Odisha, Tripura, Kerala, Assam and Tamilnadu) who are continuing implementation and get the feed back. The special meeting may be convened to address this issue.



Additional Agenda : MoU between NSTI Bhubaneswar and Centurion University of Technology and Management (CUTM), Odisha for recognition of Credit Framework between CUTM and NSTI including launch of Joint B.Voc Programme for CTS/CITS graduates.

The members of the meeting were apprised about the proposal for piloting of B.Voc programme at NSTI, Bhubaneswar in collaboration with Centurion University of Technology and Management (CUTM), Bhubaneswar.

The members deliberated on various aspects of the proposal and agreed that piloting of such B.Voc programmes is an important step towards creating pathways for upward mobility of students in ITI eco system and development of credit transfer framework with multiple entry and exit points. This will also result in making ITI ecosystem more aspirational, specially for youth who intend the pursue degree programmes.

It was recommended that the same shall be taken forward.

➤ **Additional Points.**

During discussion and deliberation following additional points were discussed and decision taken:

1. It was brought to be notice of the Recommendation Committee that after admission in ITI either the students admitted in the particular trade is found fit for the trade or interested to change the trade. Some ITI/States are not allowing the change. Hence after discussion it was decided before closer of final admission the changes may be allowed with in the ITI or across the ITI of the state subject to vacancies of the seats. However, the mechanism of change of trades of the candidate may be decided by the respective state department dealing with Craftsman Training Scheme (CTS).
2. A New course for e-vehicle under CTS may be designed. However, Director CSTARI expressed that some content have been incorporated in existing 2/3 wheeler curriculum and a new curricula for e-vehicle will be developed soon.
3. There are some 6 months courses under CTS which are run once in a year i.e. w.e.f August, due to restriction in NCVT MIS Portal maintained by Wipro resulting in un-utilization of workshops for another 6 months. Hence after deliberation it was decided the all 6 month course under CTS to be run twice in a year i.e. session starting from 1st August to 15th January and 16th January to 30th June.
4. The batch size for all Advanced Diploma (Vocational) should be 20 except 'Advanced Diploma (Vocational) IT networking and Cloud'. 'Advanced Diploma (Vocational) IT networking and Cloud' should be 30.
5. Entry qualification for all Advanced Diploma (Vocational) should be NTC/ NAC in relevant trades or Polytechnic and Engineering except Advanced Diploma



(Vocational) IT networking and cloud and 'Advanced Diploma (Vocational) Welding Technology'. For 'Advanced Diploma (Vocational) Welding Technology' entry qualification will be NTC and NAC in welding related trades.

For 'Advanced Diploma (Vocational) IT networking and Cloud' Entry qualification should be X/XII Std pass with NTC (NCVT certificate in relevant trade) of any one year or Two-year Trade.

or

XII Std pass with minimum 60% marks/First Class.

or

X std pass with three-year diploma from recognized board.

or

Any regular degree from recognized university.

6. 80 hours syllabus for Employability Skills for 6 month courses are to be redesigned by CSTARI, by modifying previous 55 hours course.
7. In some trade under CTS entry qualification is mentioned passed 10th examination with science and maths. After deliberation it was decided that 10th pass with science and math will be allowed in admission even if some candidate failed in science or math provided respective Board of examination issued the 10th pass certificate.
8. The representative from Maruti Suzuki requested to grant equivalency of Flexi MoU courses with CTS courses to full fill the aspiration of candidates for Govt. Jobs which are presently advertised for NTC (ITI) holders. As per the guidelines of Flexi MoU the courses are specific to the Industry and passed out candidate are to be absorbed in that industry. Hence after deliberation it was not accepted in the meeting.
9. For CTS courses under DST mode two certificates should be issued. One regular NTC and another separate certificate mentioning the industry where the candidates have under gone the OJT training.

Meeting ended with vote of thanks



List of participants who attended Recommendation Committee meeting on Norms & Courses on 03rd December, 2019 at 1st floor, Employment Exchange Building, PUSA, New Delhi.

S.No.	Name of Participant (Shri/Ms.)	Designation	Name of Institute	E-mail ID
1.	Rajesh Aggarwal	DG/AS	DGT, HQ, New Delhi	dirgen-msde@gov.in
2.	Deepankar Mallick	DDG -I	DGT,HQ, New Delhi	deepankar.mallick60@nic.in
3.	R. Senthil Kumar	DDG -II	DGT,HQ, New Delhi	r.senthil62@gov.in
4.	R.K.Pathak	DDG-III	DGT,HQ, New Delhi	rajkumar.pathak@nic.in
5.	Anil Kumar	Director (CD & Coord.)	DGT, HQ, New Delhi	anil.knp1966@gov.in
6.	BVS Sessa Chari	Director	CSTARI, Kolkata	seshachari63@gmail.com bvs.seshachari@gov.in
7.	Sunil Kumar Gupta	Director (TC)	DGT,HQ	sunil.gupta67@nic.in
8.	Ishwar Singh	Director (AT)	DGT,HQ, New Delhi	ishwar.singh@gov.in
9.	J.P. Meena	RD, RDSDE	RDSDE, Gujarat	meena.jagdish@nic.in
10.	Anil Grover	Regional Director Haryana	DGT	rdsde-hry-msde@gov.in
11.	N.R.Arvindan	Director (CFI)	DGT, HQ	nr.ara@gov.in
12.	G.Giri	Joint Director,	DGT, HQ, MSDE	gadadhar.giri@gov.in

		DGT MSDE`		
13.	Kritanand Singh	Dy. Director	DGT,HQ	kritanand.s@gov.in
14.	Punita Bhatia	Dy. Director	DGT,HQ	punita.bhatia@nic.in
15.	C. Narayana PPA	General Secretary KS pitima	Karnataka State Pvt. ITIs	candr.sevasamsthe@gmail.com
16.	Deepak Kumar	Manager	Maruti Suzuki India LTD	Deepak.kumar11@mauti.co.in
17.	Manjunatha	President KSPITIMA	Karnataka State Pvt. ITIs Management Association	slnmiti@gmail.com
18.	M.C.Nagarathns	Asst. Director	DITE , Karnataka	-
19.	Subodh Kumar Sharma	G.I.	Delhi State	sharmasubodh15@gmail.com
20.	Abhay Arun Mahishi	Dy.Director	NSTI(V),Hyderabad	mahishiabhay2000@gmail.com
21.	P.C.Bhandari	Advisor	J.K.Cement Ltd.	bhandari.pc@gmail.com
22.	Ashutosh Tiwari	-	J.K.Cement Ltd.	bhandari.pc@gmail.com
23.	P.P. Atri	Principal	Govt ITI Merut U.P.	giti011@gmail.com
24.	K.V.Satya Narayana	T.O	CSTARI, Kolkata	kvsnarayana77@gmail.com
25.	Krishna Singh	Manager, KPMG (PMC Strive)	DGT,HQ, New Delhi	krishnasingh1@kpmg.com
26.	Shiv Kumar	JTA	DGT,HQ	shivenc@gmail.com