

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

Shram Shakti Bhawan, Rafi Marg, New Delhi .  
Dated: 30<sup>th</sup> May, 2016

To

1. The Directors dealing with vocational / craftsmen training of all States /UT administrations.
2. All members of the sub-committee of NCVT dealing with Norms & Courses

**Subject:** Minutes of the meeting of sub-committee of NCVT dealing with norms and courses held on 03.05.2016 in the Main Committee Room, Shram Shakti Bhawan, New Delhi -reg.

Sir/Madam,

Kindly find enclosed herewith, Minutes of the meeting of sub-committee of NCVT dealing with norms and courses held on 03.05.2016 in the Main Committee Room, Shram Shakti Bhawan, New Delhi.

This issues with the approval of DG/JS.

Yours faithfully,

Encl.: As above.



**(Sandhya Salwan)**

Director (T)/Member Secretary-NCVT

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To

- I. P.P.S. to DG/JS, DGT, MSDE
- II. P.P.S. to DDG(AT)/DDG(T)
- III. Director (TTC), DGT
- IV. Copy to IT cell for uploading on DGT website



**Minutes of the 3<sup>rd</sup> meeting of Sub-Committee of National Council for Vocational Training (NCVT) on Training Norms and Courses held on 3<sup>rd</sup> May, 2016**

A meeting of Sub-committee of NCVT on Training Norms and Courses was held on 3<sup>rd</sup> May, 2016 in Main Committee Room, C-Wing, Shram Shakti Bhavan, Rafi Marg, New Delhi under the Chairmanship of Shri Asheesh Sharma, Joint Secretary, Ministry of Skill Development and Entrepreneurship. List of participants at Annex-I.

Shri Deepankar Mallick, Dy. Director General (Training) welcomed the members and requested Smt. Sandhya Salwan, Member-Secretary, NCVT/ Director of Training (DT) to take up the agenda items for discussion. Initiating the discussion DT requested the members to approved the Action Taken Report (ATR) of the 2<sup>nd</sup> meeting of Sub-committee of NCVT on Training Norms and Courses held on 17<sup>th</sup> December, 2015. Members approved the Action Taken Report. Thereafter, point wise agenda items were taken of for discussion.

It is worth to mention that during the meeting it was observed that some of the issues had to deferred for decisions during the meeting as many of the agenda items were not approved by the Chairman beforehand.

**Agenda Item no. 2: Approval of High Employment potential courses according to needs of industries to be conducted as per Flexi- MoUsT**

Members were informed about the courses being offered under the Flexi-MoU policy of MSDE. Industry partner wise recommendations of the Sub-committee are as under:

- a. Yashaswi Academy for Skills:** Representatives of Yashaswi Academy for Skills presented the course “**Packaging Technician**” under CTS. The members appreciated the course. Chairman sought details about the delivery of the course and its employability.

S.No	Name of the Trade	Duration	Entry Qualification	Designed in	Concerned Organization
1	2	3	4	5	6
1.	Packaging Technician	2 Years (4 Semesters each of 6 months duration)	Passed 10th class with Science under 10+ 2 System of Education or its equivalent	2016	Yashaswi Academy of Skills

The sub-committee approved the above course.

- b. Trident Limited:** Representative of Trident Limited presented five MES courses for approval. Chairman sought details about the criteria

  
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in terms of duration for selecting an MES course under SDI Scheme. He was briefed about the various details of MES courses.

Following courses under Flexi MoU policy have been discussed in details:

S.No	Name of the Trade	Duration	Entry Qualification	Designed in	Concerned Organization
1	2	3	4	5	6
1.	Front Line Entrepreneur	900 + 100*hrs.	3 Years Diploma in any discipline or Graduation in any discipline	2016	Trident Limited
2.	LH Operator	700 + 100*hrs.	10th Pass/ITI	2016	Trident Limited
3.	Terry Towel Stitcher	500 + 100*hrs.	10th Pass/ITI	2016	Trident Limited
4.	Technocrate CCCH	1000 + 100*hrs.	3 Years Diploma in Electronics/ Electrical/ Mechanical/ Mechatronics	2016	Trident Limited
5.	Terry Towel Checker	400 + 100*hrs.	10th Pass/ITI	2016	Trident Limited

The courses under MES at Sl. No. 1 to 5 were approved by the Sub-committee for implementation through Flexi MoU.

It was also suggested that the above MES courses proposed by "Trident Limited" may be linked up with optional trades of Apprenticeship Training Scheme (ATS) by designing three months Basic Training and nine months 'On the Job Training' modules.

**Agenda Item no. 2(a): Approval for newly designed syllabi of "Construction Sector" with proposed NSQF Levels under Skill Development Initiative (SDI) based on Modular Employability Skill (MES)**

Following newly designed syllabi of "Construction Sector" in MES format under SDI Scheme were discussed in detail.

Sl. No.	Name of the Module	Duration	Entry Qualification	Designed in
1	2	3	4	5
1.	Junior Heritage Mistri	400 hours	Basic literacy of reading writing and understanding + 18 Yrs age.	2016
2.	Heritage Mistri	800 hours	Completed training on Junior Heritage Mistri with working experience of 3 years on traditional building practices	2016

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Members were informed that these courses have high employment potential with major component of on the job training. These courses will be useful for heritage building and hotels.

The sub-committee approved the above course under MES through Flexi MoU.

**Agenda Item no. 2(b): Approval of the revised syllabi with proposed NSQF Levels in under Security Sector” under Skill Development Initiative Scheme (SDIS) based on Modular Employability Skills (MES).**

Following five MES courses of “Security Sector” under SDI Scheme have been revised by Central Staff Training and Research Institute (CSTARI), Kolkata.

Sl. No.	Name of the Module	Duration	Entry Qualification	Designed in
1	2	3	4	5
1.	Security Guard	350 hours (Including 100* hrs. of Soft & Entrepreneurship Skills)	10 <sup>th</sup> Pass <b>Minimum 18 Yrs age.</b>	2016
2.	Security Supervisor	500 hours (Guard Skill 250hrs. + 150 hrs. Supervisor Skills + 100 hrs. of Soft & Entrepreneurship Skills)	(a)12 <sup>th</sup> Pass or (b)Certificate of Security Guard under MES with 5 yrs experience of Security Guard <b>18 – 45 years age.</b>	2016
3.	Assistant Security Officer	800 hours (500 hrs Security Supervisor Skill + 300 hrs. Security Officer Skills)	(a)Graduate/ Equivalent Degree in any stream or (b)Certificate of Security Supervisor under MES with 5 yrs experience of Security Supervisor <b>age 21-45 years</b>	2016
4.	Baggage Screener Interpretation	504 hours including Employability Skills	10 <sup>th</sup> Pass <b>18 Years of age</b> + No Colour Blindness	2016
5.	Control Room Operators	504 hours including Employability Skills	10 <sup>th</sup> Pass <b>18 Years of age</b>	2016

The decision on revised syllabi of the above five MES courses of “Security Sector” was deferred by the Sub-committee of NCVT on Norms and Courses.

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**Agenda Item no. 2(c): Approval for newly designed syllabi with proposed NSQF Levels under Skill Development Initiative (SDI) based on Modular Employability Skill (MES): Modules suggested by State of Chhattisgarh**

17 newly designed syllabi under Skill Development Initiative Scheme based on Modular Employable Skill (MES), proposed by the State of Chhattisgarh were submitted for approval of the Sub-committee of NCVT on Norms and Courses.

Sl. No.	Name of the Module	Sector	Duration	Entry Qualification	Designed in	Proposed NSQF Level
1	2	3	4	5	7	8
1.	Hand Pump Technician	Water & sanitation	210 hrs.	10 <sup>th</sup> Pass	2016	Level – 3
2.	Dyeing Of Yarn And Fabric	Textile	110 hours	Minimum 8th Std. +18 years of Age	2016	Level 2
3.	Designing Handloom Fabric		110 hours	Minimum 8 <sup>th</sup> Standard/ Traditional Handloom fabric designer & 18 years age	2016	Level 2
4.	Advance Handloom Weaving		210 hours	Traditional Weaver/ minimum 8th std. & minimum 21 year of age	2016	Level 3
5.	Basic Handloom Weaving		400 hours	Ability to read & write & minimum 14 year of age	2016	Level 2
6.	Vegetable Nurseryman		Horticulture	100 hrs.	Minimum 8th Std. +18 years of Age	
7.	Gardener	100 hrs.		Minimum 5th Std. /Capacity to read & write +18 years of Age		Level 2
8.	Dhokra Shilpi	Handicraft	290 Hour	Ability to Read and Write/ with 5 <sup>th</sup> std. Minimum 18 Years of Age	2016	Level 2
9.	Bamboo Craft		550 hours	Ability to read & write + Min. 18 yrs	2016	Level 2
10.	Pulse Mill Operator	Food processing & preservation	400 hrs.	Minimum 8th Std./ Traditional Pulse Mill Operator +18 years of Age	2016	Level 2
11.	Poha Mill Operator		310 hrs.	Minimum 8th Std.+18 years of Age	2016	Level 2
12.	LED Lamp Assembler	Electronics	130 hrs.	Minimum 8 <sup>th</sup> Std.	2016	Level 2
13.	Fly Ash Brick-maker	Construction	130 hrs.	Min. 5 <sup>th</sup> Pass (Basic literacy of reading, writing and understanding) + 18 Yrs age.	2016	Level 2

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14.	Backyard Poultry Farmer	Animal Husbandry	110 hrs.	Minimum 5th Std. /Capacity to read & write +18 years of Age		Level 2
15.	Soil Testing Technician	Agriculture	130 hrs	Minimum 12th standard pass with science	2016	Level 3
16.	Self Propelled Rice Transplanter Operator		150 hrs.	Minimum 5 <sup>th</sup> Std. + 18 years of Age.	2016	Level 2
17.	Jaggery Producer		130 Hrs.	Minimum 5th Std.+18 years of Age	2016	Level 2

The courses were deliberated in details. The committee approved all the courses with duration over 200 hrs. For the remaining courses Chattisgarh State was advised to relook and clarify whether the desired objectives can be achieved within such training span.

### **Agenda Item No. 3: Modification in All India Trade Test (AITT) of Craftsmen Training Scheme under Semester System**

During the discussion the representatives from State Directorates preferred implementation of annual system for examination. The Chairman suggested constituting a small committee to decide the proposed agenda point. The committee agreed to the suggestion.

### **Agenda Item No. 4 : Restarting CTS courses in Model Training Institutes under DGT**

Regarding restarting of CTS courses in MTIs under DGT field Institute, Dir(T) suggested that there is a need to discuss this agenda with Directors of field institutes during the CFI's meeting with JS(AS). Director (CFI) also agreed to the proposal. The committee decided to have an evaluation of effect of this decision on number of seats for CITS trades.

### **Agenda Item No.5: Proposal to change the name of the trade Pre-preparatory School Management (Assistant)**

Pre-preparatory School Management (Assistant) trade is covered under CTS with duration 1 year and entry qualification 10<sup>th</sup> class pass, with following objectives:

- Provide a stimulating and varied programme of play and learning opportunities
- Ensure the safety and well-being of the children
- Undertake a key worker role with special children

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- Assist the supervisor in the day to day running of the pre-school.

The sub-committee discussed the issue and decided that removing the prefix "Assistant" may confuse the stakeholders with management courses. Therefore, considering the content of training provided at ITI level, the committee decided to seek comments of CSTARI on the agenda point.

#### **Agenda Item No.6: Change in the Space norms of "Mechanic Diesel trade".**

The issue of space norms of CTS trade "Mechanic Diesel" was discussed in the meeting

Total workshop area including parking – 150 sqm.

Workshop area – 130 sqm.

Parking area – 20 sqm.

Recommendation of CSTARI regarding space norms was approved by Sub-committee of NCVT on Norms and Courses for **Mechanic Diesel trade**:

#### **Agenda Item No. 7: Continuation of six month trade "Driver cum Mechanic" for session starting from August, 2016**

Sub-committee was informed that State Governments have brought to the notice of DGT that the CTS trade "Driver cum Mechanic" is very popular and must be continued.

As the above trade is very popular (with occupancy percentage ~ 77%) and has huge demand, the proposal to continue the six months trade "Driver cum Mechanic" for session starting from August, 2016 and onwards was approved by the Sub-committee of NCVT on Norms and Courses.

#### **Agenda Item No. 8: Enhancing seating capacity for selected CTS trades**

In respect of the Trades Fitter & Electrician, already there is an oversupply in the market. So, sub-committee did not approve for enhancement of seating capacity in these trades. However, for the remaining proposed trades, a considered view could be taken after ascertaining the demand in the market.

#### **Agenda Item No. 9: Approval of Standardised tool list in respect of Fitter, Electrician, Turner, Machinist & Draughtsman (Mechanical)**

CSTARI to prepare the list of critical items, hand trades & equipment for allied trades if any & share this list with QCI.

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The proposal for enhancing the seats from 12 to 14 trainees per machinist trade was not approved by the Sub-committee of NCVT on Norms and Courses.

Sub-committee suggested that for quality of tools and equipment, inclusion of Bureau of Indian Standards (BIS) certified tools/equipment may be considered.

**Agenda Item No. 10: Norms for minimum compulsory training weeks for each semester and making it prerequisite for appearing All India Trade Test for Craftsmen**

Members were informed that norms for minimum compulsory training weeks for each semester need to be defined which would be made prerequisite for appearing All India Trade Test for Craftsmen. This is necessary as the trainees are admitted in ITIs as late as in the month of December and without giving them minimum amount of training, they are asked to appear for end semester examination in month of January next year.

After detailed deliberations, Sub-committee approved that the minimum 90 days of training for each semester to be made compulsory and it would be prerequisite for appearing All India Trade Test for Craftsmen.

**Agenda Item No.11: Conduct of On-Line exam for All India Trade Test for Apprentices and Craft Instructor Training Scheme**

The committee suggested DGT to further deliberate the proposal internally.

**Agenda Item No. 12: Rescheduling the admission session for ITIs from 1st August to 1<sup>st</sup> September**

The Sub-committee of NCVT on Norms and Courses rejected the above proposal after discussing the same.

**Agenda Item no. 13: Approval of 28 NSQF aligned CTS courses for conducting training from session starting from August, 2016**

The sub-committee discussed and decided that these courses are already being implemented under CTS and the courses will continue.

**Agenda Item no. 14: Approval of result of the NCVT examinations conducted by field institutes of DGT**

The Chairman suggested Director (T) & Director (TT Cell) to discuss this agenda in detail.

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The sub-committee also decided that for the sub-committee meetings in future, the agenda shall be approved by the Chairman before placing it in the meeting. For this all concerned sections shall put up the agenda points through Member Secretary, NCVT for approval of the Chairman.

The meeting ended with the vote of thanks to the chair.

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List of participants who attended the meeting of sub-committee of NCVT dealing with norms and courses held on 03.05.2016 in the Main Committee Room, Shram Shakti Bhawan, New Delhi-110001

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