

DGE&T-19(4)/2011-CD-Pt
Government of India
Ministry of Labour & Employment
Directorate General of Employment and Training

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 19th June, 2013

To

1. Secretaries/ Principal Secretaries of all the State Governments / UT Administrations dealing with Vocational Training;
2. Directors dealing with Vocational Training of all States/ UT Administrations;
3. Directors, ATI Chennai, Hyderabad, Mumbai, Kolkata, Kanpur, Ludhiana, CSTARI Kolkata, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur and NIMI Chennai; and
4. RDAT Kanpur, Mumbai, Kolkata, Chennai, Faridabad & Hyderabad

Subject: Implementation of semester system in CTS courses in place of existing long term courses - regarding

Sir/Madam,

In continuation to this office letter of even no. dated 14th March, 2013, it is informed that the entry qualification for the following trades under CTS has been changed from 12th Pass to 10th Pass in the semester pattern:

A. Engineering Trades

- i. Mechanic Computer Hardware
- ii. Mechanic Industrial Electronics
- iii. Mechanic Mechatronics
- iv. Operator Advanced Machine Tools
- v. Physiotherapy Technician
- vi. Radiology Technician
- vii. Mechanic Mining Machinery

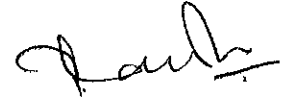
B. Non-Engineering Trades

- i. Front Office Assistant
- ii. Library & Information Science
- iii. Insurance Agent
- iv. Tourist Guide
- v. Digital Photographer
- vi. Fashion Technology
- vii. Hospital & House Keeping
- viii. Hospital Waste Management
- ix. Health & Sanitary Inspector
- x. Medical Transcription
- xi. Travel & Tour Assistant
- xii. Office Assistant cum Computer Operator

Contd. 2/-

The entry qualification for rest of the trades under CTS remains the same. The detail of the entry qualification, duration and unit size for all the trades under CTS in semester pattern is enclosed and the same will be available on www.dget.gov.in.

Yours faithfully,



(R. L. Singh)

Dy. Director General (Training)

Encl: As above

Copy to:-

1. Principal CTI Chennai, MITI Haldwani, Calicut, Jodhpur, Choudwar, NVTI, Noida and all RVTIs.
2. All Officers up to JDT level and above at DGE&T (HQ)
3. P. R. O., Ministry of Labour & Employment, Government of India for wide publicity.



(Deepankar Mallick)

Director of Training
Member-Secretary NCVT

Norms for Engineering and Non- Engineering trades under Craftsmen Training Scheme (under semester pattern)

These norms will come into force w.e.f. August 2013 session.

Engineering Trades:

Sl No.	Name of the Trade	Unit Size	Duration	
			Year/Months	No of Semester
Educational Qualification 8th passed				
1	Carpenter	16	1	2
2	Foundry man	16	1	2
3	Mason (Building Constructor)	16	1	2
4	Mechanic (Tractor)	16	1	2
5	Mechanic Agricultural Machinery	16	2	4
6	Painter General	16	2	4
7	Plumber	16	1	2
8	Sanitary Hardware fitter	16	6 Months	1
9	Sheet Metal Worker	16	1	2
10	Welder (Gas and Electric)	12	1	2
11	Wireman	16	2	4
12	Gold Smith	16	1	2
13	Excavator operator (Mining)	20	6 Months	1
Educational Qualification 10th passed				
14.	Plastic Processing Operator	16	1	2
15.	Fitter	16	2	4
16.	Turner	12	2	4
17.	Machinist	12	2	4
18.	Interior Decoration and Designing	16	1	2
19.	Mechanic (Diesel)	16	1	2
20.	Machinist (Grinder)	12	2	4
21.	Electroplater		2	4
22.	Mech. Repair & Maintenance of Light Vehicles	16	1	2
23.	Mech. Repair & Maintenance of Heavy Vehicles	16	1	2
24.	Mech. Repair & Maintenance of Two Wheelers	16	6 Months	1
25.	Mech. Communication Equipment Maintenance	16	1	2
26.	Mechanic Lens/Prism Grinding	12	1	2
27.	Building Maintenance	16	6 Months	1
28.	Architectural Assistant	16	1	2
29.	Tool & Die Maker (Press Tools, Jigs & Fixtures)	16	3	6
30.	Tool & Die Maker (Dies & Moulds)	16	2	4
31.	Pump Operator-cum-Mechanic	16	1	2
32.	Lift Mechanic	16	2	4

33.	Mechanic Medical Electronics	20	2	4
34.	Mechanic Consumer Electronics	20	2	4
35.	Marine Fitter	16	2	4
36.	Vessel Navigator	16	2	4
37.	Instrument Mechanic	16	2	4
38.	Draughtsman (Mechanical)	16	2	4
39.	Maintenance Mechanic (Chemical Plant)	16	2	4
40.	Instrument Mechanic (Chemical Plant)	16	2	4
41.	Attendant Operator (Chemical Plant)	16	2	4
42.	Laboratory Assistant (Chemical Plant)	16	2	4
43.	Information Technology & Electronics System Maintenance	16	2	4
44.	Mechanic Motor Vehicle	16	2	4
45.	Electrician	16	2	4
46.	Mechanic Radio & TV	16	2	4
47.	Mechanic-cum-Operator Electronics Communication System	20	2	4
48.	Mechanic (Refrigeration and Air-Conditioner)	16	2	4
49.	Mechanic Machine Tools Maintenance	16	2	4
50.	Draughtsman (Civil)	16	2	4
51.	Surveyor	16	2	4
52.	Electronic Mechanic	16	2	4
53.	Mechanic Auto Electrical and Electronics	16	6 Months	1
54.	Spinning Technician	16	2	4
55.	Weaving Technician	20	2	4
56.	Textile Mechatronics	20	2	4
57.	Marine Engine Fitter	16	1	2
58.	Textile Wet Processing Technician	16	2	4
59.	Domestic Painter	20	1	2
60.	Industrial Painter	20	1	2
61.	Rubber Technician	16	1	2
62.	Mechanic Mechatronics	16	2	4
63.	Mechanic Industrial Electronics	20	2	4
64.	Mechanic Computer Hardware	20	2	4
65.	Operator Advanced Machine Tools	12	2	4
66.	Physiotherapy Technician	16	1	2
67.	Radiology Technician (Radio Diagnosis & Radiotherapy)	16	2	4
68.	Mechanic Mining Machinery	20	2	4
69.	Stone Mining Machine operator	20	1	2
70.	Stone Processing Machine operator	20	1	2

Non Engineering Trades

SI No.	Name of the Trade	Unit Size	Duration	No of Semester
Educational Qualification 8th Passed				
1.	Embroidery and Needle Work	16	1	2
2.	Cane Willow and Bamboo Work	16	1	2
3.	Weaving of Silk and Woolen Fabrics	16	1	2
4.	Weaving of Woolen Fabrics	16	1	2
5.	Cutting & Sewing	16	1	2
6.	Manufacture of Footwear	16	1	2
7.	Old Age Care	16	06 months	1
8.	Leather Goods Maker (new name Footwear Management)	16	1	2
Educational Qualification 10th Passed				
9.	Hair and Skin care	16	1	2
10.	Steward	16	1	2
11.	Craftsman Food Production (General)	16	1	2
12.	Craftsman Food Production (Vegetarian)	16	1	2
13.	Computer Aided Embroidery & Needle Work	16	6 Months	1
14.	Dress Making	16	1	2
15.	Dairying	25	1	2
16.	Baker and Confectioner	16	1	2
17.	Driver Cum Mechanic (Light Motor Vehicle)	16	6 Months	1
18.	Dental Laboratory Equipment Technician	16	2	4
19.	Institution House Keeping	16	6 Months	1
20.	Corporate House Keeping	20	6 Months	1
21.	Domestic House Keeping	20	6 Months	1
22.	Pre/Preparatory School Management (Assistant)	16	6 Months	1
23.	Event Management Assistant	16	6 Months	1
24.	Front Office Assistant	16	6 Months	1
25.	Creche Management	16	6 months	1
26.	Cabin/Room Attendant	16	6 Months	1
27.	Preservation of fruits and vegetables2000 (new name Fruit & Vegetable Processing)	16	1	2
28.	Photographer	16	1	2
29.	Process Cameraman	16	1	2
30.	Plate Maker-cum-Imposer	16	1	2
31.	Litho - Offset Machine Minder	16	1	2
32.	Catering & Hospitality Assistant	16	1	2
33.	Data Entry Operator	16	6 Months	1

SI No.	Name of the Trade		Duration	
			Year/Months	No of Semester
34.	Fireman	20	6 Months	1
35.	Human Resource Executive	20	1	2
36.	Marketing Executive	20	1	2
37.	Finance Executive	20	1	2
38.	Library & Information Science	20	6 Months	1
39.	Insurance Agent	25	6 Months	1
40.	Network Technician	16	6 Months	1
41.	Tourist Guide	16	6 Months	1
42.	Digital Photographer	16	1	2
43.	Fashion Technology	16	1	2
44.	Hospital House Keeping	20	1	2
45.	Hospital Waste Management	16	6 Months	1
46.	Floriculture & Landscaping	20	6 Months	1
47.	Health Sanitary Inspector	20	1	2
48.	Medical Transcription	10	6 Months	1
49.	Horticulture	20	1	2
50.	Stenography (English)	16	1	2
51.	Secretarial Practice	16	1	2
52.	Stenography (Hindi)	16	1	2
53.	Desk Top Publishing Operator	16	1	2
54.	Computer Operator and Programming Assistant	20	1	2
55.	Travel & Tour Assistant	16	1	2
56.	Multimedia Animation to Special Effect	20	1	2
57.	Office Assistant cum Computer Operator	20	1	2
58.	Para Legal Assistant/ Munshi	20	6 Months	1
59.	Counselling Skills	20	6 Months	1
Educational Qualification 12th Passed				
60.	Spa Therapy	20	6 Months	1
61.	Health Safety & Environment	20	1	2
62.	Fire Technology and Industrial Safety Management	20	1	2