

No. DGET: -19/12/2014-CD  
Government of India  
Ministry of Labour and Employment  
Directorate General of Employment & Training

New Delhi, Dated: 27<sup>th</sup> May, 2014

To,

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

**Subject:- Modified semester system All India Trade Test (AITT) Procedure based on feedback from States/UT under Craftsmen Training Scheme.**

Your kind attention is invited to this office letter of even no. dated 20<sup>th</sup> February, 2014 vide which structure feedback was sought from the State Governments after the exam for future improvement in the semester system.

2. Accordingly, based on the feedback received from States, the following amendments have been made in the conducting and pattern of the semester system of All India Trade Test.

3. The paper for Engineering Drawing subject would be conventional pattern from the second semester onwards to test the practical skills of the trainees. The question paper will be supplied by DGET and the evaluation of answer sheets will be done by the respective States/UT. Accordingly, there will be now three papers each in second, third and fourth semesters for the Engineering trades.

4. The detailed instructions regarding All India Trade Test procedure are as under:-

**A) For Engineering trades:-**

a) 1<sup>st</sup> Semester System:- There will be two theory papers objective type consists of paper I- (Trade Theory + Employability Skills ) and paper-II (Engineering Drawing + Workshop Calculation and Science).

b) 2<sup>nd</sup> Semester System:- There will be three papers. The paper I and II are objective pattern. The paper-I consists of Trade Theory only & paper-II (Employability Skill + Workshop Calculation and Science) and paper-III-Engineering Drawing is conventional pattern.

c) 3<sup>rd</sup> & 4<sup>th</sup> Semester System:- There will be three papers. The paper I and II are objective type and paper-I consist of Trade Theory, paper-II consists of Workshop Calculation & Science because there is no subject of Employability Skills in 3<sup>rd</sup> & 4<sup>th</sup> Semester. The paper-III-Engineering Drawing is conventional pattern.

**B) For Non-Engineering trades:-**

a) 1<sup>st</sup> Semester System:- There will be only one theory paper objective type consists of paper-I - (Trade Theory + Employability Skills)

b) 2<sup>nd</sup> Semester System:- There will be two papers. The paper I and II are objective pattern. The paper-I-Trade Theory only & paper-II- Employability Skills.

c) 3<sup>rd</sup> & 4<sup>th</sup> Semester System:- There will be only one theory paper. The paper I consists of theory paper.

5. There will be a negative marking in all objective type papers in future wherein one mark each will be deducted for four questions wrongly answered by the trainees.

6. The OMR sheet would be user friendly, the answer box size is being increased and the sample OMR sheet along with the instructions to fill it, would be uploaded on the website in first week of July, 2014 itself so that the trainees are able to familiarize themselves well in time.

7. The State Directorates would be required to supply the master data of all the candidates permitted to take examination to DGET in a standard format mandatorily before a cut off date. The roll number is being standardized to become 14 digits now and the attendance sheet format is also being standardized.

8. Two blank pages will be provided along with the objective type question paper for rough work.

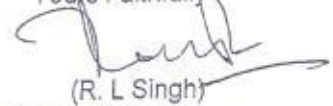
9. The question papers should reach in the banks three days before the start of the examinations

10. The Bilingual question papers would be provided to the States in seven languages (Tamil, Telugu, Kannad, Malayalam, Oriya, Bangla and Gujarati).

11. The facility of clearing the examination in further attempts will be available to only those candidates who have appeared and failed but not to those who did not appear.

12. The modified examination procedure of All India Trade Test (AITT) under Craftsmen Training Scheme (under CTS) as above will be applicable with immediate effect. Accordingly, Directors of All the States and Union Territories dealing with Craftsmen Training Scheme are requested to issue necessary instruction for smooth conduct of examination as per revised norms.

Yours Faithfully



(R. L. Singh)

Dy. Director General(Training)

Copy to:-

1. Principal CTI Chennai, MITI Haldwani, Calicut, Jodhpur, Choudwar, NVTI, Noida and all RVTIs.
2. All officers of level JDT and above at DGE&T (HQ)
3. P.R.O. Ministry of Labour & Employment, Government of India for wide publicity.
4. India Private ITI Associations, Road Selaiyur, East Tambaram, Chennai-600073.

Yours Faithfully



(Deepankar Mallick)  
Director of Training

Copy for information:

1. PS to Minister of Labour and Employment.
2. PPS to Secretary (L&E)
3. PPS to DG/JS



No. DGE&T-19/01/2014- CD (Pt.- II)  
 Government of India  
 Ministry of Labour & Employment  
 Directorate General of Employment & Training  
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Shram Shakti Bhawan, Rafi Marg,  
 New Delhi, dated 2<sup>nd</sup> April, 2014

To

The Controller of Examination,  
 National Institute of Electronics and Information Technology (NIELIT),  
 Electronics Niketan, 6<sup>th</sup> CGO Complex,  
 Lodhi Road, New Delhi-110003

**Subject: Evaluation of OMR answer sheets of Semester System All India Trade Test under CTS held in February-March, 2014.**

Sir,

This is in reference to the letters no. DGE&T-19(4)/2011-CD(pt). Dated 16.11.2013, dated 31.1.2014 and no. DGE&T-19/01/2014-CD-(pt.-II) dated 20.02.2014 regarding modified All India Trade Test procedure and amendments in Semester System regarding All India Trade Test held in February-March, 2014. After discussion with representative of U.P. Private ITI Management Association, it was decided that 10% grace marks to be given to candidates for this Semester to enable them to pass the examination easily. Later on, an option was given to students to attempt 80% of questions in those subjects where two subjects have been combined in the question paper.

In this connection, the evaluation procedure is given below considering the above amendments in the All India Trade Test held in February-March, 2014 under CTS System.

**A) Engineering Trades**

S.No	Paper		Total Marks	Minimum 25% in each part	Minimum pass marks (40%)	Grace Marks (10%) for each subject
1.	Paper-I	Part-A (Trade Theory)	150	37.5	60	15
		Part-B (Employability Skills)	50	12.5	20	
					Total Pass Marks= 80	
2.	Paper-II	Part-A (Workshop Calculation and Science)	75	18.75	30	7.5
		Part-B (Engineering Drawing)	75	18.75	30	
					Total Pass Marks=60	

### B) Non-Engineering Trades

S.No	Paper-I	Part-A (Theory Trade)	30	7.5	12	3
		Part-B (Employability Skills)	50	12.5	20	5
					Total Pass Marks=32	

C) It will be necessary for the candidate to secure a minimum of 40% marks in each paper and minimum 25% marks in each part separately. In case he/ she fails to do so the trainee shall be treated as failed in the semester and one more attempt would be allowed to him/ her to clear the paper.

D) As per the 80% option to the student, if he attempts all the questions then 80% correct questions may be taken for marking.

E) The 10% marks may be given separately to each subject as given in the above table. After giving grace marks the Total Marks should be minimum passing marks of the subject.

In order to understand the above evaluation procedure, some examples are given:-

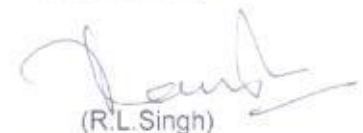
(1) Example:- If the student gets 67.5 in Trade Theory and 12.5 marks in Employability Skills. The Total marks in paper-I of this student is  $67.5+12.5=80$  then there is no need to give grace marks as he has already passed with minimum 40% marks required in paper-I.

(2) Example:- if the candidate gets 50 marks in Trade theory and 17 marks in Employable Skill then 10 grace marks may be allotted for theory subject and 3 marks may be allotted for Employable Skill to him for making minimum 40% passing marks which is  $60+20=80$  marks.

(3) Example:- If the candidate gets 70 marks in Trade Theory 10 marks in Employable Skill then no grace mark may be allotted for theory subject and 2.5 marks may be allotted for Employable Skill to him for making minimum 25% in each subject. The total marks may be  $70+12.5=82.5$  marks.

In view of above, the NIELIT may follow the above procedure for evaluation of the OMR sheets of semester system All India Trade Test under CTS held in February-March, 2014.

Yours faithfully



(R.L. Singh)

Dy. Director General (Training)

Copy to:-

1. All the State Directors (Dealing with Craftsmen Training Scheme).
2. Director (TT Cell) at DGE&T (HQ)
3. The Principal, NVTI-Noida and RVTIs-Mumbai, Bangalore, Trivandrum, Panipat, Kolkata, Tura, Indore, Allahabad, Jaipur and Vadodara



(Deepankar Mallick)  
Director (Training)

DGE&T-01/02/2013-CD  
Government of India  
Ministry of Labour & Employment  
Directorate General of Employment and Training  
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Shram Shakti Bhawan, New Delhi  
Dated: 24<sup>th</sup> February, 2014

To

1. All State Directors/UT Administrations dealing with Craftsmen Training Scheme (CTS).
2. Directors, ATIs at Chennai, Hyderabad, Kanpur, Kolkata, Ludhiana & Mumbai and FTIs at Bangalore & Jamshedpur ATI (EPI) at Dehradun & Hyderabad, NIMI Chennai & CSTARI Kolkata.
3. Directors – RDATs at Faridabad, Kanpur, Hyderabad, Mumbai, Chennai & Kolkata.

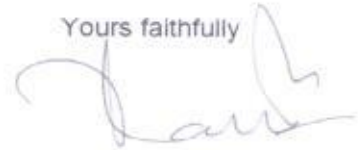
**Subject:** Norms regarding persons appearing as private candidates.

Sir/ Madam,

In continuation to letter of even no. dated 8<sup>th</sup> October, 2013, it is informed that SCVT Certificate holders who have received institutional training in same trade with same duration of training period and entry qualification under Craftsmen Training Scheme (CTS) may appear in the All India Trade Test (AITT) in conventional pattern as private candidate till January, 2016 for one year trades and January, 2017 for two year trades. Thereafter, these candidates will have to appear in the AITT in the semester pattern.

2. However, it is reiterated that the candidate who possesses the minimum prescribed qualifications for particular trade under CTS in which he/she is desirous of appearing as private candidate and also has minimum three years of experience in the relevant trade in establishments implementing Apprenticeship Training Scheme/ small establishments covered under Factories Act, 1948 or registered with any Government/ local authorities will have to **appear in the AITT in the semester pattern as private candidate.**

Yours faithfully



(R.L. Singh)  
Dy. Director General (Training)

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Copy for information and necessary action to:-

1. Director (AT/SDI) and Director I/C (Projects), DGET (HQ)
2. Director (TTC) and Director (CI), DGET (HQ)
3. Principals, CTI Chennai, NVTI - Noida, All RVTIs & MITIs.
4. All the officers of the level of JDT and above at DGE&T (HQ)
5. TT Cell, DGE&T (HQ)



(Deepankar Mallick)  
Director of Training

**No. DGE&T- 19/01/2014-CD (Pt. - II)**  
**Government of India**  
**Ministry of Labour & Employment**  
**Directorate General of Employment & Training (DGE&T)**  
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Shram Shakti Bhawan, New Delhi

Dated: 20<sup>th</sup> February, 2014

To

1. Secretaries/ Principal secretaries of all the State Governments / UT Administrations dealing with Vocational Training;
2. Directors dealing with Vocational Training of all the State Governments / 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:** Amendment in Semester System Examination Scheduled in February – March, 2014.

**Sir/ Madam,**

A number of private ITI Management Associations had a series of meetings with Secretary (L&E) and other senior officers of DGE&T to discuss the problems arising out of first time implementation of semester examination in February – March, 2014. As outcome of the discussions, following points have been approved as a special case one time provision for this semester only:

- i. The students who do not pass the exam may be allowed carry forward system this year. This would mean that the students would not be removed from the rolls of the ITI and would be allowed to give the exam of first semester in the ensuing semesters.
  - ii. Option may be given to students to attempt 80% of questions in those subjects where two subjects have been combined in the question paper.
  - iii. Invigilators may be permitted to explain the questions to the students in the vernacular languages. For this, 15 minutes extra time may be given to the students.
  - iv. After the exams, the State Governments may be requested to take structured feedback based on experience of these exams. Future improvements in the semester system may be done on this structured feedback.
  - v. The private ITI managements may be permitted to carry forward unfilled units of affiliated trade in the next semester to tide over the problem of unfilled vacancies and late admissions.
2. All the State Directors/ Commissioners are requested to comply with the above decision.

Yours faithfully



(R.L. Singh)

Dy. Director General (Training)

**Copy to:**

1. Principal CTI Chennai, MITI Haldwani, Calicut, Jodhpur, Choudwar, NVTI, Noida and all RVTIs.
2. All officers of level JDT and above at DGE&T (HQ)
3. P.R.O. Ministry of Labour & Employment, Government of India for wide publicity.
4. Federation of All India Private ITI Associations
5. UP Private ITI Management Associations



(Amrit Pal Singh)  
Dy. Director of Training

**Copy for information:**

1. PS to Minister of Labour and Employment
2. PPS to Secretary (L&E)
3. PPS to DG/JS



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

31.1.2014

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.
5. Director, WOT.

Subject: Amendment in Semester System Examination scheduled in February, 2014.

Representatives of UP Private ITI Management Association, had a meeting with the Director General of Employment and Training to discuss the problems arising out of implementation of semester examination in February, 2014. After detailed discussions, the following points were agreed upon as a special case for this Semester:-

- i. Practical examination may be held after theory examination for this semester so that they get 20 more days from 5<sup>th</sup> – 25<sup>th</sup> to prepare for the exams.
  - ii. 10% grace marks to be given to candidates for this semester to enable them to pass the examination easily.
2. All the State Directors/Commissioners are requested to comply with the above decision .


This issues with the approval of Secretary (L&E).

  
(R.L.Singh) 31.1.2014

DDG (T) / Member Secretary (NCVT)  
Tel. No. 23710485

Copy to:

1. Federation of All India Private ITI Associations
2. UP Private ITI Management Association.

  
(R.L. Singh) 21/11/2014

DDG (T) / Member Secretary (NCVT)  
Tel. No. 23710485

**DGE&T-19(4)/2011-CD-Pt**  
**Government of India**  
**Ministry of Labour & Employment**  
**Directorate General of Employment and Training**  
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Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated 18<sup>th</sup> November, 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: Modified All India Trade Test (AITT) Procedure and marking scheme for all trades of Craftsmen Training Scheme (CTS) under semester pattern**

Sir/ Madam,

Your kind attention is invited to this office's letter of even number, vide which it was informed that the semester system has been implemented with effect from August, 2013 for all trades under Craftsmen Training Scheme (CTS).

2. The examination procedure has been modified and detailed instructions regarding All India Trade Test (AITT) procedure under CTS are as under:

**A. For Engineering trades:**

- a) There will be a single objective type Examination paper for the subjects Engineering drawing and Workshop Calculation & Science.
- b) There will be a single objective type Examination paper for the subjects Trade Theory and Employability Skills.
- c) The two objective type Examination papers as mentioned above will be conducted by National Council for Vocational Training (NCVT), whereas examination for the subject Trade Practical will be conducted by the State Government. NCVT shall supply the Question Paper for the subject Trade Practical.

Cont.. 2/-



**B. For Non-engineering trades:**

- a) There will be a single objective type examination paper for the subjects Trade Theory and Employability Skills to be conducted by NCVT.
- b) The examination for the Trade Practical will be conducted by State Government but NCVT shall supply the Question Paper.

3. The marking pattern has also been modified and the distribution of marks for engineering and non-engineering trades under CTS as per semester system will be as under:

**For Engineering Trades:**

<b>Marking Pattern for Engineering Trades under CTS</b>		
<b>S.no</b>	<b>Subject for the trade test</b>	<b>Maximum marks for Each Subject</b>
a.	Practical	300 (Practical test 270 marks. Sessional Work 30 marks.)
b.	Trade Theory	220 Objective Type Written test of 200 marks
c.	Employability Skills	(Trade Theory 150 marks & Employability Skills 50 marks)  (Sessional work for Trade Theory 20 marks.)
d.	Work shop Calculation and Science.	180 Objective Type Written test of 150 marks (Engineering Drawing 75 marks & Work shop Calculation and Science 75 marks)
e.	Engineering Drawing	 (Sessional work for Engineering Drawing 20 marks Sessional work for Workshop Calculation 10 marks.)
<b>TOTAL:</b>		<b>700</b>

**Non- Engineering Trades:**

<b>Marking Pattern for Non- Engineering Trades under CTS</b>		
<b>S.no</b>	<b>Subject for the trade test</b>	<b>Maximum marks for Each Subject</b>
a.	Trade Practical	120 (Practical test 100 marks Sessional Work 20 marks)
b.	Trade Theory	80 Objective Type Written test of 80 marks (Trade Theory 30 marks & Employability Skills 50 marks)
c.	Employability Skills	
<b>TOTAL:</b>		<b>200</b>

4. In the case of **private candidates**, there being no sessional work, the total marks for different subjects will be as following:

**Engineering Trades:**

<b>Marking Pattern for Engineering Trades under CTS</b>		
<b>S.no</b>	<b>Subject for the trade test</b>	<b>Maximum marks for Each Subject</b>
a.	Practical	270 (Practical test 270 marks)
b.	Trade Theory	200 Objective Type Written test of 200 marks (Trade Theory 150 marks & Employability Skills 50 marks)
c.	Employability Skills	
d.	Work shop Calculation and Science.	150 Objective Type Written test of 150 marks (Engineering Drawing 75 marks & Work shop Calculation and Science 75 marks)
e.	Engineering Drawing	
<b>TOTAL:</b>		<b>620</b>

Cont.. 4/-

**Non- Engineering Trades:**

<b>Marking Pattern for Non - Engineering Trades under CTS</b>		
<b>S.no</b>	<b>Subject for the trade test</b>	<b>Maximum marks for Each Subject</b>
a.	Trade Practical	100 (Practical test 100 marks)
b.	Trade Theory	80 Objective Type Written test of 80 marks
c.	Employability Skills	(Trade Theory 30 marks & Employability Skills 50 marks)
<b>TOTAL:</b>		<b>180</b>

5. The following examination guidelines will be applicable to both Engineering as well as Non-Engineering Trades under CTS:

- a) It will be necessary for the candidates to secure a minimum of 40% Marks in each of these objective papers and minimum 25% marks in each part/ section of the objective type examination paper separately. In case, he/ she fails to do so, the trainee will move to next semester. One more attempt would be allowed to him/ her to clear the paper. In case the candidate fails to clear such a paper in next attempt also, such a candidate will not be allowed to study in the remaining semester(s).
- b) The minimum percentage required for passing Trade Practical shall be 60%. In case of failure, same procedure as in 'para a)' above will be followed.
- c) If a candidate who has failed to clear a particular examination paper despite two attempts shall be treated as Ex-trainee. If a candidate clears the objective papers as an Ex-trainee, he/she may take admission in next semester. The Ex-trainee may take admission in next semester in same or the other ITI depending on the availability of seats. A maximum number of four additional seats over and above the seats in each trade (including supernumeraries) may be filled by admitting the ex-trainees of the same ITI who have cleared the objective type examination papers.
- d) The question papers for Trade Practical shall be supplied by NCVT as per the existing procedure.
- e) A maximum number of two attempts will be given to clear the subject Trade Practical.

Cont.. 5/-



- f) The course content (of allotted hours as 100 hours) for the subject "Employability Skills" will be divided semester-wise for the trade of duration one year (Two Semesters) and two years (Four Semesters). The allotted duration for the subject "Employability Skills" shall be 50 hours for the trades of duration 6 months (one semester). The details regarding this will be notified separately and incorporated in the syllabus of the subject "Employability Skills".

6. The modified examination procedure of AITT for all trades under Craftsmen Training Scheme (CTS) as above will be applicable with immediate effect. Accordingly, Directors of all the States and Union Territories dealing with Craftsmen Training Scheme are requested to issue further necessary instructions to all Government and Private ITIs of their respective State/UTs for smooth conduct of examination as per revised norms.

Yours faithfully,



(R.L. Singh)

Dy. Director General (Training) /  
Member – Secretary, NCVT

**Copy to:-**

1. Principal CTI Chennai, MITI Haldwani, Calicut, Jodhpur, Choudwar, NVTI, Noida and all RVTIs.
2. All Officers of level JDT 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

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1. PS to Minister of Labour and Employment
2. PPS to Secretary (L&E)
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