

**STATE COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING, ODISHA,
UNIT-VIII, BHUBANESWAR-12.**

No. 846 /dt. 12/2/18
VT-I - 08/2017

Order

The Principals of the Nodal Centres are hereby directed to deposit the sealed OMR based Answer Book packets, E.D. packets, Mark Foils of practical jobs along with the relevant documents/materials (Xerox Copy of the descriptive roll of the trainees, OMR, ED & mark foil packet accounts, recording of practical & theory exam proceedings in CD form etc. received from the ITIs/TTCs) of AITT January/February 2018 in the Council through Institution Vehicle or hired vehicle on 19.02.2018 positively as per the instructions and format prescribed below.

1. The Principal of the Nodal Centre shall confirm that each ITI of his allotted district has deposited one set of sealed practical mark foils clearly mentioning name of the Examination, Name of the ITIs, Semester, Trade, NCVT MIS code and no. of trainees appeared the Examination on each cover.
2. The Nodal Centre report is to be submitted in the following format along with the mark foils.

Name of the Nodal Centre				No. of ITIs		
Sl. No.	District	Name of the ITI/ITC	NCVT MIS Code	Semester	Trade	No. of Trainees

3. The Nodal Centre report for OMR based answer books is to be submitted in the following format.

Sl. No.	District	Name of the TTC	Semester	Date of Exam.	Paper	No. of Ans. Book Pkts.	No. of Ans. Books in each Pkt.

4. The Nodal Centre report for E.D. Sheets is to be submitted in the following format.

Sl. No.	District	Name of the TTC	Name of the ITI/ITC	Semester	Date of Exam.	Trade	No. of E.D. Sheets

The expenditure of fuel charges will be borne by the Council as per actual on the basis of submission of certified bills in original by the Principals. Further, payment towards hired vehicles will be made to the Institutions those who have no Govt. Vehicle as per Council approved rate.

Yours faithfully,

B. B. B. B.
Controller of Examinations
12/2/18

Memo No. 847 /Dt. 12/2/18

Copy to Dr. P. R. Hathy, Lecturer GP, Nayagarh for information and necessary action. He will make necessary arrangements to receive the mark foils from the Nodal Centres with proper record keeping.

B. B. B. B.
Controller of Examinations
12/2/18

Memo No. 848 /Dt. 12/2/18

Copy to S.O. Accounts for information and necessary action.

B. B. B. B.
Controller of Examinations
12/2/18