

No. MSDE-18011/01/CTS/July/2018-TTC  
Government of India  
Ministry of Skill Development and Entrepreneurship  
Directorate General of Training

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Employment Exchange Building, Library Avenue,  
PUSA Campus, New Delhi, dated 28<sup>th</sup> June, 2018

To

1. All the State Directors (Dealing with Craftsmen Training Scheme).
2. The Principal, NVTI-Noida and RVTIs-Mumbai, Bengaluru, Thiruvananthapuram, Panipat, Kolkata, Tura, Indore, Allahabad, Jaipur, Vadodara, Shimla, Mohali, Agartala, Trichy and Patna.

**Subject:- Guidelines for OMR based All India Trade Test (Semester System/ Conventional System) under Craftsmen Training Scheme (CTS)- commencing from 24.07.2018 to 16.08.2018 for State Directors, Trade Testing Centres and Trainees for Semester I/II/III/IV- regarding.**

Sir,

The All India Trade Test for Semester- I/II/III/IV and Conventional system under CTS is scheduled to be held from 24<sup>th</sup> July, 2018 to 16<sup>th</sup> August, 2018. Trade Testing Cell (TTC) has worked out on various modalities for smooth conduct of examination.

As you are aware that the Theory subject papers for all the semesters are objective type except Engineering Drawing Paper which is subjective type in 2<sup>nd</sup> Semester and onwards. The objective type question papers are to be answered on OMR sheet supplied by DGT as per indent received from State Directors. The packets of OMR sheets will be sent to the respective State Directorates for further distribution of OMR sheets to the trade testing centres under their control and they will collect the OMR sheets after the exams within two days from the examination centres.

**IMPORTANT POINTS:-**

- a) Trainee without NCVT MIS generated Hall Ticket is not allowed to appear in exam.
- b) There will be more than one set of question paper in AITT under CTS, July 2018. The Trade Theory paper of trade Fitter, Electrician, Electronic Mechanic and Computer Operator Programming Assistant (COPA) of Semester-I/II/III/IV will have 04 sets of question papers i.e. Booklet series A, B, C & D.
- c) Trainees must mark booklet series in OMR i.e. A, B, C & D.
- d) Distribution of question paper having booklet 'A' series will be given to first trainee, 'B' will be for second trainee, 'C' will be for third trainee and 'D' will be given for fourth trainee and again this pattern of distribution may be followed for all the trainees.
- e) There will not be any negative marking for wrong answer.
- f) Check NEWS & UPDATES daily on NCVT MIS Portal for latest information regarding AITT July, 2018 examination.
- g) Invigilator on duty may ensure that the trainees fill all the correct details like roll no., semester, paper, booklet series etc. in prescribed place on OMR sheet.

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### GENERAL GUIDELINES

- All the **objective type** papers are to be answered on given OMR Sheet. Sample OMR Sheet is enclosed.
- The OMR sheets will be sent directly to the State Directorates at least 15 days before the commencement of OMR based examination **not alongwith the question papers.**
- In AITT under CTS, July' 2018 Trade Theory paper of Trade Fitter, Electrician, Electronics Mechanic and Computer Operator Programming Assistant (COPA) for Semester-I, II, III & IV will have **04 sets of question papers i.e. Booklet Series A, B, C & D.** Candidates & Invigilators are advised to ensure marking of booklet series in OMR.
- There is a **common paper** for 63 trades revised in August, 2013 and revised by Mentor Council in August, 2014 as already intimated vide letter no. **MSDE-18011/2/2014-TTC (Semester System)-TTC(Pt.) dated 03.09.2015.**
- The subject **Employability Skills** will be covered as per DGT letter No. **DGET-19/17/2010-CD-Pt. dated 28<sup>th</sup> November, 2013** in Semester-I/II. **There will be no paper for Employability Skills for Semester-III/IV.**
- **Second Semester** onwards the exam in the subject **Engineering Drawing** for all the Engineering trades shall be of conventional type with **four hour duration** and maximum marks 75 (to be attempted on Drawing Sheet).
- Trade Name, Trade Code, Trade Subject, Paper-I/II/III, Part-A/B, Semester-I/II/III/IV, Booklet Series A, B, C, D, maximum marks and exam duration shall be mentioned on the top of question paper.
- Evaluation of OMRs shall be carried out by the agency selected for the purpose by DGT.

### 2. INSTRUCTIONS TO STATE DIRECTORATES:-

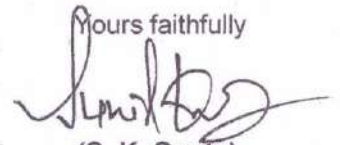
1. For the trades Steno (English), Steno (Hindi) and Secretarial Practice etc. and such other similar trades; **there will be only two papers:-**
  - (i) Trade Theory + Employability Skills and
  - (ii) Trade Practical as given in the syllabus.
2. For the Non-Engineering Trades "Cane Willow" and "Bamboo Worker/Weaving of Woollen Fabrics; **there will be two papers:-**
  - (i) Trade Theory + Employability Skill and
  - (ii) Trade Practical as given in the syllabus.
  - (iii) No paper shall be held in Workshop Calculation & Science and Engineering Drawing, hence forth in above mentioned Non-Engineering trades.
3. Trade codes are unique for each trade and are same as in previous examinations. However, the trade syllabi revised by Mentor Council w.e.f. August, 2014 and their codes are starting from **201 to 283** for the students who admitted in August, 2014. There will be common paper for the trainees admitted in August, 2013 and August, 2014 for corresponding trade and trade codes will be like 6/210, 7/206/ 9/214 and so on the question paper.
4. Sealed question papers packets shall be sent to authorized Banks/ Police Station/ Treasury at the addresses provided by the State Directorates, one week before the date of exam.
5. Bill of Material would be sent by password protected E-mail to State Directorates for onward transmission to concern ITIs.
6. Bank Guidelines and OMRs shall be sent to State Directorates.
7. DGT had faced lot of problems in identifying the correct OMR sheet for concerned trainee due to incorrect filling of Roll No., Trade Code, Semester, Paper, Session etc. by the trainees which resulted in considerable delay in evaluating the OMR sheets correctly. State Directorate may ensure that data is filled in OMR sheet correctly by the trainees. Special care should be taken while filling roll nos. and trade code as mentioned in hall tickets generated from NCVT MIS Portal.

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5. **Problems faced by trainees in exam:-** It has been observed that trainees filled wrong data in OMR due to the ignorance of the invigilators and staff deputed at the trade testing centres who communicated the wrong trade code and other information to the trainees because Some of the staff on exam duty may not be much familiar with the subject, trade codes and Craftsmen Training Scheme. Fill the trade name, trade codes as mentioned in hall ticket generated from NCVT MIS Portal.

In view of above, you are requested to arrange a one day awareness training programme for the staff who will be deputed to conduct the exam in intercolleges, Schools, Polytechniques and Engineering Drawing in respect of Semester, subjects, trade codes, Booklet series and Craftsmen training scheme. State Directorate may also give wide publicity among the trainees, instructors and invigilator on exam duty to avoid mistakes.

Yours faithfully



(S. K. Gupta)  
Director (TTC)

memo no 3074 of 2/7/18

copy to the principals of all Govt./Pvt. STS for  
information & necessary action.

  
2/7/18  
controller of examinations.

S. No.	Sem	Subject	
I	III & IV	Common Files Group (Workshop Calculation & Science)	
			Trade Groups
			Attendant Operator (Chemical Plant) (30), Instrument Mechanic (Chemical Plant) (38), Laboratory Assistant (Chemical Plant) (40), Maintenance Mechanic (Chemical Plant) (44)
			Draughtsman Civil (31/217), Draughtsman Mechanic (32/224), Fitter (36/227), Machinist Grinder (43/222), Mechanic Agriculture Machinery (47/216), Mechanic Machine Tool Maintenance (Mechanic Motor Vehicle (55/215), Mechanic RAC (56/218), Operator Advance Machine Tool (58/226), Tool & Die Maker (Dies & Moulds) (63/228), Tool & Die Maker (Press Tools, Jigs & Fixtures) (66/229), Turn Refractory Technician (274)
			Electrician (33/231), Electroplator (35/233), Lift Mechanic/ Lift & Escalator Mechanic (41/234)
			Electronic Mechanic (34/219), Mechanic Consumer Electronics/ Mechanic Consumer Electronics (49/273), Technician Power Electronics System (265)
			Instrument Mechanic (37)
			ITISM/CTSM (39/220), Information Technology (277)
			Marine Fitter (45)
			Mechanic Computer Hardware (48)
			Mechanic-Cum-Operator Electronics Communication System (50)
			Mechanic Industrial Electronics (51)
			Mechanic Mechatronics (53)
			Mechanic Medical Electronics (54)
			Mechanic Radio & T. V. (57)
Painter General (59)			
Radiology Technician (60)			
Spinning Technician (61/235), Textile Wet Processing Technician (64/237), Weaving Technician (69/238)			
Surveyor (62)			
Textile Mechatronics (63/236)			
Vessel Navigator (68)			
Welder (70/232)			
Mechanic RAC Plant (275)			
Civil Engineer Assistant (284)			

S. No.	Sem	Subject	
I	III & IV	Common Files Group (Engineering Drawing)	
			Trade Groups
			Attendant Operator (Chemical Plant) (30), Instrument Mechanic (Chemical Plant) (38), Laboratory Assistant (Chemical Plant) (40), Maintenance Mechanic (Chemical Plant) (44)
			Fitter (36/227), Machinist (42/222), Machinist Grinder (43/223), Mechanic Agriculture Machinery (47/216), Mechanic Machine Tool Maintenance (52/225), Mechanic Motor Vehicle (55/215), Mechanic RAC (56/218), Advance Machine Tools (58/226), Tool & Die Maker (Dies & Moulds) (63/228), Tool & Die Maker (Press Tools, Jigs & Fixtures) (66/229), Turner (67/221), Refractory Technician (274)
			Electrician (33/231), Electroplator (35/233), Lift Mechanic/ Lift & Escalator Mechanic (41/234)
			Electronic Mechanic (34/219), Mechanic Consumer Electronics/ Mechanic Consumer Electronics (49/273), Technician Power Electronics System (265)
			Instrument Mechanic (37)
			ITISM/CTSM (39/220), Information Technology (277)
			Marine Fitter (45)
			Mechanic Computer Hardware (48)
			Mechanic-Cum-Operator Electronics Communication System (50)
			Mechanic Industrial Electronics (51)
			Mechanic Mechatronics (53)
			Mechanic Medical Electronics (54)
			Mechanic Radio & T. V. (57)
Painter General (59)			
Radiology Technician (60)			
Spinning Technician (61/235), Textile Wet Processing Technician (64/237), Weaving Technician (69/238)			
Textile Mechatronics (63/236)			
Vessel Navigator (68)			
Welder (70/232)			
Mechanic RAC Plant (275)			

S. No.	Sem	Subject	Trade Groups
1	I	Common Files Group (theory & practical)	Mechanic (Diesel) (17/201), Mechanic (Tractor) (18/202), Pump -Operator-Cum-Mechanic (24/205), Mechanic Auto Electrician & Electronics (203), Mechanic Motor Cycle (204)
			Welder (29/212), Welder (GVAV & GTAV) (268), Welder Pipe (269), Welder Structural (270), Welder (Welding & Inspection) (271), Welder (Fabrication & Fitting) (272)
			Electrician (33/231), Electroplator (35/233), Lift Mechanic/Lift & Escalator Mechanic (41/234), Wireman (70/232)
			Electronics Mechanic (34/219), Mechanic Consumer Electronics/Mechanic Consumer Electronics (49/273), Technician Power Electronics System (265)
			Mechanic Agriculture Machinery (47/216), Mechanic Motor Vehicle (35/215)
			Textile Wet Processing Technician (64/237), Weaving Technician (69/238)
			Tool & Die Maker (Dies & Moulds) (65/228), Tool & Die Maker (Press Tools, Jigs & Fixtures) (66/229)
			Sewing Technology (99/247), Dress Making (103/248)
			Secretarial Practice (English) (125/258), Stenographer & Secretarial Assistant (English) (126/259)
			Mechanic Auto Body Repair (266), Mechanic Autobody Painting (267)

No. MSDE-18011/01/CTS/Jan/2017-TTC

Government of India

Ministry of Skill Development & Entrepreneurship

Directorate General of Training

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, Dated 18<sup>th</sup> January, 2017

To,

1. All the State Directors/UTs (Dealing with Craftsmen Training Scheme).
2. The Principal, NVTI-Noida and RVTIs-Mumbai, Bengaluru, Thiruvananthapuram, Panipat, Kolkata, Tura, Indore, Allahabad, Jaipur, Vadodara, Shimla, Patna, Agartala, Trichy and Mohali.

Subject :- Entry qualification of 06 trades for the trainees admitted in July/August, 2014 & July/August, 2015- regarding.

Sir,

This is in reference to this office letter no. MSDE-2/3/2014-CD dated 27.07.2015 regarding implementation of revised curricula of 63 trades under Craftsmen Training Scheme (CTS) w.e.f. August, 2014 wherein it was decided to keep the entry qualification of following 06 trades as 8<sup>th</sup> pass for another one year i.e. admission session for August, 2014 & August, 2015 (copy enclosed).

1. Foundry man Technician (Old name Foundry man)
2. Mechanic (Tractor)
3. Mechanic Agricultural Machinery
4. Plumber
5. Sewing Technology (Old Name - Cutting & Sewing)
6. Old Age Care

In view of the above, I am directed to inform you that the trainees admitted in above trades for session July/August, 2014 and July/August, 2015 are supposed to use Semester-I & II, Paper-II W/Sh. Calculation & Science and Engineering Drawing for 8<sup>th</sup> pass entry qualification. However, trainees admitted in July/August, 2016 are advised to use Semester-I & II, Paper-II W/Sh. Calculation & Science and Engineering Drawing for 10<sup>th</sup> pass entry qualification as per latest syllabus available on DGT website.

Sl. No.	Session of Admission	Semester	Paper-II (W/Sh. Cal. & Sci. and Engg. Drawing)
1.	August, 2014 & August, 2015	I & II	8 <sup>th</sup> pass entry qualification
2.	August, 2016	I & II	10 <sup>th</sup> pass entry qualification

Encl:- As above.

Yours faithfully



(K. Singh)

Deputy Director of Training  
For Director of Training

Annexure – B

Trade Name of 8<sup>th</sup> Pass trades for Sem – I & Sem – II

Sl.No.	Trade Name
1	Carpenter - 007/206
2	Excavator Operator - 002
3	Sanitary Hardware Fitter - 005
4	Foundry man - 009/214 (Session – 2014 & 2015)
5	Mason - 014/211
6	Mechanic (Tractor) - 018/202 (Session – 2014 & 2015)
7	Plumber - 023/209 (Session – 2014 & 2015)
8	Sheet Metal Worker - 026/213
9	Welder (Gas & Electric – 29/212, GMAW & GTAW - 268, Pipe - 269, Structural - 270, Welding & Inspection – 271 and Fabrication & Fitting - 272)
10	Painter General - 059
11	Wireman - 070/232
12	Mechanic Agriculture Machinery (47/216) (Session – 2014 & 2015)