

No. 4270 / Dt. 30/9/19  
VT-I-8/2019

From

Sri S. K. Mishra,  
Secretary I/C.

To

The Principals,  
All Govt. & Private ITIs.

Sub: Issuance of all types of physical certificates by DGT - regarding.

Sir/Madam,

In inviting a reference to the letter No.DGT-18017/29/94-TTC dtd. 26<sup>th</sup> September 2019 (copy enclosed) on the subject cited above, I am to inform you that DGT, New Delhi has decided to issue the following manual NTCs/NACs pending for issuance due to discontinuation of physical NTCs/NACs for a limited period till 15<sup>th</sup> November 2019.

1. NTC for COE (BBBT) & COE (Advance Module)
2. NAC for the trainees passed till 107<sup>th</sup> AITT under ATS

The Principals of all the ITIs are therefore directed to submit the list of pending pass out trainees' data of the above examinations in excel format (both in hard copy & soft copy form) along with following documents in the VT Section of the Council **on or before 15.10.2019 positively**.

**EXCEL FORMAT OF TRAINEE'S DATA AS IN THE RESULT SHEET**

Sl No.	Name of the Trainee	Father's Name	Name of the ITI	Trade	Session		Passing Year	Certificate No.	Reason for Delay	Page No. in the Result Sheet
					From	To				

**DOCUMENTS FOR SUBMISSION**

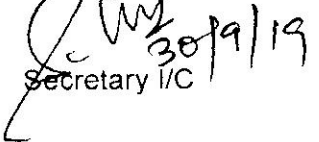
1. Copy of the result sheet of the above passed out trainees
2. Copy of approval/permission/affiliation order given by DGT
3. Filled-in certificates pending till September 2019, if any
4. Requisition for additional blank NTC for COE (BBBT & Advance Modules) / NAC till 107<sup>th</sup> AITT for Apprentices
5. Forwarding letter for reason for delay in furnishing the certificates.

Further, the Principals are instructed to submit the pass out trainees' data in the prescribed eNTC format for pending legacy eNTC under CTS for trainees admitted before August 2014 and the trainees passed under DST mode along with result sheets by **15.10.2019**.



Since, it is the last chance for issue of physical NTC/NAC, the required records/information mentioned above are to be submitted at the Council on time, failing which no further request shall be entertained.

Yours faithfully,

  
30/9/19  
Secretary I/C

No. DGT-18017/29/94-TTC  
GOVERNMENT OF INDIA  
MINISTRY OF SKILL DEVELOPMENT & ENTERPRENEURSHIP  
DIRECTORATE GENERAL OF TRAINING

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Employment Exchange Building, 1<sup>st</sup> Floor  
IARI Complex, Library Avenue Road, Pusa Campus,  
New Delhi, dated 26.09.2019

To

1. All the State/UT Directors/Commissioner dealing with CTS and ATS
2. The Regional Director, RDSDEs, DGT, MSDE
3. The Director/Principal, NSTIs /NSTIs (W), DGT, MSDE

**Subject:- Issuance of all types of physical certificates by DGT- Regarding**

Sir,

Please refer to this office letter No. DGT/MSDE/2019-Gen dated 24.06.2019 regarding stoppage of Physical Certificate. In this regard, it is informed that the competent authority has decided to allow the issuance of all type of physical certificates pending for issuance due to discontinuation of physical National Trade Certificate for COE (BBBT), COE (Advanced Module), National Apprenticeship Certificate (till 107<sup>th</sup> AITT under ATS) and National Crafts Instructor Certificate (NCIC) under CITS again for a period till 15<sup>th</sup> Nov., 2019. This facility is opened to avoid inconvenience to the trainees who have passed the AITT before Sept., 2019.

You are therefore requested to depute officials to DGT(HQ) along with all supporting documents (i.e. a list of passed out trainees ITI wise in prescribed format as given below, copy of their result and approval/permission/affiliation order given by this Directorate General) latest by 15<sup>th</sup> Nov., 2019 to get facsimile signature on already filled-in certificates pending till Sept., 2019 at your end. You are also requested to collect blank certificates from DGT (HQ) if required and resubmit before specified date.

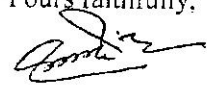
S.No	Name of Trainee	Father's Name	Name of the Institute	Trade	Session		Passing Year	Certificate No.	Reason for delay
					From	To			

The reason for delay in furnishing the certificates should also be indicated in forwarding letter.

Further to inform that e-NAC & e-marksheet will be issued from Apprenticeship Portal for 108<sup>th</sup> All India Trade Test under ATS and onwards.

It is also informed that issuance of legacy e-NTC under CTS for trainees admitted before admission session Aug, 2014 and passed out trainees under Dual System of Trainee (DST) may also be submitted before 15<sup>th</sup> Nov., 2019 in prescribed format used for legacy e-NTC alongwith verified detail of trainees to DGT for issuance of pending e-NTC as per prevailing practice.

Yours faithfully,



(K. Singh)

Dy. Director of Training, TT Cell

Ph: 011-25847031

