



No. 1479 AITT-Sept-2021/Dt. 07.09.2021
VT-XVI-II/2019

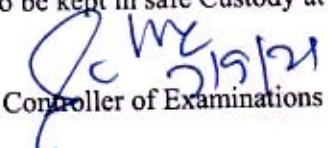
In pursuance to the DGT Notification No MSDE -18011/CTS/Ja-20/2019-TTC(P) Dated 2nd August-2021, the ITI s/TTC s & Nodal ITI s shall follow the following Guidelines for Conduct & Evaluation of Engineering Drawing & Practical of AITT-Sept-2021 to be commenced from 13.09.2021.

Guidelines for Conduct of ED & Practical :

1. The Examination Centre should follow the SoP and Guidelines issued from the Govt. of India , Govt. Of Odisha , District & Local Authority as strictly applicable for Covid-19
2. The concerned TTC/ITI must confirm the appointment of Practical Examiner(By the SCTE&VT, Odisha) for all Trade at least 3days before the schedule Examination.
3. Photocopy of Question papers from out side of Exam Centre or movement of question paper outside the Exam Centre premises before completion of the Exam is strictly prohibited.
4. The concerned TTC /ITI must ensure that Unit, Trade and Exam wise attendance sheet (Sample copy to be issued by the SCTE&VT) of Trainees appearing for the Exam is prepared before the day Examination. The same must include Roll Number as per NCVT MIS Portal .
5. The Instructions for the Trainees Taking Examination must be as per following DGT guidelines

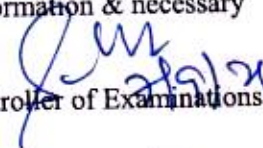
Guidelines for Evaluation of ED & Practical :

1. All the Centre Superintendents of the TTC-s shall deposit the ED Sheets at the respective District Nodal Govt. ITI s immediately after the same day of ED Examination.
2. ITI should depute their ED Faculty to Nodal Govt. ITI for necessary Evaluation.
3. Nodal Centre should take necessary steps to complete Evaluation process of ED Sheets within 3 days & uploading of the ED marks should be completed within 5 days as per the DGT guidelines.
4. Practical Jobs should be evaluated on the spot on the day of Examination by the Examiner & the Mark foil should be submitted to the Nodal Govt. ITI for immediate uploading in the NCVT MIS Portal .
5. If any ITI/TTC fails to submit the ED sheet/Practical job with Mark foil at the Nodal Govt. ITI in Time , then they shall be held responsible for Non-publication of results of their Trainees.
6. The evaluated ED Sheets & Practical Jobs along with Mark Foil are to be kept in safe Custody at the Nodal Govt. ITI s for future reference & requirements .
7. All above activities are to be followed Strictly .


Controller of Examinations

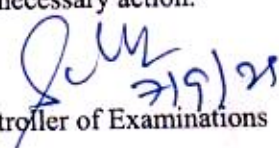
Memo No. 1480/AITT-Sept-2021/Dt. 07.09.2021

Copy to the Principals of All the ITI s of Odisha (Both Govt. & Pvt.) for information & necessary action.


Controller of Examinations

Memo No. 1481 /AITT-Sept-2021/Dt. 07.09.2021

Copy to the Principals of All Nodal Govt. ITI s of Odisha for information & necessary action.


Controller of Examinations