

**NSTI's Review meeting by the DG(T)/AS, DGT on 14th and 15th March, 2019
at Conference Hall, Government ITI, PUSA, New Delhi**

Item. No	Agenda points for discussion
1.	Affiliation of trades unit wise - CTS & CITS : Based on the Infrastructure, Tools & Equipment available and based on the self-affiliation done by the NSTI's, the Number of Trades with units under CTS/CITS to be finalised in respect of each NSTI.
2.	Introduction of atleast two new age CTS courses: All the NSTI's must run atleast two New age courses under CTS and the same to be finalised.
3.	Provision of Smart agriculture in the available land: A minimum of one-acre land must be utilised for Smart agriculture if the Institute is having more than 2 acres of land.
4.	Compulsory Solar power tapping: All NSTI's must lay solar panels for power tapping by using the roof tops or one-acre empty land may be earmarked if sufficient land is available.
5.	Conducting PMKVY courses in NSTI's: A proposal with a target of 1000 in the FY 2018-19 and 10000 in the FY 2019-20 for running PMKVY courses is underway. In this connection all the NSTI's are requested to register themselves in the SMART portal .In this regard the details of the nodal officer of NSDC is shared and all NSTI's should register by the third week of March,2019
6.	Budget FY 2018-19 review & action plan for FY 2019-20 The Budget utilised under various Budget Sub -Heads for the FY 2018-19 with important items procured will be reviewed. A quarterly procurement / major/ minor works plan for the FY 2019-20 to be submitted by the end of March,2019.
7.	NSTI extension centres-review: The RD, RDSDE's are to update the status on the extension Centres.
8.	AEBAS review: All the NSTI's as well as RDSDE's must have their registration mandatory on central portal portal-cndgt.attendance.gov.in
9.	Upload of trainee details in the portal: There is a mismatch between the Trainee data available pertaining to CITS trainees in the portal in respect of some NSTI's with data provided by NIMI. The Nodal officers are to rectify / correct the same.
10.	Diploma courses review: Approval for commencing diploma courses in NSTI's may be put up .
11.	RPL review: The status on RPL registered with NSTI shall be reviewed.

12.	BTP review: The contract / agreement signed between the NSTI and Employer in regard to BTP with the number of candidates registered in different trades shall be reviewed.
13.	DST review: All CTS courses proposed in NSTI's to be run under DST mode.
14.	Industry / ITI linkages: All NSTI's should have Industry linkage as well as regular interaction with atleast 10 ITI's in their vicinity. NSTI's have to ensure that , each lab is to be equipped / upgraded with the latest machineries by involving the related Industries which in turn will benefit our trainees in seeking a gainful employment in the same industry which has supported the NSTI in setting up the Labs.
15.	Purchase proposals for FY 2019-20 in tune with CITS trades / units: While purchasing the Tools and Equipment, the main focus is on purchasing items related to CITS trades as per the syllabus prescribed, rather than on AVTS items. Also, it is to be seen that no pirated software is used in the computers. Procurement of Original Licence software is mandatory
16.	Condemnation /Auctioning of items -time lines: All the obsolete and unserviceable equipment /items to be condemned as per Govt norms and to be auctioned. In this regard a time line may be prepared and submitted to the HQ by the end of March, 2019.
17.	Focus on Swachhta: More focus should be given on the cleanliness of the Institute and regular reports need to be forwarded to the HQ.
18.	Filling of posts under HOD's power: All the vacant posts which have not gone under ban and under the purview of HOD of the Institute may be filled up for smooth functioning of the Institute. In this regard, the complete details about the staff strength (Name and designation) may be brought for submission.
19.	Focus on Increasing capacity of Hostels: While proposing various Major and Minor works, more focus is to be given for increasing the capacity of the Hostel especially in regard to Women Hostel.
20.	Any other issues, if any with the kind approval of DG(T)/AS.

Minutes of Meeting held on ~~on~~ 14th and 15th March, 2019 at Conference Hall, Government ITI, PUSA, New Delhi to review NSTI's under the Chairmanship of DG/AS, DGT, MSDE.

At the outset the DDG(C, P & Admn.) extended a warm welcome to the DG(T)/ AS and other RD, RDSDE's / HOO/Principals of various NSTI's. After a brief introductory speech by both the DDG's, the agenda points have been taken one by one.

The list of members present during the meeting is enclosed as Annexure -A.

The outcome / minutes of the meeting are as under : -

Item. No	Minutes of the meeting against each Agenda item.
1.	<p>Affiliation of trades unit wise - CTS &CITS :</p> <p>The discussion regarding self-affiliation report of each NSTI was taken up one by one.</p> <p>Firstly, the NSTI, Dehradun had come forward and made the presentation. Based on the present trainees on roll , as well as the requirement of trainers on all India basis and as there are very few ITIs in the country offering Computer Hardware and Network Management (CHNM) trade , it has been decided to cut down the CHNM trade with intake capacity of (40+40) to (20+20) for the session beginning July, 2019.</p> <p>Similarly as there are very few ITIs in the country offering Electronic Mechanic (EM) trade, it was decided to cut CITS seats (80+80) to (20+20) for NSTI, Dehradun.</p> <p>The extra Infrastructure, Tools & Equipment available after the cut down pertaining to these trades may be utilised in running the new age CTS courses.</p> <p>Also in respect of NSTI, Calicut as there is minimum response for the trade of CHNM, it has been decided not to run the CHNM trade in the forthcoming session at Calicut, as CITS seats in CHNM Dehradun will be sufficient to take care of ITI Teacher requirements in this trade.</p> <p>In respect of NSTI, Kolkata pertaining to Carpenter CITS trade it was decided to reduce the seating capacity as well as to run only from Kolkata and not to run from other NSTI's, as there are very few ITIs offering Carpenter CTS trade in the country.</p> <p>Due to the paucity of time and as more Agenda items were to be covered, it was decided that , based on the principle that is applied in respect of NSTI Dehradun and Kolkata ,on similar lines other Institutions should also work out based on the need of trainers on pan India basis , as well as demand for the specific trades ,the unpopular trades may not be run, otherwise to be run only from one or two NSTI's , where good Infrastructure is available.</p> <p>Also the workshop pertaining to each trade are to be up done or redone in collaboration with the related Industries under their CSR activities. Central or</p>

None with minor changes made.

[Signature]

4.7.19

State Government PSUs can also be involved in setting up labs/workshops from their CSR funds. A committee is being setup at HQ level to give quick approvals to such proposals.

The whole exercise to be done immediately and come out with the definite number of units in each trade to be run in each NSTI, and communicate to the DGT (HQ), by ~~29th March, 2019~~ 5th April 2019

2. **Introduction of at least two new age CTS courses:**

All the NSTI's must run at least two New age courses under CTS and the same has been finalised as under:

Sl	Institute		New Age Courses decided to run	
1	NSTI	Dehradun	IoT(SA), IoT(SHC)	Solar Technician
2	NSTI	Chennai	IoT (SA)	Mechatronics
3	NSTI	Calicut	Electrical power Distribution	Solar Technician
4	NSTI	Bengaluru-I	-	-
5	NSTI	Bengaluru-II	IoT(SA)	Solar Technician
6	NSTI	Kanpur	Mechatronics	3 D printing
7	NSTI	Haldwani	IoT(SA)	Solar Technician
8	NSTI	Jamshedpur	-	-
9	NSTI (W)	Trivandrum	3 D printing	Smart phone
10	NSTI (W)	Bengaluru	IoT (SA)	IoT (SC)
11	NSTI (W)	Trichy	Smart Phone	IoT(SC)
12	NSTI (W)	Indore	IoT(SC)	IoT(SA)
13	NSTI (W)	Noida	Solar Technician	IoT(SHC)
14	NSTI (W)	Allahabad	IoT(SC)	IoT(SA)
15	NSTI (W)	Patna	-	-
16	NSTI (W)	Shimla	IoT(SC)	IoT (SA)
17	NSTI	Howrah	Mechatronics	IoT(SA)
18	NSTI	Jodhpur	Solar Technician	Smart Phone
19	NSTI	Hyderabad (R)	IoT(SHC)	Drone pilot
20	NSTI	Hyderabad (V)	Solar technician	Geo informatics Assistant
21	NSTI	Mumbai	IoT(SHC)	Mechatronics, Solar technician
22	NSTI	Ludhiana	IoT(SA)	Solar Technician
23	NSTI	Bhubaneshwar	-	-
24	NST (W)	Kolkata	IoT(SC)	Smartphone
25	NSTI (W)	Jaipur	Geo informatics Assistant	3D printing
26	NSTI (W)	Agartala	-	-
27	NSTI (W)	Tura	Soil testing & Crop Technician	-
28	NSTI (W)	Hyderabad	IoT(SA)	Soil testing
29	NSTI (W)	Goa	-	-
30	NSTI (W)	Vadodra	IoT(SC)	Solar Technician
31	NSTI (W)	Panipat	-	-

	32	NSTI (W)	Rajpura	Nil	Nil
	33	NSTI (W)	Mumbai	IoT(SC)	Smartphone
	<p>The uploading of the trainee details in regard to these new age CTS courses shall be done by the TC section.</p> <p>* IoT (SA)- Internet of Things(Smart Agriculture), IoT(SHC)- Internet of Things(Smart Healthcare), IoT(SC) - Internet of Things (Smart City), Smartphone-Smart Phone Technician cum App Tester</p>				
3.	<p>Provision of Smart agriculture in the available land:</p> <p>A minimum of one-acre land must be utilised for Smart agriculture if the Institute is having more than 5 acres of land.</p>				
4.	<p>Compulsory Solar power tapping:</p> <p>All NSTI's must lay solar panels for power tapping by using the roof tops or one-acre empty land may be earmarked if sufficient land is available. All the NSTI's must start with a minimum capacity of 250 KVA, while NSTI(W) must start with minimum 100KVA (if they are not in rented building).</p> <p>Action for award of contract may be done at Institute level by strictly following Govt procedures, if it falls in their delegated powers.</p>				
5.	<p>Conducting PMKVY courses in NSTI's:</p> <p>A proposal with a target of 1000 in the FY 2018-19 and 10000 in the FY 2019-20 for running PMKVY courses is underway. In this connection all the NSTI's are requested to register themselves in the SMART portal of NSDC. Most of the NSTI's have registered in the SMART portal and remaining NSTI's should register by the third week of March,2019. The details of the nodal officer of NSDC is shared with the NSTI's</p>				
6.	<p>Budget FY 2018-19 review& action plan for FY 2019-20:</p> <p>The Budget utilised under various Budget Sub - Heads for the FY 2018-19 was reviewed. A quarterly procurement / major/ minor works plan for the FY 2019-20 to be submitted by the end of March, 2019.</p>				
7.	<p>NSTI extension centres-review:</p> <p>The RD, RDSDE's are to update on the status of the extension Centres. NSTI Chennai will have interaction with the Pudducherry Government on this matter on 19th March, 2019.</p> <p>RD, RDSDE, Andhra Pradesh has brought a proposal for the same at Vishakhapatnam and to be put up in file for further approval.</p> <p>CITS refresher courses and ITI student/Teacher short term re-skilling courses to be run at NSTI extension centres.</p>				

8.	<p>AEBAS review:</p> <p>All the NSTI's as well as RDSDE's must have their registration mandatory on central portal portal-cndgt.attendance.gov.in. All the employees must apply leaves, tours, etc through portal only. All the reporting officers are to regularly browse the same and accord approval of leaves, tours, etc</p> <p>In cases where punctuality is not maintained, action to be initiated against the individual by imposing pay cuts as well as minor punishments by the Head of the Institutes.</p> <p>Similarly those officers who leave the HQ, without information and take leaves without any information or approval to be dealt with punishments as per CCS rules.</p> <p>DG desired status on RD, RDSDE, Jharkhand, who was not present in the meeting. DG expressed deep dissatisfaction at behaviour of Regional Director, RDSDE Bihar and Regional Director, RDSDE Jharkhand who have been practically absent / on leave after their promotions.</p>
9.	<p>Upload of trainee details in the portal:</p> <p>There is a mismatch between the Trainee data available pertaining to CITS trainees in the portal in respect of some NSTI's with data provided by NIMI. The Nodal officers are to rectify / correct the same by 25th March as Hall tickets will be generated only on the basis of data available in CFI module in NCVT portal and attendance data coming from <i>dgtskillattendance.ac.in</i></p>
10.	<p>Diploma courses review:</p> <p>Most of the NSTI's have planned for introduction of IBM cloud computing course. Other 5 diploma courses namely: Diploma in Welding Technology, Diploma in Industrial Electronics & Instrumentation, Diploma in Manufacturing Technology, Diploma in Automotive Technology and Diploma in Construction Technology needs to be explored at NSTI Bengaluru, NSTI Kanpur, NSTI Hyderabad(R), NSTI Hyderabad(V), NSTI Mumbai, NSTI Chennai and NSTI Kolkata respectively.</p>
11.	<p>RPL review:</p> <p>The status on RPL registered with NSTI has been reviewed. The NSTI's, with more enrolment of trainees finding it difficult to conduct the exam at the NSTI, and therefore have to identify the nearby Govt ITI's with good grading to be chosen as exam centres and deploy DGT official as Examiners. Also RPL candidates must not be made to travel outside the state where they are employed, <i>to the extent possible.</i></p>
12.	<p>BTP review:</p> <p>The contract / agreement signed between the NSTI and Employer in regard to BTP with the number of candidates registered in different trades has been reviewed. All NSTIs including NSTI(W) must run BTP centres and quickly upload apprentice contracts on <i>apprenticeship.gov.in</i>.</p>

13.	DST review:
	All CTS courses proposed in NSTI's to be run preferably under DST mode.
14.	Industry / ITI linkages:
	All NSTI's should have Industry linkage as well as regular interaction with at least 10 ITI's in their vicinity. NSTI's have to ensure that, each lab is to be equipped / upgraded with the latest machineries by involving the related Industries under their CSR funds.
15.	Purchase proposals for FY 2019-20 in tune with CITS trades / units:
	<p>While purchasing the Tools and Equipment, the main focus is on purchasing items related to CITS trades as per the syllabus prescribed, rather than on AVTS items.</p> <p>Also, it is to be seen that no pirated software is used in the computers. Procurement of Original Licence software is mandatory. While purchasing software it should be seen that if educational purpose license is available at cheaper price, then those should be procured. Also, certain software like AUTODESK is made available by them free for download by NSTIs and ITIs.</p>
16.	Condemnation /Auctioning of items -time lines:
	All the obsolete and unserviceable equipment /items to be condemned as per Govt norms and to be auctioned. In this regard a time line may be prepared and submitted to the HQ by the end of March, 2019.
17.	Focus on Swachhta:
	More focus should be given on the cleanliness of the Institute and regular reports need to be forwarded to the HQ. Workshops and classrooms full of broken furniture, dirty fans and window glasses etc. gives a very bad environment and special cleanliness drives need to be taken up by all NSTIs and offices.
18.	Filling of posts under HOD's power:
	All the vacant posts which have not gone under ban and under the purview of HOD of the Institute may be filled up for smooth functioning of the Institute. But it was clarified that V.I. posts are now Group-B Non-Gazetted posts and will be filled by DGT HQ only.
19.	Focus on Increasing capacity of Hostels:
	While proposing various Major and Minor works, more focus is to be given for increasing the capacity of the Hostel especially in regard to Women Hostel.

20.	<p>Any other issues, if any with the kind approval of DG(T)/AS.</p> <ul style="list-style-type: none"> ➤ CDDO in each state to be established. Proposal to be moved. ➤ Separate PAO at Guwahati. Proposal to be moved. ➤ Delegation of more financial power for engaging Security Personnel and House Keeping from the existing amount of 1 Lakh and 2 Lakhs per annum respectively to 3 lakhs per annum. Proposal to be moved by DIR(CFI) for IFD approval. ➤ Files/proposals to DGT (HQ) to be forwarded through e office only, except in matters related to court cases. ➤ SPARROW software to be used for writing APAR. Hence, special drive must be taken by all RDSDE and Director (Admin) to ensure GOV.IN e-mail address to all employees. JD(IT) to monitor this on daily basis so that by 31st March all employees have GOV.IN email addresses. ➤ Employee corner will be opened at DGT.gov.in website for bringing in more transparency. All the employees to fill up and submit the mandatory form. Optional form in regard to transfer requests may be filled if desired by the individual. ➤ Only digitally signed certificates to be issued even in case of AVTS /short term courses also. ➤ All CITS certification will have a validity of 5 years and may be renewed through refresher courses. ➤ Hall tickets issuance of all CITS students at NSTIs will be linked with the Bio metric Attendance System. ➤ Plan for running courses in Marine Fitting or other such courses by coastal NSTI's in tie up with DG shipping under Sagar mala project. ➤ In respect of NSTI, Jamshedpur, there is communication from the State of Jharkhand asking for vacating the accommodation provided at Government Polytechnic, Adityapur, Jamshedpur for running the NSTI, Jamshedpur, as there is a shortage of space for the polytechnic.
	<p>In this regard it is desired that, as only Fitter trade under CITS is being run, which may be continued for the current year batch and may be discontinued, till new construction is completed at the allocated land.</p> <p>Also two DDT's, one ADT and Skilled worker and one Junior Consultant are presently available, it may not be justifiable to have so much of manpower at one location, where only one trade is being run. Accordingly, the officials may be posted to other places where acute man power shortage is there.</p> <p>Also the machineries may be shifted to places where more trades and requirement is there.</p>

The meeting ended with the vote of thanks to the Chair.