

Check List for Technical Inspection of Industrial Training Institutes/Centers

A General

S. No		
1	Name of the institute /center	M.S Industrial training Center Pathankot Road Jalandhar
2	Name and designation of the inspecting officer	Sh. Sanjeev Kumar (Principal BTC Hoshiarpur)
3	Date of Inspection	27/06/2013
4	Date on which last inspection was carried out	9/2/2012
5	Indicate the name and designation of the officer	S. Rupinder Singh Deputy Director
6	Normal working hours in the institute	8:30am to 5 pm

B Trades / Units affiliated to NCVT

S. No	Trades	Units	Affiliation Letter No. with Date	Remarks
1	Cutting & Tailoring	2	S.C.I.R -25/26/10/2005 w.e.f Aug 2005	-
2	Embroidery & Needle work	2	S.C.I.R -25/26/10/2005 w.e.f Aug 2005	-
3	Hair & Skin Care	1	S.C.I.R -13/04/2007 Both trades w.e.f Feb/Aug 2007	-
4	COPA	1	S.C.I.R -13/04/2007 Both trades w.e.f Feb/Aug 2007	-
5	Welder	2	S.C.I.R -26/05/2011 SIR 8/07/2011 w.e.f Aug 2011	-

C Strength of the trainees (Furnish Information for the last 3 years)

S. No	Trades	Details of No. of Trainees admitted/ dropout/pass out during 3 years								
		Year 2010/12			Year 2011/12			Year 2012/13		
		Admit	Drop out	Passed	Admit	Drop out	Passed	Admit	Drop out	Passed
1	Cutting & Tailoring	32	5	24	24	4	20	29	4	-
2	Embroidery & Needle work	11	1	9	15	-	15	8	1	-
3	Hair & Skin Care	21	2	18	18	4	14	16	3	-
4	COPA	26	10	14	21	6	16	18	5	-
5	Welder	-	-	-	25	6	19	24	1	-

D Position of staff along with qualification

S. No	Category of staff with their names	Qualification	Sanctioned strength	Present strength	shortfall	Remarks
1	Maninder Kaur Rajwant Kaur (INS)	Diploma in Teacher Training	2	2	Nil	-
2	Raksha Devi, Kamaljeet Kaur (INS)	Diploma in Teacher Training	2	2	Nil	-
3	Neetu Bala (INS)	Diploma in Hair & Skin Care	1	1	Nil	-
4	Parminderjit Kaur, Chandan Jyoti	Diploma In Computer Engg., COPA	1	1	Nil	-
5	Anju Mahajan	M.A, B.ed	1	1	Nil	-
7	Mahesh Kumar Hira Mahajan	Diploma In Welder , Diploma In Mechanical	2	2	Nil	-

Note Furnish the information Regarding Staff On the above performa

Photocopy of attendance register of the staff should be enclosed for the period from provisions inspection up to date

E ACHINERY & EQUIPMENT (TICK WHERE EVER APPLICABLE)

S. No	Trade	Adequate	Inadequate	Reasons for deficiency
1	Cutting & Tailoring	Adequate	-	-
2	Embroidery & Needle work	Adequate	-	-
3	Hair & Skin Care	Adequate	-	-
4	COPA	Adequate	-	-
5	Welder	Adequate	-	-

Note Furnish the information regarding the machinery, tools etc on the below given Performa in the same order as in the latest standard list of the concerned trade whether the trade is running or not.

S. No	Trade	Std List No.	Items (as per standard list)	Required No.	Available	Shortage
1	Cutting & Tailoring	-	List of Tools & Equipment Attached	-	-	-
2	Embroidery & Needle work	-	List of Tools & Equipment Attached	-	-	-
3	Hair & Skin Care	-	List of Tools & Equipment Attached	-	-	-
4	COPA	-	List of Tools & Equipment Attached	-	-	-
5	Welder	-	List of Tools & Equipment Attached	-	-	-

F Maintenance of machinery and equipment

S. No	Trade	No. of machine /equipments in working condition	No. of machine under breakdown	No. of machine needs replacement	Remarks
1	Cutting & Tailoring	In working condition	-	-	-
2	Embroidery & Needle work	In working condition	-	-	-
3	Hair & Skin Care	In working condition	-	-	-
4	COPA	In working condition	-	-	-
5	Welder	In working condition	-	-	-

Note Furnish the information regarding F Maintenance of machinery and equipment on the above performa

G TRAINING STANDARD (STATE YES/NO)

S. No.	Methodology	Yes/No	If "NO" State Reasons
	Whether latest copy of syllabi available	Yes	-
	Whether Instructor follow breakup of syllabi by time schedule, lesson plan and demonstration	Yes	-
	Use of audio slash usual	Yes	-
	Preparation and updating of instructional material carried out	Yes	-
	Design of practical exercises for entire syllabi	Yes	-
	Caliber of instructor in respect of theory and practice of craft	Yes	-

Availability of raw material quality wise, quantity wise sufficient .	Yes	-
Jobs are manufactured by trainees	Yes	-
Training imparted on different machine to enlarge skill is adequate	Yes	-
Any specific problem in skill training		-

H Any Extracurricular activities including libraries studies and sports

Whether the staff , space , M /C etc is sufficient to run the institute

CONCLUSION AND RECOMMENDATION

NOTE While carrying out inspection of a section of a trade , frank discussion may be held with the instructors and the trainees regarding various problems encountered during the process of training and their suggestion for improvement

Signature of Inspecting Officer
Name of Inspecting Officer