

Directorate of Technical Education and Industrial Training, Punjab							
SURPRISE INSPECTION PERFORMA (I.T.I's)							
A	GENERAL INFORMATION						
1	Name Of The Institute	GOVERNMENT INDUSTRIAL TRAINING INSTITUE (W), GIDDERBAHA					
2	Name of the Principal/HM (With Designation)	Sh. Parshotam Dass G.I. (Additional Charge)					
3	Date of Present Inspection	27/11/2015					
4	Scheme wise Details						
	S. No.	Name Of Scheme	Funds Available	Physical Progress	Financial Progress	Percentage of Utilisation	Remarks
	1	Non plan	2947000		2005856	68.06%	
	2	PPP	25000000		7546117	30.18%	
5	Whether Physical Verification of last three year have been conducted give details?						
	Year	Whether Physical vericiation is done (Yes/No)	If Yes, then findings		Remarks		
	2013-14	yes (20/03/2013)	every thing is o.k. & all the machinery & tools are in the working condition				
	2014-15	Yes (27/03/2014)					
	2015-16	Yes (22/09/2015)					
6	Availability of Raw Material						
	Teams Findings on Stock			Student's feedback on Availability and use of Raw Material			
	Stock Availability	Quality		Raw material Provide by instructor at time to time as per syllabus & job requirement			
	Sufficent	Good					
7	Atleast three item should be properly verified from store-stock register						
	S. No	Name of Item	Availability As per Stock Record			Physically Available	
	1	computer	11			11	
	2	Head Steamer	1			1	
	3	Hair Dryer	10			10	
	4	High Frequency	1			1	
8	Machinery not working on inspection date.						
	Sr. No.	Machinery not in working order	From which date	Whether entry is made in the log book		Action taken by the Principal to get it in order	
	NIL						
9	Detail of Placement of trainees for the last three years						
	Year	Total Students Admitted	Total students appeared in the exam	Passout Percentage	Placement Percentage		
					No.	Against total Admitted	Against Total Passout
	2011-12	72	62	86%	6	8.33%	10%
	2012-13	94	80	85%	25	26.60%	31.25%
	2013-14	112	98	88%	16	14.29%	16.33%
	2014-15	157	135	94%	25	15.92%	18.51%
10	Detail of Apprentice trainees for the last three years						
	Year	Total Students Admitted	Total students appeared in the exam	Passout Percentage	Apprentice Percentage		
					No.	Against total Admitted	Against Total Passout
	N.A.						
11	Detail of apprenticeship for the last three years						
	No. of survey conducted in this year	No. of Seats available during last year.	No. of Seats added during this year	Total No of Seats Accessed			
	N.A.						
12	Detail of upkeep the plants/ Building/surroundings	Very Good					

13	General Cleanliness of the Institute	Excellent		<u>Very Good</u>		Good		Poor
				Very Good				
14	STAFF POSITION							
	Category	Sanctioned Staff	Filled	Vacant	Sent on Duty from Institute	Working On Duty in Institute	Net Vacancy	Absent
	Principal Grade-1 or 2 Supdt.Tech./ Headmistress	1	1	0	0	1	0	0
	Group Instructors	0	0	0	0	0	0	0
	Instructors	3	2	1	0	2	1	0
	Office Staff	2	2	0	0	2	0	0
15	STRENGTH OF TRAINEES TRADEWISE	On Role		Present		Absent		On Leave
	sewing Technology	35		25		5		5
	COPA	47		34		10		3
	Surface Ornamentation Tech.	20		16		3		1
	Basic Cosometology	35		23		3		9
	Teacher Training	33		25		6		2
16	Whether Record of attendance maintained properly	<u>Yes</u>						
17	Academic Record Trade Wise	No. of Monthly test		No. of jobs carried out		Remarks		
		To be done	Actually done	To be done	Actually done			
	sewing Technology	4	4	3	3			
	COPA	4	4	4	4			
	Surface Ornamentation Tech.	4	4	4	4			
	Basic Cosometology	4	4	3	3			
Teacher Training	4	4	21	21				
18	Whether information regarding RTI Act has been displayed properly	<u>YES</u>						
19	Whether Website of the Institute updated. Yes/No.	<u>Yes (www.punjabitis.gov.in)</u>						
20	Whether information regarding Anti Ragging has been displayed properly	<u>YES</u>						
21	Students feedback if any	TRAINING IN THIS INSTITUTE IS VERY GOOD, RAW MATERIAL IS AVAILABLE IN THE PROPER QUANTITY & ON TIME . ALL THE STAFF MEMBERS IS VERY COOPRATIVE.						
22	Fees							
	Total Admission	Students Exempted from fees		Total fees payable	Total Fees due to be collected on the date of Inspection	Actual Fees Collected	Whether full collection deposited in the Treasury Account Yes or No	If Yes then date of deposite in treasury
		Girls	SC Students below 2 .5 Lacs from annual income					
	TOTAL Admission 170	---	67	103	--	91500	yes	21/07/2015,03/08/2015, 13-08-2015,04/09/2015, 02/11/2015, 13/11/2015
23	VTP							
	Trade	Full Target	Committed Target		Actual trained Till date		Whether Committed Target Will be achieved or not	
Due to VTP Courses Realignment VTP Process is under process.								

24	<u>VTP Quality</u>				
	Trade	No Of Trainees	Total Appeared in Exam	Passout	Placement
	Gar 102	11	11	11	80%
	Gar 105	20	20	20	75%
25	<u>VTP Fees</u>				
	Fee	Total Amount to be Re-imbursed		Actual Re-imbursment	Pending Re-imbursement
	Training Fees	192750		134925	57825
	Assessment	Nil		Nil	Nil
26	Additional Findings	NIL			
27	General Observation Made by Inspecting Officer	1. TRAINING STANDERED OF THIS INSTITUTE IS VERY GOOD.			
28	Reccomandation of Action Against official				
	Sr. No.	Name Of Staff	Finding in case of dereliction/committed wrong	Proposed Action	
	NIL				

CONTRACT STAFF AT IMC SOCIETY LEVEL
INSTRUCTOR PPP SCHEME =4
Outsourcing Staff
Chowkidar-01