

STATE COUNCIL FOR TECHNICAL EDUCATION & VOCATIONAL TRAINING, ODISHA
UNIT-VIII, NEAR RAJ BHAWAN, BHUBANESWAR – 12

No. 1916 / Dt. 3-4-17

From

Smt. Nilima Sahu,
Deputy Secretary.

To

The Principals of all Govt. and Private ITIs.

Sub: Correction of various trainees data (admitted in August 2014, 2015 and 2016).

Madam/ Sir,

As per instructions of DGT, New Delhi vide their letter dtd.31.03.2017 (copy attached), I am directed to inform you that data for correction of trainee details such as **trainee name, date of birth, father's name and mother's name** will be collected from different Govt. and Private ITIs for the **admission session August 2014, 2015 and 2016**. For preparing the above data, following instructions should be followed meticulously.

1. ITIs have to check their admitted trainee details with Board certificates and prepare the required data as per **enclosed Excel format**.
2. **The complete data should be compiled in one sheet in ascending order of the admission session.**
3. Thereafter, ITIs have to submit the data in soft copy in a pen drive along with neatly printed hardcopy and Xerox copies of Board certificate for necessary verification at Council level. The programme for submission of data is enclosed.
4. The Xerox copies of the Board certificates should be placed in orderly manner as per the correction data.
5. Without Xerox copy of the Board Certificate, no data shall be entertained.
6. **Corrections with respect to spelling mistakes only in trainee name, father's name and mother's name shall be accepted. In no case, complete change of name will be entertained.**
7. **The fields in which corrections are required should be highlighted. For any doubt, the attached example may be followed.**

Last date for submission of the above data to DGT, New Delhi is 10.04.2017. Hence, no data shall be accepted after 07.04.2017 3PM.

Yours faithfully,

Nilima Sahu
314117
Deputy Secretary

No. DGT-L-11011/1/2016-TC (Part-8)
Government of India
Ministry of Skill Development & Entrepreneurship,
Directorate General of Training

Shram Shakti Bhawan, Rafi Marg, New Delhi
Dated: 31st March, 2017

To

1. All ITIs (Govt. & Pvt.)
2. State Directors of all State Governments / UT Administrations
(Dealing with Craftsmen Training Scheme)

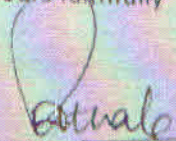
Subject: Corrections of various trainee data (admitted in 2014, 2015 and 2016) through concerned SPIU - reg.

Sir/Madam,

This directorate is in receipt of number of requests for correction of various trainee data like trainee date of birth, father's name, mother's name, etc. In order to ascertain the volume of corrections required, it has been decided to consolidate the same through respective State Directorates. Subsequently, officials acquainted with NCVTMIS portal at SPIU may be called at DGT to carry out the corrections.

Accordingly, it has been decided to request all State Directorates/SPIU to collect and consolidate the required corrections from the ITIs across the State and scrutinize them at State level. The applications found appropriate for correction may be consolidated in list form and forwarded to rajkumar.pathak@gov.in with the approval of concerned State Director/Commissioner by **10.04.2017**, so as to enable this directorate to make a decision on the same. **It may be noted that individual requests from ITIs will not be entertained at DGT.**

Yours faithfully


(Rajkumar Pathak) 31.3.17
Director (T)

PROGRAMME FOR SUBMISSION OF DATA

Sl. No.	Date of Submission	Name of District
1	05.04.2017	Angul, Balasore, Bargarh, Bhadrak, Cuttack, Dhenkanal, Ganjam, Gajapati, Jajpur, Jagatsinghpur, Kendrapara, Keonjhar, Khurda, Nayagarh, Puri
2	07.04.2017	Boudh, Bolangir, Deogarh, Jharsuguda, Kalahandi, Kandhamal, Koraput, Malkangiri, Mayurbhanj, Nawarangpur, Rayagada, Sambalpur, Sonepur, Sundargarh

FORMAT FOR SUBMISSION OF DATA IN EXCEL FORMAT

Name of the District :

NCVT ITI Code	Admission Session	Regn. No.	Name of the ITI/ITC :					
			Correct Trainee Name	Incorrect Trainee Name	Correct Father's Name	Incorrect Father's Name	Correct Mother's Name	Incorrect Mother's Name

EXAMPLE FOR SUBMISSION OF DATA IN PRESCRIBED FORMAT

Name of the District : Cuttack

NCVT ITI Code	Admission Session	Regn. No.	Name of the ITI/ITC : Govt. ITI, Cuttack							
			Correct Trainee Name	Incorrect Trainee Name	Correct Father's Name	Incorrect Father's Name	Correct Mother's Name	Incorrect Mother's Name	Correct DOB	Incorrect DOB
GU21000527	82016	R160821001346	RABINDRA NATH DALAI	RAABINDRA NATH DALAI	--	--	--	--	--	--
GU21000527	82016	R160821001372	D.SAGAR	--	D. SINNI RAO	--	--	--	--	--
GU21000527	82016	R160821001392	NUTAN PATRA	--	--	JHARANA PATRA	--	JHARANA PATRO	--	--
GU21000527	82016	R160821001524	PRIYANKA PRIYADARSHI NI SAHOO	--	--	--	--	--	11-Apr-1995	11-May-1995

N.B. -- The Date of Birth in the correction Sheet should be in the above format