

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	S. Kehar Singh Assistant Director
3	Date of Inspection	9/2/2012
4	Date on which last inspection was carried out	21/02/2011
5	Indicate the name and designation of the officer	S. Rupinder Singh Depty 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)

[illegible]

D Position of staff along with qualification

S. No	Category of staff with their names	Qualification	Sanctioned strength	Present strength	shortfall	Remarks
1	Ranjit Kaur, Rajwant Kaur (INS)	Diploma in Teacher Training	2	2	Nil	
2	Parveen Kumari, Maninder Kaur (INS)	Diploma in Teacher Training	2	2	Nil	
3	Sandeep Kaur (INS)	Diploma in Hair & Skin Care	1	1	Nil	
4	Parminder Kaur, Manpreet Singh	Diploma In Computer Engg.	1	1	Nil	
5	Anju Mahajan	M.A, B.ed	1	1	Nil	
6	Agya Singh	Diploma in Mechanocal	2	2	Nil	
7	Rakesh Kumar	Diploma In Welder	2	2	Nil	
8	Hira Mahajan	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	No	

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

satisfactory

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

K. S. S. 8/2/12
Signature of Inspecting Officer
Name of Inspecting Officer