

MSDE (DGT) – 02/01/2019-CD  
 Government of India  
 Ministry of Skill Development & Entrepreneurship  
 Directorate General of Training (DGT)  
 Employment Exchange Building,  
 Library Avenue, Pusa Complex,  
 New Delhi- 110012 dated: 19.09.2019

To,  
 -All Chief Secretaries/ Principal Secretaries/Secretaries/ Director(s)/Commissioner of the State Government/UTs dealing with Skill Development /Craftsman Training Scheme  
 - RDSDE/Principal of NSTIs

Subject: Re-distribution of Yearly Instructional hours of all trades under CTS -regarding

Sir/Madam,

On analyzing the instructional hours (including weekends and public holidays) and calculating at 40 hours per week, it is decided to redistribute the yearly instructional hours within 1600 hrs for 1 yr and 2 yr trades and 800 hrs for six monthly trade. The as per annexure attached and it is incorporated in the respective syllabus also.

The details of yearly distribution of duration of activities including revision, examination, holidays, session break etc is as follows:-

A) For 1 yr and 2 yr trades

Sl. No	Particulars of Activities	Duration (in weeks) for 1 and 2 year trades	Remarks
1.	Instructional activities	40	Start of session 1 <sup>st</sup> Aug
	Public and local Holidays	3.5	
2.	Revision /Project work	01	June 1 <sup>st</sup> wk
3.	AITT Examination	03	June 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> wk
4.	Session Break	4.5	Entire month of July
	Total	52	

B) For six monthly trades

Sl. No	Particulars of Activities	Duration (in weeks) for 06 monthly trades	Remarks
1.	Instructional activities	20	Start of session 1 <sup>st</sup> Aug
	Public and local Holidays	1.5	
2.	Revision /Project work	1.5	Jan 1 <sup>st</sup> wk
3.	AITT Examination	01	Jan 2 <sup>nd</sup> wk
	Total	24	

The Session Break of July should be utilized for the maintenance/repair of Workshops, Hostel, Machinery & Equipment, Completion of admission formality, Purchase of raw materials etc and any refresher training for faculties including Principal and workshop attendants etc .

Contd...2/-

This supersedes all the earlier orders issued in this regard, and will apply to all students of 2019-20 academic session onwards, and also to second year students of 2018-19 enrolment.

Yours faithfully



(Rajesh Aggarwal)  
DG/AS

Copy to: (for information):

- PPS to DDG (C,P &Admn), DGT, MSDE
- All Directors at DGT (HQ), New Delhi
- Director, T.T. Cell, DGT(HQ), New Delhi
- Director, CSTARI: is requested to change the instructional hours in all trade syllabi accordingly.
- Executive Director, NIMI: is requested to prepare the instructional materials for all trades accordingly.



(G.Giri)  
Joint Director, (CD & STRIVE)

**(One and Two year CTS Engineering Trades)**

**Yearly Hour Distribution**

S No.	Course Element	Notional Training Hours	
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year
1	Professional Skill (Trade Practical)	1000	1000
2	Professional Knowledge (Trade Theory)	280	360
3	Workshop Calculation & Science	80	80
4	Engineering Drawing	80	80
5	Employability Skills	160	80
	<b>Total</b>	<b>1600</b>	<b>1600</b>

Distribution of training on Hourly basis: (Indicative only)						
Year	Total Hrs /week	Trade Practical	Trade Theory	Workshop Cal. & Sc.	Engg. Drawing	Employ ability Skills
1st	40	25 Hours	7 Hours	2 Hours	2 Hours	4 Hours
2nd	40	25 Hours	9 Hours	2 Hours	2 Hours	2 Hours

*Signature*

**(One and Two year CTS D'Man Trades)**

**Yearly Hour Distribution**

S No.	Course Element	Notional Training Hours	
		1st Year	2nd Year
1	Professional Skill (Trade Practical)	1120	1120
2	Professional Knowledge (Trade Theory)	240	320
3	Workshop Calculation & Science	80	80
4	Employability Skills	160	80
	Total	1600	1600

Year	Total Hrs /week	Trade Practical	Trade Theory	Workshop Cal. & Sc.	Employability Skills
1st	40 Hours	28 Hours	6 Hours	2 Hours	4 Hours
2nd	40 Hours	28 Hours	8 Hours	2 Hours	2 Hours



**(One and Two year CTS Non-Engineering Trades)**

**Yearly Hour Distribution**

S No.	Course Element	Notional Training Hours	
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year
1	Professional Skill (Trade Practical)	1200	1200
2	Professional Knowledge (Trade Theory)	240	320
3	Employability Skills	160	80
	<b>Total</b>	<b>1600</b>	<b>1600</b>

Distribution of training on Hourly basis: (Indicative only)			
Total Hrs /week	Trade Practical	Trade Theory	Employability Skills
40 Hours	30 Hours	6 Hours	4 Hours
40 Hours	30 Hours	8 Hours	2 Hours

*Signature*



**(06 months CTS Trades )**

**Yearly Hour Distribution**

S No.	Course Element	Notional Training Hours
1.	Professional Skill (Trade Practical)	500
2.	Professional Knowledge (Trade Theory)	140
3.	Employability Skills	160
	<b>Total</b>	<b>800</b>

Distribution of training on Hourly basis: (Indicative only)			
Total hours / week	Trade practical	Trade theory	Employability Skill
40 Hours	25 Hours	7 Hours	8 Hours

*Signature*