File No. DGT-MIS011/1/2018-O/o DIR (TC)
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Employment Exchange Building lARl Campus,
Near Pusa lTI , New Delhi ,
Dated 2nd march, 2021

To,
The all Additional Chief Secretaries
(dealing with Craftsman Training Scheme in Industrial Training Institutes)

Subject: Timeline for desktop assessment of applications registered on ONLINE affiliation portal
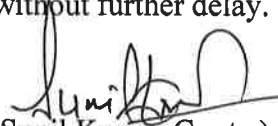
Sir/Madam,

1. DGT introduced ONLINE affiliation portal in December, 2019 and login credentials were communicated to all States on 8th January, 2020. 3221 applications were registered and 2089 completed submissions, and few States have not yet started desktop assessment causing delay in affiliation process apart from anguish among the applicants and also few ITIs/applicants are filing cases in Hon'ble courts. . In order to speed up the desktop assessment process it has been decided by the competent authority, the following time line shall be strictly followed by all State Directorates and ITIs:-

Sl.No	Activity	Timeline
1	Desktop Assessment by State Directors	within 15 days from the date of receipt of application. In case if State Director fails to complete desktop assessment within 15 days system will move the application to next states treating State Directors deemed approval in the respective stage.
2	Clearing NCs by ITIs	Within 5 days from the date NC raised by State Director. If ITI/applicant fails to reply within 5 days, the application will be rejected by system and ITI/applicant needs to apply again as a fresh application and fee paid by the ITI will not be refunded.

3	Desktop Assessment by State Directors after complying the NCs by ITIs	within 3 days from the date of receipt of application. In case if State Director fails to complete desktop assessment within 3 days system will move the application to next states treating State Directors deemed approval in the respective stage.

2. It is also decide to collect details of State officers (3 level) so that system will send notification to level 2/3 in case if the officer at lower level not processing the applications, Google link is shared(https://docs.google.com/spreadsheets/d/110YLNMj2v4BmdUs9aG7VA5uJPzHh63RvLvQ42wX1l 80/edit#gid=0)and all States are advised to fill the Google form latest by 05.03.2021.

3. Further, DGT introduced "random generation of inspection teams" for transparent selection of team members process, accordingly DGT requested all State Directors vide mail dt. 18.06.2020 followed by many reminders to fill the details of inspection team members (State representative, Industry representative and Engineering/Polytechnic college representative) for all districts in the respective State, however still few States have not provided the member details (list attached) due to which system is not generating inspection teams. It is also requested to advise concerned authorities to fill member details on ONLINE affiliation portal immediately without further delay.

(Sunil Kumar Gupta)
Director

Copy to :-
1. Sr PPS to DG, DGT, New Delhi
2. Sr PPS to DDG
3. All RDSDEs
4. Shri Herman, Asst Manager (IT), NIMI Chennai-with a request to implement above changes in ONLINE affiliation portal and display this letter on portal
5. Executive Director, NIMI Chennai

(Ravi Chilukoti)
Joint Director