

I General	
1	Name :
	Full postal address of the Institute indicating Taluk, District and Pincode :
	Tel No. :
	E-mail. :
	Website Address :
Date on which Website was last updated :	
2	Name and address of the concerned society/trust:
	Tel No. :
	E-mail. :
3	Date of establishment of the Institute :
4	Name of the NCVT affiliated ITIs which are running under the same management of the society / Trust :
5	Any Court Case filed by any of the society/ Trust or by ITI under the same management against DGE&T, NCVT, DGE&T Officials:- Provide Case nos.
6	Date of present self inspection :
7	DGE&T Reference No. :

**Name of Trades and Units affiliated:**

S.No.	Trades	Units			Total Units	Session from which affiliated
		Ist Shift	IIst Shift	IIIst Shift		

**II Manpower (Technical & Non-Technical)**

(If instructors are not trained under CITS, may be trained within 3 yrs of Start of institute. There-after all trained instructor must be available with the institute)

S. No.	Designation	Name	Date of Joining	Date of Birth	Secondary School/ Matric, Year of Passing, Certificate No.	Technical Qualifications (Degree/ Diploma, ITI, CTI), Branch, Year of passing, Certificate No. of	Experience Details (Name of establishment & Year of experience )	Salary	Salary A/c Details, Bank Name, Branch & A/C	CTI
1	Principal	NARENDER NAGAR	01/08/2019	07/03/1993	2009, 1115711	2016, BT/00001	SANSKAR ITI SIROHI TONK, 2	16000	6115930129 7	True

**Technical staff**

S. No	Designation	Trade								
1	Instructor-1	NARESH KUMAR NAGAR	01/08/2018	14/07/1991	2008, 213512	2014, 13/0034048	SANSKAR ITI DEOLI TONK, 4	11000	6120256972 3	True
2	Instructor-2	DINESH KUMAR YOGI	01/08/2018	21/01/1993	2009, 0805134	2013, 97709	RISE ITI ANWA DEOLI TONK, 4	12000	1905010059 714	True

**Administrative and supporting staff**

S. No .	Designatio n	Name	Date of Joining	Date of Birth	Secondary School/ Matric, Year of Passing, Certificate No.	Technical Qualificatio ns (Degree/ Diploma, ITI, CTI), Branch, Year of passing, Certificate No. of	Experience Details (Name of establishment & Year of experience )	Salary	Salary A/c Details, Bank Name, Branch & A/C	CTI
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### III- INFRASTRUCTURE

#### a. Deatils of land & building at the Institute:

1.	Total accommodation (sq. meters) required as per NCVT norms for the whole Institute (Covered area)		600					
2.	Actual accommodation (covered Area) available (Sq. Meters):		622.29					
3.	Total land area provided for the Institute		974.84					
4.	Whether own or rented building		Ranted					
5.	Date of occupation		01/01/2015					
6.	Duration of lease		6					
7.	Date of expiry of lease:		01/01/2021					
8.	Name and registration no. of the Architect who prepared & signed on the layout		C L TAMBIA CA/2005/36271					
9.	<b>Area available in the institute for Office &amp; Other facilities :</b>							
	Description	Area Required as per NCVT Norms	Area available in the institute		Remarks (mention shortage if any)			
	Principle Office	8	8.56		YES			
	Office	8	8.56		YES			
	Staff room	9	9.17		YES			
	Library	16	16.85		YES			
	Dispensary	16	16.85		YES			
	IT Lab	31	31.72		YES			
	Engineering Drawing Hall	40	40.16		YES			
	Play Ground & Sports facilities	300	310		YES			
	<b>Area available in the institute for Workshops &amp; Classrooms:</b>							
	Name of the Trade	Maximum no. of units in one shift only	WORKSHOP		CLASS ROOMS			
			Required as per NCVT norms (Sq. M)	Actually available (Sq. M)	Shortage (If any)	Required as per NNCVT norms (Sq. M)	Actually available (Sq. M)	Shortage (If any)
	Electrician	2	98.00	123.18	NO	30	32.24	NO
	Wireman	3	88	104.16	NO	30	32.24	NO

#### b. POWER SUPPLY

(NOTE: Electrical Connection should be in the name of the ITI/Management/Owner of permises)

1.	Electrical Connection issued in the name of		NEW RADHIKA SEWA SNASTHAN		
2.	Electrical Connection issuing authority		JVNL		
3.	Date of connection		13/07/2015		
4.	Whether three phase connection		YES		
5.	K. No. of the Connection		211333013664		
6.	Meter Seal No.		5312636A		
7.	Trade	Maximum no. of unit in one shift	Power supply required as per norms in KW	Power supply available in the Institute in KW	
	Electrician	2	7	18	
	Wireman	3	5	18	
	Total electrical Load				

#### c. TOOLS, EQUIPMENTS & MACHINERIES

S. No.	Trade	No. of units			Availability of Tools, Equipments & machinery as NCVT Tool List
		1st Shift	2nd Shift	3rd Shift	

#### IV. STANDARD OF TRAINING

##### A. No. of Trainees on roll in each trade affiliated to NCVT

S. No.	Trade	No. of Units			No. of Trainees on roll	No. of Trainees on date of Self Declaration
		I Shift	II Shift	III Shift		

##### B. Instructor's Training

a.	Total No. of Instructors	2
b.	No. of instructors CTI untrained	2

a. Coverage of syllabus on the date of Self declaration for each trade separately:

S. No.	Name of the subject	No. of weeks to be completed on day of inspection		No. of weeks actually completed		% coverage
		I Year	II Year	III Year	IV Year	
1	Trade Practical	7	8	8	8	82.00
2	Trade Theory	7	8	8	8	82.00

b. No. of Tests conducted for each trade up to the date of Self Declaration.

S. No.	Trade	First Year		Seconf Year	
		Weekly	Monthly	Weekly	Monthly
1	Electrician	8	2	8	2

c. Total amount spent on raw-materials trade-wise so far (for last 12 Months)

S. No.	Trade:	Raw Material Description:	Qty Purchased	Supplier Address, Tel. No., Vat/St No.	Bill No. & Date of supply	Cheque/ Draft No. & Date	Amount in Rs.
1	Electrician	SWITCH, SCOCET S, WIRE, CAPACIT ER, LAMP, RESIST ANCE	8,7,9,10,5,40	DUNJA ELIC DOONI	97,21/07/2019, 21/07/2019	CASH 21/07/2019	19225.00

d. Average amount spent on raw-material trade-wise per month per trainee

S. No.	Trade	Amount Spent for last 12 Months	No. of trainees on roll	Average amount spent per month per trainee (upto the date of Self Declaration)
1	Electrician	18225.00	21.00	0.00

e. No. of units of Electricity consumed per month/trainee for last 12 months:

Month	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Consumption per month per trainee
No. of units consumed	132	210	101	397	332	223	268	282	198	205	237	279	0	0
Bill Amount (Rs.)	2064.00	3488.00	2532.00	4666.00	4212.00	3568.00	2412.00	2538.00	1782.00	1845.00	2133.00	2511.00	0.00	0.00

e. Result of ALL India Trade Test conducted inlast 3 years trade-wise.

S. No.	Name of the trade	Year of AITT	No. of trainees appeared	No. of trainees passed out	Number of certificates issued in last three years	No. of Trainees secured job
1	Electrician	2016	42	41	21	9

Industry Partnership

S. No.	Name of the Industry	Type of Partnership
1	0	0

Certified that:

- (i) The Staff shown in this proforma is actually appointed by the institute and working on the date of declaration. All the documents and proof are available with the institute.
- (ii) The building space, Tools, equipments and Machineries are available as per NCVT norms.
- (iii) All the Tools, Machines and Equipments are, properly installed, commissioned and in working condition.
- (iv) All information furnished in this proforma is true. Any information found incorrect may liable to initiate the legal action against the institute and the institute may be de-affiliated by NCVT.

Place:

Date:

Name and Signature of the Principal  
of the Institute with official Seal

**Witness**

Faculty (With Name Post and Mobile Number):

Management

1. .... (Signature)

1. Chairman of the Society/ Trust

..... (Signature with Stamp)

2. .... (Signature)

2. Secretary of the Society/ Trust

..... (Signature with Stamp)

3. .... (Signature)

3. Treasurer of the Society/ Trust

..... (Signature with Stamp)

4. .... (Signature)