



NOTIFICATION

All Government Technical Training Institutes of Punjab are hereby notified to impart Apprenticeship Training to industrial apprentices with immediate effect. Apprenticeship Training Programme of Basic (6 months) & Advance (6 months) courses will run in morning & evening shifts, against the unutilized seating capacity of existing courses, at GTTIs Punjab on the following terms:

1. GTTIs where unutilized installed capacity is 30% or more in the trades.
2. Apprenticeship Training classes will be run independently at GTTIs following curricula prescribed for Apprenticeship Training Programme.
3. Principal GTTIs will submit unutilized seating capacity reports, trade wise to the Deputy Director of respective Regional Directorate of Apprenticeship Training (RDAT) under intimation to Manager (Apprenticeship Training) and District Manager concerned till 1st November & 1st May every year, twice in an academic year for deputation of apprentices.
4. Curricula along with list of training material for Apprenticeship Training will be provided by the Deputy Director RDAT to the Principal GTTI concerned.
5. The fee, for Apprenticeship Training will be collected from the related industry as per existing routine by the Deputy Director RDAT & will be paid to the Principal GTTI on the completion of Apprenticeship Training at the end of each session.
6. Principal GTTI will arrange teachers/ instructors and training material as per prescribed curricula for Apprenticeship Training, completing codal/ financial formalities of routine.
7. Principal GTTI will manage to conduct assessment and examination for apprentices as per routine/ procedures in Apprentices Training Centres (ATCs).
8. Concerned Deputy Director RDAT or his nominee, Manager (AT) or his nominee and District Manager or his nominee will make visits to check and monitor the Apprenticeship Training Programme at GTTIs
9. Academic Audit Team, by TEVTA will also visit and submit the reports as per practice & procedure already being followed.

Sd/-
(CHAIRPERSON)
TEVTA

No. Even

_____ March, 2011.

Dated Lahore, the _____ March, 2011

A copy is forwarded for information and necessary action to: -

1. All General Managers, TEVTA Secretariat, Lahore
2. All Managers, TEVTA Secretariat, Lahore
3. All Principals of GTTIs
4. All District Managers, TEVTA
5. All Zonal Managers, TEVTA
6. All Deputy Directors, Regional Directorates of Apprenticeship Training (RDATs).
7. All Principals, Government Apprentices Training Centres (GATCs).



(MUHAMMAD ASIF WASEEM)
GM (HRM) TEVTA

Note: All District Managers are hereby directed to distribute the enclosed Notification immediately to all Institutes/ Principals/ Deputy Directors of GTTIs, ATCs & RDATs in the Punjab under your control.