

DGT-27/2022-ITCell
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Karol Bagh, New Delhi -110005

Dated: 22nd March, 2023
23

CIRCULAR

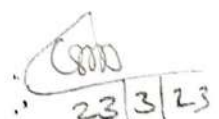
Subject: New Data Driven Grading Methodology (DDGM) for Grading of Industrial Training Institutes (ITIs)

This is regarding grading methodology for ITIs. Directorate General of Training (DGT) under Ministry of Skill Development and Entrepreneurship (MSDE) had earlier conducted grading of ITIs in two phases. The methodology adopted for grading involved field visits and data validation. ITIs were given a final grade by Core Grading Committee based on inputs from field visit reports, data validation reports, and the inputs of the Grievance Redressal Committee. The final grades were published on the DGT portal. A total of 13480 ITIs in the country had been graded. This grading system was valid up till the academic year 2022-23 (MSDE-35(4)/MIS ITI Grading, phase-2/2018-NPIU dated November 29, 2019).

New Grading Methodology:

For the academic year 2023-2024 onwards, a new grading methodology has been formulated in the DGT. This grading system uses the parameters/information available on the NCVTMIS portal. Data parameters currently available in the portal, which directly relate to the performance and quality of training in ITIs, are used to assign new grading value to ITIs on a scale of 0 to 10.

In this regard, approved Methodology for Grading of ITIs and an OM for Grievance Redressal Mechanism for Data Driven Grading Methodology is being circulated for all stakeholders' information.


23/3/23
(C S Murthy)
Director

Encl: as above

**Ministry of Skill Development & Entrepreneurship
Directorate General of Training**

Methodology for Grading of ITIs

Objective of the Grading:

Grading is method to assess the performance and quality of training being provided by the Industrial Training institutes (ITIs).

Background of Previous Grading System:

Ministry of Skill Development and Entrepreneurship (MSDE) has launched first time grading system (Phase-1) in January 2017 and phase II grading was launched in 2019.

The methodology adopted for grading involved field visits and data validation by an external agency for the grading of ITIs. DGT awarded a contract to a third-party agency (M/s ICRA Analytics) to conduct physical verification and data collection and assign tentative grades to ITIs. ITIs will be given a final grade by Core Grading Committee based on inputs from field visit reports, data validation reports, and the inputs of the Grievance Redressal Committee. The final grade was published on the DGT portal. Combining both Phase-I and Phase-II grades, a total of 13480 ITIs in the country have been graded.

Need for New Grading Methodology:

According to the order MSDE-35(4)/MIS ITI grading, phase-2/2018-NPIU dated November 29, 2019, the validity of the current gradings will last through the academic year 2022–2023. Hence now there is a need to develop a new grading system. As per the discussion held with Secretary MSDE, DG DGT it was decided to develop a new methodology for grading all existing ITIs using the parameters/information available on the NCVTMIS portal.

New Methodology for Grading of ITIs

To assign new grading value to ITIs, the grading committee had several meetings and after brainstorming the following is proposed.

The new Data Driven Grading Methodology (DDGM) has been proposed for grading of all existing ITIs using the parameters/information available on the DGT MIS portal. To assign new grading value to ITIs, data parameters currently available in MIS portal which directly relate to the performance and quality of training in ITIs are used to grade the ITIs on a scale of 0 to 10.

The following parameters are identified as being available on the NCVTMIS portal:

S. No.	The parameters that are available in NCVT MIS portal
1	Admission % (Average of the maximum admission of 2 years out of last 3 years)
2	Female Participation (Average of the maximum admission of 2 years out of last 3 years)
3	Trade Diversity (New emerging Trades /Non-Engineering Trades)
4	Pass% (Average of the maximum % of 2 years out of last 3 years Against the trainees Hall Tickets generated)
5	CBT examination participation (% Hall Tickets generated against Admitted trainees; Average of the maximum of 2 years out of last 3 years)
6	Average marks % of all the trainees appeared in CBT exam
7	DST enrolled trainees against total admitted trainees
8	SC/ST/PwD enrolled trainees against total admitted trainees

CSO
23/3/23

Detailed Grading framework for grading year 2023

Weightage and scale against each parameter have been decided based on the available data in the MIS.

Sl. No.	Parameters	Weight age	Parameter Scale					
			0	1	2	3	4	5
1	Admission % (Average of the maximum of 2 years out of last 3 years) 2018-19, 2019-20, 2022-23)	35	<=20%	>20-30%	>30-50%	50-60%	60-70%	>70%
2	Female Participation (Average of the maximum of 2 years out of last 3 years) 2018-19, 2019-20, 2022-23)	5	0	0-5%	5-10%	10-15%	15-20%	>20%
3	Trade Diversity (New Age Course/Non-Engineering Trade/Engineering Trade)	5	-	Any 1 type of course	-	Any 2 type of courses	-	All 3 type of courses
4	Pass% (Average of the maximum % of 2 years out of last 3 years Against the trainees HT generated) 2017-18, 2018-19, 2019-20	35	<40	>=40-50%	>=50-60%	>60-70%	>70-80%	>80%
5	CBT examination participation (% HT generated against Admitted trainees Average of the maximum of 2 years out of last 3 years)	5	0-20%	>=20-40%	>=40-60%	>=60-70%	>=70-80%	>80%
6	Average marks % of last year trainees	5	0-40%	>40-50%	>50-60	>60-70	>70-90	>90%
7	DST enrolled trainees against total admitted trainees	5	0	>0-5%	>=5-10%	>=10-15%	>=15-20%	>=20%
8	SC/ST/PwD enrolled trainees against total admitted trainees	5	>0-5%	>=5-10%	>=10-20	>=20-30%	>=30-40%	>=40%

Formulae for new grading = $(\sum \text{Weightage} \times \text{parameter score}/100) \times 2$

- This new grading system is based on the data driven parameters available on the portal with the least amount of human interference. This grading will update dynamically every year based on the performance of ITIs. Accordingly, it is proposed to name this new grading system as **Data Driven Grading Methodology**.
- This grading may be generated every year as per prescribed schedule (preferably Jan- Mar) as decided by DGT. It will be automatically populated on DGT MIS portal for every ITI and visible to stakeholders/public.
- All the information/ scores against each parameter will be available in public domain for transparency.

Grievance Redressal Mechanism

Under the above Grading Methodology, two level Grievance Redressal mechanism is provided to ITIs to raise their issues for the grades assigned to them

I. Grading Grievance Redressal Committee (GGRC):

The ITIs will be given a chance to submit their grievances to the Grievance Committee, in case they are not satisfied by the grading score.

(Signature)
23/3/23

1. Grading Grievance Redressal Committee will constitute:
 - a. Director (CFI)
 - b. State Directorate representative of the concerned State
2. The ITIs can submit their grievances regarding grading score with evidences to DGT within 15 calendar days from the date of final grades allotted to ITIs on DGT Service Desk using same email id/mobile number as on DGT MIS.
3. The committee will look into the grievances of the ITIs and may recommend the revised ITI grading score.
4. Since all parameters in the above mechanism is based on the data available on DGT MIS portal, all the changes requested in parameters affecting score as recommended /approved by the committee will be updated in the portal.

II. Appellate Committee in Grading of ITIs


Appellate Committee will review the appeals raised by ITIs which are not satisfied with the draft grades approved by Grading Grievance Redressal Committee.

1. The composition of Appellate Committee is given below:
 - a. DG (T), Chairperson
 - b. DDG, DGT (HQ), Member
 - c. Director (TC), Member
2. Terms of reference of the Committee are as follows: -
 - a. Review the appeal along with supporting documents provided by the ITIs and recommend appropriate grade as per the proof submitted in compliance to Grading Framework.
 - b. Approve the final grades of ITIs who have raised the appeal based on the review.
 - c. May depute a team of officers for Physical verification of ITIs which have raised appeal, in case of ambiguity.
 - d. May suggest any recommendation for further improvement of the grading process.
3. Conditions to raise appeal to Appellate Committee: -
 - a. The ITIs would be given chance to appeal only after publication of draft grades by DGT after approval of GGRC.
 - b. ITIs would be able to raise appeal only in respect of those parameters for which they have raised grievances earlier. ITIs would not be allowed to raise appeal in any other parameter.
 - c. ITIs would be given a stipulated time of 15 calendar days to raise appeal online in DGT Service Desk portal after resolution from Grading Grievance Redressal Committee.

The score allotted by the Appellate committee will be final and will not be changed for that grading year.

Future Expansion

- a) The above grading framework is only for Grading Year 2023 (Academic Session 2023-24). In future, the grading parameters will be reviewed annually by DGT, to include new parameters being captured on portal from time to time like Instructor data, trainees moving for Apprenticeship, IGNOU and NIOS courses from ITI etc.
- b) Provision for few non-data driven parameters like trainee's welfare activities, State of Art infrastructure etc. in ITIs may be included in the above Grading mechanism.


23/3/23

- c) Star rating to exceptional ITIs, scoring grade 9 and above would be assigned based on placement data including Apprenticeship. The minimum placement will be considered as $\geq 25\%$ for the grading year under consideration. Separate data will be captured for such ITIs only in future.

Eligibility of ITIs for affiliation

For Affiliation (addition of Trades/ units), ITIs with grade of 4 and above will be eligible for affiliation (addition of trades/units).

Comb
23/3/23

DGT-27/2022-ITCell
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Karol Bagh, New Delhi - 110005
Dated: 22nd March, 2023

OFFICE MEMORANDUM

Subject: Grievance Redressal Mechanism for Data Driven Grading Methodology for ITIs

The new Data Driven Grading Methodology (DDGM) has been proposed for grading of all existing ITIs using the parameters/information available on the DGT MIS portal. To assign new grading value to ITIs, data parameters currently available in MIS portal which directly relate to the performance and quality of training in ITIs are used to grade the ITIs on a scale of 0 to 10.

Under the above Grading Methodology, two level Grievance Redressal mechanism is being provided to ITIs to raise their issues for the grades assigned to them

I. Grading Grievance Redressal Committee (GGRC):


The ITIs will be given a chance to submit their grievances to the Grievance Committee, in case they are not satisfied by the grading score.

1. Grading Grievance Redressal Committee will constitute
 - a. Director (CFI)
 - b. State Directorate representative of the concerned State
2. The ITIs can submit their grievances regarding grading score with evidences to DGT within 15 calendar days from the date of final grades allotted to ITIs on DGT Service Desk using same email id/mobile number as on DGT MIS.
3. The committee will look into the grievances of the ITIs and may recommend the revised ITI grading score.
4. Since all parameters in the above mechanism is based on the data available on DGT MIS portal, all the changes requested in parameters affecting score as recommended /approved by the committee will be updated in the portal.

II. Appellate Committee in Grading of ITIs

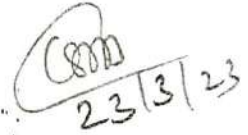
Appellate Committee will review the appeals raised by ITIs which are not satisfied with the draft grades approved by Grading Grievance Redressal Committee.

1. The composition of Appellate Committee is given below:
 - a. DG (T), Chairperson
 - b. DDG, DGT (HQ), Member
 - c. Director (TC), Member


23/3/23

2. Terms of reference of the Committee are as follows:
 - a. Review the appeal along with supporting documents provided by the ITIs and recommend appropriate grade as per the proof submitted in compliance to Grading Framework.
 - b. Approve the final grades of ITIs who have raised the appeal based on the review.
 - c. May depute a team of officers for Physical verification of ITIs which have raised appeal, in case of ambiguity.
 - d. May suggest any recommendation for further improvement of the grading process.
3. Conditions to raise appeal to Appellate Committee:
 - a. The ITIs would be given chance to appeal only after publication of draft grades by DGT after approval of GGRC.
 - b. ITIs would be able to raise appeal only in respect of those parameters for which they have raised grievances earlier. ITIs would not be allowed to raise appeal in any other parameter.
 - c. ITIs would be given a stipulated time of 15 calendar days to raise appeal online in DGT Service Desk portal after resolution from Grading Grievance Redressal Committee.

The score allotted by the Appellate committee will be final and will not be changed for that grading year.


23/3/23
(C S Murthy)
Director, IT & TT