

सत्यमेव जयते

Government of India
Ministry of Skill Development & Entrepreneurship

Apprenticeship Training Scheme

Nurturing Trained Manpower

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Guidelines of the Scheme are available at
<http://www.apprenticeship.gov.in>



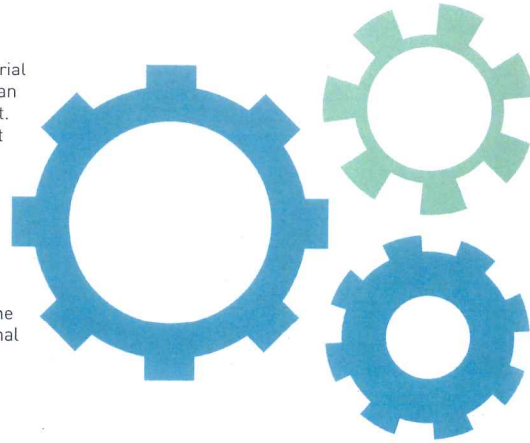
Skill India
कौशल भारत-कुशल भारत

Directorate General of Training (DGT)
www.dgt.gov.in

Apprenticeship Training under the Apprentices Act, 1961

Background

Development of human resource is crucial for the industrial development of any nation. Up-gradation of skills is an important component of Human Resource Development. Training imparted in institutions alone is not sufficient for acquisition of skills and needs to be supplemented by training at the workplace. The Apprentices Act, 1961 was enacted with the prime objective to utilize fully the facilities available in industry for imparting practical training with a view to meeting the requirements of skilled manpower for industry. Initially, the Act covered the apprenticeship training for the trade Apprentices and subsequently amended in 1973, 1986 and 2014 to bring the Graduates, Technician, Technician (Vocational) and Optional Trade Apprentices respectively under its purview.



Objectives

The Apprentices Act, 1961 was enacted with the following objectives: -

- To regulate the programme of training of apprentices in the industry so as to conform to the prescribed syllabi, period of training etc. as laid down by the Central Apprenticeship Council; and
- To utilize the facilities available in industry for imparting practical training/on-the-job-training with a view to meeting the requirements of skilled manpower for industry.

Monitoring of the implementation of the Act

• Directorate General of Training under Ministry of Skill Development and Entrepreneurship is responsible for monitoring of the implementation of the Act in respect of Trade Apprentices in the Central Government Departments & Undertakings. The monitoring is done through six Regional Directorates of Apprenticeship Training located at Kolkata, Mumbai, Chennai, Hyderabad, Kanpur & Faridabad.

• State Apprenticeship Advisers are responsible for monitoring of implementation of the Act in respect of Trade Apprentices in State Government Undertakings/ Departments and Private Establishments.

• Department of Education in the Ministry of Human Resource Development is responsible for implementation of the Act in respect of Graduate, Technician & Technician (Vocational) Apprentices. The monitoring is done through four Boards of Apprenticeship Training located at Kanpur, Kolkata, Mumbai & Chennai.



Central Apprenticeship Council

It is an apex statutory body. It is tripartite by constitution with members from Govt. both Central and State/UTs, Employers etc.

It advises the Government on laying down of policies and prescribing norms & standards in respect of Apprenticeship Training.



Fields of apprenticeship training

Apprenticeship training can be provided to apprentices both in designated and optional trades.

(i) Designated trade

Designated trade means any trade or occupation as notified by the Government. At present, there are 259 designated trades available for apprenticeship training. List is given at Annexure-I.

(ii) Optional trade

Optional trade means any trade or occupation decided by an employer. Optional trades can be from the following categories :-

- (a) PMKVY/MES-Courses** under PMKVY/MES (Prime Minister Kaushal Vikas Yojana/Modular Employable Skills) can be treated as equivalent to basic training component. A one year practical content for on-the-job-training can be designed by the concerned Sector Skill Council(SSC)/NCVT for such courses.
- (b) Created by employer** -In a trade decided & designed by employer with a duration of minimum 500 hrs. as basic training component and a one year practical content for on-the-job-training. This option is given to employers to design their own courses relevant to their requirements. All such courses have to be uploaded on the apprenticeship portal.

Categories of apprentices

There are five categories of apprentices:

1. Trade apprentices
2. Graduate apprentices
3. Technician apprentices
4. Technician (Vocational) apprentices
5. Optional trade apprentices

Coverage

- It is obligatory on the part of employers having manpower strength 40 or more and having requisite training infrastructure as laid down in the Act, to engage apprentices.
- Employer shall engage apprentices in a band of 2.5% to 10% of total manpower strength of the establishments including contractual staff.
- The total engagements of apprentices in a band of 2.5% to 10% include all categories of apprentices engaged by establishment.
- The establishments/Employers can decide the categories of apprentices and trade(s) in which the apprentices to be engaged depending upon the facility available with them for imparting on-the-job training/practical training at his workplace.

Training of trade apprentices

- Minimum age is 14 years.
- Qualifications vary from class VIII pass to XII class pass under 10+2 system of education.
- Period of training varies from 1 year & 3 months to 2 years.
- Apprenticeship training comprises basic training and practical training as per prescribed syllabus for each trade.
- Basic training consists of theoretical and practical instructions relating to the trade in which on-the-job-training is to be imparted. It is mandatory for those who have not done any formal training in an ITI or in those courses under PMKVY/MES which have been granted equivalence with basic training.
- The duration of basic training is 1/5th to 1/4th of the overall duration of apprenticeship training. Remaining period will be utilised for practical training/on-the-job-training.
- Basic training can be done in Basic Training Centre (BTC) which can be set up by the industry/employer where practical training is to be given, provided the industry/employer has the required facilities/infrastructure for providing basic training. All such BTCs will have to go through a verification process before being designated as a BTC.
- Basic training can also be provided in government or private industrial training institutes provided they have spare seats (within overall affiliation) for running basic training. Spare shifts may also be used for basic training. In case these institutes have the required capacity to conduct basic training, they will be designated as BTCs. It can also be imparted in BTCs set up/supported by Industry clusters.

Stipend

- Rates of stipend payable per month to the trade apprentices have been enhanced vide gazette notification dated 22nd September, 2014. The minimum rate of stipend per month is as follows, namely:-

| | |
|-----------------------|--|
| First year | 70% of minimum wage of semi-skilled workers notified by the respective State or Union territory |
| Second year | 80% of minimum wage of semi-skilled workers notified by the respective State or Union territory |
| Third and fourth year | 90% of minimum wage of semi-skilled workers notified by the respective State or Union territory. |

- Under National Apprenticeship Promotion Scheme (NAPS), Government of India reimburses 25% of prescribed stipend subject to a maximum of Rs. 1500/- per month per apprentice to all employers who engage apprentices.
- The rates of stipend for Graduate, Technician & Technician (Vocational) apprentices are Rs. 4984 p.m., Rs. 3542 p.m. and Rs. 2758 p.m. respectively [with effect from 23rd December, 2014]
- Expenditure on stipend for the categories of Graduate, Technician & Technician (Vocational) apprentices is shared equally between the employer and the Central Government.

Testing and certification of trade apprentices

- All India Trade Tests (AITT) for trade apprentices are conducted by National Council of Vocational Training (NCVT) twice a year (October/November and April/May).
- National Apprenticeship Certificate (NAC) is awarded to those who pass the AITT.
- NAC is recognized for employment under Govt./Semi-Government departments/organizations.

Skill competition of trade apprentices

- With a view to fostering healthy competition among apprentices as well as establishments, skill competition is organized at local, regional & All India levels.



- Skill competition is held for 15 trades namely; Fitter, Machinist, Turner, Welder (Gas & Electric), Electrician, Mechanic (Motor Vehicle), Tool & Die Maker (Die & Moulds), Tool and Die Maker (Press Tool, Jigs & Fixture), Instrument Mechanic, Draughtsman (Mechanical), Mechanic Machine Tool Maintenance, Wireman, Mechanic (Diesel), Refrigeration & Air-Conditioning Mechanic and Electronics Mechanic.

Training of Graduate, Technician & Technician (Vocational) apprentices

- 163 subject fields have been designated for the category of Graduate & Technician apprentices. List is given at Annexure-II.
- 137 subject fields have been designated for the category of Technician (Vocational) apprentices. List is given at Annexure-III.
- Period of post qualification training for these categories is one year.
- Training programme is prepared in joint consultation between Apprenticeship Adviser & Establishment concerned.
- Certificates are awarded on completion of training by the Department of Education, Ministry of Human Resource Development.

How to Apply:

Registration of Employers/Apprentices/Basic Training Provider (BTP)

Employers/Apprentices/BTP may access the apprenticeship portal for registration (www.apprenticeship.gov.in)

Visit us at:

<http://www.apprenticeship.gov.in>

Annexure-I

List of designated trades under the Apprentices Act, 1961

Trades having entry qualification Class VIIIth Pass

| S.No. | Name of the Designated Trade |
|-------|---|
| 1 | Lineman |
| 2 | Wireman |
| 3 | Furniture & Cabinet Maker |
| 4 | Plumber |
| 5 | Mechanic (Marine Diesel) |
| 6 | Tractor Mechanic |
| 7 | Pattern Maker |
| 8 | Painter General |
| 9 | Driver-cum-Fitter |
| 10 | Foundryman |
| 11 | Sheet Metal Worker |
| 12 | Carpenter |
| 13 | Welder (Gas & Electric) |
| 14 | Designer and Master Cutter |
| 15 | Mason (Building Constructor) |
| 16 | Sports Good Maker (Wood) |
| 17 | Auto Mechanic (Two Wheeler/ Three Wheeler) |
| 18 | Book Binder |
| 19 | Tailor (General) |
| 20 | Leather Goods Maker |
| 21 | Footwear Maker |
| 22 | Finished Leather Maker |
| 23 | Upholsterer |
| 24 | Rigger |
| 25 | Gas Cutter |
| 26 | Ceramic Moulder |
| 27 | Ceramic Caster |
| 28 | Ceramic Kiln Operator |
| 29 | Ceramic Press Operator |
| 30 | Ceramic Decorator |
| 31 | Cutting and Sewing Machine Operator |
| 32 | Moulder (Refractory) |
| 33 | Painter Marine |
| 34 | Operator Coal Handling Equipment |
| 35 | Operator Locomotive and Rail Cranes in Steel Plant |
| 36 | Operator Material Handling at Raw Material Handling Plant |
| 37 | Operator Coke Ovens Battery Equipments |
| 38 | Operator Blast Furnace Iron Making Equipments |
| 39 | Operator Steel Melting Equipments |
| 40 | Operator Sinter Plant Equipment |
| 41 | Operator Rolling Mills Equipment (Long Products) |
| 42 | Tailor (Men) |
| 43 | Tailor (Women) |
| 44 | Jewellery and Precious Metal Worker |
| 45 | Glass Former and Processor |

| S.No. | Name of the Designated Trade |
|--|--|
| 46 | Gardener |
| 47 | Old Age Care Taker |
| 48 | Sanitary Hardware Fitter |
| 49 | Weaver |
| 50 | Doffer-cum-Piecer |
| 51 | Tenter (Drawing Speed/ Fly Frames) |
| 52 | Winder (Textile) |
| 53 | Printing Textile |
| Trades having entry qualification Class X th Pass | |
| 54 | Barber/Hair Cutter/Dresser |
| 55 | Tyre Repairer |
| 56 | Pruner Tea Gardens |
| 57 | Electrician Aircraft |
| 58 | Tool & Die Maker (Die & Mould) |
| 59 | Tool & Die Maker (Press Tools, Jigs & Fixture) |
| 60 | Mechanic Machine Tool Maintenance |
| 61 | Mechanic (Instrument Aircraft) |
| 62 | Power Electrician |
| 63 | Plastic Mould Maker |
| 64 | Mechanic Radio and Radar Aircraft |
| 65 | Operator Cum Mechanic (Power Plant) |
| 66 | Mechanic (Earth Moving Machinery) |
| 67 | Machinist |
| 68 | Machinist (Grinder) |
| 69 | Offset Machine Minder |
| 70 | Forger & Heat Treater |
| 71 | Optical Worker |
| 72 | Mechanic Consumer Electronics |
| 73 | Information Technology & Electronic System Maintenance |
| 74 | Mechanic Maintenance (Textile Machinery) |
| 75 | Shipwright (Steel) |
| 76 | Mechanic (Dairy Maintenance) |
| 77 | Mechanic Maintenance (Chemical Plant) |
| 78 | Material Handling Equipment-Cum-Operator |
| 79 | Instrument Mechanic |
| 80 | Mechanic Watch and Clock |
| 81 | Mechanic Diesel |
| 82 | Dental Laboratory Technician |
| 83 | Refrigeration and Air Conditioning Mechanic |
| 84 | Construction Machinery Mechanic-Cum-Operator |
| 85 | Draughtsman (Civil) |
| 86 | Draughtsman (Mechanical) |
| 87 | Surveyor |
| 88 | Fitter Structural |
| 89 | Boiler Attendant |
| 90 | Mechanic Mining Machinery |

| S.No. | Name of the Designated Trade |
|-------|---|
| 91 | Switch Board Attendant |
| 92 | Line Operator |
| 93 | Mono Keyboard Operator |
| 94 | Process Cameraman |
| 95 | Retoucher Lithographic |
| 96 | Engraver |
| 97 | Sirdar (Colliery) |
| 98 | Mate (Mines) |
| 99 | *Attendant Operator (Chemical Plant) |
| 100 | *Instrument Mechanic (Chemical Plant) |
| 101 | *Laboratory Assistant (Chemical Plant) |
| 102 | Mechanic (Agriculture Machinery) |
| 103 | Maintenance Mechanic for Leather Machinery |
| 104 | Insulator Maker/ Machine Operator (Ceramic) |
| 105 | Pipe Fitter |
| 106 | Shipwright (Wood) |
| 107 | Lift Mechanic |
| 108 | Brick Layer (Refractory) |
| 109 | Mechanic Medical Electronics |
| 110 | Mechanic Television (Video) |
| 111 | Winder (Armature) |
| 112 | Cable Joiner |
| 113 | Electrician (Mines) |
| 114 | Electroplater |
| 115 | Mechanic -cum-Operator Electronics Communication System |
| 116 | Steam Turbine Cum Auxiliary Plant Operator |
| 117 | Attendant Operator (Dairy) |
| 118 | Mechanic Radio and T.V. |
| 119 | Mechanic Mechatronics |
| 120 | Shirts and Trousers Maker |
| 121 | Motor Vehicle Body Builder |
| 122 | Auto Electrician |
| 123 | Mono Castor Operator |
| 124 | Plate Maker (Lithographic) |
| 125 | Short firer/Blaster (Mines) |
| 126 | Steward |
| 127 | Fitter |
| 128 | Turner |
| 129 | Electrician |
| 130 | Mechanic Motor Vehicle |
| 131 | Electronics Mechanic |
| 132 | Food Production General |
| 133 | Baker and Confectioner |
| 134 | Hotel Clerk/Receptionist/ Front Office Assistant |
| 135 | Apprentice Food Production (Vegetarian) |
| 136 | Fiber Reinforced Plastic Processor |
| 137 | Plastic Process Operator |
| 138 | Dress Maker |
| 139 | Embroidery and Needle Worker |
| 140 | Horticulture Assistant |
| 141 | Stockman (Dairy) |

| S.No. | Name of the Designated Trade |
|-------|--|
| 142 | Pump Operator Cum Mechanic |
| 143 | Sports Goods Maker (Leather) |
| 144 | Photographer |
| 145 | Beautician |
| 146 | Steel Melting Hand |
| 147 | Crane Operator (Overhead Steel Industry) |
| 148 | Furnace Operator (Steel Industry) |
| 149 | Hair Dresser |
| 150 | Health and Slimming Assistant |
| 151 | Hair and Skin Carer |
| 152 | Enamel Glazer |
| 153 | Fruit And Vegetable Processor |
| 154 | Mechanic Automobile (Advance Petrol Engine) |
| 155 | Mechanic Automobile (Advance Diesel Engine) |
| 156 | Mechanic Auto Electronics |
| 157 | Mechanic (Denting, Painting and Welding) |
| 158 | TIG/MIG Welder |
| 159 | Structural Welder |
| 160 | Welder (Pipe and Pressure Vessels) |
| 161 | Chemical Laboratory Assistant |
| 162 | Advance Mechanic (Instruments) |
| 163 | CAD-CAM Operator-cum-Programmer |
| 164 | Advance Welder |
| 165 | Jigs and Fixtures Maker |
| 166 | Quality Assurance Assistant |
| 167 | CNC Programmer cum Operator |
| 168 | Operator PLC System |
| 169 | Mechanic (Electrical Domestic Appliances) |
| 170 | Mechanic (HT, LT Equipments and Cable Jointing) |
| 171 | Mechanic (Electrical Power Drives) |
| 172 | Mechanic (Embedded Systems and PLC) |
| 173 | Mechanic Power Electronics (Inverters, UPS & Maintenance of Drives) |
| 174 | Mechanic (DTH and other Communication System) |
| 175 | Mechanic (Domestic, Commercial Refrigeration and Air Conditioning Machines) |
| 176 | Mechanic (Central Air conditioning Plant, Industrial cooling and Package Air conditioning) |
| 177 | Mechanic (Cold storage, Ice plant and Ice candy plant) |
| 178 | Computer Aided Pattern Maker |
| 179 | Fashion Designing Assistant |
| 180 | Mechanic (Non-conventional Power Generation, Battery and Inverter) |
| 181 | Mechanic (Repair & Maintenance of Instruments used in Electrical Engineering) |
| 182 | Extrusion Machine Operator (Plastic) |
| 183 | Injection Moulding Machine Operator |
| 184 | Blow Moulding Machine Operator |
| 185 | House Keeper (Hotel) |
| 186 | Assistant Front Office Manager |
| 187 | Apprentice Food Production (Cookery) |
| 188 | Apprentice Food and Beverage Service (Stewardship) |

| S.No. | Name of the Designated Trade |
|-------|---|
| 189 | Computer and Peripherals Hardware Repair and Maintenance Mechanic |
| 190 | Computer Networking Technician |
| 191 | Multimedia and Web Page Designer |
| 192 | Process Plant Operator |
| 193 | Utility Operator |
| 194 | Maintenance Mechanic |
| 195 | Electrical Mechanic |
| 196 | Instrument Controller |
| 197 | Technician Fabricator |
| 198 | Electrician (Steel Plant) |
| 199 | Electronics Mechanic(Steel Plant) |
| 200 | Fitter (Steel Plant) |
| 201 | Instrument Mechanic(Steel Plant) |
| 202 | Mechanic Communication Equipment Maintenance |
| 203 | Mechanic Radio, Audio, Video System and Appliances |
| 204 | Mechanic Repair and Maintenance of Electronics Test Equipment |
| 205 | Mechanic Automobile Electronics |
| 206 | Mechanic Mechanical Maintenance (Industrial Automation) |
| 207 | Mechanic Electrical Maintenance (Industrial Automation) |
| 208 | PLC Operator |
| 209 | Interior Decorator and Designer |
| 210 | Mechanic (Repair and Maintenance of Heavy vehicles) |
| 211 | Mechanic (Repair and Maintenance of Light vehicles) |
| 212 | Desk Top Publishing Operator |
| 213 | Operator (Steel Plant) |
| 214 | Assistant Fashion Designer (Garment) |
| 215 | Computer Operator and Programming Assistant |
| 216 | House Keeper-cum Accommodation Assistant |
| 217 | Knitter (Hosiery) |
| 218 | Digital Photographer |
| 219 | Architectural Assistant |
| 220 | House Keeper (Hospital) |
| 221 | Secretarial Assistant |
| 222 | Stenographer (English) |
| 223 | Health sanitary Inspector |
| 224 | Mechanic Sewing Machine |
| 225 | Senior Sales Person (Retail) |
| 226 | Battery Repairer |

| S.No. | Name of the Designated Trade |
|---|---|
| 227 | Lacquering and Powder Coating Operator |
| 228 | Wood Handicrafts Worker |
| 229 | House Keeper (Domestic) |
| 230 | House Keeper (Institution) |
| 231 | House Keeper (Corporate) |
| 232 | Cabin/Room Attendant |
| 233 | Computer Aided Embroidery and Needle Worker |
| 234 | Building Maintenance Technician |
| 235 | Mechanic (Repair and Maintenance of Two Wheeler) |
| 236 | Creche Management |
| 237 | Pre or Preparatory School Management (Assistant) |
| 238 | Florist and Landscaper |
| 239 | Tourist Guide |
| 240 | Insurance Agent |
| 241 | Hospital Waster Management Assistant |
| 242 | Library Assistant |
| 243 | Creel Boy-Cum-Warper |
| 244 | Screen Printing |
| 245 | Beautician Assistant |
| 246 | Cable Television Operator |
| 247 | Sales Person (Retail) |
| Trades having entry qualification XIIth Pass | |
| 248 | Operator Advanced Machine Tool Maintenance |
| 249 | Mechanic Advanced Machine Tool Maintenance |
| 250 | Mechanic Industrial Electronics |
| 251 | Operator Cum Mechanic Pollution Control Equipment |
| 252 | Mechanic Medical Equipment for Hospitals and Occupational Health Centre |
| 253 | Medical Laboratory Technician (Pathology) |
| 254 | Medical Laboratory Technician (Radiology) |
| 255 | Medical Laboratory Technician (Cardiology and Physiology) |
| 256 | Brew Master |
| 257 | ** Call Centre Assistant |
| Trades having entry qualification B.Sc. pass | |
| 258 | Advanced Attendant Operator (Process) |
| Trades having entry qualification National Trade Certificate in "Computer Operator And Programming Assistant" issued by National Council for Vocational Training | |
| 259 | Programming And Systems Administration Assistant |

Annexure-II

Subject fields in Engineering and Technology designated for Graduate/Technician Apprentices

| S.No. | Name of the Designated Trade |
|-------|---|
| 1 | Civil Engineering |
| 2 | Public Health Engineering |
| 3 | Structural Engineering |
| 4 | Highway Engineering |
| 5 | Construction Technology |
| 6 | Mechanical Engineering |
| 7 | Refrigeration and Air Conditioning |
| 8 | Machine Tool Technology |
| 9 | Production Engineering |
| 10 | Automobile Engineering |
| 11 | Electrical Engineering |
| 12 | Electronics & Telecommunication Engineering |
| 13 | Computer Engineering |
| 14 | Television Engineering |
| 15 | Industrial Electronics |
| 16 | Radio & Electronics Engineering |
| 17 | Nuclear Engineering |
| 18 | Avionics |
| 19 | Metallurgy |
| 20 | Textile Engineering |
| 21 | Agricultural Engineering |
| 22 | Chemical Engineering |
| 23 | Sugar Technology |
| 24 | Marine Engineering |
| 25 | Nautical Engineering |
| 26 | Aeronautical Engineering |
| 27 | Mining |
| 28 | Plastic Technology |
| 29 | Textile Chemistry |
| 30 | Naval Architecture |
| 31 | Architecture |
| 32 | Regional and Town Planning |
| 33 | Textile Technology |
| 34 | Glass Technology |
| 35 | Ceramic Technology |
| 36 | Silicate Technology |
| 37 | Pharmaceutical Science |
| 38 | Oil and Soap Technology |
| 39 | Pigment & Paint Technology |
| 40 | Dye Stuff Technology |
| 41 | Printing Technology |
| 42 | Leather Technology |
| 43 | Leather Goods and Footwear Manufacture |
| 44 | Rubber Technology |
| 45 | Food Technology |
| 46 | Bio-Chemical Engineering |
| 47 | Instrumentation-Technology |
| 48 | Petroleum Engineering |
| 49 | Petroleum Technology |
| 50 | Applied Geology |
| 51 | Applied Geophysics |

| S.No. | Name of the Designated Trade |
|-------|--|
| 52 | Jute Technology |
| 53 | Paper Technology |
| 54 | Catering Technology |
| 55 | Plastic Engineering |
| 56 | Foundry Technology |
| 57 | Sound Engineering |
| 58 | Ground Water Engineering |
| 59 | Drilling Engineering |
| 60 | Cinematography |
| 61 | Fisheries and Navigation |
| 62 | Medical Laboratory Technology |
| 63 | Industrial Engineering |
| 64 | Knitting Technology |
| 65 | Secretarial Commercial Practice |
| 66 | Interior Decoration |
| 67 | Library Science |
| 68 | Costumes Design & Dress Making/ Garment Technology |
| 69 | Fine Art Sculpture Commercial etc. |
| 70 | Computer Science/ Computer Applications |
| 71 | Polymer Technology |
| 72 | Dairy Engineering Technology |
| 73 | Mining Machine Engineering |
| 74 | Mineral Engineering |
| 75 | Fabrication Technology |
| 76 | Transportation Engineering |
| 77 | Wood/Timber Technology |
| 78 | Safety Engineering |
| 79 | Handloom Technology |
| 80 | Plant Engineering Technology |
| 81 | Ship Building Technology |
| 82 | Man-made Fibre Technology |
| 83 | Tool Engineering Technology |
| 84 | Bio-Medical Engineering |
| 85 | Energy Engineering |
| 86 | Production Engineering and Industrial Management |
| 87 | Architectural Assistantship |
| 88 | Electrical and Electronics Engineering |
| 89 | Environment Pollution and Control Engineering |
| 90 | Footwear Technology |
| 91 | Computer Aided Design Computer Aided Manufacturing/ ROBOTICS Application |
| 92 | Bio-Gas Technology |
| 93 | Petro-Chemical Engineering / Technology |
| 94 | Water Management |
| 95 | Water Resource Engineering |
| 96 | Machine Tools and Maintenance |
| 97 | Industrial Electronics and Instrumentation |
| 98 | Air Craft Maintenance Engineering |
| 99 | Mechatronics |

* Persons possessing B.Sc. qualification can undergo Apprenticeship Training with duration of 1 ½ year in these trades.

** Persons possessing National Trade Certificate issued by NCVT in the trades of Electronics Mechanic, Electrician, Mechanic cum Operator Electronics Communication system, Computer Operator and Programming Assistant, Information Technology and Electronics System Maintenance, Radio and Television, Instrument Mechanic can undergo Apprenticeship Training.

| S.No. | Name of the Designated Trade |
|-------|---|
| 100 | Cement Technology |
| 101 | Information Technology |
| 102 | Materials Management |
| 103 | Packaging Technology |
| 104 | Beauty Culture and Cosmetology |
| 105 | Textile Designing |
| 106 | Bio-Technology |
| 107 | Electronics and Bio-Medical Engineering |
| 108 | Electronics and Communication Engineering |
| 109 | Bio-Medical Instrumentation Engineering |
| 110 | Fashion Technology |
| 111 | Garment and Fashion Technology |
| 112 | Modern Office Practice Management |
| 113 | Herbal Technology |
| 114 | Travel and Tourism Management |
| 115 | Electronics & Instrumentation Engineering |
| 116 | Medical Electronics |
| 117 | Instrumentation and Control Engineering |
| 118 | Manufacturing Engineering |
| 119 | Geo Informatics |
| 120 | Electronics Engineering |
| 121 | Food Process Engineering |
| 122 | Computer Science and Engineering |
| 123 | Computer Hardware Maintenance |
| 124 | Tool and Die Technology |
| 125 | Food Technology |
| 126 | Hotel Management and Catering Technology |
| 127 | Agriculture and Irrigation Engineering |
| 128 | Applied Electronics and Instrumentation |
| 129 | Communication and computer Engineering |
| 130 | Computer science and Information Technology |
| 131 | Computer science and systems Engineering |
| 132 | Computer Technology |
| 133 | Dairy Science and Technology |

| S.No. | Name of the Designated Trade |
|-------|---|
| 134 | Electronics and Instrumentations Control Engineering |
| 135 | Electronics and Avionics |
| 136 | Electronics and Computer Engineering |
| 137 | Electronics and Computer |
| 138 | Electronics and Control Engineering |
| 139 | Electronics and Electrical Communication engineering |
| 140 | Electronics Design Technology |
| 141 | Electronics Production Technology |
| 142 | Engineering Physics |
| 143 | Genetic Engineering |
| 144 | Industrial Production Engineering |
| 145 | Industrial Engineering and management |
| 146 | Information and Communication Technology |
| 147 | Information Science and Engineering |
| 148 | Instrumentation and Electronics Engineering |
| 149 | Information Science and Technology |
| 150 | Manufacturing Process and Automation Engineering |
| 151 | Material Science and Engineering |
| 152 | Mechanical and Production Engineering |
| 153 | Mechanical Engineering (Refrigeration and Air-Conditioning) |
| 154 | Nano Engineering |
| 155 | Radio Physics and Electronics |
| 156 | Telecommunication and Engineering |
| 157 | Computer Applications and Business Management |
| 158 | Electronics (ROBOTICS) |
| 159 | Embedded system |
| 160 | Mechanical Engineering (Tool and Die Making) |
| 161 | Power Engineering |
| 162 | Optics and Optoelectronics |
| 163 | Mining surveying. |

| S.No. | Name of the Designated Trade |
|-------|---|
| 30 | Veterinary Pharmacist-cum- Artificial Insemination Asstt. |
| 31 | Agro Based Food Industries (Animal based) |
| 32 | Agro Based Food Industries (Crop based) |
| 33 | Agro Based Industries (Feed based) |
| 34 | Export-Import Practices and Documentation |
| 35 | Fish Seed Production |
| 36 | Fishing Technology |
| 37 | Cooperation |
| 38 | Post Harvest Technology |
| 39 | Insurance |
| 40 | Purchasing & Store Keeping |
| 41 | Taxation Practices/Taxation Laws/Tax Assistant |
| 42 | Audio Visual Technician |
| 43 | Maintenance Repair of Electrical Domestic Appliances |
| 44 | Health Sanitary Inspector |
| 45 | Hospital Documentation |
| 46 | Hospital House Keeping |
| 47 | Ophthalmic Technician |
| 48 | Physiotherapy & Occupational Therapy |
| 49 | X-Ray Technician |
| 50 | Multi Rehabilitation Worker |
| 51 | Catering and Restaurant Management |
| 52 | Institutional House Keeping |
| 53 | Pre School & Crèche Management |
| 54 | Commercial Garment Designing and Making |
| 55 | Interior Design |
| 56 | Library and Information Science |
| 57 | Tourism and Travel Techniques |
| 58 | Instrumental Music (Percussion Table) |
| 59 | Classical Dance (Kathak) |
| 60 | Indian Music (Hindustani Vocal Music) |
| 61 | Horticulture |
| 62 | Soil Conservation |
| 63 | Industrial Management |
| 64 | Receptionist |
| 65 | Basic Financial Services |
| 66 | Office Management |
| 67 | Building and Road Construction |
| 68 | Building Maintenance |
| 69 | Ceramic Technology |
| 70 | Computer Technology |
| 71 | Rural Engineering Technology |
| 72 | Material Management Technology |
| 73 | Rubber Technology |
| 74 | Structure and Fabrication Technology |
| 75 | Sugar Technology |
| 76 | Tanneries |
| 77 | Clothing for the family |
| 78 | Health Care and Beauty Culture |
| 79 | Bleaching, Dying and Fabric Painting |
| 80 | Knitting Technology |
| 81 | Bio Medical Equipment & Technician |
| 82 | Dental Hygienist |
| 83 | Dental Technician |

| S.No. | Name of the Designated Trade |
|-------|---|
| 84 | Multi Purpose Health Worker |
| 85 | Pharmacist |
| 86 | ECG and Audiometric Technician |
| 87 | Nutrition and Dietetics |
| 88 | Auxiliary Nurse and Mid Wives |
| 89 | Primary Health Worker |
| 90 | Photography |
| 91 | Commercial Art |
| 92 | Physical Education |
| 93 | Bhartnattayam |
| 94 | Cotton Classifier |
| 95 | Printing Technology |
| 96 | Surveying |
| 97 | Printing & Book Binding |
| 98 | Automobile Mechanic |
| 99 | Automobile Engineering Technology |
| 100 | Information Technology |
| 101 | Radio and Television Engineering |
| 102 | Electronics Technology |
| 103 | Computer Graphics Animation |
| 104 | Electronics Engineering Technician |
| 105 | Radio & TV Maintenance & Repairs |
| 106 | Domestic Electronic and Project Equipment |
| 107 | General Machinist |
| 108 | Electrical Motor Winding |
| 109 | Maintenance & Servicing of Textile Machinery |
| 110 | Dress Designing and Making |
| 111 | Accountancy and Taxation |
| 112 | Construction Technology, Water Supply & Sanitary Engg. |
| 113 | Office Assistantship |
| 114 | Automobile Engineering Technician |
| 115 | Food Preservation and Processing |
| 116 | Mushroom Culture |
| 117 | Preservation & Processing of Fruits & Vegetables |
| 118 | Air Conditioners & Refrigerator Mechanics |
| 119 | Computer Assembly & Maintenance |
| 120 | Mining Geology |
| 121 | Consumer & Industrial Electronics Mechanics |
| 122 | Business Math Statistics |
| 123 | Computer Science |
| 124 | Live Stock Management (Poultry Husbandry) |
| 125 | Nursery Management and Ornamental Gardening |
| 126 | Fruit and Vegetables |
| 127 | Co-operative Management |
| 128 | Office Secretary-ship with Accountancy |
| 129 | Aquaculture |
| 130 | Banking and Financial Services |
| 131 | Domestic Nursing |
| 132 | Electrical wiring and Services of Electrical Appliances |
| 133 | Fashion Garment Making |
| 134 | General Insurance |
| 135 | Insurance and Marketing |
| 136 | Maintenance and Operation of Bio-Medical Equipments |
| 137 | Bakery and Confectionery |

Annexure-III Subject fields designated for Technician (Vocational) Apprentices

| S.No. | Name of the Designated Trade |
|-------|--|
| 1 | Accountancy & Auditing |
| 2 | Banking |
| 3 | Marketing and Salesmanship |
| 4 | Office Secretaryship/Stenography |
| 5 | Food Preservation |
| 6 | Poultry Farming |
| 7 | Fisheries/Fish Processing |
| 8 | Dairying |
| 9 | Medical Laboratory/Technology Assistants |
| 10 | Health Worker |
| 11 | Nursing |
| 12 | Child Care & Nutrition |
| 13 | Crop Cultivation/Production |
| 14 | Sericulture |
| 15 | Agriculture |

| S.No. | Name of the Designated Trade |
|-------|---|
| 16 | Floriculture |
| 17 | Plant Protection |
| 18 | Textile Designing |
| 19 | Civil construction/Maintenance |
| 20 | Mechanical Servicing |
| 21 | Agricultural Chemicals |
| 22 | Inland Fisheries |
| 23 | Plantation Crops & Management |
| 24 | Seed Production Technology |
| 25 | Swine Production |
| 26 | Vegetable Seed Production |
| 27 | Medicinal & Aromatic Plant Industry |
| 28 | Sheep and Goat Husbandry |
| 29 | Repair & Maintenance of Power Driven Farm Machinery |

FREQUENTLY ASKED QUESTIONS ON APPRENTICESHIP TRAINING SCHEME UNDER THE APPRENTICES ACT, 1961

What is apprenticeship training?

Apprenticeship training is a course of training in any industry or establishment. Apprenticeship training consists of basic training and on-the-job-training(OJT)/practical training at workplace.

What is basic training?

Basic training consists of theoretical and practical instructions relating to the trade in which on-the-job-training is to be imparted. It is mandatory for those who have not done any formal training in an ITI or in those courses under PMKVY/MES which have been granted equivalence with basic training.

What is the duration of basic training?

The duration of basic training is 1/5th to 1/4th of the overall duration of apprenticeship training. Remaining period will be utilised for on-the-job-training component.

Where basic training can be done?

Basic training can be done in Basic Training Centre (BTC) which can be set up by the industry/employer where on-the-job-training is to be given, provided the industry/employer has the required facilities/infrastructure for providing basic training. All such BTCs will have to go through a verification process before being designated as a BTC.

It can also be provided in government or private industrial training institutes ITIs provided they have spare seats (within overall affiliation) for running basic training. Spare shifts may also be used for basic training. In case these institutes have the required capacity to conduct basic training, they will be designated as BTCs. It can also be imparted in BTCs set up/supported by Industry clusters.

What is on-the-job-training?

Practical training imparted at workplace in an industry.

What are benefits of apprenticeship to employers?

- Initial investment is recovered many times over
- Fills the skills gap that exist within their current workforce as apprentices begin to learn sector specific skills from day one.
- Employers can have a training program relevant to their requirements
- Judging soft skills
- No contribution for EPF, ESI etc. for apprentice under Apprentices Act, as apprentice is a trainee and not a worker.
- Reduction in recruitment cost due to availability of vast pool of trained apprentices.

Who can undergo apprenticeship training?

Any individual, who has completed 14 years of age, is physically fit and having minimum educational qualification prescribed for a trade can undergo apprenticeship training.

Who is an apprentice?

An apprentice is a person who has entered into a contract of apprenticeship with the employer for apprenticeship training under the Apprentices Act, 1961.

Where can apprenticeship training be undertaken?

One can undergo apprenticeship training in industry/establishments under the Central/State Government or in private sector establishments.

Which all sectors are covered under apprenticeship training?

The following sectors are covered under apprenticeship training:

| Agriculture and Allied Services | Apparel | Automobile | Aviation |
|---|---|------------------------------------|------------------------------------|
| Bamboo Jute and Green Technology | Banking Financial Service and Insurance | Capital Goods | Ceramics |
| Chemical | Coating and Painting | Construction | Domestic Workers |
| Electrical (Including New and Renewable Energy) | Electronics | Entertainment and Media | Fabrication |
| Gems and Jewellery | Furniture and Fittings | IT and ITES | Leather |
| Food Processing and Preservation | Industrial Automation and Instrumentation | Plumbing and Sanitation Technology | Refrigeration and Air Conditioning |
| Glass | Infrastructure | Life Science | Marine |
| Healthcare and Wellness | Iron & Steel | Mining and Minerals | Plastics |
| Production and Manufacturing | Services including Repair and Maintenance | Tourism and Hospitality | Rubber |
| Retail and Logistics | Soft Skills and Entrepreneurship | Textile and Handlooms | Security |

Which all trades are covered under apprenticeship training?

Apprenticeship training can be provided in designated and optional trades. These trades cover all the sectors listed above.

What is a designated trade?

Designated trade means any trade or occupation as notified by the Government. At present, there are 259 designated trades available for apprenticeship training. List is available on apprenticeship portal.

What is an optional trade?

Optional trade means any trade or occupation decided by an employer. Optional trades can be from the following categories -

PMKVY/MES –Courses under PMKVY/MES (Prime Minister Kaushal Vikas Yojana/ Modular Employable Skills) can be treated as equivalent to basic training component. A one year practical content for on-the-job-training can be designed by the concerned Sector Skill Council(SSC)/NCVT for such courses.

Created by employer –In a trade decided & designed by employer with a duration of minimum 500 hrs. as basic training component and a one year practical content for on-the-job-training. This option is given to employers to design their own courses relevant to their requirements. All such courses have to be loaded on the apprenticeship portal.

What is the procedure for registration of candidate on the apprenticeship portal?

Candidate may access the apprenticeship portal <http://www.apprenticeship.gov.in/Pages/Apprenticeship/ApprenticeRegistration.aspx>

How a candidate can undergo apprenticeship training?

- Candidate may access the apprenticeship portal for registration indicating sectors/trades of his choice
- Search for potential employers
- Send applications to potential employers for apprenticeship training.
- Online receipt and acceptance of offer letters from establishments
- Process all necessary contractual obligations online.

When the apprenticeship training shall be deemed to have commenced?

The date on which the contract of apprenticeship has been entered between employer and apprentice.

Is registration of contract of apprenticeship required?

Yes, registration of contract of apprenticeship is required for designated trades but it is not required for optional trades. However, for getting benefits under National Apprenticeship Promotion Scheme (NAPS), registration of contract of apprenticeship for optional trades has been made mandatory.

Who registers the contract of apprenticeship?

Contract of apprenticeship can be registered by State or Central Apprenticeship Advisers. Contracts are submitted for registration in an online mode and they are approved by the registering authority.

What is the procedure for online registration of contract of apprenticeship?

- Candidate applies to an establishment for apprenticeship training.

- The establishment views the application of candidate in its MIS account
- Offers a seat to the candidate.
- An establishment can contact a candidate on its own also.
- Candidate receives the offer and accepts it.
- The acceptance is again reflected in the MIS account of establishment.
- The establishment approves the accepted offer from the candidate. A contract having a unique contract number is generated between the establishment and candidate.
- Now the candidate gets the status of an apprentice.
- This contract of apprenticeship is now reflected in the account of approving authority for approval. The approving authority approves the contract.

Who are the employers?

An employer is a person/entity who has business in any trade or occupation.

What is the procedure for registration of establishment/ employer on the apprenticeship portal?

Employers have to access the apprenticeship portal <http://www.apprenticeship.gov.in/Pages/Apprenticeship/EstablishmentRegistration.aspx>

How many apprentices can be engaged by an industry/ establishment?

Establishment shall engage apprentices in a band of 2.5% to 10% of the total manpower strength of the establishment including contractual staff. An establishment with total strength of 100 can engage a maximum of 10 apprentices and a minimum of 3 apprentices.

What are the benefits of apprenticeship training for apprentices?

Apprentices get an opportunity of undergoing 'on the job' training and are exposed to real working conditions. They get a chance to work on advanced machines and equipments and learn more about their field. Apprentices become skilled workers once they have acquired the knowledge and skills in a trade or occupation, which helps them in getting wage or self-employment.

Is there any rebate/concession for ITI pass-outs?

ITI pass-outs get suitable rebate in the period of apprenticeship training.

What certification is provided to trade apprentice after completion of training?

At the end of training, the apprentice appears for the All India Trade Test conducted by the National Council for Vocational Training in designated trade. Successful apprentice is awarded National Apprenticeship Certificate, which is recognized qualification for employment.

Is there any stipend paid to trade apprentices?

Yes. The minimum rate of stipend per month payable to trade apprentices is as follows, namely:-

- 1st year: 70% of minimum wage of semi-skilled workers notified by the respective State or Union territory.
- 2nd year: 80% of minimum wage of semi-skilled workers notified by the respective State or Union territory.
- 3rd & 4th year: 90% of minimum wage of semi-skilled workers notified by the respective State or Union territory.

Who pay the stipend to trade apprentice?

Employers pay the stipend to trade apprentices.

Who is called graduate apprentice?

A person who holds a degree in engineering/non-engineering, and undergoing apprenticeship training in designated trade.

Who is called technician apprentice?

A person who holds a diploma in engineering/non-engineering and undergoing apprenticeship training in designated trade.

Who is called technician (vocational) apprentice?

A person who holds certificate in vocational course after the completion of the secondary stage of school education recognised by the All-India Council.

How many designated trades are available for graduate and technician apprentices?

163.

How many designated trades are available for technician (vocational) apprentices?

137.

What is the duration of apprenticeship training of graduate, technician and technician (vocational) apprentice?

One year.

What are the rates of stipend for graduate, technician and technician (vocational) apprentices?

Graduate : Rs. 4984 per month
 Technician : Rs. 3542 per month.
 Technician (Vocational) : Rs. 2758 per month.

Who pay the stipend to graduate, technician & technician (vocational) apprentices?

Stipend for the categories of graduate, technician & technician (vocational) apprentices is shared equally between the employer and the Central Government.

How apprenticeship benefits employers?

Although employers pay for apprenticeship training, the actual cost to company is minimal. The program includes both classroom and on-the-job training, so apprentices will be producing for the employer while they learn. Apprenticeship improves productivity. The completion of an apprenticeship program results in highly trained professionals who contribute noticeably to the employers' bottom line and ensures a high level of quality production.

Which Ministry is responsible for monitoring the implementation of the Act Centrally with respect to trade apprentices?

Ministry of Skill Development & Entrepreneurship is responsible for monitoring the implementation of the Act.

Who is responsible for monitoring the implementation of the Act for trade apprentices in Central Government Undertakings/Departments?

Regional Directorates of Apprenticeship Training (RDATs) are responsible for monitoring the implementation of the Act for trade apprentices in Central Government Undertakings/Departments.

Who is responsible for monitoring the implementation of the Act for trade apprentices in State Government Undertakings/Departments and Private establishments?

State Apprenticeship Advisers are responsible for monitoring of implementation of the Act in respect of trade apprentices in State Government Undertakings/Departments and Private Establishments in their respective State.

Who is responsible to monitor the implementation of the Act in respect of Graduate, Technician and Technician (Vocational) Apprentices?

Department of Education, Ministry of Human Resource Development is responsible for implementation of the Act in respect of Graduate, Technician & Technician (Vocational) Apprentices. The monitoring is done through four Boards of Apprenticeship Training located at Kanpur, Kolkata, Mumbai & Chennai.

Is there any reservation under apprenticeship training?

Seats are reserved for Schedule Castes, Scheduled Tribes and Other Backward Classes candidates.

Can a person undergo apprenticeship in States other than his home State?

Yes.

Can an industry engage apprenticeship in from other States also?

Yes.

Whether apprentices are trainees or workers?

Apprentices are trainees.

What are the obligations of employers?

Provide the training to apprentice in his trade in accordance with the provisions of this Act, to provide adequate instructional staff for imparting practical and theoretical training and facilities for trade test of apprentices.

What are the obligations of apprentices?

Learn his trade carefully and diligently, to attend practical and instructional classes regularly.

What are leave and holidays for apprentices?

An apprentice shall be entitled to such leave and holidays as are observed in the establishment in which he is undergoing training.

Who advise the Government on laying down of policies and prescribing norms & standards with respect to Apprenticeship Training Scheme?

Central Apprenticeship Council is an apex statutory body that advises Government

When was the Apprentices Act enacted and implemented?

The Apprentices Act was enacted in 1961 and implemented w.e.f. 01.03.1962. It extends to the whole of India.

When was the Apprentices Act, 1961 first amended?

The Act was first amended in 1973 to include training of graduate and diploma engineers as "graduate" and "technician" apprentices.

When the technician (vocational) apprentices brought**under the purview of the Apprentices Act, 1961?**

The Act was further amended in 1986 to bring within its purview the training of the 10+2 vocational stream trainees as "technician (vocational)" apprentices.

How many times the Apprentices Act, 1961 has been amended so far?

Five times (1973, 1986, 1997, 2007 and 2014).

Whom to Contact?

The employer and apprentices for registering under the scheme may visit <http://www.apprenticeship.gov.in>. Employer may kindly contact the following addresses for further details in relation to Central Government and Central PSUs establishment. Establishments operating business or trade from different location situated in four or more States are required to contact Regional Director.

| Addresses of RDATs | Area of Jurisdictions |
|---|---|
| Regional Director Regional Directorate of Apprenticeship Training, 3 rd Floor, A-Wing, New CGO Bldg. NH-IV, Faridabad – 121001, Ph. No. 0129-2413890, 2421973, 9654300773, E-mail: rdatfbd@nic.in | Delhi, Haryana, Rajasthan, Himachal Pradesh, Punjab, Chandigarh, Jammu & Kashmir |
| Regional Director Regional Directorate of Apprenticeship Training, ATI Campus, P.O. Udyog Nagar, Kanpur-208022, Ph. No. 0512-2296088, 2225072, 8765170013, E-mail: rdatkanpur@gmail.com | Uttar Pradesh, Madhya Pradesh, Chhattisgarh, Uttarakhand |
| Regional Director Regional Directorate of Apprenticeship Training, VN Purav Marg, Sion, Mumbai-400022, Ph. No./Fax No.: 022-24057519, 09819531961, E-Mail: rdatmum@nic.in | Maharashtra, Gujarat, Daman & Diu, Goa, Dadra & Nagar Haveli |
| Regional Director, Regional Directorate of Apprenticeship Training ATI-EPI Campus Ramanthapur, Hyderabad-500013 Ph. No.: 040- 27031783, Fax No.: 040-27038264, 09701203815, E-Mail: rdat_hyd@yahoo.co.in | Andhra Pradesh, Telangana, Karnataka |
| Regional Director, Regional Directorate of Apprenticeship Training MSO Building 'E' wing, 1st Floor, D.F. Block, Sector-1, Salt Lake City, Kolkata-700064, Ph. No.: 033-23340364, 033-40066301 Fax No. 033-23210322, 984559330, E-mail: rdatkolkata_er@yahoo.in | West Bengal, Bihar, Jharkhand, Tripura, Assam, Meghalaya, Sikkim, Arunachal Pradesh, Manipur, Mizoram, Nagaland, Odisha, Andman & Nicobar Islands |
| Regional Director, Regional Directorate of Apprenticeship Training (RDAT) CTI Campus, Guindy, Chennai-600032, Ph. No.: 044- 22500091, Fax No.: 044-22500989, 09444158766 E-Mail: rdatchen@nic.in | Tamil Nadu, Kerala, Lakshadweep and Puducherry |

