

DGT-A-12025/1/2022-DDT(SCHM) (e-file No.-47404)
Government of India
Directorate General of Training
Ministry of Skill Development & Entrepreneurship

Directorate General of Training, Pusa Road
New Delhi, Delhi 110012
Date: 25.10.2023

OFFICE MEMORANDUM

Subject: Draft Recruitment Rules of Training Officer (Except Women Training) for inviting comments of Stake Holders-Reg.

The Undersigned is directed to refer to Draft Recruitment Rules of Training Officer (Except Women Training) 2023. All the stake holders are requested to go through the Draft RR and provide their comments to email ID naveen.arora81@gov.in by 28.11.2023.

Encls: As Above.


(Naveen Arora) 25.10.23

Under Secretary of Govt. of India
Tel: 011- 25802203

To,

1. All Regional Directors of RDSDE under DGT.
2. All Directors, DGT (Hq.)

Copy to:

IT Cell, DGT for uploading on DGT website.

{To be published in the gazette of India, Extraordinary, Part-II, Section 3, sub-section(i)}

Government of India
MINISTRY OF SKILL DEVELOPMENT AND ENTREPRENEURSHIP
Directorate General of Training

NOTIFICATION

New Delhi, the ,2023

G.S.R. _____(E).-In exercise of the powers conferred by the proviso to article 309 of the Constitution, and supersession of the Directorate of Training, (Except Women Occupational Training), Directorate General of Employment and Training. Training Officer (Group 'B' Posts) Recruitment Rules, 2014 notified vide GSR 852 (E) dated 27-Nov-2014 and Directorate of Training (Except Women Occupational Training), Directorate General of Employment and Training. (Group 'B' Posts of Training Officers) Recruitment Rules, 2003 notified in Schedule II vide GSR 181 dated 09-Apr-2003(i), **except** as respect things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Training Officer, Group 'B' Gazetted, in the Directorate General of Training (Except Women Training), under Ministry of Skill Development and Entrepreneurship, namely:-

Short title and Commencement.- (1) These rules may be called the Ministry of Skill Development and Entrepreneurship, Directorate General of Training (Except Women Training), Group 'B' Technical post (Non-Gazetted), Recruitment Rules, 2023.

(2) They shall come into force on the date of their publication in the official Gazette.

1. **Number of posts, classification, and Level in the pay of Matrix**- The number of posts, their classification **and Level in the pay of Matrix** attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.
2. **Method of recruitment, age limit and other qualification, etc.**- The method of recruitment, age limit, qualifications and other matters relating to the said posts, shall be as specified in columns (5) to (13) of the aforesaid Schedule.
3. **Disqualification**-No person shall be eligible for appointment to the said post,
 - a. who has entered into or contracted a marriage with a person having a spouse living; or
 - b. who, having a spouse living, has entered into or contracted a marriage with any person,

provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for doing so, exempt any person from the operation of this rules.

4. **Power to relax**- Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.
5. **Saving**- Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the other backward classes, economically weaker sections, ex-servicemen and other special categories of persons, in accordance with the orders issued by the Central Government from time to time, in this regard.

SCHEDULE

Name of the post	Number of posts	Classification	Level in the pay matrix	Whether selection post or non-selection post
(1)	(2)	(3)	(4)	(5)
1. Training Officer (TO)	335* (*Subject to variation dependent on workload) Post of TOs trade wise and POT are inter changeable.	General Central Service, Group 'B', Gazetted, Non-Ministerial	Level-7 (Rs.44,900-1,42,400) (Grade pay of Rs.4600/- as per 6 th CPC)	Selection

Age limit for direct recruits (6)	Educational and other qualifications required for direct recruits (7)		
	Trade	No of post	Essential Qualification
Age between 21 to 30 Years (relax able for Government Servants upto 05 years in accordance with the Instructions issued by the Central Government from time to time) Note:- In case of recruitment through Union Public Service Commission (UPSC), the crucial date for determining the age limit shall be as advertised by the UPSC.	Welder	22	B.Voc/Degree in Mechanical/Production Engineering/ from AICTE/UGC recognized University/College with two years' experience in relevant field. OR 03 Years' Diploma in Mechanical/Production Engineering from AICTE/recognized technical board of education or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field OR NTC/NAC passed in the Trade of "Welder" with seven years' experience in the relevant field.
	Workshop calculation and Science	14	B.Voc/Degree in any Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in the relevant field. OR 03 years' Diploma in any Engineering from AICTE/recognized board of technical education or relevant or Advanced Diploma (Vocational) from DGT with five years' experience in the relevant field. OR NTC/NAC passed in the any Engineering trade with seven years' experience in the relevant field.
	Turner	10	B.Voc/Degree in Mechanical Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in the relevant field. OR 03 years' Diploma in Mechanical Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with five years' experience in the relevant field. OR

			NTC/NAC passed in the Trade of "Turner" With seven years' experience in the relevant field.
	Draughtsman (Mechanical)	10	<p>B.Voc./Degree in Mechanical/Production Engineering from AICTE/UGC recognized Engineering College/ University with two years' experience in the relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical/Production Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with five years' experience in the relevant field.</p> <p>OR</p> <p>NTC/NAC passed in the trade of "Draughtsman (Mechanical)" with seven years' experience in the relevant field.</p>
	Electrician/Wireman	36	<p>B.Voc./Degree in Electrical /Electrical & Electronics Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Electrical/ Electrical & Electronics Engineering from AICTE/recognized University/ board or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in Electrician trade with seven years' experience in relevant field.</p>
	Fitter	40	<p>B.Voc./Degree in Mechanical/Production Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical/ Production Engineering from AICTE/ recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in the Fitter trade with seven years' experience in relevant field.</p>
	Machinist and Operator Advanced Machine tool/Machinist Grinder	12	<p>B.Voc./Degree in Mechanical / Production Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical / Production Engineering from AICTE/ recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in Machinist Grinder or Machinist and Operator AMT trade with seven years' experience in relevant field.</p>
	Instrument Mechanic	2	<p>B.Voc/ Degree in appropriate branch of Engineering from AICTE/ UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in appropriate branch of Engineering from AICTE/ recognized Board/ Institution or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in the Instrument Mechanic with seven years' experience in relevant field.</p>

	Computer Hardware and Networking Maintenance	6	<p>B.Voc/ Degree in Computer Science / IT/ Electronics Engineering from AICTE/ UGC recognized Engineering College/University, or NIELIT "B" level with two years' experience in relevant field.</p> <p>OR</p> <p>Diploma (Minimum 2 years) in Computer Science / IT/ Electronics Engineering recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in CHNM trade with seven years' experience in relevant field.</p>
	Mechanic (Diesel)	8	<p>B.Voc/Degree in Automobile/ Mechanical Engineering from recognized University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Automobile/ Mechanical from AICTE/recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC in Mechanic (Diesel) with seven years' of experience in relevant field.</p>
	Foundryman / Moulder	2	<p>B.Voc./Degree in Mechanical/Production Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical/Production Engineering from AICTE/ recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in Foundryman trade with seven years' experience in relevant field.</p>
	Mechanic Motor Vehicle	14	<p>B.Voc/Degree in Automobile/ Mechanical Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Automobile/Mechanical from AICTE/recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC in Mechanic Motor Vehicle with seven years of experience in relevant field</p>
	Sewing Technology	6	<p>B.Voc/Degree in Costume Designing & Dress Making /Fashion Designing/Fashion Technology/ Apparel Technology / Garment Fabrication Technology from AICTE/ UGC recognized/Board / University with two years' experience in relevant field.</p> <p>OR</p> <p>Diploma (Minimum 2 Years) in Costume Designing & Dress Making /Fashion Designing/Fashion Technology/ Apparel Technology/ Garment Fabrication Technology from recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in Sewing Technology trade with seven years' experience in relevant field.</p>
	Tool and Die Maker	1	<p>B.Voc/Degree in Mechanical/Production Engineering from AICTE/UGC recognized Engineering College /University with two years' experience in the relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical/Production Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with five years' experience in the relevant field.</p> <p>OR</p> <p>NTC/NAC passed in the Trade of "Tool and Die Maker" with seven years' experience in the relevant field.</p>

	Mechanic Machine Tool Maintenance.	2	<p>B.Voc/Degree in Mechanical/Production Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in the relevant field.</p> <p>OR</p> <p>3years' Diploma in Mechanical/Production Engineering from AICTE/ recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with five years' experience in the relevant field.</p> <p>OR</p> <p>NTC/NAC passed in the trade of "Mechanic Machine Tool Maintenance" with seven years' experience in the relevant field.</p>
	Carpenter	4	<p>B.Voc./Degree in Mechanical / Production/ Industrial Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical / Production/Industrial Engineering from AICTE/ recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in Carpenter trade with seven years' experience in relevant field.</p>
	Sheet Metal Worker	1	<p>B.Voc./Degree in Mechanical/Production/Metallurgy/ Mechatronics Engineering from AICTE /UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical/Production/Metallurgy/Mechatronics Engineering from AICTE/ recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in Sheet Metal Worker trade with seven years' experience in relevant field in the relevant field.</p>
	Mechanic Refrigeration and Air Conditioning	8	<p>B.Voc/Degree in Mechanical Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in the relevant field.</p> <p>OR</p> <p>03 years' Diploma in Mechanical Engineering from AICTE/ recognized board of technical education or relevant Advance Diploma (Vocational) from DGT with five years' experience in the relevant field.</p> <p>OR</p> <p>NTC/NAC passed in the trade of "Mechanic Refrigeration and Air Conditioning" with seven years' experience in the relevant field</p>
	Draughtsman (Civil)	6	<p>B.Voc/ Degree in Civil Engineering from AICTE/ UGC recognized Engineering College/University with two years' experience in the relevant field.</p> <p>OR</p> <p>03 years' Diploma in Civil Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma from DGT with five years' experience in the relevant field.</p> <p>OR</p> <p>NTC/NAC passed in the Trade of Draughtsman (Civil) with seven years' experience in the relevant field.</p>
	Computer Software Application	28	<p>B.Voc/ Degree in Computer Science/Information Technology or MCA/MSc (Computer Science /Information Technology) or NIELIT "B" level or equivalent from AICTE/ UGC recognized University / Board with two years' experience in relevant field.</p> <p>OR</p> <p>Diploma (Minimum 2 years) in Computer Science/Information Technology or BCA/BSc (Computer Science/Information Technology) or equivalent from recognized University / Board or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/ NAC passed in COPA trade with seven years' experience in relevant field.</p>

	Dress Making	2	<p>B.Voc/Degree in Costume Designing & Dress Making/ Fashion Designing/ Fashion Technology/ Apparel Technology/ Garment Fabrication Technology from AICTE/UGC recognized Board/University with two years' experience in relevant field.</p> <p>OR</p> <p>Diploma (Minimum 2 years) in Costume Designing & Dress Making/ Fashion Designing/Fashion Technology/Apparel Technology/Garment Fabrication Technology from recognized Board/ University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/NAC passed in the Dress Making with seven years' experience in relevant field.</p>
	Electronics Mechanic	12	<p>B.Voc/Degree in Electronics Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>OR</p> <p>03 years' Diploma in Electronics Engineering from AICTE/ recognized Board/ Institution or relevant Advanced Diploma (Vocational) from DGT with five years' experience.</p> <p>OR</p> <p>NTC/NAC passed in the Electronics Mechanic with seven years' experience in relevant field.</p>
	Mechanic Tractor	2	<p>B.Voc/Degree in Agricultural/Mechanical/Production Engineering from AICTE/UGC recognized Board/ University with two years' experience.</p> <p>OR</p> <p>03 Years' Diploma in Agricultural/Mechanical/Production Engineering from AICTE/recognized Board/University or relevant Advanced Diploma (Vocational) from DGT with five years' experience.</p> <p>OR</p> <p>NTC/NAC passed in the Mechanic Tractor with seven years' experience in relevant field.</p>
	Plumber	4	<p>B. Voc/Degree in Mechanical/Civil Engineering from AICTE/UGC recognized University with two years' experience in relevant field.</p> <p>OR</p> <p>3years' Diploma in Mechanical/Civil Engineering from AICTE/recognized Board/University or relevant Advanced Diploma (Vocational) from DGT with five years' experience in relevant field.</p> <p>OR</p> <p>NTC/NAC passed in Plumber trade with seven years' experience in relevant field.</p>
	Engineering Drawing (ED)/RODA	24	<p>B.Voc/Degree in any branch of Engineering from AICTE/UGC recognized Engineering College/University with two years' experience in relevant field.</p> <p>Or</p> <p>03 years' Diploma in any branch of Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with five years' experience in the relevant field.</p> <p>Or</p> <p>NTC/NAC passed in Draughtsman Mechanical/Draughtsman civil with seven years' experience in relevant field.</p>

Principal of teaching/ Training Methodology	59	<p>B. Voc/ Degree in any branch of Engineering from AICTE/ UGC recognized Engineering College/University with two years' experience in training/teaching field.</p> <p>OR</p> <p>03 years' Diploma in any branch of Engineering from AICTE/ recognized Board/ Institution or relevant Advanced Diploma (Vocational) from DGT with five years' experience in training/teaching field.</p> <p>OR</p> <p>NTC/ NAC passed in any Trade with seven years' experience in training/teaching field.</p> <p>Desirable Qualification: National Craft Instructor Certificate (NCIC) in any of the variants under DGT / B.Ed /ToT from NITTTR or equivalent.</p>
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Note:-

1. **Desirable Qualification:** Preference will be given in selection of Training Officer for relevant National Craft Instructor Certificate (NCIC)/CITS holder in any of the variants under DGT.
2. Candidate eligible for Training Officer will also be eligible for Principle of Teaching (POT).
3. The qualification(s) regarding experience is/are Relax able at the discretion of the Union Public Service Commission for reasons to be recorded in case of candidate belonging to Scheduled Caste or the Scheduled Tribe if at any stage of selection, The Union Public Services is of the opinion that sufficient number of candidates from
4. these communities are not likely to be available to fill up the posts reserved for them.

Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made
(1)	(2)
<p>50% by promotion failing which by deputation including Short Term Contract (ISTC) contract for a period of 3 years which may be extended up to 5 years.</p> <p>50% by direct recruitment (DR) through the Union Public Service Commission (UPSC)</p>	<p>Promotion:-</p> <p>* Vocational Instructor/Junior Technical Assistant/ Maintenance Electrician/ maintenance Electronics/ Store Keeper in the concerned trade in the Pay Matrix Level-6 (Rs.35400-112400) (Grade Pay of Rs. 4200/-) with five years' regular service in the grade and Draughtsman who are in the pay level-6 (Rs.35,400 – Rs. 1,12,400) (Grade Pay of Rs. 4200/-) which is equivalent to Vocational Instructor.</p> <p>*Promotion will be carried out following common seniority list of vocational Instructor/Junior Technical Assistant/ Maintenance Electrician/ Maintenance Electronics/ Store Keeper.</p> <p>Deputation:- Officers of the Central Govt. or State Governments or Union Territories.</p> <p>a. (i) Holding analogous posts on regular basis in the parent cadre or department: or (ii) With six years' service in the grade rendered after appointment thereto on regular basis in pay level-5 (Rs.29,200 to Rs. 92,300/-, (grade pay Rs. 2800/-) in the parent cadre or department.</p> <p>b. Possessing the educational qualification and experience as prescribed for direct recruits under column (7). Including short Term Contract (ISTC):-</p> <p>a. B.E/Diploma in Engineering with 03-years' experience in teaching or industry in relevant field. Or</p>

	<p>b. National Trade Certificate (NTC) and National Crafts Instructor Certificate (NCIC) with 05 years' experience in teaching or industry in relevant field.</p> <p>Note:-</p> <p>1. The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment or deputation. Similarly, deputations shall not be eligible for consideration for appointment by promotion.</p> <p>2. The period of deputation (Including Short Term Contract) in another ex-cadre post held immediately preceding this appointment in the same or some another organization or department of the Central Government shall ordinarily not exceed three years.</p> <p>3. The maximum age limit for appointment by deputation (Including Short Term Contract) shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Selected officers who do not have CITS Qualification will have to complete 3 months POT course within 2 years of joining the department.</p>
<p>If a Departmental Promotion Committee exists what is its composition</p>	<p>Circumstances in which Union Public Service Commission to be consulted in making recruitment</p>
<p>(12)</p>	<p>(13)</p>
<p>Category 'B' (Gazetted posts) Departmental Promotion Committee (for considering promotion or confirmation) Consisting of:-</p> <ol style="list-style-type: none"> 1. Director General of Training (DGT) - Chairman 2. Dy. Director General of Training holding charge of CFI - Member 3. Deputy Secretary or Director (Administration), DGT - Member 	<p>Consultation with Union Public Service Commission (UPSC) is necessary while making direct recruitment.</p>

File NO.

Director General (Training)/ Additional Secretary to the Govt of India