



भारत सरकार / Government of India **E-61953**
 कौशल विकास एवं उद्यमशीलता मंत्रालय / Ministry of Skill Development and Entrepreneurship
 प्रशिक्षण महानिदेशालय / Directorate General of Training
 क्षेत्रीय कौशल विकास एवं उद्यमशीलता निदेशालय जम्मू & कश्मीर और लद्दाख
 Regional Directorate of Skill Development and Entrepreneurship J&K and Ladakh
 राष्ट्रीय कौशल प्रशिक्षण संस्थान (महिला)
NATIONAL SKILL TRAINING INSTITUTE (WOMEN)



भोर (चट्टा सड़क), रीन पैलेस के पास, डाकघर -भौर कैम्प, जम्मू -181 101

Bhour (Chatha Road), Near Reen Palace, P/O Bhour Camp, Jammu -181 101(UT of J&K)

e-mail: nsti-jammu@dgt.gov.in , Website: www.nstijammu.dgt.gov.in , Phone No: +91-0191-2263777

Dated : 08/09/2023

OFFICE ORDER

Please find enclosed herewith Time table for the Craft Instructors Training Scheme (CITS) under Yearly Pattern 2023-24, which will come into force from **08th September, 2023.**

All the concerned faculty members will prepare a weekly training schedule and will submit the same keeping in view of their planned leave and thereon planned to complete the syllabus portions to the through the Joint Director / Principal of this Institute in the last week of every month for the following months programmes.

As per instructions from the DGT, New Delhi, the Section in charges of CITS – Computer Software Application (CSA) Trade and CITS- Office Management (OM) Trade should ensure that all the Workshop / Lab and Machineries / Equipments whether purchased under any scheme / World Bank assisted VTIP should to put to trainees use and are not to be kept idle.

This Time table is issued approval of Joint Director/HOO of this Directorate/Institute

Signed by

Sunil Jyotiram Wakde

Date: 07-09-2023 16:43:50
(Sunil Wakde)

Deputy Director /Principal

Copy to:

1. Sh. Gourav Rai Bhuyan, VI, Section I/C of CITS-CSA & OM Trades
2. Sh. V. Babu, Joint Director/HOO, RDSDE J&K and Ladakh, Jammu.
3. The Regional Director /HOD, RDSDE J&K and Ladakh, Jammu.
4. Sh. Sunil J. Wakde, DD /Principal, NSTI(W), Jammu
5. Sh. Gurmeet Singh, AD, NSTI (W), Jammu.
6. Sh. Ram Singh Locham, AD RDSDE J&K and Ladakh, Jammu.
7. The Training Section (CITS), NSTI (W), Jammu
8. Security Officer, RDSDE J&K and Ladakh, Jammu.
9. Hotel Officer, NSTI (W), Jammu.
10. Store Officer, NSTI (W), RDSDE J&K and Ladakh, Jammu.
11. Notice board (Girls Hostel and RDSDE/ NSTI(W) , Jammu

NATIONAL SKILL TRAINING INSTITUTE (WOMEN), JAMMU [UT of J&K

TIMETABLE FOR A.Y.: 2023-2024 FOR CITS [Computer Software Application (CSA) Trade and Office Management (OM) Trade] w.e.f. : 08/09/2023

E-61953

DAY	Monday				Tuesday				Wednesday				Thursday				Friday							
CITS Trade	9.00 AM to 10.00 AM	10.00 AM to 11.00 AM	11.00 AM to 12.00 PM	12.00 PM to 1.00 PM	1.30 MP to 2.30 PM	2.30 PM to 3.30 PM	3.30 PM to 4.30 PM	4.30 PM to 5.30 PM	9.00 AM to 10.00 AM	10.00 AM to 11.00 AM	11.00 AM to 12.00 PM	12.00 PM to 1.00 PM	1.30 MP to 2.30 PM	2.30 PM to 3.30 PM	3.30 PM to 4.30 PM	4.30 PM to 5.30 PM	9.00 AM to 10.00 AM	10.00 AM to 11.00 AM	11.00 AM to 12.00 PM	12.00 PM to 1.00 PM	1.30 MP to 2.30 PM	2.30 PM to 3.30 PM	3.30 PM to 4.30 PM	4.30 PM to 5.30 PM
CSA	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS
Faculty	VB	GRB	VB/GS	SW/RL/QAF	VB	GRB	VB/GS	SW/RL/QAF	VB	GRB	VB/GS	SW/RL/QAF	VB	GRB	VB/GS	SW/RL/QAF	VB	GRB	VB/GS	SW/RL/QAF	VB	GRB	VB/GS	SW/RL/QAF
OM	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS	TT	TP	TM	SS
Faculty	GF	GF	VB/GS	SW/RL/QAF	GF	GF	VB/GS	SW/RL/QAF	GF	GF	VB/GS	SW/RL/QAF	GF	GF	VB/GS	SW/RL/QAF	GF	GF	VB/GS	SW/RL/QAF	GF	GF	VB/GS	SW/RL/QAF

GS-Gurmeet Singh,AD(TM/PoT)
 VB-V. Babu ,JD
 SW-Sunil J Wakde ,DD
 RL-Ram Singh Locham ,AD
 GRB-Gourav Rai Bhuyan -VI(CSA)
 GF-Guest Faculty (OM Trade)
 QAF- NEHA(Quest Alliance Faculty)

TT:Trade Theory
 TP:Trade Practical
 TM : Training Methodology (Theory/Practical)
 SS: Soft Skills (Theory/ Practical)

Lunch Break: 1.00 PM-1.30PM

Signed by Sunil Jyotiram
 Wakde

Date: 07-09-2023 16:46:39

Reason: Approved

(Sunil Wakde)
 Deputy Director / Principal