

DGT/6/2024-O/o DIR (IT CELL) [65395]
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Kaushal Bhawan, New Moti Bagh,
New Delhi - 110023, Dated: 17th July, 2025

CIRCULAR

Subject: Data Driven Grading Methodology (DDGM) for grading of Industrial Training Institutes (ITIs) for academic year 2025-26

The Directorate General of Training (DGT) has been implementing the Data Driven Grading Methodology (DDGM) for evaluating ITIs. This exercise was duly undertaken for the academic year 2023-24 and continued for the academic year 2024-25.

Continuing the practice, this Directorate has generated grading of all existing ITIs for academic year 2024-25 using the parameters/information available on the DGT MIS portal. The data currently available in the portal, which directly reflects the performance and quality of training in ITIs, has been used to assign grading score to each ITI on a scale of 0 to 10 for academic year 2025-26.

In this regard, approved methodology for grading of ITIs for the academic year 2025-26 along with an OM on Grievance Redressal Mechanism, is being circulated for the information of all concerned.



(Swati Sethi)

Director (IT & TT)

Encl: as above

Circulated to:

1. The Commissioners/Directors, dealing with Craftsmen Training Scheme (CTS) of all States/UTs.
2. The Regional Directors, All RDSDEs

Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Methodology for Grading of ITIs

1. Objective of the Grading:

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

2. Grading Methodology for Grading of ITIs for academic year 2025-26:

Directorate General of Training (DGT) has been implementing the Data Driven Grading Methodology (DDGM) for the grading of ITIs. This exercise has been duly undertaken for the academic year 2023-24 and subsequently for the academic year 2024-25.

Continuing the precedence of grading of the ITIs using DDGM, the competent authority has approved the grading of all existing ITIs for academic year 2025-26 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, used for grading for the academic year 2024-25 are approved to be used again for grading of ITIs for the academic year 2025-26, as detailed in Table-1 below:

Sl. No.	The parameters that are available in DGT MIS portal	Weightage
1	Admission % (Average of the admission percentage of last 2 years AY 2023-24 & 2024-25)	30
2	Female Participation (Average of the female enrolment percentage of last 2 years AY 2023-24 & 2024-25)	5
3	Trade Diversity (New emerging Trades / Non-Engineering Trades / Engineering Trades) as on date (AY 2024-25)	5
4	Pass % (Average pass percentage of the last 2 years regular exam sessions against the trainees Hall Tickets generated) (Exam sessions Aug 2023 and Aug 2024)	30
5	CBT examination participation (Hall Tickets generated against Admitted trainees; Average percentage of the last 2 years) (Exam sessions Aug 2023 and Aug 2024)	10
6	Average marks percentage of last year trainees appeared in CBT exam (Exam session Aug 2024)	10
7	DST enrolled trainees against total admitted trainees for the last year (AY 2024-25)	5
8	SC/ST/PwD enrolled trainees against total admitted trainees for last year (AY 2024-25)	5

Table-1: Grading Parameters



3. Detailed Grading framework for grading for academic year 2025-26:

Weightage and scale against each parameter have been decided based on the available data in the MIS as given in Table-2 below.

Sl. No	Parameters	Weightage	Parameter Scale					
			0	1	2	3	4	5
1	Admission % (Average of the admission percentage of last 2 years AY 2023-24 & 2024-25*)	30	<=20 %	>20<=30 %	>30<=50 %	>50<=60 %	>60<=70 %	> 70%
2	Female Participation (Average of the female enrolment percentage of last 2 years AY 2023-24 & 2024-25*)	5	0	>0<=5%	>5<=10%	>10<=15 %	>15<=20 %	>20%
3	Trade Diversity (New emerging Trades / Non-Engineering Trades / Engineering Trades) as on date (AY 2024-25)	5	-	Any 1 type of course	-	Any 2 type of courses	-	All 3 type of courses
4	Pass % (Average pass percentage of the last 2 years regular exam sessions against the trainees Hall Tickets generated) (Exam sessions Aug 2023 and Aug 2024)**	30	<40%	>=40<50 %	>=50<60 %	>=60<70 %	>=70<80 %	>=80 %
5	CBT examination participation (Hall Tickets generated against Admitted trainees; Average percentage of the last 2 years) (Exam sessions Aug 2023 & Aug 2024)	10	>=0 <20%	>=20 <40%	>=40 <60%	>=60 <70%	>=70 <80%	>=80 %
6	Average marks percentage of last year trainees appeared in CBT exam (Exam session Aug 2024)	10	>=0 <40%	>=40 <50%	>=50 <60%	>=60 <70%	>=70 <90%	>=90 %
7	DST enrolled trainees against total admitted trainees for the last year (AY 2024-25*)	5	0	>0<5%	>=5 <10%	>=10 <15%	>=15 <20%	>=20%

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8	SC/ST/PwD enrolled trainees against total admitted trainees for last year (AY 2024-25*)	5	>=0 <5%	>=5 <10%	>=10 <20%	>=20 <30%	>=30 <40%	>=40%
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Table-2: Grading framework with parameter weightage and scale

*The data of admissions for AY 2024-25 is considered up to 20th June, 2025 taking '**PRN Generated**' data of ITI trainees on Skill India Digital Hub (SIDH) portal.

**The trainees appeared in regular exam and passed in first attempt only have been considered for this parameter. The trainees passed in supplementary exams have not been considered.

4. Formula for grading = $(\sum \text{Weightage} \times \text{parameter score}/100) \times 2$

5. Non-Graded ITIs:

Grading has not been generated for ITIs established in the year 2024 due to the unavailability of relevant data for generating the score and they shall be considered as Non-Graded (NG) ITIs for academic year 2024-25. Grading shall be generated for such institutes after the availability of relevant parameters data in subsequent years

6. Affiliation Provision for Non-Graded (NG) ITIs:

A newly established ITI marked as non-graded (NG) due to the unavailability of relevant data for generating the final grading may be permitted to apply for the addition of new units/trades.

7. Applicability of Grading Scores:

- The most recent grading score available at the time of application submission by the institute on the affiliation portal should be 4 or above. Affiliation proposals that fail to meet the benchmark grading score of 4 or above are not eligible for trade/unit addition and will be rejected at Stage 1 on the affiliation portal.
- During the desktop assessment, the State Directorate should proceed with the application based on the institute's grading score at the time of submission on the portal.
- When deciding the affiliation application at the SCAA/DGT level, the best out of the two available scores (one at the time of application and the other at the time of deciding the application, if available) will be considered.
- In cases where an ITI's affiliation proposal has already been rejected or marked as 'Not Recommended' by the SCAA on account of not meeting the required grading criteria, such ITIs shall become eligible to reapply for the addition of trades or units upon achieving a benchmark grading score of 4.0 or above. Once the ITI attains the benchmark grading score, it may submit a fresh application for the addition of trades/units in the subsequent academic session through the designated affiliation portal, subject to compliance with all other applicable norms and timelines.

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OFFICE MEMORANDUM

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

Grading scores of ITIs have been generated based on data parameters currently available in DGT MIS portal which directly relate to the performance and quality of training in ITIs.

Two level Grievance Redressal mechanism is being provided to ITIs to raise their issues for the grading scores assigned to them.

1. 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.

- i. Grading Grievance Redressal Committee will constitute
 - a. Joint Director (CD), Chairperson
 - b. Deputy Director (IT), Convenor
 - c. Deputy Director (TC), Member
- ii. The ITIs can submit their grievances regarding grading score with evidence 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.
- iii. The committee will look into the grievances of the ITIs and may recommend the revised ITI grading score.
- iv. 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.

2. Appellate Committee in Grading of ITIs

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

- i. The composition of Appellate Committee is given below:
 - a. DDG, DGT (HQ), Chairperson
 - b. Director (TC), Member
 - c. Deputy Director (IT), Convenor



- ii. Terms of reference of the Committee are as follows:
- 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.
 - Approve the final grades of ITIs who have raised the appeal based on the review.
 - May depute a team of officers for physical verification of ITIs which have raised appeal, in case of ambiguity.
 - May suggest any recommendation for further improvement of the grading process.
- iii. Conditions to raise appeal to Appellate Committee:
- The ITIs would be given chance to appeal only after publication of grades by DGT after approval of GGRC.
 - 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.
 - ITIs would be given a stipulated time of 15 calendar days to raise appeal online in DGT Service Desk portal (<https://dgt.gov.in/servicedesk>) after resolution from Grading Grievance Redressal Committee.

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



(Swati Sethi)
Director (IT & TT)

Copy to:

1. Sr. PPS to Secretary, MSDE
2. Sr. PPS to DG(T)
3. Shri Ishwar Singh, DDG, DGT HQ
4. Shri Ujjwal Biswas, Director (TC)
5. Shri Pranav Chaudhary, JD (CD)
6. Shri Hitesh Kumar, DD, IT
7. Shri Danish Aggarwal, DD, IT
8. Shri Rajesh Kumar, DD, TC



(Hitesh Kumar)
Dy. Director