

Action Plan & Programme Calendar

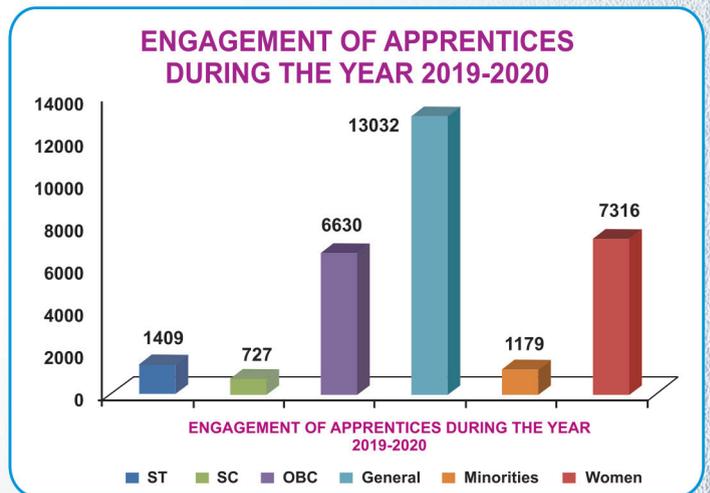
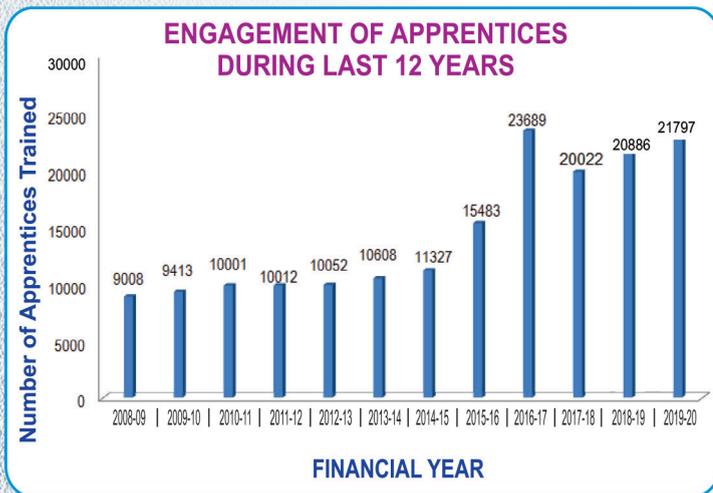
April 2020 to March 2021



BOARD OF PRACTICAL TRAINING
EASTERN REGION, KOLKATA

*An Autonomous Organisation under the Ministry of HRD,
Department of Higher Education, Government of India, New Delhi*

SPREADING OVER ENTIRE EASTERN REGION



INDEX

<u>SUBJECT</u>	<u>Page No.</u>	<u>SUBJECT</u>	<u>Page No.</u>
About Us	01	Action Plan	12
Mission & Vision	02	Photo Album	17
Foreword	03	Awareness Programme	19
Highlights of Important Programmes	05	GADP	30
New Areas of Achievement	08	Monitoring of Target	Inside Back Cover

About Us

Established in 1968, Board of Practical Training (Eastern Region), Kolkata is an autonomous organisation under the Ministry of Human Resource Development, Govt. of India. The Board is functioning at its own premises at Block - EA, Sec - I, Salt Lake City, Kolkata - 700 064. The major function of the Board is to implement the provisions of the Apprentices (Amendment) Act, 2014 so far as they relate to the training of Engineering Graduates (Degree Holders), Technician (Diploma Holder) pass outs in exercise of power conferred to the Board under the said Act. Now, the Board has also been assigned with the responsibility of arranging Internship Programme in the Establishments/Industries for the Technical Students. Furthermore, BOPT(ER) has also launched General Attribute Development Programme (GADP) to impart soft skill attributes to the apprentices, passed out students and fresh executives / non-executives.



A view of Group Meeting of members of Collegium of GADP held on 15.01.2020 at BOPT (ER), Kolkata.



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To facilitate the fresh graduates & diploma holders in engineering / technology for acquiring practical training in industries / organisations and thus to make them more employable.



Shri S.M. Ejaz Ahmed, Director, BOPT (ER) giving his speech during the Group Meeting of Collegium of GADP held on 15.01.2020 at BOPT (ER), Kolkata.



Foreword

Since about last 50 years, Board of Practical Training, Eastern Region, [BOPT (ER)] an autonomous body under the Ministry of HRD, Govt. of India is catering social service in Eastern Region of the country by facilitating Apprenticeship Training to the freshly passed out graduate engineers and diploma holders in different industries and establishments for developing skilled manpower for their use. Thus the service being provided by BOPT (ER) has a pivotal role in enhancing the skill of freshly passed outs technical Graduates and Diplomas and making them more employable in the modernised job platform.

Govt. of India has set up “Skill Development Mission” with an aim to further manifestation of the Scheme to cover more and more aspiring students under the purview of the Scheme. While moving ahead, with the increased demand in technological use, National Apprenticeship Training Scheme (NATS) portal was launched by MHRD, Govt. of India and has been fully operational since 01/04/2017. This has eased the data communication activities from enrolment of students, institutions and industries, selection and engagement of enrolled students, reimbursement of stipend by the establishments etc. The portal is working effectively as virtual platform in facilitating the implementation of The Apprentices Act in the Eastern Region of the country with much needed ease.

With an objective of diversification of skilling activities, Ministry of HRD has given an immense importance to the program of internship by making it compulsory in the course curriculum. BOPT (ER), under the directive of MHRD, Govt. of India is also carrying out the program of internship since 2017 in association with the technical institutes effectively in different industries/ establishments.

Apart from developing technical skill, BOPT (ER) based on the feedback received from Industry/Establishment felt the need to develop soft skill also which directly

relates to the interview performance of the technical students. With an objective of helping not only the fresh pass outs but also the employees/executives of different industries from different sectors, BOPT (ER) developed General Attribute Development Program (GADP) in association with industry partners. It is one of the flagship programs of BOPT (ER) and is running successfully. GADP is essentially a 40 hours program consisting of Lectures, Tutorial, Role Play etc. on six much needed attributes as per Industry requirement. During 2019-2020 six batches containing 76 candidates were trained.

In the current scenario while the business world is changing very fast with evolving technologies and business process matching with the workplace, the importance of faculty development and industrial training for the faculties to know the realm of modern industrial scenario was also felt much needed by the Board of Governors (BoG) of BOPT (ER). The objective is to help the faculties to update themselves and progress in career development as well as learning latest technology updates and information for sharing with the students which do have a direct impact on overall quality of the students. BOPT (ER) in collaboration with industry partners like Tata Steel Ltd., Eveready Industries etc. has designed a program on a pilot basis which is likely to start very shortly named as Faculty Industry Attachment Program (FIAP).

With the current pandemic situation owing to COVID-19, the activities through virtual platform has become the need of the hour for all the stake holders of the NATS. Accordingly, BOPT (ER) is also committed to develop a mechanism itself to overcome the limitations of physical meeting.

National Institute of Labour Economics Research and Development (NILERD), Govt. of India was requested to conduct National Survey on Efficacy & Impact of National Apprenticeship Training Scheme (NATS). After



conducting the survey, NILERD has submitted its report and the finding of the report says –

“It is very clear from the findings of our study that the National Apprenticeship Scheme is very beneficial for the industry and apprentices. It helps in meeting the shortage of skilled human resource and provides current and future pool of human resource to the labour market. The scheme is unique as it is meant for technical personnel. It contributes to higher productivity of the establishment by supplying medium and higher level of industrially trained technical resource.

National Apprenticeship Training Scheme (NATs) should continue with revised stipend rates approved vide Gazette Notification dated 25th September, 2019.

The study suggests that the scheme may be expanded and more and more trainees in the existing/newer

fields may be included under its ambit. The need of the hour is to utilize the available resources of the industry for skilling our young graduates by giving them on-the-job training and making them employable. This will solve the problem of skill shortage on the one hand and employability of our technical graduates on the other.”

In this backdrop I am pleased to place before you the 'Action Plan & Program Calendar April 2020 – March 2021' to disseminate our yearly plans and activities along with a glimpse of some important events of 2019-2020. I request you all to be a part of our endeavour in bridging the gap between demand and supply of the skilled manpower (technical as well as soft skilled) by the industry and the institutes respectively.

S. M. EJAZ AHMED

Director



BOPT (ER) organized celebration of Constitution Day on 26.11.2019 and participated in direct telecast of speech of Hon'ble Prime Minister of India, Shri Narendra Modi.



Highlights of Important Programmes

1. A Group Meeting was held with the representatives of Coal India subsidiaries, NATS Portal Developer (Cognizant Technologies Ltd.) and the officers of this Board on 17.5.2019 at BOPT-ER, Kolkata to discuss the issues faced by the Coal India subsidiaries of Eastern Region related to the aspirants in the discipline of Mining engineering and their engagement through the facilities available (Facilitate Training and Placement - FTP) under NATS portal. The objective was to address the issue with direct interaction with the NATS Portal Developer (Cognizant Technologies Ltd.). The representatives of different Coal India subsidiaries of Eastern Region actively took part in the interactive session in the meeting and the issues related to preparation of panel etc. in NATS portal was resolved by the representatives of NATS Portal Developer (Cognizant Technologies Ltd.).
2. Board of Practical Training, Eastern Region-Kolkata in association with NALCO, Bhubaneswar, organised an Interactive Group meeting on the Impact & Efficacy of the National Apprenticeship Training Scheme (NATS) in the State of Odisha on 27th May 2019 in the Conference Hall of NALCO HRD Centre of Excellence- Bhubaneswar, Odisha. Around 23 participants from different Central/ State Govt. PSUs, Private Industries of the state of Odisha attended the meeting. Asst. Director, National Institute of Labour Economics Research and Development (NILERD), NITI Aayog, Govt. of India also attended the meeting. One-to-one, interactive question-answer session was held between the NILERD team and the Establishment representatives. During this Session, the officials from NILERD discussed on the impact & efficacy of NATS with the Establishment representatives. They also discussed with the Establishments about the Ex-Apprentices who have completed their apprenticeship training and took feedback regarding the employment status of those Ex-Apprentices. During the discussion with the officials of the Establishments the team also noted the enhancement in the skill set of the apprentices who are presently undergoing this training. Some of the establishments also shared the feedback schedule formats of their Ex-apprentices to the concerned officers of NILERD.
3. BOPT (ER), Kolkata conducted a Group Meeting in association with Tata Motors Limited at the Tata Management Training Centre (TMTC), Tata Motors Limited, Jamshedpur on May 28, 2019 for interacting with the Officials of the NILERD Team for "Discussion on Efficiency, Efficacy & Impact of National Apprenticeship Training Scheme (NATS), Govt. of India". At the outset, Asst. Director of Training, BOPT (ER) spoke about the purpose and benefits of National Apprenticeship Training Scheme (NATS) towards improving the employability by undergoing one year on-job training in different establishments. He requested all the participants to come forward to enhance the activity of skill development for freshly passed out graduate/diploma engineers through NATS. Discussions were held on operational framework of NATS, Skill Reforms and Skill Pedagogy for trainees etc. Interactive question-answer session held among NILERD and the Establishment representatives.
4. BOPT(ER) Kolkata organized "Focussed Group Discussion(FGD)" in collaboration with National Institute of Labour Economics Research and Development(NILERD), New Delhi under NITI Aayog, Govt. of India on 30.05.2019 (Thursday) in the Seminar Hall of BOPT-ER, Kolkata. The main objective of the meeting was evaluation of NATS to have a fruitful and meaningful discussion on the subject of evaluation of NATS with the representatives of Industry and Institute as well as apprentices (current & ex-apprentices). Approximately sixty (60) representatives from Industry, Institute and apprentices participated in the discussion. The Joint Director and Dy. Director, NILERD interacted with the participants directly and heard their deliberation on NATS. Every participant was provided with the opportunity to express their views on NATS. All Participants actively took part and expressed their opinion on Skill Development and Apprenticeship Training through NATS under the provisions of The Apprentices Act. The suggestions and comments on NATS as emerged from the deliberation from



the representatives of Industry/Institute as well as apprentices were noted.

- BOPT (ER), Kolkata conducted an interactive meeting with MSMEs and Technical Institutes of West Bengal on 22/08/2019 at the 'Seminar Room' of BOPT(ER). The meeting was Chaired by the Director, MSME. The Assistant Director, MSME, Director, BOPT(ER), Kolkata and other officers of the Board attended the meeting. The main objective was to increase awareness and disseminate information on National Apprenticeship Training Scheme (NATS) & General Attribute Development Program (GADP) to the MSMEs.

Director, BOPT(ER), Kolkata in his keynote address, elaborated the importance of NATS to the participants where he explained how the MSMEs can be benefited with additional technical manpower in their activities by implementing NATS. Thereafter, he also emphasized on the importance of GADP which is very essential for the MSMEs as they have no proper training centres to develop soft skill attributes.

Director, MSME suggested to synergize MSMEs with Engineering Colleges and Ministry of HRD. He also elaborated on their initiative in building up business incubation centres to foster entrepreneurship. He categorically emphasized that GADP need to be associated with MSMEs.

As a representative from MSMEs and also a Collegium member of GADP, CEO, Comunet Info Systems delivered on how MSMEs are benefited from NATS & GADP.

During the interactive session, the MSMEs came up with many suggestions like development of entrepreneurship programme and supporting MSMEs so that the NATS & GADP can be an effective tool for development of MSMEs in the Eastern Region. During the discussion, it was also revealed that many MSMEs are working with rural people who have no formal technical education and in that respect BOPT(ER), Kolkata and MSME may find out innovative ways to support them in the long run.

- BOPT (ER) conducted a Group meeting of Coal India Subsidiaries and other Coal & Ore Mining Industries and Institutes offering Mining Courses on 06/09/2019 at the Seminar Hall, BOPT (ER). During the meeting, the current policies were discussed in detail. A new policy was finalized

for preparation of the Panel (FTP) of Students in Mining and allied subject fields by establishments under Coal India Subsidiaries for engagement of Apprentices.

During the meeting matter related to revised training seats in the CIL Subsidiaries for Mining and Non-Mining of Graduate/Technician Apprenticeship Training was also discussed and a revised Training Seat matrix as agreed unanimously was finalized for implementation.

- Board of Practical Training (Eastern Region) in association with the R.V.S College of Engineering & Technology (RVSCET) organized a Job Mela for Apprenticeship Training for Graduate & Diploma in Engineering and Technology passed out students of all the states of Eastern Region on 19th & 20th September 2019 at the R.V.S College of Engineering & Technology (RVSCET) Campus, Jamshedpur, Jharkhand. The Job Mela through Apprenticeship Training was conducted successfully to fill up more than 377 vacancies in 46 Esteemed Establishments. More than 1136 students from all the States of Eastern Region participated in the Job Mela.
- The 4th meeting of the Collegium of General Attribute Development Programme (GADP) was held on Wednesday, the 15th January, 2020 in the Conference Room of BOPT (ER), Kolkata. At the outset, Director, BOPT (ER) welcomed all the Collegium members. He mentioned that GADP was primarily aimed to improve the employability of the passed out technical as well as general category students. He further pointed out that the industry feedback about final year students are not ready for use in the job market. For this purpose, BOPT(ER) took the initiative of launching GADP and formed a Collegium of industry-institute to address this problem by developing soft skill attributes of the passed out students. He also highlighted that in the recent past about 30 private engineering colleges in the Eastern Region have closed down and about 3000 private engineering colleges across the country have reduced their intake capacity by 50%. It implies there prevails a crisis in the field of engineering education which is not matching with the aspiration of the industries. He further added that in the technical education system the development of soft skills is undermined where BOPT(ER) came forward to undertake the task of soft skill development earmarked as GADP.



During discussion the members opined that the industries need more developed and sophisticated soft skills which could be incorporated in the content of the program. Moreover, the computer presentation skill and other skills using software tools and/or simulation system should also be incorporated in the content to create more interest in participants. It was further decided that the future GADPs would have more industry interaction in a way that representatives from industry may be present during the training session and get a view of the training imparted.

9. A job fair was organised by BOPT (ER) - Kolkata in collaboration with Nilachal Polytechnic, Bhubaneswar (Odisha) on 21st & 22nd January 2020 at Bhubaneswar, Odisha. About thirty five (35) numbers of Establishment from various PSU, Central Government & Pvt. sectors of State of Odisha participated for selecting the students for apprenticeship training under the Apprentices Act of 1961 (as amended). There were 873 nos. of vacant training seats in these 35 nos. of Establishment and around 577 no. of students appeared in this job mela.
10. A Group Meeting of Faculty-Industry Attachment Program (FIAP) was conducted on 07.02.2020 in the 'Conference Room' of BOPT (ER), Kolkata. Faculties from various institutes attended the meeting. At the outset Director, BOPT (ER), Kolkata welcomed all the participants and emphasized on the importance of faculties to update themselves and progress in career escalation as well as imparting latest technology updates and information to the students which will enhance the overall quality of technical education in our country. For this reason, AICTE has made it mandatory for the faculties to acquire modern technical skills. He elaborated the role of BOPT(ER), Kolkata in development of skills in the fresher's through Apprenticeship Training Scheme. He also informed the participants that BOPT(ER), Kolkata has launched a General Attribute Development Programme (GADP) for soft skill development as well.

Tata Steel has come up as a partner in the FIAP with BOPT(ER), Kolkata. On behalf of Tata Steel, Head – P&I, elaborated their training module to the faculties in detail. She also informed about 'Shavak Nanavati Technical Institute' (SNTI) in Tata Steel

with core expertise in Mechanical Engineering, Electrical Engineering and Metallurgy. SNTI will support FIAP in three core areas. The model of teaching will flow from classroom to laboratory to plant visit and will be followed by certification after assessment.

The Chief Marketing Officer, Aunwasha Knowledge Technologies Private Limited elaborated his training module which would focus on the IT areas especially in the fields of Artificial Intelligence (AI) and Internet of Things (IoT). He pointed out that the training session would harp on the latest data science and analytics which are very much necessary in any kind of industrial business and activities.

11. BOPT (ER) in association with C. V. Raman Polytechnic College located at Bhubaneswar-Odisha conducted a Career Guidance Program on 13th February 2020 at the college campus. In this program around 150 nos. of final year students attended the program. A presentation on National Apprenticeship Training Scheme (NATS) was delivered for creating awareness among the students. During the interactive session the students of the college cleared their doubts regarding NATS.
12. Board of Practical Training (Eastern Region) in association with the Jharkhand Rai University Organized a Job Mela through Apprenticeship Training for B.E/ B.Tech & Diploma in Engineering and Technology Passed out students of the states of Eastern Region on 27th & 28th February 2020 at the Jharkhand Rai University Campus, Ranchi. Job Mela through Apprenticeship Training was conducted successfully to fill up more than 673 vacancies as Apprentices initially for one year in 47 Esteemed Establishments. More than 1257 students from the states of Eastern Region participated in the Job Mela.
13. BOPT (ER), Kolkata conducted a workshop in association with the Department of Science and Technology, Govt. of Bihar at the Bihar Council on Science & Technology, IGSC-Planetarium, Adalatganj, Patna, Bihar from 6th March 2020 and Registered 19 Technical Institutions as Establishments in Portal of National Apprenticeship Training Scheme for placement in 120 identified training seats.

New Areas of Achievement

IMPLEMENTATION OF GENERAL ATTRIBUTE DEVELOPMENT PROGRAM

Soft skills are increasingly becoming the hard skills of today's work force. It is just not enough to be highly trained in technical skills without developing the softer, interpersonal relationship building skills that help people to communicate and collaborate effectively. These soft skills are more critical than the technical skills as organizations struggle to find meaningful ways to remain competitive and be productive. Team work, leadership, communication, analytical are undermined by technical skills. Since each has an essential element for organization and personal success, developing these skills is very important and attributes to the overall skill development process. The problem is that the importance of these soft skills is often undervalued and there is far less training provider for them than technical (hard) skills.

To bridge this gap, BOPT (ER) based on the feedback received from Industry/Establishment felt the need to formulate soft skills that directly relates to the career advancement of the technical students. Accordingly, in a Group Meeting with the industries/establishments under the Chairmanship of Shri Sandipan Chakravorty, the then Hon'ble Chairman, BOPT (ER) held on 06.06.2018, a collegium with industry partners was formed with the aim to develop module to support the freshers coming out of the colleges and universities to cope with the present day need, to decide upon methodology of assessment, issuance of certificates on successful completion of the training etc. The collegium proposed main six attributes that were found to be most important are Communication Skill, Leadership Skill, Analytical Skill, Multi-Tasking Skill, Time Management Skill and Positive Attitude. Apart from technical students, Non-technical/Management students; Executives/Non-Executives etc. can also avail the facility of GAD training for their advancement in career. The program has been designed for 40 hours in five working days (8 hours per day) which inter alia includes Lectures, Tutorial, Role Play etc.

The GAD program is one of the flagship program of BOPT (ER) which is successfully running since 2017 and during 2019-2020 six batches of GAD program



Director, BOPT (ER), Kolkata giving his speech on the occasion of Constitution Day celebrated on 26.11.2019.

were held wherein 76 participants successfully completed the program.

The feedback received from the industries/participants were highly encouraging.



Director, BOPT (ER) giving his speech on the need of Faculty Industry Attachment Program held at BOPT (ER) on 07.02.2020.



INTRODUCING FACULTY-INDUSTRY ATTACHMENT PROGRAM (FIAP)

With an aim for overall growth in technical education throughout the country and based on the requests received from some of the private technical institutions, Board of Governors (BoG) of BOPT (ER) in its 130th meeting held on 06.02.2019 resolved that BOPT (ER)



Smt. Kumud Lata Singh, Tata Steel Ltd., Jharkhand giving her speech in the meeting of collegium of industries held on 07.02.2020.

may initiate consultative meetings with different stake holders so as to design and develop appropriate course content on faculty development program. In this endeavour, the Board constituted a Sub-Committee nominating BoG members having expertise for the assignment for helping BOPT (ER) in developing Conceptualization of the objective of the program, Duration and course content of the program, Identification of the faculty from industries to run such programs, and to make recommendations on other micro components such as fees structure, program modalities, assessment and certification etc.

The Committee on 30.04.2019 after discussion suggested that (i) BOPT (ER) may join hands with 10 colleges initially and run the program on pilot basis for a period of one year or so. Based on the success, the domain may be further expanded; (ii) AICTE may be requested to provide credit to the FIAP; (iii) FIAP may be of 2/4/6 weeks duration and the content of the program to be finalized by BOPT (ER) and industries in consultation with institutes; (iv) BOPT (ER) to act as a facilitator/co-ordinator/organizer on fee basis; (v) An assessment system may be developed involving



A view of interactive session of students participating in General Attribute Development Program.

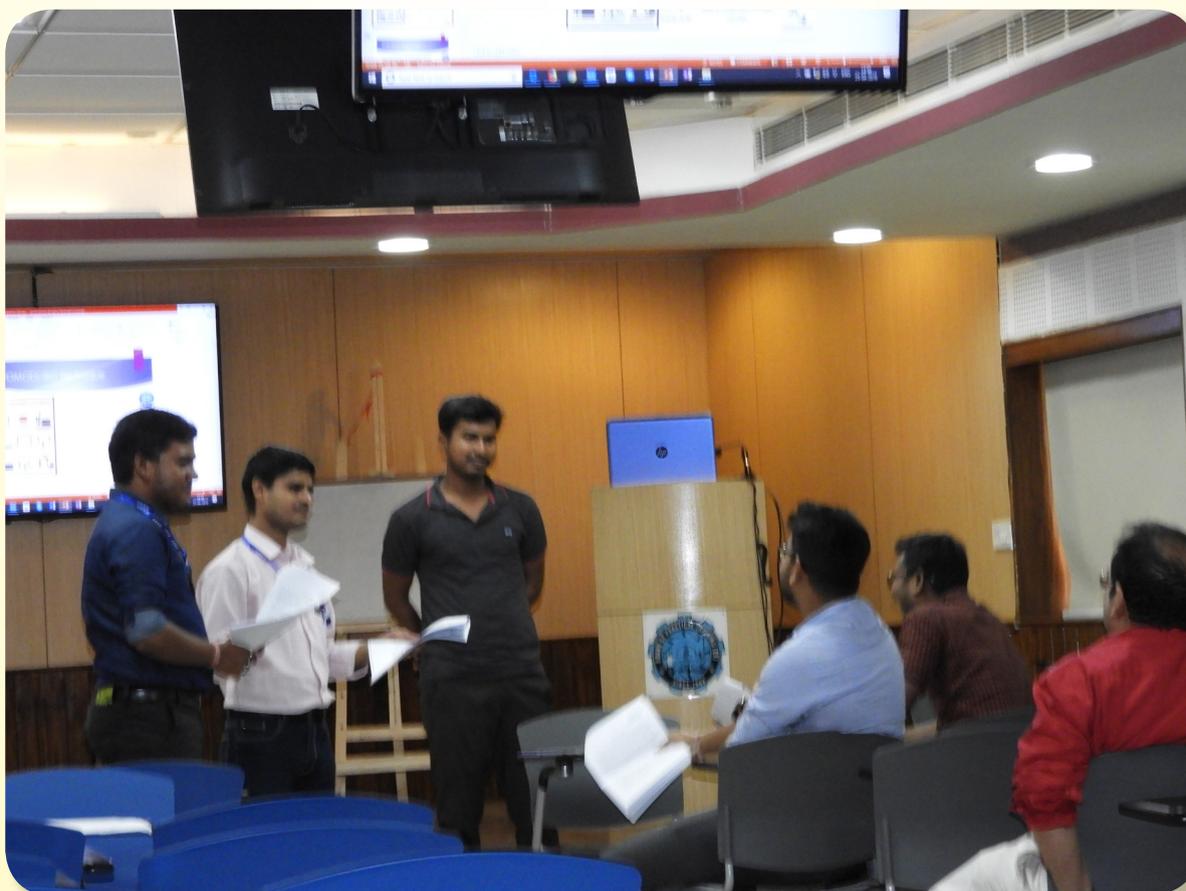
industries. Accordingly, BOPT (ER) has taken initiatives in partnership with Tata Steel Limited and Aunwsha Knowledge Technologies Pvt. Ltd. and has designed a program on pilot basis which is likely to start very shortly.

INTERNSHIP TRAINING – A TOOL FOR EMPLOYMENT

Under the Skill Development Mission, Govt. of India has taken a new initiative to produce ready to use Graduate and Diploma Engineers through Internship program. This aims to develop skill and knowledge on the practical environment of the industries. The concern of the industries regarding the technical education system not producing ready Graduates and Diploma Engineers shall only be addressed with the on-time intervention of industries by providing internship facilities in their industries/establishments. Therefore, if such technical students are exposed to the real world of work by the industries/establishments, it would help the industries/establishments also delivering upon the availability of

industry ready Graduates in the market and they can fulfil the need of skilled human resources to increase their productivity in the competitive market.

All India Council for Technical Education (AICTE) has introduced a mandatory Internship program for such students (final year Diploma and 3rd/4th year Engineering Graduate students), objective of which is to enable the Graduates develop and acquire necessary skills to become industry ready for employment in today's fast changing technology. In this direction, Ministry of Human Resource Development, Govt. of India has entrusted BOPT (ER), Kolkata and other three Regional Boards to monitor the Internship Program in their respective regions. The detail of the program formulated by AICTE is available on our website www.bopter.gov.in. Stakeholders may go through the same and take full advantage of the platform available for improving the employability.



A view of interactive session of students participating in General Attribute Development Program.



Director, BOPT (ER) giving his speech during interactive meeting with MSMEs & Technical Institutes on NATS and GADP held in August, 2019.



Shri K.N. Mishra, AAO, BOPT (ER) giving his speech on the occasion of Hindi Pakhwada held from 14.09.2019 to 28.09.2019.

Action Plan

Sl. No.	Particulars of the activities to be undertaken	Purpose for undertaking the activities	Quantum and Modalities of the activities	Time Frame / Duration
1)	Conduct of career awareness programme / career in different institutions with the target audience as students, mainly that of final year.	To attract more number of fresh passed out candidates aspiring for apprenticeship training.	Such programmes will be conducted in 20 different institutes out of which at least 5 will be in the institutes located in North Eastern States.	September, 2020- February, 2021 (Ref. Page No. 22)
2)	Display of posters containing the salient features of apprenticeship training and beneficial aspects for students on the Notice Board of the technical institutions	- DO -	Attractive posters and write-ups will be circulated to all the institutes for putting up on their Notice Boards so that more awareness is created among the final year students. Also, to use the social media platform extensively.	May, 2020 - October, 2021
3)	Publishing of advertisement for aspirants in the regional / local newspaper.	To facilitate the aspirants about the benefits of Apprenticeship Training scheme of Govt. of India so as to attract them to join it, especially students located in district town and remote villages	Regional newspaper having wider circulation as well as local newspaper in different States will be selected so as to give more wider publicity even to reach to all the students/institutes of remote villages. To be active in digital marketing as well.	July, 2020 - August, 2021



A view of employees of BOPT (ER) who participated in various programs during Hindi Prakhwada receiving award from the Director, BOPT (ER).



Sl. No.	Particulars of the activities to be undertaken	Purpose for undertaking the activities	Quantum and Modalities of the activities	Time Frame / Duration
	(c) Conduct of Industry Meet	To apprise the employers about their obligations under the Apprentice Act including discussion on various provisions, process and procedure including benefits for establishments by complying with the provisions of the Act.	Such programmes will be conducted preferably in collaboration with industry association in different places to be finalized in discussion with the State Govt. It is planned that total 10 such programmes will be conducted.	June, 2020 - February, 2021 (Ref. Page No. 19)
6)	<p>Increase in the number of apprentices engaged</p> <p>a) Continuous follow up with the notified establishment through written and telephonic communication.</p> <p>b) Regular review of the notified seats of the establishments notified three years before so as to change the allocation, if required based on reassessment.</p> <p>c) Identification of more number of new establishments</p>	<p>To ensure that all the notified establishments engage apprentices as per the minimum quota notified for them so that the notified training seats are fully utilized. Subsequently Contract of Registration Cards as per the provisions of the Act are received by the Board.</p> <p>To increase the number of notified training seats so that more training places are available for aspirants of apprenticeship training.</p> <p>- DO -</p>	<p>Rigorous follow-up through email, postal letters as well as telephonic calls will be made in terms of reminders etc.</p> <p>All the establishments notified three years before will be reviewed and based on the information freshly collected the earlier notification will be suitably modified, if required.</p>	<p>Throughout the year</p> <p>Throughout the year</p> <p>Throughout the year</p>



Sl. No.	Particulars of the activities to be undertaken	Purpose for undertaking the activities	Quantum and Modalities of the activities	Time Frame / Duration
	so as to notify them through special drive.		Already OSDs have been recruited and extension centres have been set up at Patna, Guwahati, Bhubaneswar & Jamshedpur and more will come up for intensive implementation of NATS. They are touring extensively in their respective region to identify new establishments.	
7)	Conduct of Centralised Selection in the BOPT office premises/at the industry premises/Job Fair	To ensure that appropriate number of candidates are available for establishments to select them as apprentices.	The Centralised selection/ Camp will be conducted in the Board premises as well as in the establishment premises.	Throughout the year (Ref. Page No. 29)
8)	<p>Monitoring of training imparted under the apprenticeship training scheme by the employer</p> <p>a) Visits/inspection to the establishments</p> <p>b) Conducting 'Meet the Apprentices Programme (MAP)'/ Supervisory Development Programme (SDP)</p>	To inspect the infrastructure and other facilities available in the training establishments which are used for training of the apprentices and further to ascertain whether the number of training seats notified are appropriate. To develop a close interaction with the apprentices in the presence of the training supervisor to discuss the betterment of their training if any so that the quality of the training is up to the mark so as to give satisfaction to the apprentices. The establishments are provided with guidance to formulate/modify the training programmes practiced by them	All such establishments who have not been covered in the visit schedule in the previous years are planned to be covered in the visit/ inspection schedule of this year. In addition to that, any establishment will be included in the visit schedule based on the need. Accordingly it is planned that about 500 training establishments will be visited/inspected in different States in Eastern Region of India.	Throughout the year (Ref. Page No. 27)



Sl. No.	Particulars of the activities to be undertaken	Purpose for undertaking the activities	Quantum and Modalities of the activities	Time Frame / Duration
9)	Collaborative venture with CII (ER)	To increase the coverage of establishments through CII (ER) under Apprentices Act.	To involve the member industries through State and Zonal level committees of CII (ER). Officers of BOPT (ER) will also represent in these committees. Industries will be involved in discussion so as to evolve with the set of skill requirement for training & jobs.	Throughout the year
10)	To conduct GADP	To increase the Soft Skill requirements of the Technical passed out Students	To organise Programmes both at BOPT and the Client Side	Throughout the year



A view of the Group Meeting held on 06.09.2019 at BOPT (ER) with the representatives of Mining Industry.



Shri S.M. Ejaz Ahmed, Director, BOPT (ER) giving his speech on the occasion of celebration of Vigilance Awareness Week from 28.10.2019 to 02.11.2019.



A view of interview being taken by the officials of BOPT (ER) and WBPDCCL for selection of apprentices for undergoing Apprenticeship Training.



BOPT (ER) and WBPDCCL officials conducting interview of aspiring candidates for selection for Apprenticeship Training.



A view of Officers and Staff of BOPT (ER) participating in Yoga Day held on 21.06.2019.

Name of the Programme: Industry Meet

Strategy: Group Meeting / Workshop / Seminar

Purpose

Industries Meet' programme organized by BOPT(ER) Kolkata is a very important event all throughout the year. The basic objective of such meet is to harp on the issues related to apprenticeship training, maintenance of records & returns of such training as well as to monitor the quality of the training. These meets are required to understand the difficulties faced by the industries and the students and to further improve the training seats as well as the quality of training.



Director, BOPT (ER), Kolkata deliberating during the Group Meeting with the representatives of Mining Industry held at BOPT (ER) on 06.09.2019.

Program Schedule:

Sl. No.	Month	States	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	June, 2020	Bihar	Shri.C. Raja Rao
2	July, 2020	Assam	Shri. C. Raja Rao
3	September, 2020	West Bengal	Shri. C. Raja Rao
4	October,2020	Jharkhand	Shri. C. Raja Rao
5	March, 2021	Odisha	Shri. C. Raja Rao
6	November,2020	Meghalaya	Shri. A. Chakraborty
7	December,2020	West Bengal	Shri. A. Chakraborty
8	July, 2020	Arunachal Pradesh	Shri. K. Chandramouli
9	September, 2020	Jharkand	Shri. K. Chandramouli
10	November,2020	Bihar	Shri. K. Chandramouli
11	January, 2021	Sikkim	Shri. K. Chandramouli
12	August, 2020	Odisha	Smt. Sushmita Ghosh
13	December,2020	Assam	Smt. Sushmita Ghosh

Name of the Programme: Industry-Institute Meet

Strategy: Group Meeting / Workshop / Seminar

Purpose



A view of group discussion among the industry representatives who participated on the meeting organized by BOPT (ER) in collaboration with NILERD at BOPT (ER) on 30.05.2019.

It has often reported that the quality of apprentices as available are not up to the mark to the satisfaction of the industries. Therefore, BOPT(ER) Kolkata evolved an 'Industry-Institute Meet' programme so that the institutes are able to know and understand the requirements of the establishments in terms of knowledge and skill requirement. This programme helps the institute in fine-tuning their students so that they can be ready to face the real challenges of the working world.

Program Schedule:

Sl. No.	Month	States	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	June, 2020	West Bengal	Shri.C. Raja Rao
2	August, 2020	Odisha	Shri. C. Raja Rao
3	October,2020	Tripura	Shri. C. Raja Rao
4	November,2020	Bihar	Shri. C. Raja Rao
5	February, 2021	Jharkhand	Shri. C. Raja Rao
6	August, 2020	Tripura	Shri. A. Chakraborty
7	September, 2020	A & N Islands	Shri. A. Chakraborty
8	September, 2020	Bihar	Shri. K. Chandramouli
9	October,2020	Jharkhand	Shri. K. Chandramouli
10	September, 2020	Assam	Smt. Sushmita Ghosh

Name of the Programme: Institute Meet

Strategy: Group Meeting / Workshop / Seminar

Purpose



A view of group discussion among the industry representatives who participated on the meeting organized by BOPT (ER) in collaboration with NILERD at BOPT (ER) on 30.05.2019.

The Institutes are one of the major stakeholders of Apprenticeship Training Scheme of Govt. of India. This Board also interact with the Principal and Training-cum-Placement Officers of various engineering and diploma colleges throughout the year at different venues and all such programmes are named as Principal/TPOs meet. The Principals & TPOs of all such institutes are invited at one place and deliberations and subsequent discussions are also made to evolve suitable outcome on the points as per the agenda. Mainly these type of programmes are organized as a part of awareness and publicity measure of the Apprenticeship Training Scheme.

Program Schedule:

Sl. No.	Month	States	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	June, 2020	Bihar	Shri.C. Raja Rao
2	July, 2020	Assam	Shri. C. Raja Rao
3	September, 2020	West Bengal	Shri. C. Raja Rao
4	October,2020	Jharkhand	Shri. C. Raja Rao
5	March, 2021	Odisha	Shri. C. Raja Rao
6	October,2020	Mizoram	Shri. A. Chakraborty
7	August, 2020	Bihar	Shri. K. Chandramouli
8	December,2020	Jharkhand	Shri. K. Chandramouli
9	October,2020	Nagaland	Smt. Sushmita Ghosh

Name of the Programme: Career Guidance Program

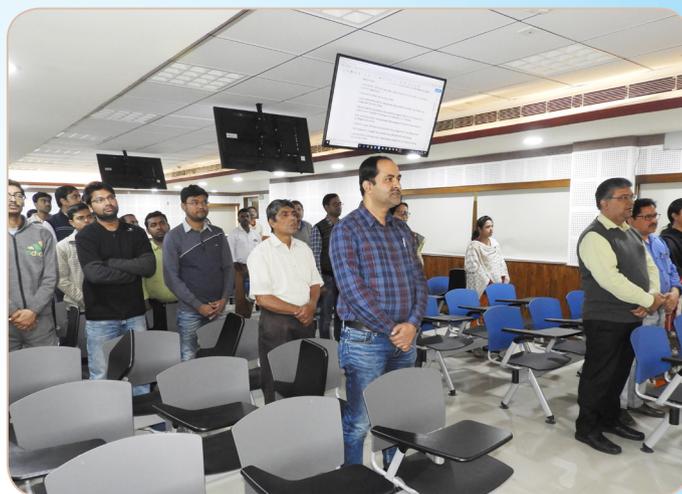
Strategy: Seminar

Purpose

The Board organizes Career Guidance Programme for the final year students belonging to degree and diploma. Officers from this Board and faculties from other organizations located at various parts of Eastern Region are also called to deliver lectures on entrepreneurship, scope of job opportunities in large and small scale industries, apprenticeship training scheme, financial assistance and success stories. Deliberations are also made on the following points to apprise the students about the necessity of practical training:

- To give an idea about industrial environment and the role of the apprentices during the training period.
- Maintenance of Work Diary.
- How to utilize the training period effectively so that after completion of training he/she should feel a development in his/her skill and knowledge.

- To identify industry's expectations from the engineers and technicians.



Employees of BOPT (ER) taking pledge on the occasion of celebration of Swachhta Pakhwada held on 16.01.2020.

Sl. No.	Month	States	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	July, 2020	West Bengal	Shri. C. Raja Rao
2	September, 2020	Odisha	Shri. C. Raja Rao
3	December, 2020	Jharkhand	Shri. C. Raja Rao
4	January, 2021	Bihar	Shri. C. Raja Rao
5	February, 2021	Assam	Shri. C. Raja Rao
6	August, 2020	West Bengal	Shri. A. Chakraborty
7	August, 2020	Tripura	Shri. A. Chakraborty
8	October, 2020	West Bengal	Shri. A. Chakraborty
9	October, 2020	Mizoram	Shri. A. Chakraborty
10	September, 2020	Bihar	Shri. K. Chandramouli
11	October, 2020	Jharkhand	Shri. K. Chandramouli
12	November, 2020	Bihar	Shri. K. Chandramouli
13	January, 2021	Sikkim	Shri. K. Chandramouli
14	February, 2021	Jharkhand	Shri. K. Chandramouli
15	March, 2021	Bihar	Shri. K. Chandramouli
16	August, 2020	Assam	Smt. Sushmita Ghosh

Name of the Programme: Visit to New Establishments Strategy: Visit

Purpose

It has often been a challenge to BOPT(ER) Kolkata to increase the training slots for the apprentices as well as motivate the pass out students to join for apprenticeship training. To this aim, lots of visits are undertaken by the officers of BOPT(ER) Kolkata to locate newer industries for more training slots in the Eastern Region. During these visits, the manpower strength and the infrastructure of the establishments/ industries are also reviewed to assess the training scope as available. A special emphasis has been put on the states in the North-Eastern Region which deserves a major drive to facilitate the benefits of National Apprenticeship Training Scheme.



Group photo of employees of BOPT (ER) participating in 'Run for Unity' held on 31.10.2019 on the occasion of National Unity Day.

Program Schedule:

Sl. No.	Month	States	No. of Estb.	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	July, 2020	West Bengal	05	Shri A. Chakraborty
		Arunachal Pradesh	02	Shri K. Chadramouli
		Odisha	05	Smt. Sushmita Ghosh
		Nagaland	05	Smt. Sushmita Ghosh
2	August, 2020	West Bengal	05	Shri A. Chakraborty
		Tripura	03	Shri A. Chakraborty
		Bihar	04	Shri K. Chadramouli
		Odisha	06	Smt. Sushmita Ghosh
		Nagaland	02	Smt. Sushmita Ghosh
3	September, 2020	West Bengal	10	Shri A. Chakraborty
		Bihar	04	Shri K. Chadramouli
		Assam	07	Smt. Sushmita Ghosh
		Manipur	02	Smt. Sushmita Ghosh



Program Schedule:

Sl. No.	Month	States	No. of Estb.	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
4	October, 2020	West Bengal	01	Shri A. Chakraborty
		Mizoram	01	Shri A. Chakraborty
		Odisha	03	Smt. Sushmita Ghosh
5	November, 2020	West Bengal	02	Shri A. Chakraborty
		Sikkim	02	Shri K. Chadramouli
		Assam	02	Smt. Sushmita Ghosh
		Odisha	04	Smt. Sushmita Ghosh
6	December, 2020	West Bengal	03	Shri A. Chakraborty
		Bihar	03	Shri K. Chadramouli
		Odisha	04	Smt. Sushmita Ghosh
7	January, 2021	West Bengal	03	Shri A. Chakraborty
		Odisha	02	Smt. Sushmita Ghosh
8	February, 2021	West Bengal	03	Shri A. Chakraborty
		Assam	02	Smt. Sushmita Ghosh
		Odisha	01	Smt. Sushmita Ghosh
9	March, 2021	West Bengal	03	Shri A. Chakraborty



Name of the Programme: Meet the Apprentices

Strategy: Seminar

Purpose

Meeet the Apprentice Programmes' are arranged at various establishments in Eastern Region where engineering Graduate and Technician, apprentices undergo apprenticeship training. All the apprentices in the establishments, officers of the training establishments are invited in the programme conducted at a suitable place in the establishments in convenience with the apprentices whose

participation are of prime importance. The main purpose of 'Meet the Apprentice Programme' is to interact with the apprentices so as to know their activities during the training period, effectiveness of the training programme, problems if any faced by the apprentices or by the training departments so as to find the remedial measures and to overcome such problems. This activity is mainly carried out as a part of quality monitoring.

Program Schedule :

Sl. No.	Month	States	No. of Estb.	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	July, 2020	West Bengal	03	Shri A. Chakraborty
		Arunachal Pradesh	02	Shri K. Chadramouli
		Odisha	04	Smt. Sushmita Ghosh
2	August, 2020	West Bengal	02	Shri A. Chakraborty
		Jharkhand	04	Shri K. Chadramouli
		Odisha	04	Smt. Sushmita Ghosh
3	September, 2020	West Bengal	01	Shri A. Chakraborty
		Jharkhand	05	Shri K. Chadramouli
		Assam	02	Smt. Sushmita Ghosh
		Odisha	03	Smt. Sushmita Ghosh
4	October, 2020	West Bengal	01	Shri A. Chakraborty
		Mizoram	01	Shri A. Chakraborty
		Jharkhand	03	Shri K. Chadramouli
		Odisha	01	Smt. Sushmita Ghosh

Program Schedule:

5	November, 2020	Meghalaya	01	Shri A. Chakraborty
		Sikkim	03	Shri K. Chadramouli
		Assam	03	Smt. Sushmita Ghosh
		Odisha	02	Smt. Sushmita Ghosh
6	December, 2020	West Bengal	01	Shri A. Chakraborty
		Bihar	03	Shri K. Chadramouli
		Odisha	01	Smt. Sushmita Ghosh
7	January, 2021	Sikkim	03	Shri K. Chadramouli
		Odisha	01	Smt. Sushmita Ghosh
8	February, 2021	West Bengal	01	Shri A. Chakraborty
		Jharkhand	03	Shri K. Chadramouli
		Assam	01	Smt. Sushmita Ghosh
9	March, 2021	West Bengal	01	Shri A. Chakraborty



BOPT (ER) employees participating in Yoga Day held on 21.06.2019 at BOPT (ER).



Name of the Programme: Visits to Establishments & Institutes

Strategy: Inspection and Interaction

Purpose

Officers of this Board pay visit to different establishments fixed as per the mutual convenience of the industry/institutes and the Board officials throughout the year. The purpose of the said visits are manifold. The visits are called Inspection Visits during which the officer concerned reviews the stock of all matters relating to Apprenticeship Training along with verification

of the records and returns made available by the training establishments, discussion are held on training programme module being followed etc. At the end of the inspection, a report is prepared, a copy of which is also shared with the establishments. The visit is very important in terms of monitoring of the quality of Apprenticeship Training provided by the training establishments to the apprentices.

Program Schedule:

Sl. No.	Month	States	No. of Estb.	No. of Inst.	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	June, 2020	Odisha	05	02	Smt. Sushmita Ghosh
2	July, 2020	West Bengal	08	02	Shri A. Chakraborty
		Jharkhand	07	03	Shri K. Chadramouli
		Assam	05	03	Smt. Sushmita Ghosh
		Odisha	05	02	Smt. Sushmita Ghosh
3	August, 2020	West Bengal/Tripura	10	03	Shri A. Chakraborty
		Bihar	07	03	Shri K. Chadramouli
		Jharkhand	03	01	Shri K. Chadramouli
		Odisha	05	02	Smt. Sushmita Ghosh
4	September, 2020	West Bengal	09	02	Shri A. Chakraborty
		West Bengal	5	--	Shri C. Raja Rao
		Bihar	07	05	Shri K. Chadramouli
		Jharkhand	--	02	Shri K. Chadramouli
		Assam	05	01	Smt. Sushmita Ghosh
		Odisha	10	0	Smt. Sushmita Ghosh



Program Schedule:

Sl. No.	Month	States	No. of Estb.	No. of Inst.	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
5	October, 2020	West Bengal/Mizoram	10	03	Shri A. Chakraborty
		West Bengal	4	1	Shri C. Raja Rao
		Bihar	07	--	Shri K. Chadramouli
		Odisha	05	02	Smt. Sushmita Ghosh
6	November, 2020	West Bengal/Meghalaya	10	02	Shri A. Chakraborty
		Odisha	4	1	Shri C. Raja Rao
		Bihar	07	--	Shri K. Chadramouli
		Assam	10	02	Smt. Sushmita Ghosh
		Odisha	05	02	Smt. Sushmita Ghosh
7	December, 2020	West Bengal	07	01	Shri A. Chakraborty
		Arunachal Pradesh	09	--	Shri K. Chadramouli
		Odisha	05	02	Smt. Sushmita Ghosh
8	January, 2021	West Bengal	10	01	Shri A. Chakraborty
		Jharkhand	05	--	Shri K. Chadramouli
		Sikkim	07	02	Shri K. Chadramouli
		Odisha	05	02	Smt. Sushmita Ghosh
9	February, 2021	West Bengal	11	01	Shri A. Chakraborty
		Bihar	05	--	Shri K. Chadramouli
		Jharkhand	10	--	Shri K. Chadramouli
		Assam	05	--	Smt. Sushmita Ghosh
		Odisha	--	02	Smt. Sushmita Ghosh
10	March, 2021	West Bengal	10	--	Shri A. Chakraborty
		Jharkhand	10	02	Shri K. Chadramouli
		Assam	05	--	Smt. Sushmita Ghosh



Name of the Programme: Centralised Selection/Camps

Strategy: Continuous follow up with the Establishments

Purpose

During the whole year this Board organizes and conducts Centralised Selection/Camps/Melas at Board's office premises as well as at establishment premises for selection of apprentices by the training establishments.

The Centralised Selection/Camps/Melas are

organized to help the candidates in getting placed in various notified establishments and also establishments to get a chance to select candidates as per the quota notified by the Board without incurring much of expenses. Through this activity, large number of candidates get placed within a short span of time.

Program Schedule:

Sl. No.	Month	States	No. of Camps	Meeting Co-ordinator [Dy. / Asst. Director, BOPT (ER)]
1	June, 2020	West Bengal	03	Shri A. Chakraborty
2	July, 2020	West Bengal	02	Shri A. Chakraborty
3	September, 2020	West Bengal	01	Shri A. Chakraborty
4	October, 2020	West Bengal	02	Shri A. Chakraborty
5	November, 2020	West Bengal	02	Shri A. Chakraborty
6	December, 2020	West Bengal	01	Shri A. Chakraborty
7	January, 2021	West Bengal	02	Shri A. Chakraborty
8	February, 2021	West Bengal	02	Shri A. Chakraborty
9	March, 2021	West Bengal	03	Shri A. Chakraborty
10	December, 2020	Bihar	01	Shri K. Chadramouli
11	June, 2020	Odisha	01	Smt. Sushmita Ghosh
12	October, 2020	Odisha	01	Smt. Sushmita Ghosh
13	November	Assam	01	Smt. Sushmita Ghosh
14	February, 2021	Odisha	01	Smt. Sushmita Ghosh



Name of the Programme: GADP

Strategy: Awareness for soft skill development

Purpose

General Attribute Development Programme (GADP) has also now become a BOPT's regular programme both on the BOPT SITE and CLIENT SITE as well. This programme has been found as most useful for the apprentices, passed out students and fresh executives/non-executives. Lot many industries have found this GADP as

most relevant and useful to develop appropriate manpower in the industries. The Programme is a new born baby and would have to traverse a long way to be an acceptable model in the entire Eastern Region for developing industry-suited manpower. This is a self financed programme and BOPT(ER) need not expend any money for the purpose.

Program Schedule:

Time: 10 am to 6 pm with lunch break

Batch Code	Month	Date
GADP 010	July, 2020	20-24 July
GADP 011	August, 2020	17-21 August
GADP 012	September, 2020	21-25 September
GADP 013	October,2020	19-23 October
GADP 014	November,2020	23-27 November
GADP 015	December,2020	14-18 December
GADP 016	January, 2021	18-22 January
GADP 017	February, 2021	15-19 February
GADP 018	March, 2021	22-26 March



MONITORING OF TARGET*

C. RAJA RAO Deputy Director					
No. of Apprentices		1st Quarter (01.04.2020 to 30.06.2020)	2nd Quarter (01.07.2020 to 31.09.2020)	3rd Quarter (01.10.2020 to 31.12.2020)	4th Quarter (01.01.2021 to 31.03.2021)
	Total	500	750	1000	1250
Total No. of Apprentices					3500
No. of Group Meeting/ Semminer/ Workshop	2	4	4	5	
Total No. of Group Meeting/Semminer/ Workshop					15
MAP (QIP)	--	--	--	--	
Total MAP (QIP)					--
No. of Establishments/ Institutes to be Visited	0	5	10	0	
Total No. of Establishments / Institutes to be Visited					15

A. CHAKRABORTY Assistant Director					
No. of Apprentices		1st Quarter (01.04.2020 to 30.06.2020)	2nd Quarter (01.07.2020 to 31.09.2020)	3rd Quarter (01.10.2020 to 31.12.2020)	4th Quarter (01.01.2021 to 31.03.2021)
	West Bengal	731	1413	2013	2843
Tripura	29	37	48	86	
Mizoram	29	37	48	86	
Meghalaya	6	12	13	19	
A & N Islands	6	12	13	19	
Total	801	1531	2135	3033	
Total No. of Apprentices					7500
No. of Group Meeting/ Semminer/ Workshop	0	2	5	8	
Total No. of Group Meeting/Semminer/ Workshop					15
MAP (QIP)	0	3	7	12	
Total MAP (QIP)					22
No. of Establishments/ Institutes to be Visited	0	20	30	50	
Total No. of Establishments/ Institutes to be Visited					100

K. CHANDRA MOULI Assistant Director					
No. of Apprentices		1st Quarter (01.04.2020 to 30.06.2020)	2nd Quarter (01.07.2020 to 31.09.2020)	3rd Quarter (01.10.2020 to 31.12.2020)	4th Quarter (01.01.2021 to 31.03.2021)
	Bihar	410	820	1230	1640
Jharkhand	235	470	705	940	
Sikkim	20	40	60	80	
Arunachal Pradesh	5	10	15	20	
	670	1340	2010	2660	
Total No. of Apprentices					6700
No. of Group Meeting/ Semminer/ Workshop	0	4	8	8	
Total No. of Group Meeting/Semminer/ Workshop					20
MAP (QIP)	0	8	8	10	
Total MAP (QIP)					26
No. of Establishments/ Institutes to be Visited	0	20	40	40	
Total No. of Establishments/ Institutes to be Visited					100

SUSHMITA GHOSH Assistant Director					
State	1st Quarter (01.04.2020 to 30.06.2020)	2nd Quarter (01.07.2020 to 31.09.2020)	3rd Quarter (01.10.2020 to 31.12.2020)	4th Quarter (01.01.2021 to 31.03.2021)	Total
Odisha	847	1137	1307	1709	5000
Assam	390	470	668	722	2250
Manipur	3	6	6	10	25
Nagaland	3	8	10	4	25
Total	1243	1621	1991	2445	7300
Total No. of GM	0	2	5	8	15
Total MAP (QIP)	0	3	7	12	22
Total No. of Establishments/ Institutes to be Visited	0	20	30	50	100

Note : *The above target is subject to revise downward depending upon COVID - 19 pandemic situation.



National Skill Development Mission

Now, we are a part of the National Skill Development Mission set up by Govt. of India and the Apprenticeship Training imparted to the fresh passed out graduate engineers and technicians are an integral component of this endeavour. Altogether, nearly 2.6 lakhs of passed out students have been provided apprenticeship training by four Regional Boards of Practical/Apprenticeship Training during the last five years.



RAILWAY STATIONS

- Howrah Station - 18 Km
- Sealdha Station - 7 Km
- Kolkata Station - 8 Km

AIRPORT

- Netaji Subhas International Airport - 10 Km

BUS ROUTE

	Mini Bus	Ordinary Bus
Howrah Station	Mourigram-Salt Lake Howrah-Salt Lake	44A
Sealdah Station	Howrah-Salt Lake	44A, 235



Skill India
कौशल भारत - कुशल भारत

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