



Government of West Bengal
Technical Education, Training and Skill Development Department
Directorate of Industrial Training
Karigari Bhawan (2nd Floor), B/7, Action Area-III,
Rajarhat, New Town, Kolkata-700160

Date: 23-05-2023

✓ To

The Principal / HOI

1. Govt. ITI Ranaghat-II running under PTP (Dist: Nadia)
2. Govt. ITI Chanchal-II running under PTP (Dist: Malda)
3. Govt. ITI Kumargunj running under PTP (Dist: Dakshin Dinajpur)
4. Govt. ITI Mal running under PTP (Dist: Jalpaiguri)
5. Rabindra Pathabhaban Pvt. ITI (Dist: North 24 Parganas)
6. Salboni Pvt. ITI (Dist: Paschim Midnapore)
7. Bishnupur Public Pvt. ITI (Dist: Bankura)
8. Manbhum Pvt. ITI (Dist: Purulia)

Sub: Apprenticeship Mela to be organized at his/her ITI Venue on 12-06-2023 (2nd MONDAY) from 10:00 AM to 5:30 PM

An Apprenticeship Mela pertaining to the State of West Bengal for both Designated and Optional Trades has to be organized at his/her ITI Venue on **12-06-2023 (2nd MONDAY) from 10:00 AM to 5:30 PM.**

He/she is hereby requested to perform the below listed tasks as the preparatory work of the said Mela and send us periodical reports on the progress of the same and post Mela reports:-

1. Advertisement at District Level through different channels
2. Invite the Industries for engagement of the Apprentices for **both Designated and Optional Trades**
3. Inform the District Authorities/Other Guests(MP/MLA/District Collector/District Magistrate/VIPs/Local District Industry leader) for Mela Programme
4. Prepare one detail step by step plan to organize the said Mela successfully, smoothly and in hassle-free way
5. Some **reports** are to be submitted to Head Quarter over mail from time to time.

Munir 23/05/2023
Deputy Apprenticeship Advisor, HQ
West Bengal

I/398404/2023

Copy for kind information to:-

- i) The Director(AT), MSDE, New Delhi-110001
- ii) The Regional Director, RDSDE, Salt Lake, Kolkata – With kind request to send his/her representative to remain present in the said Mela
- iii) The JDIT, RO Durgapur, West Bengal – With kind request to monitor the said Mela under his/her jurisdiction and arrange to send his representative as Observer to the venues under his jurisdiction
- iv) The JDIT, RO Siliguri, West Bengal – With kind request to monitor the said Mela under his/her jurisdiction and arrange to send his representative as Observer to the venues under his jurisdiction
- v) Sri Bikram Kumar Das, State Engagement Officer(W.B.),NSDC – With request to arrange for more Industries for the said Apprenticeship Mela **on 12-06-2023**

Deputy Apprenticeship Advisor, HQ
West Bengal