

GOVERNMENT OF ANDHRA PRADESH

Office of the  
Director of Technical Education,  
Andhra Pradesh, VIJAYAWADA.

Cir.Memo.No.: T4/1511/2022/Industrial Training/Sept-01

Dt: 12-09-2022

Sub: Technical Education – TPO – **Industrial Training** – Academic Year 2022-23 – Placement of Students in Industries - **2nd Spell** from Dec 2022 to Jun 2023 – **Action Plan** well in advance - Certain guidelines and instructions – Issued - Reg.

- Ref:
1. Proces.No.T4/Industrial Training/1511/Volume II/2011 of Special Commissioner of Technical Education, A.P., Vijayawada dated 03-08-2017.
  2. Cir.Memo.No.: T4/1511/2011/Industrial Training/2017, dated 05-07-2022 of Commissioner Of Technical Education, A.P., Vijayawada.
  3. This office memo.T4/1511/2011/Industrial Training/2017,Dt:06. 07-2022
  4. Academic Calendar 2022-23 communicated vide H/3307/2017, dt.11.07.2022
  5. This office memo.T4/1511/2011/Industrial Training/2017,Dt:19. 07-2022

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It is informed that as per Curriculum C-20, Diploma students of all Branches are to be sent for Industrial Training for 6 months in their V / VI semesters as per the schedule ( in two spells) already communicated vide circular 3<sup>rd</sup> cited.

Instructions were also issued to all the Principals and TPOs to meet the top-level management representatives of the industry and appraise the need for industry collaboration in providing Industrial Training to our students and also to explore the possibility of a tie-up with big Industries.

Further, detailed SOP issued with an objective to provide effective and quality Industrial Training to the students, which includes identification of relevant Industries and mapping students and mentors, monitoring and evaluation of Training, responsibilities of Head of Sections, Training mentors, Trainees and the Industry in-charge along with DOs and DONTs for the student trainees.

Accordingly, the first spell of Industrial Training is under process starting from 20-07-2022 and will continue up to 19-01-2023. A total number of 5302 students from 84 Government Polytechnics and a total number of 11,935 students from 171 Private Polytechnics are undergoing Industrial Training in 1<sup>st</sup> spell.

Further a total number of 19,177 students should undergo Industrial Training in **2<sup>nd</sup> Spell i.e., from December – 2022 to June -2023** as per academic calendar communicated vide reference 4<sup>th</sup> cited above.

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In the context of above as well as recent interactions with Industries and Institutions certain issues were noticed regarding 1<sup>st</sup> spell Industrial Training and keeping view of the same the following instructions/guidelines issued.

1. Industries where there are no activities should not be chosen for Industrial Training.
2. Commercial paid mode of Training should be discouraged.
3. The Industries identified need to have proper infrastructure with Training facilities.
4. Before allotment of students to Industries, the Head of Section and concerned faculty members to physically visit the Industries and asses the training facilities for effective Industrial Training.
5. Some Industries are prepared to give 8 hours training to allotted students even with stipend also. However certain students are joining such Industries and suddenly leaving the Industries requesting Principals/Head of Section for change of Industry and these changes are being done at some Institutions also.

In this regard, once a student is allotted to a particular industry for Industrial Training, change of Industry shall not be permitted and to be discouraged. If change of Industry required on any genuine reasons, prior permission to be obtained from Head Office.

In this connection, all the Principals of Govt. Polytechnics, Standalone Private Polytechnics and Polytechnics in Engineering colleges offering diploma courses are hereby instructed to convene a meeting with HOSs, TPO and staff of concerned branches which are scheduled for **2<sup>nd</sup> Spell Industrial training**. They should **prepare action plan well in advance by 15-10-2022** in order to facilitate quality industrial training with an aim to expose students to latest Industrial practices. The **list of Industries identified** for Industrial training in 2<sup>nd</sup> Spell along with number of **students allotted to be submitted to this office by 20-10-2022** positively.

The receipt of this memo shall be acknowledged.

Sd/- C. Naga Rani,  
DIRECTOR.

Copy to:

The Principals of Polytechnics in the State.

The Regional Joint Directors of Technical Education, AU Region, Kakinada & SVU Region, Tirupati for information and necessary action.

  
Deputy Director (TPO)