

## **Indicative list of Vocational Training Programmes**

1. Entrepreneurship Development programme.
2. Welding, Plumbing, Pump Set Repairing, Filter, Bore well and I.p. set repairing, Masonry work.
3. Carpentry, Bamboo work, Brassware, Wood Carving, Can and Bamboo work.
4. Silk reeling, handloom weaving, Koraimat weaving, Paper toy making.
5. Footwear making, leather articles making, leather processing and synthetic leather.
6. Soap making, village oil, agarbatti, pickles, paints and bakery.
7. TV radio repairing, servicing and repairing of electronic items Service and preparing of electronic items Service and repair of TV Music System, VCR, CD player, Refrigerator etc.
8. Electrical wiring, repairing, of domestic appliances, electrical, household wiring, electrical goods.
9. Computer course.
10. Auto mechanic, Motorcycle repair and maintenance, repair of Auto rickshaw.
11. Motor driving.
12. Tailoring, embroidery and knitting.
13. Medical technicians, X-ray technicians, Diploma in medical lab technicians.
14. Auxiliary Nurse midwife training.
15. Beauty culture course.
16. Orchid cultivation, fish cultivation & vegetable cultivation.

## Format of Vocational Training Course Completion Certificate

(To be submitted by the Training Agency)

I. This is to certify that the training programme on

\_\_\_\_\_ (name of the trade) has been conducted

By \_\_\_\_\_

(Name Of the Training agency) successfully. The list of candidates selected for training and selection committee's minutes are enclosed/were already submitted. It is certified that following is the community-wise/Gender-wise break-up of the candidates trained:

- a. Muslim -----
- b. Sikh -----
- c. Christian -----
- d. Buddhist -----
- e. Parsis -----
- f. Male -----
- g. Female -----

ii. The programme was conducted from \_\_\_\_\_ to \_\_\_\_\_.

iii. Following is the break up of expenditure

Sr. No.	Items	Amount per Candidate	Total Amount for _____ Candidates
1.	Training fee		
2.	Stipend		
3.	Miscellaneous expenses		
	Total		

- iv . The theory and practical classes were covered as per the syllabus
- v. The credentials of all trainees with regard to their educational qualification, minorities' status and family income were properly verified at the time of selection/ admission;
- vi. The trainees were duly selected by the selection committee constituted for this purpose
- vii. Adequate infrastructure, tools and equipments were made available during the training programme;
- viii. Satisfactory progress of the training programme and performance and performance of the trainees was monitored by a committee constituted for this purpose.
- ix. The training course included entrepreneurship development in order to guide the trainees in setting up their own self-employment ventures.
- x. Regular follow up is being done with the trainees for their wage/self employment. The trainees opting for Self-employment will be referred to you for financial assistance.
- xi. The 1<sup>st</sup> installment of Rs. \_\_\_\_\_ Has been received. A receipt for the same is enclosed here with. The remaining sum of Rs. \_\_\_\_\_ May be immediately released.

**SIGNATURE OF THE HEAD  
OF THE TRAINING AGENCY.**

Date: \_\_\_\_\_

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# Please strike out which ever is not applicable