



व्यावहारिक प्रशिक्षण बोर्ड (पूर्वी क्षेत्र)  
**BOARD OF PRACTICAL TRAINING (EASTERN REGION)**

भारत सरकार के शिक्षा मंत्रालय के उच्चतर शिक्षा विभाग के अधीन  
UNDER MINISTRY OF EDUCATION, GOVT. OF INDIA, DEPARTMENT OF HIGHER EDUCATION



**Speed Post**

Date: 15.09.22

BOPT(ER)/TS-III/BR/22-23/6636

To  
The Principal,  
S.N.S. College, Tekari,  
Tekari, Gaya, Bihar 824236,  
Gaya

Sub: To Circulate a Poster, Institution Brochure & Students Brochure regarding the National Apprenticeship Training Scheme (NATS) under the Apprentices Act, 1961, as amended from time to time.

Sir/Madam,

A poster, Institute Brochure & Students Brochure regarding the **National Apprenticeship Training Scheme (NATS)** are enclosed herewith. The main object of the NATS is to provide Apprenticeship Training for **Fresh Graduates in General Stream (B. A., B. Com., B. Sc, etc.)** in various establishments through NATS under the said Act. Hence, which may please be put at a suitable place, preferably in the notice Board of your Institute and Training & Placement office. With this, the aspiring candidates of your institution may avail the facility of the National Apprenticeship Training Scheme, which is one of the flagship programs of the Govt. of India.

In this context, you have requested to create more awareness of the above information among the students at your Institute. Also, you shall ensure that all your Institute students have enrolled in the Web Portal immediately after the publication of the result.

Further, please disseminate among the Passed-out eligible candidates to visit to apply/enrol for Apprenticeship Training through ONLINE to our e-governance Website **www.bopter.gov.in**.

In this circumstance, we need your cooperation to build a cohesive environment and effective teamwork for the benefit of your Institute students. For that, please provide the information in the duly filled enclosed format "Information of Institution/University" within 15 Days.

For further information/clarification on any of the above-mentioned matters, you may contact the undersigned through Email ID: [ad2@bopter.gov.in](mailto:ad2@bopter.gov.in)/ Shri. Mantosh Kumar, OSD, Bihar/ Shri Aditya Bhardwaj, OSD, Bihar on their Mobiles No. 8873037744/ 7090524865 & Email ID: [osdbr.bopter@gmail.com](mailto:osdbr.bopter@gmail.com)/ [osd2.bihar@bopter.in](mailto:osd2.bihar@bopter.in) respectively.

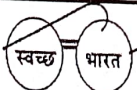
**For more details, please visit us [www.bopter.gov.in](http://www.bopter.gov.in)**

Thanking you.

Yours faithfully,

Encl: As stated above

(K. Chandra Mouli)  
Assistant Director



एक कदम स्वच्छता की ओर

ब्लॉक - ईए, सेक्टर - 1 (लाबोनी संपदा के विपरीत), साल्ट लेक सिटी, कोलकाता - 700 064, दूरभाष /Phone - (033) 2337-0750/51, फैक्स /Fax - (033) 2321-6814  
Block - EA, Sector - 1 (Opposite, Labony Estate), Salt Lake City, Kolkata - 700 064, ई-मेल / E-mail - [inf@bopter.gov.in](mailto:inf@bopter.gov.in), वेबसाइट / website - [www.bopter.gov.in](http://www.bopter.gov.in)



Download Mobile App

**Information of Institution/University**

1. Name of the Institution/University:
2. Address of the Institution/University:

3. Affiliated University:

4. Name of the VC/Registrar/Principal / Director:

Phone No.:	Ext.	Mobile No.:
Email Id:		Website:

5. Name of the Training & Placement Officer/Nodal Officer:

Phone No.:	Ext.	Mobile No.:
Email id:		Website:

6. Program/Course Information:

Sl. No.	Program/ Course/ Subject- filed	Intake	Out turn	Name, Address & Contact Details of the Establishment (Which are Located locally and have had Scope/Potential to engage the Apprentices)
1.				
2.				
3.				
4.				
5.				

Signature of the Principal / Competent  
Authority with office seal.

Date:





Ministry of Education  
Government of India



# NATIONAL APPRENTICESHIP TRAINING SCHEME (NATS)

## INSTITUTION BROCHURE

### BOARD OF PRACTICAL TRAINING (EASTERN REGION)

Ministry of Education  
Department of Higher Education  
Government of India

POWER TO EMPOWER YOU



[www.bopter.gov.in](http://www.bopter.gov.in)



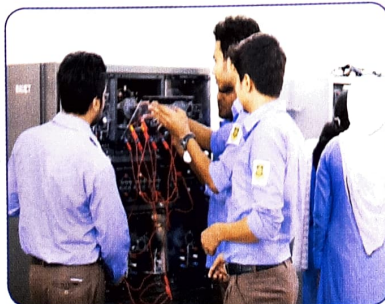
## INTRODUCTION

National Apprenticeship Training Scheme is one of the flagship programmes of Government of India. Ministry of Education, Department of Higher Education, Government of India implements the National Apprenticeship Training Scheme through Board of Practical Training at Kolkata and Boards of Apprenticeship Training located at Chennai, Mumbai, Kanpur for providing skill training by utilizing the facilities available in the industries to Graduates & Diploma Holders in Engineering & Technology and Graduate in General Stream pass outs as Graduate and Technician apprentices under the Apprentices Act 1961.

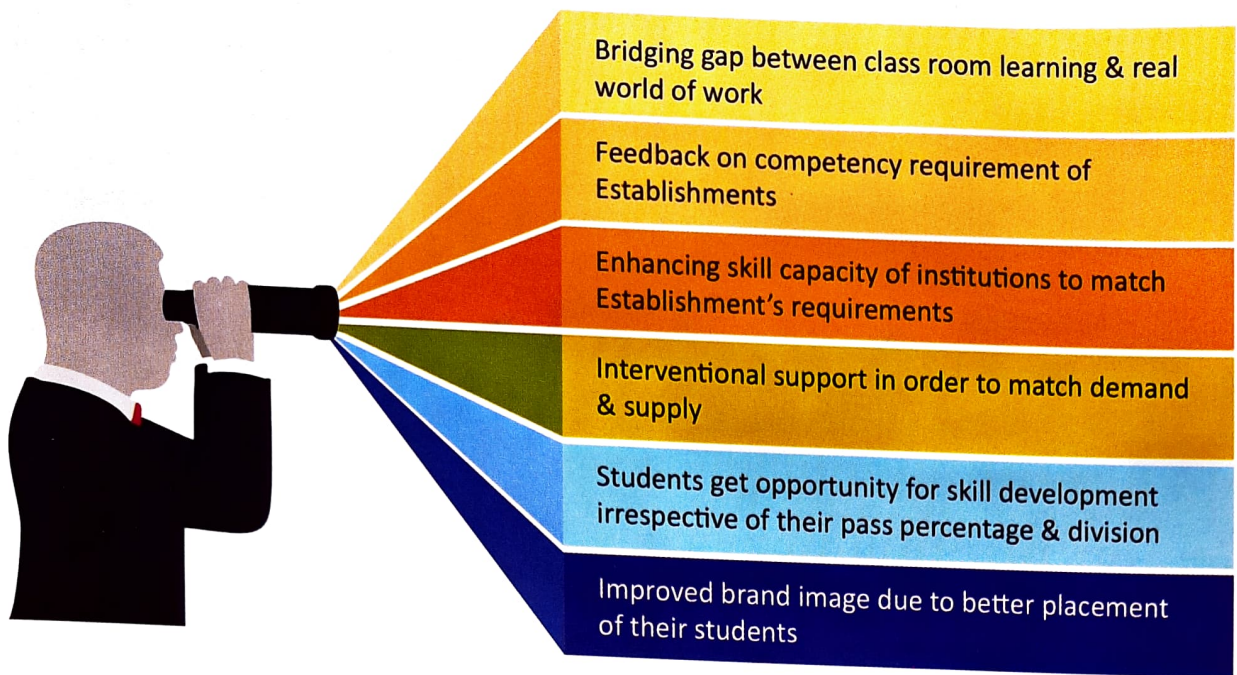
Apprentices are provided on the job training by employers using the facilities / resources available under the supervision of trainers, through structured training modules to ensure the apprentices acquire skills and competencies after the training which will enhance their confidence and employability. During the period of apprenticeship, the apprentices are paid monthly stipend, 50% of minimum stipend rate reimbursable to employer from Government of India. After successful completion of training, the apprentices are issued a Certificate of Proficiency by Government of India which is considered as one year experience when they go for further employment.

## OBJECTIVES OF THE SCHEME

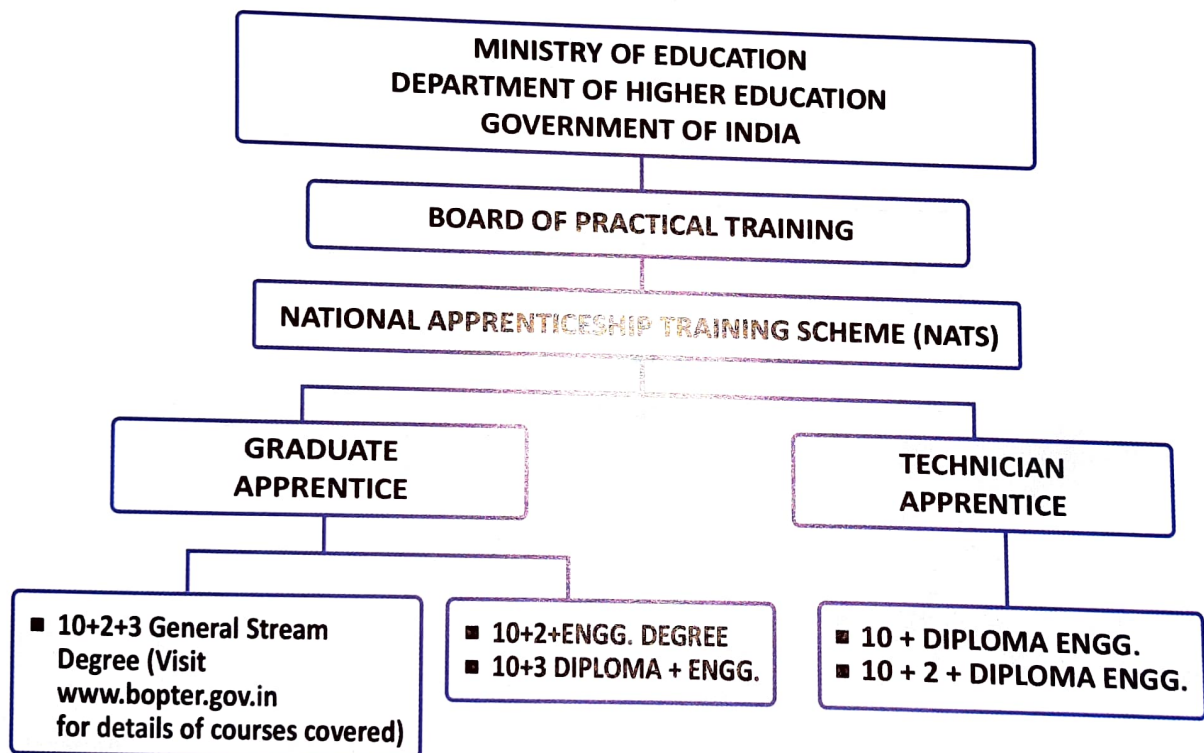
1	To bridge any gaps, enhance employability of fresh graduates & diploma holders in Engineering and Technology and Graduate in general stream pass outs that they do not acquire during their regular studies
2	Development of effective establishment institution interaction
3	To create skilled technical manpower for the Nation by utilizing the training facilities available in industries / organizations to the maximum possible extent by imparting quality training to the apprentices
4	To facilitate fresh graduates, diploma holders in engineering and Graduate in general stream pass-outs for acquiring practical training in industries / organizations and thus to make them more employable







## IMPLEMENTATION METHODOLOGY OF NATS



- **SKILL ENHANCEMENT FOR A PERIOD OF ONE YEAR i.e., 12 MONTHS FOR ENGINEERING APPRENTICES & 06-36 MONTHS FOR NON-ENGINEERING APPRENTICES**
- **APPRENTICE GET MONTHLY STIPEND PAID BY EMPLOYER AND CENTRAL GOVT. IN EQUAL SHARE**
- **CERTIFICATE OF PROFICIENCY ISSUED BY GOVT. OF INDIA WHICH IS EQUIVALENT TO ONE YEAR JOB EXPERIENCE.**

## WHAT BOPT(ER) DO?

### Industry-Institute Interaction Meet :

To share the requirements of industry with institutes to make their student updated and make ready for industries

### Career Guidance Program (CGP) :

Industry experts guide the final year student and guide them on topics like Career Opportunities in industries, Entrepreneurship opportunities, Financial Management, Personality Development & tips to face interview effectively etc.

### Principal / TPO Meet :

To make students aware about benefits of Apprenticeship training to acquire skills & enhance employability to shape future career

### General Attribute Development Programme (GADP) :

The Platform for Skill Development (including Soft Skills) & Career Growth

### Centralize Apprenticeship Training Camp :

Open pool campus recruitment program for apprenticeship training organized regular intervals.

## WAY AHEAD

1. Signing of MOU with institutions to organise various programme conducted for apprenticeship training in the region
2. Annual demand-supply GAP Analysis by lead institutions in the region
3. Institute shall have a page related to apprenticeship training on their website and a linkage window is to be provided with the website of BOPT (ER)

## EDUCATIONAL QUALIFICATIONS

Graduate in engineering or technology / graduate in general stream students such as BA, B.Sc, B.Com etc. granted by recognised institution /statutory university

Student pursuing Degree in Engineering under sandwich pattern that he / she may hold a degree in Engineering or Technology

Diploma in engineering or technology granted by recognised institution / statutory university

Student pursuing Diploma of Engineering under sandwich pattern in order that he / she may hold a diploma in Engineering or Technology



## NEED FOR COLLABORATIONS WITH BOPT (ER)

CHALLENGES	DESCRIPTION	SOLUTION
<b>Demand &amp; Supply Mismatch</b>	The World of Education and World of Work has huge gap in various skills like soft, technical and interpersonal etc., in fresh graduates / diplomas. This mismatch is leading to higher unemployment among the fresh pass out students.	NATS extends people centric approach for skill development which connects industries and institutions by adopting the changes with industry specific training program.
<b>Geographical Location</b>	Institution located at remote locations are finding it difficult to make their students ready for employment.	NATS provides opportunity to the institutions located in remote area to access establishments data across the country. Institutions may enroll their pass out students to reap the benefit of on the job training.
<b>Infrastructure</b>	Development of training infrastructure needs high investment and is dynamic in nature which may not be possible for institutions.	NATS provides opportunity to interact with industries and keep abreast the latest trend & changes happening in the industry at regular interval.
<b>Steps to Smart &amp; Right Career- a Student Guide</b>	Training of trainees / students is one of the important challenges in skill development frame work and it is a serious bottle neck in that of skilling educated youth. Similarly establishment may train entrants in institutions related to various aspects of the course relevant in the establishments.	Up skilling of trainees in the identified areas of skills by the board is achieved through various workshops conducted by the industry experts NATS provide a platform where Career Guidance Program (CGP) & awareness programs conduct in collaboration with industries in institutions to keep abreast the knowledge & skill level of Students / Aspirants which will lead to minimum efforts & maximum coverage in promoting skill development. Establishments sponsored research program can be undertaken by institutions also.
<b>Lack of Skill</b>	Mere possession of an institutional degree is not enough to compete in this challenging world. Most of the freshers do not get immediate employment due to lack of soft skills.	To integrate the new entrants in the industry in a more compatible and dynamic way to fulfill the present needs BOPT(ER) Kolkata introduces General Attribute Development Programme (GADP), the platform for Skill Development (including Soft Skills) & Career Growth which aims at the new incumbents who are graduates, Trainees, Apprentices, Fresh Company Executives as well as MSME leaders.
<b>Improvement of professional development in education</b>	Every proposal for educational reform emphasizes the need for high quality professional development that will enable faculties to keep abreast of a rapidly growing knowledge base in education.	Most of the faculty Development Programs running in India are primarily classroom, laboratory and workshop oriented. The Faculty Industry Attachment Programme (FIAP) is primarily a 100 hours on-job Faculty Development Program fully discipline oriented in relevant industries.

## OPPORTUNITY FOR TRAINING

The training is imparted in an establishment across —  
GOVERNMENT DEPARTMENTS (CENTRAL & STATES)  
PUBLIC SECTOR UNDERTAKINGS (CENTRAL & STATES)  
PRIVATE INDUSTRY / ESTABLISHMENT

## HOW TO APPLY

- Step 1 : Visit National Apprenticeship Training Scheme Portal
- Step 2 : Click Register, select your category as Institution and click Register
- Step 3 : In Institution Enrolment, Provide Institution Type
- Step 4 : Fill Institution Academic Details and subject wise intake adding rows by clicking on + symbol
- Step 5 : Fill in all Address details & E-mail id is Mandatory. All communication will be through email-id. An Unique email id should be given and it cannot be changed
- Step 6 : Fill in details of the officials of Institution for being in contact at any time to regional boards
- Step 7 : Before declaration ensure all the details entered are correct
- Step 8 : Submit after preview. Once all details entered is correct as per your knowledge click submit button
- Step 9 : After successful completion of the above mentioned 8 steps, the system will generate a Username / User id, password and publish e-mail id as provided by you
- Step 10: Enrolled Institution can Login in to the portal using the Username / Email id and Password to view their status
- Step 11: After getting Approval from regional boards Institution can see various activities scheduled by regional boards
- Step 12: Bulk Enrolment can also be done by the Institution by providing data in the form of template provided in the system and same to be uploaded in the system to generate User Id & password for each Student
- Step 13: Institute should provide User Id & Password to their students for accessing all relevant information in their home page e.g job advertisements / Job openings

## REQUIRED DOCUMENT FOR REGISTRATION

1. Institute Name, Affiliated University
2. AICTE / UGC/DOTE / DTE / Government Approval Number
3. Total Student Strength - Branch Wise
4. Details of Chairman / Principal / Placement Officer

## SOME OF OUR MAJOR TRAINING PARTNERS





## SUCCESS STORIES - INSTITUTIONS

### M. N. Dastur & Co. (P) Ltd.

The main aim of the training was to develop skill to excel in professional career from being a fresh engineering graduate. It provided the basic understanding of how this organization works in several projects and how various departments work together to achieve a common goal. The training program was very helpful for me as a beginner in professional field..



**Manish Ch Baranwal**  
West Bengal

### Mankind Pharma Ltd.

Thankful to National Apprentices Scheme to provide a career path for job seekers with stipend. During the training period, learned a lot of technical skill which improves the capacity of initial career of a fresh engineer.



**Divya Sikha**  
Sikkim

### Government Engineering College, Munger

NATS helps freshers to gain knowledge of different areas and through it get next better opportunity for different establishments. During this apprenticeship training learned more practical knowledge in technical field. After completion of one year training period got opportunity to work as Technical Assistant in the Department of Civil Engineering.



**Md. Ejaz**  
Bihar

### Government Engineering College, Jamui

Apprenticeship training provides an opportunity to gain knowledge and practical experience in various area of the establishment. It had enhanced the technical knowledge and new innovative ideas as well as personality development.



**Raja Vishal Chauhan**  
Bihar

### Numaligarh Refinery Limited

The training is very interesting and helpful in every way. I got to understand the jobs practically and learn how to troubleshoot any kind of problems in practical field, as there is a huge difference between practical and theoretical knowledge, which is very helpful for me in future reference too. Overall, the training under NATS exceeded my expectations.



**Panchami Bora**  
Assam

### M. N. Dastur & Co. (P) Ltd.

The training program was really helpful for understanding the basics of each department and how they were interlinked in the steel plant and for that matter of fact for any manufacturing plant. It also helped me to understand how these departments work together for any assignments may it be a TEF, TEVR. Due Diligence and valuation projects. The training program was no doubt a great start for my professional career in this field of work.



**Ritwick Ghosh**  
West Bengal

### Government Engineering College, Lakhisarai

NATS provide me an opportunity to gain some practical experiences in areas of Mechanical Department. The training helps to enhance the technical and soft skills knowledge to get the employment as "Lab Assistant" at Government Engineering College, Lakhisarai.



**Abhilash Kumar**  
Bihar

### Numaligarh Refinery Limited

The training is giving me an opportunity to learn different aspects of working and thus improving my practical skill. This training is going to help in my skill development, which will be beneficial for me in the long term.



**Janmee Gogoi**  
Assam

## WHY APPRENTICESHIP TRAINING IS IMPORTANT FOR FRESH GRADUATES?

Every company has its own approach for evaluating new recently graduated students and for onboarding after training them to get the best results. What is consistent is a great deal of patience and hand-holding. Year after year, fresh graduates, young talent who have just completed their studies are stepping into the world of work for the first time. Some organizations value them enough to actively prioritize hiring them; others are more conservatives and recruit through a system consisting of assessment for a long period what is called "Period of Apprenticeship".

Whichever the case, fresh graduates present certain challenges in hiring. To begin with, they are difficult to differentiate. In terms of skills, technical skillsets are for the most part very similar and hence are distinguished mainly by academic performances - which is not necessarily the best indicator of work performance. Their professional skills are mostly formal. Their non-academic knowledge is hit and miss. So how should recruiters and hiring managers choose from within this large group of more or less identical candidates.

The answer is through "Apprenticeship Training"; wherein the employers get enough of time to teach/demonstrate the skills on the job and continuously monitor and assess students performance including soft skill and culture fit. Those who continuously perform well during the assessment are absorbed by the employers. National Apprenticeship Training Scheme (NATS) is a new wheel for many recruiters and hiring managers to get best of hiring and retention.

It is concluded that the "Apprenticeship Training" is a gateway to professional career and "A Step Towards Employment"





Ministry of Education  
Government of India



## BOARD OF PRACTICAL TRAINING (EASTERN REGION)

Ministry of Education  
Department of Higher Education  
Government of India

Regional Office: Block – EA, Sector – I, Salt Lake City,  
Kolkata – 700064

Jurisdiction of Eastern Regional Board - Kolkata :

States : Orissa, Assam, Bihar, Jharkhand, West Bengal, Manipur, Meghalaya, Mizoram,  
Nagaland, Arunachal Pradesh, Tripura, Sikkim

Union Territories : Andaman & Nicobar Islands

### EXTENSION CENTRE ADDRESS AND CONTACT DETAILS :

Office	Address	Contact Details
Bhubaneswar Extension Centre	Government Polytechnic, Plot No:1, Xavier Road, Rail vihar Chandrasekharpur, Bhubaneswar, Odisha - 751023.	osd2.odisha@bopter.in osd1.odisha@bopter.in
Guwahati Extension Centre	Directorate of Technical Education, Assam Kahilipara, Guwahati, Assam – 781019.	osdne@bopter.gov.in osd1.ne@bopter.in
Patna Extension Centre	Room No. 111, First Floor, Directorate of Science & Technology, Govt. of Bihar, Technology Bhawan, Vishveshvariah Complex, Bailey Road, Rajbansi Nagar, Patna, Bihar-800001	osd2.bihar@bopter.in osd1.bihar@bopter.in
Jamshedpur Extension Centre	Al-Kabir Polytechnic, Kabir Nagar, Kopali, Via – Mango Jamshedpur – 831012, Jharkhand	osd2.jharkhand@bopter.in osd1.jharkhand@bopter.in
Durgapur Extension Centre	NSHM- Knowledge Campus, Durgapur Arrah, Shibtala via Muchipara, Durgapur, Burdwan, Westbengal-713212	osd2.westbengal@bopter.in

Email: [inf@bopter.gov.in](mailto:inf@bopter.gov.in)

Website: [www.bopter.gov.in](http://www.bopter.gov.in)

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