

Inspection Performa (During Training)
Vocational Training Provider

- (1) Name and Address of VTP:
- (2) Contact Person detail with email and Phone No:
- (3) Name and designation of inspecting Authority :
- (4) Date of inspection and time of visit :
- (5) Detail of MES Courses in which training being imparted or permission granted sector:
(Please attach separate sheet as per Performa shown below)

Sr.No.	Sector	MES Code No	Module	No.of students trained during FY-2013-14	No.of students trained during FY-2014-15	No.of students undergoing training on date of Inspection. batch wise
1						
2						
3						

- (6) Infrastructure: Detail of tools, equipments and machinery required to run module to be given in Separate sheet as per the Performa shown below:

Sr.No.	Sector	Name of tools, equipments and machinery as per syllabus	Required	Available

- (7) Whether enough space is available for training or not?

(8) Detail of Building (Own / Rented)

(9) Whether enough power supply is there or not?

(10) Overall observation (Please write overall observation in at least five line)

(11) How many trainees can be accommodated in the centre at a time?

(12) How many separate labs and how many separate class rooms are available?

(13) How many trainees present at the time of visit?

(14) 1. Are there adequate no of trainer's vis-à-vis the batch strength?

2. Grade the trainers based on subject knowledge

Name of Trainer	Grading
	Poor/ Average/ Good/ Very good.
1	
2	

(15) Is the infrastructure availability as per norms? If no, what are the gaps?

(16) Test check the students in each batch. Give batch wise knowledge of students regarding the Subject matter.

Batch	Subject	No. of Student Present	Knowledge Poor/average/good/very good.
1	2	3	4

(17) Faculty Name : Resume

(18) Biometric Attendance Reports : (From Batch Start Date to date of inspection):

Place:

Date of Inspection:

Name of inspecting officer along with Signature.