



इंडो डैनिश टूल रूम जमशेदपुर
INDO DANISH TOOL ROOM JAMSHEDPUR
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय, भारत सरकार
Ministry of Micro, Small & Medium Enterprises, Government of India



MSME TOOL ROOM



Welcome

INDO DANISH TOOL ROOM



BUILD YOUR CARRER WITH IDTR

- INDUSTRY-ORIENTED TRAINING ALIGNED WITH MODERN INDUSTRY STANDARDS
- HANDS-ON EXPERIENCE WITH ADVANCED CNC MACHINES & MODERN WORKSHOP
- TRAINING IN CAD, CAM & INDUSTRIAL AUTOMATION TECHNOLOGIES
- EXPERIENCED FACULTIES WITH PRACTICAL LEARNING APPROACH

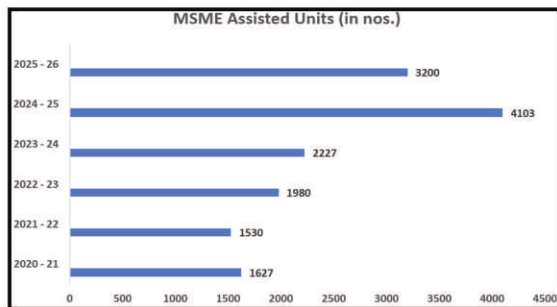
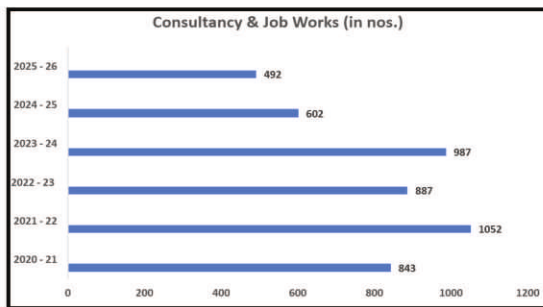
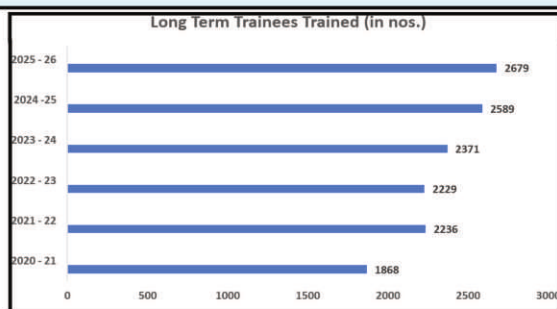
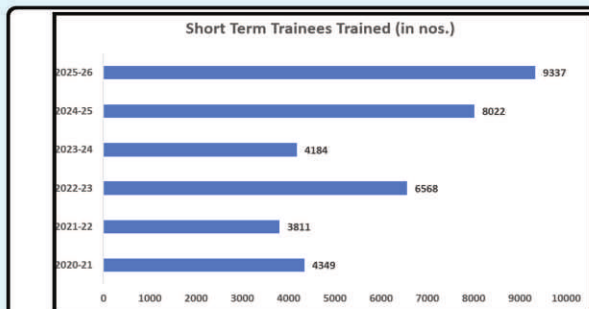
PROSPECTUS - 2026

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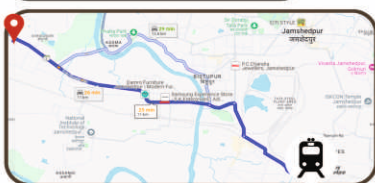
Till Feb 2026

HOW TO REACH US?

FROM MANGO BUS STAND - IDTR



FROM TATANAGAR RAILWAY STATION



FROM ADITYAPUR RAILWAY STATION



OUR IMPORTANT CUSTOMERS

GOVT. SECTOR CUSTOMERS



CORPORATE SECTOR CUSTOMERS



PRIVATE SECTOR CUSTOMERS



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Diploma Course Admission Application Form (To be Filled and send to us)

Training Labs in IDTR

Sl. No.	Name of the Lab	No. of Labs
1.	CAD / CAM	01
2.	Delmia	01
3.	Catia	01
4.	Unigraphics	01
5.	Siemens Lab	01
6.	Welding Simulator	01
7.	Mobile Phone Repairing	01
8.	Language Lab	01
9.	Auto CAD	01
10.	CREO	01
11.	Computer Hardware & Networking	01
12.	Welding	01
13.	Simulation Lab for various Controls	01
14.	Ansys	01
15.	3 D Printer Lab	01
16.	Samsung Lab for Room Air Conditioning & Home Appliances, Audio Video & Hand-Held Products	01

Machinery / Infrastructure at IDTR Jamshedpur Training Centre

Sl. No.	Machine Name	Qty.
1.	Band Saw	01
2.	Bench Drill M/c	06
3.	Bench Vice	133
4.	CNC Lathe	14
5.	CNC Milling	12
6.	CNC Machining Centre	02
7.	Cylindrical Grinder	03
8.	Hand Mold M/c	01
9.	Conventional Lathe	17
10.	Milling M/c	28
11.	Pedestal Grinder	06
12.	Pillar Drill M/c	03
13.	Planner	01
14.	Power Press (Mechanical)	01
15.	Power saw	01
16.	Shaper	01
17.	Shearing M/c	01
18.	Surface Grinder	10
19.	Tool & Cutter	02
20.	WEDM	01
21.	EDM	01
22.	Welding Simulator	02
23.	CNC Machine Simulator	22
24.	Computers	280

1. About Indo Danish Tool Room - An Introduction

MSME Tool Room Jamshedpur (Indo Danish Tool Room 'IDTR') is a premier autonomous institution under the Ministry of Micro, Small, and Medium Enterprises (MSME), Government of India. Indo Danish Tool Room, Jamshedpur, has been set up in collaboration with Government of Denmark, Govt. of India and with state Govt. of Bihar in October, 1991. Presently situated in Jamshedpur, Jharkhand.

2. Major Activities of IDTR Jamshedpur

Training Courses: IDTR conducts AICTE approved diploma courses 'Diploma in Advanced Mechatronics & Industrial Applications' (DAMIA) and 'Diploma in Tool and Die under Mechanical Engineering' (DTDUM), recognized equivalent to a Diploma in Mechanical Engineering by Jharkhand University of Technology (JUT). IDTR also provides NCVT-approved ITI courses in Fitter, Machinist, Turner, Tool and Die Maker, Welder, Electrician, and Computer Hardware & Network Maintenance (CHNM) trades. MSME Tool Room Jamshedpur also conducts short-term and customized training programs to meet industry demands and promotes entrepreneurship viz. MDP, ESDP and EAP programme through its Extension Centres – TRTC Patna, MSME Samsung Technical School Varanasi and MSTC Godda. For more information Institute website can be visited.

Tools, Dies & Product development: Manufactured with using high end software, CNC machines, and cutting-edge CAD/CAM/CAE technology. IDTR is specialized in the development of various new tools, dies, components viz. Plastic Injection Moulds, Pressure Die Casting Dies, Jigs, Fixtures, Gauges, and customized tools.

Consultancy Services: IDTR provides consultancy to the MSME units in tool engineering, PLC programming, TQM, lean, 5S, Six Sigma, and other areas. IDTR offers tailor made manufacturing solutions and conducts skill based training programmes for the Industries.

3. About Training & Skill Development Courses:

MSME Tool Room Jamshedpur conducts industry-aligned, practical-oriented AICTE-approved diploma programmes: 3 Years 'Diploma in Advanced Mechatronics & Industrial Applications' (DAMIA) and the 4 Years 'Diploma in Tool and Die under Mechanical Engineering' (DTDUM). The DTDUM diploma is equivalent to the Mechanical Engineering Diploma recognized by Jharkhand University of Technology (JUT), Government of Jharkhand.

IDTR conducts the NCVT- approved 2 Years ITI courses in Fitter, Machinist, Turner, Tool and Die Maker, Electrician and 1 Year Welder and Computer Hardware & Network Maintenance (CHNM) trades. All courses are having almost 100 percent placement in reputed companies. MSME Tool Room Jamshedpur offers short-term and tailor-made courses to meet industry demands and enhances entrepreneurship through the Entrepreneurship Development Centre for MDP, EAP and ESDP, act as mentor Institutes for promotion of Entrepreneurship.

4. Extension Centres & Collaborations:

IDTR has forged strategic collaborations with industry leaders such as Siemens, Samsung, and PLM Enclave to establish Centres of Excellence (CoE) in Automation and Electronics. The Extension Centre, which includes the 'Tool Room & Training Centre' in Patna, further

strengthens our commitment to skill development. Additionally, IDTR collaborates with Samsung Electronics India through the MSME Samsung School in Varanasi, expanding our efforts to promote the electronics sector and provide valuable training opportunities to the youth in the region. MSME Tool Room Jamshedpur remains dedicated to empower the MSME sector through innovation, expertise, and comprehensive skill development initiatives.

4.1 Training Facilities: The Training and Production Wings of the Tool Room are equipped with an extensive range of state-of-the-art, indigenous, and imported CNC machines, including CNC Milling, CNC Lathe, CNC EDM, CNC Wire EDM, Jig Grinding, Optical Profile Grinding, Profile Grinding, Water Jet Machine, and a CNC 3D Coordinate Measuring Machine. Additionally, the facility is complemented by advanced equipment such as a 3D Printer and a Vacuum Heat Treatment system.

The Tool Room classrooms are well-furnished with modern teaching aids, including Digital Board, Overhead Projectors (OHP), LCD Projectors, and Simulators. The institution also houses dedicated CAD/CAM laboratories equipped with the latest versions of industry-leading high end softwares such as Pro-E, UG-NX, AutoCAD, Mastercam, Delcam, CATIA, SolidWorks, SCADA, and VLSI, among others.

To support academic and research endeavors, IDTR maintains a well-stocked library with an extensive collection of technical and reference books for the benefit of both staff and students. Additionally, IDTR provides separate hostel accommodations for male and female students, along with mess and canteen facilities. Hostel accommodation is subject to availability.

5. About Placement:

Indo Danish Tool Room (IDTR) Jamshedpur takes immense pride in its unwavering commitment by providing high-quality education and fostering industry-ready professionals. Our strong placement record is a testament to our dedication for excellence in training and skill development. Year after year, our trainees secure prestigious job opportunities both nationally and internationally, reflecting the high standards of technical expertise imparted at our institution.

IDTR has established a strong industry network, with leading companies consistently recruiting our students. Some of the prominent organizations offering placements to our trainees includes -

Automobile & Manufacturing:

Maruti Suzuki India Limited, Honda Cars India Limited, Tata Motors, Force Motors Ltd., Tata Cummins Technologies India Pvt. Ltd., Hero MotoCorp Ltd., Mahindra CIE Automotive Limited (Bill Forge Division), Minda Corporation Limited, Varroc Engineering Ltd., Paco Allen Auto Pvt. Ltd., JOST India, Auto Profiles Ltd., Hyva (India) Pvt. Ltd., ZF Wabco, Apex Auto Limited, Lohia Corp Limited, Brakes India Ltd. and Krishna Maruti Limited – Plastic Division-III,

Engineering & Steel:

Tata Steel Ltd., Jindal Steel & Power Ltd., Tata BlueScope Steel Pvt. Ltd., RKFL Plant-3,4,5,7, TRL Krosaki Ltd., Metalsa India Private Limited, Steel Strips Wheels Ltd., Viraj Profiles Limited.

Aerospace & Technology:

TATA Boeing Aerospace Limited, Tata Advanced Systems Limited, Tata Electronics, Tata Autocomp Hendrickson Suspensions Pvt. Ltd., Addverb Technologies Bot Valley, Makino India Pvt Ltd.

Tooling & Automation:

Innovative Toolings and Automation Solutions, Jyoti CNC Automation Ltd., Takahata Precision India Pvt. Ltd., ETCS Engineering Pvt. Ltd., CTM India Ltd., PMT Machines Ltd.

Others:

Hawkins Cooker Pvt. Ltd., Tata Technology, Rasandik Engineering Industries India Ltd., Orbit Bearing India Pvt. Ltd., Mikuni India Ltd., Nalin Rubber (P) Ltd., Sudisa Foundry Pvt. Ltd., Jabil India Manufacturing Pvt. Ltd., Ahresty India Pvt. Ltd.

At IDTR, we remain dedicated to bridging the gap between academia and industries, ensuring our trainees are equipped with the skills and expertise required to thrive in the ever-evolving industrial landscape.

6. How to Apply for Diploma Courses

- i. The Prospectus with Application Form available at institution main gate one can get it through an online payment of Rs.700/- for General/OBC/EWS (Rs.350/- in case of SC/ST/PH candidates) through SBI COLLECT, the link is available in our website.
- ii. Candidates can also download the Application Form from website and submit/send the filled Application Form with online payment receipt and category certificate (if applicable).
- iii. All candidates have to submit a copy of their Aadhaar card compulsorily at the time of admission. SC/ST/OBC/EWS candidates have to submit an online caste/category certificate issued by Competent Authority with their application form. Physically handicapped candidates have to submit proof of disability. Candidates should not send any original certificate along with the application form.
- iv. Physically handicapped candidates should be able to stand without any support and work with both hands freely. They should be capable of wearing safety shoes.
- v. All applications are to be addressed to The General Manager, duly super scribed on the envelope “Application for Diploma Courses”.
- vi. Admit cards will be issued only to the eligible candidates & can be downloaded from Institute website www.idtr.gov.in
- vii. Institute will not be responsible for any postal delay.

7. Number of Seats

The intake capacity in various diploma courses is given below.

- 4 Years Diploma in Tool and Die under Mechanical Engineering (DTDUM) – 300 seats
- 3 Years Diploma in Advanced Mechatronics & Industrial Automation (DAMIA) – 120 seats

Note: Reservations for SC, ST, OBC, EWS, and Physically Handicapped candidates is applicable as per Govt. of India norms.

8. Method of Selection

Candidates who apply for admission to the course shall be required to appear the Written Test conducted by IDTR. This Test shall be of multiple choice/objective type. Questions shall be of 10th standard and from English, Mathematics, Science, and General Knowledge/Aptitude Subjects. Based on the performance of the candidates, a merit list will be prepared and candidates will be selected for admission to the course in order of merit in the test. Selected candidates will have to produce a Medical Certificate of Fitness from a Registered Medical Practitioner on a prescribed form given with this prospectus. Colour Blind Students are not advised to join this course.

Reservation is applicable for candidates belonging to Scheduled Castes/Scheduled Tribes/Other Backward Class / Physically Handicapped & Economically Weaker Section as per Govt. of India rules. If any SC/ST/OBC/Physically Handicapped candidate is selected on merit in Unreserved Category his name will be published in the Unreserved Category list. Caste/Category certificate should be submitted with the application form and it will be verified through online.

9. Course Duration

The duration of the Course shall be 4 years and 3 years depending on the course in which the candidate has been selected. The exact date of starting the course shall be decided by General Manager. No trainee shall normally be allowed to join the course late. Under exceptional circumstances, however, General Manager may allow trainee/(s) to join late but not more than 15 days with proper and reasonable justification. The period of delay shall not be compensated by any extra period of working in training. However, the trainee/(s) shall put in extra effort to make up for the time lost by coming regularly.

10. Eligibility for Admission

Candidates having the following qualification shall be eligible for admission to the course.

- (a) Matriculation (10th) or equivalent examination from a recognised Central or State Board with Mathematics and Science (Physics or Chemistry or both) passed and with a minimum of 50% marks in aggregate for General/EWS (40% for candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Class / Physically Handicapped).
- (b) The candidate should have attained the age of 15 years but should not be more than 19 years of age as of 01st July in the year of admission (Relax able up to 22 years in case of candidates belonging to Scheduled Caste / Scheduled Tribe / Other Backward Class / Physically Handicapped). Once the date on which the age of candidates is counted for determining their eligibility is fixed and notified, it shall not be changed even if the date of starting the course is advanced or deferred for any reason whatsoever.

This is a full time practical oriented course hence trainees are not allowed to join any other course/studies/work including part-time or evening courses during the duration of course.

11. Course Fee Break-up:

The detail of fees for each semester is given below:

Sl. No	Particulars	Sem -I	Sem-II	Sem -III	Sem-IV	Sem -V	Sem-VI	4 th Year*
1	Tuition fees	23,000/-	23,000/-	23,000/-	23,000/-	23,000/-	23,000/-	46,000/-
2	Sports fees	200/-	----	200/-	----	200/-	----	200/-
3	Convocation fees	----	----	----	----	----	*900/-	900/-
4	Record book fees	200/-	----	200/-	----	200/-	----	200/-
5	Library service fees	200/-	200/-	200/-	200/-	200/-	200/-	400/-
6	Computer lab fees	300/-	300/-	300/-	300/-	300/-	300/-	300/-
7	Insurance fees	200/-	----	200/-	----	200/-	----	200/-
8	Placement cell registration fees	2,000/-	----	----	----	----	----	----
9	Security deposit (Refundable)	2,000/-	----	----	----	----	----	----
10	Library deposit (Refundable)	1,000/-	----	----	----	----	----	----
11	Souvenir fees	200/-	----	200/-	----	200/-	----	200/-
12	Building Establishment charge	5,000/-	----	----	----	----	----	----
Grand Total		34,300/-	23,500/-	24,300/-	23,500/-	24,300/-	24,400/-	48,400/-

3 -Years Diploma in Advanced Mechatronics & Industrial Automation students will pay the fee up to the 6th Semester only along with convocation fee (*900/-).

Note: Candidates have to pay an additional Rs. 200/- for Identity Card. Students are advised to purchase Uniform, Safety Shoes, Drawing Instruments, Laptops for Design, and Auto CAD classes.

No Tuition fee for SC/ST Candidates
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12. Hostel Fee

The trainees admitted as boarders shall pay the following fees;

Admission Fee	Rs. 500/- At the time of admission
Hostel Security Deposit	Rs. 1000/- At the time of admission
Mess Security Deposit	Rs. 4000/- At the time of admission
Establishment Charges	Rs. 9000/- Per Semester to be paid at beginning of each semester.
Electricity Charges	Rs. 600/- per semester

Mess Charges:

- i. Mess Advance: Rs. 3400/- to be paid per semester in beginning of Semester.
- ii. Meal Charges: Meal charges will be calculated every month on actual basis and deposited before 10th of every month.

The Hostel Security & Mess Security Deposits are refundable to the Boarders without any interest, after completion of the course after adjustment of pending dues, if any.

The hostel will be allotted only after receiving a request from the parents / guardians of the trainee in prescribed format. Similarly, the trainee can leave the hostel only after getting consent from the parents/ guardians. The trainee will not get the balance refund of hostel fees if he/she leaves the hostel in between semester. Establishment Charge (i.e. Hostel Fee) and Mess charge will be paid only online through SBI Collect platform available at IDTR website on or before 10th of every month.

Late Fee Guidelines:

Late payment of Semester and Hostel Fees is permitted for a maximum period of two weeks from the due date, with a fine of ₹500/- applicable separately for each. Trainees will not be permitted to attend the institute after the late payment deadline without prior approval from the Competent Authority.

13. Course Commencement and effective dates

Important dates about session are mentioned in the last page of this Prospectus.

COURSES CONDUCTED AT MSME TECHNOLOGY CENTER JAMSHEDPUR

Diploma Courses (AICTE Approved)			
• Diploma in Tool and Die Under Mechanical Engineering [DTDUM] - (4 Years)			
• Diploma in Advanced Mechatronics & Industrial Automation [DAMIA] - (3 Years)			
ITI Courses (NCVT Approved)			
Courses	Qualification	Duration	
• Machinist	10th Pass	2 Years	
• Fitter	10th Pass	2 Years	
• Tool & Die Maker (Press Tools, Jigs & Fixture)	10th Pass	2 Years	
• Turner	10th Pass	2 Years	
• Electrician	10th Pass	2 Years	
• Computer Hardware & Network Maintenance	10th Pass	1 Year	
• Welder	8th / 10th Pass	1 Year	
NSQF (MSDE,GOL) approved courses			
Courses	Qualification	Duration	
• CNC Programmer Tool Room	Diploma in Mechanical/Production/Tool Design/Mould Making/Automobile	600 Hours	
• Junior Designer CAD/CAM	Diploma in Mechanical/Engineering or Equivalent	600 Hours	
• Sr. Technician Machine Maintenance and Automation	Diploma/Degree in Electrical/ECE/Instrumentation Engg.	600 Hours	
• Technician CNC Machining	ITI in Fitter/Machinist or Equivalent	600 Hours	
• Technician Room Air Conditioner & Home Appliances	Intermediate / ITI/Diploma	600 Hours	
• Technician - Hand Held Products	Intermediate / ITI/Diploma	510 Hours	
• Technician Audio Video Systems	Intermediate /ITI/Diploma	510 Hours	
• Jr.Technician Inspection & Quality Control	Graduate in any discipline/Intermediate with science	600 Hours	
• Jr. Technician Tool & Die Maker	10th Pass	1200 Hours	
• Assistant operator CNC Milling Tool Room	10th Pass	600 Hours	
• Assistant operator CNC Turning Tool Room	10th Pass	600 Hours	
• Assistant Operator Conventional Machines	8th Pass	1200 Hours	
NSQF SAMSUNG COURSES (MSME, GOVT. OF INDIA)			
Courses	Qualification	Duration	
• Hand Held Product (HHP)	12th Pass, B.Sc, BA, B.Com, ITI, Diploma, B.Tech	460 Hours	
• Audio Video (AV)		460 Hours	
• Room Air Conditioner & Home Appliances(RACHA)		610 Hours	
Courses Held at MSME MSTC Godda (Free of Cost For SC/ST)		Under PM Vishwakarma	
Courses	Duration	Courses	Duration
• Auto CAD / Master Cam	96 Hours	• Carpenter	1 Week
• Assistant operator CNC Turning Tool Room	600 Hours	• Basket Maker	
• Assistant operator CNC Milling Tool Room	600 Hours	• Brick Mesion	
• Basic computer Skill	2 Weeks	• Assistant Barber	
• CNC Milling	96 Hours	• Tailor	
• CNC Turning	96 Hours	• Potter	
		• Washerman	

Tool Room & Training Centre, Patna
(An Extension Centre of Indo Danish Tool Room Jamshedpur)
Patlipur Industrial Area, Patna - 800013, Bihar
Ph- (0612) 2270744 (D)
E-mail : reach@idtrjamshedpur.com, trtcpatna14@gmail.com
Web: www.patna.idtr.gov.in

MSME Multi Skill Technical Centre, Godda
(An Extension Centre of Indo Danish Tool Room, Jamshedpur)
(Ministry of MSME, Govt. India)
PO - Meherma, Village - Dhamri,
Near S.R.T College, Block - Meherma, Dist - Godda, Jharkhand
Ph: 9263766168,9263766169
E-mail : mstcgodda@idtrjamshedpur.com

MSME Samsung Technical School, Varanasi
(An Extension Centre of Indo Danish Tool Room, Jamshedpur)
Br. MSME Development Institute
(Ministry of MSME, Govt. India)
Industrial Estate, Chandpur
Varanasi - 221106 (UP) / Ph: (0542) 2370621 (D)

14. SYLLABUS:
14.1 4-YEARS DIPLOMA IN TOOL AND DIE UNDER MECH. ENGINEERING (DTDUM)

Semester	Subject	Practical
1st	Basic Mathematics	Computer Fundamental
	Engineering Graphics	Bench Work & Fitting
	Manufacturing Technology (Fitting)	Shaping & Turning Exercise
	Manufacturing Technology (Turning)	
	Basic Physics	
	Measurement & Control	
	English - I	
	2nd	Engineering Mathematics
Mechanical Engineering Drawing		Bench Work & Fitting
Manufacturing Technology (Milling)		Shaping & Turning Exercise
Metrology & Quality Control		
Mechanical Engineering Materials		
Communication Skill		
3rd	Applied Mathematics	Development of Life Skills (Group Discussion)
	Manufacturing Technology (Grinding)	Milling & Grinding Exercise
	Advance Manufacturing Process	
	Mechanical Engg Materials (Plastics)	
	Theory of Machines & Mechanism	
	Jigs & Fixture (Theory & Design)	
4th	Fluid Mechanics and Machinery	Professional Practices (Group Discussion)
	Power Engineering	Milling & Grinding Exercise

	Applied Science (Mechanical)	CNC
	Press Tool (Theory & Design)	
	Thermal Engineering	
	Auto CAD	
5th	Forging	Development of Life Skills (Group Discussion)
	Strength of Material	Press Tool / Mould-making Exercise
	Industrial Management	
	Mould (Theory & Design)	
	TQM	
	Engineering Mechanics	
6th	Mechatronics	Professional Practices (Group Discussion)
	Basic Chemistry	Press Tool / Mould-making Exercise
	Electrical Engineering	Basic Electrical Lab Practices
	Die Casting Design	Basic Electronics Lab Practices
	Fundamental of Electronics	
	Hydraulic & Pneumatic	
7th	Industrial Training	
	Written Test	
8th	Industrial Training	
	Project Work	
	Viva	

14.2 3-YEARS DIPLOMA IN ADVANCED MECHATRONICS & INDUSTRIAL AUTOMATION (DAMIA)

Semester	Subject	Practical
1st	Communicative English	Basic Electrical Engg. Lab Practice
	Engineering Mathematics-I	Basic Electronics Lab Practice
	Engineering Physics	Physics Lab Practice
	Engineering Drawing	Workshop Practice
	Basic Electrical Engineering	Lab Practical
	Basic Electronics	
2nd	Engineering Mathematics-II	Computer Application Lab Practice
	Engineering Chemistry	Workshop Practice
	Computer Application	Lab Practical
	Machine Drawing	
	Engineering Mechanics	
	Professional English & Seminar	
3rd	Applied Mechanics	Analog and Digital Electronics Lab
	Electrical Circuits and Machines	Electrical Circuits and Machines Practical
	Manufacturing Technology	Manufacturing Technology Practical
	Analog & Digital Electronics	Workshop Practice
	Signal and System	
	Control System	
4th	Engineering Metrology	C, C++ Programming
	Strength Of Material	Hydraulics and Pneumatics Practical
	Hydraulic and Pneumatic System	Programmable Logic Controllers Practical

	Measuring Instruments & Sensors	Measuring System Lab Practice
	Programmable Logic Controllers	C, C++ Programming
	Mechatronics System	
5th	Industrial Instrumentation and Automation	Micro – Processor and Micro Controller
	Micro-Processor and Micro-controller	Lab Practical
	Industrial Electronics& VFD	CAD / CAM Lab Practise
	CAD/CAM	CNC Practical
	SCADA& HMI	SCADA & HMI Practical
	Embedded Systems	
6th	Industrial Engineering and Management	Process Control System Practical
	Process Control System	Robotics Practical
	Robotics	Project Work
	Plant Maintenance and Safety	
	Quality Management System	
	Theory Of Machines	

15. Examinations Eligibility and Evaluation Criteria

The minimum attendance necessary for appearing in the semester examination shall be 80%. Attendance provided upon attaining the requisite proficiency. However, it is desired that the students should strive to achieve 100% attendance. No relaxation in the minimum attendance towards eligibility for appearing at the Semester Examination shall be allowed.

15.1 Overall Pass Criteria

SEMESTER EXAM	Theory Minimum Marks		Practical Minimum Marks	
	Sessional Examination	Semester Examination	Sessional Examination	Semester Examination
DTDUM : 1 to 8 & DAMIA : 1 to 6	Minimum 50% in each Subject	Minimum 40% in each Subject	50%	50%
	Aggregate 45% on each subject including both the Sessional and Semester Exam.			

15.2 Promotion under Probation

This shall be considered in the following cases if it is felt that there is a scope for improved performance:

- i If there is a shortfall in the prescribed Sessional requirements during the semesters in practical or both.
- ii If there is a shortfall in the semester-end exam marks prescribed in practical.
- iii If there is a shortfall in the semester-end exam marks in theory subjects.

15.3 Declaration of Probation (D. P.)

- i Trainees failing in four or less than four subjects in any Semester Examination shall be promoted (conditionally) and shall have to appear and pass in the failed subject(s) in subsequent two chances during the course period. Failing to clear the subjects in the given chances the student shall be deemed to be terminated from the course.
- ii Students must attend classes in their assigned shifts as designated by the Batch Incharge. Non-compliance may result in disciplinary action.
- iii During the training period, trainees must maintain a professional appearance in the workplace. Male trainees are required to keep their hair well-groomed, while female trainees should tie their hair neatly. Failure to do so may result in disciplinary action, such as a verbal or written warning, or suspension.
- iv Trainees who shall fail in the final semester, have to pass the failed subject(s) in subsequent two consecutive chances, after which they shall not be allowed to appear for the Examination & no Diploma shall be awarded leading to termination of training forthwith.
- v Trainees who fails in more than 4 subjects including both semesters in a particular academic year shall be detained & have to repeat all the papers along with the next batch of trainees.
- vi If a student fails to appear at the semester-end examination due to a shortage of 80% attendance in same academic year, shall be detained and will have to continue with the next Batch.
- vii Students can apply for Re-evaluation of Semester exam papers by submission of fees of Rs.200/- along with the re-evaluation application form.
- viii No trainees shall be allowed to repeat a year more than once or to repeat more than two years during the whole course. In case a trainee fails to pass semester examinations within these rules, the training shall be terminated for his unsatisfactory performance in terms of the agreement/surety bond furnished by the trainee at the time of his / her admission to the course.
- ix To appear back papers (repeat failed subjects) a fee of Rs. 500/- per subject shall be charged. However, there will be no fee for regular examinations.

15.4 Trainees who qualify in the Final Examinations shall be placed in three Divisions according to the average marks obtained (1st - 8th Semesters for DTDUM and 1st - 6th Semester for DAMIA) as follows:

- i. Trainees who secure equal to & above 75% marks shall be placed in Distinction.
- ii. Trainees who secure equal to & above 60% marks but less than 75% marks shall be placed in the First Division.
- iii. Trainees who secure equal to & above 50% marks but less than 60% marks shall be placed in the Second Division.
- iv. On successful completion of the Diploma Course, the trainees shall be awarded the Diploma Certificate by the Centre.
- v. The examination shall be conducted according to the program as may be notified by the HoD (Training) or any officer designated for the purpose.
- vi. Examiners or a Board of Examiners shall be appointed by General Manager which may include Internal Examiners (Officials of the Tool Room) and External Examiners. Examiners or Board of Examiners shall be assisted by the officials of the Tool Room in the manner to be decided by General Manager.
- vii. Failure to appear in the examinations for reasons whatsoever shall be treated as a failure to qualify (pass) in the final Examination.
- viii. Trainees seeking re-evaluation of theory or practical examination papers must fill the designated Form and pay the charges Rs. 200/- fee per subject. Each subject's theory and practical components are considered separately, requiring a fee for each. Additionally, applicants must accept to revise marks, even if they decrease. Changes of less than 5% won't be adjusted unless they alter the pass/fail status or division. Requests for re-evaluation must be submitted within 15 days of result declaration, late submissions will not be accepted.
- x. If the trainee fails the internal exam he will not be allowed to appear in the external exam in that particular subject.
- xi. If the trainee fails the internal practical exam he will have to repeat the whole year along with the next batch.

16. Trainees Uniform

- a. The trainees will have to come to the institute in proper uniforms as per the colour and design specified by the Tool Room.
- b. The Trainees have to wear industrial shoes and safety goggles at the workplace.
- c. Trainees shall attend training classes (theory as well as practical) in uniform and shoes as may be prescribed from time to time by the Tool Room.
- d. Trainees shall at their cost, arrange uniforms and shoes and another article of dress (full pants, shirts, etc.) themselves.
- e. Winter season colour of warmer clothes will be in NAVY BLUE full sleeve.
- f. No trainees shall be allowed to attend classes/training in chappals, slippers, sandals, or in any loose dress considered to be unsafe by the Batch Incharges and other officers of

the Training Department and such trainee shall be sent back from the Tool Room and marked absent on the day.

Note:

- Low waist and narrow trouser shirt without IDTR logo are strictly not permitted.
- Boys should come with neatly trimmed proper haircut, should not be longer than 1 inch and keeping any kind of beard is not allowed.
- Girls should come with neatly knotted bun hair style.
- Bangles, rings, nail paint, chains, mehndi and other ornaments are strictly not allowed.

17. Local Industrial Tour

The Centre shall arrange Industrial visits to local Industries. Students will have to meet the expenses incurred for this purpose.

18. Leave

- (a) A vacation of 15 days for semester or 30 days per year will be given to the students.
- (b) A trainee who is injured due to an accident during his training at the Tool Room and is unable to attend his training on account of that shall be allowed leave, provided it is certified by such medical authorities as may be specified for this purpose by General Manager that he is unable to attend training on account of that injury.
- (c) No other leave except otherwise provided in this rule shall be permissible, even on sickness, to the trainees during the course. Any other period of absence, including late coming or any other commission, misconduct, or otherwise shall be treated as absence from training for compilation of the requisite percentage of attendance for eligibility for appearing in the Semester Examination / Final Examination.

19. Risks and Hazards

The Tool Room shall take all precautionary measures concerning safety. However, the Trainees should decide to join the course of their own free will and at their own risk. In case of any injury or any disablement (temporary/permanent) suffered by the trainees during the course due to any accident or otherwise the Tool Room shall not be liable to pay any compensation whatsoever.

Trainees and their guardians (in the case of minors) shall indemnify the Tool Room on this account. Without prejudice to the above condition of engagement of trainees at the Tool Room, the trainees may insure themselves against the risk of accident and/or other industrial hazards for their engagement at the Tool Room as trainees for which insurance premium shall be paid by the trainees themselves. On the specific request of trainees, the Tool Room can arrange Group Insurance subject to the premium for this being paid by the trainees.

20. Agreement

The candidates selected for admission shall have to agree with the Tool Room to abide by the rules and regulations of the course in force from time to time to the satisfaction of General Manager. The parents of the trainee have to enter into an agreement bond of Rupees Fifteen Thousand (Rs 15000/-) with the institute assuring that the trainee shall not withdraw from the course till the completion of the course.

21. IDTR Administrative Rules & Regulations Applicable for Trainees

The Administrative Rules and Regulations, (hereinafter referred to as 'Rules and Regulations for Students – IDTR Jamshedpur) shall be applicable to all students as soon as they are admitted to the training centre of IDTR to any course, till the student graduates and completes the training.

21.1 Definitions: These Rules and Regulations for Trainees

- a. "Tool Room" shall mean Indo Danish Tool Room, Jamshedpur.
- b. "Council" shall mean the Governing Council of the Tool Room.
- c. "Chairman" shall mean the Chairman of the Governing Council of the Tool Room.
- d. "General Manager" shall mean the General Manager of the Tool Room.
- e. "HoD (Training)" shall mean the HoD (Training) of the Tool Room or any other officer nominated by General Manager in absence of the HoD (Training) to look after the duties of the HoD (Training).
- f. "Course" shall mean the Training course of the Tool Room leading to "DIPLOMA".
- g. The Administrative Rules and Regulations, (hereinafter referred to as 'Rules and Regulations for Students – IDTR Jamshedpur') shall be applicable to all students as soon as they are admitted to the training centre of IDTR to any course, till the student graduates and completes the training.
- h. A joint undertaking of the student and his/her parent/guardian as given in the format (Format-1) has to be executed as soon as the student joins the IDTR. The duly filled in undertaking should be personally handed over by the parent / student to the Batch Incharge immediately on joining.
- i. The HoD (Trg.) is authorised to issue standing orders, circulars, notices, memos, guidelines, procedures, etc. for the training centre under his control and those shall be applicable to the students.

21.2 Zero Tolerance for Ragging - IDTR's Anti-Ragging Policy

Ragging in any form is strictly prohibited on the campus and in the hostels. This includes inducing, compelling, or forcing a student, whether through practical jokes or otherwise, to engage in acts that diminish human dignity, exposes them to ridicule, or prevent them from lawful activities by means of intimidation, wrongful confinement, or physical harm. It's important to note that ragging is punishable under various provisions of the State Education Act. Any student found involved in, aiding, or abetting ragging will face disciplinary action determined by IDTR management, including potential legal consequences. Anybody found to indulging himself in ragging activities shall be severely punished to the extent of termination from training. Trainees have to fill the Anti Ragging form on AICTE web portal.

22. Rules of Academics, Time Keeping & Code of Conducts

22.1 Attendance and Absenteeism Policy:

- a. The students should maintain minimum attendance of 80%. Both student and their parent are advised to plan social and family functions to take place during notified vacations/holidays and refrain from extending vacations/holidays.

- b. No Medical leave or any other ground is taken in to consideration for below 80 percent attendance. However, no such provision is available to compensate attendance by doing extra shift for securing minimum attendance required i.e. 80 percent to sit in the semester end examinations.
- c. Students must adhere to IDTR timings, promptly reporting any lateness to the training officer or Batch Incharge, or any available management staff, and obtaining endorsement in the attendance record. They are expected to arrive five minutes early to classrooms/workshops/labs, with tardiness taken seriously. In cases of unavoidable lateness, students must submit a written report to the training officer or class coordinator, seeking permission to enter.
- d. This leave cannot be taken for more than 6 days. The leave cannot be claimed as a matter of right and will be granted entirely at the discretion of the HoD (Trg.). A written application from the parent is mandatory for grant of special leave.
- e. Absence without permission is a serious breach of discipline. It is punishable with compensation of double the period of absence. In case of repetition, the student is liable to be debarred/terminated. Habitual late coming, willful absenteeism, skipping any session in between or abandoning from any group activity or bad behavior shall result in debarring/termination of students from the course.
- f. No late coming shall be allowed. Depending on whether a trainee is late in the forenoon or the afternoon his / her late attendance shall be treated as a half-day absence either in the First half or in the Second half.
- g. In cases of illness beyond 3 days, student or the parent should write to the Batch Incharge about the health condition, treatment plan and doctor's report on health.
- h. Absent without leave or without information or overstaying the sanctioned leave without reasonable cause or proper or satisfactory explanation of absence from the Training Centre of the trainees without permission or sufficient cause is not permitted.
- i. Habitual absenteeism and habitual late attendance will not be tolerated and serious disciplinary action may be taken against the trainee.
- j. Students should always leave the classrooms or workshop with the permission of their instructor, whether for short duration or long duration during the working hours. Failure to do so will result in marking the student absent for the whole day
- k. Leaving the workplace, classroom, lab or the Institute premises during working hours without permission and leaving the hostel without permission at other times for those who stay in hostel will be treated as indiscipline and due action will be taken against such students.
- l. Every trainee shall take permission from the Concerned Officer to leave his / her place of training.
- m. Students shall wear clean and proper uniform as well as suitable footwear (preferably Industrial Safety Shoes) as prescribed. Students are required to present with proper turnout i.e. proper (1 inch) haircut, clean shave, trimmed moustache, polished shoes etc.

- n. Trainees shall maintain their uniforms in neat condition. They shall replace the broken buttons etc. and mend the damaged uniform.
- o. Trainees shall arrange at their own cost, all stationery, drawing, and other instruments and books prescribed for the course. Tool Room may, however, at its sole discretion, issue some stationery for the sake of uniformity for which cost shall be payable by trainees.
- p. Trainees may borrow such books from the Tool Room as the Tool Room may earmark for the purpose from time to time.

22.2 Training Ethics & Standards

Trainees shall strictly follow the procedures introduced from time to time and instructions issued by General Manager or any other official of the Tool Room authorized to do so and each trainee is responsible to take care of these concerning points are the following:

- a. Every trainee shall be present at his/her place of training following the program prepared and notified. He/she shall maintain utmost punctuality in timekeeping. If he/she is not found in his/her place of training without any justification to the satisfaction of his Batch Incharge or any other officer or expert of the Tool Room, he/she shall be marked absent for the day, in addition to disciplinary action which might be taken against him/her.
- b. Students shall not be found to be in possession of any unauthorized material, tools, gauges, components, technical literature, electronic gadgets, library books beyond permitted duration or any other property belonging to the training centre or others.
- c. Defacing the premises by writing, drawing, nailing, or sticking pictures on walls or equipment is strictly prohibited. This includes posting bills, posters, or marking structures in any way. Students are not allowed to display obscene photos, cine actors' photographs, or sports personalities' images on the walls of the training centre or hostel.
- d. During training the trainees shall strictly abide by the Rules and Regulations of the course and any other instructions issued by the General Manager, HoD (Training), or any other official authorized to issue such instructions from time to time.
- e. Deposit of finished and semi-finished practical exercises jobs timely.
- f. Reporting of breakages and machines damages honestly.
- g. Proper maintenance of machines and other plant and equipment, accessories, etc. including periodic lubrication.
- h. Disposal of borings and turning and other scraps in ensured place.
- i. Cleanliness of machines including cleaning of shop-floor around machines.
- j. Lights and fans switching off when these are not required.
- k. Ensure machines should be turned off in case of emergency or power cuts.
- l. Keeping tool and material lockers in proper ensured place, store or in Tool kit.
- m. Handing over / taking over machines and other equipment through formal process.
- n. Allotment and operation of machines should be innovative and value adding.

- o. All the fees will be paid through online mode before prescribed date.
- p. Disorderly behavior at the workplace, classroom or hostel or anyplace within the training centre and outside should be prevented.
- q. Leaving or Entering the Training Centre through entrance and exits other than those permitted or on days not authorized.
- r. Undue slowness is not good at workplaces.
- s. Unnecessary waste of material is not tolerated as it is a waste of time, power and money.
- t. Being in the Hostel during working hours without permission may lead to disciplinary action by the authority.
- u. No bags, lunch box and helmet is allowed in the classroom, workshop and labs.
- v. Mobiles/Smartphones are banned in the Training Centre. In urgent cases trainee can be allowed a keypad non camera phone with due permission of HoD Training for particular period.
- w. Attendance is compulsory at all engaged Training areas, labs, shop floor apart from biometric.

22.3 Communication and Respectful Interaction Guidelines

- a. Any loss or damage to the Tool Room's property arising out of a wilful act of a trainee or due to his negligence or non-compliance with instructions, safety rules shall be recovered from the trainee and his/her surety guardians. The decision of the General Manager as to whether the loss or damage has occurred out of a wilful act or negligence as aforesaid, or not, about the amount of loss/damage, shall be final and binding on the trainee & his surety and guardians.
- b. The Tool Room offers training opportunities to willing trainees under known terms and conditions, subject to amendments. Trainees are prohibited from organizing protests or collective bargaining for changes in admission terms. Any issues should be reported individually to Batch Incharges or Tool Room officials as prescribed. Trainees are not permitted to form unions or associations.
- c. During the course, the trainees shall not apply for any employment, scholarship, travel ship, part-time work, or any other training otherwise than through General Manager. They shall apply through a proper channel which will be considered on the merits of each case.
- d. Trainees shall not commercialize any, a discovery made in the course of training in the Tool Room.
- e. The trainees are instructed to collect all the papers and documents submitted at the training centre at the time of admission within 15 days of the completion of the course after clearing their dues from all the departments. The Tool Room shall not be responsible for any papers or documents of the trainees beyond this period.

22.4 Trainee Code of Conduct and Disciplinary Action

The following shall be deemed to constitute misconduct of the trainees(s) punishable under IDTR, training rules as misconduct of the trainee(s):-

- a. Gambling within the Tool Room's premises including any other sub-office, or building of the Tool Room.
- b. Refusal to receive an official document.
- c. Deliberate false statements, falsification of records, impersonation, suppression of facts.
- d. Wilful failure to report occurrences or any information which may endanger other's life or Tool Room's property.
- e. Private or personal work within IDTR premises and with Tool Room's facilities whatsoever.
- f. Students shall not participate in any political agitation or activity. Also, mass representation or signature campaign for seeking favours or defying lawful orders is prohibited
- g. Staying inside Tool Room's premises beyond training hours except when permitted or authorized.
- h. Students shall not loiter in the campus and hostel during training hours. They should maintain at all times and at all places peace, calm and cleanliness.
- i. Violation or non-compliance with any Rules or instructions issued.
- j. Participating in an illegal strike or abetting, inciting, instigating, or acting in furtherance thereof.
- k. Collection or canvassing for collection without the permission of the IDTR/Training Centre of any money except following the rules of IDTR, JSR.
- l. Wilful damage to work in process or to any property of IDTR/ Training Centre.
- m. Intended offences or instigation against instructions given by superiors. Not reporting damages on machine and tools or losses etc.
- n. Damage of machine, tools, equipment and other properties of the training centre due to carelessness.
- o. Intentional waste of material, or money.
- p. Intended waste of time.
- q. Acts of violence against any person in the IDTR premises or outside.
- r. Political propaganda among Trainees and Staff.
- s. Offences against morality within the campus or outside.
- t. To give information about internal affairs of the training centre or working processes to third persons.
- u. Holding meetings inside the premises of the establishment without prior permission of the IDTR.
- v. Hand to hand dispute with other students.

23. Warning / Suspension / Debarring / Termination

Student will be punished seriously such as Suspension, Debarring, Termination, Transfer etc., after obtaining a written explanation from the student and after being heard in person by the

HoD (Trg.), IDTR, Jamshedpur or an officer nominated by him. Students are cautioned that non- submission of written explanation, when demanded by any staff, is also an offence punishable under the provisions of these rules and regulations.

- i Any offence, which the student has been repeated number of times intentionally where earlier warning for improvement is given. In such condition he/she may be suspended, debarred, transferred or terminated.
- ii If he/she has received three warnings for various types of offences, which are misconducts, then he/she shall be liable to be terminated or debarred depending on the gravity of the offence.
- iii Slandering a co-student or staff, involving in argument with the staff both during working and non-working hours.
- iv Speak badly about the Training Centre to third persons or speak badly about the IDTR Jamshedpur or any of its staff members to third persons.
- v Using abusive language and misbehave against staff.
- vi Falsification of lab book, wrong entries in job card, material card, tampering with hostel mess, information slip or misbehaviour in the mess, canteen, library, auditorium and other areas of instructions/ recreations.
- vii Private work or work for third persons without permission either within the campus or outside.
- viii IDTR Administration is strict regarding use of intoxicants, trainees if found intoxicated or bring any kind of narcotic drugs, cigarettes, liquor or other such products may lead to his/ her suspension, a heavy penalty and maybe termination.
- ix Aiding or indulging in malpractices during the course of training or during exams both in theory and practical.
- x Unauthorized absence during Semester Exams.
- xi Misbehaviour by trainees towards staff.
- xii Involvement in any form of ragging.
- xiii Pending investigations of allegations against the Student suspected of misconduct, he/she may be suspended for a maximum period of two weeks if the HoD (Trg.) has good and proper reasons. If the trainee is fully exonerated and if his attendance is affected preventing him from writing examinations, the student's shortage of attendance may be condoned.
- xiv Violation of any Rules and Regulations and/or any instructions by any trainee(s) shall amount to misconduct in terms of the aforesaid Agreement and Surety Bond and the training of trainee(s) may be terminated and the Surety Money shall be realized from the Surety and/or trainee(s) in terms of the Surety bond as aforesaid.
- xv Any kind of dangerous belongings like any kind of arms is strictly prohibited inside the IDTR premises, if anyone has found such things with his/her may lead to termination.
- xvi If any time during training, it is observed that the conduct/activity of trainee(s) goes against the smooth conduct of the training programs or any other activity or is otherwise detrimental to the interests of the Tool Room, the training of the trainee(s),

may be terminated without notice and without assigning any reason. The decision of the HoD (Training) or any other official looking after his duties in this regard shall be final and binding on the trainee, his Surety, and Guardians.

- xvii The trainees shall attend practical (basic and shop floor etc.) training and related instruction classes regularly. Irregular attendance or absence from training for more than six working days without authorized permission will be treated as a loss of lien and will be liable for the termination of the training.
- xviii Not observing the rules or instructions given by Superior (e.g. leave application not submitted in time, no medical certificate /fitness certificate, failure to maintain diary or files etc.), failure to serve timing of the hostel, mess or the canteen.
- xix If trainee is found to be involved in any act of violence/riot / criminal and any other such activities, his / her training will be terminated by the centre without assigning any reason(s).
- xx In case, the police detain any trainee for more than 24 hours in custody, his/ her training shall be terminated by the centre. Competent Authority to take action under this rule shall be the HoD (Training) or any other officer looking after his duties. The appellate authority in this case shall be General Manager.

24. Theft from Training Centre, Hostel premises, etc.

IDTR Jamshedpur aims at producing very honest manpower to the requirement of industries and hence expects high level of integrity from its students. In the unlikely event of a theft committed by a student, he/she will be **debarred for one year**. On humanitarian grounds, the student may be re-admitted to the same semester next year on payment of stipulated fine, to pay full semester fee at the applicable highest fee for the relevant course. In case of recurrence of theft, his/her studentship will be terminated forthwith and will be liable for penal action.

- i. Action with intention to defraud/cheat/ swindle the Training Centre, co-trainees and staff.
- ii. Acts of subversion. (Destruction, ruin, something that bring out an overthrowing a rule or law).

25. Power to Amend & Relax the Rules

These Rules including fee structure are subject to change and Amendment & Relaxation in the Rule (s) can be made by the Governing Council or its Chairman or any of its delegated authority at any point in time.

26. Application of Other Rules

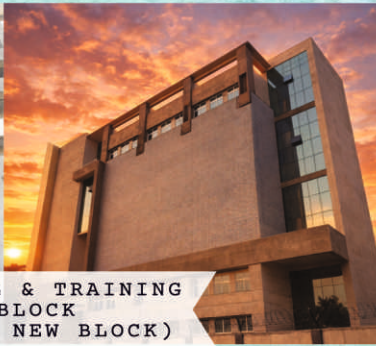
Such of the rules and regulations which have not been referred herein or other decisions of the Governing Council of the Tool Room shall apply to trainees of the course except where said provisions have become repugnant due to any provision laid down in these Rules and Regulations.

27. Grievances Redressal & Repeal

Any regulations in force immediately prior to the commencement of these Rules and Regulations that apply to the same trainees are hereby repealed. However, any orders or actions taken under the repealed versions shall be deemed valid under the corresponding provisions of this new set. All admissions made prior to this date, as well as all current trainees, shall now be governed by these Rules and Regulations.



HOSTEL & TRAINING BLOCK (G+6&7 NEW BLOCK)



AERO AQUA CONVERTER

AQUA-CONVERTER PROTOTYPE BY STUDENT



MOULDING M/C



TOOLS



MILLING M/C AREA



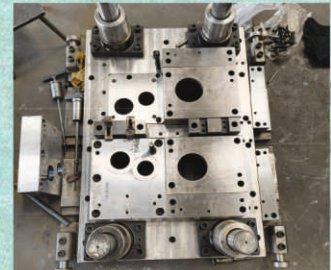
ELECTRICAL SECTION



TRAINING ON WIRE EDM MACHINE



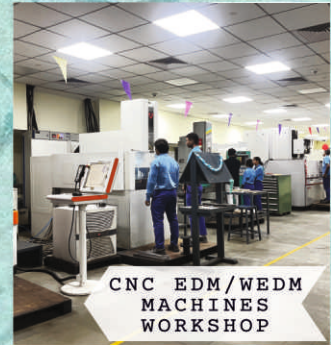
INDUSTRIAL VISIT AT IDTR



PRESS TOOL DEVELOPED AT IDTR



PRECISION COMPONENTS



CNC EDM/WEDM MACHINES WORKSHOP



Inspection Dept.



CMM LAB



KAUSHAL VIKASH



CAD CAM LAB



HEALTH CAMPAIGN



INDOMACH EXHIBITION



1ST PRIZE AT TECH EXPO



CAFETERIA



WORLD STANDARD DAY CELEBRATION



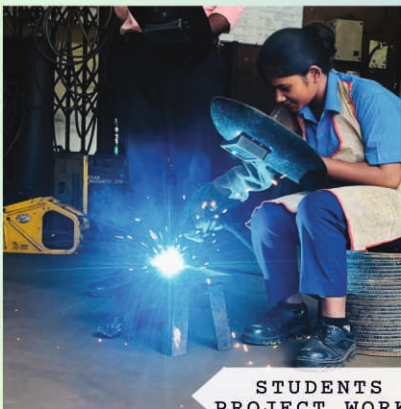
CLASS ROOM



VACCUUM HEAT TREATMENT



MILLING SECTION



STUDENTS PROJECT WORK



TURNING SECTION

[Format -1]

**Parents / Guardian Consent Form****Date:**

I/ We, Smt..... Mother and Shri Father having residential address at being the legal guardian and parent of (name of the student) are giving consent to abide with administrative rule and regulations of training centre.

Name

Signature:

i) Mother:

ii) Father:

iii) Guardian:

Trainee Undertaking

I.....(Name of trainee) of.....Course here by agree to abide by the Administrative Rules and Regulations, standing orders etc. of the IDTR Jamshedpur which I have read and / or have been explained to me and are fully understood by me. One copy of the Rules and Regulations is in my possession.

Date:

Mobile No.:

Roll No.....Batch.....Course.....

Name & Signature of the Father / Mother / Guardian.....

Signature of Trainee

[Format -2]

✂-----✂-----✂-----

(To be typed on a Non –Judicial stamp paper any amount and signed by the parents & notaries on all pages)

AGREEMENT BOND TO BE SIGNED BY THE GUARDIAN

The agreement made this (present date).....day of (month)..... two thousand..... between Indo Danish Tool Room, Jamshedpur, A Government of India Society, registered under the Society Registration Act, 1860 and having its Training Centre at Gamharia, Jamshedpur, (hereinafter referred to as training Centre) and the trainee (trainee's name)..... (hereinafter referred to as trainee) and (father's name)guardian of the said trainee who is aged about (age)..... years (herein after referred to as the confirming part)

Whereas the Indo Danish Tool Room in the course of its rendering professional service made agreements for admission to Diploma Course at the Indo Danish Tool Room, Gamharia Jamshedpur, and for such purpose as per the Rules and Regulation made by the Indo Danish Tool Room, Jamshedpur made agreements for selection of suitable trainees to undergo the said course on the terms & conditions of such training notified to all the prospective trainees intending to undergo the said “course”.

And whereas (students name)..... was selected for admission to the said “course” at the said training centre on the term and conditions of the prospectus, the guardian of the said trainee agrees to furnish a surety bond for the sum of Rs.15,000/- (Rupees Fifteen Thousand only).

And whereas agrees to fully comply with the term and conditions referred to in the letter of appointment for his training in the said course. NOW THIS AGREEMENT WITNESS AS UNDER

1. Indo Danish Tool Room agrees to admit the trainee in its Diploma Course on due fulfilment on his part of the obligation mentioned issued vide the letter of appointment issued by the Indo Danish Tool Room, Jamshedpur, to the trainee.
2. Indo Danish Tool Room, Jamshedpur on the admission of the said trainees will allow the trainee to learn both theoretical and practical matters specified in the syllabus meant for the Training course for Diploma Course (herein after referred to as “Course”) with its amendments and/or.
3. Modification, If any, and trainee agrees to devote his whole time and energy to get benefits while undergoing the said training for specified Four years and undertakes not to accept any jobs whether on a part-time or full-time basis anywhere and /or not to devote his time for any financial gains or otherwise while undergoing his training in the said course.
4. That the trainee agrees and understands that if he is not interested to continue his course of training, he/she should intimate in writing to the management requesting for the termination of his training trial period and the same shall be made within one month of joining the course.
5. Trainee further agrees and undertakes that subsequent to the final confirmation of the satisfactory initial trial training period of one months from the date of the commencement of the course i.e. in the event the trainee of his own abandonee or cause cessation and/ or termination in any manner for any reason to continue his training and / or causes termination of his training for any reason whatsoever whether on health ground or otherwise prior to the-completion of 4 years the trainee and surety will be jointly and / or severally liable to refund the aggregate amount of the liquidated damage of Rs. 15,000/- (Rupees Fifteen Thousand) only due to the expenses etc. incurred by the Indo-

Danish Tool Room, Jamshedpur for the training of the trainee as well as loss or opportunity caused to the prospective of other trainees to whom admission was not granted earlier due to the admission of the trainee's view of his trade categorical assurance as well as undertaking not to cause cessation of his training till the expiry of four-fixed year of training of trainee.

6. The parties agree that during the initial trial period of training of one and half months, the trainee shall have the right to terminate the present agreement including the termination of the continuance of the trainee of the training by giving in writing and for such termination of training period there will be no finical obligation of the trainee to pay liquidated damages to the Indo-Danish Tool Room, Jamshedpur and however, in the event of said trial training period of one and half months the Indo –Danish Tool Room, Jamshedpur shall have the right to terminate the training period of the student if not found suitable.
7. The trainee agrees and confirms that given his admission to the said course, the relation between the Indo Danish Tool Room, Jamshedpur, and the trainee shall be strictly the relation between a practical educational Institution and its pupil and shall not in any way be construed as a relation between employer and employees and/or between master and servant. The trainee while undergoing the training shall attend with their risks as well as hazards and Indo Danish Tool Room, Jamshedpur will not be in any manner held responsible or liable financially or otherwise in the event of an accident or accidental injuries caused to the trainee.
8. The trainee agrees and confirms that due to his admission in the said course and his successful completion of Four years training period, it shall not at all be obligatory for the Indo Danish Tool Room, Jamshedpur to offer any employment to the said trainee after completion of such Four years.
9. The trainee further agrees that besides the provisions mentioned earlier, the trainee shall have the following obligation, which he agrees to and confirms for its due fulfilment.
10. The trainee shall conduct himself as a trainee learning the matters prescribed for the said course and not treated as an industrial worker, learn consciously as well as diligently, and endeavour to qualify himself as a skilled tool maker before the expiry of the said course.
11. The trainee shall attend practical (basic and shop floor etc.) training and related instruction classes regularly. Irregular attendance or absence from training for more than six days without authorized permission will make him liable for the termination of the training.
12. The trainee will not be allowed to sit for the Semester End examination if he/she fails to attain 80% attendance criteria till the start of the semester examination of that particular semester. Shortage of attendance for reasons whatsoever (including on medical grounds) will not be considered a ground to relax the 80% minimum attendance criteria requirement to sit for the semester-end examination.
13. The trainee will accept without any objection termination of his training after the completion of the said initial one and half months trial training period in the event the Indo Danish Tool Room, Jamshedpur at its sole discretion terminates the present agreement due to unsatisfactory progress of the training of the trainee or due to any misconduct committed by the trainee or due to subversive activities and/or acts of indiscipline on the part of the training under such circumstances will be deemed to have caused his termination of training and shall be liable to make payment of the liquidated damages mentioned in clause 5 of the present agreement.
14. The trainee shall appear for periodical tests that may be conducted from time to time by the Indo Danish Tool Room, Jamshedpur.



15. The trainee during the continuance of his four years training course which will be deemed to be completed on ----- will not enter into any contractor agreement for his training and/or employment in any manner with any neither concern nor enter into any correspondence in this behalf.
16. The trainee in case of any report against him received by any Indo Danish Tool Room, Jamshedpur will face the consequence of acts subversive of discipline and/or loss of reputation of the Indo Danish Tool Room Jamshedpur and under such circumstances, the Indo Danish Tool Room, Jamshedpur shall be entitled to take appropriate action against the trainee in the manner steps are ordinarily to be taken against any pupil attending the training institution.
17. 9 The trainee further agrees that besides the provisions mentioned earlier the Indo Danish Tool Room, Jamshedpur shall have the following obligation which it agrees to and confirms.
18. The Indo Danish Tool Room, Jamshedpur will make efforts for suitable training for the said course Diploma in _____.
19. The Indo Danish Tool Room, Jamshedpur has no financial obligation for making any payment for the training.
20. The Indo Danish Tool Room, Jamshedpur shall have no obligation for providing accommodation or residential purposes of the training and/or to provide any quarter or if provided a nominal amount may be charged from the trainee being the administrative expenses.
21. The weekly days of the training of the trainee will be as follows provided that the training centre shall have the right to make alternations and the modification of the same.
22. The centre will observe fixed days per week during the course. The weekly off may be on any day as per the decision of the Indo Danish Tool Room, Jamshedpur.
23. The Indo Danish Tool Room, Jamshedpur at the discretion notifies the holidays in a calendar year when the trainee need not attend the training, and the decision of the Indo Danish Tool Room, Jamshedpur shall be final and binding.
24. The Indo-Danish Tool Room Jamshedpur from time to time notifies the trainees undergoing the said course of the hours of attendance for the training and its decision on this behalf shall be final.

Signed and delivered by the said (trainee) -----

In the presence

- 1)
- 2)

Signed & delivered by the said (Parents).....

In the presence of

- 1)
- 2)

Signed & delivered by the said Indo Danish Tool Room, Jamshedpur in the presence of

- 1)
- 2)

[Format -3]

✂-----✂-----✂-----

(To be typed on a Non –Judicial stamp paper any amount and signed by the parents & notaries on all pages)

SURETY BOND TO BE SIGNED BY THE GUARDIAN & SURETY

Known all me by those present that we (father’s name)..... son/daughter of (grand father’s name of the candidate)..... (Hereinafter called the guardian) Guardian of (student name)..... son of (father’s name)... resident (address)..... and (surety’s name).....son of (father’s name of the surety)..... hereinafter called the surety do hereby bind ourselves and our respective heirs, executors, and administrators to pay to the Indo Danish Tool Room; Jamshedpur (hereinafter called the Centre) on demand the sum of Rs. 15,000/- (Rupees Fifteen Thousand) only whereas the above (student name).....of the bounded (father’s name)..... is admitted to the Diploma(hereinafter referred to as COURSE) in the Indo Danish Tool Room on.....(present date).

AND WHEREAS it shall not be obligatory on the part of the Indo Danish Tool Room, Jamshedpur to offer any employment to the trainee on completion of neither this training nor it shall be obligatory on the part of the trainee to accept any employment under the centre.

THIS CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT IN THE EVENT OF THE ABOVE (student name)..... Son/ daughter of the above bounded (father’s name).....

a) Not conforming to the rules and Regulations of the course and any other instructions regarding the training of studies conveyed to him/her by an authorized official of the Indo Danish Tool Room, Jamshedpur.

OR

b) Failing to intimate to the centre the amount and other particulars in respect of any stipend or other money earned or received by him/ her during the period of his/ her studies at the centre.

OR

c) Refusing to hand over or surrender to the Indo Danish Tool Room, Jamshedpur the whole or part such stipend or other amounts of money received by him/her as aforesaid, if and when required to do so by the Indo Danish Tool Room, Jamshedpur

OR

- d) Getting adverse reports regarding the progress of his/ her training or studies or regarding his/ her conduct or the failure to refund to the Indo Danish Tool Room, Jamshedpur, any overpayment made to him/ her during his / her training at the Indo Danish Tool Room, Jamshedpur.
- e) Leaving the training course before its completion or being absent from training without information is deemed to be treated as leaving without completion of the course.
- f) Failing to observe the terms and conditions of the agreement executed for admission to the course the training of the trainee will be liable to be terminated and the above (student name).
.....Bounded (fathers name)..... Forthwith refund to the centre on demand, the liquidated damage of Rs. 15,000/-(Rupees Fifteen Thousand only) and upon his / her making such refund the above-written obligation shall be void and have no effect; otherwise, it shall be and remain in full force and virtue.

Provided Always That The liability of the surety (other than own relative)..... hereunder shall not be impaired or discharged because of time being granted or for any foregone act, or commissions/commission of the Indo Danish Tool Room, Jamshedpur, or any person authorized by them whether with or without the consent or knowledge of the said surety (other than own relative). Before using the surety (other than own relative)for amounts due.

Signed and delivered by the above bounded

Signature of the parents

With full postal address

In the presence of (witness with name and full postal address)

- 1.
- 2.

Signed and delivered by the surety (other than own relative) In the presence of (witness with name and full postal address)

- 1.
- 2.

Signature and Seal of the Attesting Officer

Place:

General Manager:

Date:

Indo Danish Tool Room, Jamshedpur



[Format - 4]

INDO DANISH TOOL ROOM, JAMSHEDPUR

CERTIFICATE FOR MEDICAL FITNESS

(For Admission to Diploma Course: Session 2026-27)

I examined and do hereby certify that Mr. / Ms. _____ S/o / D/o _____ is a candidate for admission to the Diploma course of IDTR Jamshedpur.

His / Her age by his / her statement is _____ years. He / She has been examined on the following grounds:

General confirmation is as below.

- a) Vision: Normal/both eyes: Right _____ Left _____
- b) Height (Without shoes): _____ cms.
- c) Weight : _____ kgs.
- d) Chest: Normal _____ cms.
Expanded _____ cms.
- e) Student observed any physical deformity/abnormality/asthma/ Epilepsy:

- f) Identification marks 1. _____
2. _____

Vaccinated of followings: Please mention in Yes/No

- 1. Tetanus: 2. Typhoid: 3. Chickenpox: 4. Colour Blindness:

On the above ground, I consider that he/she has sound health and a good physique and is capable of bearing fatigue and exposure and that he is fit to join the training of Diploma in Diploma Course of IDTR, Jamshedpur.

Name of the Doctor:

Signature:

Registration / Employee No.

Designation:

Name of the Hospital:

Hospital Seal:

Date:

Place:



[Format -5]

INDO DANISH TOOL ROOM JAMSHEDPUR

Hostel Allotment Application Form

To,
The HoD Training,
IDTR, Jamshedpur,

Sub: - Request for Hostel Allotment

Sir,

My Son/ Daughter.....Regn. No.....has got the admission in the.....Course in Session: 2026-27 in your institute. As we are residents of.....and not having our arrangement of accommodation in Jamshedpur nearer to the institute, I request you to provide the hostel accommodation for my son/ daughter.

I assure you that my ward will maintain the utmost discipline in the institute. We have read and understood the rules & regulations of the hostel and abide to agree by me and by my ward.

Thanking you.

For the communication I am furnishing my address and details as given below:

Student's Name.....	Father's Name.....
Student's Aadhaar No.....	Father's Aadhaar No.....
Vill / House No.	P.O.....
P.S.....	District.....
State.....	Pin Code.....
Student's Signature.....	Student's Mobile No.....
Father's Signature	Parent's Mobile No.....
Date:	
Place:	

INSTRUCTIONS FOR MARKING THE ANSWER SHEET

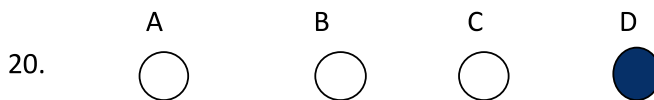
1. The candidates are provided with one question and one answer sheet containing a total of 90 questions. Write correctly your ROLL NO, DATE, QB.NO, and put your signature on the answer sheet in the provided space using ball point pen only.
2. Each question carries equal marks.
3. Questions are of multiple-choice type. There are four options for each question. In the answer sheet, there is 4 answer circle marked A, B, C & D at the top. These ovals are to be darkened as per the following instructions.
4. The time duration for answering questions will be of 1 ½ hours only
5. Candidates are required to report as per the reporting time mentioned in the hall ticket at their respective centres.

CORRECT METHOD OF MARKING ANSWERS

Use only a Black ballpoint pen to circle your answers. Circle mark will be darkened properly and should be within the circle. The computer will read such markings as two answers and will give no marks for that answer.

The use of a Pencil for marking the answers is not acceptable.

For example, if the answer to question number 20 is D, you should mark it as follows:



completely.

Please note that the circle should be dark and should be filled in completely

1.1 WRONG METHODS OF MARKING ANSWERS

Some incorrect method of marking answers is shown below:



- | | | | | |
|-----------------------------------|-----------------------|----------------------------------|-----------------------|----------------------------------|
| 25. | A | B | C | D |
| (Half-filled marks) | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 26. | A | B | C | D |
| (Use of dot) | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 27. | A | B | C | D |
| (Leaving some portion blank) | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 28. | A | B | C | D |
| (Multiple answers) | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |
| 29. | A | B | C | D |
| (Invalid mark outside the circle) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |

Note: Do not darken more than one oval. If more than one oval is darkened the answer will be counted as wrong by the computer.

How to fill Hall Ticket No. in the OMR Sheet:

Example Roll No. is O 110975; O is your category 110975 is your Roll No.

	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Roll no.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
G	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
T	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
O	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
W	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Important Dates to Remember

Sl. No.	Admission Activity	Date
1	Sale of Application Form	1 st April 2026 to 15 th June 2026
2	Last date of receipt of the filled-in Application Form	16 th June - 2026
3	Download Admit card (www.idtr.gov.in)	22 th June - 2026 Onwards.
4	Date of Entrance Examination	28 th June - 2026 (Sunday)
5	Dates of Counselling	10 th , 11 th & 13 th July 2026 for Unreserved, EWS & PH 14 th July 2026 for Waiting List Unreserved & EWS 15 th & 17 th July 2026 for the OBC, 18 th July 2026 for Waiting List OBC 20 th July 2026 for SC / ST 21 st July 2026 for Waiting List SC & ST
6	Dates of Commencement of the Course	5 th August - 2026

For more information, scan with Google Lens/QR Scanner

IDTR JAMSHEDPUR MAP	IDTR WEBSITE	SBI COLLECT
 https://goo.gl/maps/G8YF2oVA7xaWNbCt8	 https://www.idtr.gov.in/	 https://www.onlinesbi.sbi/sbicollect/icollecthome.htm

Important Instructions for OBC (BC-I & BC-II) Candidates (Session: 2026–27):

To avail the benefits of reservation and scholarships for admission in technical institutions, candidates are required to attach a valid OBC Non-Creamy Layer Certificate for the financial year 2026–27, should be issued by a Competent Authority.

For Candidates from Outside Jharkhand:

- The OBC Non-Creamy Layer Certificate must be issued on or after 01.04.2026 or should be valid for the session 2026–27.

For Candidates from Jharkhand:

- Certificates bearing the reference JHCBC (Creamy Layer) will not be eligible for reservation benefits unless accompanied by the income-related Form-11.
- Certificates bearing the reference JHNBC (Non-Creamy Layer) or JHOBC (for Central Government) are considered valid but must be issued on or after 01.04.2026 or be valid for the session 2026–27.

(हिंदी में)

OBC (BC-I एवं BC-II) उम्मीदवारों के लिए महत्वपूर्ण निर्देश (सत्र: 2026–27):

तकनीकी संस्थानों के प्रवेश में आरक्षण एवं छात्रवृत्ति का लाभ लेने हेतु उम्मीदवारों के पास सक्षम अधिकारी द्वारा जारी वित्तीय वर्ष 2026 -27 का वैध OBC नॉन-क्रीमी लेयर प्रमाण-पत्र संलग्न करना आवश्यक है।

झारखंड के बाहर के उम्मीदवारों के लिए:

- OBC नॉन-क्रीमी लेयर प्रमाण-पत्र 01.04.2026 या उसके बाद जारी होना चाहिए अथवा सत्र 2026–27 के लिए वैध होना चाहिए।

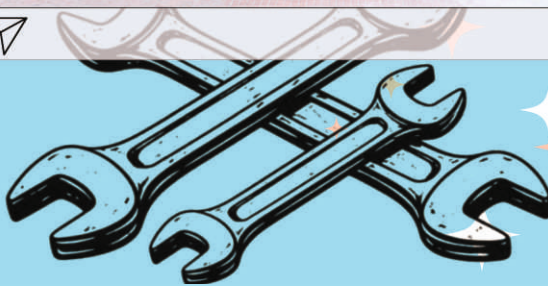
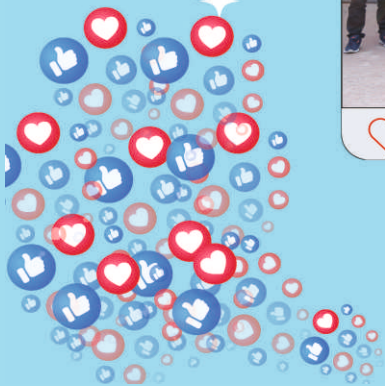
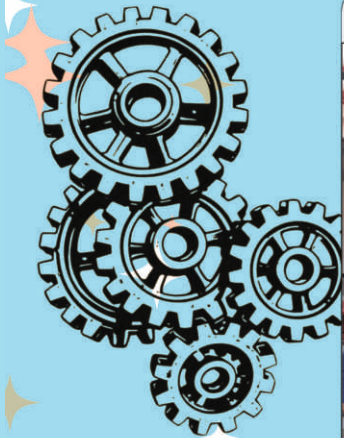
झारखंड के उम्मीदवारों के लिए:

- JHCBC (क्रीमी लेयर) संदर्भ वाले प्रमाण-पत्र आरक्षण के लिए मान्य नहीं होंगे, जब तक कि उनके साथ आय संबंधी Form-11 संलग्न न हो।
- JHNBC (नॉन-क्रीमी लेयर) या JHOBC (केंद्र सरकार हेतु) संदर्भ वाले प्रमाण-पत्र 01.04.2026 या उसके बाद जारी हों अथवा सत्र 2026–27 के लिए वैध हों।

Important Instructions:

1. Paste the same recent colour photograph (not older than 6 months) on the Application Form & Admit Card. Black & white photographs are not accepted. Do not sign on or staple the photograph.
2. Entry to the Examination Hall without a photograph on the Admit Card will not be permitted.
3. The application form must be filled by the candidate only.
4. Mention identification marks and affix left-hand thumb impression.
5. SC/ST/OBC/EWS candidates must attach a valid caste/category certificate issued on or after 01.04.2026 for Admission Session 2026-27, unless otherwise specified.
6. Guardian's signature will be accepted only if both parents are not alive.
7. Admit Card must be downloaded from www.idtr.gov.in from the notified date.

Empowering 3500+ IDTRians Presence Globally



OUR RECRUITERS



SCHOLARSHIP

- NURTURING BRILLIANCE: CUMMINS SCHOLARSHIP FOR ALL CATEGORY STUDENTS (ON TEST BASIS)
- STATE GOVERNMENT WELFARE DEPARTMENT JHARKHAND PROVIDES E-KALYAN SCHOLARSHIP FOR OBC STUDENTS.
- MINISTRY OF MSME GOVERNMENT OF INDIA PROVIDES SCHOLARSHIP FOR SC/ST STUDENTS (NO TUITION FEE)