



## NATIONAL INSTRUCTIONAL MEDIA INSTITUTE, CHENNAI

### 1. NIMI'S BACKGROUND

National Instructional Media Institute (NIMI) was set up in the name of Central Instructional Media Institute (CIMI) in Chennai in December 1986 by the Government of India as a Subordinate Office under Ministry of Labour, Directorate General of Employment and Training (DGE&T) with the assistance from Government of Germany through GTZ (German Agency for Technical Co-operation) as the executing agency.

The main objective for the establishment of the Institute was to make available well prepared Instructional Material (books) for the use of the trainees and trainers for securing overall improvement in the standard of training imparted in (i) Industrial Training Institutes (ITIs) / Industrial Training Centres (ITCs) and (ii) Industries and Establishments implementing the Apprenticeship Training Programme.

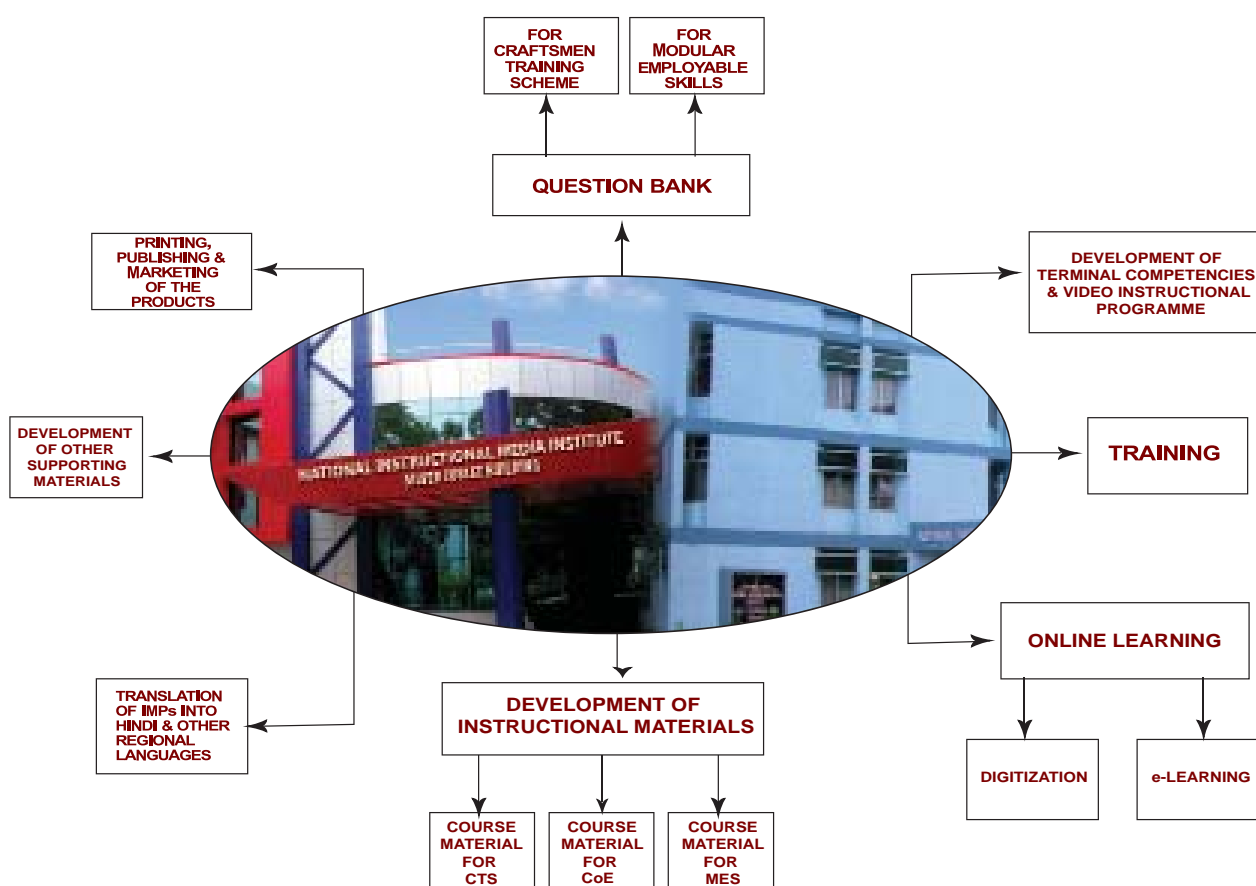
After the approval of the Cabinet for the Grant of Autonomous status to CIMI, the Institute was registered as a society on 1st April 1999 under the Tamil Nadu Societies Registration Act 1975. Since then, it is functioning as an Autonomous Institute under the Govt. of India, Ministry of Labour and Employment, Directorate General of Employment & Training, New Delhi.

As per the recommendation of the Governing Council in its 5th Meeting held on 29.06.2003 under the Chairmanship of the Hon'ble Union Labour Minister, the institute was renamed as **National Instructional Media Institute (NIMI)** to reflect its National Character.

## 2. ACTIVITIES OF NIMI

The activities of the Institute are listed below:

1. Development of Instructional Media Packages (IMPs) for
  - (a) Courses under Craftsmen Training Scheme (CTS)
  - (b) Courses under Centres of Excellence (CoE)
  - (c) Courses under Skill Development Initiative (SDI) Scheme for Modular Employable Skill (MES)
2. Development of Question Bank for assessing the trainees under
  - (a) Craftsmen Training Scheme (CTS)
  - (b) Centre of Excellence (CoE)
  - (c) Skill Development Initiative (SDI) Scheme for Modular Employable Skills (MES).
3. Translation of IMPs into Hindi and other Regional Languages
4. Digitizing of Instructional Materials prepared by NIMI.
5. Development of e-Learning.
6. Training.
7. Development of Terminal Competencies for the courses under MES.
8. Development of Video Instructional Programmes for the courses under MES.
9. Printing, Publishing and Marketing of the products developed by NIMI.



## 3. DEVELOPMENT OF INSTRUCTIONAL MEDIA PACKAGES (IMPs)

### 3.1. Elements of IMPs

The Instructional Media Packages developed by NIMI comprises the following elements of instructional materials:

- 1 Trade Practical
- 2 Trade Theory
- 3 Test/Assignment
- 4 Instructor Guide for the use of Instructors
- 5 Visual aids in the form of Wall Charts and Transparencies

### 3.2. Process of IMP Development

Skill Development Courses being run by the Ministry of Labour & Employment were restructured and redesigned in June' 2014 to make the candidates undertaking those courses, employable. Most of the courses presently run by Ministry are in 11 major sectors.

Mentor councils were constituted for all the key sectors with expert from industries, professional institutions, champion ITIs etc. as its members. Since officers working in various institutions of DGE& T have substantial experience and expertise in the sector identified. Core groups are hereby constituted for each of these 11 sectors.

Each of these groups has a Mentor posted at DGE&T headquarter in Delhi, a representative of Central Staff Training & Research Institute (CSTRAI) and a representative of NIMI so that all the aspects related to development of curriculum and instructional material are taken care at every step

The Mentor Council members meet periodically either at NIMI or at a convenient place at any Institute or Industry. One of the Officers of NIMI, coordinates such meetings and assist the Mentor Council members in various activities for developing Instructional Media Packages for the respective trades.

Before the Mentor Council members start developing the IMPs, they are given intensive training by NIMI faculty in the development of IMPs. Mentor Council members analyze the Syllabus and identify the skills involved in the syllabus. The skills can be imparted effectively by suitable design of exercises. Hence suitable exercises are framed for the whole year - semester of training as per the syllabus and compiled in the form of a Practical book. The theoretical knowledge required to acquire the identified skills, is prepared in the form of Theoretical lessons and compiled as Theory book.

The required graphics are developed in the Computer Aided Drafting system (CAD software) by Experienced Draughtsman. The script developed is entered by various Data Entry Operators into Computers connected through Local Area Network (LAN).

The Graphics and the Script are assembled by Pagemaking process in the Desktop Publishing (DTP) section. The Output is taken in the form of any one of the following for Printing purposes:

- ▶ Polyester master
- ▶ Nova trace sheet
- ▶ Film

The books, the Wall Charts and Transparencies so developed are printed and published in house.

The process of development of Instructional Media Packages (IMPs) as explained above is graphically represented in the diagram as in Appendix I (Page No.113 )

## 3.3 Craftsmen Training Scheme (CTS)

### 3.3.1. IMPs developed and published in English upto 31st March 2014

**Table - 1**

Sl. No.	Trade	No. of books	Wall Charts	Transparencies
1	Fitter 1st Year	4 Nos.	1 Set	1 Set
2	Fitter 2nd Year	4 Nos.	1 Set	1 Set
3	Turner 1st Year	4 Nos.	1 Set	1 Set
4	Turner 2nd Year	4 Nos.	1 Set	1 Set
5	Machinist 1st Year	4 Nos.	1 Set	1 Set
6	Machinist 2nd Year	4 Nos.	1 Set	1 Set
7	Electrician 1st Year (Revised)	4 Nos.	1 Set	1 Set
8	Electrician 2nd Year (Revised)	4 Nos.	1 Set	1 Set
9	Wireman 1st Year	4 Nos.	1 Set	1 Set
10	Wireman 2nd year	4 Nos.	1 Set	1 Set
11	Mech. Motor Vehicle 1st Year	4 Nos.	1 Set	1 Set
12	Mech. Motor Vehicle 2nd Year	4 Nos.	1 Set	1 Set
13	Electronic Mech. 1st Year	4 Nos.	1 Set	1 Set
14	Electronic Mech. 2nd Year	4 Nos.	1 Set	1 Set
15	Mech. Radio & TV 1st Year	4 Nos.	1 Set	1 Set
16	Mech. Radio & TV 2nd Year	4 Nos.	1 Set	1 Set
17	Tool & Die Maker 1st Year	4 Nos.	1 Set	1 Set
18	Tool & Die Maker 2nd Year (Dies & Moulds)	4 Nos.	1 Set	1 Set
19	Welder	4 Nos.	1 Set	1 Set

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20	Welder (Revised)	4 Nos.	1 Set	1 Set
21	Mechanic Diesel	4 Nos.	1 Set	1 Set
22	Cutting & Sewing	4 Nos.	1 Set	1 Set
23	Sheet Metal Worker	4 Nos.	1 Set	1 Set
24	IT & ESM 1st Year (Vol.I,II &III)	8 Nos.	1 Set	1 Set
25	IT & ESM 2nd Year (Vol.I,II&III)	8 Nos.	1 Set	1 Set
26	Tool & Die Maker 2nd Year (Press Tools , Jigs & Fixtures)	4 Nos.	1 Set	1 Set
27	Tool & Die Maker 3rd Year (Press Tools, Jigs & Fixtures)	4 Nos.	1 Set	1 Set
28	Tool & Die Maker 3rd Year (Dies & Moulds)	4 Nos.	1 Set	1 Set
29	Mechanic R&AC 1st Year	4 Nos.	1 Set	1 Set
30	Mechanic R&AC 2nd Year	4 Nos.	1 Set	1 Set
31	Draughtsman Mech. 1st Year	4 Nos.	1 Set	1 Set
32	Carpenter	4 Nos.	1 Set	1 Set
33	Instrument Mechanic 1st Year	4 Nos.	1 Set	1 Set
34	Plumber	4 Nos.	1 Set	1 Set
35	COPA	4 Nos.	-	-
36	Mechanic Tractor	4 Nos.	1 Set	1 Set
37	Welder (Supplementary)	2 Nos.	-	-
38	Fitter 1st Year (Q.B. Pattern)	2 Nos.	-	-
39	Electrician 1st Year (Q.B. Pattern)	2 Nos.	-	-
40	Draughtsman Civil 1st Year	4 Nos.	1 Set	1 Set
41	Embroidery and Needle Work	4 Nos.	1 Set	1 Set
42	Dress Making	4 Nos.	1 Set	1 Set
43	Mason	2 Nos.	1 Set	1 Set
44	Surveyor	4 Nos.	1 Set	1 Set
45	MMTM 1st Year	4 Nos.	1 Set	1 Set
46	COPA (Revised)	4 Nos.	1 Set	1 Set
47	Machinist Grinder 1st Year	4 Nos.	1 Set	1 Set
48	Driver Cum Mechanic	4 Nos.	1 Set	1 Set
49	Data Entry Operator	4 Nos.	1 Set	1 Set
50	Desk Top Publishing Operator	4 Nos.	1 Set	1 Set
51	Fashion Technology	3 Nos.	-	-
52	Mechanic Repair & Maintenance Light Vehicle	2 Nos.	-	-
53	Mechanic Computer Hardware	2 Nos.	-	-
54	Attendant Operator chemical plant	4 Nos.	-	-

55	Draughtsman Mechanic 2nd Year	4 Nos.	1 Set	1 Set
56	MMTM 2nd Year	4 Nos.	1 Set	1 Set
57	Instrument Mechanic 2nd Year	4 Nos.	1 Set	1 Set
58	Machinist Grinder 2nd Year	4 Nos.	1 Set	1 Set
59	Pump Operator Cum Mechanic	2 Nos.	-	-
60	Maintenance Mechanic Chemical Plant	2 Nos.	-	-
61	Architectural Assistant	2 Nos.	-	-
	<b>Total</b>	<b>233 Nos.</b>	<b>50 Sets</b>	<b>50 Sets</b>

\*A Set consists of 25 Numbers

**TT - Trade Theory**

**TP - Trade Practical**

**Assign -Assignment/Test**

**IG- Instructor's Guide**

**WC - Wall Charts**

**Trans - Transparencies**

### 3.3.2 Other Support Materials developed in English up to March 2014

**Table - 2**

Sl. No.	Trade	No. of Books /Sets
1	Workshop Calculation & Science (Machine Shop group)	1 No.
2	Workshop Calculation & Science (Heat Engine group)	1 No.
3	Workshop Calculation & Science (Electrical group)	1 No.
4	Industrial Welding Technology	1 No.
5	Electrical Safety	1 No.
6	Wall Charts for traffic signals	1 Set
7	Engineering Drawing (Mechanical) for all 1 year trades	2 Nos.
8	Engineering Drawing (Electrical) for all 2 year trades	2 Nos.
9	Model Question paper (Fitter, Machinist, Electrician, Welder, Mechanic Diesel & Turner)	6 Nos.
10	Engineering Drawing (Mechanical)for all 2 years trades	2 Nos.
11	Employability Skills	1 No.
	<b>OTHERS</b>	
12	Apprenticeship Training Manual	1 No.

### 3.3.3. Instructional Material (Mentor Council) developed and published in English during 2014 -2015

**Table - 3**

Sector S. No.	Name of the Sector	S. No.	Name of the Trade	No. of Books
1	Automobile	1	Mechanic Motor Vehicle (Sem I) [Common for Mechanic Diesel, Mechanic Motor Vehicle, Mechanic Tractor, Mechanic Agricultural Machinery, Mechanic Auto Electrical & Electronics, Mechanic Motor Cycle and Pump operator cum mechanic]	2 Nos.
		2	Mechanic Motor Vehicle (Sem II) [Common for Mechanic Diesel and Mechanic Motor Vehicle]	2 Nos.
		3	Mechanic Tractor (Sem II) [Common for Mechanic Tractor, Mechanic Agricultural-Machinery]	2 Nos.
		4	Pump Operator cum Mechanic (Sem II)	2 Nos.
2	Beauty & Wellness	5	Basic Cosmetology (I Sem)	2 Nos.
3	Construction, Construction Material and Real Estate	6	General Carpenter (I & II Sem)	4 Nos.
		7	Surveyor (I & II Sem)	4 Nos.
		8	Interior Design & Decoration (I Sem)	2 Nos.
		9	Draughtsman Civil (I & II Sem)	4 Nos.
		10	Architectural Draughtsmanship (I Sem)	2 Nos.
		11	Refrigeration and Airconditioning (I & II Sem)	4 Nos.
		12	Plumber (I & II Sem)	4 Nos.
		13	Architectural Assistant (I Sem)	2 Nos.
		14	Mason (Building Constructor) (I & II Sem)	4 Nos.
4	Fabrication	15	Sheet Metal Worker (I & II Sem)	4 Nos.
		16	Welder (I Sem) [Common for Welder, Welder (GMAW & GTAW), Welder(Pipe), Welder(Structural), Welder( Welding & Inspection), Welder (Fabrication & Fitting)]	2 Nos.
		17	Welder - GMAW & GTAW (II Sem)	2 Nos.
		18	Bamboo Works (I Sem)	2 Nos.
5	Food Processing	19	Crafts Man Fruit & Vegitable Processing (I & II Sem)	4 Nos.

6	Electronics and Hardware	20	Electronics Mechanic (I & II Sem) [Common for Electronic Mechanics, Mechanic Consumer Electronics Appliances, Technician Power Electronics System]	4 Nos.
7	IT-ITES	21	ICTSM (I & II Sem)	4 Nos.
		22	COPA (I & II Sem)	4 Nos.
		23	DTPO (I & II Sem)	4 Nos.
8	Production & Manufacturing	24	Turner (I & II Sem)	4 Nos.
		25	Machinist (I & II Sem)	4 Nos.
		26	Machinist (Grinder) (I & II Sem)	4 Nos.
		27	Draughtsman (Mechanical) (I & II Sem)	4 Nos.
		28	Mechanic Machine Tool Maintenance (I & II Sem)	4 Nos.
		29	Operator Advanced Machine Tools (I Sem)	2 Nos.
		30	Fitter (I & II Sem)	4 Nos.
		31	Tool & Die Maker (I & II Sem) [Common for Tool & Die Maker (Dies & Moulds) and Tool & Die Maker (Press Tools, Jigs & Fixtures)]	4 Nos.
		32	Foundryman Technician(I & II Sem)	4 Nos.
9	Power Generation, Transmission, Distribution, Wiring and Electrical Equipment	33	Electrician (I Sem) [Common for Electrician, Wireman, Electroplater and Lift and Escalator Mechanic]	2 Nos.
		34	Electrician (II Sem)	2 Nos.
		35	Wireman (II Sem)	2 Nos.
		36	Electroplater (II Sem)	2 Nos.
		37	Lift and Escalator Mechanic (II Sem)	2 Nos.
10	Textile & Apparel	38	Fashion Design & Technology (I & II Sem)	4 Nos.
		39	Dress Making (I Sem) [Common for Dress Making & Sewing Technology]	2 Nos.
		40	Sewing Technology (II Sem)	2 Nos.
		41	Dress Making (II Sem)	2 Nos.
		42	Surface Ornamentation Techniques & Embroidry (I Sem)	2 Nos.
		43	Spinning Technician (I Sem)	2 Nos.
		44	Textile Mechatronics (I Sem)	2 Nos.
		45	Textile Wet Processing Technician (I Sem)	2 Nos.
		46	Weaving Technician (I Sem)	2 Nos.
		47	Weaving of Silk &Woolen Fabrics (I Sem)	2 Nos.



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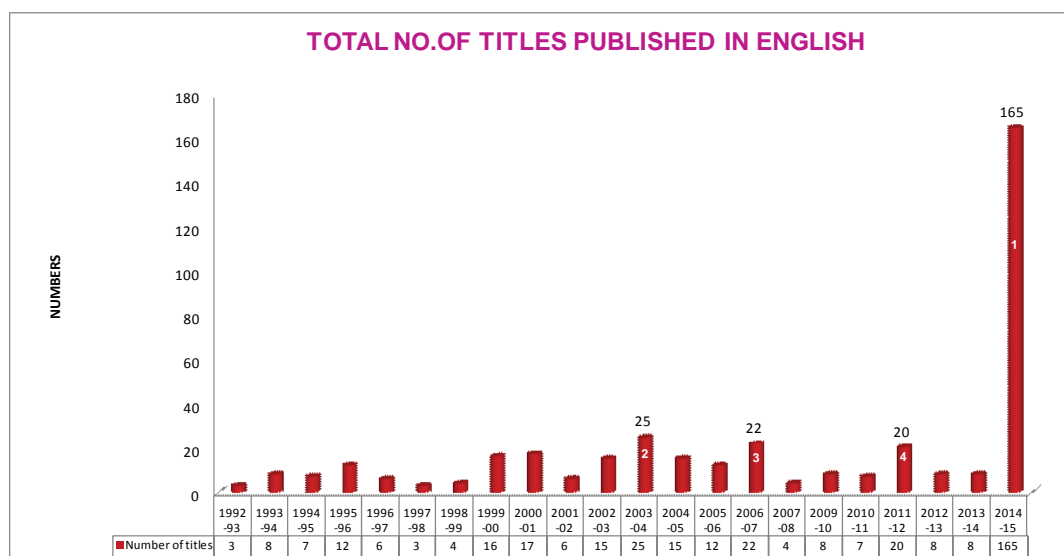
11	Travel, Tourism & Hospitality	48	Baker and Confectioner (I Sem)	2 Nos.
		49	Food & Beverages Service Assistant (I Sem)	2 Nos.
		50	Food Production General (I & II Sem)	4 Nos.
		51	Front Office Assistant (I Sem)	2 Nos.
		52	House Keeper (I Sem)	2 Nos.
		53	Old Age Care (I Sem)	2 Nos.
		54	Preparatory School Management (Assistant) (I Sem)	2 Nos.
		55	Secretarial Practice (I & II Sem) [Common for Secretarial Practice and Stenography & Secretarial Assistant(English)]	4 Nos.
		56	Stenography (Hindi) (I Sem)	2 Nos.
		57	Assistant Tourist Guide (I Sem)	2 Nos.
		58	Travel and Tour Assistant (I Sem)	2 Nos.
<b>Total No. of Books</b>				<b>162 Nos.</b>

### 3.3.4 Other Support Materials developed in English during 2014 -2015

**Table - 4**

Sl. No.	Trade	No. of Books
1	Workshop Calculation & Science (I Sem)	1 No.
2	Engineering Drawing (I Sem)	1 No.
3	Employability Skills (I Sem)	1 No.
<b>Total</b>		<b>3 Nos.</b>

**Chart - 1**



## 3.4. Centre of Excellence (CoE)

### (Under Vocational Training Improvement Project (VTIP) scheme)

A centrally sponsored scheme for Upgradation of ITIs into Centre of Excellence has been launched in the year 2006-07. The objective of the scheme is to upgrade the existing 100 ITIs into "Centre of Excellence (CoE)" for producing multi skilled workforce of world standard. The highlights of the scheme are introduction of multiskilling courses during the first year, followed by advanced / specialized modular courses in the second year by adopting industry wise cluster approach, multi entry and multi exit provisions, and Public-Private-partnership in the form of Institute Managing Committee (IMC) to ensure greater & active involvement of industry in all aspects of training.

Government of India has signed Financing Agreement with World Bank for upgradation of 500 ITIs under Vocational Training Improvement Project (VTIP). The other major activities to be taken up under VTIP include Training of Trainers, curriculum development & Instructional media Development.

NIMI is assigned with the task of developing Instructional Media Packages (IMPs) for the Broad Based Basic Training (BBBT) and Advanced Modules (AM) of all CoE Sectors. Accordingly, NIMI has taken up development of IMPs consisting of Trade Practical and Trade Theory for each module.

Now, NIMI has come out with the Instructional Media Package (IMP) for the Broad Based Basic Training modules consisting of Trade Practical book and Trade Theory book as detailed below:

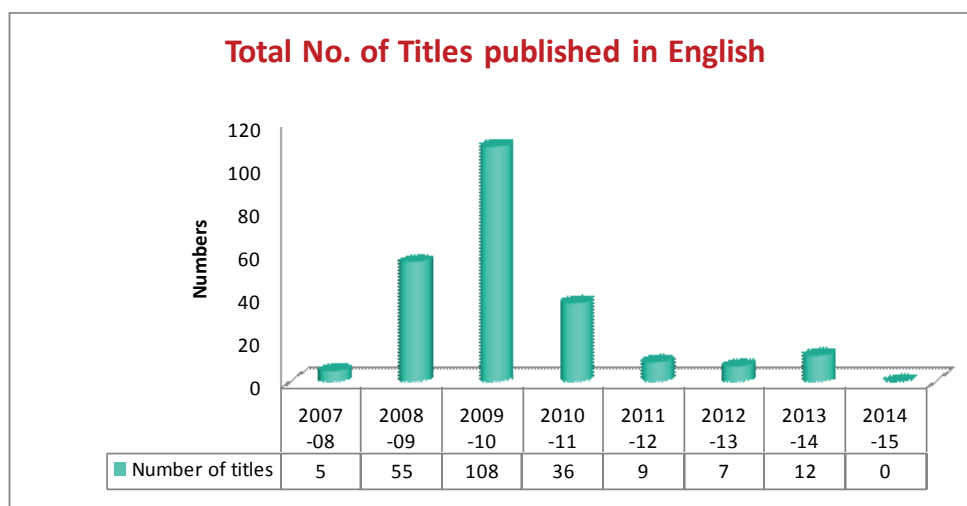
The development of Instructional Material for both BBBT & Advanced modules were taken up.

## 3.4.1. Books printed & published upto 31st March 2014

**Table - 5**

Sl.No.	Name of the Sector	No. of Modules
1	Refrigeration & Air-Conditioning	9 Nos.
2	Fabrication (Fitting & Welding)	11 Nos.
3	Information Technology	11 Nos.
4	Automobiles	12 Nos.
5	Electrical	11 Nos.
6	Production & Manufacturing	13 Nos.
7	Construction & Wood Working	10 Nos.
8	Chemical	10 Nos.
9	Apparel	9 Nos.
10	Electronics	10 Nos.
11	Industrial Automation	9 Nos.
12	Instrumentation	12 Nos.
13	Process Plant Maintenance	11 Nos.
14	Textile Processing and Technology	10 Nos.
15	Bamboo Technology	2 Nos.
16	Food Processing	11 Nos.
17	Tourism	9 Nos.
18	Agricultural Machinery	10 Nos.
19	Leather Goods & Footwear	10 Nos.
20	Plastic Processing	10 Nos.
21	Hospitality Management	10 Nos.
22	Rubber Technology (Basic)	6 Nos.
23	Information Technology (Advanced)	2 Nos.
24	Process Plant Maintenance (Advanced)	2 Nos.
25	Textile Processing & Technology (Advanced)	2 Nos.
	<b>Total</b>	<b>222 Nos.</b>

**Chart - 2**



## 3.4.2. Books printed & published during 2014 - 2015

CoE courses have been realigned with CTS and MES .

## 3.5. Modular Employable Skills (MES)

### (Under Skill Development Initiative (SDI) Scheme)

Ministry of Labour & Employment in pursuance to excellence in vocational training has developed a new strategic framework for Skill Development namely "MODULAR EMPLOYABLE SKILLS (MES)" in close consultation with industry, State Governments and experts with the objective

- ▶ to provide vocational training to school leavers, existing workers, ITI graduates, etc. to improve their employability by optimally utilizing the infrastructures available in Govt., private institutions and the industry. Existing skills of the persons can also be tested and certified under this scheme.
- ▶ to build capacity in the area of development of competency standards, course curricula, learning material and assessment standards in the country.

The development of Instructional Material, Question Bank, Terminal Competencies & Video Instructional Programmes, Translation of instructional Material and Digitization of Instructional Material were taken up by NIMI for the courses under Modular Employable Skills (MES).

NIMI has also taken up the development of Instructional Material for the Courses under MES.

### 3.5.1. IMPs developed/published upto 31st March 2014 (English)

**Table -6**

SI.No.	Name of the Sector	No.of courses
1	Fabrication	9 Nos.
2	Automotive Repair	18 Nos.
3	Garments Making	96 Nos.
4	Printing	10 Nos.
5	Process Instrumentation	7 Nos.
6	ICT	35 Nos.
7	Beauty Culture & HD	9 Nos.
8	Hospitality	65 Nos.
9	Gem and Jewellery	31 Nos.
10	Plastic Processing	10 Nos.
11	Construction	5 Nos.

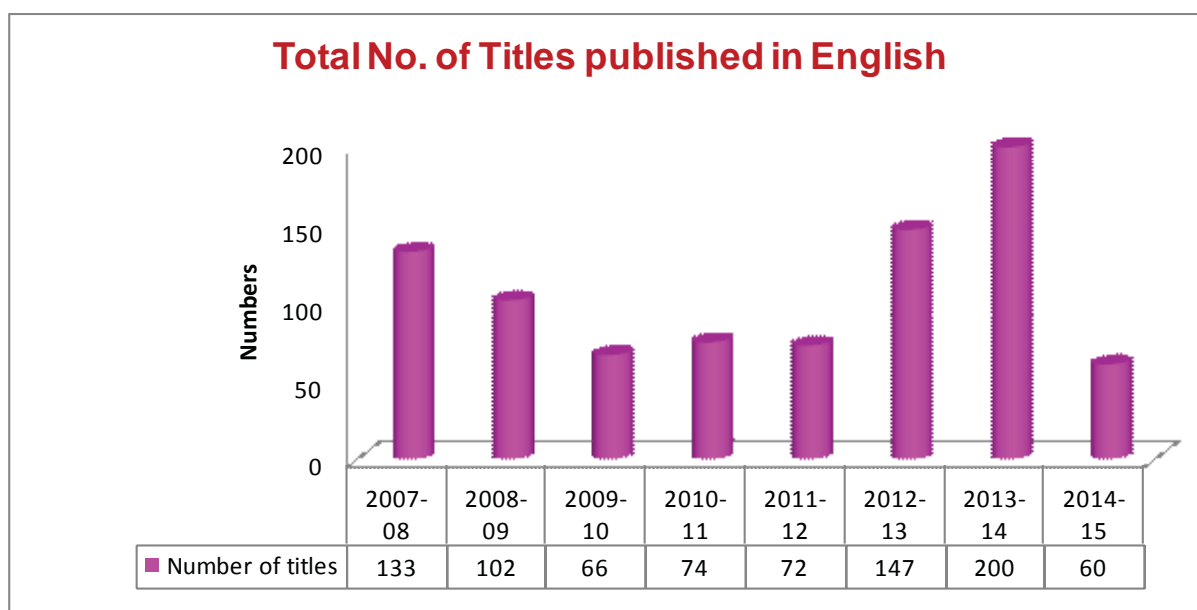
12	Security	9 Nos.
13	Wood Work	2 Nos.
14	Media	4 Nos.
15	Food Processing & Preservation	1 No.
16	Leather & Sports Goods	12 Nos.
17	Agriculture	40 Nos.
18	Travel & Tourism	9 Nos.
19	R & AC	6 Nos.
20	Electrical	9 Nos.
21	Electronics	18 Nos.
22	Production & Manufacturing	10 Nos.
23	Chemical	14 Nos.
24	Manufacturing of Indian sweets, snacks & food	35 Nos.
25	Banking & Accounting	4 Nos.
26	Medical & Nursing	41 Nos.
27	Retail	4 Nos.
28	Khadi	8 Nos.
29	Toy Making (Soft Toy)	7 Nos.
30	Fire & Safety	2 Nos.
31	Fashion Design	26 Nos.
32	Industrial Electrical	3 Nos.
33	Animal Husbandry	5 Nos.
34	Poultry	31 Nos.
35	Textile	103 Nos.
36	Apiculture	6 Nos.
37	Sericulture	17 Nos.
38	Carpet	13 Nos.
39	Insurance	4 Nos.
40	Fisheries & allied sector	13 Nos.
41	Telecom	1 No.
42	Business & Commerce	8 Nos.
43	Materials Management	5 Nos.
44	Counselling Skills	10 Nos.
45	Renewable Energy	10 Nos.
46	Jute Diversified	3 Nos.
47	Jute	4 Nos.
	<b>Total</b>	<b>792 Nos.</b>

## 3.5.2. IMPs developed/published during the year 2014-2015 (English) for MES

**Table - 7**

Sl.No.	Name of the Sector	No.of courses
1	Automotive Repair	3
2	Courier & Logistics	13
3	Plastic Processing	16
4	Fabrication	4
5	Garment Making	8
6	Travel & Tourism	5
7	Refrigeration & Air Conditioning	6
8	Medical & Nursing	1
9	Allied Health Care	4
	<b>Total</b>	<b>60 Nos.</b>

**Chart - 3**



## 4. DEVELOPMENT OF QUESTION BANK

In Industrial Training Institutes / Industrial Training Centres, at the end of completion of the training period, the skills acquired by the trainees are assessed through, both Theory and Practical Examinations. These examinations are conducted by Trade Testing Cell of Directorate General of Employment & Training, Ministry of Labour & Employment, Govt of India and certificates are issued to successful participants by NCVT.

Trainee's skills are assessed only by subjective type Question Paper. Generation of this type of question paper is cumbersome. It depends upon the person who sets the question paper. Normally, the test paper may not cover the entire syllabus. The evaluation of answer papers is also not uniform throughout the country. Therefore the modernization of Trade Testing system for the Craftsmen training under NCVT was taken up with the assistance of GTZ. As part of the efforts, development of Question Bank was started.

### **The salient features of Question Bank are:-**

- ❖ Objective type questions like Short Answer, Multiple Choice, Matching Type Answer, simple calculations etc.
- ❖ Comprises various levels of questions like easy, moderate & tough.
- ❖ Questions are provided with clear illustrations.
- ❖ Automatic generation of question paper in a short duration of time using computer.
- ❖ Apart from generation of question paper, generation of key paper is done for the purpose of uniform evaluation.
- ❖ Generation of Answer paper and Key paper format for answering
- ❖ Controlling the repetition of questions from previous Examinations.
- ❖ Use of necessary software for operating and managing Question Bank.

The quality and the method of developing test items were reviewed and a reliable and scientific method was evolved.

Trade Testing in theory for the trades of Machinist, Turner, Fitter, Electrician with the help of Question Bank developed by NIMI was introduced in July, 1999. NIMI generates and supplies question paper both in English and Hindi twice in a year for the Final Trade Test for the trainees. On the basis of the feed back received from the above trade test, the test items are being reviewed continuously.

As the manpower available in the Institute was limited for developing the test items, it was decided to train freelance experts in the respective trade as test item developers.

## 4.1. Craftsmen Training Scheme (CTS)

### 4.1.1. Activities during 2014-2015

During this year, development of test items for the following trades were continued.

#### A. Details of Test Items developed (2013 Syllabus)

**Table - 8**

Sl. No.	Trade	Subject
1	Fitter	Trade Theory
2	Turner	Trade Theory
3	Machinist	Trade Theory
4	Electrician	Trade Theory
5	Wireman	Trade Theory
6	Electronic Mechanic	Trade Theory
7	Mechanic Radio & TV	Trade Theory
8	Mechanic Refrigeration & Air Conditioning	Trade Theory
9	Mechanic Motor Vehicle	Trade Theory
10	Welder	Trade Theory
11	Sheet Metal Worker	Trade Theory
12	Mechanic Diesel	Trade Theory
13	Mechanic Tractor	Trade Theory
14	Carpenter	Trade Theory
15	Plumber	Trade Theory
16	COPA	Trade Theory



## B. Details of Test Items developed ( Mentor Council Syllabus)

**Table - 9**

Sector Sl. No	Name of the Sector	Sl.No	Name of the trade	Subject
1	Automobile	1	Mechanic Motor Vehicle (Sem I) [Common for Mechanic Diesel, Mechanic Motor Vehicle, Mechanic Tractor, Mechanic Agricultural Machinery, Mechanic Auto Electrical & Electronics, Mechanic Motor Cycle and Pump operator cum mechanic]	Trade Theory
		2	Mechanic Motor Vehicle (Sem II) [Common for Mechanic Diesel and Mechanic Motor Vehicle]	Trade Theory
		3	Mechanic Tractor (Sem II) [Common for Mechanic Tractor, Mechanic Agricultural Machinery]	Trade Theory
		4	Mechanic Auto Electrical & Electronics (Sem II)	Trade Theory
		5	Mechanic Motor Cycle (Sem II)	Trade Theory
		6	Pump Operator cum Mechanic (Sem II)	Trade Theory
2	Beauty & Wellness	7	Basic Cosmetology (I & II Sem)	Trade Theory
3	Construction, Construction Material and Real Estate	8	General Carpenter (I & II Sem)	Trade Theory
		9	Surveyor (I & II Sem)	Trade Theory
		10	Interior Design & Decoration (I & II Sem)	Trade Theory
		11	Draughtsman Civil (I & II Sem)	Trade Theory
		12	Architectural Draughtsmanship (I & II Sem)	Trade Theory
		13	Refrigeration and Airconditioning (I & II Sem)	Trade Theory
		14	Plumber (I & II Sem)	Trade Theory
		15	Architectural Assistant (I & II Sem)	Trade Theory
		16	Mason (Building Constructor) (I & II Sem)	Trade Theory

4	Fabrication	17	Sheet Metal Worker (I & II Sem)	Trade Theory
		18	Welder (I Sem) [Common for Welder, Welder (GMAW & GTAW), Welder(Pipe), Welder(Structural), Welder( Welding & Inspection), Welder (Fabrication & Fitting)]	Trade Theory
		19	Welder II Sem)	Trade Theory
		20	Bamboo Works (I & II Sem)	Trade Theory
5	Food Processing	21	Crafts Man Fruit & Vegitable Processing (I & II Sem)	Trade Theory
6	Electronics and Hardware	22	Electronics Mechanic (I & II Sem) [Common for Electronic Mechanics, Mechanic Consumer Electronics Appliances, Technician Power Electronics System]	Trade Theory
7	IT-ITES	23	ICTSM (I & II Sem)	Trade Theory
		24	COPA (I & II Sem)	Trade Theory
		25	DTPO (I & II Sem)	Trade Theory
8	Production & Manufacturing	26	Turner (I & II Sem)	Trade Theory
		27	Machinist (I & II Sem)	Trade Theory
		28	Machinist (Grinder) (I & II Sem)	Trade Theory
		29	Draughtsman (Mechanical) (I & II Sem)	Trade Theory
		30	Mechanic Machine Tool Maintenance (I & II Sem)	Trade Theory
		31	Operator Advanced Machine Tools (I & II Sem)	Trade Theory
		32	Fitter (I & II Sem)	Trade Theory
		33	Tool & Die Maker (I & II Sem) [Common for Tool & Die Maker (Dies & Moulds) and Tool & Die Maker (Press Tools, Jigs & Fixtures)]	Trade Theory
		34	Foundryman Technician(I & II Sem)	Trade Theory
9	Power Generation, Transmission, Distribution, Wiring and Electrical Equipment	35	Electrician (I Sem) [Common for Electrician, Wireman, Electroplater and Lift and Escalator Mechanic]	Trade Theory
		36	Electrician (II Sem)	Trade Theory
		37	Wireman (II Sem)	Trade Theory
		38	Electroplater (II Sem)	Trade Theory
		39	Lift and Escalator Mechanic (II Sem)	Trade Theory

10	Textile & Apparel	40	Fashion Design & Technology (I & II Sem)	Trade Theory
		41	Dress Making (I Sem) [Common for Dress Making & Sewing Technology]	Trade Theory
		42	Sewing Technology (II Sem)	Trade Theory
		43	Dress Making (II Sem)	Trade Theory
		44	Surface Ornamentation (I & II Sem)	Trade Theory
		45	Spinning Technician (I & II Sem)	Trade Theory
		46	Textile Mechatronics (I & II Sem)	Trade Theory
		47	Weaving Technician (I Sem) [Common for Weaving Technician & Textile Wet Processing Technician]	Trade Theory
		48	Weaving of Silk &Woolen Fabrics (I & II Sem)	Trade Theory
11	Travel, Tourism & Hospitality	49	Baker and Confectioner (I & II Sem)	Trade Theory
		50	Food & Beverages Service Assistant (I & II Sem)	Trade Theory
		51	Food Production General (I & II Sem)	Trade Theory
		52	Front Office Assistant (I & II Sem)	Trade Theory
		53	House Keeper (I & II Sem)	Trade Theory
		54	Old Age Care (I & II Sem)	Trade Theory
		55	Preparatory School Management (Assistant) (I & II Sem)	Trade Theory
		56	Secretarial Practice (I & II Sem) [Common for Secretarial Practice and Stenography & Secretarial Assistant(English)]	Trade Theory
		57	Stenography (Hindi) (I & II Sem)	Trade Theory
		58	Assistant Tourist Guide (I & II Sem)	Trade Theory
		59	Travel and Tour Assistant (I & II Sem)	Trade Theory

## C. Question papers for All India Trade Test (Both English & Hindi version and other regional Languages)

The questions were generated using the question bank developed by NIMI for the following trades in Trade Theory for All India Trade Test from July 2010 onwards

1	Machinist	16	Electronic Mechanic
2	Turner	17	Mechanic R & AC
3	Fitter	18	Engineering Drawing group (II, III, VII, VIII, X, XIX, XXV, XXVI)
4	Electrician	19	Workshop Calculation & Science (II, III, VII, VIII, X, XIX, XXV, XXVI)
5	Welder		
6	Mechanic Diesel		
7	Carpenter		
8	Sheet Metal Worker		
9	Plumber		
10	COPA		
11	Wireman		
12	Mechanic Tractor		
13	Employability Skills		
14	Mechanic Motor Vehicle		

## 4.2. Centre of Excellence (CoE)

NIMI was also assigned with the task of developing question bank for the courses under Centre of Excellence (CoE). This year, CoE scheme has been realigned with CTS and MES., so no development of test items for the current financial year 2014 - 2015.

### 4.2.1. Development of Question Bank (Test Items) upto 31 March 2014

Table - 10

Sl. No.	Name of the Sector	No. of Modules	Subject
	<b>BASIC MODULE</b>		
1	Electrical	6	Trade Theory
2	Electronics	6	Trade Theory
3	Fabrication	6	Trade Theory
4	Automobile	6	Trade Theory
5	Refrigeration & Air-conditioning	6	Trade Theory
6	Apparel	6	Trade Theory
7	Production & Manufacturing	6	Trade Theory
8	Construction & Wood Working	6	Trade Theory
9	Information Technology	6	Trade Theory
10	Chemical	6	Trade Theory
11	Leather	6	Trade Theory

12	Hospitality	6	Trade Theory
13	Food Processing	6	Trade Theory
14	Agriculture	6	Trade Theory
15	Instrumentation	6	Trade Theory
16	Process Plant Maintenance	6	Trade Theory
17	Tourism	6	Trade Theory
18	Plastic Processing	6	Trade Theory
19	Industrial Automation	6	Trade Theory
20	Textile	6	Trade Theory
	<b>Total</b>	<b>120</b>	Trade Theory
	<b>ADVANCED MODULE</b>		
1	Fabrication	5	Trade Theory
2	Refrigeration & Air-conditioning	3	Trade Theory
3	Apparel	3	Trade Theory
4	Agriculture	4	Trade Theory
5	Electrical	5	Trade Theory
	<b>Total</b>	<b>20</b>	Trade Theory

#### 4.2.2. Development of Question Bank (Test Items) during 2014 - 2015

This year CoE scheme has been realligned with CTS and MES. So no development of question bank for current financial year 2014 - 2015.

### 4.3. MODULAR EMPLOYABLE SKILLS (MES)

NIMI was assigned with the development of question bank (an assessment Tool) to be used by the assessors appointed by the assessing bodies for assessing the candidates appearing for test and certification under MES.

#### 4.3.1. Question Banks (Test Items) developed upto 31st March 2014

**Table - 11**

SI.No.	Name of the Sector	No. of Courses
1	Fabrication	9 Nos.
2	Automotive Repair	18 Nos.
3	Garment Making	104 Nos.
4	Printing	10 Nos.
5	Process Instrumentation	7 Nos.
6	ICT	35 Nos.
7	Beauty Culture & HD	9 Nos.
8	Carpet	13 Nos.
9	Hospitality	65 Nos.

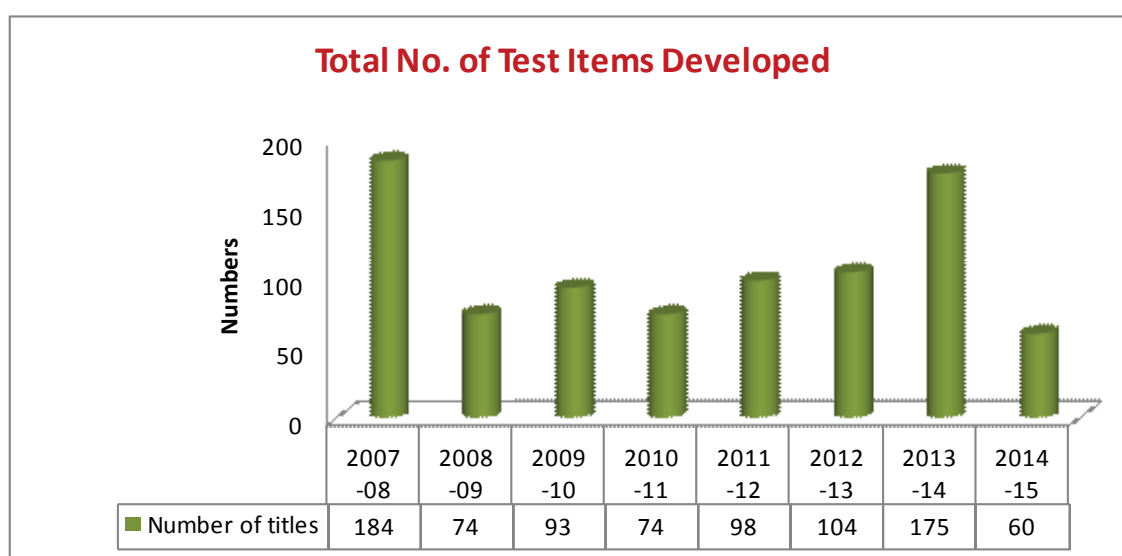
10	Gem & Jewellery	31 Nos.
11	Plastic Processing	10 Nos.
12	Construction	14 Nos.
13	Security	9 Nos.
14	Wood Work	2 Nos.
15	Media	4 Nos.
16	Food Processing & Preservation	1 No.
17	Leather & Sports Goods	12 Nos.
18	Agriculture	40 Nos.
19	Travel & Tourism	9 Nos.
20	R & AC	6 Nos.
21	Electrical	9 Nos.
22	Electronics	18 Nos.
23	Production & Manufacturing	10 Nos.
24	Chemical	14 Nos.
25	Manufacturing of Indian Sweets, Snacks & Food	35 Nos.
26	Banking & Accounting	4 Nos.
27	Medical & Nursing	41 Nos.
28	Retail	4 Nos.
29	Khadi	8 Nos.
30	Toy Making (Soft Toy)	7 Nos.
31	Soft Skills	3 Nos.
32	Insurance	5 Nos.
33	Fire & Safety	2 Nos.
34	Fashion Design	21 Nos.
35	Industrial Electrical	3 Nos.
36	Animal Husbandry	5 Nos.
37	Textile	70 Nos.
38	Apiculture	6 Nos.
39	Fisheries & allied sector	16 Nos.
40	Poultry	31 Nos.
41	Sericulture	16 Nos.
42	Telecom	1 No.
43	Materials Management	5 Nos.
44	Counselling Skills	10 Nos.
45	Jute Diversified	3 Nos.
46	Renewable Energy	10 Nos.
47	Jute	4 Nos.
48	Business & Commerce	8 Nos.
	<b>Total</b>	<b>802 Nos.</b>

## 4.3.2. Development of Question Bank (Test Items) during the year 2014-15

Table - 12

Sl.No.	Name of the Sector	No. of Courses
1	Automobile Repair	3
2	Courier & Logistics	13
3	Plastic Processing	16
4	Fabrication	4
5	Garment Making	8
6	Travel & Tourism	5
7	R & AC	6
8	Medical & Nursing	1
9	Allied Health Care	4
	<b>Total</b>	<b>60 Nos.</b>

Chart - 4



## 5. TRANSLATION OF NIMI IMPs IN HINDI & OTHER REGIONAL LANGUAGES

### 5.1. Craftsmen Training Scheme (CTS)

The IMPs developed in English are translated into Hindi and other Regional Languages. The details of the same are given below:

#### 5.1.1. HINDI

Books printed & published upto 31st March 2015

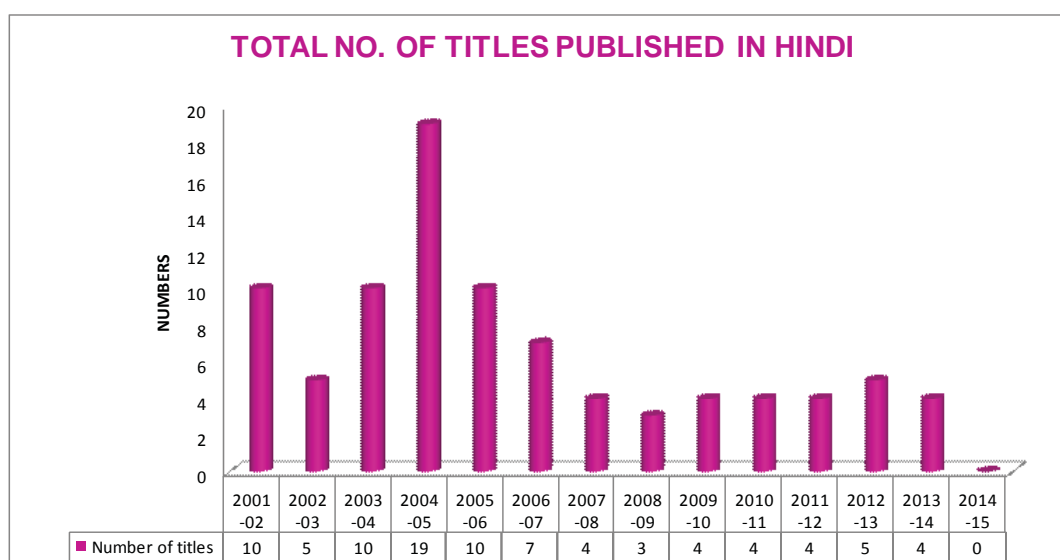
Table - 13

Sl. No.	Trade	No.of books
1	Mechanic Diesel	4 Nos.
2	MMV 1st Year	4 Nos.
3	MMV 2nd Year	4 Nos.
4	Fitter 1st Year	3 Nos.
5	Fitter 2nd Year	3 Nos.
6	Turner 1st Year	3 Nos.
7	Turner 2nd Year	3 Nos.
8	Machinist 1st Year	3 Nos.
9	Machinist 2nd Year	3 Nos.
10	Cutting & Sewing	3 Nos.
11	Wireman 1st Year	3 Nos.
12	Wireman 2nd Year	4 Nos.
13	Mechanic Tractor	3 Nos.
14	Electrician 1st Year (Revised)	3 Nos.
15	Electrician 2nd Year (Revised)	3 Nos.
16	Mechanic Radio & TV 1st Year & 2nd Year	2 Nos.
17	Electronic Mechanic 2nd Year	3 Nos.
18	Welder (Revised)	3 Nos.
19	Sheet Metal Worker	3 Nos.
20	Mechanic Radio & TV 2nd Year	3 Nos.
21	Mechanic R & AC 1st Year	2 Nos.
22	Mechanic R & AC 2nd Year	2 Nos.
23	Instrument Mechanic 1st year	1 No.
24	Workshop Calculation for Metal Trade	1 No.
25	Workshop Calculation for Electrical Trade	1 No.
26	Employability Skills	1 No.



27	Plumber	1 No.
28	Carpenter	1 No.
29	IT & ESM	1 No.
30	Mechanic Tractor	1 No.
31	Draughtsman Mech. 1st Year	1 No.
32	Engineering Drawing (for Mechanical group of all one year trades)	1 No.
33	Engineering Drawing (for Mechanical group of all two & three year trades)	1 No.
34	Basic Cosmetology Trade Practical	1 No.
35	Basic Cosmetology Trade Theory	1 No.
	<b>Total</b>	<b>80 Nos.</b>

**Chart - 5**



## 5.1.2 Regional Languages

### TAMIL

The translation into Tamil was taken up in Collaboration with DET, TamilNadu

#### Books printed & published upto 31st March 2015

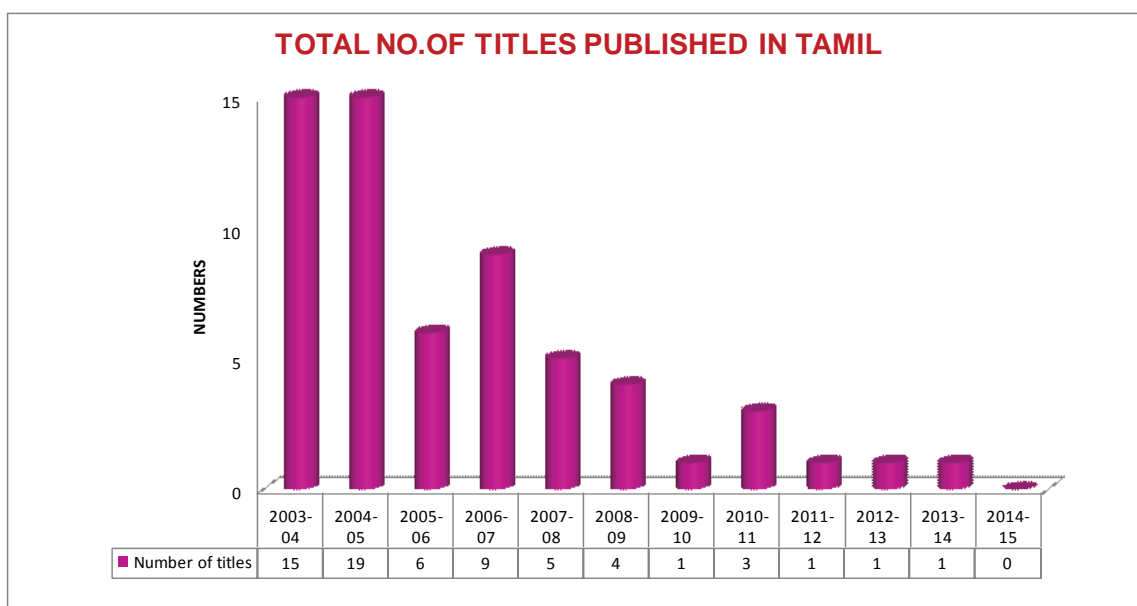
**Table - 14**

SI.No.	Trade	No.of books
1	Mechanic Diesel	3 Nos.
2	MMV 1st Year	3 Nos.
3	MMV 2nd Year	3 Nos.
4	Welder (Revised)	3 Nos.

# Annual Report 2014-2015

5	Fitter 1st Year	3 Nos.
6	Fitter 2nd Year	3 Nos.
7	Electrician 1st Year	3 Nos.
8	Electrician 2nd Year	3 Nos.
9	Machinist 1st Year	3 Nos.
10	Machinist 2nd Year	3 Nos.
11	Turner 1st Year	3 Nos.
12	Turner 2nd Year	3 Nos.
13	Mechanic R & AC 1st Year	3 Nos.
14	Mechanic R & AC 2nd Year	3 Nos.
15	Cutting & Sewing	3 Nos.
16	Electrician 1st Year	3 Nos.
17	Sheet Metal Worker	3 Nos.
18	Carpenter	3 Nos.
19	Plumber	3 Nos.
20	Electronic Mechanic , Radio & TV 1st Year	3 Nos.
21	Draughtsman Mechanical	3 Nos.
22	Engg.Drg Mechanical 1st year Theory&Procedure	1 No.
23	Engg.Drg Electrical 1st Year Theory & Procedure	1 No.
24	Workshop Calculation Metal Trade	1 No.
25	Workshop Calculation Electrical Trade	1 No.
26	Workshop Calculation Heat Engine	1 No.
27	Instrument Mechanic 1st Year	3 Nos.
28	Employability Skills	1 No.
29	Wireman II Year	1 No.
30	IT & ESM (Assign)	1 No.
	<b>Total</b>	<b>74 Nos.</b>

Chart - 6



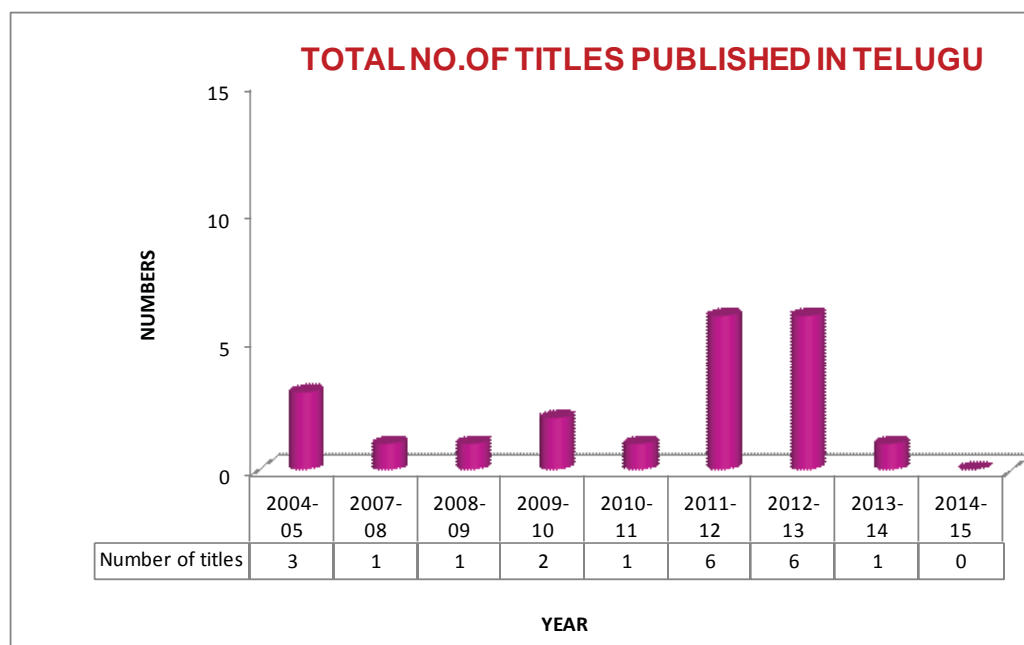
## TELUGU

Books printed & published upto 31st March 2015

**Table - 15**

Sl.No.	Trade	No. of books
1	Fitter 1st Year	3 Nos.
2	MMV 1st Year	4 Nos.
3	Mechanic Diesel	3 Nos.
4	Turner 1st Year	1 No.
5	Carpenter	5 Nos.
6	Machinist 1st Year	3 Nos.
7	Machinist 2nd Year	2 Nos.
8	Fitter 2nd Year	3 Nos.
9	Employability Skills	1 No.
10	Plumber	3 Nos.
11	Electronic Mechanic	3 Nos.
12	Welder	3 Nos.
	<b>Total</b>	<b>34 Nos.</b>

**Chart - 7**



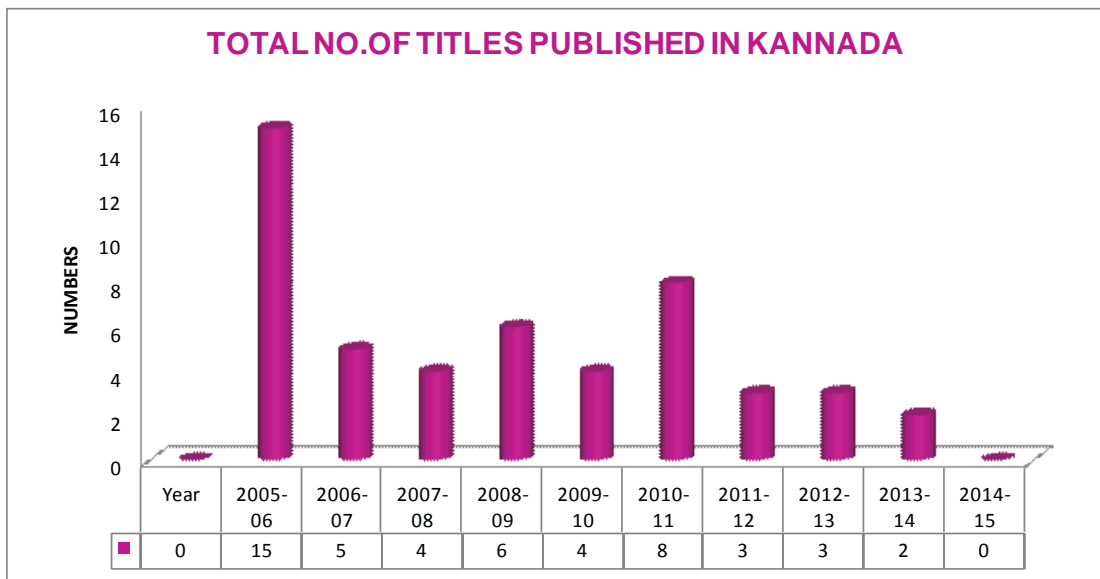
## KANNADA

Books printed & published upto 31st March 2015

**Table - 16**

Sl.No.	Trade	No.of books
1	Cutting & Sewing	3 Nos.
2	Carpenter	3 Nos.
3	Fitter 1st Year	3 Nos.
4	Fitter 2nd Year	3 Nos.
5	Electrician 1st Year	3 Nos.
6	Electrician 2nd Year	3 Nos.
7	Mechanic Diesel	3 Nos.
8	MMV 1st Year	3 Nos.
9	MMV 2nd Year	3 Nos.
10	Turner 1st Year	3 Nos.
11	Turner 2nd Year	4 Nos.
12	Machinist 1st Year	4 Nos.
13	Machinist 2nd Year	6 Nos.
14	Plumber	2 Nos.
15	Electronic Mechanic	3 Nos.
	<b>Total</b>	<b>49 Nos.</b>

**Chart - 8**



## MALAYALAM

Books printed & published upto 31st March 2015

**Table - 17**

Sl.No.	Trade	No.of books
1	Electronic Mechanic Trade (TT, TP, AT)	1 No. each

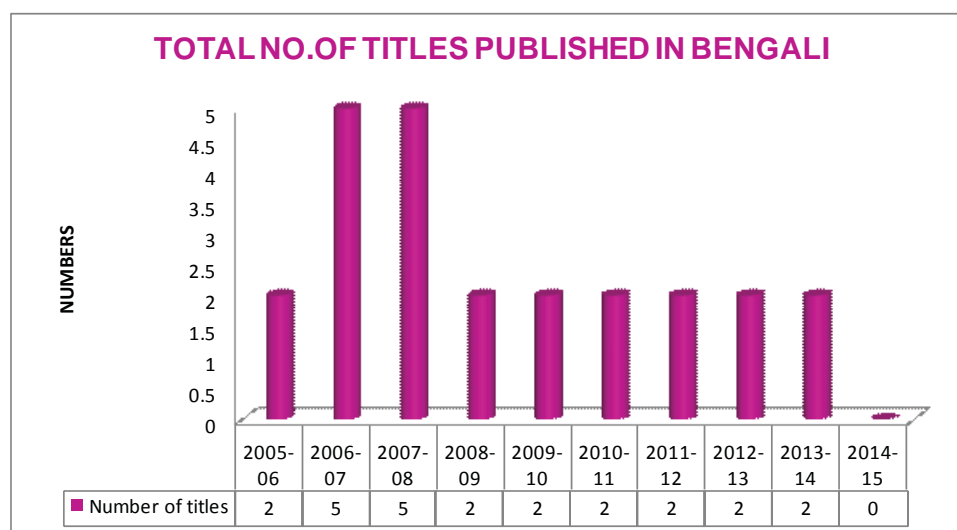
## BENGALI

Books printed & published upto 31st March 2015

**Table - 18**

Sl.No.	Trade	No.of books
1	Fitter 1st Year	3 Nos.
2	Fitter 2nd Year	2 Nos.
3	Machinist 1st Year	3 Nos.
4	Machinist 2nd Year	3 Nos.
5	Electrician 1st Year	2 Nos.
6	MMV 1st Year	1 No.
7	MMV 2nd Year	1 No.
8	Instrument Mechanic 1st Year	1 No.
9	Electronic Mechanic 1st Year	1 No.
10	Turner 1st & 2nd Year	2 Nos.
11	Electrician 1st & 2nd Year	2 Nos.
	<b>Total</b>	<b>21 Nos.</b>

**Chart - 9**



## GUJARATI

The Translation & publication of IMPs into Gujarati was taken up by a Private Publisher M/s.Team Spirit(India) Pvt.Ltd, Vastrapur, Ahmedabad

- 1 Fitter 1st Year - Theory, Practical & Assignment - **Published**
- 2 Fitter 2nd Year
- 3 Turner 1st Year
- 4 Turner 2nd Year
- 5 Machinist 1st Year
- 6 Machinist 2nd Year
- 7 MMV 1st Year
- 8 MMV 2nd Year
- 9 Wireman 1st Year
- 10 Mechanic Diesel
- 11 Electrician 1st Year
- 12 Electronic Mechanic 1st Year & Mech. Radio & TV 1st Year
- 13 Welder

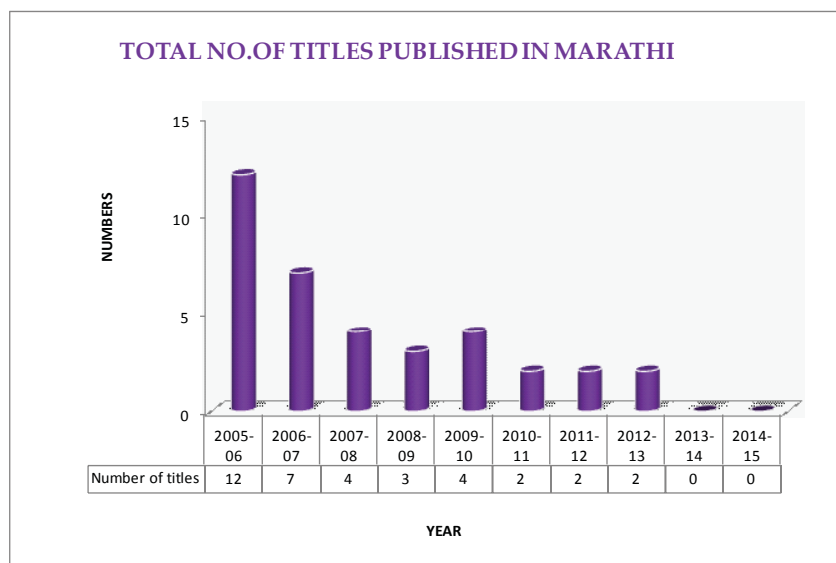
## MARATHI

Books printed & published upto 31st March 2015

**Table - 19**

Sl.No.	Trade	No.of books
1	Turner 1st Year	2 Nos.
2	Turner 2nd Year	2 Nos.
3	Machinist 1st Year	2 Nos.
4	Machinist 2nd Year	2 Nos.
5	Tool & Die Maker 1st Year	3 Nos.
6	Wireman 1st Year	3 Nos.
7	Mechanic Diesel	3 Nos.
8	MMV 1st Year	2 Nos.
9	MMV 2nd Year	2 Nos.
10	Fitter 1st Year	3 Nos.
11	Fitter 2nd Year	2 Nos.
12	Wireman 2nd Year	3 Nos.
13	Welder	1 No.
14	Electrician 1st & 2nd Year	2 Nos.
15	Plumber	1 No.
16	Carpenter	1 No.
	<b>Total</b>	<b>34 Nos.</b>

**Chart - 10**



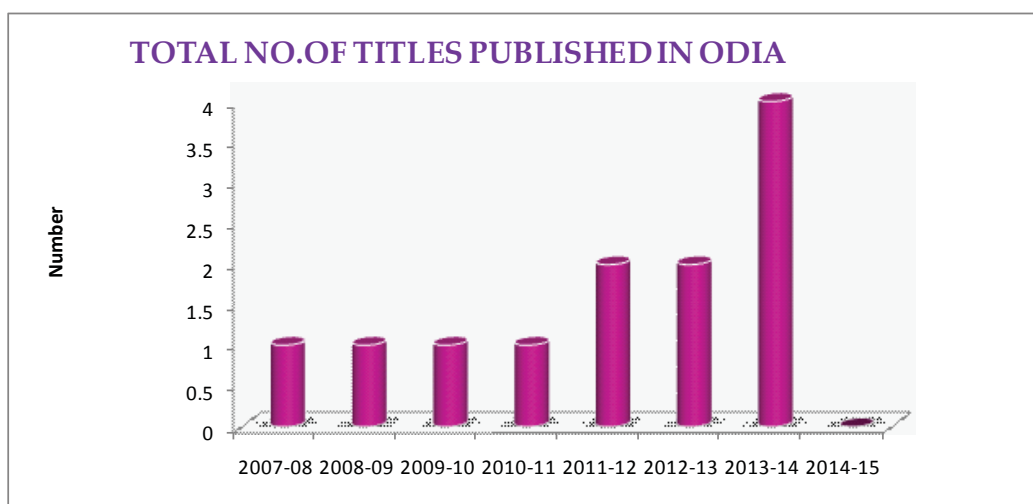
## ODIA

Books printed & published upto 31st March 2015

**Table - 20**

Sl.No.	Trade	No.of books
1	Fitter 1st Year	3 Nos.
2	Fitter 2nd Year	3 Nos.
3	Turner 1st Year	2 Nos.
4	Turner 1st year	1 No.
5	Turner 2nd year	3 Nos.
	<b>Total</b>	<b>12 Nos.</b>

**Chart - 11**



## PUNJABI

### Books printed & published upto 31st March 2015

1. Welder - 3 Nos.

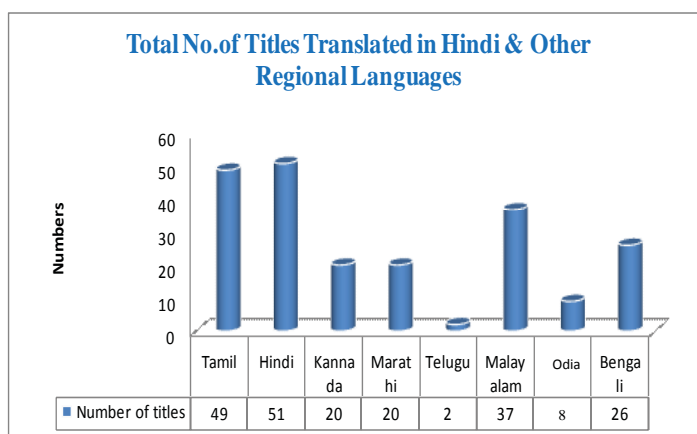
### 5.2. Centre of Excellence (CoE)

The translation of IMPs developed in English into Hindi and other Regional Languages were taken up. So far **213 titles** for the following sectors were taken up the translation.

**Table - 21**

Name of the Sector	Language							
	Tamil	Hindi	Kannada	Marathi	Telugu	Malayalam	Odia	Bengali
Automobile	6	6	5	6	1	6	1	5
Electrical	6	5		1		5	1	4
Industrial Fabrication	6	6	5	4		6	3	6
R&AC	8	8		3		3	1	5
Information Technology		4		2		5	2	3
Electronics	3	2				4		
Construction & Wood working	4	3		1		3		
Apparel	5	5				3		
Production & Manufacturing	5	5	5		1	2		3
Food Processing		3						
Chemical	4	3	5	3				
Process Plant Maintenance	2	1						
	49	51	20	20	2	37	8	26

**Chart - 12**





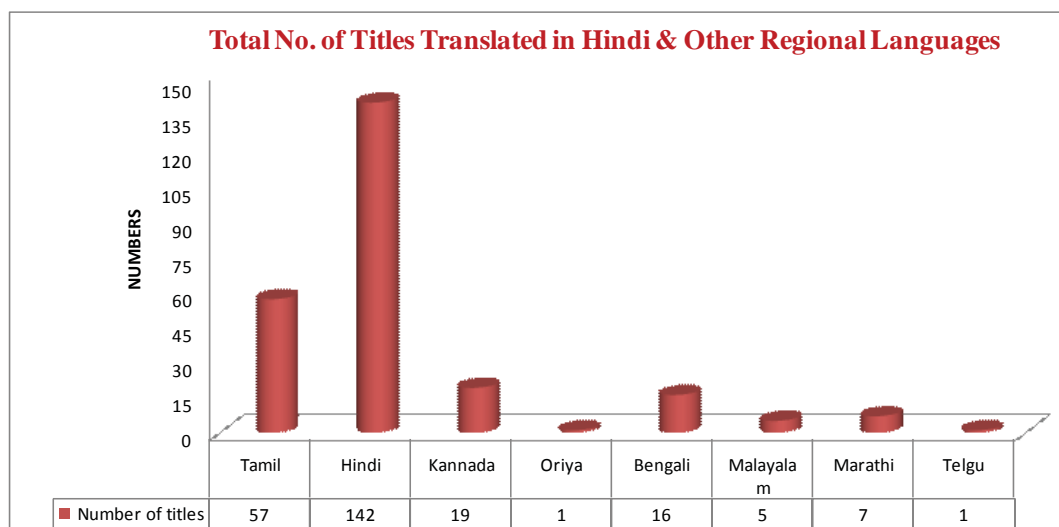
## 5.3. MODULAR EMPLOYABLE SKILLS(MES)

The translation of IMPs developed in English into Hindi and other Regional Languages were also taken up. for the following sectors. So far **248 titles** for the following sectors were taken up for translation.

**Table - 22**

Name of the Courses	Language							
	Tamil	Hindi	Kannada	Odia	Bengali	Malayalam	Marathi	Telugu
Retail	2	2	2					
Electrical	6	7		1	1			
Electronics	5	15			4			
Agriculture	2	12						
Fabrication	9	6	8		3			
Garment Making	2	6						
Production & Manufacturing	2	6			1	1	1	
Automotive Repair	19	16	2		2			
Mechanic R&AC	9	2			3	2	6	
Hospitality		20						
Khadi		7						
ICT					2	2		
Plastic Processing		9	7					
Beauty Culture&HD		3						1
Construction		1						
Chemical	1	19						
Indian Sweet & Snacks		1						
Plastic Processing		10						
<b>Total</b>	<b>57</b>	<b>142</b>	<b>19</b>	<b>1</b>	<b>16</b>	<b>5</b>	<b>7</b>	<b>1</b>

Chart - 13



## 6. DIGITIZATION OF INSTRUCTIONAL MATERIALS

The proposal for digitizing of Instructional Materials prepared by NIMI was approved in the 11<sup>th</sup> Governing Council meeting held on 19.12.2008 at DGE&T, New Delhi.

The digitization of the course material is to convert the complete book available in print format to digital format with features like Navigational movement, internal search, bookmark facility, selective zoom in & zoom out of the images, zoom in & zoom out of pages to be made available on the internet in digital format.

### 6.1. Craftsmen Training Scheme (CTS)

#### 6.1.1. Digitization of Instructional Materials developed upto 31st March 2014

Table - 23

Sl.No.	Name of the Trade	No. of Titles
1	COPA	4 Nos.
2	Electronic Mechanic	8 Nos.
3	Electrician	8 Nos.
4	Mechanic R & AC	8 Nos.
5	Welder	4 Nos.
6	Wireman	8 Nos.
7	Workshop Calculation & Science – Metal trades	1 Nos.
8	Carpenter	4 Nos.
9	Fitter	8 Nos.
10	IT & ESM	8 Nos.

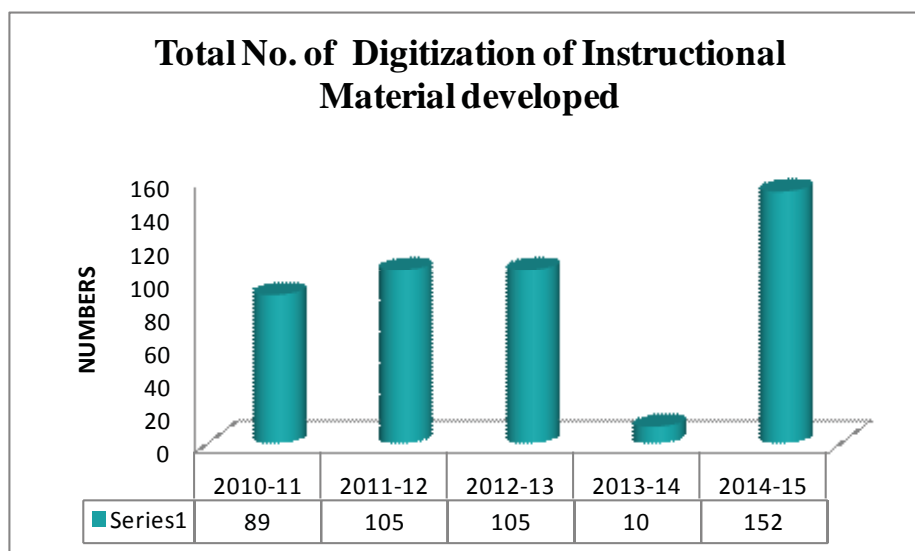
11	Machinist	8 Nos.
12	Mechanic Diesel	4 Nos.
13	Mechanic Motor Vehicle	8 Nos.
14	Mechanic Radio & TV	4 Nos.
15	Plumber	4 Nos.
16	Sheet Metal Worker	4 Nos.
17	Tool & Die Maker	8 Nos.
18	Turner	4 Nos.
19	Surveyor 1st Year (Trade Theory)	2 Nos.
20	Surveyor 1st Year (Trade Practical)	2 Nos.
21	Draughtsman Civil 1st Year (Trade Theory)	2 Nos.
22	Mechanic Machine Tool Maintenance 1st Year (Trade Theory)	2 Nos.
23	Computer Operator & Programming Assistant Trade Practical (Revised)	2 Nos.
	<b>Total</b>	<b>115 Nos.</b>

## 6.1.2. Digitization of Instructional Materials developed during 2014 - 2015

**Table - 24**

SI.No.	Name of the Sector	No. of Titles
1	Automobile	08 Nos.
2	Beauty & Wellness	02 Nos.
3	Construction, Construction Material and Real Estate	30 Nos.
4	Fabrication	10 Nos.
5	Food Processing	04 Nos.
6	Electronics and Hardware	04 Nos.
7	IT-ITES	10 Nos.
8	Production & Manufacturing	34 Nos.
9	Power Generation, Transmission, Distribution, Wiring and Electrical Equipment	08 Nos.
10	Textile & Apparel	20 Nos.
11	Travel, Tourism & Hospitality	22 Nos.
	<b>Total</b>	<b>152 Nos.</b>

Chart - 14



## 6.2. Centre of Excellence (CoE)

### 6.2.1. Digitization of Instructional Materials developed upto 31st March 2014

#### A. BBT Modules

Table - 25

Sl.No.	Name of the Sector	No. of Modules
1	Refrigeration & Air Conditioning	6 Nos.
2	Fabrication	6 Nos.
3	Apparel	5 Nos.
4	Automobile	6 Nos.
5	Chemical	5 Nos.
6	Construction & Wood Working	3 Nos.
7	Electrical	6 Nos.
8	Electronics	6 Nos.
9	Food Processing	3 Nos.
10	Production & Manufacturing	6 Nos.
11	Information Technology	6 Nos.
12	Instrumentation	6 Nos.
13	Agricultural Machinery	6 Nos.
14	Hospitality	1 No.
15	Industrial Automation	6 Nos.
16	Leather Goods and Footwear	3 Nos.
17	Textile Processing	1 No.
18	Process Plant Maintenance	3 Nos.
19	Plastic Processing	2 Nos.
20	Tourism	6 Nos.
21	Bamboo Technology	1 No.
22	Agricultural Machinery	1 No.

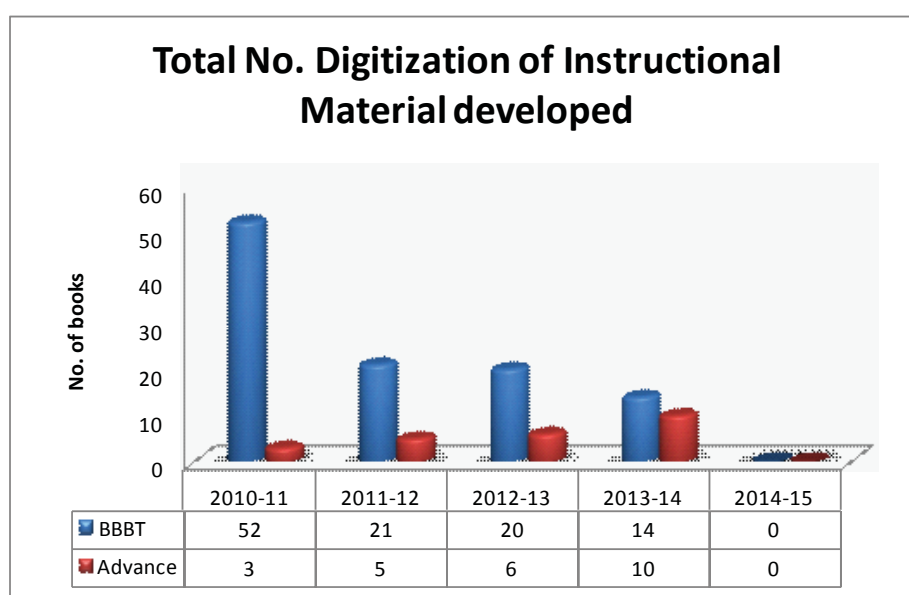
23	Construction & Wood Working	1 No.
24	Food Processing	2 Nos.
25	Plastic Processing	3 Nos.
26	Hospitality	3 Nos.
27	Leather Goods & Footwear	3 Nos.
28	Textile Processing & Technology	1 No.
<b>Total</b>		<b>107 Nos.</b>

## B. Advanced Modules

Table - 26

Sl.No.	Name of the Sector	No. of Modules
1	Refrigeration & Air Conditioning	2 Nos.
2	Electrical	3 Nos.
3	Hospitality	1 No.
4	Agricultural Machinery	4 Nos.
5	Tourism	1 No.
6	Chemical	2 Nos.
7	Apparel	1 No.
8	Automobile	2 Nos.
9	Electrical	1 No.
10	Production & Manufacturing	2 Nos.
11	Information Technology	3 Nos.
12	Process Plant maintenance	1 No.
13	Textile Processing & Technology	1 No.
<b>Total</b>		<b>24 Nos.</b>

Chart - 15



### 6.2.2. Digitization of Instructional Materials developed during 2014 - 2015

This year COE Scheme has been realigned with CTS and MES

## 6.3 MODULAR EMPLOYABLE SKILLS (MES)

Nimi has also taken up the digitization of Instructional Materials prepared and development of E- Learning content for the courses under MES.

### 6.3.1. Digitization of Instructional materials upto 31st March 2014

**Table - 27**

Sl.No.	Name of the Sector	No. of Courses
1	Indian Sweets, Snacks and Food	28 Nos.
2	Automotive Repair	14 Nos.
3	Khadi	7 Nos.
4	Banking & Accounting	1 No.
5	Retail	4 Nos.
6	Plastic Processing	18 Nos.
7	Fabrication	9 Nos.
8	Hospitalty	30 Nos.
9	R & AC	5 Nos.
10	Electronics	18 Nos.
11	Garment Making	18 Nos
12	Process Instrumentation	4 Nos.
13	Agriculture	39 Nos.
14	Travel & Tourism	9 Nos.
15	Beauty Culture & Hair Dressing	9 Nos.
16	Construction	1 No.
17	Medical & Nursing	17 Nos.
18	Chemical	14 Nos.
19	Food Processing & Preservation	1 No.
20	ICT	9 Nos.
21	Leather & Sports Goods	4 Nos.
22	Business & Commerce	8 Nos.
23	Carpet	1 No.
24	Textile - PP/HDPE - QC	2 Nos.
25	Jute	3 Nos.
26	Textile - Cotton Spinning - Carding	1 No.

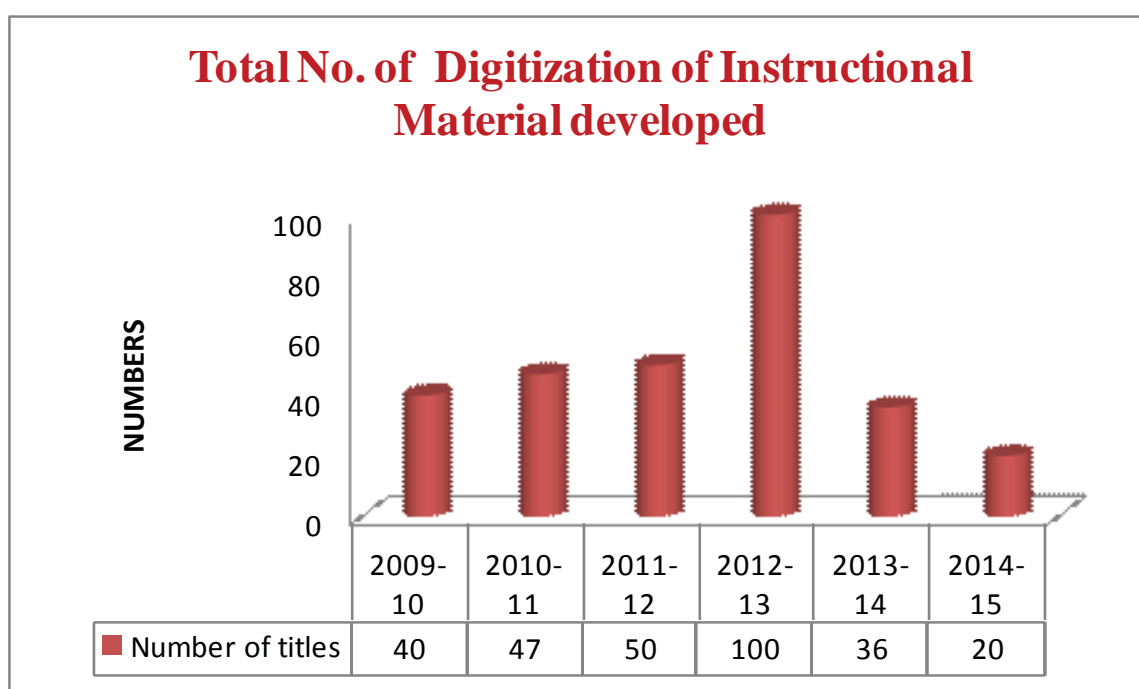
27	Textile - Cotton Spinning - Preparatory	2 Nos.
28	Textile - Spinning - Ring Frames	1 No.
29	Textile - Chemical Processing (Wet)	8 Nos.
30	Textile - Weaving	4 Nos.
	<b>Total</b>	<b>289 Nos.</b>

### 6.3.2. Digitization of Instructional materials during 2014 - 2015

**Table - 28**

Sl.No.	Name of the Sector	No. of Courses
1	Medical & Nursing	19 Nos.
2	Fashion Design	1 Nos.
	<b>Total</b>	<b>20 Nos.</b>

**Chart - 16**



## 7. e-LEARNING

The proposal for Development of e-learning of Instructional Materials was approved in the 11<sup>th</sup> Governing Council meeting held on 19.12.2008 at DGE&T, New Delhi.

Conversion of books (lessons) prepared by NIMI into e-Learning content using Animation, Text, Voice Over, Graphics, etc. are deployed using a webportal. E-Learning is the name given to the activities that go into deploying Education and Training using Internet and computing technology.

### 7.1. Craftsmen Training Scheme (CTS)

#### 7.1.1 Development of e- Learning content for the Instructional Materials upto 31st March 2014

Table - 29

SI.No.	Name of the Trade
1	Fitter
2	Electrician
3	Machinist
4	Welder
5	Mechanic Motor Vehicle
6	Mechanic Diesel
7	Wireman
8	Cutting & Sewing
9	Carpenter
10	Plumber
11	Turner
12	Mechanic R & AC

#### 7.1.2 Development of e- Learning content for the Instructional Materials during 2014 - 2015

Table - 30

SI.No.	Name of the Trade
1	Welder (Revised) for 1 Sem (3 Volumes)



## 7.2. Centre of Excellence (CoE)

### Development of E- Learning upto 31st March 2014

#### A. BBT Modules

**Table - 31**

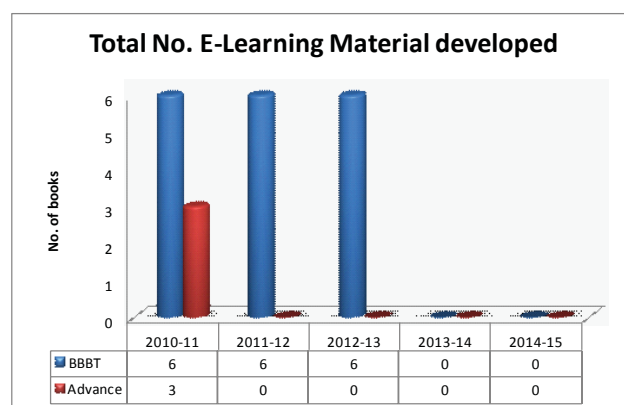
Sl.No.	Name of the Module
1	Basic Workshop Practices
2	Basic Electricity, Electronics and Electro-Mechanic
3	Basic Refrigeration – I
4	Basic Refrigeration – II
5	Basic Refrigeration – III
6	Basic Refrigeration – IV
7	Basic Fitting and Measurement
8	Basic Sheet Metal Worker and Welding
9	Basic Electrical and Electronics and Computer Skill
10	Basic Turning and Grinding (Including knowledge of material and heat treatment)
11	Basic Milling and Gear Cutting (Including knowledge of planning, shaping and slotting)
12	Basic CNC Programming & Operation and Hydraulics & Pneumatics
13	Basic Electrical Wiring & Winding
14	Basic Power Generation, Transmission & Distribution
15	Metal & Surface Finishing Techniques
16	Basic Welding
17	Basic Sheet Metal Work and Fastening
18	Basic Machine Shop Practice

#### B. Advanced Modules

**Table - 32**

Sl.No.	Name of the Sector
1	Domestic, Commercial Refrigeration & Air Conditioning
2	Central Air Conditioning Plant, Industrial Cooling and Package A.C.
3	Cold Storage, Ice-Plant and Ice-Candy Plant

**Chart - 17**



## 7.3. MODULAR EMPLOYABLE SKILLS (MES)

### 7.3.1. Development of E-Learning content for Instructional Material up to 31st March 2014

**Table - 33**

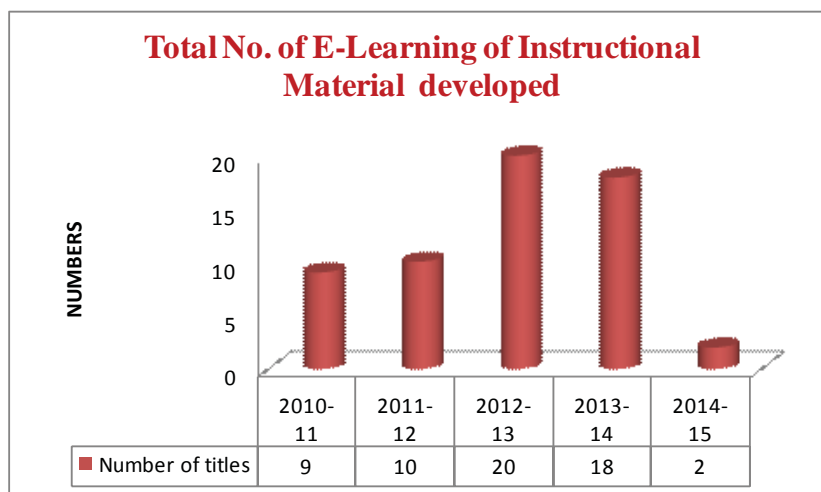
SI.No.	Name of the Sector	No of Courses
1	Automotive Repair	16 Nos.
2	Agriculture	2 Nos.
3	Leather & Sports Goods	1 No.
4	Electrical	8 Nos.
5	Electronics	4 Nos.
6	Chemical	5 Nos.
7	Mechanic R & AC	6 Nos.
8	Hospitality	2 Nos.
9	Garment Making	4 Nos.
10	Fabrication	9 Nos.
	<b>Total</b>	<b>57 Nos.</b>

### 7.3.1. Development of E-Learning content for Instructional Material during 2014-2015

**Table - 34**

SI.No.	Name of the Sector	No of Courses
1	Medical & Nursing	2 Nos.
	<b>Total</b>	<b>2 Nos.</b>

**Chart - 18**



## 8. TRAINING

### 8.1 Awareness Seminar

NIMI prepares the Instructional Materials as a package called **IMP**. Hence the “Awareness Seminar on effective use of NIMI’s products” are conducted. The duration of the programme was of two days.

#### Target group

- ⇒ Instructors/Trainers from both Govt. & Private ITIs/ITCs
- ⇒ Instructor Trainees from CTI

Generally the programmes for Govt. ITIs and others are organized through the State Directorate of Employment and Training and for the Private ITIs. The Programmes are conducted through any one of the Private ITIs who take lead by pooling Instructors from neighbouring private ITIs of their region.

### 8.2 Training on IMP and Question Development

NIMI conducted training programmes on “How to develop IMPs Test items”, for Mentor Council members who are responsible for developing their trade specific books and questions. Training was mainly focussed on providing NIMI norms, proper guidelines and skill development approach for developing books and trade specific questions. Duration of the programme was of **2 days**.

### 8.3 Training on IMP Translation

NIMI conducted training programmes on “IMPs Translation”, for translator who are responsible for translating the books in regional languages. Training was mainly focussed on NIMI norms and guidelines for translating books. Duration of the programme was of **2 days**.

#### Training programmes conducted during the year 2014-15

Table - 35

Sl. No.	Training Programme	No. of programmes conducted during the year 2014-2015	No. of participants trained
1	Awareness programme	12	477
2	IMP & Question Development	2	120
3	IMP Translation	1	100

## 9. DEVELOPMENT OF TERMINAL COMPETENCIES (for MES)

NIMI was entrusted with the task of identifying and listing the Terminal Competencies for each course, which can be incorporated in the certificate to be issued to the successful candidates. Terminal Competencies for the following courses covering various sectors were developed.

### 9.1. Terminal Competencies developed upto 31st March 2014

**Table - 36**

Sl.No.	Name of the Sector	No. of Courses
1	Fabrication	11 Nos.
2	Automotive Repair	19 Nos.
3	Garment Making	132 Nos.
4	Printing	10 Nos.
5	Process Instrumentation	7 Nos.
6	ICT	37 Nos.
7	Beauty Culture & HD	10 Nos.
8	Carpet	22 Nos.
9	Hospitality	81 Nos.
10	Gem and Jewellery	31 Nos.
11	Plastic Processing	26 Nos.
12	Construction	42 Nos.
13	Paint Industry	6 Nos.
14	Security	10 Nos.
15	Wood Work	2 Nos.
16	Media	6 Nos.
17	Food Processing & Preservation	11 Nos.
18	Leather & Sports Goods	12 Nos.
19	Agriculture	40 Nos.
20	Travel & Tourism	10 Nos.
21	R & AC	6 Nos.
22	Electrical	11 Nos.
23	Electronics	18 Nos.
24	Production & Manufacturing	13 Nos.
25	Chemical	14 Nos.
26	Manufacturing of Indian sweets, snacks & food	35 Nos.
27	Banking & Accounting	5 Nos.
28	Medical & Nursing	43 Nos.

29	Retail	4 Nos.
30	Khadi	8 Nos.
31	Toy Making (Soft Toy)	7 Nos.
32	Soft Skills	4 Nos.
33	Courier & Logistics	10 Nos.
34	Insurance	4 Nos.
35	Jute	19 Nos.
36	Jute diversify	6 Nos.
37	Fisheries & allied sector	16 Nos.
38	Fire & Safety	2 Nos.
39	Business & Commerce	8 Nos.
40	Materials Management	5 Nos.
41	Handmade Paper & Paper Products	26 Nos.
42	Fashion Design	26 Nos.
43	Industrial Electrical	3 Nos.
44	Textile	395 Nos.
45	Apiulture	6 Nos.
46	Glassware	15 Nos.
47	Clock & Watch Repair	3 Nos.
48	Marine Engineering	7 Nos.
49	Rain water Harvesting	2 Nos.
50	Bamboo Fabrication	6 Nos.
51	Film Production	12 Nos.
52	Fragrence, Flower & Perfume	8 Nos.
53	Renewable Energy	10 Nos.
54	Spa & Wellness	2 Nos.
55	Poultry	31 Nos.
56	Animal Husbandry	60 Nos.
57	Sericulture	26 Nos.
58	Home Decor - Art Bonsai	13 Nos.
59	Home Decor - Art Flower	8 Nos.
60	Home Decor - Art Water Falls	5 Nos.
61	Home Decor - Art Jewellery	6 Nos.
62	Home Decor - Art Ceramic Craft	9 Nos.
63	Home Decor - Art Painting	13 Nos.
64	Home Decor - Art Mehendi	3 Nos.
65	Home Decor - Art Wood Handcraft	4 Nos.
66	Electromechanical	3 Nos.

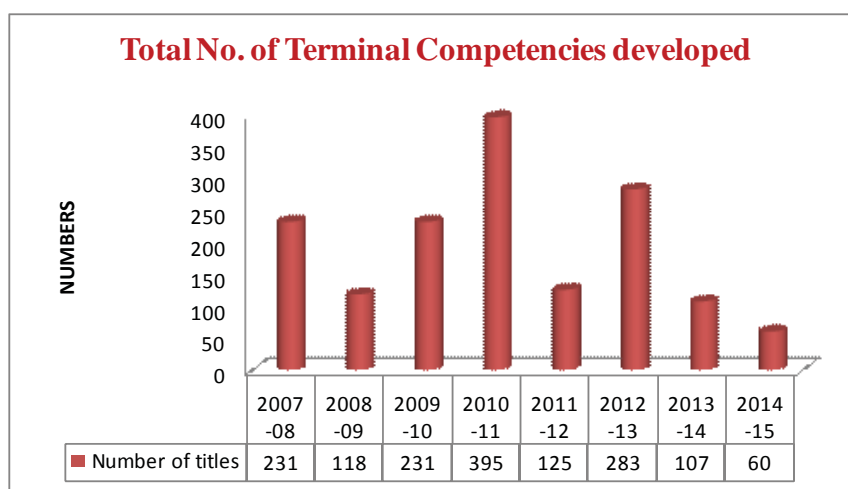
67	Brassware	3 Nos.
68	Allied Healthcare	4 Nos.
69	FMCG	1 No.
70	Construction Equipment	1 No.
71	Sponge Iron	3 Nos.
72	Counselling Skill	9 Nos.
73	Ship Construction	4 Nos.
74	Telecom	1 No.
<b>Total</b>		<b>1491 Nos.</b>

## 9.2. Terminal Competencies developed during the year 2014-2015

**Table - 37**

Sl.No.	Name of the Sector	No. of Courses
1	Automotive Repair	9 Nos.
2	Food Processing & Preservation	5 Nos.
3	Fabrication	6 Nos.
4	Production & Manufacturing	12 Nos.
5	Electronics	7 Nos.
6	Beauty Culture & Hair Dressing	6 Nos.
7	Refrigeration & Air Conditioning	6 Nos.
8	Spa & Wellness	4 Nos.
9	Travel and Tourism	5 Nos.
<b>Total</b>		<b>60 Nos.</b>

**Chart - 19**



## 10. DEVELOPMENT OF VIDEO INSTRUCTIONAL PROGRAMMES(for MES)

NIMI has taken up the development of Video Instructional Programmes to facilitate the easy understanding and gaining skills.

### 10.1. Video Instructional programmes developed upto 31st March 2014

**Table - 38**

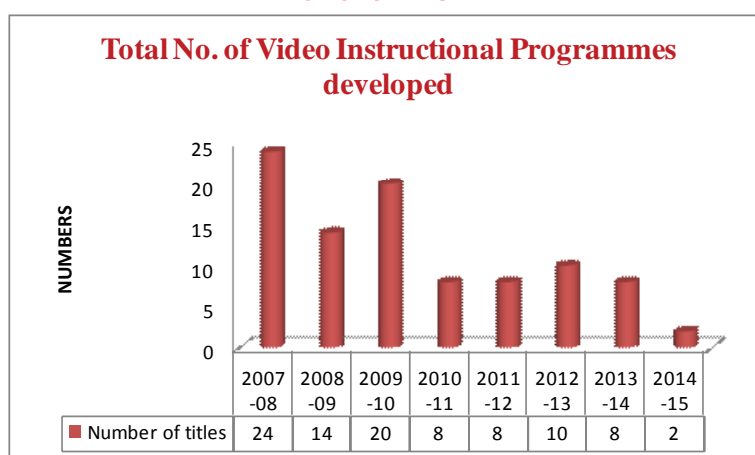
Sl.No.	Name of the Sector	No. of Courses
1	Fabrication	8 Nos.
2	Automotive Repair	8 Nos.
3	Garment Making	7 Nos.
4	ICT	4 Nos.
5	Hospitality	23 Nos.
6	R & AC	6 Nos.
7	Electrical	9 Nos.
8	Electronics	5 Nos.
9	Production & Manufacturing	1 No.
10	Retail	2 Nos.
11	Plastic Processing	2 Nos.
12	Beauty Culture & Hair Dressing	7Nos.
13	Indian Sweets, snacks & Food	10 Nos.
	<b>Total</b>	<b>92 Nos.</b>

### 10.2. Video Instructional programmes developed during 2014-2015

**Table - 39**

Sl.No.	Name of the Sector	No. of Courses
1	Food Processing and Preservation	1 No.
2	Agriculture	1 No.
	<b>Total</b>	<b>2 Nos.</b>

**Chart - 20**



## 11. POSITION OF STAFF

As NIMI was converted from a subordinate office of the Government of India to an Autonomous body, the services of the staff members are continued on foreign service terms with NIMI society on year to year basis. The relevant recruitment rules were framed and approved by the 5th Governing Council. 61 posts out of 84 posts sanctioned were transferred to NIMI Autonomous. All the staff working at this institute were requested to exercise their option. Accordingly, 33 staff have expressed their willingness to continue in Government Service and 28 staff have expressed their willingness to continue in NIMI Autonomous. Those staff who have opted for Government Service were transferred to other DGE&T field institutes.

The staff strength of NIMI as on 31.03.2015 is at Appendix II (Page Nos.114 & 115)

## 12. GRANT-IN-AID

- ✦ An amount of Rs.400 lakhs was received by NIMI as Grant-in-Aid from the Government of India for the Financial Year 2014-15 under Plan Scheme.
- ✦ An amount of Rs.955 Lakhs was received by NIMI as Grant-in-Aid under World Bank assisted Vocational Training Improvement Project (VTIP)
  - a) Rs 46 Lakhs (Rupees Forty Six Lakhs Only) received as grants-in-aid during FY 2014-15 to NIMI Chennai to meet the expenditure for the hiring of NITTTTR Studios, hiring of NITTTTR remote centre(RCs), allowances for outstation instructors, TA/DA for instructors, Refreshment charges, honorarium for speakers, travelling and boarding for speakers and other miscellaneous charges for conducting training programme through Distance Learning under Vocational Training Improvement Project with World Bank assistance.
  - b) Rs 600 Lakhs (Rupees Six Hundred Lakhs Only) received as grants-in-aid during FY 2014-15 to NIMI Chennai to meet the expenditure for the procurement of equipment and civil works at DGE&T institutes for setting the Studios and also for incurring expenditure for operational maintenance and contingencies cost for Distance Learning Programme
  - c) Rs 309 Lakhs (Rupees Three Hundred and Nine Lakhs Only) received as grants-in-aid during FY 2014-15 to NIMI Chennai to meet the expenditure for development of Instructional Material and Question Bank for first semester of 57 trades of 11 Mentor Council Sector under CTS and also provide assistance to NIMI for Mentor Council (MCs) under Vocational Training Improvement Project with World Bank Assistance.

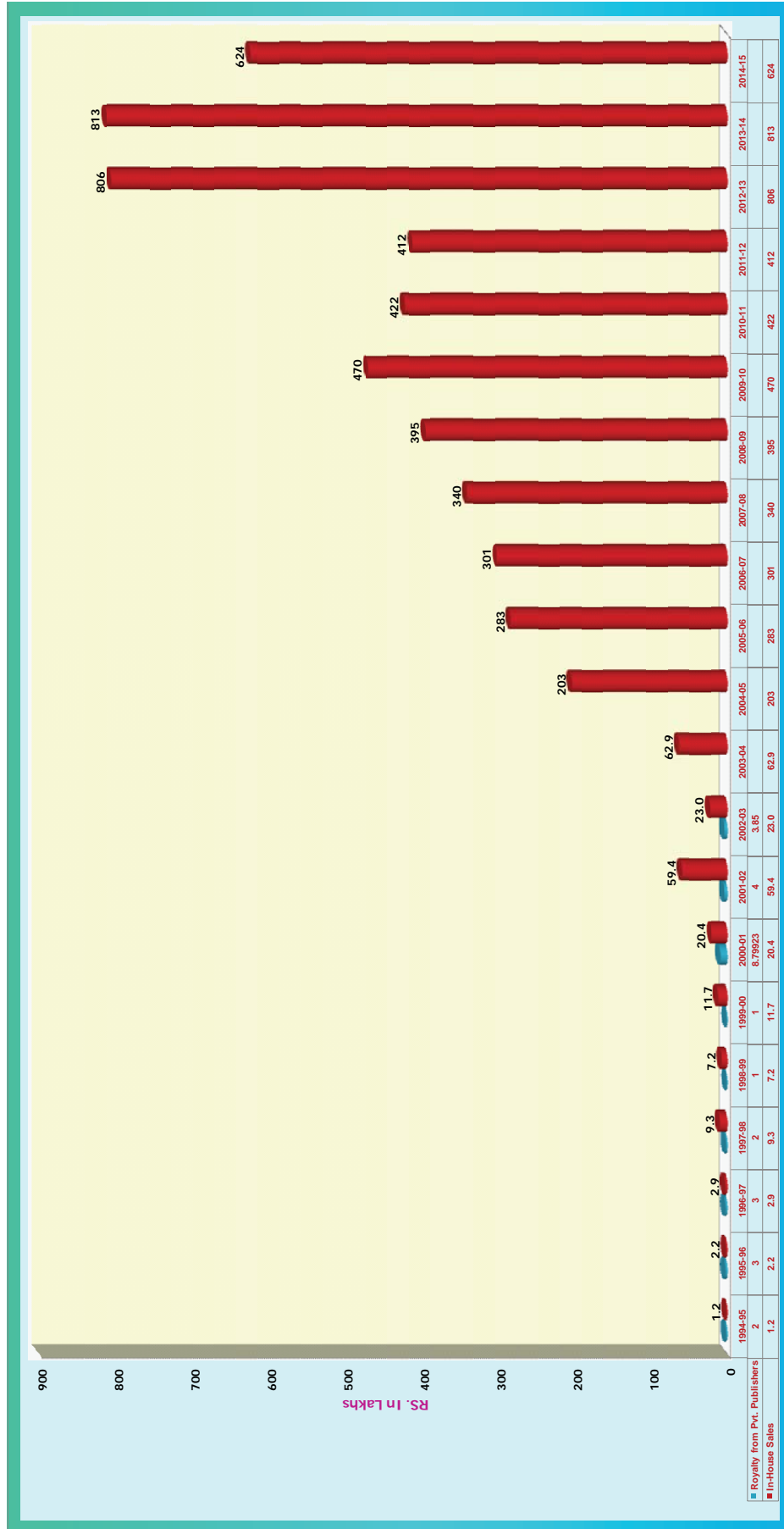


- ✦ An amount of Rs.212.06 lakhs was received by NIMI under Skill Development Initiative Schemes for Modular Employable Skills (MES). The amount was fully utilized towards development of Instructional Material, Translation of IMPs from English into Hindi and other Regional Languages, development of Question Bank, development of Terminal Competencies, development of Video Instructional Programmes, Digitization of Instructional Materials and development of e-Learning of Instructional Materials for the various courses under Modular Employable Skills (MES)
- ✦ An amount of Rs.146 lakhs was received on 31.03.2015 to convert the syllabus of CTS trades to NSQF's standards / formats.

## 13. REVENUE GENERATION

During this year the sale of IMPs was **Rs.624 lakhs**. The revenue generated so far is graphically represented below.

Chart - 21



**ATUL KULSHRESTHA & CO.,**  
CHARTERED ACCOUNTANTS

## AUDITOR'S REPORT

To  
The Director  
National Instructional Media Institute  
Guindy, Chennai - 600 032

Sir,

We have examined the Financial Statements of the National Instructional Media Institute (NIMI) Chennai - 600 032 for the year ending 31<sup>st</sup> March 2015 .

The Management is responsible for the preparation of the Financials which includes maintenance of Adequate ccountng Records and Internal controls.

Our responsibility is to express an opinion on the financial statements prepared and furnished by the Management.

Accordingly, we report that:

1. We have obtained all the information and explanation, which to the best of our knowledge and belief were necessary for the purpose of our audit.
2. In our opinion, proper books of account have been maintained by the Institute so far as it appears from our examination of books.
3. The Institute's Balance Sheet, Income & Expenditure and Receipts and payments account along with the schedules dealt by the report are in agreement with the books of accounts.
4. In our opinion and to the best of our information and according to the explanation given to us, except and to the extend as mentioned in Annexure to this report, the accounts under audit give the information required and give true and fair view.
  - (i) In the case of Receipt & Payment account for the ending 31<sup>st</sup> March 2015
  - (ii) In the case of Income & Expenditure for the year ending 31<sup>st</sup> March 2015
  - (iii) In the case of Balance Sheet as on 31<sup>st</sup> March 2015.

Place : Chennai

sd/-  
Atul Kulshrestha & Co.,  
Chartered Accountants

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HTL Complex, GST Road, Guindy, Chennai - 600032. Phone:22500799 e-mail:atulkul@vsnl.net  
Head Office : New Delhi, Other Branches : Pondicherry

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**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**BALANCE SHEET AS AT 31.03.2015**

**Table 40**

		(Amount - Rs.)	
<u>CORPUS/CAPITAL FUND AND LIABILITIES</u>	Schedule	Current Year	Previous Year
CORPUS/CAPITAL FUND	1	38,68,46,061.23	39,60,27,647.57
RESERVES AND SURPLUS	2	2,99,90,516.83	NIL
EARMARKED / ENDOWMENT FUNDS	3	3,88,77,299.92	NIL
SECURED LOANS AND BORROWINGS	4	NIL	NIL
UNSECURED LOANS AND BORROWINGS	5	NIL	NIL
DEFERRED CREDIT LIABILITIES	6	NIL	NIL
CURRENT LIABILITIES AND PROVISIONS	7	1,10,12,791.50	37,46,224.50
<b>TOTAL</b>		<b>46,67,26,669.48</b>	<b>39,97,73,872.07</b>
<b>ASSETS</b>			
FIXED ASSETS	8	1,73,65,083.44	2,90,15,630.74
INVESTMENTS - FROM EARMARKED/ENDOWMENT FUNDS	9	NIL	NIL
INVESTMENTS - OTHERS	10	36,56,30,285.00	31,02,94,215.00
CURRENT ASSETS, LOANS, ADVANCES ETC.,	11	8,37,31,301.04	6,04,64,026.33
MISCELLANEOUS EXPENDITURE (to the extent not written off or adjusted)			
<b>TOTAL</b>		<b>46,67,26,669.48</b>	<b>39,97,73,872.07</b>
SIGNIFICANT ACCOUNTING POLICIES AND NOTES ON ACCOUNTS	24		
CONTINGENT LIABILITIES	25		

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD/YEAR ENDED 31.03.2015**

Table 41

	Schedule	Current Year	Previous Year
<b>INCOME</b>			(Amount - Rs.)
Income from Sales/Services	12	6,24,67,731.75	8,15,41,980.00
Grants/Subsidies	13	NIL	NIL
Fees/Subscriptions	14	NIL	NIL
Income from Investments (Income on Invest. from earmarked/endow. Funds transferred to Funds)	15	NIL	NIL
Income from Royalty, Publication, Licence Fee, etc.,	16	96,961.00	81,823.00
Interest Earned	17	2,67,81,779.00	2,03,01,398.00
Other Income	18	NIL	NIL
Increase/(decrease) in stock of Finished goods and works-in-progress	19	-1,54,71,526.96	1,54,38,980.04
<b>TOTAL (A)</b>		<b>7,38,74,944.79</b>	<b>11,73,64,181.04</b>
<b>EXPENDITURE</b>			
Establishment Expenses	20	0.00	1,61,94,309.00
Other Administrative Expenses etc.,	21	4,01,32,985.78	4,93,93,091.00
Expenditure on Grants, Subsidies etc.,	22	NIL	5,31,63,437.00
Interest	23	NIL	NIL
Depreciation (Net Total at the year-end - corresponding to Schedule 8)		39,13,157.38	29,56,396.90
<b>TOTAL (B)</b>		<b>4,40,46,143.16</b>	<b>12,17,07,233.90</b>
<b>BALANCE BEING EXCESS OF INCOME OVER EXPENDITURE (A-B)</b>		2,98,28,801.63	-43,43,052.86
Transfer to Special Reserve (Specify each)		NIL	NIL
Transfer to / from General Reserve		2,98,28,801.63	NIL
<b>BALANCE BEING SURPLUS/(DEFICIT) CARRIED TO CORPUS/CAPITAL FUND</b>		NIL	-43,43,052.86
Significant Accounting Policies	24		
Contingent Liabilities and Notes on Accounts	25		

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

**Table 42**

	(Amount - Rs.)	
	Current Year	Previous Year
<b>SCHEDULE 1 - CORPUS/CAPITAL FUND:</b>		
Balance as at the beginning of the year	39,60,27,647.57	30,40,57,700.43
Less : Opening Balance of World Bank Fund transferred to Endowment funds	73,03,376.38	
Less : Opening Balance of MES transferred to Endowment funds	18,78,209.96	
Add: Contribution towards Corpus/Capital Fund	NIL	9,63,13,000.00
Add/(Deduct): Balance of net income/(expenditure) transferred from the income and Expenditure Account	NIL	-43,43,052.86
<b>BALANCE AS AT THE YEAR - END</b>	<b>38,68,46,061.23</b>	<b>39,60,27,647.57</b>
<b>SCHEDULE 2 - RESERVES AND SURPLUS:</b>		
<b>1. Capital Reserve:</b>		
As per last Account	NIL	NIL
CTS grants received during the year (As per Schedule 2A)	4,00,00,000.00	
Less: Expenses incurred during the Year (As per Schedule 2A)	3,98,38,284.80	1,61,715.20
<b>2. Revaluation Reserve:</b>		
As per last Account	NIL	NIL
Addition during the Year		
Less: Deductions during the Year		
<b>3. Special Reserve:</b>		
As per last Account	NIL	NIL
Addition during the Year		
Less: Deductions during the Year		
<b>4. General Reserve:</b>		
As per last Account	NIL	NIL
Add/(Deduct): Balance of net income/(expenditure) transferred from the income and Expenditure Account	2,98,28,801.63	
Less: Deduction during the Year	2,98,28,801.63	
<b>TOTAL</b>	<b>2,99,90,516.83</b>	<b>NIL</b>

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

		(Amount - Rs.)
		Fund CTS
<b>SCHEDULE 2A - CAPITAL RESERVE</b>		
a) Opening balance of the Fund		NIL
b) Additions to the Funds		
i. Donations / grants		4,00,00,000.00
ii. Income from investments made on account of funds		
iii. Other additions (specify nature)		
<b>TOTAL (a + b)</b>		<b>4,00,00,000.00</b>
c) Utilisation/Expenditure towards objectives of funds		
i. Revenue Expenditure		
Advertisement Expenses		3,68,970.40
CPF Employer Contribution		7,16,263.00
Data Entry		6,40,875.00
Development IMP		11,47,021.00
Civil & Electrical works - CPWD		82,96,833.00
CPWD Maintenance		3,50,200.00
Digitization		3,17,405.00
Expert charges		6,27,609.00
Hiring of Labour Charges		10,02,174.00
Honarium - MDC Members		2,13,950.00
Honarium - Others		35,76,731.00
Insurance		76,546.00
Leave salary contribution		4,06,118.00
Medical Expenses		7,74,616.00
Pension contribution		2,33,317.00
Refreshment Charges		5,07,386.40
Salaries		1,54,16,189.00
Translation		18,76,643.00
TA DA Expenses		7,48,944.00
Travelling & Conveyance		19,89,122.00
Tuition Fees		2,85,605.00
Telephone Charges		2,65,767.00
<b>TOTAL</b>		<b>3,98,38,284.80</b>

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

	FUND-WISE BREAK UP			TOTAL	
	Fund WB	Fund MES	Current Year	Previous Year	
	(Amount - Rs.)				
<b>SCHEDULE 3 - EARMARKED/ENDOWMENT FUNDS:</b>					
a) Opening balance of the funds (MES & WB )	73,03,376.38	18,78,209.96	91,81,586.34	NIL	
b) Additions to the Funds:					
i. Donations/grants	9,55,00,000.00	3,58,06,000.00	13,13,06,000.00	NIL	
ii. Income from investments made on account of funds					
iii. Other additions (specify nature)	NIL	NIL	NIL	NIL	
<b>TOTAL (a+b)</b>	<b>10,28,03,376.38</b>	<b>3,76,84,209.96</b>	<b>14,04,87,586.34</b>	<b>NIL</b>	
c) Utilisation/Expenditure towards objectives of funds					
I. Capital Expenditure					
- Fixed Assets	NIL	8,76,198.00	8,76,198.00		
- Others					
Total					
I. Revenue Expenditure					
- Bankcharges	1,294.00	4,000.00	5,294.00		
- Development charges	10,09,240.00	1,20,55,864.00	1,30,65,104.00		
- Question Bank Exp	2,62,545.00	4,56,652.00	7,19,197.00		
- Printing & Binding	16,54,800.00	2,58,263.00	19,13,063.00		
- Raw materials	41,03,288.00	40,63,755.00	81,67,043.00		
- Digitization & E-Learning	2,31,275.00	2,31,275.00	2,31,275.00		
- E-Learning	3,90,000.00	3,90,000.00	3,90,000.00		
- Telephone charges	12,178.00		12,178.00		
- Translation		3,83,881.00	3,83,881.00		
- Meeting Expenses	11,830.00		11,830.00		
- Accommodation	17,22,749.50		17,22,749.50		
- Salaries, Wages and allowances etc.	2,21,22,075.00	3,97,904.00	2,25,19,979.00		
- Distance Learning Programme	4,03,52,821.00		4,03,52,821.00		
- Development of Video Instructional Material		4,39,713.00	4,39,713.00		
- Others		16,51,779.00	16,51,779.00		
- WVD of fixed assets upto 31.03.2014 amortised	72,84,075.36	18,64,106.56	91,48,181.92		
<b>TOTAL (c)</b>	<b>7,85,36,895.86</b>	<b>2,30,73,390.56</b>	<b>10,16,10,286.42</b>	<b>91,81,586.34</b>	
<b>NET BALANCE AS AT THE YEAR - END (a+b-c)</b>			<b>3,88,77,299.92</b>		
<b>Notes:</b>					
1) Disclosures shall be made under relevant heads based on conditions attaching to the grants					
2) Plan Funds received from the Central/State Governments are to be shown as separate Funds are not to be mixed up with any other Funds.					



**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**

**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE  
SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

	(Amount - Rs.)	
	Current Year	Previous Year
<b>SCHEDULE 4 - SECURED LOANS AND BORROWINGS:</b>		
1. Central Government	NIL	NIL
2. State Government (Specify)	NIL	NIL
3. Financial Institutions	NIL	NIL
a) Term Loans		
b) Interest accrued and due		
4. Banks		
a) Term Loans	NIL	NIL
- Interest accrued and due		
b) Other Loans (specify)	NIL	NIL
- Interest accrued and due		
5. Other Institutions and Agencies	NIL	NIL
6. Debentures and Bonds	NIL	NIL
7. Others (Specify)	NIL	NIL
<b>TOTAL</b>	<b>NIL</b>	<b>NIL</b>
Note : Amounts due within one year		

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

*(Amount - Rs.)*

	Current Year	Previous Year
<b>SCHEDULE 5 - UNSECURED LOANS AND BORROWINGS:</b>		
1. Central Government	NIL	NIL
2. State Government (Specify)	NIL	NIL
3. Financial Institutions	NIL	NIL
4. Banks	NIL	NIL
a) Term Loans		
b) Other Loans (specify)		
5. Other Institutions and Agencies	NIL	NIL
6. Debentures and Bonds	NIL	NIL
7. Fixed Deposits	NIL	NIL
8. Others (Specify)	NIL	NIL
<b>TOTAL</b>	<b>NIL</b>	<b>NIL</b>
<i>Note : Amounts due within one year</i>		

	Current Year	Previous Year
<b>SCHEDULE 6 - DEFERRED CREDIT LIABILITIES :</b>		
a) Acceptances secured by hypothecation of capital equipment other assets	NIL	NIL
b) Others	NIL	NIL
<b>TOTAL</b>	<b>NIL</b>	<b>NIL</b>
<i>Note : Amounts due within one year</i>		

FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)  
 Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE  
 SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015

	Current Year		Previous Year	
<b>(Amount - Rs.)</b>				
<b>SCHEDULE 7 - CURRENT LIABILITIES AND PROVISIONS:</b>				
<b>A. CURRENT LIABILITIES</b>				
1. Acceptances		NIL		NIL
2. Sundry Creditors		NIL		NIL
a) For Goods - TNPL			4,07,022.00	
- Novena Offset	4,560.00	4,560.00	4,560.00	4,11,582.00
b) Others				
3. Advances Received		81,43,251.00		NIL
4. Interest accrued but not due on:				NIL
a) Secured Loans/borrowings				NIL
b) UnSecured Loans/borrowings				NIL
5. Statutory Liabilities:				NIL
a) Overdue				NIL
b) Others		24,83,855.50		33,34,642.50
6. Other current liabilities		3,81,125.00		
<b>TOTAL (A)</b>		<b>1,10,12,791.50</b>		<b>37,46,224.50</b>
<b>B. PROVISIONS</b>				
1. For Taxation		NIL		NIL
2. Gratuity		NIL		NIL
3. Superannuation/Pension		NIL		NIL
4. Accumulated Leave Encashment		NIL		NIL
5. Trade Warranties/Claims		NIL		NIL
6. Others (Specify)		NIL		NIL
<b>TOTAL (B)</b>		<b>0.00</b>		<b>0.00</b>
<b>TOTAL (A + B)</b>		<b>1,10,12,791.50</b>		<b>37,46,224.50</b>

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

DESCRIPTION	OPENING BALANCE				Amortisation		DEPRECIATION		(Amount - Rs.)	
	Cost/Valuation As at beginning of the year	Additions during the year	Deductions during the year	Cost/valuation at the year-end	MES	World Bank	Depreciation for the year	As at the Current year-end	As at the Previous year-end	
<b>A. FIXED ASSETS:</b>										
1. LAND										
a) Freehold										
b) Leasehold										
2. BUILDINGS										
a) On Freehold Land	1,65,83,880.28	NIL	NIL	1,65,83,880.28	NIL	24,17,284.86	13,45,825.14	1,28,20,770.28	1,65,83,880.28	
b) On Leasehold Land										
3. PLANT MACHINERY & EQUIPMENT	53,80,004.32	97,669.00	NIL	54,77,673.32	6,87,467.99	26,27,051.42	5,75,615.85	15,87,538.06	53,80,004.32	
4. VEHICLES	29,390.95	NIL	NIL	29,390.95	NIL	NIL	7,609.32	21,781.63	29,390.95	
5. FURNITURE, FIXTURES	9,65,800.74	38,400.00	NIL	10,04,200.74	NIL	3,44,270.98	1,60,938.85	4,98,985.58	9,65,800.74	
6. OFFICE EQUIPMENT	11,16,388.38	5,86,463.00	NIL	17,02,851.38	5,15,871.74	19,636.00	4,01,764.75	7,65,578.89	11,16,388.38	
7. COMPUTER/PERIPHERALS	42,86,995.15	6,88,260.00	NIL	49,75,255.15	6,59,863.66	17,14,912.92	9,30,070.87	16,70,407.70	42,86,995.15	
8. LIBRARY BOOKS	5,52,899.27	NIL	NIL	5,52,899.27	903.17	72,892.96	4,78,992.26	21.30	5,52,899.27	
9. OTHER FIXED ASSETS	98,744.25	NIL	NIL	98,744.25	NIL	88,026.22	10,813.03	NIL	98,744.25	
a. Tarpaulin	1,527.31	NIL	NIL	1,527.31	NIL	NIL	1,527.31	NIL	1,527.31	
<b>TOTAL OF CURRENT YEAR</b>	<b>2,90,15,630.65</b>	<b>14,10,792.00</b>	<b>0.00</b>	<b>3,04,26,422.65</b>	<b>18,64,106.56</b>	<b>72,84,075.36</b>	<b>39,13,157.38</b>	<b>1,73,65,083.44</b>	<b>2,90,15,630.65</b>	
<b>B. CAPITAL WORK-IN-PROGRESS</b>										
<b>TOTAL</b>										

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity: NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

		(Amount - Rs.)	
		Current Year	Previous Year
<b>SCHEDULE 9 - INVESTMENTS FROM EARMARKED/ENDOWMENT FUNDS</b>			
1. In Government Securities		NIL	NIL
2. Other approved Securities		NIL	NIL
3. Shares		NIL	NIL
4. Debentures and Bonds		NIL	NIL
5. Subsidiaries and Joint Ventures		NIL	NIL
6. Others (to be specified)		NIL	NIL
<b>TOTAL</b>		<b>NIL</b>	<b>NIL</b>
<b>SCHEDULE 10 - INVESTMENTS - OTHERS</b>			
1. In Government Securities		NIL	NIL
2. Other approved Securities		NIL	NIL
3. Shares		NIL	NIL
4. Debentures and Bonds		NIL	NIL
5. Subsidiaries and Joint Ventures		NIL	NIL
6. Others		NIL	NIL
- Fixed Deposit with Banks		36,56,30,285.00	30,95,66,149.00
<b>TOTAL</b>		<b>36,56,30,285.00</b>	<b>30,95,66,149.00</b>

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

	Amount - Rs.	
	Current Year	Previous Year
<b>SCHEDULE 11 - CURRENT ASSETS, LOANS, ADVANCES ETC.</b>		
<b>A. CURRENT ASSETS</b>		
1. Inventories		
a) Stores and Spares		
b) Loose Tools		
c) Stock-in-trade	2,65,19,541.00	3,39,22,790.00
Finished Goods		
Work-in-progress		
Raw Materials	61,85,475.45	1,42,53,753.41
2. Sundry Debtors:		
a) Debts Outstanding for a period exceeding six months	3,27,05,016.45	4,81,76,543.41
b) Others	36,30,419.78	47,19,603.47
3. Cash balance in hand (including cheques/drafts and imprest)	4,900.00	4,900.00
4. Bank Balances:		
a) With Scheduled Banks:		
-On Current Accounts		
-On Deposit Accounts (includes margin money)	4,58,70,433.81	72,03,480.45
-On Savings Accounts		
b) With non-Scheduled Banks		
-On Current Accounts	NIL	NIL
-On Deposit Accounts		
-On Savings Accounts		
5. Post Office-Savings Accounts	NIL	NIL
<b>TOTAL (A)</b>	<b>8,22,10,770.04</b>	<b>6,01,04,527.33</b>

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2015**

	Amount - Rs.	
	Current Year	Previous Year
<b>SCHEDULE 11 - CURRENT ASSETS, LOANS, ADVANCES ETC. (Contd.)</b>		
<b>B. LOANS, ADVANCES AND OTHER ASSETS</b>		
1. Loans		
a) Staff		
- Medical Advance	NIL	1,35,886.00
- Tour Advance	2,38,000.00	55,800.00
- Festival Advance	60,167.00	62,267.00
- Electricity Deposit	7,22,066.00	7,22,066.00
- Telephone Deposit	6,000.00	6,000.00
b) Other Entities engaged in activities/objectives similar to that of the Entity		
c) Others (Specify) Prepaid Insurance	76,546.00	76,546.00
2. Advances and other amounts recoverable in cash or in kind or for value to be received.		
a) On Capital Account		
b) Prepayments	3,88,752.00	
c) Others -(Fuel Deposit Rs.25000 + Curriculum Development Rs.4000)	29,000.00	29,000.00
3. Income Accrued:		
a) On Investments from Earmarked/Endowment Funds		
b) On Investments - Others		
c) On Loans and Advances		
d) Others ( includes income due unrealised-Rs.....)		
4. Claims Receivable		
	11,02,779.00	10,58,565.00
	4,17,752.00	29,000.00
	NIL	NIL
	NIL	NIL
	15,20,531.00	10,87,565.00
<b>TOTAL (B)</b>	<b>8,37,31,301.04</b>	<b>6,11,92,092.33</b>
<b>TOTAL (A + B)</b>		

## FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)

Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE

### SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31.03.2015

	Current Year	Previous Year
<b>(Amount - Rs.)</b>		
<b>SCHEDULE 12 - INCOME FROM SALES/SERVICES</b>		
1. Income from Sales:		
a) Sale of Finished Goods	6,21,55,909.75	8,13,53,734.00
b) Sale of Raw Material	NIL	NIL
c) Sale of Scraps	NIL	NIL
2. Income from Services		
a) Labour and Processing Charges	NIL	NIL
b) Professional/Consultancy Services	NIL	NIL
c) Agency Commission and Brokerage	NIL	NIL
d) Maintenance Services (Equipment/Property)	NIL	NIL
e) Others (Specify) Freight	3,11,822.00	1,88,246.00
<b>TOTAL</b>	<b>6,24,67,731.75</b>	<b>8,15,41,980.00</b>
<b>SCHEDULE 13 - GRANTS/SUBSIDIES (Irrevocable Grants &amp; Subsidies Received)</b>		
1. Central Government	NIL	NIL
2. State Government(s)	NIL	NIL
3. Government Agencies	NIL	NIL
4. Institutions/Welfare Bodies	NIL	NIL
5. International Organisations	NIL	NIL
6. Others (specified)	NIL	NIL
<b>TOTAL</b>	<b>NIL</b>	<b>NIL</b>



## FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)

Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE

### SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31.03.2015

Amount - Rs.

	Current Year	Previous Year
<b>SCHEDULE 14 - FEES/SUBSCRIPTIONS</b>		
1. Entrance Fees	NIL	NIL
2. Annual Fees/Subscriptions	NIL	NIL
3. Seminar/Program Fees	NIL	NIL
4. Counsultancy Fees	NIL	NIL
5. Others (Specify)	NIL	NIL
<b>TOTAL</b>	NIL	NIL
<i>Note : Accounting Policies towards each item are to be disclosed</i>		

	Investment from Earmarked Fund		Investment-Others	
	Current Year	Previous Year	Current Year	Previous Year
<b>SCHEDULE 15 - INCOME FROM INVESTMENTS</b> (Income on Invest.from Earmarked/Endowment Funds transferred to Funds)				
1. Interest	NIL	NIL	NIL	NIL
a) On Govt. Securities				
b) Other Bonds/Debentures	NIL	NIL	NIL	NIL
2. Dividends				
a) On shares				
b) On Mutual Fund Securities	NIL	NIL	NIL	NIL
3. Rents	NIL	NIL	NIL	NIL
4. Others (Specify)	NIL	NIL	NIL	NIL
<b>TOTAL</b>	NIL	NIL	NIL	NIL
<b>TRANSFERRED TO EARMARKED/ENDOWMENT FUNDS</b>	NIL	NIL	NIL	NIL

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31.03.2015**

	Current Year	Previous Year	Amount - Rs.
<b>SCHEDULE 16 - INCOME FROM ROYALTY, PUBLICATION ETC.</b>			
1. Income from Royalty	NIL	NIL	
2. Income from publications	NIL	NIL	
3. Others (specify)			
(i) Licence Fees 79956			
(ii) Other income, 2005			
(iii) Guest Room Charges 15000	96,961.00		81,823.00
<b>TOTAL</b>	<b>96,961.00</b>		<b>81,823.00</b>

	Current Year	Previous Year	
<b>SCHEDULE 17- INTEREST EARNED</b>			
1. <i>On Term Deposits</i>			
a) With Scheduled Banks ( Accrued Interest)	2,67,81,779.00	2,03,01,398.00	
b) With Non-Scheduled Banks	NIL	NIL	
c) With Institutions	NIL	NIL	
d) Others	NIL	NIL	
2. <i>On Savings Accounts</i>			
a) With Scheduled Banks	NIL	NIL	
b) With Non-Scheduled Banks	NIL	NIL	
c) Post Office Savings Accounts	NIL	NIL	
d) Others	NIL	NIL	
3. <i>On Loans:</i>			
a) Employees/Staff	NIL	NIL	
b) Others	NIL	NIL	
4. Interest on Debtors and Other Receivables	NIL	NIL	
<b>TOTAL</b>	<b>2,67,81,779.00</b>	<b>2,03,01,398.00</b>	
<i>Note : Tax deducted at source to be indicated</i>			

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31.03.2015**

		<i>Amount - Rs.</i>	
	Current Year	Previous Year	
<b>SCHEDULE 18 - OTHER INCOME</b>			
1. Profit on Sale/disposal of Assets:	NIL	NIL	
a) Owned assets			
b) Assets acquired out of grants, or received free of cost			
2. Export Incentives realized	NIL	NIL	
3. Fees for Miscellaneous Services	NIL	NIL	
4. Miscellaneous Income	NIL	NIL	
<b>TOTAL</b>	<b>NIL</b>	<b>NIL</b>	
<b>SCHEDULE 19 - INCREASE / DECREASE IN STOCK OF FINISHED GOODS &amp; WORK IN PROGRESS</b>			
a) <i>Closing stock</i>			
- Finished Goods and Raw material	3,27,05,016.45	4,81,76,543.41	
- Work-in-Progress			
b) <i>Less: Opening Stock</i>			
- Finished Goods and Raw material	4,81,76,543.41	3,27,37,563.37	
- Work-in-Progress			
<b>NET INCREASE / (DECREASE) (a-b)</b>	<b>(1,54,71,526.96)</b>	<b>1,54,38,980.04</b>	
<b>SCHEDULE 20 - ESTABLISHMENT EXPENSES</b>			
a) Salaries and Wages	NIL	1,48,75,368.00	
b) Allowances and Bonus	NIL	1,03,620.00	
c) Contribution to Provident Fund CPF Employer contribution	NIL	6,31,239.00	
d) Contribution to other Fund (specify)	NIL	NIL	
e) Staff Welfare Expenses	NIL	NIL	
f) Expenses on Employees' Retirement and Terminal Benefits	NIL	5,84,082.00	

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31.03.2015**

	Current Year	Previous Year
<b>SCHEDULE 21 - OTHER ADMINISTRATIVE EXPENSES ETC.</b>		
a) Purchases	75,51,339.00	1,70,35,414.00
b) Labour and processing expenses	Nil	1,48,488.00
c) Electricity and power	21,80,125.00	22,96,616.00
d) Insurance	Nil	61,846.00
e) Repairs and maintenance	2,25,526.00	1,90,140.00
f) Commission	1,44,233.33	Nil
g) Vehicle Running and Maintenance	14,250.00	2,33,163.00
h) Postage, Telephone and Communication Charges	1,66,949.00	4,18,911.00
i) Printing, Stationery and Binding Charges	41,76,943.00	1,12,06,835.00
j) Travelling and conveyance Expenses	Nil	13,62,586.00
k) Expenses on Seminar/Workshops	19,875.00	2,39,599.00
l) Subscription Expenses	19,972.00	7,974.00
m) Auditors Remuneration	2,19,125.00	86,000.00
n) Professional Charges	45,60,390.00	20,94,141.00
o) Packing Charges	3,28,190.00	10,08,951.00
p) Freight and Forwarding Expenses	3,16,712.00	5,79,559.00
q) Sales Discount	1,67,80,182.25	Nil
r) Advertisement and Publicity	92,242.60	5,83,348.00
s) Others (specify)	33,36,931.60	1,18,39,520.00
<b>TOTAL</b>	<b>4,01,32,985.78</b>	<b>4,93,93,091.00</b>

(Amount - Rs.)

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31.03.2015**

	<b>(Amount - Rs.)</b>	
	<b>Current Year</b>	<b>Previous Year</b>
<b>SCHEDULE 22 - EXPENDITURE ON GRANTS, SUBSIDY ETC.</b>		
a) Grants given to Institutions / Organisations	NIL	88,12,900.00
World Bank	NIL	4,43,50,537.00
MES	NIL	NIL
b) Subsidies given to Institutions / Organisations		
<b>TOTAL</b>	<b>NIL</b>	<b>5,31,63,437.00</b>
<i>Note: Name of the entities, their activities along with the amount of grants/subsidies are to be disclosed</i>		
<i>As at 31.03.2015 Expenditure on Grants, Subsidy are regrouped under Endowment/Earmarked funds in Schedule 3</i>		
	<b>Current Year</b>	<b>Previous Year</b>
<b>SCHEDULE 23 - INTEREST</b>		
a) On Fixed Loans	NIL	NIL
b) On other Loans (including bank charges)	NIL	NIL
c) Others (specify)		
<b>TOTAL</b>	<b>NIL</b>	<b>NIL</b>

**FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)**  
**Name of Entity : NATIONAL INSTRUCTIONAL MEDIA INSTITUTE**  
**RECEIPTS AND PAYMENTS FOR THE PERIOD/YEAR ENDED 31.03.2014**  
**Table 43**

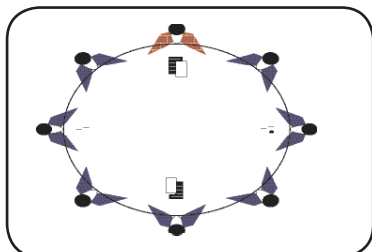
RECEIPTS	Current Year	Previous Year	PAYMENTS	Current Year	Previous Year
<b><u>I. Opening Balances</u></b>			<b><u>I. Expenses</u></b>		
a) Cash in hand	4,900.00	5,040.00	a) Establishment Expenses (Corresponding to Schedule 20)	1,65,46,110.00	1,34,88,464.00
b) Bank Balances	72,03,480.45	53,00,302.45	b) Administrative Expenses	3,04,34,812.00	2,07,84,505.00
i) In current accounts					
ii) In deposit accounts					
iii) In savings accounts					
<b><u>II. Grants Received</u></b>			<b><u>II. Payments made against funds for various projects</u></b>	9,24,62,104.50	5,31,63,437.00
a) i. From Government of India	4,00,00,000.00	9,63,13,000.00	<b><u>As per Schedule 3</u></b>		
ii. Curriculum development scheme	NIL	NIL	(Name of the fund or project should be shown along with the particulars of payments made for each project)		
b) From State Government					
c) From other sources (details)	3,58,06,000.00	NIL			
(i) World Bank	9,55,00,000.00				
(ii) MES					
<b><u>III. Income on Investments from</u></b>			<b><u>III. Investments and deposits made</u></b>		
a) Earmarked/Endow.Funds			a) Out of Earmarked/Endowment funds		
b) Own Funds (Oth.Investment)	NIL	NIL	b) Out of Own Funds (Investments-Others)	5,75,00,000.00	6,49,57,742.00
<b><u>IV. Interest Received</u></b>			<b><u>IV. Expenditure on Fixed Assets &amp; Capital Work-in-Progress</u></b>		
a) On Bank deposits	7,17,643.00	27,301.00	a) Purchase of Fixed Assets	8,44,510.00	10,24,546.00
b) Loans/Advances etc.			b) Expenditure on Capital Work-in-progress		
<b><u>V. Other Income (Specify)</u></b>			<b><u>V. Refund of surplus money/Loans</u></b>		
SALE OF IMPs (collection from Drs.)	4,95,66,885.86	7,79,51,356.00	a) To the Government of India		
Counter Sales	52,08,865.00	53,43,781.00	b) To the State Government		
Licence Fee (NIMI)	79,956.00	76,314.00	c) To other providers of funds		

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RECEIPTS	Current Year	Previous Year	PAYMENTS	Current Year	Previous Year
<u>VI. Amount Borrowed</u>			<u>VI. Finance Charges (Interest)</u>	1,991.00	833.00
<u>VII. Any other receipts (Give details)</u>			Bank Charges		
Other Income	2,005.00	5,509.00	<u>VII. Other Payments (Specify)</u>	82,55,646.00	1,97,42,675.00
Others (specify) Rent	15,000.00	NIL	Raw materials purchase (Payment to Creditors Net)	16,968.00	16,968.00
Fixed Deposit Proceeds	2,75,00,000.00	NIL	Postal Life Insurance	3,27,108.00	1,35,886.00
			Medical advance	3,11,885.00	93,180.00
			LTC Advance	69,750.00	67,500.00
			Festival Advance	8,19,761.00	6,69,690.00
			Income Tax	42,51,646.00	20,33,007.00
			TDS	16,39,904.00	14,76,024.00
			GPF	77,745.00	83,220.00
			Professional tax	10,87,128.00	NIL
			Tour Advance	2,89,524.00	NIL
			Advances - Purchase of Fixed Assets	7,16,263.00	NIL
			CPF Recovery	76,546.00	76,546.00
			PREPAID EXPENSES - Insurance		
			<u>VIII. Closing Balance</u>		
			a) Cash in hand	4,900.00	4,900.00
			b) Bank Balance	4,58,70,433.81	72,03,480.45
<b>TOTAL</b>	<b>26,16,04,735.31</b>	<b>18,50,22,603.45</b>	<b>TOTAL</b>	<b>26,16,04,735.31</b>	<b>18,50,22,603.45</b>

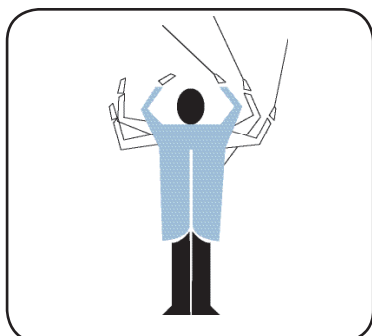
## Appendices

### Appendix - I: Development Process of Instructional Media Packages



#### MEDIA DEVELOPMENT COMMITTEE (MDC)

- ✍ Consists of experienced instructors/ professionals
- ✍ Develops drafts on Instructional Media



#### NIMI CO-ORDINATOR

- \* Gives training to MDC members
- \* Edits MDC drafts
- \* Plans, organises and monitors the development process
- \* Conducts trial run/ obtains feed back
- \* Revises drafts



#### DATA ENTRY / CAD / DTP

- 📖 Text Entry
- 📖 Graphics preparation
- 📖 Page Making



#### IN HOUSE - PRINTING & PUBLISHING

- \*\* Printing & Publishing of
  - ✦ Written Instructional Material
  - ✦ Wall Charts/Transparencies
  - ✦ Supporting Material
  - ✦ Newsletter, Leaflets, Brochures etc.
- \*\* Production of DVDs



#### SALES

- 😊 Counter Sales
- 😊 Cheques/Demand Drafts/Money Order
- 😊 Delivery of books



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## Appendix - II : STAFF OF NIMI , CHENNAI AS ON 31.03.2015

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Sl. No.	Name of Official Shri/Smt./Kumari	Designation	Pay Band + GP	Remarks
1	A. Mahendiran	Director	37400-67000+8700	
2	N.R.Aravindan	Joint Director	15600-39100+7600	Relieved on 16.06.2014
3	S.Santhimanelam	Joint Director	15600-39100+7600	Joined on 18.06.2014
4	K.Srinivasarao	Joint Director	15600-39100+7600	Joined on 13.06.2014
5	H.Charles	ADT (ad hoc)	15600-39100+5400	
6	G. Mohan	ADT (ad hoc)	15600-39100+5400	
7	G. Michael Johny	Training Officer	9300-34800+4600	
8	V. Gopalakrishnan	Training Officer	9300-34800+4600	
9	N. Ashfaq Ahmed	Training Officer	9300-34800+4600	
10	T. Mohanraj	Training Officer	9300-34800+4600	
11	N.Sundara Rajan	Data Pro. Asst. Gr.'B'/ Training Officer	9300-34800+4600	
12	Subhankar Bhowmik	Data Pro. Asst. Gr.'B'/ Training Officer	9300-34800+4600	
13	S. Gopalakrishnan	Junior Tech. Asstt.	9300-34800+4200	
14	M.Ganesh	Sr. Draughtsman	9300-34800+4800	Relieved on 31.07.2014
15	S.M.Dhurve	Sr. Draughtsman	9300-34800+4800	Relieved on 23.02.2015
16	R.Purushothaman	Sr. Draughtsman	9300-34800+4600	Relieved on 31.07.2014
17	E. Rajeswari	Data Entry Operator. Gr.'C'	9300-34800+4200	Relieved on 13.11.2014
18	R.Radhakrishnan	SLIA	15600-39100+6600	
19	V.Veera Kumar	Skilled Worker	5200-20200+2800	
20	V.Nirmal Kumar	Skilled Worker	5200-20200+2800	
21	B. Revathi	Data Entry Operator	5200-20200+2800	
22	E. Deepak	Data Entry Operator	5200-20200+2800	
23	M. Natarajan	Data Entry Operator	5200-20200+2800	
24	A. Muthukumar	Data Entry Operator	5200-20200+2800	
25	S. Anitha	Stenographer Gr.III	5200-20200+2400	

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26	R. Sangeetha	Stenographer Gr.III	5200-20200+2400	
27	K. Bhoopal	Upper Division Clerk	5200-20200+2400	
28	P. Thanammai	Lower Division Clerk	5200-20200+1900	
29	P. Anitha	Lower Division Clerk	5200-20200+1900	
30	M. Gokulnath	Lower Division Clerk	5200-20200+1900	
31	D.N. Malakondiah	Semi Skilled Worker	5200-20200+2400	
32	R.Shankar	Semi Skilled Worker	5200-20200+1900	
33	R. Nandakumar	Driver	5200-20200+1900	
34	S.Ramu	Gestetner Operator	5200-20200+1900	
35	M. Ramasamy	MTS	5200-20200+1900	
36	P. Srinivasan	MTS	5200-20200+1800	
37	K. Soundara Rajan	MTS	5200-20200+1800	
38	K. Gopi	MTS	5200-20200+1900	
39	V. Murugan	MTS	5200-20200+1800	