Instruction for taking Photograph

Photo-1: Photo of Aadhar Enabled Biometric Attendance Device Instruction: Take one Photo of wall mounted Biometric device in the centre.	Insert Photo 1
Photo-2: Photo of Front view of the centre with PSPL Skill signboard visible. Sample:	Insert Photo 2
Photo-3: Photo of Left side View of the centre Instruction: The photo should show the maximum possible view of the building from the left side. Sample:	Insert Photo 3

Photo-4: Photo of right side View of the centre Instruction: The photo should show the maximum possible view of the building from right side.	Insert Photo 4

Photo-5: Photo of right side View of the centre Instruction: The photo should show the maximum possible view of the building from back side.	Insert Photo 5
Photo-6 Centre Outside Area pic 1 Instruction : Cover the entrance, parking area (if any) and other area within the compound of the centre Sample:	Insert Photo 6
Photo-7 Centre Outside Area pic 2 Instruction: The photo should cover entrance to centre and the view of the outside from there. Sample:	Insert Photo 7
Photo-8 Approach Road to the centre Pic 1 Instruction – Take the photo standing on the road approaching towards the centre entrance such that the road as well as the centre is visible in the photo.	Insert Photo 8

Photo-9 Approach Road to the centre Pic 2 Instruction – Take the photo standing outside the centre entrance from a distance so that the approach is visible upto the entrance.	Insert Photo 9
Photo-10 Address Plate Instruction – Take the photo of Kampa Bhai Vocational Training Institute Limited Signboard fixed at the centre from a little distance.	Insert Photo 10

Photo-11 Centre Greenery Instruction – Take photographs of plants in flower tubs placed at the outside of centre/ approach of centre/ reception and other places. Sample:	Insert Photo 11
Photo-12 Drinking Water Facility Instruction – Take photographs of Aquaguard, Mineral Water with dispenser or Purifier for drinking water.	Insert Photo 12

Photo-13 First Aid Box wall mounted Instruction – Take photographs of a wall mounted first aid box in the centre, have the emergency numbers (ambulance, fire brigade, police, hospital etc.) displayed beside it. Sample:	Insert Photo 13

Photo-14 Power Back Instruction – Take photographs of UPS/Genset/Inverter in the centre.	Insert Photo 14
Photo-15 Fire Extinguishers Instruction: Take photo of wall mounted fire extinguisher at Lab and outside classroom with fire safety instructions as in sample picture. Sample:	Insert Photo 15
Photo – 16 Class Room (Theory) Pic -1 Instruction: Take photo of class room depicting area, seating capacity from the corner of the Classroom covering the entire area. These things must be visible: faculty chair/table, white board, projector, CCTV, Switch board (if any), AC (if any), student sitting chairs/desk.	Insert Photo 16

Photo – 17 Class Room (Theory) Pic -2 Instruction: Take photo of class room depicting area, seating capacity from another corner of the Classroom covering the entire area. These things must be visible: faculty chair/table, white board, projector, CCTV, Switch board (if any), AC (if any), student sitting chairs/desk.	Insert Photo 17
Photo – 18 Computer/ IT Lab Pic Instruction: Take photo of lab room depicting area, seating capacity from such corner of the Lab covering the entire area. These things must be visible: faculty chair/table, projector, CCTV, Switch board (if any), AC (if any), student sitting chairs.	Insert Photo 18
Photo – 19 Job Role Lab Pic - 1 Instruction: Take photo of job role lab room depicting area, seating capacity from corner of the Lab covering the entire area. These things must be visible: faculty chair/table, projector, CCTV, Switch board (if any), AC (if any), student sitting chairs and all required equipment as per the job role should be visible. The equipment and other things should be neatly and systematically arranged.	Insert Photo 19
Photo – 20 Job Role Lab Pic - 2 Instruction: Take photo of job role lab room depicting area, seating capacity from another corner of the Lab covering the entire area. These things must be visible: faculty chair/table, projector, CCTV, Switch board (if any), AC (if any), student sitting chairs and all required equipment as per the job role should be visible. The equipment and other things should be neatly and systematically arranged.	Insert Photo 20

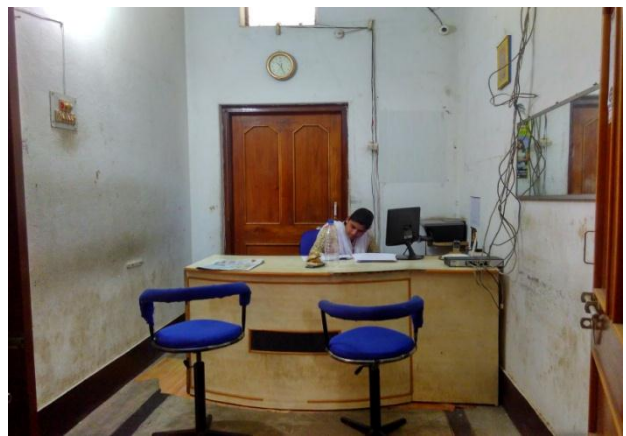|	
Photo – 21 Reception Area Pic -1 Instruction: CCTV, Emergency numbers should be visible. Sample	Insert Photo 21
Photo – 22 Reception Area Pic -2 Instruction: CCTV, Emergency numbers should be visible. Take the picture from another angle	Insert Photo 22

Photo – 23 Placement & Entrepreneurship Cell Pic -1 Instruction: CCTV, Emergency numbers should be visible.	Insert Photo 23
Photo – 24 Placement & Entrepreneurship Cell Pic -2 Instruction: CCTV, Emergency numbers should be visible. Take the picture from another angle	Insert Photo 24

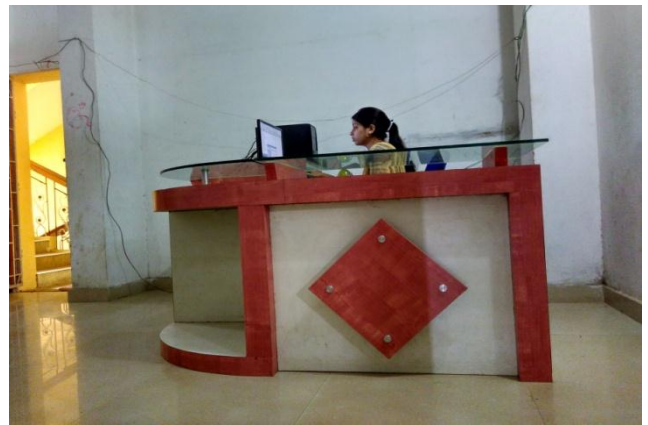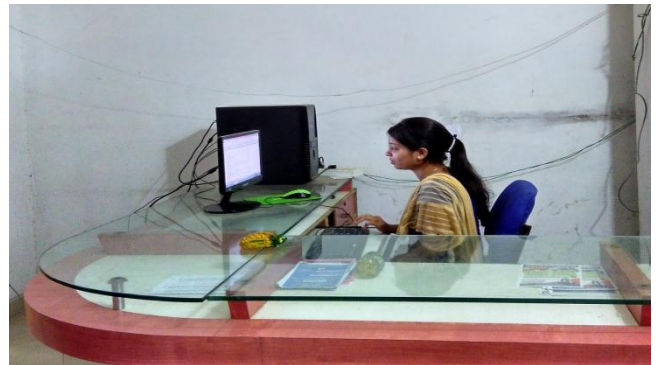|	
Photo – 25 Counseling Area Pic -1 Instruction: Photo of a demarcated area with partitioning and seating arrangement for a counselor and students. CCTV, Emergency numbers should be visible. Take the picture from another angle	Insert Photo 25
Photo – 26 Counseling Area Pic -2 Instruction: Photo of a demarcated area with partitioning and seating arrangement for a counselor and students. CCTV, Emergency numbers should be visible. Take the picture from another angle	Insert Photo 26
Photo – 27 Library Pic -1 Instruction: Photo of a demarcated area with partitioning and seating arrangement for at least 5-6 students with a table and almirah/rack with books in it. The area should be written as Library CCTV, Emergency numbers should be visible.	Insert Photo 27
Photo – 28 Library Pic -2 Instruction: Photo of a demarcated area with partitioning and seating arrangement for at least 5-6 students with a table and almirah/rack with books in it. The area should be written as Library CCTV, Emergency numbers should be visible. Take the picture from another ang	Insert Photo 28

Photo – 29 Library Pic -2 Instruction: Photo of a demarcated area with partitioning and seating arrangement for at least 5-6 students with a table and almirah/rack with books in it. The area should be written as Library CCTV, Emergency numbers should be visible. Take the picture from another angle	Insert Photo 29
Photo – 30 Office Space Pic -1 Instruction: Photo of a demarcated area with partitioning and seating arrangement for staff and tainers. The area should be written as Admin. CCTV, Emergency numbers should be visible.	Insert Photo 30
Photo –31 Office Space Pic -2 Instruction: Photo of a demarcated area with partitioning and seating arrangement for staff and tainers. The area should be written as Admin. CCTV, Emergency numbers should be visible. Take the picture from another angle	Insert Photo 31
Photo – 32 Male Washrooms Pic -1 Instruction: Photo of male toilets, with checklist/daily inspection card hanged inside the wash room. And entrance named as Male Toilet. It should be cleaned and hygienic with plastered and painted walls.	Insert Photo 32 WASH ROOM

Photo – 33 Male Washrooms Pic -2 Instruction: Photo of male toilets, with checklist/daily inspection card hanged inside the wash room. And entrance named as Male Toilet. It should be cleaned and hygienic with plastered and painted walls. Take the picture from another angle	Insert Photo 33
Photo – 34 Female Washrooms Pic -1 Instruction: Photo of female toilets, with checklist/daily inspection card hanged inside the wash room. And entrance named as Female Toilet. It should be cleaned and hygienic with plastered and painted walls.	Insert Photo 34
Photo – 35 Female Washrooms Pic -2 Instruction: Photo of female toilets, with checklist/daily inspection card hanged inside the wash room. And entrance named as Female Toilet. It should be cleaned and hygienic with plastered and painted walls. Take the picture from another angle	Insert Photo 35
Photo – 36 Pantry Pic -1 Instruction: Photo of Pantry with Cooking Stoves, Cutlery sets, Utensils etc. and if possible the pantry should have some seating capacity with chairs and tables.	Insert Photo 36

Photo – 37 Parking Pic -1 Instruction: Photo of Parking area so that entire area is visible.	Insert Photo 37

Photo – 38 Parking Pic -1 Instruction: Photo of Parking area so that entire area is visible.	Insert Photo 38
Photo – 39 Trainer Photo Instruction: This photo will be required at the time of mobile self verification of centre.	Insert Photo 39
Photo – 40 Trainer Qualification Certificate Photo Instruction: This photo will be required at the time of mobile self verification of centre.	Insert Photo 40

Photo – 41 Internet Bill Photo Instruction: This photo will be required at the time of mobile self verification of centre.	Insert Photo 41