



## SOUTHERN RAILWAY

Chief Workshop Manager's Office,  
Signal & Telecommunication Workshop,  
Podanur- 641 023

No. SGW/P.98/BTC/Vol. XIX Act/Trade Apprentice Date:23<sup>rd</sup> -January - 2018

Date of Publication: 23.01.2018 Date & Time of Closing:22.02.2018 17.15 hrs

**NOTIFICATION NO: 01/2018 for Engagement of Act/Trade Apprentices under Apprentices Act 1961**

Applications are invited in the prescribed proforma enclosed ( on a good quality A-4 size Bond paper using one side only) from eligible **Indian Nationals** for engagement as Act/Trade Apprentices on Railway under Apprentices Act 1961. The Notification can be downloaded from the Web site [www.sr.indianrailways.gov.in](http://www.sr.indianrailways.gov.in)-> news & updates->news & Announcements

Applications complete in all respect along with required enclosures to be sent by Ordinary post, so as to reach on or before **22.02.2018** up to 17.15 Hrs . The application can also be dropped in the box kept at the premise of concerned.

The Applicants should have registered with a local Employment exchange falling in the state concerned, however for wards of Railway employees, such registration with local employment exchange will not be required and there should be clear indication in the Application & Envelope that the candidate is ward of Railway employee. As a proof, Candidate must enclose the copy of Service Certificate/Declaration from the Railway Employee which should be attested by the Supervisory official of the concerned unit.

The applicant who desire to undergo Apprenticeship training under the Apprentice Act 1961, may apply for the Trade of Fitter, Turner, Machinist, Mechanic Diesel, Carpenter, welder(Gas & Electric), Advance welder, Electrician, Electronics Mechanic, Painter, Plumber, Refrigeration and AC Mechanic, Electronics/Information Technology, Draughtsman(Civil), Wireman, Instrument Mechanic, Fresher (Radiology and Pathology) and Fresher (Fitter) should ensure that they have fulfilled all the eligibility conditions prescribed for the Trade. If at any stage of engagement or thereafter, it is found that any information furnished by the Candidate in his/her application is false/incorrect or the candidates has suppressed any relevant information or the candidate otherwise does not satisfy the

eligibility criteria for the trade, his/her candidature will be cancelled forthwith and appropriate penal action is taken.

The number of Slots indicated in this notification are provisional and may increase or decrease or even become **NIL** depending upon the actual needs of the Railway Administration. The Administration also reserve the right to cancel the notified vacancies at its discretion and such decision will be final and binding on all. The units wise requirement are given below which are tentative and subject to change

No.	Designated Trade	UR	OBC	SC	ST	Total	PWD	ESM	Slots allotted to
1	Fitter	63	33	17	09	122	02	01	S&T WS/Podanur, Division: Salem, Palghat ,Trivandrum
2	Machinist	06	04	02	0	12	0	0	S&T WS/Podanur, Division: Salem,
3	Turner	05	03	02	0	10	0	0	S&T WS/Podanur, Division: Salem,
4	Welder (Gas&Electric)	44	22	11	06	83	01	01	S&T WS/Podanur, Division: Salem, Palghat ,Trivandrum
5	Advance Welder	02	01	01	0	04	0	0	Division: Salem
6	Electrician	54	27	15	06	102	02	01	S&T WS/Podanur, Division: Salem, Palghat ,Trivandrum
7	Electronics Mechanics	09	05	02	0	16	0	0	S&T WS/Podanur, Division: Salem, Palghat ,Trivandrum
8	Painter	05	03	01	0	09	0	0	Division: Salem, Trivandrum
9	Carpenter	11	05	03	0	19	0	0	Division: Salem, Palghat ,Trivandrum
10	Diesel Mechanic	10	05	02	02	19	0	0	Division: Salem, Trivandrum
11	Plumber	05	04	01	0	10	0	0	Division: Palghat, Trivandrum
12	Wireman	04	02	01	0	07	0	0	Division: Salem
13	Refrigeration and AC Mechanic	01	01	0	0	02	0	0	Division: Palghat
14	Electronics/information Technology	05	02	1	1	09	0	0	Division: Palghat
15	Instrument Mechanic	01	0	0	0	01	0	0	Division: Palghat
16	Draughtsman (Civil)	05	03	01	01	10	0	0	Division: Trivandrum
17	Fresher MTL(Radiology)	02	01	0	0	03	0	0	Division: Palghat
18	Fresher MTL(Pathology)	02	01	0	0	03	0	0	Division: Palghat
19	Fitter (Fresher)	09	04	02	01	16	0	0	S&T WS Podanur
20	Total	<b>243</b>	<b>126</b>	<b>62</b>	<b>26</b>	<b>457</b>			

Abbreviations used : SC - Scheduled Caste, ST - Scheduled Tribe, OBC - Other Backward Caste, UR – Unreserved, PWD – Person with disability, ESM-Ex-Servicemen

### **Important**

(i). In the event of the OBC vacancies notified above remaining unfilled the same shall be filled up from among the UR candidates. The unfilled SC vacancies, if any shall be filled up by the ST candidates, if available and vice-versa. If such arrangement is not being possible, the unfilled reserved vacancies shall be filled up from the UR candidates (Rule 5 of the Apprenticeship Rules, 1992)

(ii) The earmarking for PWD and ESM have been calculated at 3% of the total Slots in the given establishment. The quota vacancies in the said categories are included in the overall vacancies and hence are not to be filled up outside the notified vacancies.

(iii) The candidates selected against ESM and PWD will be placed in the appropriate categories viz, UR/SC/ST/OBC to which they belong to unfilled ESM vacancies would be made good from other candidates

### **ELIGIBILITY CONDITIONS:**

**Age Limit:** The age as on 23.01.2018 should have completed minimum 15 years of age and should not have completed 24 years (Ex. ITI)/22 years (Fresher – Fitter) as on the cut – off date for receiving of application i.e. 22.02.2018

The date of birth for candidates for different age groups, should be between the dates given below (both dates inclusive)

Candidates	Age Group	Upper Date of birth			Lower date of birth of all	Remarks
		UR	OBC	SC/ST		
Ex. ITI	15-24	24.01.1994	24.01.1991	24.01.1989	22.01.2003	*Age relaxation as indicated will be applicable
Fresher (12 <sup>th</sup> Std)	15-24	24.01.1994	24.01.1991	---	22.01.2003	*Age relaxation as indicated will be applicable
Fresher (10 <sup>th</sup> Std)	15-22	24.01.1996	24.01.1993	24.01.1991	22.01.2003	*Age relaxation as indicated will be applicable

\*The upper age limit is relaxable by 3 years for OBC candidates, 5 years for SC/ST candidates and 10 years for Persons with Disability (PWD) candidates.

Upper age limit is relaxable by up to additional 10 years for Ex-servicemen to the extent of service rendered in Defence Forces plus 03 years provided they have put in a minimum of 6 months service at a stretch, Except Ex-servicemen who have already joined the Govt. service on Civil side after availing the servicemen status for the purpose of their engagement. However, regardless of community, Ex-servicemen will be considered against the Ex-servicemen quota, if available. If UR vacancies are not available then only Ex. serviceman belonging to those particular communities where vacancies are available will be considered against the ex-servicemen quota.

### **EX-SERVICEMEN**

An Ex-servicemen candidate selected under the reservation provided for them is to be placed in the appropriate category viz. UR/SC/ST/OBC to which he belongs. Ex-servicemen, their children and children of Armed Force personnel will be engaged for Apprenticeship as per details mentioned below:

- a) Children of deceased/disabled Ex-servicemen including those killed/disabled during peace time.
- b) Children of Ex-servicemen
- c) Children of Serving Jawans
- d) Children of Serving Officer
- e) Ex-Servicemen

## **STANDARDS OF FITNESS FOR THE PERSON WITH DISABILITY**

Only Loco motor or Cerebral palsy (OH) who suffers from not less than 40% of relevant disability and Hearing Handicapped (HH) having 60 decibels or more in the better ear in the conversational range of frequency are eligible to apply.

For Loco motor or Cerebral palsy (OH)

<b>TRADES</b>	<b>Disability Requirement</b>
Fitter	Lower limb partially damaged from one side can join
Electrician	Partially lower limb candidates can be accommodated
Welder (Gas & Electric)	A person without leg and without three finger of one hand can be accommodated

For the purpose of visually handicap (VH) candidates, definitions of VH disabilities are as under:

a) Blindness “Blindness” refers to a condition where a person suffers from any of the following condition, namely:

i) Total absence of sight, or

ii) Visual acuity not exceeding 6/60 or 20/2000 (Snellen) in the better eye with correcting lens;

iii) Limitation of the field of vision subtending an angle of 20 degrees or worse.

b) Low vision (VH) a) “Person with low vision” means a person with impairment of visual functioning even after treatment or standard refractive corrections but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.

Person with Disability (PWD) who wants to avail the benefit of reservation must produce a disability certificate issued by a competent authority (i.e. Medical Board duly constituted by the Central or State Government including one specialist in the particular field for assessing disability). Disability certificate should be strictly as per the annexure-III / IV / V / VI attached.

Other than abovementioned Persons with Disabilities (PWD) candidates should not apply as PWD, and, they will not be eligible for such concessions/facilities.

### ***Minimum Educational Qualification & Periods of Training (Ex.ITI)***

<b>Designated Trades</b>	<b>Minimum Essential Educational Qualification</b>	<b>Period of Training</b>
Fitter, Machinist, Turner	Should have passed 10 <sup>th</sup> Class Examination under 10 +2 system of education or its equivalent and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	1 Year
Carpenter, Painter, Welder (Gas & Electric), Wireman	Should have passed 8 <sup>th</sup> Class Examination under 10 +2 system of education with science as one of the Subjects, or its equivalent and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.	1 Year
Plumber	Should have passed 10 <sup>th</sup> Class Examination under 10 +2 system of education with science as one of the Subjects, or its equivalent and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.	1 Year
Electrician	Should have passed 10 <sup>th</sup> Class Examination under 10 +2 system of education with science as one of the Subjects, or its equivalent and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.	1 Year

Electronics Mechanic	Should have passed 10 <sup>th</sup> Class Examination under 10 +2 system of education with science as one of the Subjects(Physics and Chemistry) and Mathematics or its equivalent and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.	1 Year
Mechanic (Diesel) Maintenance	Should have passed 10 <sup>th</sup> Class Examination or its equivalent and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	1 Year
Advance Welder	Should have passed 10 <sup>th</sup> Class Examination or its equivalent and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	1Year
Electronic/Information Technology	Should have passed 10 <sup>th</sup> Class Examination or its equivalent and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	1 Year
Instrument Mechanic	Should have passed 10 <sup>th</sup> Class Examination or its equivalent and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	1 Year
Refrigeration and Air conditioning Mechanic	Should have passed 10 <sup>th</sup> Class Examination under 10 +2 system of education with science as one of the Subjects(Physics and Chemistry) and Mathematics or its equivalent and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.	1 Year
Draughtsman(Civil)	Should have passed 10 <sup>th</sup> Class Examination under 10 +2 system of education with science as one of the Subjects(Physics and Chemistry) and Mathematics or its equivalent and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.	1 Year
	<b>Fresher (12<sup>th</sup>Std Science Stream)</b>	
Medical Laboratory Technician (Radiology)	Should have passed 12 <sup>th</sup> Class Examination under 10 +2 system of education with physics, chemistry and Biology	1Year and 3 Months(including one week basic training)
Medical Laboratory Technician (Pathology)	Should have passed 12 <sup>th</sup> Class Examination under 10 +2 system of education with physics, chemistry and Biology	1Year and 3 Months(including one week basic training)
	<b>Fresher (10<sup>th</sup>Std )</b>	
Fitter	Should have passed 10 <sup>th</sup> Class Examination under 10 +2 system of education	2 Years

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**Note:**

- (i) Request for change of Trade after selection will not be entertained. In respect of Ex-ITI quota, they will be trained in the Trade in which they are in possession of ITI certificate.
- (ii) Candidates selected for training will not be allowed to withdraw from training except for reasons, which are beyond their control. After commencement of the training, the candidates have to execute a contract of Apprenticeship.
- (iii) Those who willfully absent themselves are liable to refund the whole cost of their training as well as the amount paid as stipend as determined by the Central Apprenticeship Adviser.

**TRAINING PERIOD & STIPEND**

Act Apprentices will be paid stipend at the minimum rate as per the provision of Rule 11(1) of Apprenticeship Rules, 1992 (Revised stipend rate as per notification No.G.S.R.680(E) dated 22/9/2014)

1	During the first year of training	70% of minimum wage of semi-skilled workers notified by the respective State or Union Territory
2	During the second year of training	80% of minimum wage of semi-skilled workers notified by the respective State or Union Territory
3	During the third year of training	90% of minimum wage of semi-skilled workers notified by the respective State or Union Territory

Note: Where the minimum rate of wage for a trade is not notified by the State Government or Union Territory, then, the maximum of minimum wages of the Scheduled Employment notified by such State Government or Union Territory for semi-skilled workers shall be taken into account for paying the stipend in respect of the trade.

As prescribed under apprentice Act to the state/District and the period of training undergone in the ITI shall be taken into account for the purpose of determining the rate of stipend payable. Rates are liable to change as per rules and directives issued by Railway Board from time to time.

**HOW TO APPLY**

- (i) Applications must be submitted only in the prescribed format.
- (ii) One passport size photo should be pasted in the application in the space provided duly attested by Gazetted Officer.
- (iii) Applications form may be collected from the Chief Work shop Manager's Office/S&T/WS/Podanur, or Welfare inspector/S&T/WS/PTJ between 10.00 hrs and 13.00 hrs (on all working days) from **23.01.2018 to 22.02.2018**. The application can also be down loaded from the Website.

The Processing fee/Cost of application fee is `100(Rupees Hundred only) which is **not refundable** is to be enclosed with the application form in this connection necessary Postal order should be drawn in favour of the **Work Shop Personnel Officer/S&T Work Shop, Southern Railway-Podanur, Coimbatore-641 023 Payable at Coimbatore**

No processing/Cost of application fee for SC/ST/PWD/Women candidates but they should enclose the attested copy of the Community certificate issued by Competent Authority (Revenue Authorities not below the rank of Tahsildar for SC/ST and RDO for ST(in the case of Tamil Nadu Candidates)without which will not be entertained. ONLY ONE APPLICATION will be provided to one person and willing candidates may also apply for the same by taking photocopy of the application format enclosed along with the Notification. Any application without enclosing valid Postal order will summarily be rejected without any intimation in this regard. The processing fee/cost of application paid by the candidates or in the event of cancellation of notified vacancies will not be refunded.

**Submission of Application:** The filled in application may be sent by Ordinary Post/Dropped into the sealed box at S&T/Work shop/Podanur on or before **22.02.2018**super scribed as "Application for Apprenticeship Training Ex.ITP" /Fresher

Trade: and sent only by ordinary post /Registered post or drop at S&T/WSto

*The Work Shop Personnel Officer,  
Office of the Chief Work Shop Manager,  
Signal & Telecommunication Work Shop,  
Southern Railway - Podanur  
Coimbatore – District Tamil Nadu - 641 023*

vi) The colour photograph of 3.5cm x3.5cm (not earlier than three months from the date of application) with clear front view of the candidate without cap and sunglasses, should be pasted on the template in the space provided. Photostat copy of photo is not permitted. Administration may at any stage reject the application for pasting old/unclear photograph on the application or for any significant variations between photograph pasted in the application form and the actual physical appearance of the candidate. Candidates are advised to keep two additional copies of the same photograph ready for further process.

**Last Date of application:** The filled application should have reached to S&T/Work shop Podanur on or before **22.02.2018 17.15hrs.** The Administration is not responsible for any postal delay and the belated applications will not be entertained under any circumstances.

**Format of Application:** Applications submitted in any format, other than the one provided by this Administration will not be entertained. Incomplete and unclear applications NOT in conformity with any of the conditions of this notification will be summarily rejected.

Applications without requisite enclosures will be summarily rejected.

**MODE OF SELECTION:**

Selection will be on the basis of merit list prepared in respect of all the candidates who apply against the notification. The merit list will be prepared by Committee nominated for the purpose on the basis of percentage of marks in matriculation (with minimum 50% (aggregate) marks) plus ITI marks. The Minimum percentage of 50% marks in aggregated in matriculation which is not applicable to SC/ST/Ex-Servicemen/PWD candidates. In case of two candidates having the same marks, the

candidates having older age shall be preferred. In case the dates of birth are also same, then the candidate who passed matriculation exam earlier shall be considered first.

For the purpose of calculation of percentage of matriculation, marks obtained by the candidates in all subjects will be reckoned and not on the basis of marks of any subject or a group of subjects.

For the purpose of calculation of percentage of ITI marks, average marks mentioned in consolidated statement of marks for all semesters of the trade applied / marks mentioned in the Provisional National Trade Certificate issued by NCVT / SCVT will only be reckoned.

For the purpose of calculation of percentage of Marks of SSLC/SSC of candidates from Board of Secondary Education Andhra Pradesh, Board of Public Examination, Kerala etc Administration will take midpoint of range of grades obtained by the candidates. After obtaining midpoints of all the attempted subjects according to grades awarded, average will be calculated treating each subject is out of 100 marks, as there is no standard method or multiplying factor for calculation of average of matriculation for such Boards.

A final merit list will be prepared cluster/unit wise, trade wise and community wise, equal to the number of slots in the descending order of percentage of marks obtained by the candidate, as stated above.

Candidates finally enlisted would be subject to verification of original testimonials and being found fit in appropriate Medical examination by Railways as applicable for the Workshop and for the other Units.

When the prescribed numbers of persons belonging to the Scheduled Castes are not available, it will be filled by ST candidates. For ST slots, in case ST candidates are not available, they will be filled by SC candidates. If the prescribed training slots for SC/ST candidates cannot be filled even in the above given manner, then the training slots so lying unfilled will be filled by persons not belonging to the Scheduled Castes or the Scheduled Tribes i.e. Unreserved candidates. Similarly, the seats remaining unfilled by OBC candidates will be filled by candidates of unreserved category.

**Standard of Physical Fitness:**

The candidates should be free from evidence of any contagious or infectious disease. The candidates should not be suffering from any diseases which is likely to be aggravated by service or is likely to render him unfit for training or to endanger of health of the public Candidate should be free from evidence of tuberculosis in any form (active or healed)

Vision should be no evidence of any morbid condition of either eye or the lids of either eye which may be liable to risk or aggravation or recurrence.



The candidates satisfies the minimum standard of physical fitness as prescribed in the Apprentices Act/Rules and the standard prescribed for imparting training to the relevant trades which will be certified by a Railway Doctor.

**Higher Qualification:**

*Candidates with higher qualifications viz. Degree/Diploma and Polytechnic holders/Engineering Graduates are not eligible to apply.*

**Transfer Certificate:**

Original Transfer Certificate for completion of qualifying examination (Std. XII/ X/ VIII/ ITI) must be produced during verification of certificates. Transfer Certificate with higher qualifications will not be entertained.

**Enclosures:**

(i) *Original certificates should NOT be enclosed with the application.*

(ii) Necessary copy of certificate confirming pass in the course as on the date of the notification, mark list, Provisional Certificate/ National Trade Certificate (NTC) certificate/issued by NCVT/SCVT in the case of ITI, to be enclosed. Mere completion of a course is not sufficient.

iii) Proof for date of birth

(iv) Employment Exchange Registration Number issued by the State Government

(v) Candidates belonging to SC/ST/OBC communities should enclose a Community certificate in the format prescribed by the Central Government. Further, in case of OBC candidates, the certificate should specifically indicate that the candidate does not belong to the Person/Sections (Creamy Layer)

**OBC Certificate should not be older than one year from the date of closure of the Employment Notice**

(vi) *Persons with Disabilities:* He/ She should enclose a Disability Certificate issued by the competent Medical Board.

(vii) One Conduct certificate from Gazetted Officer

(viii) Other qualification /Experience if any

(ix) Copy of Aadhaar card duly mentioning the contact Mobile Number on the top right side

**OTHER CONDITIONS**

1.The selection and training are strictly in compliance with the provisions of Apprentice Act, 1961 and The decision of the Railway administration in all matters relating to eligibility, acceptance or rejection of the applications and mode of selection shall be final.

***NO EMPLOYMENT IS GUARANTEED TO THE APPRENTICES ON COMPLETION OF THEIR TRAINING.***Imparting Training in Railway will not confer any right to the candidates for their absorption in Railway after successful completion of training. In terms of Para-10 of Schedule V of the Apprenticeship Rules,1991, notified on 15.07.92 by the Ministry of Labour, it shall not be obligatory on the part of the employer to offer any employment to the Apprentice on completion of period of his/her apprenticeship training in his / her establishment. It shall not be obligatory on the part of the apprentice to

accept an employment under the employer. Imparting Training in Railway will not confer any right to the candidates for their absorption in Railway after completion of Training.

CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATURE AND NO CORRESPONDENCE WILL BE ENTERTAINED IN THE MATTER.

**2) COMMUNITY RESERVATION**

All candidates irrespective of community may be considered against UR vacancies. However against the vacancies earmarked for specific community (SC/ST/OBC), only candidates belonging to that community/ group will be considered. For this purpose, SC/ST/OBC candidates should furnish Caste Certificate from competent authorities as per the formats.

The candidates who indicate their community as SC or ST or OBC in their application form but do not enclose the Caste certificate in the prescribed format will not be considered as UR candidate and the application will be summarily rejected.

Candidates belonging to SC/ST/OBC who fulfill required educational qualification/technical qualifications can also apply against UR vacancies. They will, however, have to compete with the UR candidates. No age relaxation will be allowed to such SC/ST/OBC candidates applying against UR vacancies.

3) No daily allowance / conveyance allowance or travelling allowance will be paid to the candidates called for document verification. The selected candidates should abide by the rules and regulations framed by the Administration from time to time.

4) If any declaration furnished by the candidate is found to be false, he/she will be disqualified /terminated at any stage of the training period. Candidates should fill up the application in his/her own hand writing and must sign as well as put their thumb impression at the prescribed places. Signature at the time of application and document verification in different style or language may result in cancellation of candidature.

5) Selected candidates will have to undergo training wherever training is prescribed for the engagement.No Hostel accommodation will be provided and selected candidates will have to make their own arrangement during their training as per Apprentice Act 1961 and they will be released on completion of the training.

6)Every apprentice who has completed their apprenticeship training is to attend All India Trade test (to be conducted by the National Council for training in Vocational trades to determine the proficiency in the designated trade).They will be given a certificate of Proficiency in the trade by the National Council.

7) The Candidates should have the requisite Academic/Technical qualifications from recognized Institute for the relevant trade as on the closing date of submission of application. The applications of

the candidates who are Course completed but results waited/Certificates are awaited at the time of application will be rejected.

8) The Railway administration does not undertake any responsibility for sending reply to the candidates not selected or not called for. No correspondence in respect of the application submitted shall be entertained or replied by this office to any individual or organization.

**(G.Janarthanan)**  
**Workshop Personnel Officer**  
**Signal & Telecommunication/Work shop**  
**Southern Railway-Podanur**

**Copy to:**

Secretary to GM/Southern Railway/MAS – for kind information of GM

PCPO/MAS & PCSTE/MAS – for kind information

PA to CWM for kind information of CWM /S&T/PTJ

DRM(P)/SA,PGT,TVC–copy of the notification sent through Railmail for local publicity at your end

Sr.DME/SA,PGT,TVC&Sr.DME/ DLS/ ED,Sr.DME/ERS

CMS/RH/PGT

Sr.DEN/Co-ord/PGT,TVC

Sr.DEE/TRD/PGT,TVC &Sr. DEE/ELS /ED

Sr.DEE/G/PGT,TVC

Sr.DSTE/SA,PGT& TVC

DEE/MEMU/PGT

All Officers& Supervisory officials/ S&T/WS/PTJ

Dy.FA& CAO/W&S/PTJ,Dy CMM/S&T WS/PTJ

Principal /S&T/Training Centre /PTJ,

Chief Instructor/BTC/S&T/WS/PTJ

The Secretary/ SRMU, AI SC/STREA & AIOBCREA- S&T/WS/PTJ

Notice Board /S&T/WS/PTJ Shop & CWM/ Office/PTJ

The Regional Director and Regional Central Apprenticeship Advisor, Guindy, Chennai 32.

The Zonal Director, Backward Class Welfare, South zone Govt of India, Dept of Social Welfare, Chennai

The President, Tamil Nadu HarijanSevakSangh, No.36 Ist Avenue Ashok Nagar, Chennai-600 083

The Asst.Director/RI Centre/Government ITI/Coimbatore/ Mettur, Palakkad/Kalamassery/ Trivandrum

The Principal/ Industrial Training Institute/ Coimbatore, Dindigul, Pollachi, Dharapuram, Erode, Palakkad, Malmpuzha, Ernakulam, Tiruvandrum

The District Employment Officer, Employment Exchange Coimbatore, Erode, Salem Nilgiris, Palakkad, Ernakulam, Trivandrum. Copy of the employment Notice No.1 date; is forwarded. They are requested to sponsor the Names of suitable candidates who have registered their names with suitable instructions to such candidates to apply in the forms prescribed in the notification.



**SOUTHERN RAILWAY**

Application Reg.No

Application Serial No

Application Form for engagement of Act /Trade Apprentice under the Apprentices Act.1961

(Note: Please read the instructions carefully before filling up the application)

Application for EX.ITI  
(Tick Mark)

Application for Fresher  
(Tick Mark)

Paste recent passport size photo (3.5cmX3.5cm) not earlier than 3 months from the date of application with clear front view without cap and sunglass  
**Should be attested by Gazetted officer**

1	Name (in Block letter) (As in Matriculation certificate)	
2	Name of Father/Mother/Husband (As in Matriculation certificate)	
3	Full Postal Address (in block letters)	District: State : Pin code: Mobile No :
4	Aadhaar No (Proof to be enclosed)	
5	Gender (Male /Female)	
6	Date of birth(in Christian era) & Age as applying	/
7	Religion (Hindu/Muslim/Christian/others)	
8	Community : General/OBC/SC/ST (Attached certificate in case of OBC/SC/ST) OBCCertificate should not be older than one year from the date of closure ofthe Employment Notice with contain Non creamy layer clause)	
9	Whether Physically Challenged(Yes/No) if yes details	

**Educational Qualification for Act Apprentices (Ex.ITI candidates)**

Academic *8 <sup>th</sup> / 10 <sup>th</sup> Std	Total Mark out of	% of marks	Duration of Course	Name of the institution
	/			
Applying Trade (studied in ITI)	Total Mark out of	% of marks	Duration of Course	Name of the institution
	/			

(\*8<sup>th</sup> std may be considered against Welder/Painter/carpenter/Wireman Trades only the sufficient candidates had not applied at 10<sup>th</sup> std)

**Educational Qualification for Trade Apprentices (Fresher to the Trade of Fitter)**

Academic Qualification (10 <sup>th</sup> Std)	Total Mark out of	% of marks	Duration of Course	Name of the institution
	/			

**Educational Qualification for Trade Apprentices (Fresher to the Trade of Radiology /Pathology)**

Mark secured in 12 <sup>th</sup> Std (Physics, Chemistry and Biology Subject) out of	% of marks	Name of the institution	Applying Trade Radiology / Pathology
/			

10	Whether enrolled as Apprentice earlier(Yes/No)	
11	Postal Order No & date for the amount of `100 (Exemption SC/ST/PH/Women candidates)	Reason for exemption:
12	Personal Identification marks (as given in Transfer certificate)	1) 2)
13	Whether the wards of serving employee (yes or no) if yes fulfill the format annexed	
14	Ex-Servicemen (Yes or No)	
15	List of documents enclosed with Gazetted officer attestation	

**Declaration of the candidate**

I do hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or in case any ineligibility is detected before, during or after document verification my candidate will stand cancelled and all claims for engagement forfeited.

Signature of candidate (not in capital/Spaced out letter)	Left hand thumb impression	Date:
		Place:

**Check list (Office Use only)**

Details	Yes	No
Application is in the prescribed format		
Photo attestation by Gazetted officer		
Candidate signature in the application form		
Proof enclosed for Date of Birth ,Community, Academic Qualification and Technical qualification (Attested by Gazetted officer)		
Crossed Postal order enclosed ( General/OBC)		

**Grounds of rejection pertaining to applicants**

1	Applications, which are not submitted in format given	
2	Coloured Photograph as prescribed not pasted on the application/without photo Attested by Gazetted officer	
3	Not signed /incompletely signed/illegible signed application/incomplete or illegible application/application signed with capital/spaced out letters	
4	Under - age or Over – age, Date of birth not filled or wrongly filled	
5	Crossed postal order not enclosed,less fees enclosed, invalid IPO, IPO purchased before date of issue of notification and after closing/ other than IPO/less	
6	Copy of OBC/SC/ST community certificate not enclosed belonging to the respective categories	
7	Left & right thumb impression not submitted/blurred/smudged/only left or right thumb impression submitted and Identification marks column not filled up	
8	Non-enclosure of certificate/without Gazetted officer attestation on certificates/No proof enclosed (8 <sup>th</sup> /10 <sup>th</sup> 12 <sup>th</sup> Mark sheet/ ITI mark sheet /Provisional certificate issued by NCVT/SCVT)	
9	Not applied against trade mentioned on notification / irrelevant trade	
10	Not possessing the prescribed % of mark (10 <sup>th</sup> /12 <sup>th</sup> ITI) 50% UR/OBC	
11	Polytechnic, Diploma and Degree Graduate holders	
12	More than one application in single envelop/ double or multiple applications	
13	Any wrong information entered in application form/ Non-compliance of any other instruction/requirement/ Addressed to other unit	
14	Application received before the date of publication of notification and application received after the closing date of notification	
15		

Eligible  
(Tick Mark)

Ineligible  
(Tick Mark)

Committee Member-1

Committee Member-2

Committee Member-3

## Conduct certificate

This is to certify that Shri-----

S/o ----- is known to me for the last ----- years

his/her conduct and character are -----

Signature:

Name

Designation with rubber stamp

### *Certification (for wards of serving Railway employees)*

This is to certify that Mr./Mrs \_\_\_\_\_ Father/Mother/Husband of

Shri/Smt \_\_\_\_\_ is working as \_\_\_\_\_ in

\_\_\_\_\_

Date:

Office Seal:

Designation:

Signature of the supervisory official

Name :

(Note: The wards of serving Railway employees should get the above certification from their immediate supervisor)

**Form-II**

**Disability Certificate**

*(In cases of amputation or complete permanent paralysis of limbs and in cases of blindness)*

*(See rule 4)*

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size  
Attested  
photograph  
(showing face  
only) on the person  
with disability

Certificate No. \_\_\_\_\_ Date: / / \_\_\_\_\_  
 This is to certify that I have carefully examined  
 Shri/Smt./Kum \_\_\_\_\_  
 Son/wife/daughter of Shri \_\_\_\_\_ Date of  
 Birth \_\_\_\_\_ Age \_\_\_\_\_ years, male/female \_\_\_\_\_  
 (DD / MM / YY) Registration No. \_\_\_\_\_ permanent resident of House  
 No. \_\_\_\_\_  
 Ward/Village/ \_\_\_\_\_ Street \_\_\_\_\_ Post  
 Office \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_ whose  
 photograph is affixed above, and am satisfied that :

(A) He/she is a case of:

Locomotor disability  Blindness (Please tick as applicable)

(B) The diagnosis in his/her case is .....

(A) He/she has ..... % (in figure).....percent (in words) permanent physical impairment/blindness in relation to his/her..... (part of body) as per guidelines (to be specified).

2.The applicant has submitted the following documents as proof of residence:-

Nature of Document	Date of issue	Details of authority issuing certificate

\_\_\_\_\_  
 (Signature and Seal of Authorized Signatory of  
 Notified Medical Authority)

\*

\*Signature/Thumb impression of the person in whose favour disability certificate is issued



**Form-III**  
Disability Certificate

(In cases of multiple disabilities)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

(See rule 4)

Recent PP size Attested photograph (showing face only) on the person with disability
--

Certificate No. \_\_\_\_\_ Date: / / \_\_\_\_\_

This is to certify that we have carefully examined  
Shri/Smt./Kum \_\_\_\_\_ son/wife/daughter of Shri  
\_\_\_\_\_ Date of Birth \_\_\_\_\_

(DD / MM / YY) Age \_\_\_\_\_ years, male/female \_\_\_\_\_

Registration No. \_\_\_\_\_ permanent resident of House  
No. \_\_\_\_\_ Ward/Village/ \_\_\_\_\_

Street \_\_\_\_\_ Post Office \_\_\_\_\_

District \_\_\_\_\_ State \_\_\_\_\_ whose photograph is affixed  
above, and are satisfied that :

(A) He/she is a Case of Multiple Disability. His/her extent of permanent physical Impairment/disability has been evaluated as per guidelines (to be Specified) for the disabilities ticked below, and shown against the relevant disability in the table below:

Sl. No	Disability	Affected part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	\$		
5	Mental retardation	X		
6	Mental-illness	X		

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (to be specified), is as follows:-

In figures:- \_\_\_\_\_ percent.

In words:- \_\_\_\_\_ percent.

2. This condition is progressive/non-progressive/likely to improve/ not likely to improve.

3. Reassessment of disability is:

(i) not necessary, or (ii) is recommended / after \_\_\_\_\_ years \_\_\_\_\_ months, and therefore this certificate shall be valid till \_\_\_\_\_ (DD) (MM) (YY)

@ e.g. Left/Right/both arms/legs

# e.g. Single eye/both eyes.

\$ e.g.: Left/Right/both ears.

4. The applicant has submitted following document as proof of residence:-

Nature of Document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and seal of Member	Name and seal of Member	Name and seal of Member

Chairperson

*
---

\*Signature/Thumb impression of the person in whose favour disability certificate is issued

**Form-IV****Disability Certificate**

(In cases other than those mentioned in Forms-II and III)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

(See rule 4)

Recent PP size Attested photograph (showing face only) on the person with disability
--

Certificate No. \_\_\_\_\_

Date: / /

This is to certify that I have carefully examined Shri/Smt./Kum  
\_\_\_\_\_ son/wife/daughter of Shri  
\_\_\_\_\_ Date of Birth \_\_\_\_\_

(DD / MM / YY) Age \_\_\_\_\_ years, male/female \_\_\_\_\_

Registration No. \_\_\_\_\_ permanent resident of House No. \_\_\_\_\_

Ward/Village/ \_\_\_\_\_ Street \_\_\_\_\_ Post \_\_\_\_\_

Office \_\_\_\_\_ District \_\_\_\_\_

State \_\_\_\_\_ whose photograph is affixed above, and am satisfied that  
he/she is a case of \_\_\_\_\_ disability. His/her extent of percentage physical  
impairment/disability has been evaluated as per guidelines (to be specified and is shown against the  
relevant disability in the table below:-

S.No	Disability	Affected part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	\$		
5	Mental retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable)

2. The above condition is progressive/non-progressive/likely to improve/ not likely to improve.

3. Reassessment of disability is: (i) not necessary, OR (ii) is recommended/ after \_\_\_\_\_ years \_\_\_\_\_ months, and therefore this certificate shall be valid till \_\_\_\_\_

(DD) (MM) (YY)

@ e.g. Left/Right/both arms/legs

# e.g. Single eye/both eyes.

\$ e.g.: Left/Right/both ears.

4. The applicant has submitted following document as proof of residence

Nature of Document	Date of issue	Details of authority issuing certificate.

(Authorized Signatory of notified Medical Authority)

(Name and Seal)

{Countersignature and seal  
of the CMO/Medical Superintendent/  
Head of Government Hospital, in  
case the certificate is issued by a  
medical authority who is not a  
servant government (with seal)}

*
---

\*Signature/Thumb impression of the person in whose favour disability certificate is issued

**Note:** In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

**Note:** The principal rules were published in the Gazette of India vide notification number S.O.908 (E) dated the 31st December, 1996.

**Annexure-VI**

**NAME & ADDRESS OF THE INSTITUTE /HOSPITAL DISABILITY CERTIFICATE**

Certificate No.....

1.This is certified that Smt./Shri Kum\*..... son/daughter of Shri..... age.....sex Male/Female having identification marks as below is suffering from permanent disability of following category:

- A. Locomotor or cerebral palsy:  
 (i)BL-Both legs affected but not arms.  
 (ii)BA-Both arms affected:  
 (a)Impaired reach (b) Weakness of grip  
 (iii)OL-One leg affected (right or left)  
 (a)Impaired reach (b) Weakness of grip (c)Ataxic  
 (iv)OA-One arm affected (right or left)  
 (a)Impaired reach (b)Weakness of grip (c)Ataxic  
 (v)BH-Stiff back and hips(cannot sit of stoop)  
 (vi)MW-Muscular weakness and limited physical endurance.  
 B. Blindness or Low Vision: (i) B-Blind (ii)PB-Partially Blind  
 C. Hearing Impairment: (i) D-Deaf (ii)PD-Partially Deaf  
 (Delete the category whichever is not applicable)

Paste here your recent coloru photo showing the disability(The photograph should be attested by the chairperson of the Medical Boar

\* Signature of candidate

2. This is certified that Smt./Shri/Kumari ..... being unable to perform the Typing Skill Test because of his/her physical disability i.e. .... (indicate the category whichever is applicable) may be exempted from Typing Skill Test.

3. This condition is progressive/non-progressive/likely to improve/not likely to improve. Reassessment of this case is not recommended/is recommended after a period of.....years.....months.

4. Percentage of disability in his/her case is .....%

5. Smt./Shri/kum.....meets the following physical requirement for:

- |   |        |
|---|--------|
| i. F-Can perform work by manipulating with fing   | Yes No |
| ii. PP-Can perform work by pulling and pushing    | Yes No |
| iii. L-Can perform work by lifting                | Yes No |
| iv. KC-Can perform work by kneeling and crouching | Yes No |
| v. B-Can perform work by bending                  | Yes No |
| vi. S-Can perform work by sitting                 | YesNo  |
| vii. ST-Can perform work by standing              | YesNo  |
| viii. W-Can perform work by walking               | Yes No |
| ix. SE-Can perform work by Seeing                 | Yes No |
| x. H-Can perform work by hearing/speaking         | Yes No |
| xi. RW-Can perform work by reading and writing    | Yes No |

Signature of Doctor) Name: Registration No. Member, Medical Board	Signature of Doctor) Name: Registration No. Member, Medical Board	Signature of Doctor) Name: Registration No. Member, Medical Board

\*Please delete the words which are not applicable

Place:

Date: \_\_\_\_\_ Counter signature of the Medical Superintendent/ CMD/ \_\_\_\_\_ Head of Hospital (with seal)

**Note:** (1) According to the Persons with Disabilities (Equal Opportunities, Protection of Right and Full Participation) Rules, 1966 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-Section (1) and (2) of section 73 of the Persons with disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central or the State Government. The State Government may constitute a Medical Board consisting of at least three members out of whom at least one shall be a specialist in the particular field for assessing the locomotor/hearing and speech/Visual disability. (ii) The certificate would be valid for a period of 5 years of those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as 'permanent.