



Notification: HAL/KPT/U(A)/APP/2018/86

Dt. 23/08/2018

NOTIFICATION

Sub: Apprenticeship training program for Trade Apprenticeship (Ex-ITI)

Online Applications through **DGET PORTAL** are invited from the eligible ITI/ITC passed candidates for Apprenticeship Training at T&DI, HAL, Koraput Division, under Apprenticeship Act 1961 in the following trades:

TRADE	Fitter	Turner	*Machinist	Foundry Man (Moulder)	Welder (G&E)	Electrician
Year of Apprentice Training	1 Year	1 Year	1 Year	1 Year	1 Year	1 Year

* In Machinist Trade Machinist (Grinder) trade are not eligible.

1. ELIGIBILITY CRITERIA:

- Candidate must be an Indian National.
- Candidates must have passed respective ITI/ITC.
- Age: 14-23 years as on 01.08.2018 in case of General candidates. Upper age limit is relaxable by 5 years for SC/ST category, by 3 years for OBC (Non creamy layer) category, 10 years for PWD category as per Govt. guidelines.

2. SELECTION PROCEDURE:

- A common merit list will be prepared for each trade, based on the marks scored in the qualifying examination (70% weightage for HSC/10th marks and 30% weightage for ITI/ITC marks) and as per other rules and regulations in vogue and candidates will be selected for the Apprentice Training from the merit list.
- Reservation will be applied as per Apprenticeship Act.
- On provisional selection as at para 2 (a), the candidates are required submit the latest medical fitness certificate obtained from any of the Govt. Hospitals/Doctors. Medical Fitness certificates obtained on or after the date of their selection against this notification at HAL will only be considered. Candidates, who found suitable in medical test & document verification, shall only be engaged as Trade Apprentice under the Apprentices Act 1961.
- Candidates must obtain Police Clearance Certificate from the Commissioner / Superintendent of Police from the place where the candidate resides and join the training within the stipulated time.

3. INSTRUCTIONS ON "DGET PORTAL REGISTRATION":

- The candidates have to register as an **Apprentice** in the DGET, Government of India's portal; www.apprenticeship.gov.in / **apprenticeship / apprentice registration**). Candidate must select "Establishment Search" and select "HAL, Koraput" for undergoing training at HAL, Koraput.
No other mode of application is allowed.
- Aadhar card No. (UID No) shall be entered correctly while registration and the name and date of birth shall match with the HSC/10th class certificate. In case of any discrepancy in these details, may please be corrected before the last date of registration, otherwise your application/Registration will be rejected.
- Incomplete applications and applications submitted without uploading required attachments will be rejected.
- 10th & ITI certificates along with 'marks lists' (Compulsory) are must be uploaded. Registrations without uploading marks lists of 10th & ITI will be rejected.**
- Candidate's photo and the certificates uploaded must be visible clearly.
- Registrations completed on or before 06-09-2018 will only be considered.
- For enquiries and issues related to DGET portal, candidates are requested to contact helpline numbers mentioned in the portal. HAL will not entertain any correspondence in this regard.

4. GENERAL INSTRUCTIONS:

- h) Academic qualifications must be 10th class (regular) for all the trades and ITI in concerned trade. Candidates with Open school (NIOS) / correspondence /part time qualifications are not eligible to apply.
- i) No TA/DA will be paid to the applicants who called for the selection process.
- j) The selected candidates will be taken as Trade Apprentices for a period of one year as per their trade on a consolidated stipend at the revised rates under Apprentices Act, 1961.
- k) The candidates belonging to OBC must produce valid Other Backward Classes Certificate in the format for applying for admission to Central Educational Institutions under the Government of India at the time of document verification.
- l) After Completion of Apprenticeship Training shall not confer any right and/or preferential claim in the matter of employment in HAL.
- m) Further HAL reserves the right to raise the eligibility criteria to restrict the number of candidates and also fill up the seats or alter the number of seats or even cancel the whole process of selection without assigning any reason.
- n) Suppression of any factual information or furnishing false information / forged documents will result in disqualification / legal action.
- o) Short listed candidates must produce following original documents during verification.
- i) R DAT Registration Number (which was send to your mail id)
 - ii) 10th/HSC or equivalent mark sheet
 - iii) Certificate of Proof for reservation category (SC/ST/OBC/PH/Ex-Serviceman)
 - iv) Each semester mark sheets/consolidated mark sheet of ITI/ITC examination.
 - v) ITI Leaving Certificate/College Leaving Certificate.
 - vi) Provisional Trade Certificate.
 - vii) Police Clearance Certificate
 - viii) Medical Test Certificate
 - ix) Aadhar Card
 - x) PwD certificate (if any)
 - xi) Recent Passport Size Photo 5 Nos.

5. WARDS (SON/DAUGHTER) AND SPOUSE OF HAL EMPLOYEES:

In addition to online application (**Online application in DGET portal is a must**) wards (Son/daughter only) and spouse of Serving employees/Retired/Deceased employees of HAL are required to fill-up the enclosed format (**Annexure-I**), mentioning their DGET registration No. along with attached documentary proof of relation with HAL employee and drop the same in the prescribed box kept at **Training & Development Institute, Koraput Division, Sunabeda, Odisha** on or before **06.09.2018, by 3.00PM**

6. APPLICANTS FROM ADOPTED VILLAGES AND WARDS (CHILDREN) OF CONTRACT LABORS:

In addition to online application (**Online application in DGET portal is a must**), applicants from adopted villages and Wards of Contract Labors of HAL, Koraput Division are also required to fill-up the enclosed format (**Annexure-II**) and (**Annexure-III**) mentioning their DGET registration No. along with attached documentary proof of residence/nativity certificate, Medical Card issued by IR Department of adopted village and Security ID card for Contract labors and drop the same in the prescribed box kept at **Training & Development Institute, Koraput Division, Sunabeda, Odisha** on or before **06.09.2018, by 3.00PM**

Last date for Registration with DGET Portal is: 06.09.18.
Registrations done after due date will not be considered.



Proforma of wards of serving/retired/deceased employees of HAL, Koraput

Sir,

I, _____, the undersigned am son/daughter/Spouse of Shri/Smt. _____, who is /was an employee of HAL, Koraput Division.

My details:

DGET Apprenticeship registration No.	
Date of Registration	
Name of parent	Shri/Smt.:
PB No. of parent	
Relation with employee	Own Son/Daughter/Spouse:
Serving/Retired/ Deceased	

NOTE: Please enclosed ID proof of your parent i.e (HAL ID card)

The above information furnished by me is true to the best of my knowledge.

Signature of the candidate

Certification by HR
(To be obtained by the parent employee)

The information provided by the candidate is verified and found to be correct as per his/her personal records.

Signature of HR-ERM

Annexure -II

Proforma of Residents from Adopted Villages of HAL, Koraput Division

Sir,

I, _____, the undersigned am son/ daughter of Shri/Smt _____, is a native of the Koraput District in the state of Odisha and my family ordinarily resides at Village _____, P.S _____, Tahsil _____.

My details:

DGET Apprenticeship registration No.	
Date of Registration	
Village of residence	
Residence/Native Certificate No.	
Residence certificate attached	Yes / No

NOTE: Please enclose Medical Card of your family which was issued by IR Dept.

The above information furnished by me is true to the best of my knowledge.

Signature of the candidate

Annexure -III

Proforma of wards (Children) of Contract Laborer of HAL, Koraput Division

Sir,

I, _____, the undersigned am son/ daughter of Shri/Smt. _____, who is a Contract Laborer of HAL, Koraput Division.

My details:

DGET Apprenticeship registration No.	
Date of Registration	
Name of Contract Laborer	Shri/Smt.:
Security Pass No.	
Date of Issue	
Valid upto	
Relation with Contract Laborer	Own Son/Daughter:
Work Order No.	

NOTE: Please enclose Security Entry Pass of your parent.

The above information furnished by me is true to the best of my knowledge.

Signature of the candidate
