



**रेलवे भर्ती प्रकोष्ठ, पश्चिम मध्य रेल**  
**Railway Recruitment Cell, West Central Railway**  
 आर.बी.-IV, 290, स्टेशन रोड, साउथ सिविल लाइंस, जबलपुर.482001  
 RB- IV, 290, Station Road, South Civil lines, Jabalpur-482001  
 Website:-www.wcr.indianrailways.gov.in



Notification No. 03/2022 Act Apprentice

Date : 17/11/2022

**NOTIFICATION**

**Sub: Engagement of Apprentices under the Apprentices Act, 1961 over West Central Railway for the year 2022-2023**

Online Application submission Date	18/11/2022
Online Application Closing Date & Time	17 /12/2022 at 23:59 hrs.

ONLINE applications are invited from eligible candidates for engagement of Apprentices for training under the **Apprentices Act, 1961** in the designated trades at Units/Workshops in the West Central Railway for **2521** Slots. No other mode of submission of applications shall be entertained.

- Candidates should note and take cognizance of the fact that this is a Centralized Notification for engagement of Apprentices under the Apprentices Act, 1961 for West Central Railway Divisions/Units. According to merit, division/unit will engage the apprentices.
- Apprentices will be engaged in the various Units and trades mentioned in Annexure "A". Unit wise slots are given below :-**

Unit	Number of Slots/Seats						PwBD				Ex. SM
	UR	SC	ST	OBC	EWS	Total	LD	VI	HI	MD	
JBP Division	354	137	63	240	90	884	7	6	11	8	24
BPL Division	250	91	46	166	61	614	9	4	5	1	17
KOTA Division	276	104	52	185	68	685	6	6	7	7	18
WRS KOTA	64	24	12	44	16	160	2	1	1	0	4
CRWS BPL	93	16	6	35	8	158	3	1	1	0	3
HQ JBP	9	3	2	4	2	20	0	0	0	0	0
<b>Total</b>	<b>1046</b>	<b>375</b>	<b>181</b>	<b>674</b>	<b>245</b>	<b>2521</b>	<b>27</b>	<b>18</b>	<b>25</b>	<b>16</b>	<b>66</b>

- ELIGIBILITY CONDITIONS: Age (Age limit as on 17/11/2022)**
  - The candidates should have completed 15 years of age on 17/11/2022 and should not have completed 24 years of age as on the cut-off date of Notification.
  - Upper age limit is relaxable by 05 years in case of SC/ST candidates, 03 years in case of OBC candidates.
  - For Persons with Benchmark Disability (PwBDs), upper age limit is relaxed by 10 years (15 year for SC/ST and 13 years for OBC).
  - 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.
  - The candidate who want to avail the benefit of reservation of SC/ST, must produce his/her Caste certificate on Central Government format issued by appropriate authority as per sample **Annexure-B** at the time of Document Verification. Similarly, candidates who want to avail the benefit of reservation of OBC, must produce Caste certificate and Non-Creamy Layer Certificate on Central Government format issued by appropriate authority as per sample **Annexure-C** at the time of Document Verification. OBC Certificate should not be older than one year from the date of closure of this Notification.
  - The candidates who want to avail the benefit of reservation of Ex-servicemen and Armed Forces Personnel, must produce Discharge certificate and in case of children of Ex-servicemen and children of Armed Forces Personnel, they must produce discharge certificate or Armed Forces serving certificate respectively (as the case may be) of his/her parents at the time of document verification.

**4. ELIGIBILITY CONDITIONS: MINIMUM EDUCATIONAL QUALIFICATION**

The candidate must have passed 10<sup>th</sup> class examination or its equivalent (under 10+2 examination system) with minimum 50% marks, in aggregate, from recognized Board and also should possess the National Trade Certificate in the notified trade issued by NCVT/SCVT.

**Note :-**

1. The candidates should have already passed the prescribed qualification on the date of issue of Notification. Candidates appearing in the qualifying examination and candidates whose result of qualifying examination awaited are not eligible.
  2. Engineering Graduates and Diploma holders are not eligible to apply for apprenticeship in response to this notification as they are governed by separate scheme of apprenticeship.
- 5. ELIGIBILITY FOR THE PERSON WITH BENCHMARK DISABILITY FOR ENGAGEMENT AS APPRENTICES**

The PwBD candidates who suffers from not less than 40% of relevant disability and in case of Hearing Impaired having 60 decibels or more in the better ear in the conversational range of frequency are eligible to apply.

**For Persons with Benchmark Disability (PwBD), the maximum Disability is detailed Category-wise & Trade-wise as under :**

**5.1. Locomotor Disability (LD)**

TRADES	Maximum Disability Requirement
Carpenter	One upper and lower limb partially damaged can be accommodated
Computer Operator cum Programming Assistant	Both Lower limb can be accommodated
Draughtsman (Civil)	Partially without both legs or without one leg and upper left limb damaged can be accommodated
Electrician	Partially lower limb candidates can be accommodated
Fitter	Lower limb partially damaged from one side can be accommodated
Painter (General)	One upper and lower limb partially damaged can be accommodated.
Plumber	A person without one or two finger of foot and hand can be accommodated
Welder (Gas & Electric)	A person without leg and without three finger of one hand can be accommodated

**5.2. Visual Impaired (VI) :**

TRADES	Maximum Disability Requirement
Black smith (Foundryman)/ Carpenter/ Computer Operator cum Programming Assistant/ Electrician/ Fitter/ Painter (General) / Plumber	Low vision means a person with impairment of vision of less than 6/18 to 6/60 with best corrections in the better eye or impairment of field in any one of the following categories: i. Reduction of fields less than 50 degrees. ii. Heminaopia with macular involvement. iii. Altitudinal defect involving lower fields.

**5.3. Hearing Impaired (HI) :**

TRADES	Maximum Disability Requirement
Black smith (Foundryman)/ Carpenter/ Computer Operator cum Programming Assistant/ Electrician/ Fitter/ Mason (Building & Constructor)/Diesel Mechanic/ Painter(General)/ Plumber/Welder (Gas & Electric)/Wiremen	i. Deaf ii. Dumb iii. Deaf & Dumb

**5.4. Multiple Disabilities (MD) :** Those PwBD candidates who have more than one disability will be treated as Multiple Disabilities (MD).

**5.5.** Person with Benchmark Disability (PwBD) 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).

- 5.6. Other than above mentioned Persons with Benchmark Disabilities (PwBD) candidates should not apply as PwBD, and, they will not be eligible for such concessions/facilities.

## 6. **MODE OF SELECTION:**

- 6.1. Selection will be done on the basis of merit list prepared in respect of all the eligible candidates who apply against the notification. The merit list will be prepared on the basis of average marks obtained in 10<sup>th</sup> class examination or its equivalent (under 10+2 examination system) plus ITI/Trade marks.
- 6.2. On the basis of trade/division/unit opted by the candidate, merit list will be prepared ie. Trade wise, division/unit wise & community wise.
- 6.3. The concerned division/unit as per the merit list, will call the candidates for verification of documents as per the extant rules. Once the candidate is found suitable in all respect, the concerned division/unit will engage the candidates.
- 6.4. In case of two candidates having the same marks, the candidates with older age shall be given preference. In case the dates of birth are also the same, then the candidate who passed matriculation examination earlier shall be considered first.
- 6.5. A final merit list will be prepared trade wise, division/unit 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.
- 6.6. In case any particular trade in any division/unit short fall happened, in such circumstances, RRC reserved the right to allot, waiting list candidates of that particular trade of other division/unit as per the merit.

## 7. **HOW TO APPLY:**

### 7.1 **Application Fee:**

Candidates should submit application fee for an amount mentioned below :

Sl No	Category	Amount to be submitted/Fee
i)	For all candidates except those mentioned, in (ii) below	100/- (One Hundred Only).
ii)	SC/ST, Persons with Benchmark Disabilities (PwBD), Women	NIL

### 7.2. **Procedures for payment of examination fees:-**

- Payment will have to be made online through payment gateway as part of online application process.
- The payment can be made by using debit card / credit card / Internet Banking / e-wallets, etc. by providing information as asked on the system.
- For online payment/refund, transaction charges, if any, will be borne by the candidate.
- If the online transaction is not successfully completed, please login again and make Payment for the same.
- Once fee paid, will not be refunded in any circumstances.

### 7.3. **Documents required for applying ONLINE:**

Before filling of online application, candidates are advised to keep legible scanned copy of following documents ready with them:

#### 7.3.1 **Photograph and signature JPG/JPEG format having file size 20kb -50kb,**

- Recent Passport size photograph with clear front view of the candidate's face having pixel size of 100 x 120.
- Specimen signature having pixel size of 160 x 70.

#### 7.3.2 **Certificates (pdf format having file size 50kb-200kb):**

- Std 10<sup>th</sup> mark sheet
- Std 10<sup>th</sup> Pass Certificate

- iii) Community certificate for SC/ST/OBC/EWS (if applicable)
- iv) PwBD certificate (if applicable).
- v) ITI certificate & mark sheet issued by NCVT/SCVT.

**7.4. Procedure to be followed for applying online:**

7.4.1 Candidates are required to apply ONLINE by visiting [www.wcr.indianrailways.gov.in](http://www.wcr.indianrailways.gov.in) (Path – **About us->Recruitment->Railway Recruitment Cell->Engagement of Act Apprentices for 2022-23**) Detailed instructions for filling up ONLINE applications will be available on the website.

7.4.2 Candidates are required to click on the link provided for filling ONLINE applications and fill up the personal details/BIO- DATA etc carefully.

**NOTE-I:** Candidates should ensure that their name, father's name, date of birth is exactly as recorded in Matriculation (10<sup>th</sup>) or equivalent certificate. Any deviation found during Document Verification will lead to cancellation of candidature and also debarment.

**NOTE-II:** Candidates are advised to indicate their active mobile number and valid e-mail ID in the ONLINE application and keep them active during the entire engagement process as all important messages will be sent by email/SMS which will be treated as deemed to have been read by the candidates.

7.5 The candidates must go through the available training slots vis-a-vis their ITI Trade thoroughly and select particular trade of respective divisions/units. They will be considered as per their merit position.

7.6 Candidates have to keep printouts of their Online application. If found Eligible, he/she will be called for Document Verification and the print out of Online application is required to be produced at the time of Document Verification.

7.7 For convenience of candidate, place of DV (document/certificate verification) will be held at RRC/Jabalpur, Jabalpur division, Bhopal division, Kota division, CRWS Bhopal & WRS Kota, however document verification will be conducted at the applied unit only. Any request for change of place of DV will not be entertained under any circumstances.

7.8 As per the exigencies, RRC Jabalpur reserves the right to change the place of DV.

**NOTE:** To avoid last minute rush, candidates are advised in their own interest to submit ONLINE application well in advance before the closing date.

**8. INVALID APPLICATIONS:**

The applications having any of the following deficiencies/discrepancies or irregularities will be summarily rejected:

- i) Application without proper scanned photograph and signature.
- ii) Application without proper certificates, in respect of date of birth, educational/vocational qualifications
- iii) Caste (EWS/SC/ST/OBC & OBC declaration) certificate and other certificates should be obtained from the appropriate authority in the prescribed format.
- iv) Any other deemed irregularity.

**9. TRAINING PERIOD & STIPEND**

9.1 Selected candidate will be engaged as apprentices for the period as applicable for the designated trade and they will be paid stipend during their training as per extant rules.

9.2 No Hostel accommodation will be provided and selected candidates will have to make their own arrangement during their training as per Apprentices Act 1961 and they will be released on completion of the training.

**10. AGREEMENT OF TRAINING**

Before commencement of the Apprenticeship training in the designated trade, the selected candidate or, if he/she is a minor then, his/her guardian has to enter into a Contract of Apprenticeship with the employer.

**11. MEDICAL FITNESS**

A person shall be eligible for being trained under the Apprentices Act, 1961 and Apprenticeships Rules, 1992, as amended from time to time, selected candidates should produce a medical certificate at the time of document verification in the prescribed form

(Annexure 'F') signed by the Government Authorised Doctor (Gaz.) not below the rank of Assistant Surgeon of Central/State Hospital.

12. **HELP DESK**

For any assistance during the online submission and printing of application forms the candidates can call the following help line numbers from 09 AM to 06 PM (Excluding Public Holidays and Sundays): **08125930726**

They can also send email to **rrc.jblpr2022@gmail.com**

13. **IMPORTANT INSTRUCTIONS**

- 13.1 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.
- 13.2 **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 Labor, 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.**
- 13.3 Canvassing in any form will disqualify the candidature and no correspondence will be entertained in the matter.
- 13.4 The number of training slots shown in this Notification are provisional and the same are liable to increase or decrease depending upon the actual needs of the administration at the time of finalization of select list.
- 13.5 Before applying, the candidates should ensure that he/she fulfils the eligibility and other criteria, at any stage of engagement and if erroneously engaged, such candidates shall be summarily removed without notice.
- 13.6 The candidates are required to produce original testimonials for verification. If it is noticed by the Railway administration that the applicant has furnished wrong/fake Certificates/false certificates, the Railway administration reserves the right to remove the candidate/ selected candidate at any stage without notice even after his selection to undergo training.
- 13.7 **No daily allowance / conveyance allowance or travelling allowance will be paid to the candidate who will be called for document verification.**
- 13.8 After selection for engagement, request of candidate to change the Division/Unit and trade will not be considered.
- 13.9 **The list of selected candidates who will be called for Document Verification will be uploaded on website of WCR visiting [www.wcr.indianrailways.gov.in](http://www.wcr.indianrailways.gov.in) (Path – About us->Recruitment->Railway Recruitment Cell->Engagement of Act Apprentices for 2022-23**
- 13.10 **Important Note : Candidates are requested to visit/view the above mentioned website of WCR regularly. Corrigendum/Updates, if any, will be available on the website. They also required to check their email id and contact number registered for SMS etc.**



(Purnima Jain)

Dy. CPO/Gaz.

L/A-Chairman/RRC

West Central Railway, Jabalpur

## Annexure - 'A'

SN	Unit	Trade	Number of Slots/Seats					PwBD				Ex. SM	
			UR	SC	ST	OBC	EWS	Total	LD	VI	HI		MD
1	JBP Division	Electrician	97	36	18	65	24	240	3	2	2	3	7
	BPL Division		36	13	7	24	9	89	1	1	1	1	3
	KOTA Division		46	17	8	31	11	113	1	1	1	1	3
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		8	2	1	4	1	16	1	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>187</b>	<b>68</b>	<b>34</b>	<b>124</b>	<b>45</b>	<b>458</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>13</b>
2	JBP Division	Fitter	121	45	22	81	30	299	3	3	3	3	9
	BPL Division		66	24	12	43	16	161	2	2	2	0	5
	KOTA Division		30	11	6	21	8	76	1	1	1	1	2
	WRS KOTA		29	10	5	19	7	70	1	1	0	0	2
	CRWS BPL		20	6	3	12	4	45	0	1	1	0	1
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>266</b>	<b>96</b>	<b>48</b>	<b>176</b>	<b>65</b>	<b>651</b>	<b>7</b>	<b>8</b>	<b>7</b>	<b>4</b>	<b>19</b>
3	JBP Division	Diesel Mechanic	0	0	0	0	0	0	0	0	0	0	0
	BPL Division		9	3	2	6	2	22	0	0	1	0	1
	KOTA Division		0	0	0	0	0	0	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		2	0	0	0	0	2	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>11</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>2</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
4	JBP Division	Welder (Gas and Electric)	19	8	4	14	5	50	1	0	1	0	2
	BPL Division		13	5	2	8	3	31	1	0	0	0	1
	KOTA Division		25	9	5	17	6	62	1	0	1	1	2
	WRS KOTA		26	10	5	18	7	66	1	0	1	0	2
	CRWS BPL		13	4	1	7	2	27	1	0	0	0	1
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>96</b>	<b>36</b>	<b>17</b>	<b>64</b>	<b>23</b>	<b>236</b>	<b>5</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>8</b>
5	JBP Division	Machinist	2	1	0	1	1	5	0	0	0	0	0
	BPL Division		5	2	1	3	1	12	0	0	0	0	0
	KOTA Division		5	2	1	3	1	12	0	0	0	0	0
	WRS KOTA		3	2	1	3	1	10	0	0	0	0	0
	CRWS BPL		3	0	0	0	0	3	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>18</b>	<b>7</b>	<b>3</b>	<b>10</b>	<b>4</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6	JBP Division	Turner	2	1	0	2	1	6	0	0	0	0	0
	BPL Division		0	0	0	0	0	0	0	0	0	0	0
	KOTA Division		5	2	1	3	1	12	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		2	0	0	0	0	2	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>9</b>	<b>3</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
7	JBP Division	Wireman	7	2	1	4	2	16	0	0	1	0	0
	BPL Division		10	4	2	7	3	26	1	0	0	0	1
	KOTA Division		5	2	1	4	1	13	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>22</b>	<b>8</b>	<b>4</b>	<b>15</b>	<b>6</b>	<b>55</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
8	JBP Division	Mason (Building & Constructor)	12	5	2	8	3	30	0	0	1	0	1
	BPL Division		13	5	2	9	3	32	0	0	0	0	1
	KOTA Division		23	9	4	16	6	58	0	0	1	1	2
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>48</b>	<b>19</b>	<b>8</b>	<b>33</b>	<b>12</b>	<b>120</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>4</b>

9	JBP Division	Carpenter	13	5	2	9	3	32	0	0	1	0	1
	BPL Division		7	2	1	4	1	15	1	0	0	0	0
	KOTA Division		28	11	5	19	7	70	1	1	1	1	2
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		10	3	1	5	1	20	1	0	0	0	1
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>58</b>	<b>21</b>	<b>9</b>	<b>37</b>	<b>12</b>	<b>137</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>4</b>
10	JBP Division	Painter (General)	8	3	1	5	2	19	0	0	1	0	1
	BPL Division		6	2	1	4	1	14	1	0	0	0	0
	KOTA Division		29	11	5	19	7	71	1	1	1	1	2
	WRS KOTA		4	2	1	3	1	11	0	0	0	0	0
	CRWS BPL		6	1	0	2	0	9	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>53</b>	<b>19</b>	<b>8</b>	<b>33</b>	<b>11</b>	<b>124</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>3</b>
11	JBP Division	Florist & Landscaping	3	2	1	3	1	10	0	0	0	0	0
	BPL Division		0	0	0	0	0	0	0	0	0	0	0
	KOTA Division		0	0	0	0	0	0	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>3</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
12	JBP Division	Pump Operator Cum Mechanic	9	4	2	7	3	25	0	0	0	1	1
	BPL Division		0	0	0	0	0	0	0	0	0	0	0
	KOTA Division		0	0	0	0	0	0	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>9</b>	<b>4</b>	<b>2</b>	<b>7</b>	<b>3</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
13	JBP Division	Horticulture Assistant	3	2	1	3	1	10	0	0	0	0	0
	BPL Division		0	0	0	0	0	0	0	0	0	0	
	KOTA Division		0	0	0	0	0	0	0	0	0	0	
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	
	HQ JBP		0	0	0	0	0	0	0	0	0	0	
	<b>Grand Total</b>		<b>3</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
14	JBP Division	Electronics Mechanic	12	5	2	8	3	30	0	0	0	1	1
	BPL Division		40	15	8	27	10	100	0	0	0	0	3
	KOTA Division		4	2	1	3	1	11	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>56</b>	<b>22</b>	<b>11</b>	<b>38</b>	<b>14</b>	<b>141</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>
15	JBP Division	Information & Communication technology System Maintenance	3	2	1	3	1	10	0	0	0	0	0
	BPL Division		3	0	0	2	1	6	0	0	0	0	0
	KOTA Division		0	0	0	0	0	0	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	0
	HQ JBP		0	0	0	0	0	0	0	0	0	0	0
	<b>Grand Total</b>		<b>6</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
16	JBP Division	Computer Operator and Programming Assistant	19	7	4	13	5	48	0	1	1	0	1
	BPL Division		20	8	4	13	5	50	1	1	0	0	2
	KOTA Division		8	3	2	5	2	20	0	0	0	0	1
	WRS KOTA		2	0	0	1	0	3	0	0	0	0	0
	CRWS BPL		5	0	0	1	0	6	0	0	0	0	0
	HQ JBP		7	2	1	3	1	14	0	0	0	0	0
	<b>Grand Total</b>		<b>61</b>	<b>20</b>	<b>11</b>	<b>36</b>	<b>13</b>	<b>141</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>4</b>
17	JBP Division	Stenographer (Hindi)	5	2	1	3	1	12	0	0	0	0	0
	BPL Division		2	1	1	2	1	7	0	0	0	0	0
	KOTA Division		4	1	1	2	1	9	0	0	0	0	0
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	0
	CRWS BPL		3	0	0	0	0	3	0	0	0	0	0







	BPL Division	(Cutting & Tailoring)/Tailor (Gen)	0	0	0	0	0	0	0	0	0	0	
	KOTA Division		0	0	0	0	0	0	0	0	0	0	
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	
	CRWS BPL		4	0	0	1	0	5	0	0	0	0	
	HQ JBP		0	0	0	0	0	0	0	0	0	0	
	<b>Grand Total</b>		<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
36	JBP Division	Mechanic (Motor Vehicle)	0	0	0	0	0	0	0	0	0	0	
	BPL Division		0	0	0	0	0	0	0	0	0	0	
	KOTA Division		0	0	0	0	0	0	0	0	0	0	
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	
	CRWS BPL		4	0	0	1	0	5	0	0	0	0	
	HQ JBP		0	0	0	0	0	0	0	0	0	0	
<b>Grand Total</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
37	JBP Division	Mechanic (Tractor)	0	0	0	0	0	0	0	0	0	0	
	BPL Division		0	0	0	0	0	0	0	0	0	0	
	KOTA Division		0	0	0	0	0	0	0	0	0	0	
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	
	CRWS BPL		3	0	0	1	0	4	0	0	0	0	
	HQ JBP		0	0	0	0	0	0	0	0	0	0	
<b>Grand Total</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
38	JBP Division	Architectural Assistant	0	0	0	0	0	0	0	0	0	0	
	BPL Division		1	0	0	0	0	1	0	0	0	0	
	KOTA Division		0	0	0	0	0	0	0	0	0	0	
	WRS KOTA		0	0	0	0	0	0	0	0	0	0	
	CRWS BPL		0	0	0	0	0	0	0	0	0	0	
	HQ JBP		0	0	0	0	0	0	0	0	0	0	
<b>Grand Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Total G. Total</b>			<b>1046</b>	<b>375</b>	<b>181</b>	<b>674</b>	<b>245</b>	<b>2521</b>	<b>27</b>	<b>18</b>	<b>25</b>	<b>16</b>	<b>66</b>
	JBP Division	<b>Grand total</b>	<b>354</b>	<b>137</b>	<b>63</b>	<b>240</b>	<b>90</b>	<b>884</b>	<b>7</b>	<b>6</b>	<b>11</b>	<b>8</b>	<b>24</b>
	BPL Division		<b>250</b>	<b>91</b>	<b>46</b>	<b>166</b>	<b>61</b>	<b>614</b>	<b>9</b>	<b>4</b>	<b>5</b>	<b>1</b>	<b>17</b>
	KOTA Division		<b>276</b>	<b>104</b>	<b>52</b>	<b>185</b>	<b>68</b>	<b>685</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>18</b>
	WRS KOTA		<b>64</b>	<b>24</b>	<b>12</b>	<b>44</b>	<b>16</b>	<b>160</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>4</b>
	CRWS BPL		<b>93</b>	<b>16</b>	<b>6</b>	<b>35</b>	<b>8</b>	<b>158</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>
	HQ JBP		<b>9</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*PwBD:- Persons with Benchmark Disabilities, #Ex.SM:- Ex-Servicemen.

**NB :** (i) Seats of PwBD and Ex-Servicemen in the above tables are not separate, but included in the total number of seats as per provision.

(ii) When the prescribed number of persons belonging either to the Scheduled Castes or to the Scheduled Tribes are not available, the training slots so reserved for them may be filled by persons of either community, if available, and if the prescribed training slots can't be filled even in the above given manner, then the training slots so lying unfilled may be filled by persons not belonging to the Scheduled Castes or the Scheduled Tribes. Similarly, the seats remaining unfilled by OBC/EWS candidates may be filled by unreserved category.

(iii) Reservations to Ex-servicemen, their children and children of Armed Force personnel will be engaged for Apprenticeship as per details mentioned below:

- Children of deceased/disabled Ex-servicemen including those killed/disabled during peace war time.
- Children of Ex-servicemen
- Children of Serving Jawans
- Children of Serving Officer
- Ex-Servicemen

**FORM OF CASTE CERTIFICATE FOR SC/ST**

This is to certify that Shri\*/ Smt/ Kumari\* ..... son/daughter\* of  
..... of  
..... District/Division\* ..... of  
the..... State/Union Territory\* belongs to the ..... Caste\*/Tribe which is recognised as a

Scheduled Caste / Scheduled Tribe under:-

- \*The Constitution Scheduled Castes Order 1950.
- \*The Constitution Scheduled Tribes Order 1950.
- \*The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;
- \*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;
- [As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Re-organisation Act 1960, the Punjab Re-organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Reorganisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
- \*The Constitution (Jammu and Kashmir)\* Scheduled Castes Orders, 1956
- \*The Constitution (Andaman and Nicobar Islands)\* Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976
- \*The Constitution (Dadra and Nagar Haveli)\* Scheduled Castes Order, 1962.
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962
- \*The Constitution (Pondicherry) Scheduled Castes Orders, 1964
- \*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- \*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- \*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- \*The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- \*The Constitution (Sikkim) Scheduled Castes Order, 1978
- \*The Constitution (Sikkim) Scheduled Tribes Order, 1978
- \*The Constitution (Jammu & Kashmir)-Scheduled Tribes Order, 1989.
- \*The Constitution (SC) Orders (Amendment) Act, 1990
- \*The Constitution (ST) Orders (Amendment) Ordinance Act, 1991
- \*The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
- \*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002
- \*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.
- \*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.

2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Shri/Srimati\* ..... father/mother\* of Shri/Srimati/Kumari..... of Village/ Town\* ..... In District/Division\* ..... of the State/Union Territory\* ..... who belongs to the..... Caste\*/Tribe which is recognised as a Scheduled Caste/ Scheduled Tribe in the Station/ Union Territory\* issued by the ..... dated .....

3. Shri/Srimati/Kumari\* ..... and /or\* his/her\* family ordinarily resides in Village/Town\* ..... District/ Division\* ..... of the State/ Union Territory\* of.....  
Place.....  
Date.....

Signature.....  
Designation.....  
(with seal of Office)  
State/ Union Territory.....

\* Please delete the words which are not applicable.

@ Please quote the specific presidential order.

% Delete the Paragraph, which is not applicable

Note: (a) The term "ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates.

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s).
5. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate concerned.
6. Administrator/Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

**OBC CERTIFICATE FORMAT**

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES  
APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari.....son/daughter of  
..... of Village/Town .....in District/ Division  
.....in the State/ Union Territory..... belongs to the  
..... community which is recognised as a Backward Class under the Government of India,  
Ministry of Social Justice and Empowerment's Resolution No. .... Dated.....\*.

Shri/Smt./Kum.\* ..... and/or his/her family ordinarily reside(s) in  
the.....District/Division of the ..... State/Union  
Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in column 3  
(of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93- Estt(SCT), dated  
8.9.1993 and modified vide Government of India, Department of Personnel and Training O.M.No.36033/1/2013-Estt. (Res)  
dated 27.05.2013 and 13.09.2017\*\*

Date:

**DISTRICT MAGISTRATE /  
DY. COMMISSIONER ETC.**

(Seal )

\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the  
caste of the candidate as OBC.

\*\* As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People  
Act, 1950.

**DECLARATION****Proforma for declaration to be submitted by Other Backward Class Candidates at the time of document verification, who had applied for the posts**

"I, ..... son/daughter of Shri  
 ..... resident of Village/Town/City  
 ..... district ..... State  
 ..... hereby declare that I belong to the ..... (indicate your sub caste)  
 community which is recognized as a backward class by the Government of India for the purpose of reservation in  
 services as per orders contained in Department of Personnel and Training Office Memorandum No. 36012/22/93-  
 Estt.(SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned  
 in column 3 of the Schedule to the above referred Office Memorandum dated 08.03.1993 and its subsequent  
 revision through O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017.

Place:

Signature of the Candidate

Date:

Name of the candidate

Government of \_\_\_\_\_  
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)

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

Date: \_\_\_\_\_

VALID FOR THE YEAR \_\_\_\_\_

This is to certify that Shri / Smt./ Kumari \_\_\_\_\_  
son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_  
Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_  
\_\_\_\_\_ in the State/Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_  
whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual  
income\* of his/her -family\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_  
\_\_\_\_\_. His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Recent Passport size  
Attested Photograph of  
the Applicant

Signature with seal of

Office \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\*Note 3: The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

**CERTIFICATE OF MEDICAL FITNESS**

The medical certificate should be signed by Government authorized Doctor (Gaz.), not below therank of Asst. Surgeon of Central/State Hospital.

1. Name (in Block letters).....S/D of .....

2. Age....., Height....., Weight....., Chest Expansion.....

3. Vision in each Eye:

4. Hearing in both ears:

5. Skin Whether any evidence of acute or chronic skin disease or chronic ulceration.

6. Speech

7. Alimentary System. a) Sugar in Urine....., b) Hernia/Hydrocele/Piles.....

c) Remarks, if any other disorder found

8. Cardio Vascular System a) Blood Pressure.....b) Remarks, if any other disease isfound..

9. Respiratory System

10. Genito Urinary System

11. Skeletal System

12. Nervous System

13. Glandular System: Whether any evidence of tuberculosis/ or other disease of the glandularsystem including endocrine glands. :.....

I certify that I have examined Mr/Ms.....son/daughter of ..... The standard of physical fitness has been checked as per SCHEDULE-II (Rule-4) of Apprentices Rules 1992. He/She is physically fit for being engaged as an apprentices in a Trade.....under the Apprentices Act 1961.

Signature of the candidate

Signature of the Medical Officer with legible seal

**FORM OF MEDICAL CERTIFICATE FOR PERSONS WITH DISABILITIES (PWD) NAME & ADDRESS OF THE INSTITUTE/HOSPITAL  
DISABILITY CERTIFICATE**

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

1. This is to certify that Smt./ Shri / Kum\* \_\_\_\_\_ Son / daughter of \_\_\_\_\_  
Shri \_\_\_\_\_ age , Male / Female having identification marks \_\_\_\_\_  
as below \_\_\_\_\_ is suffering from Permanent disability of \_\_\_\_\_  
following category.

(Paste here recent  
of passport size  
colour photograph  
of the Applicants  
of size 4 cm x 5 cm

A. Loco motor 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 or 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)***

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended/is recommended after a period of \_\_\_\_\_ year \_\_\_\_\_ months.

3. Percentage of disability in his/her case is \_\_\_\_\_ Percent.

4. Smt./Shri./Kum\* \_\_\_\_\_ meets the following physical requirement for discharge of his/her duties:

(i)	F-can perform work by manipulating with fingers	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	Yes	No
(vii)	ST-can perform work by standing	Yes	No
(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/Chairperson, Medical Board

\*Please delete the words which are not applicable Place:

Date :

Counter signature of the Medical  
Superintendent/CMO/ Head of Hospital (with seal)

Note:

(i) according to the persons with Disabilities (Equal Opportunities, Protection of Rights and full participation) Rules, 1996 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 locomotors/ hearing and speech disability, mental retardation and leprosy cured as the case may be.

(ii) The certificate would be valid for a period of 5 years for those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as permanent.



## Disability Certificate FORM

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

(See Rule 4)

Recent Passport  
Size Attested  
Photograph  
(Showing Face only)  
of the person with  
disability

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

Date : \_\_\_\_\_

- 1 This is to certify that we have carefully examined Shri / Smt. / Kum. \_\_\_\_\_ son / wife / daughter of Shri \_\_\_\_\_ Date of Birth (dd/mm/yyyy) \_\_\_\_\_ Age years, Male / Female Registration No. \_\_\_\_\_ Permanent Resident of House No. \_\_\_\_\_ Ward / Village / Street 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 ..... year ..... months, and therefore this certificate shall be valid till ..... (DD/MM/YYYY) @ e.g. Left/Rig ht/both arms/legs # e.g Single eye/both eyes £ e.g. Left/Right/both ears
4. The applicant has submitted the following document as proof of residence :

Nature of Document	Date of Issue	Details of authority issuing Certificate
(Authorised Signatory of Notified Medical Authority) (Name and Seal)	Countersigned : (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 Government Servant (With Seal)	