



**SOUTH CENTRAL RAILWAY**

No. SCR/P-HQ/111/Act. App/2019



Headquarters Office  
Personnel Branch  
4<sup>th</sup> Floor, Rail Nilayam  
Secunderabad- 500 025

Dated 09-11-2019

**NOTIFICATION FOR ENGAGEMENT OF ACT APPRENTICES**  
**UNDER APPRENTICE ACT 1961**

Opening Date/Time of Online Application	Closing Date/Time of Online Application
09-11-2019/11:00 hrs	08-12-2019/23:30 hrs

1.0 Online Applications are invited from the candidates fulfilling the prescribed conditions stipulated in this notification for engagement of 4103 apprentices for imparting training under the Apprentice Act, 1961 and Apprenticeship Rules, 1962, in the following units of South Central Railway.

S. No.	Name of the Unit
1	Carriage Workshop/Lallaguda
2	S&T Workshop/Mettuguda
3	Diesel Loco Shed/Kazipet
4	Electric Loco Shed / Kazipet
5	Electric Loco Shed /Lallaguda
6	Electrical TRD, Secunderabad
7	Electric Maintenance/Lallaguda
8	C&W Depot/Secunderabad/Kazipet
9	Diesel Loco Shed/Moulali
10	MEMU Car Shed/Moulali
11	C&W Depot/Kacheguda
12	Wagon Workshop/Guntupalli
13	Diesel Loco Shed/Vijayawada
14	Electric Loco Shed/ Vijayawada
15	Electrical TRD, Vijayawada
16	Electric Maintenance/Vijayawada
17	MEMU Car Shed, Rajahmundry
18	C&W Depot/ Vijayawada
19	CRS/Tirupati
20	Diesel Shed/Guntakal
21	Diesel Shed/Gooty
22	C&W Depot/Guntakal
23	C&W Depot/BOXN/Gooty
24	C&W Depot/Tirupati

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25	Electrical TRD, Guntakal
26	C&W Depot/Nanded
27	C&W Depot/Purna

- 2.0 The details of trade-wise number of candidates to be engaged for training as Act Apprentices with break-up of reservation for SC/ST/OBC/EWS/UR candidates are furnished hereunder:

S. No.	Trade	SC	ST	OBC	EWS	UR	Total
1	AC MECHANIC	36	18	66	24	105	249
2	CARPENTER	2	1	4	1	8	16
3	DIESEL MECHANIC	95	48	172	63	262	640
4	ELECTRICAL/ELECTRONICS	2	1	4	1	10	18
5	ELECTRICIAN	130	65	235	87	354	871
6	ELECTRONIC MECHANIC	15	7	27	10	43	102
7	FITTER	218	109	394	145	594	1460
8	MACHINIST	11	5	19	7	32	74
9	MMW	3	1	6	2	12	24
10	MMTM	1	0	3	1	7	12
11	PAINTER	5	3	10	3	19	40
12	WELDER	89	44	161	60	243	597
<b>Grand Total</b>		<b>607</b>	<b>302</b>	<b>1101</b>	<b>404</b>	<b>1689</b>	<b>4103</b>

- 2.1 Number of training slots shown in this notification are provisional and the same are liable to increase or decrease depending up on the actual needs of the Administration at the time of finalization of selection.

- 2.2 **Reservation for PWBD:** There will be a reservation to the extent of 4% for Persons with Benchmark Disabilities (PWBD) i.e., 1% each to VI, HI/HH, LD and MD categories. The reservation provided for PWBD candidates is to be adjusted in the appropriate category viz., UR/SC/ST/OBC to which they belong.

2.3 **Ex-Servicemen:**

- 2.3.1 There will be a reservation of 3% for Ex-servicemen and children of Serving soldiers/officers in the following cases:

- (i) Children of deceased/disabled Ex-Servicemen including those killed/disabled during peace time.
- (ii) Children of Ex-Servicemen
- (iii) Children of Serving Jawans
- (iv) Children of Serving Officers
- (v) Ex-Servicemen

The reservation provided for the Ex-Servicemen quota is to be adjusted in the appropriate category viz., UR/SC/ST/OBC to which they belong.

- 2.3.2 The Ex-Servicemen should upload Discharge Certificate and in case of children of Ex-Servicemen/Serving Armed Forces, Service Certificate need to be uploaded for availing 3% reservation.

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## 2.4 EWS (Economically Weaker Section) Reservation:

- 2.4.1 The candidates applying against the vacancies reserved for EWS must upload valid Income and Asset Certificate issued by competent authority as per **Annexure-F**. In case of non compliance to these stipulations, their claim for reserved status under EWS will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions for UR category, will be considered under UR vacancies only.
- 2.4.2 For this Act Apprentice notification, the financial year will be 2018-2019 as the closing date of registration is **08.12.2019**.
- 2.4.3 The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued by competent authority as per Annexure III shall only be accepted as candidate's claim as belonging to EWS.

## 3.0 **ELIGIBILITY CONDITIONS:**

### 3.1 **AGE:**

- 3.1.1 The candidates should have completed 15 years of age and should not have completed 24 years of age as on the cut-off date for receiving online applications i.e., **08-12-2019**.
- 3.1.2 **SC/ST/OBC**- Upper age limit is relaxable by **05 years** in case of SC/ST applicants and **03 years** in case of OBC applicants.
- 3.1.3 **Persons with Benchmark Disability (PWBD)** : Upper age limit is relaxed by **10 years**.
- 3.1.4 **Ex-Servicemen**: Upper age is relaxable by 10 years in the case of Ex-serviceman upto the extent of service rendered in Defence Forces. There will not be any upper age relaxation for the children of Ex-Servicemen or Serving jawans/officers.

Accordingly, the eligible Date of Birth range for different communities shall be as follows:

Community	Candidates should be borne between (both dates inclusive)
UR	09-12-1995 and 08-12-2004
SC/ST	09-12-1990 and 08-12-2004
OBC	09-12-1992 and 08-12-2004
PWBD (UR)	09-12-1985 and 08-12-2004
PWBD (SC/ST)	09-12-1980 and 08-12-2004
PWBD (OBC)	09-12-1982 and 08-12-2004
Ex-Servicemen	09-12-1985 and 08-12-2004

- 3.1.5 The candidates who want to avail the benefit of reservation of SC/ST must upload Caste Certificate on Central Government format issued by appropriate authority as per **Annexure-A** and the same should be submitted at the time of Document Verification.
- 3.1.6 Similarly, the candidates who want to avail the benefit of reservation of OBC must upload Caste Certificate with Non-Creamy Layer Certificate issued on or after 01-04-2019 on Central Government format by appropriate authority as per **Annexure-B** and the same should be submitted at the time of Document Verification.

Also, OBC candidates have to upload a Self-Declaration form regarding current status of Non-Creamy Layer as per **Annexure-C**.

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3.1.7 The PWBD candidates must upload Disability Certificate in proper format for 40% or more disability. However, Disability Certificate as per **Annexure-D/E**, whichever is applicable, must be produced at the time of Document Verification..

### 3.2 Educational Qualifications:

3.2.1 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 possess ITI Certificate in the trade notified from the institutes recognised by NCVT/SCVT.

3.2.2 The Candidate should possess the required qualification as on the date of opening of online application: i.e., 09-11-2019.

3.2.3 ITI Certificates issued by Institutes affiliated to NCVT/SCVT are compulsory in the relevant trades as under:

S. No.	Trade	Education Qualification
1	AC MECHANIC	10th/SSC with 50% (aggregate) marks plus ITI Mechanic (R&AC) trade.
2	CARPENTER	10th/SSC with 50% (aggregate) marks plus ITI Carpenter trade.
3	DIESEL MECHANIC	10th/SSC with 50% (aggregate) marks plus ITI Diesel Mechanic trade.
4	ELECTRICAL/ ELECTRONICS	10th/SSC with 50% (aggregate) marks plus ITI Electrician trade.
5	ELECTRICIAN	
6	ELECTRONIC MECHANIC	10th/SSC with 50% (aggregate) marks plus ITI Electronic Mechanic trade.
7	FITTER	10th/SSC with 50% (aggregate) marks plus ITI Fitter trade.
8	MACHINIST	10th/SSC with 50% (aggregate) marks plus ITI Machinist trade.
9	MMW	10th/SSC with 50% (aggregate) marks plus ITI Mechanic Machine Tool Maintenance or
10	MMTM	Millwright Maintenance trade.
11	PAINTER	10th/SSC with 50% (aggregate) marks plus ITI Painter trade.
12	WELDER	10th/SSC with 50% (aggregate) marks plus ITI Welder trade.

**Note: Engineering Graduates and Diploma holders are not eligible to apply for apprenticeship in response to this notification as they are governed by a separate scheme of apprenticeship.**

3.6 Wards/dependents of Railway employees (as per Pass Rules) can also apply online directly.

### 4.0 PAYMENT OF FEES:

4.1 Once the online application is complete in all respects on <https://scr.indianrailways.gov.in/> i.e., filling up of requisite details and uploading the relevant documents in the online application, the candidate will be directed for payment of application fees.

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- 4.2 Application Fees (Non-refundable) - ₹100/- (Rupees Hundred only). Transaction charges for online payment, if any, shall be borne by the candidate.
- 4.3 **Mode of Payment** Application fees to be paid online through any of the following modes:
- Net Banking of SBI and Internet Banking of other Banks.
  - SBI ATM-cum Debit Card and other Banks Debit Cards
  - Credit Cards
  - SBI UPI.
- 4.4 No fee is required to be paid by SC/ST candidates/Female candidates of all communities/PWBD candidates.
- 4.5 On successful completion of the transaction, e-receipt with the data entered by the candidate will be generated which should be printed and retained by the candidate.

5.0 **MEDICAL FITNESS & PHYSICAL STANDARDS:**

- 5.1 Applicants selected will be required to pass the prescribed Medical Examination as per Rules in force before induction into the Training Course.
- 5.2 For Persons with Benchmark Disability (PWBD), the maximum Disability is detailed Category-wise & Trade-wise as under :

(a) **Loco Motor Disability (LD/OH) Applicants:**

Trades	Maximum Disability
Fitter	Lower limb partially damaged from one side can be accommodated
Welder	A person without leg and without three finger of one hand can be accommodated
Electrician	Partially lower limb students can be accommodated.
Machinist	Only small finger damaged can join
Carpenter	One upper & lower limb partially damaged.
Electronics Mechanic	Without legs or leg.
Mechanic (Diesel)	i. Upper limb partially damaged (Little finger and Ring Finger) can be accommodated for both hands. ii. Lower limb partially damaged only one side can be accommodated
AC Mechanic	i. Only one lower limb partially working can be accommodated. ii. Small finger of each hand damaged can be accommodated

(b) **Visually Impairment (VI) Applicants:**

Trades	Maximum Disability
Fitter/Machinist/Carpenter/ Painter/ Mechanic (Diesel)/ / Electrician/ AC Mechanic / Welder / MMW / MMTM / Electronic Mechanic / Electrical or Electronics	Low vision means a person with impairment of vision of less than 6/18 to 6/60 with best correction 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)

(c) **For Hearing Impairment (HI) Applicants:**

Trades	Maximum Disability
Fitter / Welder / Machinist / Carpenter / Painter / Mechanic (Diesel) / Electrician / Electronics Mechanic / MMW / MMTM / Electrical or Electronics / AC Mechanic	I. Deaf II. Dumb III. Deaf & Dumb

5.3 PWBD candidates, who want 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 – ‘D’, ‘E’** attached.

6.0 **MODE OF SELECTION:**

6.1 Selection of the eligible candidates for imparting training under the Apprentice Act, 1961 will be based on the merit list which would be prepared taking the average of the percentage marks obtained by the candidates in both 10<sup>th</sup> Class/matriculation [with minimum 50% (aggregate) marks] and ITI examination giving equal weightage to both.

6.2 In case of two candidates having the same marks, the candidate with older age shall be preferred. In case the dates of birth are also same, then the candidate who passed matriculation/10<sup>th</sup> Class exam earlier shall be considered.

6.3 **There will be no written test or viva.**

7.0 **Training & stipend:-** Training will be arranged in accordance with the standards and syllabus prescribed by the Central Apprenticeship Council. The selected candidates will be paid stipend during Apprenticeship at the prescribed rates as per extant instructions.

8.0 **HOW TO APPLY:**

8.1 **Mode of Application:** Candidates should submit their applications ONLINE only. The link for downloading the notification and filling up of online application is available on RRC/SCR web page available at <https://scr.indianrailways.gov.in/>. Detailed instructions for filling up of ONLINE application are available on the website.

*NOTE-I: Candidates should be in possession of Aadhaar Card at the time of registration. Candidates have to fill 12 digit Aadhaar Card number in the ONLINE application. The candidates not having Aadhaar number and have enrolled for Aadhaar but have not received Aadhaar Card can enter 28 digit Aadhaar enrolment ID printed on the Aadhaar Enrolment slip.*

*NOTE-II: Candidates should ensure that their name, father's name, date of birth should exactly match as recorded in Matriculation or equivalent certificate. Any deviation found during Document Verification will lead to cancellation of candidature and also debarment.*

*NOTE-III: 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.*

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- 8.2 **Scanned Photograph** – Candidates are required to upload their good quality and contrast colour photograph, not more than 3 months old, at the space provided in the online Application Form. The scanned photo should be in the JPG/JPEG format and the file size should not be more than 1 Mb. The photograph should be clear, without cap or sunglasses and should have defined edges. The candidates should also keep 3-4 copies of the same photograph for future purposes.
- 8.3 **Scanned signature** – Candidates are required to upload their full signature at the space provided in the online Application Form, which is to be of JPG/JPEG format and the file size should not be more than 1 Mb.
- 8.4 Applicants possessing ITI qualification in **more than one trade** can apply for different relevant trades by adding the trades to be applied.
- 8.5 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.

9.0 **DOCUMENTS TO BE UPLOADED:**

Candidates are required to upload the legible scanned copy of following documents:

- 9.1 SSC/10<sup>th</sup> Class or its equivalent marks sheet.
- 9.2 Proof of Date of Birth.
- 9.3 Consolidated Marks Sheet of all semesters of the trade (ITI) in which applied/Provisional National Trade Certificate indicating marks
- 9.4 National Trade Certificate issued by NCVT or Provisional National Trade Certificate issued by NCVT/SCVT.
- 9.5 Community Certificate for SC/ST (as per Annexure-A) and for OBC (as per Annexure-B & C) wherever applicable should be uploaded.
- 9.6 EWS Certificate as per Annexure –III, wherever applicable.
- 9.7 Disability Certificate in case of PWBD candidates (Disability Certificate in proper format for 40% or more disability) to be uploaded. However, Annexure-D, E whichever applicable, must be produced at the time of Document Verification (DV).
- 9.8 Discharge Certificate/Serving Certificate in case of candidates applied against Ex-Servicemen quota.

**Note: Production of original documents as stated above, at the time of DV is mandatory, without which they will not be allowed to appear in the DV.**

10. **Invalid applications or Cause of rejection of applications:**

Candidates are requested to read instructions thoroughly before submitting the application ONLINE. Otherwise, their applications will be rejected on any of the following reasons or on any other valid reasons.

- 10.1 Not possessing the prescribed qualification 10<sup>th</sup> Class and ITI for the relevant trade.
- 10.2 Date of Birth wrongly filled

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- 10.3 Uploading of photo with cap, wearing goggles, disfigured, unrecognizable or scanned/Xerox copy
- 10.4 Scanned Signature in Block/Capital Letters.
- 10.5 If the community of the candidate is wrongly mentioned in the application form.
- 10.6 OBC certificate not issued by the Appropriate Authority
- 10.7 Any other form of irregularities as observed and considered as invalid by RRC/SCR.
- 11.0 **OTHER CONDITIONS:**
- 11.1 The decision of the Railway administration in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection and allotment of Division/Workshop etc. shall be final.
- 11.2 No correspondences for engagement will be entertained.
- 11.3 Canvassing in any form will disqualify the candidature and no correspondence will be entertained in the matter.
- 11.4 Before applying, the Applicants should ensure that he/she fulfils the eligibility and other criteria. If erroneously engaged, such Applicants shall be summarily dismissed without notice at any stage.
- 11.5 Candidature of the Applicants shall be cancelled if he/she fails to produce the required original testimonials for verification or any other discrepancy noticed.
- 11.6 Before applying, the Applicants should ensure that he/she fulfils the eligibility and other criteria. If erroneously engaged, such Applicants shall be summarily **TERMINATED** without notice at any stage.
- 11.7 The Railway administration does not undertake any responsibility for sending reply to the Applicants 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.
- 11.8 The Railway administration will not be responsible for any inadvertent/printing error.
- 11.9 No daily allowance / conveyance allowance or travelling allowance will be paid to the Applicants called for Document Verification.
- 11.10 After selection for engagement, request of Applicants to change the Trade/Division/Workshop will not be entertained. They will be posted within the jurisdiction of the concerned Division/Workshop only.
- 11.11 Applicants will be trained only for the Trade in which they have been selected.
- 11.12 Applicants selected for training will not be allowed to withdraw from training except for reasons, which are beyond their control.
- 11.13 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 Advise.


**CANDIDATES ARE ADVISED TO VISIT THE WEBSITE OF SOUTH CENTRAL RAILWAY (RRC-WEB PAGE) REGULARLY FOR ALL UPDATES.**

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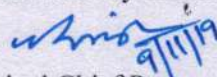
- 12.0 The selected candidates shall execute a contract of Apprenticeship under the Apprentices Act,1961 and if such a candidate is a minor, his Parent/Guardian shall execute the prescribed contract.
- 13.0 The Apprentices shall be governed by the provisions of Apprentices Act,1961 and Apprenticeship Rules, 1962 as amended from time to time and such other Railway Rules and Regulations applicable to them.
- 14.0 **The obligation under The Apprentices Act, 1961 on part of the Railways is to provide training only and not to absorb the trained Apprentices. Hence, the candidates will have no prescriptive right for regular absorption/employment in Railway service on completion of the training.**
- 15.0 In case an Apprentice discontinues the apprenticeship training and fails to fulfill the obligations as per his contract without valid reasons, he shall have to refund the stipend paid to him, the cost of training and such other costs that may be determined under the Rules by the Railway Administration. The decision of the Railway Administration in this regard will be final and binding.
- 16.0 Administration reserves the right of allotment of Establishment for training to the finally selected candidates.
- 17.0 Candidates are advised to preserve Registration Number generated at the time of submission of online application for further correspondence.
- 18.0 **Applications received other than ONLINE will not be entertained.**
- 19.0 **LEGAL MATTERS:** Any legal matter arising out of this Employment Notice, shall fall within the legal jurisdiction of Central Administrative Tribunal, Hyderabad bench only.
- 20.0 **Applicants are advised to refer only the official website of SCR i.e. <https://scr.indianrailways.gov.in> and beware of FAKE websites put up by unscrupulous elements.**

Encl:Annexures – A, B, C, D, E

  
**(P Radha Krishna)**  
 Dy.CPO/Admn & Rectt.  
 for Principal Chief Personnel Officer

- C/- PCME/SC, PCEE/SC, PCSTE/SC, PFA/SC, CWE/SC, CELE/SC CESC, CEGE, CMPE(Dsl.), CRSE, CCEP, DRMs/SC, HYB, GTL, BZA, GNT & NED
- C/- CWMs/TPTY, GTPL & LGDS, Sr. DEE/ELS/LGD.
- C/- Sr. DPOs & Sr. DFM/SC, HYB, GTL, BZA, GNT & NED, Sr. DME/C&W/SC, HYB, GNT, NED, GTL, BZA, Sr. DME/Dsl./KZJ, MLY, GTL, GY, BZA
- C/- WPOs/ TPTY, GTPL & LGDS, WAOs/TPTY, GTPL & LGDS.
- C/- Manager/Printing Press/S.C.Railway/SC: for publication in the ensuing fortnight Gazettee.
- C/- Private Secretary to Minister of State for Rlys./Rail Bhavan/New Delhi.
- C/- Secretary to Chairman/Railway Board/Rail Bhavan/New Delhi
- C/- Dy.CSTE/S&T/MFT, Dy.CEE(WS)/LGD,
- C/- The employment Officer, Employment Exchange-Hyderabad, Warangal, 'Khammam, Karimnagar, Ranga Reddy, Mahabubnagar, Nizamabad, Nalgonds, Medak, Adilabad of Telangana State.
- C/- The employment Officer, Employment Exchange – Srikakulam, Vijayanagaram, Visakhapatnam, West Godavari, East Godavari, Krishna, Guntur, Prakasam, Nellore, Kurnool, Chittoor, Ananthapur and Kadapa districts of State of Andhra Pradesh.

- C/- The employment Officer, Employment Exchange – Raichur, Bidar, Nanded, Aurangabad, Nanded, Parbhani, Jalna, Beed, Akola, Latur, Khandawa (MP).
- C/- Director/Social Welfare Department, Govt. of Andhra Pradesh, Tilak Road, Hyderabad and Telangana State.
- C/- Director/Tribal Welfare/Govt.of AP/Masab Tank/Hyderabad and Telangana State.
- C/- Director In-charge/Tribal Cultural Research Training Centre, Road No. 13, Banjara Hills, Hyderabad-500 024 and Telangana State.
- C/- General Secretary(s)/SCRES, SCRUMU, AISC/ST/REA Assn., & OBC Association, Hyderabad.
- C/- The Secretary/AP ST Emp.Assn/H.No.40-41, Fisherpura/Picket/Sec'bad
- C/- The Genl.Secy/AP Adimajathi Sevak Sangh/New Narayanaguda, Sec'bad.
- C/- The Secretary/District Soldier's Sailor's and Airmen Board, Hyderabad, Chittoor, Guntur, Vijayawada, Kurnool, Kakinada, Eluru, Ananthapur, Kadapa, of A.P. State and Warangal, Khammam, Karimnagar, Ranga Reddy, Mahabubnagar, Nizamabad, Nalgonda, Medak, Adilabad of Telangana State.
- C/- Director, Technical Education/Govt. of Telangana State and State of A.P. : for circulation amongst ITIs in their jurisdiction.
- C/- The officer In-charge/Air Force Station/Begumpet, Hyderabad.
- C/- EME Employment Cell, C/o EME Depot/Battalion, Trimulgherry/Sec'bad.
- C/- Regional Director of Apprenticeship Training, Ministry of Labour and Rehabilitation(DGM&T), Ramanthpur, Hyderabad-500 013: for information please.
- C/- Principal/Industrial Training Institutes / Hyderabad, (Old City) Secunderabad, Warangal, Nizamabad, Peddapalli, Bhadrachalam, Nalgonda, Rangra Reddy, Mahabubnagar, Bhongir, Mancherial, Tenali, Eluru, Kakinada, Vijayawada, Dhone, Anantapur, Srisailam, Nellore, Venkatagiri, Cuddapah, Chittoor, Medchal, Prakasham, Sanga Reddy, Karimnagar, Guntur, Tirupathi.
- C/- SSEs/SEs- All Shops of CRS/TPTY, WWS/GTPL, CWS/LGDS of all Railway Establishments.
- C/- Notice Board in all Workshops.

  
For Principal Chief Personnel Officer

**Skill India**  
कौशल भारत - कुशल भारत

**PROFORMA FOR CASTE CERTIFICATE FOR SC/ST APPLICANTS**

(Format of certificate to be produced by Applicants belonging to Scheduled Castes or Scheduled Tribes in support of Claim)

This is to certify that Shri / Smt. / Kum\* \_\_\_\_\_ Son / Daughter\* of \_\_\_\_\_ of village / town\* \_\_\_\_\_ District / Division\* \_\_\_\_\_ of State / Union Territory\* \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste / Tribe\* which is recognized as a Scheduled Caste / Scheduled Tribe\* under :

- The Constitution (Scheduled Caste) / (Scheduled Tribes) Order, 1950.
- The Constitution (Scheduled Caste) (Union Territories) Order, 1951.
- The Constitution (Scheduled Tribes) (Union Territories) order, 1951 (as amended by the Scheduled Caste 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 Re-Organisation Act, 1971, and the Scheduled Caste / Scheduled Tribes Order (Amendment) Act, 1976.
- The Constitution (Jammu and Kashmir) Scheduled Caste / Scheduled Tribe Order, 1956.
- The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959.
- The Constitution (Dadra and Nagar Haveli) Scheduled Castes / Scheduled Tribes Order, 1962.
- The Constitution (Pondicherry) Scheduled Castes Order, 1964.
- The Constitution Scheduled Tribes (Uttar Pradesh) Order, 1967.
- The Constitution (Goa, Daman and Diu) Scheduled Castes / Scheduled Tribes Order, 1968.
- The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- The Constitution (Sikkim) Scheduled Caste / Scheduled Tribes Order, 1978.
- The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989.
- The Constitution (SC) Orders (Amendment) Act, 1990.
- The Constitution (ST) Orders (Amendment) Act, Ordinance 1991.
- The Constitution (ST) Orders (Second Amendment) Act, 1991.
- The Constitution (ST) Orders (Amendment) Ordinance, 1996.

**2. Application in the case of Scheduled Caste / Scheduled Tribe Persons who have migrated from One State / Union Territory Administration.**

This certificate is issued on the basis of Scheduled Caste / Scheduled Tribe certificate issued to Shri / Smt. / Kum\* \_\_\_\_\_ Father / Mother of Shri / Smt. / Kum \_\_\_\_\_ of Village / town \_\_\_\_\_ in District / Division\* \_\_\_\_\_ of State / Union Territory \_\_\_\_\_ who belongs to the \_\_\_\_\_ Caste / Tribe\* which is recognized as a Scheduled Caste / Scheduled Tribe \* in State / Union Territory \* \_\_\_\_\_ issued by the \_\_\_\_\_ (Name of prescribed authority) vide their No. \_\_\_\_\_ dated \_\_\_\_\_.

3. Shri / Smt. / Kum.\* \_\_\_\_\_ and or his / her\* family ordinarily reside(s) in village / town\* \_\_\_\_\_ of \_\_\_\_\_ District / Division of State / Union Territory of \_\_\_\_\_ Place \_\_\_\_\_ State / Union Territory of \_\_\_\_\_

Signature \_\_\_\_\_

Designation \_\_\_\_\_

\_\_\_\_\_  
(with seal of office) \_\_\_\_\_

(\* Please delete the words which are not applicable) (\* Please quote specific presidential offer (\*). Delete the Paragraph which is not applicable. (\*)

**Please Note: The term \*Ordinarily resides\* used will have the same meaning as in Section 20 of the Representation of the People Act, 1950.**

**List of Authorities empowered to issue caste / tribe certificates :**

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1<sup>st</sup> Class Stipendiary Magistrate / Sub Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate/additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenues Officers not below the rank of Tehsildar.
4. Sub Divisional Officer of the area where the Applicants and / or his family normally resides.

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.

**PROFORMA FOR DECLARATION TO BE SUBMITTED BY OTHER BACKWARD CLASS APPLICANTS ALONGWITH THE APPLICATION WHILE APLYING FOR THE POST AGAINST EMPLOYMENT NOTICE NO. RRC/WR/04/2018 APPRENTICE OF WESTERN RAILWAY**

**DECLARATION**

" 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 person / sections ( Creamy Layer) mentioned in column 3 of the Scheduled to the above referred Office Memorandum dated 08.09.1993 and its subsequent through O. M. No. 36033/3/2004-Estt(Res) dated 09.03.2004".

Place : \_\_\_\_\_

Signature of the Applicants \_\_\_\_\_

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

Name of the Applicants \_\_\_\_\_

**FORM OF MEDICAL CERTIFICATE FOR PERSONS WITH BENCHMARK DISABILITIES (PWBD)**

**NAME & ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE 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  
 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  
 Board

(Signature of Doctor)

Name:

Registration No.

Member, Medical Board

(Signature of Doctor)

Name:

Registration No.

Member/Chairperson, Medical

\*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 PP 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)	