SOUTH WESTERN RAILWAY

Railway Recruitment Cell

Old GM's Office Complex, 2nd Floor, Club Road, Keshwapur, Hubballi-580023

Centralized Notification for Engagement of Apprentices under the Apprentices Act, 1961 on SWR for the year 2025-2026

Notification No.SWR/RRC/Act Appr/01/2025, Date: 11.07.2025

Opening date of Online Application	Date & time of closing of Online Application
14.07.2025	**13.08.2025; 23:59 hrs**

ONLINE applications are invited from interested candidates for engagement of Act Apprentices for imparting training under the **Apprentices Act, 1961**against **904 slots** notified for training in the designated trades at Divisions/Workshops/Units of South Western Railway. Applications complete in all respects should be submitted only **"ONLINE"** till 23:59 hrs. of the closing date and candidates those who are already undergoing/undergone training **should not** apply against this notification.

1. Candidates should note and take cognizance of the fact that, this is a Centralized Notification for engagement of Act Apprentices under the Apprentices Act, 1961 for South Western Railway and Railway Recruitment Cell, South Western Railway, Hubballi (RRC/SWR/UBL) has been nominated as nodal agency for obtaining ONLINE applications from interested candidates and preparation of their merit list. Candidates can submit their applications **ONLINE** only on RRC/SWR/UBL website i.e.**www.rrchubli.in**

   - This notification is open to all candidates with prescribed educational qualification. The candidates who have registered with local employment exchange falling in Karnataka and adjoining districts of states, served by South Western Railway i.e., Tamilnadu (Districts namely Dharmapuri, Salem & Vellore), Andhra Pradesh (Districts namely Anantapur & Chittor), Maharashtra (Sangli District) & Goa will be given preference as per CPO/SWR's letter No.SWR/P.563/Act App/Vol.5, dtd.26.09.2012. The other candidates will be given opportunity if the slots were unfilled.
   - For the wards of Serving Railway Employees and wards of retired/deceased Railway Employees may indicate the details in portal. Such candidates must produce the declaration as per Annexure – VI& VII at the time of document verification.

2. After preparation of merit list, the candidates will have to appear for document verification.

3. Apprentices will be engaged in the following trades with the breakup as under:

(i) Hubballi Division

Sl. No.	Break-up of training slot						PwBD			Ex-SM	ITI pass in trade to be eligible for consideration	Training period
	Trade	UR	SC	ST	OBC	Total	LD	HI	VI			
01	Fitter	50	16	08	27	**101**	02	01	01	04	Fitter	01 Year
02	Welder	03	01	00	01	**05**	00	00	00	00	Welder (Gas & Electric)	
03	Electrician	42	11	06	17	**76**	02	02	00	03	Electrician	
04	Refrigeration and Air Conditioner Mechanic	09	02	01	04	**16**	00	00	00	00	Refrigeration & Air conditioning Mechanic	
05	Programming and System Administration Assistant (PASAA)	21	06	03	09	**39**	00	00	00	01	Computer Operator & Programming Assistant	
	TOTAL	**125**	**36**	**18**	**58**	**237**	**04**	**03**	**01**	**08**		

(ii) Carriage Repair Workshop, Hubballi

Sl. No.	Break-up of training slot						PwBD			Ex-SM	ITI pass in trade to be eligible for consideration	Training period
	Trade	UR	SC	ST	OBC	Total	LD	HI	VI			
01	Fitter	49	15	07	26	**97**	01	01	01	03	Fitter	01 Year
02	Welder	16	05	02	09	**32**	00	01	00	02	Welder (Gas & Electric)	
03	Machinist	04	01	01	02	**08**	00	00	00	00	Machinist	
04	Turner	05	01	01	02	**09**	00	00	00	00	Turner	
05	Electrician	15	04	02	08	**29**	00	00	00	01	Electrician	
06	Carpenter	06	01	01	03	**11**	00	00	00	00	Carpenter	
07	Painter	08	02	01	04	**15**	00	00	00	00	Painter	
08	Programming and System Administration Assistant (PASAA)	09	02	01	04	**16**	00	00	00	00	Computer Operator & Programming Assistant	
	TOTAL	**112**	**31**	**16**	**58**	**217**	**01**	**02**	**01**	**06**		

(iii) Bengaluru Division

Sl. No.	Break-up of training slot						PwBD			Ex-SM	ITI pass in trade to be eligible for consideration	Training period
	Trade	UR	SC	ST	OBC	Total	LD	HI	VI			
01	Fitter(Diesel Loco Shed)	18	06	03	10	**37**	01	00	00	01	Fitter	01 Year
02	Electrician (Diesel Loco Shed)	08	03	01	05	**17**	00	01	00	01	Electrician	
03	Electrician General	40	12	05	22	**79**	01	02	00	02	Electrician	
04	Fitter(Carriage & Wagon)	34	10	05	18	**67**	03	03	00	04	Fitter	
05	Programming and System Administration Assistant (PASAA)	04	02	02	02	**10**	00	00	00	00	Computer Operator & Programming Assistant	
06	Welder	04	02	02	02	**10**	00	00	00	00	Welder (Gas & Electric)	
07	Fitter	04	02	02	02	**10**	00	00	00	00	Fitter	
	TOTAL	**112**	**37**	**20**	**61**	**230**	**05**	**06**	**00**	**08**		

(iv) Mysuru Division

Sl. No.	Break-up of training slot						PwBD			Ex-SM	ITI pass in trade to be eligible for consideration	Training period
	Trade	UR	SC	ST	OBC	Total	LD	HI	VI			
01	Fitter	30	09	05	16	**60**	01	01	00	02	Fitter	01 Year
02	Welder	02	00	00	00	**02**	00	00	00	00	Welder (Gas & Electric)	
03	Electrician	22	06	03	12	**43**	01	00	00	01	Electrician	
04	Programming and System Administration Assistant (PASAA)	35	11	05	19	**70**	00	00	00	01	Computer Operator & Programming Assistant	
05	Stenographer	02	00	00	00	**02**	00	00	00	00	Stenography	
	TOTAL	**91**	**26**	**13**	**47**	**177**	**02**	**01**	**00**	**04**		

(v) Central Workshop, Mysuru

Sl. No.	Break-up of training slot						PwBD			Ex-SM	ITI pass in trade to be eligible for consideration	Training period
	Trade	UR	SC	ST	OBC	Total	LD	HI	VI			
01	Fitter	09	03	01	05	**18**	01	00	00	01	Fitter	01 Year
02	Turner	02	01	00	01	**04**	00	00	00	00	Turner	
03	Machinist	03	01	00	01	**05**	00	00	00	00	Machinist	
04	Welder	03	01	00	02	**06**	00	00	00	00	Welder (Gas & Electric)	
05	Electrician	02	01	00	01	**04**	00	00	00	00	Electrician	
06	Painter	02	00	00	01	**03**	00	00	00	00	Painter	
07	Programming and System Administration Assistant(PASAA)	02	00	00	01	**03**	00	00	00	00	Computer Operator & Programming Assistant	
	TOTAL	**23**	**07**	**01**	**12**	**43**	**01**	**00**	**00**	**01**		
	GRAND TOTAL	**463**	**137**	**68**	**236**	**904**	**13**	**12**	**02**	**27**		

NB: (1) Slots of PwBD (Persons with Bench Mark Disability) and Ex-Servicemen in the above tables are not separate, but included in the total number of slots.
(2) Training will be imparted at respective divisions/units

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 belonging to the Scheduled Tribes or as the case may be to the Scheduled Caste and if the prescribed training slots cannot 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 slots remain unfilled by OBC candidates to be filled by unreserved category.

Note: Please go through the above mentioned training slots and your ITI trade thoroughly and choose the locations for training **(i.e.Hubballi, Bengaluru or Mysuru)** accordingly. Further, the candidates will be given Division or Workshop based on the requirement at that time. It should not happen that you select a unit where there is no training slot requirement for your ITI Trade. In such a situation, your application may eventually become meaningless, as you would not be allowed to make any changes after the final submission of ONLINE application. Moreover, you are also not allowed to make multiple applications, which will lead to rejection of your application summarily.

4. MODE OF SELECTION:

4.1 Engagement 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 for the purpose on the basis of percentage of marks in matriculation with minimum 50% +ITI marks in the trade in which Apprenticeship is to be done (i.e.50%ofaggregate marks, both in matriculation & ITI). The panel will be on the basis of simple average of percentage of marks in the matriculation and ITI.

For the purpose of calculation of percentage of matriculation marks obtained by the candidates in all subject will be reckoned and not on the basis of marks of any subject or a group of subjects like best of five etc. For the purpose of calculation of percentage of ITI marks, marks mentioned in the provisional /final certificate issued by NCVT/SCVT will be reckoned.

For the purpose of calculation of percentage of marks of SSC/matriculation candidates, whose secured marks are not mentioned in the score sheet, the candidates may calculate the percentage of marks by using the formulae approved by the respective State Boards / CBSE / ICSE etc., for the grades awarded to them against the subjects, which should be the same for verifying at the time of document verification.

4.2 In case of two candidates having the same marks, the candidates with 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.

4.3 A final merit list will be prepared Division/Workshop/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.

4.4 Candidates finally enlisted would be subject to verification of original documents and being found fit in appropriate Medical examination as applicable for the Divisions/Workshops/Units.

5. During submission of ONLINE application, a Registration number will be issued to each applicant. Candidates are advised to preserve/note their Registration Number for further stages of engagement process/correspondence with RRC/SWR/UBL.

NOTE-I: To avoid last minute rush, candidates are advised at their own interest to submit ONLINE application much before the closing date and time, to avoid possible inability/failure to log on to the website of RRC/SWR/UBL on account of heavy load on the internet or website jam during last days.

NOTE-II: RRC/SWR/UBL does not accept any responsibility for the candidates not being able to submit their application "ONLINE" within the last day on account of aforesaid reasons or any other reason.

6. ELIGIBILITY CONDITIONS

6.1 The general candidates should have completed 15 years of age and should not have completed 24 years of age as on last date of notification.

6.2 The upper age limit is relaxable by 05 years in case of SC/ST candidates and 3 years in case of OBC candidates.

6.3 For Persons with Disabilities, upper age limit is relaxed by 10 years.

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

6.5 The candidates 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 Format at Annexure – I at the time of document verification. Similarly, the candidates, who want to avail the benefit of reservation of OBC, must produce caste certificate and Non-Creamy Layer Certificate issued on or after 01/04/2025 on Central Government format by appropriate authority as per sample Format at Annexure – II at the time of document verification.

6.6 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 case may be) of his/her parents at the time of document verification.

7. EX-SERVICEMEN

7.1 An Ex-serviceman 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. Reservations to 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 officers.
e) Ex-Servicemen.

8. **MINIMUM EDUCATIONAL QUALIFICATION:**

The candidate must have passed 10th class examination or its equivalent (under 10+2 examination system) with minimum 50% marks, in aggregate, from recognised Board and also possess National Trade Certificate in the notified trade issued by the National Council for Vocational Training or Provisional Certificate issued by **National Council for Vocational Training/State Council for Vocational Training (NCVT/SCVT)**.

Note: 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.

9. **PAYMENT OF FEES**

9.1 Application fees (Non-refundable) – Rs.100/-

9.2 The payment will have to be made online through payment gateway as a part of online application process.

9.3 After ensuring the correctness of the particulars of the application form, candidates are required to pay fees through the payment gateway integrated with the online application. No change/edit will be allowed thereafter.

9.4 The payment can be made by using Debit Card/Credit Card/Internet Banking etc. by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates.

9.5 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.

9.6 If the online transaction is not successfully completed, and no money is debited then please login again to make payment online. If money is already debited from your account and still another payment is made for the same application by the applicant, then application will be considered basis the payment received against the application number and applicant agrees that the duplicate payment will be forfeited by the applicant; hence, it is strongly advised to avoid multiple payment.

9.7 No fee is required to be paid by SC/ST/Women/PwBD candidates.

10. **STANDARDS OF FITNESS FOR THE PERSONS WITH BENCHMARK DISABILITY**

10.1 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.

10.2 **FOR LOCO MOTOR OR CEREBRAL PALSY (OH)**

TRADES	DISABILITY REQUIREMENT
Fitter	Lower limb partially damaged from one side can join.
Welder	A person without leg and without three finger of one hand can be accommodated.
Electrician	Partially lower limb candidates can be accommodated
Refrigeration and Air Conditioner Mechanic	Only one lower limb partially working can be accommodated. Small finger of each hand damaged can be accommodated.
Turner	Lower limb partially damaged from one side can join
Machinist	Only small finger damaged can join
Painter	One upper and lower limb partially damaged
Carpenter	One upper and lower limb partially damaged
Programming And System Administration Assistant (PASAA)	Both lower limbs

10.3 **LOW VISION (VH)**: “Person with Low Vision” means a person with impairment of visual functioning of 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.

10.4 Person with Bench Mark Disability (PwBD) 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), as per Annexure-III, IV &V respectively.

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

11. HOW TO APPLY

11.1 Candidates are required to apply "ONLINE" by visiting www.rrchubli.in and the detailed instructions for filling up "ONLINE" applications will be available on the website.

11.2 Candidates are required to log on to the RRC/Hubli website www.rrchubli.in provided for filling "ONLINE" applications and fill up the personal details/BIO-DATA etc. carefully.

NOTE – I: Candidates should ensure their name, father's name, date of birth exactly match as recorded in Matriculation or equivalent certificate. Any deviation found during the document verification will lead to cancellation of candidature.

NOTE – II: Candidates are advised to indicate their active mobile number, Aadhar Number (for authentication purpose), details of self-bank account which is linked to Aadhar account 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 through e-mail/SMS which will be treated as deemed to have been read by the candidates.

11.3 Candidates trying to submit more than one application with different particulars like Name/Father's Name/Community/Photo (face)/ Educational and/or technical qualification etc. or with different E-mail ID/Mobile Number are advised that all such applications will be summarily rejected.

11.4 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.

11.5 Candidates should upload necessary documents and the same will be cross checked with originals during the time of document verification.

12. SCANNED PHOTOGRAPH/SOFT COPY OF PHOTOGRAPH

12.1 Candidates are required to upload their colour photograph (size 3.5 cm x 3.5 cm) not older than three months from the date of application in JPG/JPEG format, 100 DPI, size of the file should be 2MB without cap and sunglasses. Candidates may note that RRC/Hubli may at any stage, reject the applications for uploading old/unclear photograph or for any significant variations between photographs uploaded 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 with them for bringing at the time of document verification.

12.2 The PwBD candidates are advised to upload their photograph which shows their disability.

13. SCANNED SIGNATURE/SOFT COPY OF IMAGE OF SIGNATURE

13.1 Candidates are also required to upload their signature (size 3.5 cm x 3.5 cm JPG/JPEG format, 100 DPI, size of the file should be between 20 Kb – 30 Kb)

14. LAST DATE FOR RECEIPT OF APPLICATION

14.1 The "ONLINE" application, complete in all respect, can be submitted through "ONLINE" process to RRC/Hubli up to **13.08.2025 till 23.59 hrs**. **No physical copy of the application is required to be sent to RRC/Hubli**. Even if it is received, no cognizance will be given to it.

15. **TRAINING PERIOD & STIPEND**

15.1 For all trades the training period will be 01 year and as per extant rules, directives issued by Railway Board from time to time.

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

16. **AGREEMENT OF TRAINING**

16.1 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.

16.2 Where the Contract of Apprenticeship is terminated through failure on the part of the employer in carrying out the terms and conditions of the contract (as notified under the Apprentices Rules, 1992), candidate will be paid apprentice compensation as prescribed.

16.3 In the event of premature termination of Contract of Apprenticeship for failure on the part of apprentice to carry out the terms and conditions of the contract (as notified under the Apprenticeship Rules, 1992), the candidate/surety has to pay such amount as is determined by the Apprenticeship Adviser towards the cost of training.

17. **MEDICAL FITNESS**

17.1 A person shall be eligible for being trained under the Apprentices Act, 1961 and Apprenticeships Rules1992, as amended from time to time, if he or she satisfies the minimum standards of physical fitness as prescribed in the aforesaid Act and Rules &the standards prescribed for imparting training to the relevant trade. **The candidates should bring medical certificate signed by Government authorized doctor (Gaz.) not below the rank of Asst. Surgeon of Central / State Hospital at the time of document verification. The candidates hereby advised to download the medical certificate proforma uploaded in the official website of www.rrchubli.in**

18. **HELP DESK**

18.1 For any issues/problem you may submit your representation/grievance to the following e-mail id: **swractapp2526@onlineregister.org.in** This facility can be availed while filling the online application also through the 'contact us' tab in the portal.

19. **IMPORTANT INSTRUCTIONS**

19.1 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.

19.2 In terms of Railway Board letter No.E(MPP)/2009/6/14 (RBE No.120/2015), it is not obligatory on the part of the Railways to offer any employment to the Apprentices on completion of their Apprenticeship training. Accordingly, the Act Apprentices imparted training in Railway establishments, will have no claim to seek employment on Railways on the basis of such training.

19.3 No correspondence for engagement will be entertained.

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

19.5 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 dismissed without notice.

19.6 Candidature of the candidate shall be cancelled if he/she fails to produce the required original documents at the time of verification or any other discrepancy noticed.

19.7 If it is noticed by the Railway administration that the applicant has furnished wrong/fake/false Certificates, the Railway administration reserves the right to discharge the candidate/selected candidate at any stage without notice even after his selection to undergo training.

19.8 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 the office to any individual or organisation.

19.9 Selected candidates are advised to bring Aadhar Card for document verification.

19.10 No daily allowance/conveyance allowance or travelling allowance will be paid to the candidate who will be called for document verification.

19.11 Candidates need not send any application printouts or certificates or copies to RRC/Hubli by post. The candidature of the candidates will be considered only on the basis of information furnished in the "ONLINE" application.

19.12 After selection for engagement, request of candidate to change the Divisions/Workshops/Units will not be considered.

19.13 Online payment made to Railway Recruitment Cell, South Western Railway, Hubballi via the online portal is non-refundable and hence refund request will not be entertained under any circumstances. If candidate attempts to reverse the online transaction through any means, then the application will be considered as withdrawn and no further communication will be entertained in this regard.

Sd/-

Place : Hubballi

CHAIRMAN
Railway Recruitment Cell,
South Western Railway, Hubli

Date: 11.07.2025

Copies forwarded to give wide publicity of the notification:

1. PS to GM/SWR for information.
2. PCME/SWR for information.
3. PCPO/SWR for information
4. PCPO/RWF/YNK for information
5. Sr.DPO/UBL, Sr.DPO/SBC, Sr.DPO/MYS and WPO/MYSS for information
6. Dy.CMM/GSD/UBL for information
7. Sr. EDPM/SWR/UBL to upload the Notification on SWR Rail Net.
8. All the Shop Supervisors/UBLS for information
9. The Regional Directorate of Skill Development and Entrepreneurship, FTI Campus, Outer Ring Road, Near ESIC Hospital, Peenya, Bengaluru -560 022.
10. The District Employment Officer, Bagalkot, Bangalore Urban, Bangalore Rural, Belagavi, Bellary, Bidar, Bijapur, Chamarajanagar, Chikballapur, Chikmagalur, Chitradurga, Dakshina Kannada, Davanagere, Dharwad, Gadag, Gulbarga, Hassan, Haveri, Kodagu, Kolar, Koppal, Mandya, Mysuru, Raichur, Ramanagara, Shimoga, Tumkur, Udupi Uttara Kannada, Yadgir, Salem, Vellore, Dharnapuri (TN), Ananthapur, Chittoor (AP), Sangli(MH), Goa.
11. The Principal, Industrial Training Centre, Hosur, Hubli for information
12. The Principal Chedhdha Industrial Training Institute, Rajnagar, Hubli-580 032 for information
13. ITI Institutes, Belgaum, Gadag and Bellary for information
14. The Secretary, DurgadeviHarijanSangh, Ayodhyaoni, Hubli.
15. The General Secretary/SWRM Union/South Western Railway/Hubli for information.
16 The General Secretary/AISCTRE Association/South Western Railway/Hubli.
17 The General Secretary/AIOBC Association/South Western Railway/Hubli.
18 The Secretary/SWRM Union / AISCTRE Association/ AIOBC Association /UBLS.
19 CI/BTC/UBLS & SI/TTC/UBLS

Annexure – I

FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Sri/Smt/Kumari _____ Son/Daughter of _____ of Village/Town _____ in 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 Caste) Order 1950.
* The constitution (Scheduled Tribe) Order 1950.
* The Constitution (Scheduled Caste) (Union Territories) Order 1951.
* The constitution (Scheduled Tribes)(Union Territories) Order 1951 (as amended by the Scheduled Castes and Scheduled Tribes (Modification) Order 1956, the Bombay Re-orgnisation Act, 1960, the Punjab Re-orgnisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re- orgnisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.
* The Constitution (Jammu & Kashmir) Scheduled Caste Order 1956.
* The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.
* The Constitution (Dadra & Nagar Haveli) Scheduled Castes Order 1962.
* The Constitution (Dadra & Nagar Haveli) Scheduled Tribes Order 1962.
* The Constitution (Pondicherry) Scheduled Castes Order 1964.
* The Constitution (Scheduled Tribes) (Uttar Pradesh) Order 1967.
* The Constitution (Goa, Daman & Diu) Scheduled Castes Order 1968.
* The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968.
* The Constitution (Nagaland) Scheduled Tribes Order 1970.
* The Constitution (Sikkim) Scheduled Tribes Order 1978.
* The Constitution (Sikkim) Scheduled Castes Order 1978.

2. Applicable 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 the Scheduled Caste /Scheduled Tribe certificate issued to Shri/ Smt/ Kumari_____ Father/ Mother _____ of Shri/Shrimati/Kumari _____ of village/Town _____ in_____ District/Division* _____ of the State/Union Territory _____ who belongs to the _____ caste/tribe which is recongnised as a Scheduled Caste/Scheduled Tribe * in the State/Union Territory* of _____ issued by the _____ (name of the prescribed Authority) vide their letter No._____ dt._____.

3. Shri/Smt/Kumari._____ and /or/his/her family ordinarily reside(s) in Village/Town _____ District/Division of the State/Union Territory of _____ .

Place :
Date :

Signature :
Designation:
(With Office Seal)

- Please delete the words which are not applicable.
- Please quote specific Presidential Orders.

NOTE: The term (ordinarily resides) used here will have the same meaning as in Section 20 of the Representation of Peoples Act.1950.

Annexure – II

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

This is to certify that._____ son/daughter of _____Of village _____ District/Division _____ in the _____State _____ belongs to the _____ Community which is Recognized as a backward class under

(i) Resolution No.12011/63/93 - BCC (C) dated the 10th September 1993, published in the Gazette of India Extraordinary – Part I, Section I, No.186 dated 13th September, 1993.

(ii) Resolution No.120011/9/94 – BCC dated the 19th October, 1994, published in the Gazette of India Extraordinary Part- I Section I , No 163, dated 20th October.1994.

(iii) Resolution No, 12011/7/95 – BCC , dated the 24th December- 1995, published in the Gazette of India – Extraordinary – Part I, Section I No.88, dated 25th May- 1995.

(iv) Resolution No.12011/44/96 – BCC, dated the 6th December 1996 published in the Gazette of India – Extraordinary – Part-I, section I, No 210, dated the 11th December 1996.

Shri._____ and /or his family ordinarily reside(s) in the _____ District/Division of the _____State. 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 O.M.No.36012/22/93 – Estt. (SCT) dated 8.9.1993.

District Magistrate.
Deputy Commissioner etc.

Date:
Seal:

(a) The term ordinarily used here will have the same meaning as in Section 20 of the Representation of the People Act. 1950.

(b) The authorities competent to issue caste certificates are indicated below:-

I. District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/ 1st Class Stipendiary Magistrate/ Sub-Divisional

II. Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class stipendiary Magistrate).

III. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.

IV. Revenue Officer not below the rank of Tahasildar and Sub-Divisional Officer of the area where the candidate and / or his family resides.

FROM-II
Certificate of Disability
(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 passport size attested photograph (Showing face only) of 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/YYYY) 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:

(A) He/she is a case of:
*Locomotor Disability
*Dwarfism
*Blindness
(Please tick as applicable)

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

(1) He/She has ……% (in figure) ……. percent (in words) permanent locomotor disability/dwarfism/blindness in relation to his/her ……. (part of body) as per guidelines (..... number and date of issue of the guidelines to be specified).

(2) The applicant has submitted the following document 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-IV
Certificate of Disability
(In cases other than those mentioned in Form III)
(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 I 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 I am satisfied that, he/she is a case of **..... Disability**. His/Her extent of percentage physical impairment/disability has been evaluated as per guidelines (..... number anddate of issue of the guidelines to be specified) and is 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	Muscular Dystrophy			
3	Leprosy cured			
4	Cerebral Palsy			
5	Acid attack Victim			
6	Low Vision	#		
7	Deaf	€		
8	Hard of Hearing	€		
9	Speech and Language disability			
10	Intellectual Disability			
11	Specific Learning Disability			
12	Autism Spectrum Disorder			
13	Mental illness			
14	Chronic Neurological Conditions			
15	Multiple Sclerosis			
16	Parkinson's Disease			
17	Haemophilia			
18	Thalassemia			
19	Sickle Cell disease			

(Please strike out the disabilities which are not applicable)

2. Theabove 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/YYYY)
   @ e.g. Left/Right/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

(Authorized Signatory of notified Medical Authority)
(Name and Seal)

Countersigned
{Counter signature and seal of the Chief Medical Officer/Medical Superintendent/
Head of Government Hospital, in case the
Certificate is issued by a medical authority who is
Not a Government servant (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.

Annexure-V

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 havingidentification 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.

Paste here your recent colour photograph showing the disability (The photograph should be attested by the Chairperson of the Medical Board.

Signature of candidate in the above box below the photograph

B. Blindness or Low Vision: **C. Hearing Impairment:**
(i)B-Blind (ii)PB-Partially Blind (i)D-Deaf (ii)PD-Partially Deaf
(Delete the category whichever is not applicable)

2. This is certified that Smt./Shri/Kumari …….. being unable to perform theTyping 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 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, Medical Board**

*Please delete the words which are notapplicable

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, 1966notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-Section (1) and (2) of section 73of 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. TheState Government may constitute a Medical Board consisting of at least three members out of whom at least one shall be aspecialist in the particular field for assessing the locomotor/hearing and speech/Visual disability. (ii) The certificate would bevalid for a period of 5 years of those whose disability is temporary. For those who acquired permanent disability, the validity canbe shown as 'permanent.

Annexure – VI

DECLARATION FORM TO BE FILLED IN BY THE WARDS OF THE RETIRED/DECEASED EMPLOYEES

1.	Name of Retired/Deceased Railway Employee	:
2.	Designation	:
3	Department	:
4.	Station at which last employed	:
5.	Date of Appointment	:
6.	Date of Termination/Retired	:
7.	Scale of Pay and Grade Pay	:
8.	Last Pay Drawn	:
9.	Nature of Relationship to the Applicant	:

Signature of Applicant

Note: Copy of Service Certifcate/Pension payment order of the Retired/Deceased Railway Employee is to be Attached.

Annexure - VII

DECLARATION FORM TO BE FILLED IN BY THE WARDS OF THE SERVING RAILWAY EMPLOYEES

1. Name of Retired/Deceased Railway Employee :
2. Designation :
3. Ticket No./PF No.
4. Department :
5. Station at which employed :
6. Date of Appointment :
7. Date of Birth :
8. Date of Retirement :
9. Scale of Pay and Grade Pay :
10. Pay :
11. Nature of Relationship to the Applicant :

Signature of Applicant

DECLARATION FORM TO BE FILLED IN BY THE SERVING RAILWAY EMPLOYEE

I certify that Shri./Kum._____ son/daughter of Shri./Smt._____ an applicant for the post of trade apprentice is my _____ (Nature of relationship). I declare that above furnished information is true and correct to best of my knowledge if it is found to be false then I am liable for disciplinary action.

Signature of serving Railway Employee

SERVICE CERTIFICATE

CERTIFICATE TO BE ISSUED BY THE CONCERN DEPARTMENTAL GAZETTED OFFICER

Certified that Shri./Smt._____ is employed in _____ (Office/Shop) as _____(Designation).

Office Seal:

Signature :
Designation:

Annexure - VIII

Medical Fitness Certificate for Standard of physical fitness for Act Apprentice Training in South Western Railway

1. Name of the Candidate : .....
2. Father Name : .....
3. Category : .....
4. Date of Birth/Age : .....
5. Trade & Name of Workshop/Unit : .....
6. Permanent identification marks 1. .....

   2. .....

Recent passport size photo as uploaded in Application form

Photo to be attested by Medical Officer

Sl.No.	Standard of Physical Fitness	Observation of Medical Officer
1.	A candidate should be free evidence of any contagious of infectious disease. He should not be suffering from any disease which is likely to be aggravated by service or is likely to render him unfit for service or endanger the health of the public. He should also be free from evidence of tuberculosis in any form, active or healed. And also certified that he/she is fit to undergo Apprenticeship training in Railway Establishment under the Apprentices Act, 1961.	
2.	**Height, Weight and Chest-** Candidate should satisfy the following minimum standards, namely:- HEIGHT: 137 centimeters; Weight: 25.4 Kilogram; Chest expansion should not be less than 3.8 centimeters irrespective of size of chest. Provided that where a candidate does not satisfy the said minimum standards but is certified in writing by a Medical Officer not below the rank of an Assistant Surgeon (Gazetted), to be physically fit for being engaged as an apprentice in a particular trade under the Apprentices Act, 1961, he may be engaged as an apprentice in that trade.	
3.	**EYES** There should be no evidence of any morbid condition of either eye of the lids of either eye which may be liable to risk of aggracation ofrecurrence. Standard of Vision (A) Visual acuity: * Candidates having vision in one eye shall eligible to undergo apprenticeship training except in the following seventeen trades, namely:- (1) Electrician Aircraft (2) Watch and Clock Mechanic (3) Driver Cum Fitter (4) Surveyor (5) Process Cameraman (6) Sirdar (7) Rigger (Engg.& Chem. Industry) (8) Short firer/Blaster(Mines) (9) Mate (Mines) (10) Mech.Radio& Radar Aircraft (11) Ceramic Moduler (12) Ceramic Caster (13) Ceramic Kiln Operator (14) Ceramic Press Operator (15) Ceramic Modeller (16) Ceramic Decorator (17) Optical Worker. * Substituted vide GSR 221 dated 21st April 1993. (B) Colour Vision: Not required	

4.	**EARS** Hearing must be good in both ears and there should be no sign of suppurative disease. No hearing aid shall be permitted.	
5.	**SKIN** There should be no evidence of acute or chronic skin disease of chronic ulceration.	
6.	**SPEECH** Speech should preferably be without impediment.	
7.	**ALIMENTARY SYSTEM** 1. Candidate should have sufficient number of natural teeth (in healthy state) for mastication. 2. Spleen should not be palpably enlarged and there should be no evidence of tenderness in the splenic area. 3. Liver should not be palpable or tender. 4. There should be no oral sepsis. 5. There should be no sugar in the urine. 6. Candidates should not be suffering from haemorrhoids, fissure in and testis anal hernia or bubonocele or ischio-rectal abscess or hydrocele.	
8.	**CARDIO VASCULAR SYSTEM** 1. Blood pressure should not exceed 85 diastolic and 140 systolic. 2. Candidates with low blood pressure (i.e systolic below 100) should be rejected. 3. There should be no sign of any cardiovascular disease.	
9.	**RESPIRATORY SYSTEM** Candidates should be free from all diseases of respiratory system. There should be no deformity of chest which may cause impediment to breathing.	
10	**GENITO URINARY SYSTEM** There should be no evidence of genitor urinary disease or nay abnormality.	
11.	**SKELETAL SYSTEM** 1. The function of all limbs should be within normal limits. 2. There should be no evidence of serious deformity of the spinal column or of the extremities.	
12.	**NERVOUS SYSTEM** There should be no evidence of any disease of nervous system or of any mental disease.	
13.	**GLANDULAR SYSTEM** There should be no evidence of tuberculosis or other disease of theglandular system including the endocrine glands.	
14.	**X-Ray of Lungs**	
15.	**Urine Sugar**	
16.	**Blood Group**	

N.B: Above medical fitness certificate should be signed by Government authorized Doctor (Gaz), not below rank of Asst. Surgeon of Central/State Hospital.

Signature of Medical Officer	
Name of Medical Officer	
Registration No.	
Designation	
Name of Central/State Govt. Hospital	
Seal of Medical Officer signing the certificate	