



# NLC India Limited

(formerly Neyveli Lignite Corporation Limited)

("Nav Ratna" - A Government of India Enterprise)

**OFFICE OF THE DEPUTY GENERAL MANAGER**

**LEARNING & DEVELOPMENT CENTRE, BLOCK-20, NEYVELI**

CORPORATE OFFICE, BLOCK-01, NEYVELI-607801, CUDDALORE DT, TAMILNADU.

{ Regd. Office: NO.8, First floor, Mayar Sathyamoorthy salai, FSD, Egmore Complex of Food Corporation of India, Chetpet, Chennai-600031, Tamil Nadu, India. }

(CIN : L93090TN19S6GOI003507)

TELEFAX: 04142 - 228452

E-mail: gm.edc@nlcindia.com

Website: [www.nlcindia.com](http://www.nlcindia.com)



ISO 9001: 2008  
Reg. No: R091/3567

Proc.No.DGM/L&D/ATS/TRADE APPRENTICE/ENGAGEMENT / 2017

Date: 03.04.2017

**Sub:** Apprenticeship Training under the Apprenticeship Act 1961 –April -17 batch - Offer of engagement - reg.

**Ref:** 1. Our Advertisement No. L&DC/1/2017.

2. Candidate Applications received and Subsequent verification held at L&DC on 27.03.2017.

We are pleased to inform that, the candidates enclosed in the annexure are provisionally selected for engagement as Apprenticeship trainees in NLC India Limited, Neyveli under the Apprentices Act, 1961 subject to acceptance of contract for Apprenticeship Training by the Regional Directorate of Apprenticeship Training, Ministry of Skill Development and Entrepreneurship, Chennai. The terms and conditions of training are enclosed.

**In order to complete the joining formalities and registration of Apprenticeship training with RDAT (NCVT – MIS),**

- a. Candidates have to register as Apprentice in the NCVT - MIS portal of Regional Directorate of Apprenticeship Training [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in) entering all the details required for registration.
- b. They should apply for training in NLC India Limited (Neyveli Lignite Corporation Limited) through NCVT – MIS Portal.
- c. To complete the joining formalities they should report on the date and venue indicated in the annexure along with
  - i. Apprentice Registration Number of NCVT – MIS Portal.
  - ii. The following certificates in original with 3 sets of Photostat copies of all the certificates
    - PNTC / NCVT Certificate
    - Hsc., Mark sheet
    - Provisional Certificate
    - Transfer Certificate
    - Community Certificate
    - Physically Disabled Certificate / Ex-Service Man Certificate if claimed.
    - Aadhar Card
  - iii. 9 passport size color photographs and 2 stamp size color photographs
  - iv. Document for Address Proof
  - v. Medical Certificate and Declaration form in the format as annexed

This offer is subject to verification of the Original Certificates as above and the same being found satisfactory as per the requirement for Apprenticeship Training under the Apprentices Act 1961 and their Medical Fitness.

Candidates should necessarily report on the date mentioned in the annexure, failing which the selection for the engagement of Apprenticeship will be treated as cancelled.

**DY.GENERAL MANAGER / L&D**

**Encl:**

1. Terms and Conditions of Training
2. Guidelines to register in NCVT –MIS portal.
3. Guidelines to apply for training in NLC India Limited.
4. Declaration Form
5. Medical Fitness Form
6. List of Selected Candidates (TRADE / MLT APPRENTICE)

## TERMS AND CONDITIONS

### **1. PERIOD OF APPRENTICESHIP TRAINING:**

The Period of Apprenticeship training is ONE / TWO YEAR/ SIX MONTHS from the date of joining.

### **2. WORKING HOURS AND NUMBER OF WORKING DAYS:**

- a. Apprentices have to attend the training for 6 days in a week at specified working hours
- b. Apprentices have to undergo training in General Shifts and if necessary in I & II Shifts as per the requirement of their place of training.

### **3. LEAVE ENTITLEMENT:**

Apprentices are entitled to the following types and number of days of leave with full stipend:

- a. Casual leave – 12 days per annum
- b. Medical leave - 15 days per annum

In addition to the above, they are eligible for National and other Festivals holidays as applicable to NLCIL employees.

### **4. PAYMENT OF STIPEND:**

- a. The rate of stipend payable to the Apprentices during the training period is as per the act and as given below.  
**For ONE YEAR APPRENTICESHIP TRAINING Stipend is Rs.8132/- PM (WIREMAN, FITTER, MMV & TURNER)**  
**For PASAA One year Apprenticeship Training Stipend is Rs. 6,325/- PM**  
**For TWO YEAR APPRENTICESHIP TRAINING Stipend is 1ST year- Rs. 7,229/-PM / 2ND year – Rs. 8,132/-PM ( for Carpenter & Plumber)**  
**For SIX MONTHS APPRENTICESHIP TRAINING Stipend is Rs.6,325/-PM ( for Medical Lab Technician)**
- b. Stipend will be paid on or before 10th of every succeeding month through Bank only.

### **5. CONDITIONS OF ELIGIBILITY:**

Candidates are not eligible for being engaged as an Apprentice if,

- a. They have already undergone the one year apprenticeship training. Or
- b. They are presently undergoing the apprenticeship under the Apprentices Act 1961. Or
- c. In case of termination of their Contract of Apprenticeship with any other previous employer

The Candidates are requested to submit a declaration in the prescribed Proforma enclosed in this regard, at the time of reporting for training.

### **6. MEDICAL FITNESS:**

The candidates are instructed to produce the Medical Fitness Certificate from Registered Medical practitioner in the prescribed format enclosed in the annexure.

### **7. CONDUCT AND DISCIPLINE:**

- a. Apprentices have to acquire the knowledge and learn skills consciously and diligently and endeavour to qualify them self as skilled apprentices during the training period.
- b. They will be governed by the Apprentice Act, 1961 and Rules made there under and other Rules and Regulations applicable to Apprentices from time to time.
- c. They will be discharged from Training, without any notice if any information is found false at any stage of training.
- d. During the period of training, their performance and progress will be periodically monitored and reviewed. Unsatisfactory performance, neglect of duty, disobedience, indiscipline etc., will lead to termination of their apprenticeship training forthwith.
- e. During the tenure of their training, they have to maintain total confidentiality of all Company related information to which they may have access directly or indirectly.

### **8. HOSTEL ACCOMMODATION:**

During the training period, hostel accommodation will be provided subject to availability and on payment of prescribed charges.

### **9. ON-THE-JOB TRAINING:**

- a. Apprentices will be trained in Mines, Thermal Power Stations, various Service Units and Maintenance Divisions of NLCIL, Neyveli.
- b. During the training period, they should wear Uniform, safety protective foot wear for which they have to make their own Arrangements.

**10.** NLCIL, does not explicitly and implicitly Guarantee for any Employment in regular / temporary establishment after completion of the Apprenticeship Training

**11.** In case of any dispute with respect to the selection of apprentice and offer of engagement as apprentice in NLCIL, the rules and regulations governed under Apprentice Act 1961 will be final and binding.

## **GUIDE LINES FOR APPRENTICESHIP REGISTRATION IN NCVT - MIS PORTAL**

- 1) The following details /documents are required for registration
  - a) Email ID of the candidate (All portal correspondence will be sent to this Email ID only).
  - b) Cell phone number of candidate (should be linked to the Email ID).
  - c) Scanned copy of educational qualification in PDF format of file size less than 200 KB.
    - i) +2 mark sheet in case of Medical Lab Technician Trade.
    - ii) 10<sup>th</sup> mark sheet for ITI passed candidate.
    - iii) In case of candidates who have not passed 10<sup>th</sup> std, Transfer Certificate can be used as proof of education.
  - d) Scanned copy of the Technical qualification in PDF format of file size less than 200 KB.
    - i) Not required for Medical Lab Technician Trades
    - ii) PNTC Mark Sheet (or) NTC Certificate in case of ITI passed candidates.
  - e) Scanned copy of Pass port size Photo in JPEG format of file less than 200 KB.
  - f) Other Detail required
    - I. Mother Name
    - II. Father Name
    - III. Address with Pin code
    - IV. Aadhar Number
- 2) Procedure to apply for Apprentice Registration is summarized below  
**(USE GOOGLE CHROME BROWSER)**
  - i) Open website [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in)
  - ii) Under “Apprenticeship” tab, Select “Apprentice Registration”
  - iii) Fill the “Registration Form for Apprenticeship Training” with details as in your certificate.
    - a. Candidate type is “**Fresher**” for Medical Lab Technician.
    - b. Candidate type is “**ITI passed**” for other trades and they have to enter their NTC Certificate number.
    - c. Under Educational qualifications upload your scanned +2, 10<sup>th</sup> / 8<sup>th</sup> Certificate.
    - d. ITI candidates should fill the ITI details under Technical Qualification and upload the Scanned PNTC / NTC Certificate. For Medical Lab Technician this is no need to fill Technical qualification.
- 3) Upload certificate in proof of Date of Birth. (Hsc., / 10<sup>th</sup> / TC)
- 4) Upload the Passport size Photo.
- 5) After filling all other details, Submit it to get your Apprentice Registration Number.

## **GUIDE LINES TO APPLY FOR APPRENTICESHIP TRAINING IN NLC India Limited**

- 1) The following details to apply for training in **NLC India Limited** through NCVT – MIS Portal.
  - 1) Apprentice Registration number.
  - 2) Registered Email ID.
  - 3) ITI Details.
- 2) Procedure
  - i. Open website [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in)
  - ii. Under “Establishment” Tab select “Establishment Search”
  - iii. In the form select
    - a. Region as “RDAT Chennai”
    - b. State as “Tamil nadu”
    - c. District as “Cuddalore”
    - d. Click “Search”
  - iv. In the list of Establishment select “NEYVELI LIGNITE CORPORATION LIMITED”
  - v. Select the Trade you are applying – apply(tick) and submit.
  - vi. In the dialog box that appears fill all details and submit.

# ENGAGEMENT OF APPRENTICESHIP TRAINING IN NLCIL

## DECLARATION/ UNDERTAKING

I, ..... S/D/O , .....

Residing at .....

..... pin code ..... and selected & Issued with offer of as Graduate / Technician /

Technician (Vocational) / Ex-ITI / Fresher Apprenticeship Trainee in the Discipline/Trade of .....

..... in NLC India Limited, do hereby solemnly:-

- (a) Declare that I had not already undergone (or) undergoing Apprenticeship Training partially / fully, elsewhere, in any Discipline; and
- (b) Undertake that I shall not engage myself in any other gainful Employment (or) any other training in NLCIL or elsewhere during the period of my Apprenticeship Training in NLCIL.

Place:

Date:

SIGNATURE OF THE CANDIDATE

NAME :

ADDRESS :

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## PHYSICAL FITNESS FORM

### STANDARDS OF PHYSICAL FITNESS FOR TRAINING

1. A candidate should be free from evidence of any contagious or 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 to endanger the health of the public. He should also be free from evidence of tuberculosis of any form active or healed.
2. Height, weight and chest: Candidate should satisfy the following minimum standards namely. Height 150 Centimeters: Weight 45 Kilograms: Chest-expansion should not be less than 5.00 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 Asst. Surgeon (Gazetted) to be physically fit for being engaged as an Apprentice in that trade.
3. EYES: There should be no evidence of any morbid condition of either eye or of the lids of either eye which may be liable to risk of aggravation or recurrence.

### STANDARD OF VISION

- (A) VISUAL ACUITY: The minimum standard of visual acuity shall be 6/18 in each eye or 6/12 in one and 6/24 in the other eye without glasses of 6/9 with glasses in both eye. Candidates with vision in one eye only shall be rejected.
- (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 or chronic ulceration.
6. SPEECH: Speech should preferably be without impediment.

**7. ALIMENTARY SYSTEM:**

- 1. Candidate should have sufficient number of natural teeth (in Health 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 urine.
- 6. Candidates should not be suffering from hemorrhoids, fissures in fistuse anal hernia or bubonocele or ischiorectal abscess of hydrocele.

**8. CARDIO VASCULAR SYSTEM:**

- (i) Blood pressure should not exceed 85 diastolic and 140 systolic.
- (ii) Candidate with low blood pressure (i.e systolic below 100) should be rejected.
- (iii) There should be no sign of any Cardio vascular 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 genito- urinary disease or any abnormality.

**11. SKELETAL SYSTEM & NERVOUS SYSTEM:**

- (i) The function of all limbs should be within normal limits.
- (ii) There should be no evidence of serious deformity of spinal column.
- (iii) There should be no evidence of any disease of nervous system or of any mental disease.

**12. GLANDULAR SYSTEM:**

There should be no evidence of tuberculosis or other disease of the glandular System including the endocrine glands.

**CERTIFICATE OF PHYSICAL FITNESS**

Signature of the Candidate .....

I do hereby certify that I have examined Mr./ Ms .....

Candidate who has signed above in my presence for engagement as Graduate / Technician / Technician (Vocational) / Ex-ITI / Fresher Apprenticeship Trainee in the Neyveli Lignite Corporation Limited, Neyveli and cannot discover that he has any disease communicable or otherwise constitutional affection or bodily infirmity except ..... I consider Mr./ Ms ..... Is medically FIT /UNFIT\* for engagement as Graduate / Technician / Technician (Vocational) / Ex-ITI / Fresher Apprenticeship Trainee in the NLC Ltd, Neyveli in accordance with the standards of physical fitness for training.

His/ Her Blood Group is .....

Marks of identification: 1 .  
2 .

Signature of medical officer

Registration No.

Name of the Govt.hospital

\* Please strike out which is not applicable

**SELECTED LIST OF  
TRADE /MLT APPRENTICESHIP TRAINEES  
VENUE  
LEARNING & DEVELOPMENT CENTRE, BLOCK - 20, NEYVELI-607803.  
TRADE: FITTER**

DATE OF REPORTING:10-04-2017			
DURATION: ONE YEAR		STIPEND:Rs.8,132/-pm	
SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170137417	AROCKIARAJ R	RAYAPPAN
2	20170137534	R CHANDRU	RAMU
3	20170137551	THAMIZHSELVAN R	RAMESH G
4	20170137574	VIJAY K	KUMAR
5	20170137625	SUGURAJ S	SUNDARAMOORTHY S
6	20170137629	SUBASH S	SUBRAMANIYAN
7	20170137639	PERUMAL	PAVADAI
8	20170137644	VIJAYARANGAN V	VISWANATHAN M
9	20170137711	RAMACHANDRAN R	RAYAR
10	20170137736	SURESH	MURUGASEN
11	20170137799	TAMILMARAN A	ARJUNAN
12	20170137848	RAJARATHINAM	VELU
13	20170137947	RAGULGANDHI	SHANMUGAM
14	20170138123	VIVEK	SANKARAN
15	20170138170	THIRUMALAI P	PRAMASIVAM S
16	20170138377	MANI V	VEERAPPAN
17	20170138526	PERUMAL S	SAGADEVAN M
18	20170138549	SATHISH S	SIVAGURU S
19	20170138627	A VELMURUGAN	ARUMUGAM
20	20170138734	PATHMANATHAN M	MURUGANANTHAM S
21	20170138772	KODEESHWARAN	KAMARAJ
22	20170138812	KALAIYARASAN R	RAMAR P

## TRADE: WIREMAN

DATE OF REPORTING:10-04-2017

DURATION: ONE YEAR

STIPEND:Rs.8,132/-pm

SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170137377	G SURENDIRAN	E GURUNATHAN
2	20170137446	PRIYADHARSHINI T	THIRUMURUGAN
3	20170137482	SATHISHKUMAR S	SELVARAJ
4	20170137509	NAVEEN P	PERUMAL R
5	20170137689	RAJKUMAR V	VELMURUGAN A
6	20170137699	SURYA S	SAMINATHAN M
7	20170137757	SUGANYA M	MURUGAN S
8	20170137762	SELVARAJ R	RAJANGAM S
9	20170137844	AYYAMPERUMAL T	THIRUNARAYANAN V
10	20170137863	R.SILAMBARASAN	P.RAJENDIRAN
11	20170137985	PANNEERSELVAM A	AYYANAR
12	20170137996	RAJESH K	KESAVAN
13	20170138146	ARONRAJ.V	VICTOR
14	20170138269	RAJARAM G	GOPAL P
15	20170138351	K KATHIRAVAN	P KANTHASAMY
16	20170138382	SAKTHIMURUGAN R	RAJENDRAN
17	20170138432	RAJADURAI	BALU
18	20170138462	THIRUNAVUKKARASU P	PERUMAL
19	20170138509	RAJESH R	RAMALINGAM
20	20170138537	SANTHI C	CHANDRASEKARAN
21	20170138621	SENTHILVADIVU S	SIVAKOZHUNTHU
22	20170138688	SARATHBABU	MARIMUTHU
23	20170138763	SIVANESH S	SIVASANKARAN S



**TRADE: MECHANIC (MOTOR VEHICLE)****DATE OF REPORTING:11-04-2017****DURATION: ONE YEAR****STIPEND:Rs.8,132/-pm**

SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170137374	MANJU P	PACHIYAPPAN K
2	20170137382	MANIKANDAN K	KUPPUSAMY P
3	20170137384	PRAKASH S	SAKTHIVEL L
4	20170137391	ARIVAZHAGAN P	PERIYASAMY
5	20170137398	DHAMOTHARAN	AMMAVASAI
6	20170137410	BOOVARAGAMOORTHY.R	RAJALINGAM.S
7	20170137422	NAVEEN A	ARIVAZHAGAN
8	20170137434	JAYAKUMAR N	NEELAMEGAM
9	20170137469	KUGAN U	UTHAIYAKUMAR
10	20170137471	ARIVAZHAGAN A	AMIRTHALINGAM R
11	20170137486	VIGNESH S	SIVAPRAKASAM
12	20170137510	N.ARUNPANDIYAN	V.NAGARAJAN
13	20170137518	BALAMURUGAN P	PAZHANIVEL
14	20170137646	SHANMUGAM M	MATHU
15	20170137662	MANIKANDAN D	DURAI
16	20170137702	R KANDHAN	RASU P
17	20170137713	SATHIYAMOORTHY R	RAJENDIRAN
18	20170137727	TAMILSELVAN	GOVINDHAN
19	20170137731	ANANTHASELVAN	GOPALAKRISHNAN
20	20170137733	SIVA	chinnadurai
21	20170137748	MANIKANDAN	VIJAYAKUMAR
22	20170137864	G.SARATH KUMAR	S.GOVINDAN
23	20170137923	THIRUGNANASAMBANDAM K	KANAGASABAI
24	20170138008	A SENTHIL KUMAR	ARUMUGAM
25	20170138016	ANNAMALAI E	ELUMALAI
26	20170138043	VETRIVEL T	TAMILMANI
27	20170138121	C.MAHESH	M.CHINNAKUNJU
28	20170138187	VEERAMANI. R	RAJENTHIRAN
29	20170138221	K.MANIWARMAN	D.KRISHNAMOORTHY
30	20170138336	RAJI	SARAVANAN
31	20170138338	VELMURUGAN C	CHANDRASEKARAN
32	20170138372	BALAJI S	SELVAM K
33	20170138394	MAHENDIRAN	KANTHAVEL
34	20170138410	ARUNKUMAR.V	VELAYUTHAM
35	20170138459	JAGATHISHVARAN M	MUMMURTHI T
36	20170138528	JANARTHANAN L	LOGANATHAN
37	20170138557	SARANRAJ.M	MALAYAN.K

## TRADE: TURNER

DATE OF REPORTING:12-04-2017			
DURATION: ONE YEAR		STIPEND:Rs.8,132/-pm	
SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170137506	I KANDHAN	IRUSAN
2	20170137508	SUDHAKAR K	KARUNANITHI K
3	20170137633	SETHUPATHY B	BALASUBRAMANIYAN
4	20170137807	RAJAMOHAN V	VENGATESAN
5	20170137842	KAUNDAMANI A	ANNADURAI M
6	20170137963	UTHIRAKUMAR A	ANNADURAI
7	20170138130	SELVAGANAPATHY	VENGADESAN
8	20170138552	KALAIYARASAN K	KANAGARAJ S

## TRADE: PLUMBER

DATE OF REPORTING:12-04-2017			
DURATION: TWO YEARS		STIPEND:1 <sup>ST</sup> Year: Rs.7,229/-pm 2 <sup>nd</sup> Year :Rs.8,132/-pm	
SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170138081	SIVA V	VELMURUGAN
2	20170138083	SARATHKUMAR S	SARANGAPANI
3	20170138234	PARTHIBAN R	RATHAKRISHNAN N

## TRADE: CARPENTER

DATE OF REPORTING:12-04-2017			
DURATION: TWO YEARS		STIPEND:1 <sup>ST</sup> Year: Rs.7,229/-pm 2 <sup>nd</sup> Year :Rs.8,132/-pm	
SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170137641	THIRUPATHI	ANNADURAI

**TRADE: PASAA**

<b>DATE OF REPORTING:12-04-2017</b>			
<b>DURATION: ONE YEAR</b>		<b>STIPEND:Rs.6,325/-pm</b>	
SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170137411	YESURAJ A	ANTONY SAMI
2	20170137729	ABINAYA K	KANNUSAMI
3	20170137981	JOTHI BASU D	DEVARASAN
4	20170138000	NITHYA	KUMAR
5	20170138128	VINOTHINI P	PALANIVEL D
6	20170138160	ANTHONISAMY	RABEL
7	20170138282	VINOTH V	VEERASAMY
8	20170138508	KANIMOZHI	ANBHAZHAGAN
9	20170138511	THAMIZHARASI	PANEERSELVAM
10	20170138512	VITHYA	PERIYASAMY
11	20170138542	SIVASUNDAR.S	SUBRAMANIAN

**TRADE: MEDICAL LAB TECHNICIAN**

<b>DATE OF REPORTING:12-04-2017</b>			
<b>DURATION: SIX MONTHS</b>		<b>STIPEND:Rs.6,325/-pm</b>	
SL.NO	ON LINE REGNO	NAME	FATHER NAME
1	20170137424	BASKARAN K	KATHIRESAN
2	20170137429	SUBBU	KALIYAMURTHY
3	20170137565	BALASIVAKUMAR C	CHELLIAH A
4	20170137613	ALAGU RAJ P	PALANIAPPAN
5	20170137667	ALAGARSAMY KV	VENKATACHALAPATHY KK
6	20170137758	GOPAL R	RAMALINGAM G
7	20170137979	DHANASEKARAN A	ARUMUGAM V
8	20170138108	LAKSHMANAN M	MANI N
9	20170138222	K JOTHIMANI	R KUMARAVEL
10	20170138287	PREMA K	KALIYAMOORTHY S
11	20170138289	ASHWINI S	SELVARAJ A
12	20170138311	PRADEEPA KARUNAKARAN	KARUNAKARAN
13	20170138331	V.PRABURAJ	P.VEERASEKAR
14	20170138376	ILAVARASI I	ILAVARASAN
15	20170138618	BALAMURUGAN S	SAKTHIVEL M
16	20170138666	RAMYA S	V SURIYANARAYANAN
17	20170138779	BALRAJ P	PALANIVEL R