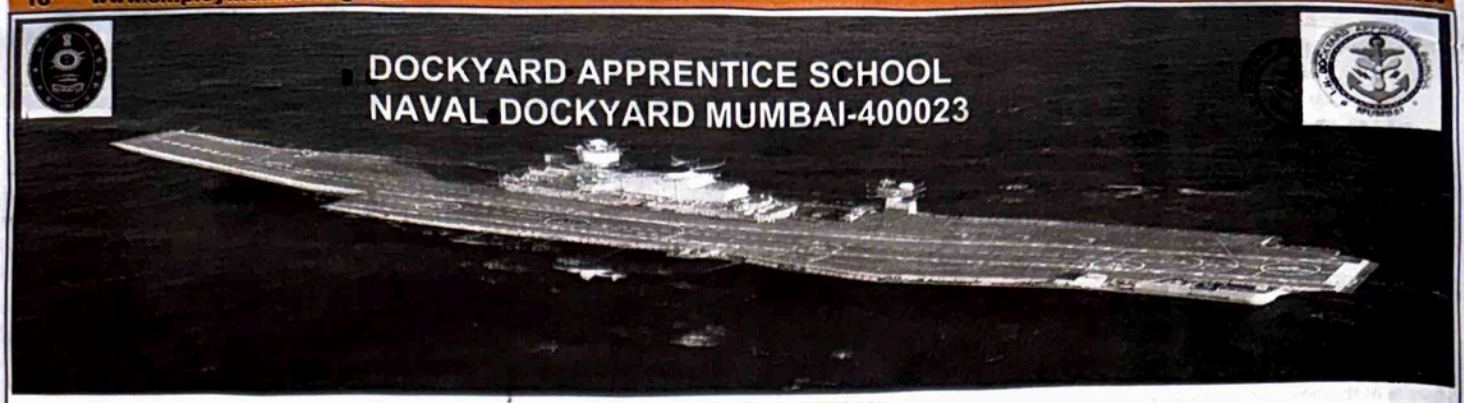


(Adv. No: DAS (MBI)/APP/IT-28)

ENROLMENT FOR APPRENTICESHIP TRAINING IN DESIGNATED TRADES (IT-28) (LEGALLY INVALID)

1. Naval Dockyard, Mumbai invites online applications on **https://www.apprenticeshipregistration.com** from non ITI (02 trades)/ ITI qualified (30-trades) / fresher candidates (Male/Female) in various designated trades under MSDE/ GoI Guidelines and the Apprentices Act–1961 for enrolment in Apprenticeship training at Dockyard Apprentice School, Mumbai read in conjunction with Apprentices Rules 1992 as amended from time to time. A total of **283** vacancies as per distribution shown below are to be filled up: -

Ser No.	Apprenticeship Designated Trade	Eligible Trade	Vacancies	Distribution of Vacancies					
				SC	ST	OBC (NCL)	UR	PwBD	ESM
1.	Advance Mechanic (Instruments)	Eligible ITI trades and minimum Qualification as per Schedule I of Apprentices Rules 1992	2	0	0	0	2	0	0
2.	Computer Operator and Programming Assistant (COPA)		6	1	0	1	4	0	0
3.	Electrician		37	4	3	7	23	2 (GROUP A/C)	1
4.	Electronics Mechanic		21	2	2	4	13	1 (GROUP A/B/C/ D&E)	1
5.	Fitter		21	2	2	4	13	1 (GROUP A/B/C)	1
6.	Foundryman		1	0	0	0	1	0	0
7.	I&CTSM		4	0	0	1	3	0	0
8.	Instrument Mechanic		2	0	0	0	2	0	0
9.	Machinist		10	1	1	2	6	0	0
10.	Marine Engine Fitter		17	2	2	3	10	1 (GROUP A/B/C)	1
11.	Mason		3	0	0	1	2	0	0
12.	Mechanic (Central AC Plant, Industrial Cooling & Package Air Conditioning)		1	0	0	0	1	0	0
13.	Mechanic (Embedded System & PIC)		5	0	0	1	4	0	0
14.	Mechanic (Motor Vehicle)		2	0	0	0	2	0	0
15.	Mechanic Diesel		23	3	2	4	14	1 (GROUP A/B/C)	1
16.	Mechanic Industrial Electronics		8	1	1	1	5	0	0
17.	Mechanic Mechatronics		6	1	1	1	3	0	0
18.	Mechanic MTM		11	1	1	2	7	0	0
19.	Mechanic Ref & AC		5	1	0	1	3	0	0
20.	Operator Advance Machine Tool		2	0	0	0	2	0	0
21.	Painter (G)		8	1	0	2	5	0	0
22.	Pattern Maker		1	0	0	0	1	0	0
23.	Pipe Fitter		7	1	1	1	4	0	0
24.	Programming and Systems Administration Assistant		2	0	0	0	2	0	0
25.	Sheet Metal Worker		2	0	0	0	2	0	0
26.	Shipwright Steel		7	1	1	1	4	0	0
27.	Shipwright Wood		24	2	2	5	15	1 (GROUP A/C/ D&E)	1
28.	TIG / MIG Welder		11	1	1	2	7	0	0
29.	Welder (G&E)		19	2	2	4	11	1 (GROUP A/ C)	1
30.	Welder (Pipe and Pressure Vessels)		9	1	1	2	5	0	0
31.	Crane Operator Overhead (SI)	X Pass	3	0	0	1	2	0	0
32.	Rigger	VIII Pass	3	0	0	1	2	0	0
Total			283	28	23	52	180	8	7

Physical requirement suitability for PwBDs-As per that identified by Ministry of Social Justice & Empowerment notification No. 38-16-2020-DD-III dated 04 Jan 2021 amended vide notification No. 30-12/2020-DD-III dated 24 Aug 2022, the PwBD candidates belonging to following suitable categories of benchmark disability may apply accordingly: -

Suitable Groups of Benchmark Disability
Group A- LD, CP, LC, DW, AAV
Group B- B, LV
Group C- D, HH
Group D - ASD (M, MOD); ID, SLD, MI
Group E- MD

* Persons with SD/SI with associated limb dysfunction shall be covered under the respective sub category of LD as the case may be.

Note: - PwBD candidates must be in possession of disability certificate issued by the Competent Authority prior to applying Online, in the prescribed format as mentioned at Rule 18(1) of Ministry of Social Justice and Empowerment Notification G.S.R 591(E) dated 15 Jun 2017. The format is also available at **https://www.apprenticeshipregistration.com.** The format is available in the portal, under 'Important Documents'..

2. **Abbreviations Used.** UR-Unreserved, SC-Scheduled Caste, ST-Scheduled Tribes, OBC (NCL) - Other Backward Class (Non Creamy

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Layer), **PwBD-** Person with Benchmark Disabilities, **ESM-**Ex-Serviceman, **LD-**Locomotor Disability, **CP-**Cerebral Palsy, **LC-**Leprosy Cured, **Dw-**Dwarfism, **AAV-**Acid Attack Victims, **ASD (M, MoD)-**Autism Spectrum Disorder (M-Mild, MoD-Moderate), **ID-**Intellectual Disability, **SLD-**Specific Learning Disability, **MI-**Mental Illness, **MD-**Multiple Disabilities, **SD-**Spinal Deformity, **SI-**Spinal Injury, **ESM-**Ex-Servicemen, their children, children of serving Armed Forces personnel and children of deceased/disabled Ex-Servicemen including those killed/ disabled during peace time.

3. **Reservation.** Reservation for SC and ST categories are available as per Schedule II A of Apprentice Rules, 1992 and for OBC (NCL) as per Maharashtra Act No. VIII of 2004. The reserved vacancies will be filled up separately from amongst the eligible SCs, STs, OBCs candidates which will thus comprise of SC, ST, OBC (NCL) who are either lower in merit than the last candidate on merit list of UR category or SC/ST/OBC (NCL) candidates who have availed age relaxation for respective category irrespective of their position in merit list. Similarly, reserved vacancies for PwBDs & ESM will be filled up from amongst such eligible candidates from respective **category who are lower in merit than the last candidate on merit list of respective category** but otherwise found suitable for the appointment even by relaxed standard. Reservations for PwBDs, & ESM fall under the category of horizontal reservation which cuts across vertical reservation i.e. reservation for SC/ST/OBC(NCL) (What is called inter-locking reservation). The candidates selected against the PwBDs & ESM quota will be placed in the appropriate category of UR/SC/ST/OBC(NCL) as the case may be.

4. **Horizontal Reservations.** Reservations for PwBD are i.a.w MSDE-4/3/2023-AP(PMU) dated 11 Apr 25 regarding applicability of provision of RPwD Act 2016 to ATS and trade wise suitability of PwBD. Reservations for Ex-Servicemen, their children and children of Armed Forces personnel is applicable for following personnel as per Para of 3.6.3 of Apprenticeship Training Manual: -

4.1 Children of deceased/ disabled Ex-Servicemen including those killed/ disabled during peace time.

4.2 Children of Ex-Servicemen.

4.3 Children of Serving Jawans.

4.4 Children of Serving Officers.

4.5 Ex-Servicemen.

5. **Eligibility Conditions.**

5.1 **Educational Qualifications.** The minimum educational qualification required for applying for Apprenticeship training i.a.w. **Schedule I of Apprenticeship Rules, 1992** is as follows: -

5.1.1 Rigger. Minimum 50% aggregate in 8th Standard.

5.1.2 Crane Operator. Minimum 50% aggregate in 10th Standard.

5.1.3 All other designated trades. Minimum 50% aggregate in relevant subjects in 10th Standard followed by minimum 50% aggregate obtained in ITI (Consolidated all semesters) in respective trades under (NCVT) or (SCVT). The eligible ITI trades for apprenticeship designated trades are as per Schedule I of The Apprenticeship Rules, 1992, as amended from time to time.

6. **Age Limit & Stipend.** In accordance with the The Apprentices Act 1961, there is **No upper age limit** for Apprenticeship training. Minimum age limit for trades classified as non-hazardous and hazardous is tabulated as under. Further, apprentices are eligible for stipend as per MSDE guideline DGT-36/1/2021-AP dated 15 Sep 25 paid on monthly basis at rates tabulated as under: -

Ser	Trade	Age Criteria	Period of Training	Payment of Stipend
Non-Hazardous Trades				
1.	Advance Mechanic (Instruments)	Minimum Age (14 Years) (As on crucial date)*	One year	Rs. 9600/-
2.	Computer Operator and Programming Assistant (COPA)		One year	Rs. 9600/-
3.	Electrician		One year	Rs. 9600/-
4.	Electronics Mechanic		One year	Rs. 9600/-
5	Programming and Systems Administration Assistant		One year	Rs. 9600/-
6.	Information and Communication Technology System Maintenance (I&CTSM)		One year	Rs. 9600/-
7.	Instrument Mechanic		One year	Rs. 9600/-
8.	Machinist		One year	Rs. 9600/-
9.	Marine Engine Fitter		One year	Rs. 9600/-
10.	Fitter		One year	Rs. 9600/-
11.	Mechanic (Central A/C Plant, Industrial Cooling & Package Air Conditioning)		One year	Rs. 9600/-
12.	Mechanic (Embedded System & PIC)		One year	Rs. 9600/-
13.	Mechanic (Motor Vehicle)		One year	Rs. 9600/-
14.	Mechanic Diesel		One year	Rs. 9600/-
15.	Mechanic Industrial Electronics		One year	Rs. 9600/-
16.	Mechanic Mechatronics		One year	Rs. 9600/-
17.	Mechanic Machine Tool Maintenance (MTM)		One year	Rs. 9600/-
18.	Mechanic Ref & A/C		One year	Rs. 9600/-
19.	Operator Advance Machine Tool		One year	Rs. 9600/-
20.	Pipe Fitter		One year	Rs. 9600/-
21.	Mason		One year	Rs. 9600/-
22.	Sheet Metal Worker		One year	Rs. 9600/-
23.	Shipwright Steel		Two years	Rs. 9600/-
24.	Shipwright Wood		One year	Rs. 9600/-
25.	Crane Operator Overhead (SI)		15 Months	Rs. 8200/-
26.	Rigger		Two years	Rs. 6800/-
Hazardous Trades				
27.	Foundryman	Minimum Age (18 Years) (As on crucial date)*	One year	Rs. 9600/-
28.	Pattern Maker		18 Months	Rs. 9600/-
29.	Tig / Mig Welder		One year	Rs. 9600/-
30.	Welder (G&E)		One year	Rs. 9600/-
31.	Welder (Pipe and Pressure Vessels)		One year	Rs. 9600/-
32.	Painter (G)		One year	Rs. 9600/-

Note: Candidates are to be aware that there is an upper age limit set in employment rules for the post of Tradesman Skilled in Naval Dockyards and the same shall be applicable to all ex-Naval Apprentices of Dockyard Apprentice School, Mumbai applying for the post of Tradesman Skilled in any Naval Dockyard, post successful completion of Apprenticeship Training.

***Crucial Date.** The crucial date for determining the age limit and eligibility criteria will be the **closing date for receipt of online applications**. Date of Birth mentioned in Class X certificate issued by concerned Education Board will be considered as proof of date of birth. In cases where date of birth is not mentioned in Class X certificate, the birth certificate issued by Competent Authority will be considered as proof of date of birth. In the case of candidates applying for Rigger trade and not in possession of Class X certificate, the birth certificate issued by Competent Authority will be considered as proof of date of birth.

7. **Physical Standards.** Candidates should satisfy the minimum standards of physical fitness as specified in Rule A and Schedule II of Apprentices Rules 1992. Key requirements are as appended below: -

7.1 **Standard of Physical Fitness for Training:** Candidates should be free from Tuberculosis, contagious/ infectious diseases and any disease likely to be aggravated by service causing danger to public health.

7.2 **Height:** 137 cms minimum, **Weight:** 25.4 Kgs minimum, **Chest expansion:** 3.8 cms minimum.

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7.3 Eyes: Free from morbidity of either eye or eyelids.

7.4 Free from any other chronic illness of (Alimentary System, Cardio Vascular, Respiratory System, Genito-Urinary System, Skeleton System, Nervous System, Glandular System, Ears, Skin and Speech).

8. Previous Training. Aligning to The Apprentices Act - 1961, the individuals undergoing apprenticeship training in any Govt./ Public Sector/ Private Industrial organisation are required to terminate their ongoing apprenticeship contract generated through MSDE Portal prior applying for apprenticeship training at Dockyard Apprentice School, Naval Dockyard Mumbai and have fulfilled any cooling down criterion if applicable.

9. Period of Apprenticeship Training. Period of Apprenticeship training is i.a.w. Rule 7 and Schedule I of Apprentices Rules 1992 amended from time to time. Table mentioned 'Age Limit & Stipend' above indicates the trades and their duration.

10. Mode of Selection. The selection of apprentices trainees will be carried out as per extant guidelines promulgated by the Competent Authority. The other provisions are as follows: -

10.1 Screening of Applications. Naval Dockyard, Mumbai will not carry out detailed scrutiny of applications received online to allow candidates to appear for the examination. Detailed scrutiny of documents will be carried out at a subsequent stage.

10.2 Shortlisting of Applications. All eligible candidates will normally be allowed to appear for selection purpose. Merely fulfilling the basic selection criteria does not automatically entitle a candidate to be called for the written examination. If the number of applications received are too large in proportion to the vacancies, the competent authority reserves the right to shortlist the applications, as deemed appropriate, and only the shortlisted candidates will then be called for the written test. Shortlisting will be in the ratio of 1:25 for every available vacancy in each trade and category. The merit will be calculated on the basis of equal weightage (50:50) to be given to the marks obtained in Class 10th from a recognized Board and the marks obtained from a recognized ITI as reflected in the consolidated statement of marks for AITT issued by NCVET, except for candidates appearing for the trade of Crane Operator (SI) (100 % weightage of Class 10th) and Rigger (100% weightage of Class 8th).

10.3 Scheme of Written Examination. All eligible candidates will have to appear for the written examination consisting of objective type questions. Question paper would be objective type and OMR format of one mark each. The question paper shall consist of 100 questions. All questions framed will commensurate according to class 10th Standard Syllabus for all trades except for trade of Rigger. However, the question paper for Trade Rigger will be in accordance with 8th Standard Syllabus. The test would be bilingual (English & Hindi). The mode of test will be intimated in the instructions to be forwarded along with E-admit card (E-admit card is required to be downloaded from **https://www.apprenticeshipregistration.com.** The single test paper shall be covering aspects as below: -

Ser	Subject	Maximum Marks	Duration
1	General Science	35	02 Hours
2	Mathematics	35	
3	General Knowledge	30	
	Total	100	

10.4 Resolution of Ties. In case, marks obtained by two or more candidates in the selection exam are same, as per extant rules the following procedure will be implemented for drawing up the order of merit:

10.4.1 Marks in written examination to be considered as first step/ criteria to draw a merit list.

10.4.2 If marks in the written exam are same, the Date of Birth is to be considered to arrive at the merit list, the older candidate will prevail as the higher selected candidate in merit.

10.4.3 If date of birth is also same, alphabetical order in which the first name of the candidate appear to be considered.

11. Date of Examination. Exact date, time and venue of written examination will be communicated to the shortlisted candidates on registered e-mail IDs. Through link **https://www.apprenticeshipregistration.com** which takes to the enrolment portal may be referred from time to time for any further instructions/ amendments/ updates. It is intimated that the written examination would be conducted in Mumbai and its suburban districts such as Thane, Kandivali etc.

12. Scribe. The provision of facility of scribe to the candidates having difficulty in writing will be as follows: -

12.1 PwBD candidates with disability of 40% and above. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected - BA) and cerebral palsy, the facility of scribe shall be given, if so desired by the candidates. In case of other category of persons with benchmark disabilities, the provision of scribe can be allowed on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution as per **Appendix I** of Ministry of Social Justice & Empowerment OM 34-02/2015-DD-III dated 29 Aug 2018. In case the candidate is allowed to bring his/ her own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking examination. The person with benchmark disabilities opting for own scribe should submit details of the own scribe as per proforma at **Appendix II** of Ministry of Social Justice & Empowerment OM 34-02/2015-DD-III dated 29 Aug 2018.

12.2 PwD candidates with disability less than 40%. The facility of scribe and/ or compensatory time shall be granted solely to those having difficulty in writing subject to production of a certificate to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/ her behalf from the competent medical authority of a Government health care institution as per proforma at **Appendix I** of Ministry of Social Justice and Empowerment, OM F. No. 29-6/2019-DD-III dated 10 Aug 2022. In case the candidate is allowed to bring his/ her own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking examination. The person opting for own scribe should submit details of the own scribe as per proforma at **Appendix II,** Ministry of Social Justice and Empowerment, OM F. No. 29-6/2019-DD-III dated 10 Aug 2022.

13. Application for Multiple Designated Trades. Candidates who have passed ITI examinations can apply with their respective trades or corresponding NCVET approved trades as per Schedule-I of The Apprenticeship Rules, 1992. Candidates are advised to check the matching NCVET trades before applying **(E.g. Turner, Tool and Die maker NCVET certificate holder can apply for Machinist Trade).** Candidates have the option of applying for more than one designated trade in the same application. Candidates, who have applied for more than one trade, should be aware that centre for each examination may be one or different and examination may be on the same day/shift. If the examinations are in two different shifts on the same day, it will be the candidate's responsibility to reach the allocated centre. If the examination for two designated trades applied by the candidate is in the same shift, he/she will be able to appear in the examination of only one designated trade as per his/her choice.

14. Opening and Closing date for Online Application.

Online registration of applications (Opening date)	**From the fifth day of publication of Notification in the Employment News from 1000 hrs.**
Last date of registration (Closing date)	**On 21st day from Opening date of registration (upto 2355 hrs).**

Illustration. If the Advertisement is published in Employment News, **01 - 07 of Sep 2026,** the opening date will be on **5th of Sep 2026 and closing date will be 25th of Month- Sep 2026 (at 2355 hrs).**

15. Guidelines for filling Online Application.

BEFORE APPLYING, CANDIDATES ARE ADVISED TO GO THROUGH THE INSTRUCTIONS GIVEN IN THE NOTIFICATION VERY CAREFULLY.

15.1 Candidates are required to apply online through **https://www.apprenticeshipregistration.com** before filling online application form, candidates are advised to download online information guidelines containing instructions for filling up and submitting Online Application Form.

15.2 The candidate must possess the required criteria and educational qualification as mentioned in the advertisement. Similarly, candidates who have passed from a recognized Board / Institution which has **'Grade Point'** system need to get their grade point converted into

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percentage of marks by appropriate authorities before applying. Alternatively, a conversion chart between the grade points and percentage marks is to be obtained from the respective Board. If not, the lowest percentage of the point will be considered as the percentage for shortlisting etc.

15.3 Candidates need not send a copy of application form or any document anywhere after online application is submitted. However, candidates are to take a printout of Application Form for his / her personal record. The E-admit card is required to be downloaded from **https://www.apprenticeshipregistration.com.**

15.4 Naval Dockyard, Mumbai will not be responsible for mistakes of any kind in the application filled online by the candidate.

15.5 The candidates must ensure that while filling their application form, they are providing their valid and active e-mail ID and mobile number as Naval Dockyard, Mumbai may use either mode of communication for contacting them at different stages of enrolment process. No change in the e-mail ID and mobile number will be allowed once entered. Naval Dockyard, Mumbai will not be responsible for non-receipt of communication on registered mobile number/ email IDs.

15.6 Candidates are requested to remember the password set by them during registration. Further login into the portal is possible only with the set password.

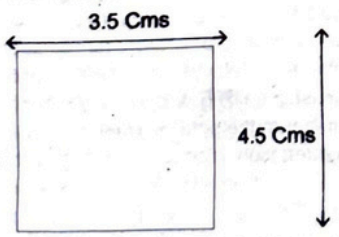
15.7 Candidates are strongly advised in their own interest to apply online well before the closing date and not to wait till the last date for submission of online applications.

15.8 The candidates must write their Name and Date of Birth, strictly as given in the matriculation certificate. Otherwise their candidature may be cancelled as and when it comes to the notice of the Naval Dockyard, Mumbai.

15.9 Candidates should not submit multiple applications. However, if due to any unavoidable circumstances, any candidate submits multiple applications, he/ she must then ensure that the application with higher application number is complete in all respects, which shall be the only one to be considered. The application with lower application number shall not be considered under any circumstances.

15.10 Candidates are advised to keep scanned copy (JPEG/JPG/PDF as applicable) of the following documents ready before proceeding to fill up the online application: -

15.1.1 Passport size colour photograph with plain white background without any obstacle covering/obstructing the face and eyes. **The photograph being uploaded should not be more than three months old and should have full face coverage.** The size of photograph in jpeg/jpg should be between 50- 100 Kb and the photograph should be without cap/ goggles and both ears to be visible. Size of the photo should be as follows: -



15.1.2 Candidate's signature should be on a plain white paper with black ink. The signature should not be digitised. It should be scanned copy of your own signature on paper with pen. The size of signature document in jpeg/jpg format should be between 50 to 100 Kb.

15.1.3 A copy of candidate's Birth Certificate/Matriculation certificate for Date of Birth (not exceeding 400 Kb).

15.1.4 A copy of the candidate's Aadhaar as proof of identity in pdf format (not exceeding 400 Kb).

15.1.5 In case applying for any of the designated trades other than the trade of Rigger, a copy of candidate's Matriculation certificate in pdf format (not exceeding 400 Kb).

15.1.6 In case applying for the Trade Rigger, a copy of Birth Certificate and candidate's Class VIIIth marksheet are mandatory (not exceeding 400 Kb).

15.1.7 In case applying for one of the 30 designated trades where ITI certificate is mandatory, copy of candidate's consolidated (All Semesters) ITI marks in pdf format (not exceeding 400 Kb).

15.1.8 A copy of candidate's Caste certificate in case applying against a reserved post in pdf format (not exceeding 400 Kb).

15.1.9 A copy of certificate showing disability for PwBDs, if applicable in pdf format (not exceeding 400 Kb).

15.1.10 A copy of certificate duly indicating the proof of Ex-Servicemen/ Certificate of son / daughter of Armed Forces Personnel issued by the Competent Authority in pdf format (not exceeding 400 Kb).

16. Guidelines for Reporting at Examination Centre.

16.1 The reporting time and instructions mentioned on the admit card are to be strictly followed and adhered to. Candidates reporting late at the examination centre after the reporting time specified on the admit card will not be permitted for the examination.

16.2 It is mandatory for every candidate to carry the admit card, along with original photo id (passport/ Aadhaar/ Driving license/ Govt. issued ID), failing which the candidate will not be allowed to appear for the examination and will be considered as invalid. Further, if the identity of a candidate is in doubt, the candidate may not be allowed to appear for the examination.

16.3 It is mandatory for PwBD candidates having medical categories other than blindness, locomotor disability (both arms affected-BA) and cerebral palsy with difficulty in writing who will be applying for use of scribe during online application, to carry relevant medical certificate issued from appropriate medical authority in original. Failing to produce the same, the candidate may not be allowed the use of scribe and any compensatory time during examination.

16.4 The name appearing on the admit card will be exactly as per that mentioned in the candidate's matriculation certificate for all trades except Rigger Trade. In case of Rigger trade, name will be as per class VIIIth mark sheet. In case in certain circumstances where the candidate has changed his/ her name and published it in the official gazette after Class 10, changed name to be used. In all such circumstances, the candidates are to submit a copy of the official gazette to the invigilator for verification in order to appear for the examination.

17. Important General Instructions/ Conditions to the candidates.

17.1 The Naval Dockyard, Mumbai will not undertake detailed scrutiny of the applications for the eligibility and other aspects at the time of written examination and, therefore, candidature will be accepted only **'provisionally'**. The candidates are advised to go through the requirements of educational qualifications, age, etc., and satisfy themselves that they are eligible. All supporting documents necessary to prove essential qualifications are required to be submitted at the time of filling online application. The same shall be verified at the time of document verification at Naval Dockyard, Mumbai of all supporting documents submitted by the candidate during application. If any claim made in the application is not found substantiated at any stage, the candidature will be cancelled and the Naval Dockyard, Mumbai's decision shall be final.

17.2 The candidate should ensure that he/ she fulfils the eligibility and other norms mentioned in the advertisement. Particulars furnished in the application form should be correct in all respects. If any false or incorrect information furnished by the candidate is detected at any stage, his / her candidature will be cancelled without prejudice to take legal action against him / her.

17.3 The eligibility with respect to age, essential qualification acquired etc., will be determined as on the crucial date (i.e. closing date for online registration).

17.4 Candidates are requested to check **https://www.apprenticeshipregistration.com** regularly till completion of Enrolment for updates/ corrigendum and any further instructions.

17.5 The SC/ST candidates should be in possession of a latest copy of caste certificate for claiming age / other relaxation and reservation and produce original certificate on demand.

17.6 In case of OBCs, the candidate is required to produce, on demand, a valid caste certificate, specifying that the candidate does not belong to 'Creamy layer'. The certificate should be as per format contained in GoI DoP&T OM 36033/1/2013- Estt(Res) dated 27 May 2013 and 36036/2/2013-Estt.(Res) dated 30 May 2014. In case date of issuance

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of OBC(NCL) certificate is not as per format mentioned above and is not within the validity period, the candidate will be treated as General candidate.

17.7 **The Persons with Benchmark Disabilities,** who want to avail the benefit of reservation should be in possession of disability certificate issued by the Competent Authority with 40% or above percentage of disability, in the prescribed format as mentioned at Rule 18(1) of Ministry of Social Justice and Empowerment Notification G.S.R 591(E) dated 15 Jun 2017.

17.8 The examination for all trades is likely to be on one day in one shift only. Candidature will be cancelled in the event of the candidate applying for a trade that is not relevant from his/ her ITI Trade.

17.9 The results of the Written Examination will be published online through link **https://www.apprenticeshipregistration.com**. The option of opting out the personal information has to be exercised by candidate at the time of filling up the online application.

17.10 All orders/ circulars mentioned in the advertisement and various format of certificates applicable are also available at **https://www.apprenticeshipregistration.com**. The relevant documents are available in the link, under 'Reference Documents'.

17.11 Naval Dockyard, Mumbai reserves the right to cancel the candidature of any candidate found indulging in any malpractice/ unfair means or hiding any material information, misrepresenting facts or canvassing for candidature. Mobiles and other electronic gadgets are banned within the premises of the examination centres. Possession of such equipment whether in use or in switch off mode, during the examination will be considered as use of unfair means. All such candidates will be liable to be debarred from this examination as well as future examinations conducted by the Naval Dockyard, Mumbai.

17.12 The candidate is required to make his/ her own arrangements for lodging/boarding during the test. Candidates are advised not to bring any valuable/ costly items to the examination centre as safe keeping of the same cannot be assured. Naval Dockyard, Mumbai will not be responsible for any loss in this regard.

18. Action against Candidates Found Guilty of Misconduct

18.1 Without prejudice to criminal action/ debarment from examination wherever necessary, candidature will be summarily cancelled at any stage of the enrolment in respect of candidates found having indulged in any of the following and they will be debarred from the examinations of the Naval Dockyard, Mumbai for the period mentioned below: -

S. No.	Type of Malpractice	Debarment Period
1.	Seating at a place in the exam other than the designated place	03 Years
2,	Taking away any examination related material such as Question paper, answer sheet, rough sheets, Naval Dockyard, Mumbai's Copy of Attendance Sheet etc. from the examination hall or passing it on to unauthorised persons during the conduct of examination.	03 Years
3.	Making statements which are incorrect or false, suppressing material information, submitting fabricated, forged or tampered documents.	03 Years
4.	Obtaining support/ influence by any irregular or improper means in connection with his/her candidature.	03 Years
5.	Possession of mobile phone in 'switched on' or 'switched off mode'.	03 Years
6.	Misbehaving, intimidating or threatening to the examination functionaries i.e. Supervisor, Invigilator, Security Guard or Naval Dockyard, Mumbai's representatives etc.	05 Years
7.	Creating nuisance or disturbance at exam centre and obstructing the conduct of examination/ instigating other candidates not to take the examination.	05 Years
8.	A candidate who is also working on examination related matters in the same examination.	05 Years
9.	Damaging examination related infrastructure/ equipment.	05 Years
10.	Appearing in the Exam with forged Admit Card, identity proof, etc.	05 Years
11.	Using unfair means in the examination hall like copying from unauthorised sources such as written material on any paper or body parts, etc.	05 Years
12.	Impersonation by or on behalf of the candidate.	07 Years
13.	Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.	07 Years
14.	Taking snapshots, making videos of question papers or examination material, labs etc.	07 Years
15.	Sharing examination terminal through remote desktop software/ Apps/ LAN etc.	07 Years
16.	Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.	07 Years
17.	Possession of fire arms/ weapons during the examination.	07 Years

18.2 Candidature can also be cancelled at any stage of the enrolment for any other ground which the Competent Authority considers to be sufficient cause for cancellation of candidature or if the candidate resorts to any other irregular or improper means in connection with his/ her candidature for the examination.

18.3 Companion, if any, would not be allowed to the venue or in its proximity. It is therefore, advised not to bring any companion.

18.4 Candidates should check Admit card carefully and bring the discrepancies, if any, to the notice of the Invigilator before the examination. No correspondence will be entertained post-examination in this regard.

18.5 You are directed to undertake the written examination at your own risk, i.e. after verifying that you fulfill the qualifications in the advertisement and admission to the test is purely provisional.

19. Medical Examination. As per Rule 4 and Schedule II of Apprentices Rules, 1992 selected candidates are to submit medical fitness certificate provided by Govt. Hospital before being engaged as an apprentice.

20. Document Verification. Verification of Original Documents uploaded in the web portal will be undertaken by Dockyard Apprentice School. Firm dates for Document verification and Joining will be intimated in due course vide email to the selected candidates.

21. Queries/ Grievances. Queries/ Grievances, if any, regarding Eligible Merit List or Final Merit List shall be forwarded on Help desk email Id **supportnaval28@gmail.com** within seven days of uploading of provisionally eligible candidates list for written examination and provisional Select List on website **https://www.apprenticeshipregistration.com.** No queries/ grievance shall be accepted after the stipulated seven days period.

22. Offer & Acceptance of Employment. It shall not be obligatory on the part of Naval Dockyard, Mumbai to offer any employment to any apprentice after completion of the training, nor shall it be obligatory for the apprentice to accept any employment, if offered by Naval Dockyard, Mumbai. On successful completion of apprenticeship training, the ex- Naval Apprentices will be eligible to apply for recruitment to the post of Tradesman Skilled in Naval Dockyards, as and when undertaken in accordance with provisions of extant Recruitment Rules for the said post. However, there is an upper age limit set in the Recruitment rules for the post of Tradesman Skilled in Naval Dockyard, Mumbai and the same shall be applicable to the ex-Naval Apprentices of Dockyard Apprentice School, Mumbai applying for the post of Tradesman Skilled in the Indian Navy.

23. Medical Treatment. During the training, the apprentices are entitled for free medical treatment only from Naval Dockyard Dispensary limited to facility available at dispensary.

24. Commencement of Training. Training is likely to commence in **Nov/ Dec 26.**

25. Hostel Facility. Limited Hostel facility for boys only is available which will be allocated based on merit and first preference will be accorded to outstation candidates. In case hostel rooms are vacant post processing all applications of outstation candidates then the same could be extended to local candidates. Towards the above, proof of current address is required to be furnished by the candidates. Currently, there are no hostel or lodging facility for female candidates.

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