

INTEGRAL COACH FACTORY, CHENNAI -600038

(Website: <https://pb.icf.gov.in>)

Office of the Principal  
Chief Personnel Officer  
Dated:22.05.2024.

No. PB/RR/39/App

**ENGAGEMENT OF APPRENTICES UNDER APPRENTICES ACT 1961**  
**NOTIFICATION NO. APP/01/2024-2025**

ONLINE applications are invited from eligible candidates for engagement as Act Apprentices for imparting training under the Apprentices Act-1961 & RBE No.120/2015 dated 06.10.2015 in the designated trades at Integral Coach Factory, duly giving preference to candidates from Tamil Nadu. Applications completed in all respects should be submitted **ONLINE** till **21/06/2024** by visiting ICF web portal <https://pb.icf.gov.in>.

Opening Date of Online Application	Date and time of Closing of Online Application
<b>22/05/2024 9.30 hrs</b>	<b>21/06/2024 till 17.30 Hrs.</b>

The Notification for Act Apprentices is issued based on Sanctioned strength approved by RDSDE. Act Apprentices will be engaged in the following trades. The slots available in various trades with communal break up are tabulated below for the information of candidates.

	FRESHERS						Ex-ITI					
	UR	OBC	SC	ST	PwBD	TOTAL	UR	OBC	SC	ST	PwBD	TOTAL
CARPENTER	18	11	6	3	2	40	22	14	8	4	2	50
ELECTRICIAN	18	11	6	3	2	40	75	43	24	12	6	160
FITTER	37	22	12	6	3	80	83	49	27	14	7	180
MACHINIST	18	11	6	3	2	40	22	14	8	4	2	50
PAINTER	18	11	6	3	2	40	22	14	8	4	2	50
WELDER	37	22	12	6	3	80	83	49	27	14	7	180
<b>TOTAL</b>	<b>146</b>	<b>88</b>	<b>48</b>	<b>24</b>	<b>14</b>	<b>320</b>	<b>307</b>	<b>183</b>	<b>102</b>	<b>52</b>	<b>26</b>	<b>670</b>
MLT-Radiology	3	1	1	-	-	5	-	-	-	-	-	-
MLT-Pathology	3	1	1	-	-	5	-	-	-	-	-	-
PASAA	-	-	-	-	-	-	4	3	2	1	-	10
<b>TOTAL</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>10</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>-</b>	<b>10</b>

Abbreviations used : SC - Scheduled Caste, ST - Scheduled Tribe, OBC - Other Backward Classes, UR - Unreserved, PwBD- Persons with Benchmark Disabilities, PASAA - Programming and System Administration Assistant. MLT - Medical Lab Technician

**Candidates belonging to 'SC', 'ST', and 'OBC' should necessarily enclose the requisite certificates. Otherwise they will be considered as 'UR' only, with age limit pertaining to UR. PwBD candidates should enclose requisite disability certificate.**

**Note:**

- (i) Candidates with qualifications viz. **Engineering Degree/Diploma and Course Completed Act Apprentices are not eligible to apply.**
- (ii) **This notification is purely for giving Apprenticeship training and not for employment.**
- (iii) **In case of any clarification, candidates may contact 044-26147748 during office hours only i.e. from 09:30 to 17:30 hrs on week days and from 09:30 to 12:25 hrs on Saturdays.**

**2. ELIGIBILITY OF PERSONS WITH BENCHMARK DISABILITIES:**

Vacancies are reserved for persons with disability under the following physical standards as per extant provisions. Training in the relevant trade will be subject to permissible disability in the trade as noted below:

Sl.No.	Trade	Categories of disabled who could apply for Engagement
1	Carpenter	LD, CP, LC, DW, AA, Deaf, HH, AUTISM, ID, SLD – [One upper & Lower limb partially damaged can be accommodated]
2	Electrician	LD, LC, DW, AA, Deaf, HH – [Partially lower limb students can be accommodated]
3	Fitter	LD, LC, DW, AA, LV, Deaf – [Lower limb partially damaged from one side can join]
4	Machinist	LD, LC, DW, AA, LV, Deaf – [Only small finger damaged can join]
5	Painter	LD, CP, LC, DW, AA, LV, Deaf, HH, AUTISM, ID, SLD, MI – [One upper & Lower limb partially damaged]
6	Welder	LD, LC, DW, AA, Deaf, HH – [A person without leg and without three finger of one hand can be accommodated]

Abbreviations: LV–Low Vision, HH–Hard of Hearing., CP- Cerebral Palsy, LD- Locomotive Disability, LC- Leprosy Cured, DW-Dwarfism, AA- Acid Attack, ID- Intellectual Disabilities, SLD- Special Learning Disabilities, MI-Mental Illness

**2.1 Definition of Disabilities:**

**(i) Low vision:** “Person with low vision” means a person with impairment of visual functioning even after treatment or standard refractive corrective but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.

**(ii) Hearing Impairment:** “Hearing impairment” means loss of 60 decibels or more in the better ear in the conversational range of frequencies. Hearing impairment would also include persons who are deaf and dumb.

**(iii) (a) Locomotor disability:** “Locomotor disability” means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.

**(b) Cerebral Palsy:** “Cerebral Palsy” means a group of non-progressive conditions of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, peri-natal or infant period of development.

**(c)** All the cases of orthopedically handicapped persons would be covered under the category of “locomotor disability or cerebral palsy”.

Only such persons would be eligible for reservation in services/posts who suffers from not less than 40% of relevant disability.

## **2.2 Disability certificates:**

A physically handicapped person who wants to avail the benefits of reservation would have to submit disability certificate issued by the Central/State Government.

## **2.3 Sources of engagement of Act Apprentices (As per Railway Board’s letter No.E(MPP)2001/6/7 dated 22.07.2002).**

1. Nearest Employment Exchanges.
2. SC/ST Organisations.
3. ITIs wherever existing and
4. Wards of Railway employees.

The applicants who have **registered with a local Employment Exchange** falling within the jurisdiction of the State of Tamilnadu alone are eligible to apply. The date of registration with local employment exchange should not be beyond the last date of receipt of the application. **The Employment Exchange Card should be valid as on the date of issue of notification.**

However, this condition does not apply to **wards of Railway employee** who at the time of document verification have to submit a copy of **Identity Card/‘SERVICE CERTIFICATE’** of the Railway Employee which should be attested by the Gazetted Officer of the concerned unit in which the Railway employee is/was working. **In addition to the above, copy of Father’s UMID Card/Candidate’s UMID Card/ Mother’s UMID Card, PPO copy may also be submitted as proof.**

## **3. ELIGIBILITY CONDITIONS:**

### **3.1 Age : Age of the candidate will be reckoned as on 21/06/2024.**

- i. ITI candidates should have completed 15 years of age and should not have completed 24 years of age.
- ii. Non ITI candidates should have completed 15 years of age and should not have completed 22 years of age.
- iii. Upper age limit is relaxable by 05 years in case of SC/ST candidates and 03 years in case of OBC candidates.
- iv. For Persons with Disability, upper age limit is relaxable by 10 years.

- v. The candidates who want to avail the benefit of reservation of SC/ST, must produce his/her Caste certificate issued by appropriate authority at the time of Document Verification. Similarly the candidates who want to avail the benefit of reservation of OBC, must produce OBC Non-Creamy Layer certificate issued by appropriate authority at the time of Document Verification.

### **3.2 Minimum Educational Qualification & Training Period**

<b>Ex-ITI</b>	<b>Qualification</b>	<b>Period of Training</b>
Fitter, Electrician & Machinist	Should have passed <b>Std X (with a minimum of 50% marks)</b> with <b>Science &amp; Maths</b> under 10+2 system or its equivalent and also possess National Trade Certificate in the notified trade issued by the National Council for Vocational Training or State Council for Vocational Training of one year and above.	1 year
Carpenter, Painter & Welder	Should have passed <b>Std X (with a minimum of 50% marks)</b> under 10+2 system or its equivalent and also possess National Trade Certificate in the notified trade issued by the National Council for Vocational Training or State Council for Vocational Training of one year and above.	1 year
Programming and System Admin. Asst.	Should have passed <b>Std X (with a minimum of 50% marks)</b> and also possess National Trade certificate in the trade <b>of Computer Operator and Programming Asst.</b> issued by the National Council for Vocational Training or State Council for Vocational Training of one year and above.	1 year
<b>Freshers</b>	<b>Qualification</b>	<b>Period of Training</b>
Fitter, Electrician & Machinist	Should have passed <b>Std X (with minimum 50% aggregate marks)</b> with <b>Science &amp; Maths</b> under 10+2 system or its equivalent.	2 years
Carpenter & Painter	Should have passed <b>Std X (with minimum 50% aggregate marks)</b> under 10+2 system or its equivalent.	2 years
Welder	Should have passed <b>Std X (with minimum 50% aggregate marks)</b> under 10+2 system or its equivalent.	1 year 3 months
MLT (Radiology & Pathology)	Should have passed <b>Std XII</b> examination under 10 + 2 system with <b>Physics, Chemistry &amp; Biology.</b>	1 year 3 months

**Note:** (i) Candidates selected for training will not be allowed to withdraw from training except for reasons, which are beyond their control. Before commencement of the training, the candidates have to execute a contract of Apprenticeship.

(ii) Those who willfully absent themselves are liable to refund the whole cost of their training as well as the amount paid as stipend as determined by the Central Apprenticeship Adviser.

### **3.3 Rate of stipend:**

<b>1. Freshers</b> –School pass-outs (class 10th)	₹ 6000/- (per month)
<b>2. Freshers</b> –School pass-outs (class 12th)	₹ 7000/- (per month)
<b>3. Ex-ITI</b> –National or State certificate holder	₹ 7000/- (per month)

**Note:** During the second year of apprenticeship training, there shall be an increase of 10 percent in the prescribed minimum stipend amount.

In the case of National or State Certificate holder, the period of training already undergone by him or her shall be taken into account for the purpose of determining the minimum payable rate of stipend.

### **4. HOW TO APPLY**

#### **4.1 APPLY ONLINE:**

Facility for submission of **ONLINE** application will be available from **22/05/2024 to 21/06/2024 till 17:30 hrs on ICF website <https://pb.icf.gov.in>.**

- (i) Application will be accepted only through **ONLINE** mode.
- (ii) Candidates who wish to apply need to log on to the ICF web portal <https://pb.icf.gov.in>.
- (iii) Candidates should read the notification thoroughly and fill in the **ONLINE** application form correctly & submit. Before filling the application form, candidates should keep ready all the relevant documents/certificates and image of recent passport size photograph (not more than 200 KB) in jpg/jpeg format to fill the required data and to upload the photograph.
- (iv) System generated registration number is the candidate's individual **Registration ID**. The password to generate acknowledgement is the **date of birth**. For login purpose, candidates should use the online registration number generated, with password as date of birth in "dd mm yyyy" format.
- (v) A processing fee of ₹100/- + service charges as applicable (non-refundable) is to be paid through online mode. No application fee is required to be paid by SC/ST/PwBD/Women candidates.
- (vi) **No request of refund of fee once remitted by the candidate will be entertained by ICF under any circumstances.**
- (vii) Before clicking the submit button, the candidate is advised to check whether the details fed in are correct.
- (viii) Processing Fee Payment instruction (For candidates other than SC/ST/PwBD/Women): After successful payment of processing fee of Rs.100/- through **ONLINE**, a unique Transaction ID starting with '**DU**' will be sent by payment gateway system to the registered mobile number. **Candidates should preserve this Transaction ID for future references of payment detail.**

- (ix) **Candidates are NOT required to send/submit any documents including system generated application form to ICF through Post/e-mail/FAX/By hand.**
- (x) After final submission, candidates can generate the acknowledgement form from the system. **The candidates are advised to take a printout of the acknowledgement generated by the system which is required to be submitted at the time of Document Verification.**

**4.2 Mode of Communication:** All communication from ICF administration will be sent by SMS only and the select/eligible list will be uploaded in ICF web portal <https://pb.icf.gov.in>. All SMS communications from ICF Administration will be from **PBICF** and will only be made to the mobile number mentioned in the application. Candidates should maintain the same mobile number & e-mail id till the selection is completed & ICF administration will not be responsible for non-receipt of communication due to change in his/her mobile number. **Candidates are advised to visit <https://pb.icf.gov.in> website for further updates.**

**5. MODE OF ENGAGEMENT:** The merit list will be based on marks obtained in Std X. However, in case of COVID Pass candidates in X std., proof of IX std mark sheet/X std Half yearly mark sheet duly signed by Principal of the institution, will be taken into account for preparation of merit list.

**5.1 Consideration when marks are equal:** In the case of two candidates having the same marks, the candidate having older age shall be preferred. In case the dates of birth are also same, then the candidate who passed Std X examination earlier shall be considered first.

**5.2 Allotment of Trade:** Fresher candidates are allowed to exercise their option for trades. Based on the order of merit and availability of vacancy in the respective trade, they will be allotted trade. **Once trade is allotted, request for change of trade will not be entertained.** Candidates selected against benchmark disabilities, **relevant trade permissible to them** alone will be allotted.

In respect of Ex-ITI quota, they will be trained in the trade in which they are in possession of ITI certificate.

**5.3 Standard of Physical Fitness/Medical Examination:** The candidate should be physically fit as per the conditions applicable under the Apprentices Act, 1961 & Apprentices rules. Selected candidates should produce a Medical Certificate at the time of document verification in the prescribed form signed by Government authorized doctor (Gaz.) not below the rank of Asst. Surgeon of Central/ State Hospital in terms of Railway Board's letter No. E(MPP)/2009/6/14 dated 04.12.2018.

**5.4 Engagement and contract:** The selected ITI/Non-ITI (fresher's) candidates have to execute a contract of apprenticeship under the Apprentices Act-1961 and if such candidate is minor his/her guardian can execute the prescribed contract as per the guidelines of Regional Director of Apprenticeship Training, Guindy, Chennai.

**5.5 Transfer Certificate: Original Transfer Certificate for completion of qualifying examination (Std. XII/ X/ ITI) must be produced during verification of certificates.**

**5.6 Declaration:** The candidates are required to submit a declaration to the effect that he/she is aware that he/she does not have any right of employment in ICF/Railways in future.

**6. OTHER CONDITIONS:**

- (i) It should be noted that the selection and training are strictly in compliance with the provisions of Apprentice Act, 1961 and **NO EMPLOYMENT IS GUARANTEED TO THE APPRENTICES ON COMPLETION OF THEIR TRAINING.**
- (ii) The decision of the administration in all matters relating to eligibility, acceptance or rejection of the application and mode of application shall be final.
- (iii) Imparting training in Railways will not confer any right to the candidates for their absorption in Railways after successful completion of training. In terms of para-10 of Schedule V of the Apprenticeship Rules, 1991 notified on 15.07.1992 by the Ministry of Labour, it shall not be obligatory on the part of the employer to offer any employment to the Apprentice on completion of the period of his apprenticeship training in his/her establishment.
- (iv) **CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATURE AND NO CORRESPONDENCE WILL BE ENTERTAINED IN THIS REGARD.**
- (v) The selected candidates should abide by the rules and regulations framed by the Administration from time to time.
- (vi) If any declaration furnished by the candidate is found to be false, he/she will be disqualified/terminated at any stage of the training period without any notice.
- (vii) Accommodation must be at their own cost. ICF administration will not provide any food/accommodation for the candidates.

ASST. PERSONNEL OFFICER/GAZ.

[APPRENTICESHIP under the SKILL INDIA MISSION]

