



Northern Coalfields Limited

A Miniratna Company, An undertaking of Government of India
Head office: Panjreh Bhawan, Morwa, Singrauli-486889, M.P., India

(Website: www.nclcil.in)

Reference: NCL/HQ/PD/Manpower/DR/2019-20/187

Date: 22 / 02 / 2020

Employment Notification (HEMM Operator – Tr.)

NCL invites online applications from Indian nationals possessing minimum qualifications required for regular appointment to the following positions of HEMM Operator (Trainee); namely, Dragline Operator (Trainee), Dozer Operator (Trainee), Grader Operator (Trainee), Dumper Operator (Trainee), Shovel Operator (Trainee), Pay Loader Operator (Trainee), Crane Operator (Trainee) and Drill Operator (Trainee) for its well equipped 10 highly mechanized open cast mines situated in Singrauli District of Madhya Pradesh and Sonbhadra District of Uttar Pradesh.

(1) Positions/ Minimum Qualification/ Vacancies:-

The different Positions, Minimum Qualifications required and the Vacancy for different categories are provided in Table A.

Table A: Table showing Positions, Minimum Qualifications, Vacancy

S.N.	Position/ Designation Name	Minimum Essential Qualification	Total Vacancies
1	Dragline Operator (Trainee)	(i). Matriculate /SSC/ High School or equivalent passed from any recognized Board of Secondary / Higher Secondary Education of Indian State(s). (ii). ITI in Diesel Mechanic/ Motor Mechanic/ Fitter Trade(s) with Valid NCVT/ SCVT Trade certificate(s). (iii). Valid HMV License issued from any RTA/ RTO of Indian State(s).	9
2	Dozer Operator (Trainee)	(i). Matriculate /SSC/ High School or equivalent passed from any recognized Board of Secondary / Higher Secondary Education of Indian State(s).	48
3	Grader Operator (Trainee)	(ii). Valid HMV License issued from any RTA/ RTO of Indian State(s) along with Endorsement for Tractor Driving.	11
4	Dumper Operator (Trainee)	(i). Matriculate /SSC/ High School or equivalent passed from any recognized Board of Secondary / Higher Secondary Education of Indian State(s). (ii). Valid HMV License issued from any RTA/ RTO of Indian State(s).	167
5	Shovel Operator (Trainee)		28
6	Pay Loader Operator (Trainee)		6
7	Crane Operator (Trainee)		21
8	Drill Operator (Trainee)	(i). Matriculate /SSC/ High School or equivalent passed from any recognized Board of Secondary / Higher Secondary Education of Indian State(s).	17

Note A:-

- I. HMV: Heavy Motor Vehicle (The nomenclature of HMV may be different in different states like Trans/Transport etc.) and the same is not specific to any particular Vehicle like Bus, Crane, PSVBUS etc).
- II. Candidate must be in possession of Valid HMV License as on the crucial date. Validity of HMV License will be with reference to the Crucial Date which means that the HMV License should be Valid as on the Crucial Date. However, Learning License (As on Crucial Date) will not be treated as Valid HMV license for applying.

III. The candidate's whose Renewal of HMV License is pending before the License issuing Authorities as on the Crucial Date may also apply. However, they will have to produce the HMV License valid as on the Crucial Date at the time of scrutiny of original documents (If shortlisted and called for).

Table B: Table showing detailed bifurcation of vacancies in respective posts:

S. No.	Post/ Designation Name	Total vacancies including backlog / shortfall						ESM			
		Vertical Reservation						Horizontal reservation			
		UR	EWS	SC	ST	OBC (NCL)	Total vacancies	UR	SC	ST	OBC (NCL)
1	Dragline Opnr. (Tr.)	4	0	0	4	1	9	1	0	0	0
2	Dozer Opnr. (Tr.)	10	2	3	27	6	48	4	1	1	1
3	Grader Opnr. (Tr.)	1	0	1	8	1	11	1	0	0	0
4	Dumper Opnr. (Tr.)	61	15	23	45	23	167	13	4	4	4
5	Shovel Opnr. (Tr.)	8	2	3	12	3	28	2	1	0	1
6	Pay Loader Opnr. (Tr.)	3	0	0	3	0	6	0	0	0	0
7	Crane Opnr. (Tr.)	7	1	2	9	2	21	2	1	0	0
8	Drill Opnr. (Tr.)	8	1	2	4	2	17	2	1	0	0
Total		102	21	34	112	38	307	25	8	5	6

UR; UNRESERVED, SC; SCHEDULED CASTE, ST; SCHEDULED TRIBE, OBC (NCL); OTHER BACKWARD CLASS (NON CREAMY LAYER), EWS; ECONOMICALLY WEAKER SECTIONS, ESM; EX SERVICE MAN.

Note B:

- i. Closing date for online registration and form submission is 30/03/2020 and that is referred as **crucial date** in this Employment Notification. **Crucial date** is the date for determining the eligibility of candidate in all respect as prescribed in Table A in this Notification and for claiming Reservation/ Relaxation benefits.
- ii. The prescribed essential qualifications are the minimum; hence candidates possessing higher and relevant qualification may also apply.
- iii. Candidates shall have secured a minimum of 55% marks in Matriculation to become eligible for applying for the above posts. Relaxation to the above eligibility norm of minimum marks of 55% in Matriculation is granted to different categories as follows:

Table B1: Table showing minimum percentage of marks in matriculation to different categories.

S.N.	Category	Minimum Percentage of Mark in Matriculation to become eligible to apply.
1	General	55%
2	OBC-NCL	50%
3	SC/ST	45%

- iv. Minimum qualifications acquired through distance learning/ part-time or their equivalent shall not be considered.
- v. The total number of vacancies and the reserved vacancies are provisional and may vary according to the actual requirements. The reservation under various categories will be as per prevailing Government of India's guidelines at the time of finalization of results.
- vi. None of the above positions fall into the Identified List of Positions for PwBD candidates, by the Government of India (as prescribed vide *Notification No. 16-15/2010-DD-III dated 29th July 2013*), hence reservation for PwBD is not applicable in this recruitment.
- vii. All those candidate(s) seeking reservation/relaxation benefits available for EWS/SC/ST/OBC (NCL)/ Ex-SM must ensure that they are entitled to such Reservation/ Relaxation as per eligibility prescribed in the rules/ Notice. They should be in possession of all the requisite certificates in the prescribed format in support of their claim as stipulated in the Rules/Notice. **Prescribed formats are enclosed for ready reference along with this Employment Notification at the end. Aspirants may find appropriate one as applicable/ suitable for claiming Reservation/ Relaxation benefits as per entitlement.**

(2) The training Period and scale of pay for the positions are given at Table C:

Table C: Table showing period of training and scale of pay for different positions.

S. No.	Entry level post	Entry level grade & pay scale(As per JBCCI X)	Training period	Grade of candidates after successful training
1	Dragline Operator (Trainee)	Minimum of Category II (Basic Rs 1034.04 per day) for first year and Minimum of Category III (Basic Rs 1065.55 per day) for remaining two years	Three years (One year as Category II and remaining two years as Category III)	On successful completion of 3 years training and being found suitable, they will be placed in the scale/ designation of Dragline Operator (Trainee) Excavation Category C. *
2	Dozer Operator (Trainee)	Minimum of Category I (Basic Rs 1011.27 per day)	Three years (As Cat I)	On successful completion of 3 years training and being found suitable, they will be placed in the respective scale/ designation of HEMM Operator (Trainee) Excavation Category D.
3	Grader Operator (Trainee)			
4	Dumper Operator (Trainee)			
5	Shovel Operator (Trainee)			
6	Pay Loader Operator (Trainee)			
7	Crane Operator (Trainee)			
8	Drill Operator (Trainee)	Minimum of Category I (Basic Rs 1011.27 per day)	Three years (As Cat I)	On successful completion of 3 years training and being found suitable, they will be placed in the scale/ designation of Drill Operator (Trainee) Excavation Category D.

In addition to the basic pay mentioned above, other allowances such DA, attendance bonus, special allowance, HRA, Transport subsidy etc as per the provisions of Wage Agreement are also admissible.

**Dragline Operator (Trainee) during the three years of training period will be placed either in maintenance of Dragline and Shovel or in maintenance of Dragline and Shovel for one year and remaining two years in operation of Shovel.*

(3) Reservation:

- i. Reservation of SC / ST/ OBC (NCL) CENTRE LIST/ EWSs / ESM will be applicable as per Govt. of India rules and guidelines, notifications and amendments from time to time.
- ii. Candidate(s) who wish to be considered against reserved vacancies and seek other concessions applicable to the reserved categories must submit requisite certificate(s) on the prescribed proforma from the Competent Authority for availing such reservation.
- iii. A Candidate seeking appointment on the basis of reservation to OBC (NCL) CENTRE LIST must ensure that he/ she possesses the Caste/ Community certificate (Applicable for Centre List only) and does not fall in Creamy Layer on the Crucial Date.
- iv. Caste certificate in the prescribed proforma has to be produced by the candidates seeking reservation as SC/ ST/ OBC (NCL) CENTRE LIST from the Competent Authority (Indicating clearly candidate's caste, the Act/order under which the caste is recognized as SC/ ST/ OBC (NCL) CENTRE LIST and the village / town that candidate is ordinarily a resident of). A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidate belongs is included in the list of reserved communities issued by the Central Government.

- v. SC/ ST/ OBC (NCL) CENTRE LIST candidates who are selected on their merit, without relaxed standards, will not be adjusted against the reserved vacancies. Such candidate(s) will be accommodated against the un- reserved vacancies earmarked for UR category. The reserved vacancies will be filled up separately from amongst the eligible SC/ST/OBC (NCL) centre list and EWSs candidates.
- vi. SC/ ST/ OBC (NCL) CENTRE LIST candidates who qualify on the basis of the relaxed standards viz Age Limit (Table D), Percentage of Marks in Matriculation(Table B1) &/or Cut off marks (Table F), is to be counted against reserved vacancies and not against UR vacancies irrespective of his /her merit position.
- vii. The nature of reservation for ESM is Horizontal- A General category ESM will be adjusted against UR, an OBC category ESM will be adjusted against vacancies reserved for OBC-NCL and ESM candidates belonging to SC/ST caste category will be adjusted against vacancies reserved for SC & ST candidates.
- viii. EX- Servicemen who have already secured employment in Government Jobs in civil side in Group C & D posts on regular basis after availing of benefits of reservation given to EX- Servicemen for their re- employment are not eligible for reservation in ESM category and Fee Concession. However, he/she can avail of the benefit of reservation as Ex servicemen for subsequent employment if he/she immediately after joining civil employment, given self declaration /undertaking to the concerned employer about the date wise details of applications for various vacancies for which he/she had applied for before joining the initial civil employment as mentioned in the OM No 36034/1/2014- Estt. (Res) dated 14/08/2014, issued by DOP&T.

(4) Age Limit:

(i) The candidate(s) must have attained the minimum age of 18 years as on the Crucial Date and the age should not exceed 30 years on the Crucial Date. However, relaxation in the upper age limit of 30 years is available to different categories as provided in Table D:

Table D: Table showing permissible age relaxation to different categories

S.N.	Category	Maximum Age Relaxation Permissible Beyond the Upper Age Limit(As on Crucial date i.e.30/03/2020)
1	UR/ EWS	No relaxation
2	SC/ ST	5 Years
3	OBC(NCL) Centre List	3 Years
4	Ex Servicemen (ESM)	Actual period of service rendered in defence services +3 years (8 years for SC/ST ESM) ,subject to maximum age of 50 years (Age relaxation is not admissible to Sons, daughters and dependents of Ex Servicemen. Therefore such candidates should not indicate their categories as Ex Servicemen.)
5	Departmental Candidates (All employees of CIL and Its subsidiary companies)	No upper age Limit

(ii) Candidate(s) should note that the Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate, Mark Sheet of Matriculation /10th Standard or equivalent issued by Central/ State Board will be valid.

(5) Examination Fee:-

Candidate(s) will have to make the payment of Application Fees through the Online Mode as under:

Table E: Table showing details of Examination fee

Un Reserved /OBC /EWS	Rs 500.00
SC/ ST / ESM / Departmental Candidates	Nil

Note1: Applications without the prescribed fee, where applicable, will not be entertained and will be summarily rejected. No representation against such rejection would be entertained.

Note 2: Fee once paid shall neither be refunded nor be adjusted under any circumstances.

Note 3: Any tax or Bank charges will be borne by the candidates.

(6) Action against candidates found guilty of Misconduct

(a) At the time of written examination, if a candidate is found guilty of using unfair means or impersonating or misbehaving in the examination hall or resorting to any other unfair means in connection with his/her candidature for the selection; or obtaining support of his/ her candidature by any means, such candidates will be liable to criminal prosecution and will be disqualified from the written test. The Company may also debar such candidates from participating in any selection process in the Company in future.

(b) If it is detected that any candidate has furnished any false information / particulars with regard to his/ her qualification, Category/caste and experience in the Application Form or in any document and/ or misrepresented/ suppressed any material fact in the application form, for securing appointment, his/ her service will be terminated forthwith during probation period or even after confirmation of the service.

(c) Canvassing in any form will be treated as dis-qualification

(7) Selection Process:

- i. Eligible candidates meeting the minimum eligibility criteria as on the crucial date as specified under this Notification will be required to appear for a Written Test. The selection will be based on a candidate's relative score in the written test.
- ii. A Common Written Test (**CWT**) will be conducted for selection of Candidates for the post of HEMM Operator (Trainee). However Candidates eligible for Dragline Operator (Trainee) will have to undergo an Additional Technical Test (**ATT**).
- iii. The **CWT** will be of 100 Marks for 90 minutes duration common for all positions of HEMM Operator (Trainee). Further, the **ATT** (of ITI level) will be of 50 marks for 60 minutes duration for the position of Dragline Operator (Trainee) only. The Merit for filling the post of Dragline Operator (Trainee) will be based on the combined score of candidates in both papers (**CWT + ATT**); i.e. they will be evaluated on the total score of 150 marks. The Merit for filling the posts other than Dragline Operator (Trainee) will be prepared on the scores of candidates in the **CWT of 100 marks**.
- iv. Candidates will be allowed to appear in the written test merely on the basis of their declaration regarding their eligibility as per their application form. Scrutiny/ Verification of the claims of candidate(s) of their eligibility for a post will be done post declaration of result of the written test. Such scrutiny/ verification will be done only for those candidates who shall pass the written test as per the laid down cut-off marks (Minimum Qualifying Marks- Table F).
- v. The Written tests will comprise of objective type questions with four choices of answer and there will be no negative marking for any wrong answer. Question booklet (in Hindi/English) will be provided along with a separate OMR sheet, at the start of written examination. Instructions (Bilingual) for

candidates will be given on the question booklet as well as on the OMR sheet. The **CWT** will comprise of questions related to aptitude, Traffic Rules, Road Safety, First Aid, Basic Knowledge of maintenance of Motor Vehicles, general intelligence, mental ability etc and the technical test will comprise of questions related to ITI Trades of Diesel Mechanic, Motor Mechanic and Fitter trades. Syllabus will be published on NCL website separately.

- VI. The Written test will be conducted at different centers in *District Singrauli, Bhopal, Jabalpur (M.P.) & District Sonebhadra, Varanasi & Allahabad (U.P.)*. Applicants may provide their order of preference for test centers while filling their Online Application form. Depending on the number of applicants, the Management may organize the written test in other adjacent cities also. However, the Management reserves the right to cancel/ allot any Centre at its discretion. Candidates cannot claim any Centre opted by them as a matter of right.
- VII. Selection of candidates in merit panel will be subject to securing of cut-off marks (*Minimum Qualifying marks*) in the written test for concerned post with respect to their category as mentioned below and fulfilling prescribed eligibility criteria:

Table F: Table showing minimum cut-off marks to qualify in merit list.

Posts	Maximum Marks	Category of Candidates	Minimum Cut-Off Marks required for Selection out of Maximum Marks
<i>ALL HEMM POSITIONS OTHER THAN DRAGLINE OPERATOR (TRAINEE)</i>	100 (Common Paper of 100 Marks)	UR , EWS	50 marks
		SC/ ST/ ESM/ OBC-NCL	40 marks
<i>DRAGLINE OPERATOR (TRAINEE)</i>	150 (Common Paper & Additional Technical paper of 50 marks)	UR , EWS	75 marks
		SC/ ST/ ESM/ OBC-NCL	60 marks

- VIII. Result of the Written Test will be published on NCL website as early as possible after successful completion of the written test.
- IX. Provisional merit panels of candidates who secure the requisite cut-off marks and above and fulfilling the eligibility criteria will be published, in the order of marks scored, after resolving tie as prescribed, on NCL website in respect of different Posts.
- X. Such candidates who would score equal or above the cut off (Minimum qualifying marks as provided in Table F) would only be notified for appearing for scrutiny/ verification of their testimonials supporting their claim of candidature, in order of their respective merit position drawn on the basis of marks scored in written test for different positions up to the extent the positions remain un filled. The candidates shall have to appear along with all original certificates/ documents as per eligibility criteria notified in this Employment Notification for scrutiny/ verification. The date, time and venue for scrutiny/ verification shall be notified on NCL website and the candidates shall have to report accordingly. In the event of failure to report with all original certificates and testimonials within the stipulated time, the candidature of such candidate shall stand cancelled.
- XI. *For positions other than ‘Dragline Operator (Trainee)’* in cases where more than one candidate secures equal marks in the **CWT** conducted for the post, the **tie will be resolved** by applying the following methods one after another: (i) Percentage of Marks scored by the Candidates in their matriculation by preferring the candidate with Higher percentage; then by (ii) Date of Birth, by preferring older candidates; and then (iii) Alphabetical order in which names (As Mentioned in the Matriculation certificate) of the candidates appears.
- XII. For the post of Dragline Operator (Trainee) in cases where more than one candidate secure equal marks in aggregate (Combined score in CWT & ATT) conducted for the post, the **tie will be resolved** by applying the following methods one after another: (i) The candidate with higher marks scored in

the technical paper(ATT), will be preferred; then by (ii) Percentage of Marks scored by the Candidates in their matriculation by preferring the candidate with Higher percentage; then by (iii) Date of Birth, by preferring older candidates; and then by (iv) Alphabetical order in which names (As Mentioned in the Matriculation certificate) of the candidates appears.

- XIII. Different Posts of HEMM Operator (Trainee) other than Dragline Operator (Trainee) will be filled in the following order of Posts, with Candidates in the order of their Merit Position, provided the candidates fulfill the qualification as prescribed in the Table A and subject to other eligibility conditions as provided in this Employment Notification. The decision of NCL Management in this regard shall be final and binding on all candidates.
1. Dozer Operator (Trainee),
 2. then; Grader Operator (Trainee),
 3. then; Dumper Operator (Trainee),
 4. then; Shovel Operator (Trainee),
 5. then; Pay Loader Operator (Trainee)
 6. then; Crane Operator (Trainee) and
 7. finally Drill Operator(Trainee).
- XIV. Provisional offer of appointment will be issued to the successful candidates in accordance with their relative merit position and with due consideration of the reservation of posts to the reserved category candidates and against vacancies.
- XV. If it is found during the Scrutiny/ Verification, or during the course of training, or even during the course of employment, that the candidate is not fulfilling the eligibility criteria in any respect, his/her candidature/ appointment shall be cancelled.

(8) General Instructions for Candidates:

- i. Before submitting the application, the candidate must ensure that he/ she fulfills all the eligibility criteria and other norms mentioned in the Employment Notification. He/ she may cross check the information such as Date of Birth, Category, Contact Details, and Qualifications etc. furnished in the application form before finally submitting the same online as no correction would be possible later and no correspondence will be considered in this regard.
- ii. The Candidates should have good antecedents and shall have to submit a declaration to that effect in the prescribed proforma. If any criminal proceeding is pending before any competent Court of Law in respect of an aspirant, he/ she need not to apply. Joining on selection will not be allowed in case of pendency of a criminal case in any Competent Court of Law and the candidature shall be cancelled.
- iii. The decision of NCL management regarding eligibility criteria, acceptance or rejection of applications, mode of selection to the post etc. shall be final and binding on all candidates. Mere fulfilling of minimum qualification and job requirements will not vest any right on candidates for being called for written test / document verification. No correspondence will be entertained from the candidates found ineligible and not called for written test / documents verification.
- iv. Mere issuance of Admit Card/ Call Letter to a candidate will not imply that his/ her candidature has been finally cleared by NCL. The candidature shall remain provisional till such time NCL verifies the eligibility conditions with reference to original documents after the candidate qualifies in the written test and confirms appointment.
- v. Candidates should ensure their eligibility at the time of applying online. In case it is found at any stage of the selection process or even after the appointment that the candidate has submitted false or incorrect information or suppressed any relevant information/ material facts or does not fulfill the eligibility criteria, his/her candidature/ service is liable for rejection/ termination without notice.
- vi. No relaxation in the minimum educational qualification, as prescribed in Table A, is admissible for any category of candidate.
- vii. Wherever Grade (CGPA/ OGPA/ DGPA etc.) is awarded, equivalent percentage of marks must be indicated in the application form as per the norms adopted by the concerned Board/University. A

- certificate duly issued by concerned Board/University for conversion of Grade to percentage is to be produced by the candidate at the time of Scrutiny/ Verification of Original documents.
- viii. Age and all other eligibility criteria shall be reckoned as on the *crucial date* as prescribed under Notification.
 - ix. Candidates should carefully fill up their category (General/ SC/ ST/ OBC-(NCL)/ Ex-Servicemen/ EWS etc.) in the Online Application form. No change of category shall be allowed at the later stage of selection process.
 - x. Ex-servicemen must be discharged from Army up to or before the crucial date.
 - xi. All documents (Caste Certificate, Educational Qualification, HMV License, *EWS certificate*, etc.) as per applicability and as provided by the candidate will be verified from the office of Issuing Authority and candidature will be cancelled if the certificates are not found satisfactory/ genuine at any subsequent stage of written test.
 - xii. All correspondences with the candidates shall be done either through Speed Post / *Registered e-mail id & Mobile number (as may be necessary)* and all general information shall be provided through NCL website. **However, admit card will be provided only through NCL website and the candidates will have to download the admit card.** The responsibilities of receiving, downloading and printing of application form, admit card and other information shall be of candidates. NCL will not be responsible for any loss of document due to invalid/ wrong/ incomplete contact details provided by the candidate or for delay/ non-receipt of information.
 - xiii. Candidates are advised to apply much before the closing date for submission of Online Application mentioned in this Employment Notification to avoid last minute network congestion.
 - xiv. NCL will not take any responsibility for the candidates not being able to submit their applications Online within the prescribed closing dates on account of any reasons beyond the control of NCL.
 - xv. NCL will not bear any liability on account of service bond/ salary/ leave salary/ pension contribution, etc, if any, of previous employment of any candidate already working in Central Govt./ State Govt./ Autonomous Body/ Public Sector Undertaking.
 - xvi. Candidates employed in Govt./ Semi Govt./ Public Sector Undertaking (Other than employees of CIL and its Subsidiaries) / Autonomous Bodies are required to produce 'No Objection Certificate' at the time of Scrutiny /Verification of original documents if shortlisted. Such candidates on final selection shall have to resign from his employer before joining NCL.
 - xvii. Employees of CIL and its subsidiaries (Other than NCL), shall submit No Objection Certificate (NOC) at the time of Scrutiny /Verification of original documents if shortlisted, specifically mentioning that they will be **Released Without Substitute on Selection**, issued with the approval of Competent Authority.
 - xviii. Employees of NCL, shall submit No Objection Certificate (NOC) at the time of Scrutiny /Verification of original documents if shortlisted, issued with the approval of Competent Authority.
 - xix. Selected candidates could be posted in any of the mines of NCL and are liable to be transferred to other subsidiaries of Coal India Limited any time during their service as may be required.
 - xx. Appointment of selected candidates will be subject to being found medically fit in the Company's Medical Examination as per the laid down Rules related to Medical Examination of CIL (available on NCL website).
 - xxi. Selection of candidate shall be provisional, subject to verification of documents relating to eligibility criteria, character, antecedents and other documents submitted by the candidate and is also subject to his/ her meeting other requirements applicable for appointment under the rules of NCL.
 - xxii. The date of written examination and other details will be subsequently informed. Candidates will have to appear at the Centre/ Venue allotted to them by NCL for the written test. No change in Centre/ Venue is permissible and no application shall be entertained in this regard.
 - xxiii. SC/ ST candidates called for written examination will be paid up to IInd Class Non-AC fare as per rules. They will have to submit their claims in duly filled **appropriate TA Claim format provided with this Notification (at the end)** along with all desired enclosures like caste certificate, photocopy of Onward (mandatory) and return Journey(optional) of railway ticket / bus receipt

ticket to the class invigilator after attempting written test only, subsequent claims as well as claims with incomplete information will not be entertained . The distance of examination centre will be calculated from the Permanent address of the candidate or from place of actual journey whichever is shorter. In case, candidate has submitted only onward journey ticket and not submitted the return journey tickets then the claims will be considered up to the double of onward journey fare and that will be paid as per rule.

- xxiv. No TA/ DA will be paid for appearing in the written test, scrutiny/ verification of certificates and documents or for joining on being selected except otherwise as provided in this advertisement.
- xxv. *Candidate will appear for the exam at the exam center at his/her own risk and Northern Coalfields Limited will not be responsible for any injury or losses etc.*
- xxvi. NCL management reserves the right to modify/ alter/ restrict/ enlarge/ cancel the recruitment process, and revise the number of vacancies, at its discretion without assigning any reasons whatsoever. The decision of the NCL management will be final and no appeal will be entertained in this regard.
- xxvii. All future communication/ information regarding this recruitment will be made available on NCL website. Candidates are advised to check/ visit NCL website (www.nclcil.in) regularly for further updates.
- xxviii. *There shall be no provision for re-evaluation/re-checking of the OMR sheets/scores. No correspondence in this regard shall be entertained.*
- xxix. Court of Jurisdiction for any dispute will be Honorable High Court of Jabalpur M.P.
- xxx. In case of any ambiguity/ confusion, English Version of Employment Notification will be considered valid.

(9) How to Apply:

- i. Candidates are advised to login into the official website of NCL by using URL www.nclcil.in.>Career>Recruitment >Notification for Direct Recruitment of various posts of HEMM Operator (Tarinee) > Apply online.
- ii. Employment Notification is available in both English and Hindi. Candidates may select either of them at their convenience.
- iii. Candidates are advised to go through the provisions of the complete Employment Notification carefully for assessing his/her eligibility.
- iv. Candidates belonging to categories other than SC/ST/Ex Servicemen & Departmental Candidate categories are required to pay a non-refundable application fee of Rs 500/- (Five Hundred Rupees only) only through the online facility of ‘SB Collect’.
- v. If a candidate has gone through the advertisement properly then they have to utilize the links as given below for making their application to the post as per eligibility.
 - Step1: Registration
 - Step2: Fee payment
 - Step3: Apply
 - Step4: Submission

Step1: Registration:

- a. Please enter an email id & Mobile number for registration. Email id and password as provided during registration will be your login id and password.
- b. The name, email id & mobile number provided during registration cannot be changed/ corrected later and will appear on the application form. Please ensure to fill in the correct name as per your matriculation certificate.
- c. Password Policy: Password should have minimum six characters with at least one alphabet, one numeric character and one of the following characters! @ # \$ % ^ * _ : } { ; = () + | ?
- d. Before proceeding for Registration, please read the Terms and Conditions and accept.
- e. After completing the process of registration each applicant will be provided with a unique registration number of five digits. Registration number will be required for completing the rest step

for making application.

Step 2: Fee Payment

- a. Please ensure that pop-ups are not blocked in browser settings; if it is blocked please ensure to allow pop up for this site.
- b. SC/ST/ Ex Servicemen &/ Departmental candidate(s) may directly proceed to fill the Application form since they are exempted from payment of Application Fee.
- c. The candidate must ensure that they are possessing requisite qualification as referred in the advertisement.
- d. Candidates are required to click on the link **Fee Payment which will directly open SB Collect window (Please follow step by step process appears on the screen of SB Collect).**
- e. Candidates are requested to read the instructions and to accept the terms and conditions for making payment through SB Collect.
- f. Each candidate is required to make entries like Name, Fathers' name, Registration number, Caste Category & Qualification etc. before making payment.
- g. Candidates have to follow the instructions on the SB Collect and after completing the process of fee payment, a Payment acknowledgement Receipt of Application Fee 'or' Challan bearing the "SB Collect Reference Number" will be generated, which will be required while filling the application form in *Step:3*

Step 3: Apply:

After completing the first two steps of Registration and Fee payment, candidates have to click on Apply -HEMM Operator(Trainee) in current opening section, which will open a blank application form; candidates have to make all relevant entries in complete as required. Start filling the application with Name (as per Matriculation Certificate), Father's Name, Mother's Name, Address (present & permanent), date of birth, gender, etc., select the minimum required educational & professional qualifications from the drop box and select 'Yes' or 'No' for compliance, and finally candidates are required to upload the self attested scanned photograph as per the given specification.

Before filling the online application form, please ensure the following documents are ready.

- (i) Payment Receipt of Application Fee or Challan bearing the "SB Collect Reference Number" and the unique registration number generated through registration.
- (ii) Scanned recent color passport size self-attested photograph.
- (iii) All educational & professional marks sheet and percentages of marks.
- (iv) Please click on the relevant qualifications for which you are going to apply.

Step 4: Submission of Application:

Incomplete on-line applications will be rejected.

After filling all the required fields, the candidate has to ensure that the data furnished by him/ her is correct and then only he/she can submit the form is since once the form is submitted no change is allowed in the later stage.

Candidates are advised to keep the print out of the online application filled with them for future references.

(10) Special Note:

- I. A Candidate having any of the Qualification as mentioned in Table A subject to conditions mentioned in Note B (iii) may apply by declaring their qualification as required in the online Application form.. They need not mention any specific post in their application form. Their eligibility to a post will be determined based on the declared qualifications in the Online Application Form.

- II. A candidate neither need to Post/ Dispatch Hard copies of online application nor copies of relevant testimonials. A Candidate will be allowed to appear in the written test on the sole basis of his/ her declaration in the online application that he/ she has gone through the concerned Employment Notification and fully understood all provisions, terms and conditions and are in possessions of the eligibility criteria at the time of applying online and there is no pending criminal court case against him/her in any competent Court of law and that the candidate is fully aware of the fact that his/ her selection is subject to verification/ Scrutiny of his/ her claim regarding his/ her eligibility for different posts and on his/her performance in the common written test as explained above.
- III. Mere issuance of admit card shall not be taken as confirmation of eligibility of a candidate by the Northern Coalfields Limited. Similarly, securing the minimum qualifying marks in written test does not confer any right on the candidate for claiming appointment. The merit for appointment shall be drawn on the basis of fulfilling all the eligibility criterion to be determined in the 'Documents Scrutiny Process' post Publication of result of the written test in terms of the notification, in respect of those candidates who score minimum qualifying marks.

(11): Important Dates:

Start date of Online registration and form submission	16/03/2020 (00:01AM)
Closing date for online registration and form submission (that is Crucial date – The date for determining the eligibility of candidate in all respect as prescribed in Table A in this Notification for different posts.)	30/03/2020 (11:45PM)
Tentative date of downloading the admit card for eligible candidates	Will be intimated through official website
Tentative Date of Written Test	Will be intimated through official website
Tentative date of declaration of results	Will be intimated through official website

Contact for any clarification: Office Hours- 09:00 AM to 5:00 PM (Monday to Friday)
 Excluding Lunch hours (01:00 PM to 02:00 PM)
 09:00 AM to 01:00 PM (Saturday)
 Office shall remain close on Sunday

Landline Phone numbers: 07805-226573 / you may also write to us on rectt.ncl@coalindia.in

General Manager (Manpower & Recruitment)

Disclaimer

Beware of touts and Job racketeers trying to deceive by false promises of securing Job in NCL (Northern Coalfields Limited) either through influence or by use of unfair and unethical means. NCL has not appointed any agent(s) or coaching advertisement for action on it's behalf. Candidates are warned against any such claims being made by persons /Agencies. Candidates are selected purely as per Merit. Beware of unscrupulous elements and do not fall in their trap. Candidates attempting to influence NCL directly or indirectly shall be disqualified and legal action can be initiated against them

PRESCRIBED PROFORMAE

Performa-I

The form of certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India

This is to certify that Shri/Shrimati/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 Castes) Order, 1950
- @ The Constitution (Scheduled Tribes) Order, 1950
- @ The Constitution (Scheduled Castes) Union Territories Order, 1951
- @ The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]

- @ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
- @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962
- @ The Constitution (Pondicherry) Scheduled Castes Order, 1964
- @ The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- @ The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- @ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- @ The Constitution (Nagaland) Scheduled Tribes Order, 1970
- @ The Constitution (Sikkim) Scheduled Castes Order, 1978
- @ The Constitution (Sikkim) Scheduled Tribes Order, 1978
- @ The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
- @ The Constitution (SC) Order (Amendment) Act, 1990
- @ The Constitution (ST) Order (Amendment) Act, 1991
- @ The Constitution (ST) Order (Second Amendment) Act, 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
- @ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

% 2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Shrimati*..... 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 recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* of issued by the dated

% 3. Shri/Shrimati/Kumari*..... and/or* his/her* family ordinarily resides in village/town*..... of..... District/Division* of the State/Union Territory* of.....

Signature.....
**Designation.....

(With Seal of Office)
State/Union Territory*

Place:

Date:

*Please delete the words which are not applicable.

@Please quote specific Presidential Order.

% Delete the paragraph which is not applicable.

NOTE: The term “ordinarily reside (s)” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate.

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/† Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.
†(not below of the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
- (v) Administrator/Secretary to Administrator/Development Officer(Lakshadweep)

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 Shri/Smt./Kumari _____ son/daughter of _____ of _____ village/town _____ in _____ District/Division _____ in the State/Union Territory _____ belongs to the _____ community which is recognised as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____*. Shri/Smt./Kumari _____ and /or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993, OM No. 36033/3/2004-Estt. (Res) dated 9th March, 2004, O.M. No. 36033/3/2004- Estt. (Res) dated 14th October, 2008 and O.M. No. 36033/1/2013-Estt. (Res) dated 27th May, 2013**.

Signature _____
Designation _____ \$

Dated:

Seal

*- The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** - As amended from time to time.

\$ - List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Form of declaration to be submitted by the OBC candidate (In addition to the community certificate)

I Son/ daughter of Shri resident of village/ town/ city district State..... hereby

declare that I belong to the community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No 36102/ 22/ 93 – Estd. (SCT) dated 8-9-1993. It is also declared that I do not belong to persons/ sections/ sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1993, O.M. No. 36033/ 3/ 2004 –Estd. (Res.) dated 9th March, 2004 and O.M. No. 36033/ 3/ 2004 –Estd. (Res.) dated 14th October, 2008.

Signature:.....

Full Name:.....

Address:.....

Form-V

Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(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/YY) _____ 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 _____

(A) 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 Authorised Signatory of notified Medical Authority)

Signature/thumb impression of the person in whose favour certificate of disability is issued
--

Form - VI

Certificate of Disability

(In cases of multiple disabilities)

[See rule 18(1)]

(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 we have carefully examined Shri/Smt./Kum.
_____ son/wife/daughter of Shri
_____ Date of Birth (DD/MM/YY) _____
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 Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			

3.	Leprosy cured			
4.	Dwarfism			
5.	Cerebral Palsy			
6.	Acid attack Victim			
7.	Low vision	#		
8.	Blindness	#		
9.	Deaf	£		
10.	Hard of Hearing	£		
11.	Speech and Language disability			
12.	Intellectual Disability			
13.	Specific Learning Disability			
14.	Autism Spectrum Disorder			
15.	Mental illness			
16.	Chronic Neurological Conditions			
17.	Multiple sclerosis			
18.	Parkinson's disease			
19.	Haemophilia			
20.	Thalassemia			
21.	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (.....number and date of issue of the guidelines to be specified), is as follows :-

In figures :- ----- percent

In words :- -----
percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

or

(ii) is recommended/after years months, and therefore this certificate shall be valid till -----

(DD) (MM) (YY)

@ e.g. Left/right/both arms/legs

e.g. Single eye

£ 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

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature/thumb impression of the person in whose favour certificate of disability is issued.

Form – VII
Certificate of Disability

(In cases other than those mentioned in Forms V and VI)
(Name and Address of the Medical Authority issuing the Certificate)

(See rule 18(1))

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/YY) _____ 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 he/she is a case of
_____ disability. His/her extent of percentage physical
impairment/disability has been evaluated as per guidelines (.....number and
date of issue of the guidelines to be specified) and is shown against the relevant
disability in the table below:-

S. 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. The above 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/YY) ____ _

@ - eg. Left/Right/both arms/legs

- eg. Single eye/both eyes

€ - eg. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of document	Date of issue	Details of authority issuing certificate

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

Countersigned
{Countersignature and seal of the
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 certificate of
disability 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

Government of.....

(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE
PRODUCED BY ECONOMICALLY WEAKER
SECTIONS**

Certificate No.....

Date:.....

VALID FOR THE YEAR

This is to certify that Shri/Smt./Kumari
son/daughter/wife of permanent resident of,
..... Village/Street, Post Office,
.....District..... in the State/Union
Territory..... Pin Code.....whose photograph
is attested below belongs to Economically Weaker Sections, since
the gross annual income* of his/her family** is below Rs. 8 lakh
(Rupees Eight Lakh only) for the financial year His/her
family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above; II.
Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified
municipalities;
- IV. Residential plot of 200 sq. yards and above in. areas other
than the notified municipalities.

2. Shri/Smt./Kumari belongs to the
caste which is not recognized as a Scheduled Caste, Scheduled
Tribe and Other Backward Classes (Central List).

Signature with seal of Office.....

Name.....

Designation.....

Recent
passport size
attested
photograph of
the applicant

***Note 1:** Income covered all sources i.e. salary, agriculture, business, profession, etc.

****Note 2:** The term '**Family**' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

*****Note 3:** The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

UNDERTAKING TO BE GIVEN BY THE EX- SERVICEMEN

I....., bearing Roll No.....,

Appearing for the Document Verification of the

Examination, 20....., do hereby undertake that:

(a) I am entitled to the benefits admissible to Ex- Servicemen in terms of the Ex- Servicemen Re-employment in Central Civil Services and Post Rules, 1979, as amended from time to time.

(b) I have not joined the Government Job on civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to ex-servicemen for re-employment; or

(c) I have availed the benefit of reservation as ex-servicemen for securing Government job on civil side. I have joined as onin the office of.....I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or

(d) I have availed the benefit of reservation as ex-servicemen for securing Government job on civil side. I have joined as.....Onin the office of.....Therefore, I am eligible for age-relaxation only;

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled / terminated.

Signature:.....

Name:

Roll No:.....

Date :.....

Date of appointment in Armed Forces:.....

Date of Discharge:.....

Last Unit/ Corps:.....

Mobile No:.....

Email ID:.....

TA CLAIM FORM FOR CANDIDATES APPEARING FOR WRITTEN TEST
(APPLICABLE IN CASE OF SC/ST CANDIDATES)

Please enclose original bus/train tickets through which inward journey performed

1.	Roll No.	
2.	Name and address of test center	
3.	Full name of candidate (in block letters)	
4.	Address (as indicated in Admit Card)	
5.	Name of nearest Railway Station from Permanent Address	
6.	a) Name of Railway Station from which actual journey commenced.	
	b) If journey was performed by bus, name of place from which actual journey commenced.	

7. Travel
Details : i)

Inward Journey		Journey Date	Mode & Class of Travel	Amount Claim
From	To			

ii)

Proposed outward Journey		Journey Date	Mode & Class of Travel	Amount Claim
From	To			

TOTAL (i + ii) in Rupees.

8. Bank Details :

Name of the Bank in which TA claim is to be reimbursed :	
Address/Branch Name of Bank :	
Account Holder's Name :	
Account Number :	
IFSC Code :	

CERTIFICIATE

I certify that the concessional return ticket(s) was/were not available to the test centre on the date of commencement of journey.

Certified that I have actually travelled and for the return journey shall travel by the class for which claim has been preferred.

Certified that the railway fare claimed is by the shortest route from the railway station nearest to residence or from where I actually performed the journey to the test centre and back to the same station.

Certified that I am not a Railway employee and have not availed of any free or concessional pass issued by the Railways or any other authority.

Bus ticket is enclosed (in case of travel by bus)

Certified that I have not availed of any LTC or student concessions or any other travel concession while performing the journey.

Signature of Candidate : _____

Name : _____

Date : _____

Claim checked, verified and countersigned

N.C.L. CO-ORDINATOR.
(Signature)

FOR OFFICE USE : DO NOT WRITE BELOW DOTTED LINE

.....

Passed for Payment of Rs. _____ (Rupees _____ Only)

Accts. Asstt/Acctt. _____

Finance Executive _____

Received Rs. _____ (Rupees _____ only)

Date : _____