



CIRCULAR

All Mines & Departments

It has been decided to give Apprenticeship training/ to the ITI candidates of various trades in accordance with Gazette of India (Extraordinary), Dtd:25.09.2019 by Ministry of Skill Development and Entrepreneurship(MSDE) under sub-section(1)of section 37 of the Apprentice Act 1961, amended 2014 and Apprenticeship Rules 1992 and as per the directions of Regional Directorate of Skill Development Entrepreneurship (RDSDE), Hyderabad.

As per the new guidelines, SCCL has registered in National Apprenticeship Promotion Scheme(NAPS) web portal (www.apprenticeshipindia.org),MSDE of Govt.of India for three regions i.e.at MVTC, KGM/RG2/MMR as Regional Establishments to enable the interested eligible candidates to register their names for Apprenticeship training in any region of SCCL.

The SCCL web portal will open from 15.06.2021 morning 11AM to 28.06.2021 evening 5 PM. The interested candidates are advised to register their names accordingly as per guidelines given in Annexure-A.

The eligible candidates who are interested to undergo apprenticeship training in SCCL should register their names through online in the web portal of the company (www.scclmines.com/apprenticeship) only after enrolling their names in the Government Web portal (www.apprenticeshipindia.org), else application will be rejected. The candidates who have already registered in the old NAPS web portal www.apprenticeship.gov.in should migrate **Completely (100%) in to** the NAPS new web portal www.apprenticeshipindia.org. Migration procedure will be displayed in MVTCs and also kept in the SCCL portal .

Selection criteria :

1. Selection of the candidates will be based on **inter-se-seniority with reference to the year of passing ITI**. In case, there are more number of applicants than the number of slots available pertaining to a particular year of passing such candidates will be selected based on marks secured by them in the ITI exam.
2. Local and Non-Local candidates will be selected in the ratio of **80:20**.
3. Maximum age limit for the un-reserved category candidates applying for apprenticeship online registration is 28 years(i.e candidates born before **31.05.1993** are not eligible) , 33 years for SC,ST & BC reserved candidates (i.e candidates born before **31.05.1988** are not eligible) and minimum age should be 18 years as on **Dt:31.05.2021**. (i.e candidates Born after **31.05.2003** are not eligible)

3. Candidates belonging to erstwhile four districts of "Khammam, Warangal, Karimnagar & Adilabad (Current 16 districts in the State of Telangana) namely Khammam, Bhadradri- Kothagudem, Warangal Rural, Warangal Urban, Jangoan, Mahabubabad, Mulugu, Jayashankar-Bhoopalpalli, Karimnagar, Peddapalli, Jagityal, Rajanna-Sircilla Adilabad, Nirmal, Asifabad-Komarambheem & Mancheryal" will come under '**Local**' category and Candidates belongings to "Hyderabad, Mahabubnagar , Nagarkurnool Kamareddy, Jogulambagadwal, Medak, Medchal Malkajgiri, Nalgonda, Wanaparthy, Nizamabad, Rangareddy, Sangareddy, Siddipet, Suryapet, Vikarabad, Narayanpet, Yadadri Bhuvangiri " districts of Telangana State will come under '**Non - Local**' Category.
4. **RESERVATION TO LOCAL CANDIDATES:**
- a. Reservation to the local candidates is applicable as provided in the Rules amended from time to time as in force on the date of notification. The candidates claiming reservation as Local candidates should produce the required study certificates (from 1st to 7th class) (Enclosure-B).
- b. Residence Certificate in the Proforma(Enclosure-C) only for those candidates who have not studied 4 years in one Educational Institution as the case may be.
5. Reservation for **Local 80%, SC(15%)/ST(06%), BC-A(07%),B(10%), C(01%) D(07%),E(04%) & EWS(10%)** will be followed as per extant policy.
6. First preference will be given for on roll employees of SCCL having ITI certificate(ITI study period should be before appointment in SCCL or should have NOC for the same) and thereafter to Company's on roll employees children(with attested certificate of Mine Manager/HOD) and PDFs/PAFs (With proof of RDO/Tahasildar/MRO certification attested by Estates HOD and Area GM/SO to GM). 5% of left over slots (after slots given to on roll employee category candidates) will be earmarked for PDFs/PAFs.
7. The applicants name, father's name & Date of Birth should match in SSC, Aadhaar certificate & in both SCCL& Govt.Web portals. If any mismatches found, application will be rejected. The **mobile number, mail ID given to new NAPS portal** should be entered in the application and they should not be changed, until selection process completes. Additional contact number (self/father/brothers) also should be entered in alternate contact number box in the application.
8. Before submitting application in web portal, candidate should ensure all the details entered by him are correct, else application will be rejected. Applications received after due date/ incomplete are liable for rejection.
9. Applications with corrections are not accepted and requests for changes in applications at MVTCs are not entertained. In service candidates /employee children / PDF&PAF applications should be routed through respective Mine Manager/H.O.D to area MVTC.

The candidates who have enrolled their names for apprenticeship training in SCCL website (www.scclmines.com/apprenticeship) should submit the hard copies of the application along with Copies of relevant certificates/documents from 16.06.2021 to 29.06.2021 by Regd. Post/Courier/Personally at any of the MVTCs as detailed below:

Erstwhile District	Current Districts	Area MVTC
Adilabad	Adilabad, Nirmal, Asifabad-Komarambheem & Mancheryal	Srirampur(SRP), Mandamarri(MM)
Karimnagar,	Karimnagar, Peddapalli, Jagityal & Rajanna-Siricilla	Bellampally(Goleti,BPA), Yellandu(YLD), Kothagudem(KGM)
Warangal	Warangal Rural, Warangal Urban, Jangoan, Mahabubabad, Mulugu & Jayashankar-Bhoopalpalli	Manuguru(MNG) Ramagundam-I(RGI), Ramagundam -II (RGII), Adriyala Project Area(APA)
Khammam	Bhadradi - Kothagudem, Khammam	Bhupalapally(BHPL)

Last date for receiving of Applications along with necessary copies of certificates in **Area MVTC** is **29 .06.2021**.Guidelines/Instructions to be followed in furnishing the information/copies of certificates/documents in the applications and other relevant provisions are mentioned in the **Annexure-A**.

Scrutiny of web applications/data shall be done by the respective Area MVTC Manager & Team of as per the guidelines. Final selection list will be prepared at Corporate by the Committee constituted for the purpose.

The selected candidates will be given apprenticeship training in their respective Trades for a period of one year(12 Months only) in the Mines/Departments of SCCL through MVTCs concerned under the Apprentices Act 1961, amended 2014.The candidate will be placed as per vacancy in SCCL and as per one of the **04 choices** given by the candidate in the SCCL portal. The offer of Apprenticeship does not confer any right of employment in SCCL. There is **no provision for permanent appointment** of the Apprenticeship trainee in SCCL after the completion of training and the candidates cannot claim for the same.

Wide publicity may please be given in all the Mines/Departments and in the surrounding areas of our coalfields through all means of communication i.e Notice boards , press, electronic media, pasting posters, canvassing through Singareni Seva Samithi and SEWA etc, enabling the candidates with ITI qualification to register their names.

Necessary action may please be taken accordingly.

This issues with the approval of the Competent Authority.


11.06.21
GM(HRD)

Encl: Annexure-A

C.C: All Directors

ED:STPP :: GM, CDN, Hyd

All Corporate GMs/ All Area GMs/Corp. HODs / CMO,MH

GM(PER)-Wel & CSR : With a request to advise the concerned to arrange to give the press notification of the above circular.



THE SINGARENI COLLIERIES COMPANY LIMITED

(A Government Company)

HRD DEPARTMENT, CORP.

ANNEXURE -A

GUIDELINES FOR APPLICATION OF ITI TRADE APPRENTICESHIP

IN SCCL FOR THE YEAR 2021-22

1. This Trade Apprenticeship in SCCL, is for a period of one year (Twelve Months only) under the Apprentice Act 1961, amended 2014 on a fixed stipend ₹8050/- [For Two years ITI candidates- Electricians, Fitters, Turners, Machinists, Mechanic Motor vehicles (MMV), Draftsman -(civil)] and ₹7700/- [for One year ITI candidates- Diesel Mechanics & Welders (Arc & Gas)] per Full month, as per the Gazette of India (GOI), MSDE for National or state certificate holders only. The candidate should have studied in the Central or state Govt. Registered / approved ITI 's only. Intermediate vocational students are not eligible to apply as ITI Trade Apprentices.
2. While submitting the hard copy of application by the candidates after registering or migrating in to the Govt. web portal (www.apprenticeshipindia.org) and in the SCCL portal www.scclmines.com/apprenticeship, they are advised to submit the following self/HOD attested certificates (Hard Copies) at any near by Area MVTC (i.e., **KGM/MNG/YLD/BHPL/APA/RG2/RG1/SRP/MMR/BPA**) by Regd. Post/ Courier/Directly at drop box in the MVTCs in SCCL.
 - a) Date of birth (SSC or its equivalent) : one copy.
 - b) Passport size photographs (with signature on photo) : 2 Nos.
 - c) ITI Original Certificate (NCVT/SCVT) : One copy
 - d) Reservation/Caste certificate (ST/SC/BC) or E.W.S : One copy
 - e) Aadhaar Card (Details should same as SSC) : One copy
 - f) In case of PDF/PAF candidates, Certification Letter from R.D.O/ Tahasildhar attested by Area Estates HOD & GM/SO to GM : One copy (Application should be sent by Estates dept to Area MVTC)
 - g) In case of On Roll Employee (Having ITI certificate), the application should be routed through the concerned HOD of Mine/Dept. to MVTC along with certification letter, attested Copies of ID card, Pay slip & No Objection Certificate (NOC) from HOD for appearing left over exams, if Completed ITI after joining in SCCL.
 - h) In case of On roll Employee Children: Application should be routed through the concerned HOD of Mine/Dept to MVTC along with HOD attested copies of printout of SAP- EPR view having the Applicant Name, ID card & Pay slip of Applicants Father/Mother.
 - i) Local School study certificates (Enclosure-B) or Certificate of residence (Enclosure-C). : One Copy
 - j) Copies of web portal www.apprenticeshipindia.org }
registration number having apprenticeship registration number, }
Candidate details & Establishment registration details. } : One Copy

3. You have to upload Soft copies of the following original certificates(Not Xerox copies) in "pdf" format only (size 100kb to 250kb) in the SCCL portal along with scanned photo(max50kb in jpg format) of 3.5c.m width x4.5c.m heightsize(With signature at bottom 3.5c.m width x1.5c.m height) while registering the application else application will be rejected. Ensure documents should be self/HOD attested & visible. The applicants candidature will be based on the correctness of the uploaded documents.
- A) Date of Birth / SSC certificate - pdf file: For all candidates.
- B) ITI Certificate - pdf file : For all candidates.
- C) Reservation certificate - pdf file} a) For ST/SC/BC-A,B,C,D,E candidates only
b)Economically Weaker Section candidates only
4. You will not be considered for apprenticeship training , if you have already undergone Training/ registered for Training in the above trade under The Apprentices Act.1961, amended 2014 in SCCL or any other Organization and you should submit an under taking to that effect at the time of reporting at MVTCs.
5. Suppression of facts by the applicants shall lead to disqualification at any stage of the selection process.
- 6 Your selection will also be subject to requirements as stipulated by the Regional Director, Regional Directorate of skill Development and Entrepreneurship, (RDSDE), Hyderabad & www.apprenticeshipindia.org portal .
- 7 Candidates who have already registered in the old web portal www.apprenticeship.gov.in should migrate to NAPS new web portal www.apprenticeshipindia.org.
- 8 Application with out migration from old portal or partial migration(Less than100%) will be rejected even after selection .
- 9 SCCL is no way connected for NAPS portal migration. Candidates should migrate on their own or though Internet centres by down loading migration procedure from the NAPS - govt. portal www.apprenticeshipindia.org. However migration procedure will be kept in SCCL portal as well as displayed in MVTC notice boards.
- 10 In SCCL portal candidate should enter the same mail id and mobile number which is entered in the NAPS portal www.apprenticeshipindia.org .The same mail id and mobile number should be continued without change until the selection process completes. If candidates Changes or forgot his mail id/pass word, he cannot create/accept contract in NAPS portal.
- 11 Your name, Fathers/Mothers name, Date of birth and year of ITI Pass etc. in portals should match with SSC/Birth certificate, Aadhaar card and ITI Certificate else your application will be rejected at MVTC during scrutiny.
- 12 For any false claim as On roll employee/On roll employee children or PDF/PAF or required certificates are not enclosed in portal or with hard copy of application or any mismatch of details of application with certificates, your application will be rejected at MVTC during scrutiny or even after selection.

- 13 The candidates will not be intimated reasons for the rejection of application.
- 14 Even after selection, if apprenticeshipindia.org web portal denies your contract due any mismatch of details or pre existence of your contract in portal, you will not be allowed for apprenticeship.
- 15 If any details given by you found incorrect, you will be terminated at any time during apprenticeship and cost of training will be recovered from you/your surety .
- 16 No TA & DA shall be admissible for joining, if selected.
- 17 The Training of the Apprentice shall be terminated without intimation following unauthorized absence of the candidate to training for a period of more than 15 days.
- 18 The selected candidates have to make their own arrangements for lodging and boarding during the entire period of training. They have to submit agreement bond, indemnity bond and physical fitness certificate with covid (-ve) report while joining.
- 19 The selected candidates during the entire period of training, they have to under go Apprenticeship training at the Mine/Department in the area allotted to them by following the instructed covid-19 precautions.
- 20 The selected candidates have to execute a Bond and on line Contract registration of Apprenticeship after reporting for Enrolment as Trade Apprentice under The Apprentices Act.1961. Till that time they will not be inducted and stipend will not be paid.
- 21 The selected candidates will be governed by terms and conditions of Annexure-I which will be given along with offer letter.
- 22 The selected candidates in respect of Absconding/Termination of apprenticeship contract, for any reason, as per section 7 of apprenticeship Act, 1961, shall refund the employer, the cost of training such amount as may be determined by the Apprenticeship Adviser / Regional Directorate of skill Development and Entrepreneurship (RDSDE), Hyderabad
23. Selected candidates are entitled for stipend as per the provision of Apprentice Act, 1961. The Apprentices are not eligible for any other financial/service benefits except the monthly Stipend applicable during the period of Training.
24. Subsequent production of the certificates will not be entertained under any circumstances.
25. Applications with partial migration of the candidate to new NAPS - govt. portal www.apprenticeshipindia.org. else application will be rejected.
26. Aadhar seeding should be done in the new NAPS - govt. portal www.apprenticeshipindia.org. else application will be rejected.

Addresses of Ten Area MVTCs in SCCL

1. **Mines Vocational Training Centre(MVTC), KGM**
The Singareni Collieries Company Limited, Kothagudem Area, Rudrampur.
BHADRADRI KOTHAGUDEM DISTRICT, TELANGANA STATE
PIN: 507119 Ph: 08744-250675, Mobile no: 9491145298.
2. **Mines Vocational Training Centre(MVTC),MNG**
The Singareni Collieries Company Limited, Manuguru Area
BHADRADRI KOTHAGUDEM DISTRICT, TELANGANA STATE
PIN: 507117 Ph/Mobile No: 9491145244
3. **Mines Vocational Training Centre(MVTC)YLD**
The Singareni Collieries Company Limited, Yellandu Area
BHADRADRI KOTHAGUDEM DISTRICT, TELANGANA STATE
PIN: 507124 Ph/Mobile No: 9491145290
4. **Mines Vocational Training Centre(MVTC),BHPL**
The Singareni Collieries Company Limited, Bhupalpalli Area
JAYASHANKAR BHUPALAPALLY DISTRICT, TELANGANA STATE
PIN: 506169 Ph/Mobile Number: 8333992041.
5. **Mines Vocational Training Centre(MVTC),APA**
The Singareni Collieries Company Limited, APA/RG3 Area
PEDDAPALLI DISTRICT, TELANGANA STATE
PIN: 505212 Ph: 08728260583 Mobile No: 9491145374
6. **Mines Vocational Training Centre(MVTC)**
The Singareni Collieries Company Limited, RG-II Area
PEDDAPALLI DISTRICT, TELANGANA STATE
PIN: 505212 Ph: 08728 250071 Mobile No: 8332974639
7. **Mines Vocational Training Centre(MVTC)**
The Singareni Collieries Company Limited, RG-I Area
PEDDAPALLI DISTRICT, TELANGANA STATE
PIN: 505209 Ph: 08728 244370 Mobile No: 8332974114
8. **Mines Vocational Training Centre(MVTC)**
The Singareni Collieries Company Limited, Srirampur Area.
MANCHERIAL DISTRICT, TELANGANA STATE
PIN: 504303 Ph: 08736-238213 Mobile No: 9491088736
9. **Mines Vocational Training Centre(MVTC),MMR**
The Singareni Collieries Company Limited, Mandmarri Area
MANCHERIAL DISTRICT, TELANGANA STATE
PIN: 504231 Ph: 08736-222571 Mobile No: 9491144142
10. **Mines Vocational Training Centre(MVTC),BPA**
The Singareni Collieries Company Limited, Bellampally Area
Komaram Bheem Asifabad DISTRICT, TELANGANA STATE
PIN: 504292 Ph/Mobile No: 9491145363.

SCHOOL STUDY CERTIFICATE

Name of the Student:

Father's Name :

Class	Name and Place of School	District	Duration of Study giving month and year
I			
II			
III			
IV			
V			
VI			
VII			

NOTE: Should be obtained from the Head of Educational Institution (s).

Name of the School (s):

Town/ Village:

District:

STATION:

DATE:

Signature of the Head of the
Educational Institute(s)

With Seal:

Certificate of Residence

(To be produced by such candidates who have not studied in any Educational Institutions during the whole or any part* of the Relevant 4/7 years period)

It is hereby certified –

(a) that Sri/Srimathi/Kumari

S/o, W/o, D/o _____ appeared for the first time for the 7th class Examination in _____ (month) _____ (year);

(b) that he/she has not studied in any educational institution during the Whole/ a part of the **4/7 consecutive academic years** ending with the academic year in which he/ she first appeared for the aforesaid examination;

(c) that in the **4/7 years** immediately preceding the commencement of The aforesaid examination, he/she resided in the following place / places namely.

Sl.No.	Village	Taluk	District	Period
1				
2				
3				
4				
5				
6				
7				

Office Seal

Officer of the Revenue Department not Below the rank of Tahsildar or Deputy Tahsildar in independent charge of a Sub-Taluk.

Station:

Date:

Strike off 'whole' 'a part', as the case may be.