



ADVERTISEMENT NO. HAL/DC/RC/HR/TB-02 DATED **15.11.2017**

LAST DATE FOR SUBMISSION OF ONLINE APPLICATION : **03.12.2017**

**ENGAGEMENT OF PERSONNEL UNDER TENURE BASIS**

Hindustan Aeronautics Ltd (HAL), a Navratna Central Public Sector Undertaking, is a premier Aeronautical Industry of South East Asia, with 20 Production / Overhaul / Service Divisions and 10 co-located R&D Centres spread across the Country. HAL's spectrum of expertise encompasses hi-tech programmes involving a number of state-of-the-art technology, design, development, manufacture, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and structural components for Satellites & Launch Vehicles.

2. Rotary Wing Research and Design Centre (RWR&DC), Hindustan Aeronautics Limited (HAL) (Design Complex) with modern facilities and State of the art technologies, spearheads HAL's thrust towards excellence in the field of helicopter design. The objective of the Centre is to research, innovate and create designs for rotary wing aircraft to meet indigenous and global requirements. RWR&DC is in the process of inducting Personnel on Tenure Basis in the Direct Labour category of Non-Executive cadre (for a period of Maximum Four Years) to meet the dynamic manpower requirement for executions of Advance Light Helicopter(ALH), Light Combat Helicopter(LCH) & Light Utility Helicopter (LUH) Projects.

3. Applications are invited from eligible candidates in the **prescribed proforma** for the following posts in the Non-Executive (Workmen) cadre for Rotary Wing Research and Design Centre, Hindustan Aeronautics Limited located in Bangalore (Karnataka). All these posts are to be filled under Tenure Basis (Contract Basis) for a period of maximum 4 years.

## 1. DETAILS OF POSTS, RESERVATIONS, AND ESSENTIAL QUALIFICATIONS REQUIRED

Sl. No	Name of the Post	Level	Essential Qualification	Reservation Break-up of Posts		Total
				OBC	UR	
01	Operator/ Technician (Electrical)	C5	10th Standard + NTC (ITI in Electrical Trade) +NAC (National Apprenticeship Certificate in Electrical/ Electrician/ Power Electrician/ Aircraft Trade). Or 10th Standard + Direct 03 Years NAC/NCTVT (National Apprenticeship Certificate in Electrical/ Electrician/ Power Electrician/ Aircraft Trade).	02	02	04
02	Operator/ Diploma Technician (Mechanical)	D6	10th Standard + 3 Yrs Diploma in Mechanical Engineering	03	04	07
				05	06	11

**Note:**

- i) Of the above 11 vacancies:
  - a) 4 posts are reserved for Ex-servicemen for the trade in Operator/ Technician (Electrical)/ Operator/Diploma Technician (Mechanical).
  - b) 1 post is reserved for Person with Disability (PWD) – Hearing Handicapped (HH)
- ii) In respect of the posts not reserved for SC/ST categories, the SC/ST candidates can also apply for such un-reserved vacancies, if they satisfy the eligibility criteria for Unreserved Category including the age criteria. However, they have to indicate their actual category in online registration.
- iii) All the qualifications(NAC/NCTVT/Diploma) after 10th standard here would mean Regular / Full Time acquired from recognized Universities/ Institutions / State Boards of Technical Education. In other words, the qualifications of NAC/NCTVT/Diploma acquired through Correspondence / Distance Education / Part Time / E-Learning cannot be equated with a Regular / Full Time course. All qualifications should have been acquired from the

Indian universities/Institutes recognized by the appropriate statutory authorities.

- iv) Ex-servicemen should have relevant qualification as stated above or equivalent qualification in Armed Forces.
- v) Candidates possessing higher qualification than the required qualification indicated in the Advertisement / Notification need not apply.
- vi) Qualifying examinations for the notified posts for this purpose is as below:

Operator/ Technician (Electrical)	ITI & NAC/NCTVT in respective Trades
	NAC/NCTVT(In case of 03 years Direct NAC) in respective Trade
Operator/ Diploma Technician (Mechanical)	Diploma in Mechanical discipline.

- vii) Tenure of Engagement: The engagement will be for a maximum period of 04 (Four) years.
- viii) Persons with Disabilities (PWDs) can apply to the respective posts even if the post is not reserved for them but has been identified suitable. However, such candidates will be considered for selection to such post by general standard of merit. Persons suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation and other relaxations as permissible under the rules against reserved post for PWD. The suitability of the posts is given below:

**PWD SUITABILITY & PHYSICAL REQUIREMENTS:**

Post	Categories of Disabled suitable for the job	Physical Requirement
Operator/ Technician (Electrical)	OL, HH	S, ST, W. L.MF.SE
Operator/ Diploma Technician (Mechanical)	OL, B. LV.HH	S. ST.B.L. MF. SE

S=Sitting, ST=Standing, W=Walking, MF=Manipulation by Fingers, SE=Seeing, OL=One Leg, L=Lifting, LV= Low Vision, HH= Hearing Handicapped, B=Blind;

**2. AGE CRITERIA & RELAXATION:**

The prescribed age limit shall be 28 years as on **01.11.2017**

- a) Candidates belonging to OBC (Non - Creamy Layer), the age relaxation is admissible up to 3 years.
- b) The Upper Age Limit is relaxable for candidates with **relevant** Post Qualification Experience, to a maximum extent of 7 years for all the posts mentioned above subject to maximum age limit of 35 years. Relaxation in age would be one year for every completed year of relevant Post Qualification

Experience over and above the maximum age limit indicated above.

- c) In respect of Persons with Disability (PWD), upper age Limit is relaxable by 10 years. The upper age limit with all relaxations for PWD shall not exceed 56 years as on **01.11.2017**.
- d) Upper Age Limit is relaxable by 5 years in respect of the candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989. The persons claiming relaxation under this sub-para would be required to produce a certificate to this effect from the District Magistrate within whose jurisdiction they had ordinarily resided or from any other authority designated in this behalf by the Government of Jammu & Kashmir.
- e) Relaxation in Age limit in respect of Ex-servicemen of Indian Army / Indian Air Force / Indian Navy will be extended based on the number of years of post qualification experience in the IAF / Army/ Navy as per Rules.
- f) As regards Ex-Apprentice trainee (who had undergone apprenticeship training at HAL) applying for the above posts, if age bar comes in the way of the trainee, the same would be relaxed to the extent of the period for which, the apprentice had undergone the training, in line with Apprentice Act.

### **3. APPLICATION FEE:**

- a) Rs.200/- (Rupees Two Hundred Only) is to be paid as application fee. The application fee is non-refundable.
- b) Application fee is fully exempted in the case of SC/ST/Persons with Disabilities (PWD) & Ex-servicemen.
- c) The above application fee is to be deposited to Hindustan Aeronautics Ltd-RWRDC Division A/c No. 62090831506 (IFSC Code SBIN0020202, Branch Code 20202) bearing at any core banking branches of State Bank of India (SBI) or its erstwhile associate bank branches only in the prescribed challan. Candidates should insist for having Journal No. on their copies of challan and Journal number given by the bank on payment of fees needs to be entered in the online application form while applying. The candidate should ask for the deposit receiving branch to enter his/her name in the narration field. No other form of payment is accepted.
- d) The candidate needs to bear all the bank charges if any applicable for remittance of Application Fee to RWR&DC-HAL.
- e) Candidates are required to provide the details of the application fees paid in

the online application form. If details are not provided, the application will be treated as incomplete and will not be accepted. Application fee can be deposited till the last date of submission of online application. Candidates are required to write their particulars in the challan.

- f) Application fee once deposited into the Company's account will not be refunded under any circumstances, even if the candidate is unable to submit online application or due to being ineligible at the time applying or rejection of application etc. Therefore, depositing the application fees, candidates are required to ensure that they meet all the eligibility criteria.
- g) The candidate has to retain the original counter foil (HAL Copy & Candidate Copy) of the challan and produce the same at the time of document verification.
- h) Prescribed challan format is enclosed at Appendix-A.

#### **4. SELECTION PROCEDURE:**

For all the above posts, the eligible candidates will be shortlisted based on the initial screening as follows:

- a) The minimum percentage of marks scored by the candidates in the qualifying examination i.e. Diploma/NAC/NCTVT as the case may be in the respective trades / disciplines is mentioned below. The Ex-servicemen will be considered as per rules:

<b>Category</b>	<b>Percentage (%) of marks</b>
UR / OBC	60% & above
PWD	50% & above

- b) If the number of candidates with the above percentage (%) of marks are large in number, the Company reserves the right to decide the cut off percentage for calling the candidates for the written test, based on the marks secured in the qualifying examination (i.e., Diploma/NAC/NCTVT) prescribed for a particular trade / discipline.
- c) Candidates have to keep their passport size photograph and all certificates / documents in softcopy in order to upload the same while applying online.
- d) In case the candidate is having higher qualification other than the required qualification, then he/she need not apply for the post. The Company will reject the candidates who are having higher qualification.
- e) Applications received through ONLINE will be screened as per the eligibility

criteria, norms laid down in the Notification.

- f) The place of written test is **Bangalore**. The date and time of the written test will be intimated to the shortlisted / eligible candidates by e-mail (to the email ID provided in the application format by the candidate) / displayed in Company Website/ Through SMS.
- g) The Written Test will be of 2 ½ hours duration. The test will be in three parts, comprising of Multiple Choice Questions (MCQs). Part-I will consist of 20 questions on General Awareness, Part-II will consist of 40 questions on English & Reasoning. Part-III will consist of 100 questions on the concerned Trade/Discipline.
- h) Each question carries one mark. There will be no negative marking in the written test.
- i) Candidates have to appear for Written Test at their own expenses, on the date, time & venue, which will be mentioned in their Admit Card. The candidates have to download Admit Card from HAL Website/Career Section.
- j) Candidates are required to bring Admit Card & one of the following original Photo Identity Card, along with Xerox copy of the self attested Photo Identity Card, to prove their identity before the Invigilator failing which they will not be allowed to appear for the Written Test:-
  - Voters ID Card
  - Driving License
  - Aadhar Card
  - Passport
  - PAN Card
  - ID Card (by Central/State Govt./ PSU for their employees)
  - ID Cards (by Govt. Agencies authorised)
  - ID Cards (by College / Institute where last studied)
- k) Selection of the candidates shall be done based on the marks scored in the written test in the order of merit in the respective trades/discipline.
- l) Candidates qualifying in the written test will be called for document verification in the order of merit, wherein candidates will be required to produce testimonials / documents in support of age, qualification, caste / tribe / class, experience and other eligibility criteria. The testimonials / documents should be in the possession of the candidates and he / she should be able to produce the same when it is warranted. Inability of the candidates to produce the requisite documents at the time of document verification shall render them liable for non-consideration of their candidature. No undertaking for production of documents in respect of eligibility criteria with regard to age, qualification & experience on a later date will be allowed.
- m) The date, time & place of document verification will be informed through email/SMS. Candidates attending document verification would be reimbursed

Travelling Allowance (TA), i.e. Sleeper Class / II Class Train fare / Bus fare by the shortest route, subject to production of proof of travel (Original onward journey ticket and Photostat / Xerox copy of return journey ticket), failing which TA will not be paid. In case the candidate travel by other modes of transport, he /she will be reimbursed the fare limited to the shortest route by train or actual expenses, whichever is less, on production of proof.

- n) Mere admission to written test or inclusion of the name of a candidate in the merit list will not confer any right for engagement. The candidature is therefore, provisional at all stages and HAL reserves the right to reject candidature at any stage of the engagement process.
- o) Candidates selected under Tenure basis will be subject to verification of Caste and Character & Antecedents from the concerned Authorities, as per the Rules of the Company.

## 5. MEDICAL EXAMINATION:

Candidates provisionally selected will have to undergo a Pre-Employment Medical Examination at HAL Hospital before joining HAL. Applicants should meet the Medical Standards as prescribed by the Company (Concerned authority in respect of PWD candidates). Appointment of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the Medical Standards of the Company. No relaxation in Health Standards will be allowed.

Persons with Disabilities (PWDs) suffering from not less than 40% of the relevant disability shall be eligible for the benefit of reservation/relaxation. Candidate who wants to avail the benefit of reservation under PWD category is required to submit a "Disability Certificate" issued by the Competent Authority, in the prescribed format, at the time of verification of original certificates/ documents. However, photocopy of the same may be attached with the application. PWD candidates will be subjected to pre-employment medical examination at HAL Hospital with regard to other medical parameters as per the revised standards of the company.

## 6. SPECIFIC TERMS & CONDITIONS OF TENURE BASED ENGAGEMENT:

- a) The Engagement of Tenure Based Personnel, against this advertisement, will be for a maximum period of **Four Years from** the date of engagement. The tenure will come to an end automatically on completion of four years period from the date of joining, without any further notice.
- b) The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company.
- c) The Tenure Based Personnel will abide by various Company Rules & Regulations governing, carrying out the assigned tasks and their conduct, like Standing Orders, Transferability to other Departments or Divisions or Places, Termination of Contract for reasons of non-performance or poor performance or without assigning any reason, etc.

- d) Tenure Based Personnel will be covered under the Income Tax, Service Tax, Professional Tax, etc. as per the applicable Rules and all such Taxes would be payable by them.
- e) The engagement of Personnel, for the posts (on tenure basis) against this advertisement, will be on full time basis. Absence from duty other than authorized leave / Company Holidays will result in proportionate reduction in the Consolidated Remuneration.
- f) The performance of the personnel engaged on tenure basis will be assessed as per the Company Rules. In case of non-performance or poor performance, the contract of engagement can be terminated, without assigning any reason.
- g) The tenure based engagement can also be terminated, at any time, by giving one month's notice in writing (by either party) or by payment of one month's Basic Pay + Personal Pay + DA components in the Consolidated Remuneration in lieu of the Notice.
- h) Selected personnel will undergo induction training/ OJT. They will be assigned specific jobs / projects / programmes as per the requirement of the Company. They will be engaged in the Direct Technical areas wherein they are required to operate more than one machine at the concerned Workplace.
- i) The personnel selected will be deployed in the second or third shift only.

## 7. PLACES OF POSTING:

Selected candidates will be posted at HAL, Rotary Wing Research and Design Centre, Design Complex, Bangalore. No request for change of posting will be entertained after joining. However, Management reserves the right to post the candidate to any Division within Bangalore or Outside Bangalore as per the requirements of the company.

## 08. PAY & REMUNERATION:

Selected Candidates will be engaged under tenure basis for a maximum period of 4 years. The approximate pay and allowances are given as below based on the induction.

Entitlement	Scale-05(C5) (in Rupees) (p.m.)	Scale-06 (D6) (in Rupees) (p.m.)
Basic Pay + Personal Pay	15910	16820
Other benefits & Allowances as per entitlement (approx.)	25339	26178
TOTAL	41249	42998

Note: Other benefits & Allowance includes:

- DA
- HRA
- Special Allowance
- Conveyance Reimbursement
- Pro-rata Conveyance Maintenance
- Medical Reimbursement
- Canteen Allowance (Meal Coupons)
- Washing Allowance
- Monthly Incentive + pro-rata Quarterly Performance Pay + pro-rata

Annual Incentive (Approx.)

PF

**In addition, the candidates engaged under this scheme will also be entitled for the following Allowances / Benefits / Incentives, as per Rules:-**

- i. TA/DA for joining duty and for Temporary Duty as per relevant rules;
- ii. Group Insurance in lieu of EDLI;
- iii. Night Shift Allowance, wherever applicable;
- iv. The tenure based personnel will be entitled for one day Casual Leave (CL) and 2.5 days of Vacation Leave (VL) for every calendar month of service. There will be no provisions for encashment of Casual Leave & Vacation Leave at the end of the year as well as at the time of separation.
- v. 4 sets of Uniforms once in 2 years, Stitching Charges, Shoe Allowance (Safety/Soft Sole Shoes, wherever applicable, in place of Shoe Allowance) will be issued / provided.
- vi. The tenure based personnel will be eligible for Company Quarters, wherever available. However, House Rent for Quarters including Water, Electricity Charges etc., will be deducted as per Rules. No HRA will be paid if company quarter is allotted.
- vii. Tenure Based Personnel will also be eligible to join the self contributory Group Personal Accident Insurance (GPAI) Scheme, as per the extant Rules.

The tenure based personnel will not be entitled for any allowance or benefits other than those indicated above.

**An annual increase of 3% during the tenure will be admissible on the Basic Pay, subject to satisfactory performance**

## **09 HOW TO APPLY:**

Eligible and interested candidates are required to **log-in to career section of HAL website (www.hal-india.com)** and submit the online application in the prescribed format.

- b) The link/website will be kept open between **1000hrs on 15.11.2017** till **2400hrs on 03.12.2017** for this purpose. Candidates are allowed to apply only once and applications once submitted cannot be altered under any circumstances. Candidates are required to possess a valid e-mail id and Mobile No. which is to be entered in the application blank, so that intimation regarding the Written Test and document verification can be sent. HAL will not be responsible for bouncing of e-mail/**SMS** sent to the candidates.
- c) On submission and acceptance of the application, system will generate the Registration / Acknowledgement form along with the application reference number allotted, which will be used for future references. The candidate is required to take the printout of the acknowledgment.
- d) Request for change of mailing Address, category, Discipline, mobile No. as declared in the on-line application will not be entertained.

- e) If the information/ Certificates/documents furnished by the candidate in any part/ stage is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature/appointment will be considered as revoked / terminated at any stage of recruitment process or after recruitment or joining, without any reference to the candidate.
- f) A candidate is eligible to apply for one post only for which he/ she is most suited.
- g) Steps for filling online application are mentioned separately.

## **10 GENERAL CONDITIONS:**

- a) Only Indian Nationals are eligible to apply.
- b) The Candidates belonging to OBC category are required to submit the OBC certificate in the prescribed format enclosed at Appendix-B. The candidates claiming OBC category are required to adhere the following for availing reservation benefits :-
  - i. The candidate must belong to non creamy layer;
  - ii. The name of caste and community of the candidate must appear in the 'Central list of Other Backward Classes';
  - iii. The candidate must obtain an OBC certificate (clearly mentioning as belonging to non - creamy layer) from the Competent Authority, in the format prescribed by the Central Govt. of India. It should be not older than six months as on **15.11.2017**.
- c) Candidates belonging to SC/ST category are required to submit the SC/ST certificate in the prescribed format enclosed at Appendix-C in support of their claim.
- d) Candidates belonging to PWD category are required to submit the PWD certificate in the prescribed format enclosed at Appendix-D.
- d) All qualifications should be from Indian Universities/ Institutes recognized by appropriate statutory Authorities in the Country.
- e) Age and experience will be reckoned as on **01.11.2017**.
- f) Candidates will be required to submit all relevant certificates/ testimonials (original along with one set of self attested photocopies) in support of Age, Technical/ Educational Qualifications, Caste, Disability, Experience (wherever applicable), ex-servicemen discharge book, 6 passport size photographs etc., at the time of Document Verification. Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidature and the application will be out-rightly rejected.

- g) Candidates employed in Central / State Government/ Public Sector Undertakings etc. should produce No Objection Certificate (NOC) at the time of the document verification from their employer failing which they will not be permitted to appear for the document verification and will not be eligible for payment of Travelling Allowance.
- h) Date, Time & venue for the Written Test will be intimated to the shortlisted / eligible candidates via email/SMS and also hosted in HAL Website.
- i) Mere meeting the conditions of the advertisement/notification by the candidate(s) will not automatically entail them to be called for Written Test / Document Verification / Selection and Appointment under tenure basis contract.
- j) Persons with 40% or more relevant disability only are eligible to apply. Candidates are required to produce Disability certificate issued by the Competent Authority at the time of document verification.
- k) HAL reserves the right to cancel/ restrict/ enlarge/ modify/ alter the Advertisement / Recruitment process and / or the Selection Process there under, without issuing any further notice whatsoever. The number of vacancies can be modified as per discretion of the Management.
- l) The decision of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of Selection, conduct of Written Test, Verification of Documents etc. will be final and binding on candidates.
- m) Admission to the Written Test will be purely provisional without verification of Age, qualification, SC/ST/ OBC/PWD category etc. of the candidates.
- n) Candidates should clearly mention all the details sought in the Application Format. In case of no clarity/ discrepancy in the information provided, Application will be summarily rejected. No communication will be sent to the candidates.
- o) While applying for the post the applicant should ensure that he/she fulfills all the eligibility criteria and other norms as mentioned above as on the specified dates and that the particulars furnished by him/ her are correct in all respect.
- p) Candidature of such personnel who possess higher qualifications than the required qualification indicated in the Advertisement / Notification and who apply for the post will be rejected. All the Qualifications possessed by candidates as also Qualification/ Courses being pursued by them at the time of submitting the Application for employment, are to be clearly indicated in the Application by the candidates.

- q) While filling up the online application form, candidates are required to indicate exact percentage, up to two decimal points and are not to be rounded off. The percentage of marks in the required qualification shall be aggregate of all semesters/years to be calculated taking average of all semesters/years, irrespective of the weightage given to any particular semester/year by the Institute/Council/University. Wherever CGPA/OGPA or letter grade, etc is awarded, equivalent percentage of marks should be mentioned as per the norms adopted by University / Institute. Any false entry of percentage detected at any stage of selection will be out-rightly rejected. Aggregate marks are to be calculated as shown below:

$$\frac{\text{Total Marks obtained in all Semesters or Years}}{\text{Maximum Marks (cumulative of all Semesters or Years)}} \times 100$$

- r) Candidates availing age relaxation on account of post qualification experience should produce proper experience certificates and proof of employment at the time of verification of original documents failing which, their candidature will be summarily rejected.

Experience (for availing age relaxation):

i) In case of experience possessed by candidates engaged on contract basis directly by PSUs/Central/State Governments, experience certificate is to be produced from such PSUs/Central/State Government etc, indicating the contract engagement in the letter head. As regards NOC, the same needs to be in line with the Terms & Conditions of contract engagement and Rules applicable for such contract engagement in the concerned organization.

ii) In case of experience possessed by candidates engaged on contract basis directly by Private Organizations, experience certificate is to be produced from such organization indicating the contract engagement in the letter head of the Company. Such experience will be considered subject to scrutiny in terms of nature of experience, responsibilities, assignments, etc.

iii) Applicants having work experience in Private Sector Organizations are required to submit an experience certificate in the letter head of the Company. The letter head of the Company should have details of the Company;

- s) Screening and short listing for the Written Test will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish only accurate, full and correct information

- t) All correspondences to the candidates will be made via e – mail/SMS on the e – mail id/ Mobile No. provided by the candidate in the application Format. No other mode of communication will be adopted.

- u) Any sort of canvassing or Influencing of the Officers related to Recruitment / Selection process would result in immediate disqualification of the candidature.
- v) Court of jurisdiction for any dispute/ cause will be at Bangalore.
- w) Last date for online application **03.12.2017**.
- x) Necessary information regarding the selection, written test etc. will be hosted on the **career section of HAL website (www.hal-india.com)** from time to time.
- y) Any further information / Corrigendum / Addendum would be uploaded only on HAL website (www.hal-india.com).

In case of any particular query is not covered above, the candidates can write to HAL at **hr.rwrdc@hal-india.com**. Or call 080-22327123/7278. No other method of Communication will be entertained.

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**Annexure-A**

**Bank Challan (Pay in slip)**



**Bank Copy**

Bank use only	SBI Branch Name	
	SBI Branch Code	
	SBI Bank Journal No.	
	SBI Bank Journal Date	
Name of the Candidate:		
Post Applied for :		
D.O.B. (dd/mm/yyyy)		

Paid into the Credit of  
**“HINDUSTAN AERONAUTICS LTD-RWRDC DIVISION  
 A/C No. 62090831506”**  
**IFSC code. SBIN0020202, Branch code. 20202**  
 State Bank of India, JC Road Extension Counter, Bangalore-17

Sl. No.	Particulars	Amount
1.	Application Fee	200
2.	Bank's Commission /Charges	
	Total	

Signature of Remitter / Applicant  
 Received the above amount

Date : Signature of Receiving authority

Accepted at all the Branches of State Bank of India or its  
 erstwhile associate bank branches only

**Bank Challan (Pay in slip)**



**HAL Copy**

Bank use only	SBI Branch Name	
	SBI Branch Code	
	SBI Bank Journal No.	
	SBI Bank Journal Date	
Name of the Candidate:		
Post Applied for :		
D.O.B. (dd/mm/yyyy)		

Paid into the Credit of  
**“HINDUSTAN AERONAUTICS LTD-RWRDC DIVISION  
 A/C No. 62090831506”**  
**IFSC code. SBIN0020202, Branch code. 20202**  
 State Bank of India, JC Road Extension Counter, Bangalore-17

Sl. No.	Particulars	Amount
1.	Application Fee	200
2.	Bank's Commission /Charges	
	Total	

Signature of Remitter / Applicant  
 Received the above amount

Date : Signature of Receiving authority

Accepted at all the Branches of State Bank of India or its  
 erstwhile associate bank branches only

**Bank Challan (Pay in slip)**



**Candidate Copy**

Bank use only	SBI Branch Name	
	SBI Branch Code	
	SBI Bank Journal No.	
	SBI Bank Journal Date	
Name of the Candidate:		
Post Applied for :		
D.O.B. (dd/mm/yyyy)		

Paid into the Credit of  
**“HINDUSTAN AERONAUTICS LTD-RWRDC DIVISION  
 A/C No. 62090831506”**  
**IFSC code. SBIN0020202, Branch code. 20202**  
 State Bank of India, JC Road Extension Counter, Bangalore-17

Sl. No.	Particulars	Amount
1.	Application Fee	200
2.	Bank's Commission /Charges	
	Total	

Signature of Remitter / Applicant  
 Received the above amount

Date : Signature of Receiving authority

Accepted at all the Branches of State Bank of India or its  
 erstwhile associate bank branches only

**APPENDIX-B**

**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 recognized as a Backward Class under the Government of India, Ministry of Welfare, Resolution No.12011/68/93-BCC (C), dated 10<sup>th</sup> September, 1993, published in the Gazette of India, Extraordinary, Part-I. Selection I, dated the 13<sup>th</sup> September, 1993\*. 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 and Training, O.M. No. 36012/22/93-Estt.(SCT), dated 8-9-1993\*.

**District Magistrate,  
Deputy Commissioner, etc.**

Dated:

SEAL

\*\* As amended from time to time

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

**DECLARATION TO BE FURNISHED BY CANDIDATES SEEKING RESERVATION AS OBC**

The Deputy General Manager (HR)  
Rotary Wing Research and Design Centre  
Hindustan Aeronautics Limited  
Post Box No.1783  
BANGALORE

Sub: Selection for the post of \_\_\_\_\_

Respected Sir,

"I, \_\_\_\_\_ son / daughter of Shri  
\_\_\_\_\_ resident of village / town / city -  
\_\_\_\_\_ Dist \_\_\_\_\_ State  
\_\_\_\_\_ hereby declare that I belong to the  
\_\_\_\_\_ community which is recognised as Backward Class by  
the Government of India for the purpose of reservation in services as per orders contained in  
Department of Personnel & Training Office Memorandum No.36012/22/93-Estt.(SCT) dated  
8.9.1993. It is also declared that I do not belong to Persons/ Sections (creamy layer) mentioned in  
column 3 of the Schedule to the above-referred Office Memorandum dated 8.9.1993".

2. I further declare that I have been selected and offered the above said post provisionally  
which is reserved for the persons belonging to OBC Non Creamy Layer category. I know that my  
appointment to this post is provisional and is subject to the community certificate being verified  
through the proper channels and if the verification reveals that my claim to belong to Other  
Backward Class or not belong to Creamy Layer is false, my services will be terminated forthwith  
without assigning any further reasons and without prejudice to such further action as may be taken  
under the provisions of the Indian Penal Code for production of false caste certificate.

Thanking you,

Yours faithfully,

Signature of the candidate

**FORM OF CERTIFICATE TO BE PRODUCED BY THE CANDIDATES  
BELONGING TO SCHEDULED CASTE / SCHEDULED TRIBE**

This is to certify that Shri/ Shrimathi\*/ Kumari\* \_\_\_\_\_ Son /  
Daughter\*of \_\_\_\_\_ of Village/town\* \_\_\_\_\_ in District /  
Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ belongs to the  
\_\_\_\_\_ Caste/ Tribe\* which is recognized 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 1950
- \*The Constitution (Scheduled Tribes) (Union Territories) order 1951
- { ( As amended by the Scheduled Castes and Scheduled Tribes lists( Modification) order, 1956, the Bombay Reorganization act 1960, the Punjab Reorganization act 1966, the state of Himachal Pradesh act 1970, the North-Eastern areas ( Reorganization) act 1971 and the Scheduled Castes and Scheduled Tribes orders (Amendment) act 1976) }
- \*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 Orders (Amendment) act 1976;
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962
- \*The Constitution (Dadra 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

2. Shri/ Shrimathi/ Kumari\* \_\_\_\_\_ and/ or \* his/ her\* family  
ordinarily reside(s) 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

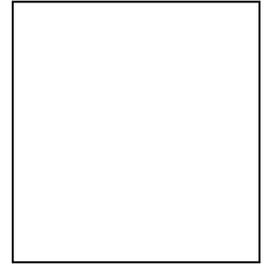
Note: The term "Ordinarily resides" used here will have the same meaning as in section 20 of The Representation of the People Act 1950.

**DISABILITY CERTIFICATE**

Certificate No. :

Date:

This is to certify that we have carefully examined Shri/Smt./Kum. \_\_\_\_\_  
 \_\_\_\_\_ Son/Daughter/ Wife of  
 Shri \_\_\_\_\_ Permanent resident  
 \_\_\_\_\_ Ward / Village / Street \_\_\_\_\_ Post Office \_\_\_\_\_  
 District \_\_\_\_\_ State \_\_\_\_\_ whose  
 Photograph is affixed above, and are satisfied that:



A) He / She is a case of \_\_\_\_\_ Disability. His/ Her extent permanent physical impairment / disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below and shown against the relevant disability in the table below:

Sl.No	Disability	Affected Part of the Body	Diagnosis	Permanent Physical impairment / mental disability (in %)
1	Locomotors Disability	@		
2	Low Vision	#		
3	Blindness	Both Eyes		
4	Hearing Impairment	\$		
5	Mental retardation	X		
6	Mental Illness	X		

B) In the light of the above, his/ her overall permanent physical impairment as per 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 \_\_\_\_\_ year's \_\_\_\_\_ months and therefore this certificate shall be valid till \_\_\_\_\_ years.

@ E.g. Left / Right / Both arms / Legs

# e.g. Single Eye / Both Eyes

\$ E.g. Left / Right / Both ears

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

Nature of Document	Date of issue	Details of authority issuing Certificate

Name & Seal of Member

Name & Seal of Member

Name & Seal of Chairperson