



ई-मेल/बैवसाईट

प्रेषक

श्रम आयुक्त, हरियाणा ।

सेवा में

सभी संबंधित डी०डी०ओ०, हरियाणा राज्य,  
श्रम विभाग (प्रति सलग्न)

क्रमांक: स्था/०३/२०१९/ ७६७२-७७२३

दिनांक: ०८/०३/१९

विषय:-

**(i) Engagement of trade Apprentices under Apprenticeship Act-1961.  
Second schedule for engaging designated trade apprentices in year 2019.**

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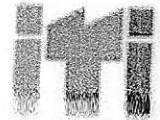
उपरोक्त विषय पर कौशल विकास एवं औद्योगिक प्रशिक्षण विभाग द्वारा जारी मैमों न० TA/NAPS/2016/Stipend/2450 दिनांक 05.03.2019 के संदर्भ में।

विषय सम्बन्ध में आपको सूचित किया जाता है कि उक्त सन्दर्भित पत्र के माध्यम से कौशल विकास एवं औद्योगिक प्रशिक्षण, हरियाणा चण्डीगढ़ विभाग द्वारा अप्रैन्टिस नियुक्त करने हेतु दूसरे चरण का Schedule जारी किया गया है।

आपको पत्र की प्रति इस पत्र के साथ सलग्न करते हुए निर्देश दिये जाते हैं कि दर्शाये गये Schedule की सख्ती से पालन करते हुए इस कार्यालय को सूचित करने का कष्ट करें।

सलग्न/उपरोक्त

*Mis*  
अतिरिक्त श्रम आयुक्त (प्रशा०),  
श्रम विभाग, हरियाणा।



Industrial Training Institute

Skill Development and Industrial Training Department

Haryana, Panchkula

Phone: 0172-5229205, E-mail: [aaa.itiharyana@gmail.com](mailto:aaa.itiharyana@gmail.com)

Issued through E-mail only

To

1. All Head of the Departments, in State of Haryana.
2. All Divisional Commissioners, in the State of Haryana.
3. All Managing Directors/ Chief Administrator/ Chief Executive officer of all Board/ Corporations/ Nigams/ Agencies/ Councils and other SPSUs, in the State of Haryana.
4. Registrar of all Universities, in the State of Haryana.
5. All Deputy Commissioners, in the State of Haryana.

Memo No.: TA/NAPS/2016/Stipend/ 2450

Dated: 5/3/2019

Subject:-

Engagement of trade Apprentices under Apprenticeship Act-1961.  
Second schedule for engaging designated trade apprentices in year 2019.

Kindly refer to the subject cited above.

In continuation to this directorate letter no. TA/NAPS/2016/Stipend/2353 dated 25.01.2019 it is informed that the Second Schedule for engagement of trade apprentices in designated trades in Govt. Departments and SPSUs has been fixed as below:

Phase-1

- Last date for creation/updation of vacancies on apprentices portal [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in) :- 19.03.2019
- Cut-off date of receiving/considering applications from candidates through online portal:- 28.03.2019
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 04.04.2019
- Joining of candidates for apprenticeship training: - upto 10.04.2019

Phase-2

- Last date for creation/updation of vacancies on apprentices portal [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in) :- 15.04.2019
- Cut-off date of receiving/considering applications from candidates through online portal :- 20.04.2019
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 26.04.2019
- Joining of candidates for apprenticeship training: - 06.05.2019

Phase-3

- Last date for creation/updation of vacancies on apprentices portal [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in) :- 10.05.2019
- Cut-off date of receiving/considering applications from candidates through online portal :- 20.05.2019
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 25.05.2019
- Joining of candidates for apprenticeship training: - 30.05.2019

#### Phase-4

- Last date for creation/updation of vacancies on apprentices portal [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in) :- 10.06.2019
- Cut-off date of receiving/considering applications from candidates through online portal :- 20.06.2019
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 25.06.2019
- Joining of candidates for apprenticeship training: - 30.06.2019

#### Phase-5

- Last date for creation/updation of vacancies on apprentices portal [www.apprenticeship.gov.in](http://www.apprenticeship.gov.in) :- 10.07.2019
- Cut-off date of receiving/considering applications from candidates through online portal :- 20.07.2019
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 25.07.2019
- Joining of candidates for apprenticeship training: - 30.07.2019

It is also advised to engage apprentice of following types:

Directorate of Departments/ SPSUs and their field Offices	Trade apprentices in COPA, Steno English and Steno Hindi
Field offices having Technical work	Trade apprentices in technical trades strictly as per nature of technical work and Trade apprentices in COPA, Steno English and Steno Hindi

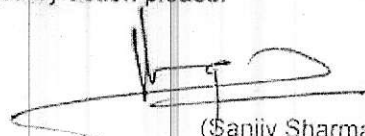
The apprentices already completed apprenticeship training are not eligible for re-appointment in the same trade.

It is also requested:

1. to strictly follow all provisions under Apprentices Act, 1961 and Apprentices Rules, 1992 for engaging apprentices and their training.
2. Apprentices in any trade should only be engaged if training facilities required under Apprentices Act, 1961, in that trade are available in your office/establishment.
3. to engage apprentices upto 10% of total staff working in their office/ sub offices including contractual officials, subject to availability of training facilities in respective trade in their offices.
4. to arrange and provide the funds for payment of stipend to the apprentices for Head Quarters and sub-offices.

It is further requested to complete the process of engagement of apprentices as per above schedule. For convenience of all stakeholders, the advertisement in the leading newspapers is being published by this Department for publicity of the above schedule. It is, therefore, requested to kindly issue instructions to all Nodal Officers in your department at H.Q as well as in field offices for taking immediate necessary action in the matter.

This is for your kind information and further necessary action please.



(Sanjiv Sharma)

Joint Apprenticeship Advisor  
For State Apprenticeship Advisor-cum-  
Director General, Skill Development & Industrial  
Training Department, Haryana, Panchkula.

Endst. No. TA/NAPS/2016/Stipend/ 2451

Dated: 5/3/2019

A copy of the above is forwarded to the following for information and necessary action:

1. All Deputy Commissioners-Cum-Chairman, District Apprenticeship Committee, in the State of Haryana.
2. All Assistant Apprenticeship Advisors/ Principal of Govt. ITI at all District HQ. in the State, with the direction to coordinate and ensure to organize one meeting under Chairmanship of Deputy Commissioner-Cum-Chairman, DAC inviting all Head of the Offices/Institutions in the district in every fortnight to review and pursue the registration of Govt. establishments / SPSUs and the engagement of apprentices.
3. Principal of all Govt. ITIs/Govt. ITI(W), in the State of Haryana.
4. All Nodal Officers of various Departments / SPSUs.

  
(Sanjiv Sharma)  
Joint Apprenticeship Advisor  
For State Apprenticeship Advisor-cum-  
Director General, Skill Development & Industrial  
Training Department, Haryana, Panchkula.

CC:

PS/ACSSD&IT, PA/DGSD&IT, Nodal Officer website at H.Q.