

प्रेषक

श्रम आयुक्त, हरियाणा ।

सेवा में

सभी संबंधित डी०डी०ओ०, हरियाणा राज्य,
श्रम विभाग ।

क्रमांक: स्था/०३/२०२१/ ३०६०१-५३
दिनांक: २९-१२-२०२१

विषय:-

**Engagement of trade Apprentices under Apprenticeship Act-1961.
First Round schedule for engaging designated trade apprentices in year
2022.**

उपरोक्त विषय पर कौशल विकास एवं औद्योगिक प्रशिक्षण विभाग द्वारा जारी मैमों
न० TA/NAPS/2016/Stipend/Part-II/886 दिनांक 24.12.2021 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 हेतू
प्रथम चरण का Schedule जारी किया गया है।

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

सलंगन/उपरोक्त


अधीक्षक (स्था०)
कृते: श्रम आयुक्त, हरियाणा।
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Issued through E-mail only

To

1. All Head of the Departments, in the 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. Registrars of all Universities, in the State of Haryana.
5. All Deputy Commissioners, in the State of Haryana.

Memo No.: TA/NAPS/2016/Stipend/Part-II/ 886 Dated: 24-12-2021

Subject: Engagement of trade Apprentices under the Apprentices Act-1961. First Round Schedule for engaging designated trade apprentices in the year 2022.

Kindly refer to the subject cited above.

In continuation to this directorate letter no. TA/NAPS/2016/Stipend/Part-II/669 dated 08.10.2021, it is informed that the First Round Schedule for engagement of trade apprentices in designated trades in Govt. Departments and SPSUs in year 2022 has been fixed as below:

Phase-1

- Last date for creation/updation of vacancies on apprentices portal www.apprenticeshipindia.org :- 01.01.2022
- Cut-off date of receiving/considering applications from candidates through online portal:- 11.01.2022
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 21.01.2022
- Joining of candidates for apprenticeship training: - upto 31.01.2022

Phase-2

1. Last date for creation/updation of vacancies on apprentices portal www.apprenticeship.gov.in :- 01.02.2022
2. Cut-off date of receiving/considering applications from candidates through online portal :- 11.02.2022
3. Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 21.02.2022
4. Joining of candidates for apprenticeship training: - 28.02.2022

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Phase-3

- Last date for creation/updation of vacancies on apprentices portal www.apprenticeship.gov.in :- 01.03.2022
- Cut-off date of receiving/considering applications from candidates through online portal :- 11.03.2022
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 21.03.2022
- Joining of candidates for apprenticeship training: - 31.03.2022

Phase-4

- Last date for creation/updation of vacancies on apprentices portal www.apprenticeship.gov.in :- 01.04.2022
- Cut-off date of receiving/considering applications from candidates through online portal :- 11.04.2022
- Selection of candidates, approval and generation of apprenticeship training contract bond on apprenticeship portal by the respective department / SPSUs :- 21.04.2022
- Joining of candidates for apprenticeship training: - 29.04.2022

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/office 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 for Apprenticeship Training. Further, only those qualified / eligible candidates are to be engaged who are either Domicile of Haryana or passed 10th class from any recognized school of Haryana.

It is also requested:

- To strictly follow all provisions under the Apprentices Act, 1961 and Apprenticeship Rules, 1992 for engaging apprentices and their training.
- 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.
- 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 and keeping in view the social distancing norms.
- To arrange and provide the funds for payment of stipend to the apprentices for Head Quarters and sub-offices.

- To strictly follow the Standard Operating Procedures SOP/guidelines of COVID-19 & physical distancing norms.

It is further requested to complete the process of engagement of apprentices as per the above schedule on the Apprenticeship portal www.apprenticeshipindia.gov.in. For the convenience of all stakeholders, the advertisement is in the leading newspapers which are being published by this Department for wide publicity of the 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 this matter.

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


24/12/21
(Nishant Sharma)

Assistant Director (Apprenticeship)
For Director, Skill Development & Industrial
Training Department, Haryana, Panchkula.

Endst. No. TA/NAPS/2016/Stipend/Part-II/ 887

Dated: 24-12-2021

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

1. All Deputy Commissioners-Cum-Chairman, District Apprenticeship & AatmaNirbhar Committee (DAAC), in the State of Haryana.
2. All Assistant Apprenticeship Advisors/ Principal of Govt. ITIs 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, DAAC 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. ITIs(W), in the State of Haryana.
4. All Nodal Officers of various Departments/ SPSUs.


24/12/21
(Nishant Sharma)

Assistant Director (Apprenticeship)
For Director, Skill Development & Industrial
Training Department, Haryana, Panchkula.

CC:

PS/PSSD&IT, PS/DSD&IT, Nodal Officer website at H.Q.