

## **DETAILED ADVERTISEMENT FOR AUTHORISATION OF CHARTERED ELECTRICAL SAFETY ENGINEER ON EXEMPTION BASIS, JUNE-2021**

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- Online applications shall be available from **01.06.2021**
- Applicants should thoroughly go through **Standard Operating Procedure (SOP)**, Gazette Notification No 1028 dtd. 06.08.2020 and office order No 2592 dtd 20.08.2020 i.e Procedure for conducting test/interview for CESE Authorization. (All are uploaded in official website [www.eicelectricityodisha.nic.in.](http://www.eicelectricityodisha.nic.in))

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### **ELIGIBILITY CRITERIA**

#### **1) AGE LIMIT**

A candidate for the Chartered Electrical Safety Engineer on exemption basis shall be a person not below the age of **21 (twenty-one)** years and not above the age of **65 (Sixty Five)** years as on the date of application. However, CESE authorization will automatically cease, at the age of **65 (Sixty five)** years.

#### **2) ELIGIBILITY CRITERIA**

- a) He must be retired from Govt. and worked as Chief Electrical Inspector or Electrical Inspector would be eligible for CESE.
- b) The person must possess appropriate Supervisor Certificate of Competency issued by the Electrical Licensing Board, Odisha.
- c) He shall have the knowledge of Central Electricity Authority (Measures Relating to Safety & Electric Supply), Regulation, 2010 and other relevant Acts & Regulations related to electricity supply in the State of Odisha.

#### **3) PROCEDURE FOR SUBMISSION OF APPLICATION FORM**

- a) Before applying the application form applicant has to register himself. For registration, the applicant must have a valid Email ID and Mobile No. Then Open the portal (<https://edistrict.odisha.gov.in> / <https://eicelectricityodisha.nic.in/>). Click on the Services icon (top right of the page). You will be redirected to the

“**Register Yourself**” icon along with list of services available in the portal. Click on **Register Yourself** icon. One pop-up menu will appear. Enter all the required information and validate it. The system will send one email OTP and mobile OTP to your respective email ID and Mobile Number. Enter the email OTP and mobile OTP received by you and submit. Once it is successful your login account is created.

- b) Go to the website: - (<https://edistrict.odisha.gov.in/> / <https://eiclectricityodisha.nic.in/> and login to your account. Then go to “**Apply for services**” tab. Click on the “**Issue of Chartered Electrical Safety Engineer Authorization on Exemption basis.**”
- c) Fill up the details as per the requirement of the online application and upload photo and signature as per prescribed size.
- d) After filling up the details in the online application form and ensuring that information has been filled up as per the requirement of the application, submit the application by using the “**Submit**” button.
- e) By selecting “**Draft**” option in the application form applicant can save the data (which are mandatory) filed by him and on later stage he can again login to fill the remaining data to submit the application form.
- f) The following documents need to be uploaded with the application failing which the application shall be rejected. Ensure that the required documents are scanned and kept ready for uploading before filling up the application form.
  - i) Experience certificate
  - ii) Educational and technical certificate
  - iii) Any address proof (Electricity Bill, Telephone Bill, Bank Pass book, adhaar card, passport)
  - iv) Identity proof
  - v) Employment declaration by staff & proprietor/ authorized representative.
  - vi) Undertaking of possession of instrument.
- g) After uploading the documents a payment page will come. An application fee of Rs.500/- is to be deposited by the applicant to complete the process.

### **Format and required size in KB of the uploading documents**

<b>Document</b>	<b>Format</b>	<b>Size</b>
Recent Passport size colour photograph	Jpg/Jpeg	20 to 250 KB
Specimen Signature	Jpg/Jpeg	20 to 50 KB
Practical Experience certificate as required in the prescribed format only	Pdf	100KB to 1 MB
Educational Qualification / Technical Qualification	Pdf	100KB to 1 MB
Identity Proof such as Driving License/Voter ID card / Aadhar card/Passport	Pdf	100KB to 1 MB
Any one Address Proof(Telephone bill/Electricity bill/ Bank Pass book/Driving License/Aadhar card/Pass port)	Pdf	100KB to 1 MB
Employment declaration by staff & proprietor/ authorized representative.	Pdf	100KB to 1 MB
Undertaking of possession of instrument	Pdf	100KB to 1 MB

- h) On successful submission an Acknowledgement slip will be automatically generated or applicant can download it from View Status of Application ->Track application Status. It can be downloaded and printed for offline reference.

**Applications incomplete in any shape shall be liable for rejection.**

**NOTE:** Applicants are advised to track their application regularly. For that login to the account ,the go to “View Status of Application” the go to “Track Application Status” and then enter the acknowledgement No and Click on “*Get data*”.

#### **4) SELECTION PROCESS**

- a) After scrutiny the eligible candidates will be called for documents verification and submission of possession of instrument and employment status as an undertaking. After successful verification application will be processed for approval of EIC(Electricity)-cum-PCEI(O), Bhubaneswar. After approval, the candidate is required to deposit the registration fee. On successful payment of registration fee authorization certification will be issued by Secretary, ELBO.
- b) The candidates who are shortlisted shall be intimated to come for documents verification through SMS & E-mail. The candidate must bring the following documents in original for verification on the date of documents verification. Failing which their candidature shall be rejected.

- (i) Undertaking regarding possession of the basic testing equipment as prescribed in the notification.(Annexure-I of the Gazette notification no 1028 dtd 06.08.2020 )
- (ii) Undertaking towards employment in the prescribed format i.e given in the “**Procedure for conducting test or interview for CESE Authorisation**”.

**Note: CESE authorization can be given only to them who shall not hold any post in Government / Semi-Government / Public Sector Undertakings or associated with any organizations which directly or indirectly influence the working of CESE.**

- c) After required approval by E.I.C-Cum-P.C.E.I(O), a SMS and Email will be sent to deposit the one time registration fee of Rs.10,000/-.The applicants shall login to their account and then go to “Track Application Status” to make the payment.
- d) After issue of the Certificate a SMS and email will be sent to the applicant to download it. He can download it from “Track Application Status” by clicking on “**Output Certificate**” icon whose status shown as “**Delivered**”.

**For any further queries regarding the examination, please contact:**

**SE-Cum-Secretary (ELBO), 3<sup>rd</sup> Floor,  
Heads of Dept. Building  
(Near State Secretariat)  
Bhubaneswar-751001.  
E-mail: [secyelbo@nic.in](mailto:secyelbo@nic.in)**

**IMPORTANT DATES**

- Online application shall be available from: **01.06.2021**
  - Last date of submission of complete online application form: **30.06.2021, 11.59PM**
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