

**WORKMAN PERMIT
(WIREMAN-MV, LINEMAN-MV, WORKMAN-HT)
AND
ENDORSEMENT OF CABLE JOINTING & MINING
EXAMINATION-2019**

- ❖ Online applications shall be available from 08.07.2019 to 11:59PM of 07.08.2019
- ❖ Last date of submission of completed online application form: 11:59PM of 07.08.2019.
- ❖ Last date of submission of print out / hard copy of online application along with specified documents to the concerned Superintending Engineer-cum-Electrical Inspector: 27.08.2019 by 5:00 PM.
- ❖ Please read the instructions carefully before filling up the online application. You may also refer to the ELBO Regulation-2014 for further details.

A) ELIGIBILITY CRITERIA:-

1. AGE LIMIT:

A candidate for the **examination** for Workman Permit and Endorsement of Cable Jointing & Mining shall be a person not below the age of **20 (twenty)** years on the date of application to appear in the examination.

Please note that Workman Permit and Endorsement of Cable Jointing & Mining cannot be issued to a person who is more than 62 years old as per ELBO regulation.

2. QUALIFICATION & EXPERIENCE DETAILS

a) For “Wireman-MV Permit” (With Learner Permit for Lineman-MV)

- i) Who have passed minimum **Class-VII** and has been trained in electrical works for at least two years under a person possessing a valid Supervisor Certificate of Competency granted by the Board. The experience certificate shall be signed by the **Licensed Contractor and Supervisor (MV/HT/EHT)** describing the nature of work (**FORM-1**).

Persons working in industry, registered under Factory Act 1948 and having connected load more than 250 KW shall obtain experience certificate from Supervisor having valid SCC of Govt. of Odisha duly counter signed by the **employer (FORM-2)**.

b) For “Lineman-MV Permit” (With Learner Permit for Workman-HT)

- (i) Having learner Lineman-MV permit and has been trained in MV works at least for two (02) years under a person possessing a valid Supervisor Certificate of Competency granted by the Board. The experience certificate shall be signed by the **Licensed Contractor and Supervisor (MV/HT/EHT)** describing the nature of work **(FORM-3)**.

Persons working in industry, registered under Factory Act 1948 and having connected load more than 250 KW shall obtain experience certificate from Supervisor having valid SCC of Govt. of Odisha duly counter signed by the **employer (FORM-4)**.

c) For “Workman-HT Permit” (With Learner Permit for Workman-EHT)

- (i) Having learner Workman-HT permit and has been trained in HT works at least for two years under a person possessing a valid Supervisor Certificate of Competency granted by the Board. The experience certificate shall be signed by the **Licensed Contractor and Supervisor (HT/EHT)** describing the nature of work **(FORM-5)**.

Persons working in industry, registered under Factory Act 1948 and having connected load more than 250 KW shall obtain experience certificate from Supervisor having valid SCC (HT/EHT) of Govt. of Odisha duly counter signed by the **employer (FORM-6)**.

- (ii) Having learner Workman-HT permit and worked for at least two years HT works assisting the lineman under the supervision of an electrical engineer of Odisha Government / Odisha Govt. undertaking / Distribution Licensees. The experience certificate shall be obtained from the Higher Technical Authority **(not below the rank of Executive Engineer / Manager)** describing the nature of work **(FORM-7)**.

N:B:- Only the Regular employee working under distribution licenses shall be considered for obtaining experience certificate from the Higher Technical Authority (**not below the rank of Executive Engineer / Manager**) of Distribution Company.

d) For “Endorsement of Cable Jointing”

- (i) Workman possessing valid Wireman-MV or Lineman-MV permits are eligible for the examination of endorsement for cable jointing upto 650 Volts.
- (ii) Workman possessing valid Workman-HT permit is eligible for the examination of endorsement for cable jointing upto 33KV.

e) For “Endorsement of Mining”

- (i) Workman of both MV & HT category (Wireman-MV / Lineman-MV / Workman-HT) with valid permits are eligible for the examination of endorsement for working in the Mines.

B) EXAMINATION PATTERN

- (1) The examination shall be conducted through a viva-voce and the syllabus for the examination shall be as per “**Annexure-I**” of ELBO Regulation-2014. The examination shall be of such a nature as to test the practical knowledge of the candidates, to ascertain their competency and the adequacy of their practical experience to the satisfaction of the Board.
- (2) A candidate must secure a minimum of 20 marks in the test out of 50 marks for being declared to have passed the examination for issue of permit as per Clause-14 of ELBO Regulation-2014.

C) PROCEDURE FOR SUBMISSION OF ONLINE APPLICATION FORM

- (1) Go to the website: - eicelectricityodisha.nic.in and click on the “**Apply Online**” menu. A new page shall appear. Read the instructions and other details available in the page before proceeding with the filling up of online application form.

- (2) Use the “**Apply now for Workman Permit (Wireman-MV / Lineman-MV / Workman-HT) and Endorsement of Cable Jointing & Mining Examination-2019**” link. A new page shall be displayed containing detailed instructions, list of required documents for uploading and their sizes, format of conduct certificate, syllabus of the examination along with other details.
- (3) In the new page click on the “**Apply Wireman-MV / Lineman-MV / Workman-HT / Endorsement of Cable Jointing / Endorsement of Mining Examination-2019**” link and proceed as directed. Read the instructions in the displayed page and acknowledge the terms and conditions to proceed further. **A Candidate can apply for only one category.**
- (4) Fill up the details as per the requirement of the online application. Make sure that scanned copies of all documents of specified type and size are available for uploading.
- (5) The following documents needs to be uploaded along with online application failing which the application shall be rejected.
 - i) Practical Experience certificate as required in the prescribed format only (**FORM-1 / FORM-2 / FORM-3 / FORM-4 / FORM-5 / FORM-6 / FORM-7**).
 - The experience certificate shall indicate the **Full Name, Designation, Official Seal and mobile number of the officer** issuing the certificate.
 - In case of experience certificates issued by an Electrical Contractor and Supervisor, the certificate shall indicate the **Full name, License / SCC No, Official seal and Mobile Number**. Please refer to qualification and experience criteria for further details in case of furnishing experience from industries registered under Factory Act-1948 / certificate furnished by the Licensed Contractor as per details given in 2(A) (i) submitting experience in **FORM-1** or **FORM-2**.

- ii) Proof of Educational qualifications in case of Wireman-MV (minimum Class-VII pass).
- iii) Proof of date of birth in case of new applicant having no valid workman permit.
- iv) Personal details page of the Workman Permit book for each Workman category (Wireman-MV / Lineman-MV / Workman-HT) bearing permit number, date of birth and contact details **(For Endorsement of Cable Jointing & Mining category only)**.
- v) Validity date page of the Workman Permit book for each Workman category (Wireman-MV / Lineman-MV / Workman-HT) clearly indicating the date of expiry **(For Endorsement of Cable Jointing & Mining category only)**.
- vi) Recent passport size colour photograph with white background.
- vii) Specimen signature.
- viii) Online treasury challan in support of payment of the fees (non-refundable) for the examination.

Please note that E-challan has been made mandatory by Government with effect from 01.04.2015 and no manual challan shall be acceptable after 31.03.2015.

Original e-challan in support of payment of the application fees of **Rs.200/- (Rupees two hundred)** only (non-refundable) for the examination. The said amount is to be deposited through e-challan by selecting office: "SE-cum-Secretary, ELBO, Bhubaneswar", Payment type: "05 Licensing" i.e. head of Account No. "0043-00-102-0034-01001-000" **(Only e-challan shall be accepted)**.

Note: In case of **SC & ST** applicant, the examination fees of **Rs.100/- (Rupees one hundred)** subject to furnishing self-attested copy of the caste certificate issued by an officer not below the rank of Tehsildar / Additional Tehsildar.

While paying application fees the name of the depositor must be same as the name of the applicant. If name of the depositor differs from that of name of applicant challan will not be accepted.

Format and required size in KB of the uploading documents

Document	Format	Size in KB
Recent Passport size colour photograph.	Jpg/Jpeg	10 to 20
Specimen Signature.	Jpg/Jpeg	10 to 20
Practical Experience certificate as required in the prescribed format only. (FORM-1 / FORM-2 / FORM-3 / FORM-4 / FORM-5 / FORM-6 / FORM-7)	Pdf	50 to 100
Educational Qualification in case of Wireman-MV as applicable	Pdf	50 to 100
Proof of date of Birth in case of new applicant having no valid Wireman Permit	Pdf	50 to 100
Personal details page of the Workman Permit book for each Workman category (Wireman-MV / Lineman-MV / Workman-HT) bearing permit number, date of birth and contact details. (For Endorsement of Cable Jointing & Mining category only)	Pdf	50 to 100
Validity date page of the Workman Permit book for each Workman category (Wireman-MV / Lineman-MV / Workman-HT) clearly indicating the date of expiry. (For Endorsement of Cable Jointing & Mining category only)	Pdf	50 to 100
Online Treasury Challan in support of payment of the fees (non-refundable) for the examination	Pdf	50 to 100
Caste certificate issued by an officer not below the rank of Tehsildar / Additional Tehsildar in case of SC/ST applicants only	Pdf	50 to 100

- (6) The mobile number is to be furnished since all future communications regarding the application shall be sent using the mobile number only.
- (7) Applicant has to give choice of two or three examination centres in order of preference among the list as available under S.E-cum-E.I. in the online application. Applicants to note that all future communications shall be taken up by the concerned Superintending Engineer-cum-Electrical Inspector office, where the candidate shall be allotted the examination centre.

- (8) The candidates applying for appearing Lineman-MV / Workman-HT / Endorsement of Cable Jointing / Endorsement of Mining Examination shall apply to the same SE-cum-EI, who have issued his existing workman permit i.e. Wireman-MV etc.
- (9) The candidate will be allotted with one examination centre considering his order of preference and availability of facility of the examination centre. No further request to change the examination centre once allotted will be entertained.
- (10) The scanned copies of photographs and full signature are also mandatory and needs to be uploaded. Ensure that the required documents are scanned and kept ready before filling up the application form.
- (11) 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.

Applications incomplete in any shape shall be liable for rejection

- (12) A **SMS** shall be sent to the applicant indicating the application number. Getting an application number does not automatically entitle an applicant for appearing the examination.

In case an applicant does not receive the SMS, it can request ELBO to resend the application number to the mobile number furnished in the online application by sending an e-mail to secyelbo@nic.in giving name of applicant, mobile number, date of birth and the acknowledgement / application number with the subject “**Workman Permit (Wireman-MV / Lineman-MV / Workman-HT) and Endorsement of Cable Jointing & Mining Examination-2019**”.

- (13) After submitting your application, go to the “**View Application**” link and check that information has been filled up correctly and the photograph, signature and other certificates or documents have been uploaded properly. The details must be clearly visible, otherwise update the photograph, signature, certificates, documents and other required details as necessary by following the “**Edit**” link.

- (14) After submitting the application and making changes, if necessary, print the application slip by using the link “**Print Application**” and retain it for future reference. The application number needs to be quoted for any future communications with ELBO.

The hard copy of application form along with the following self-attested documents are to be submitted to the **concerned Superintending Engineer-cum-Electrical Inspector** on or before **27.08.2019, 5.00 PM**. The application received after due date or incomplete shape will be rejected.

- (i) The practical experience certificate from the employer as per the format. **(For Wireman-MV, Lineman-MV and Workman-HT category only)**
- (ii) Educational qualification certificate in case of **only Wireman-MV. (Minimum Class-VII pass).**
- (iii) Proof of date of birth in case of new application having no valid workman permit.
- (iv) Self-attested photo copy of Workman Permit Book for each Workman category (Each Page has to be self-attested by the applicant). **(For Lineman-MV, Workman-HT, Endorsement of Cable Jointing & Mining category only)**
- (v) Self-attested copy of any of the Identity proof such as Voter ID card / PAN card / Driving Licenses / Aadhaar card / Passport.
- (vi) Self-attested copy of any of the Address proof such as Telephone Bill / Electricity Bill / Bank Pass Book / Gas Card / any other proof in support of address.
- (vii) Two nos. of recent passport size colour photograph with white background.
- (viii) Online treasury challan in support of payment of the fees (non-refundable) for the examination.

Note: The information as available in the website after the last date of submitting online application i.e. **07.08.2019, 11:59 PM** and submission of hard copy of application form along with above mentioned self-attested documents i.e. **27.08.2019, 5.00 PM** shall only be considered for determining the eligibility of the candidates for the examination. No further changes shall be acceptable after the last date.

List of Name of the S.E.-cum-E.I. Office with Centre details

Sl. No.	Name of the Examination Centre	Name of the Office	Details of Address
1.	Bhubaneswar Khurda Puri	Superintending Engineer-cum- Electrical Inspector, Bhubaneswar,	Plot No.GD-2/7, Maitree Vihar, Chandrasekharapur, Bhubaneswar-23
2.	Cuttack Paradeep	Superintending Engineer-cum- Electrical Inspector, Cuttack.	Qtr. No.D-1, CESU / OPTCL Colony, At/Po- Badambadi, Dist-Cuttack-753001
3.	Angul Dhenkanal	Superintending Engineer-cum- Electrical Inspector, Angul.	Qr.No. CCC/10, CISF Colony, Nalco, Dist: Angul, Pin-759145.
4.	Keonjhar Baripada	Superintending Engineer-cum- Electrical Inspector, Keonjhar.	D.D. College Road, Baniapat, Keonjhar- 758035
5.	Balasore Jajpur Road	Superintending Engineer-cum- Electrical Inspector, Bhadrak.	Plot No.209/704, 208/703 & 197/702, At/Post- Charampa, Dist-Bhadrak- 756101
6	Rourkela Jharsuguda	Superintending Engineer-cum- Electrical Inspector, Rourkela.	Plot No.YY-2, Area-7 & 8, Civil Township, Rourkela.-769 004, Sundargarh.
7	Sambalpur Bargarh	Superintending Engineer-cum- Electrical Inspector, Sambalpur.	At-Left Lane-4, Jagannath Mandir Colony, Budharaja, Sambalpur- 768004
8	Bolangir Bhawanipatna	Superintending Engineer-cum- Electrical Inspector, Bolangir.	Plot No.1755/4435, 2 nd Floor, Railway Station Road, District-Bolangir, Pin-767032
9.	Jeypore Rayagada	Superintending Engineer-cum- Electrical Inspector, Koraput.	Old LIC Building, At-Pujariput, Po/Dist- Koraput-764001
10	Berhampur Bhanjanagar	Superintending Engineer-cum- Electrical Inspector, Ganjam.	Gajapati Nagar, 1 st Lane, Berhampur-10, Dist:Ganjam.

D) EXAMINATION PROCESS

(1) After scrutinizing the online applications along with the documents, applicants meeting the eligibility criteria and furnishing the required documents shall be shortlisted by concerned Superintending Engineer-cum-Electrical Inspector to appear the examination.

Note:- In case of any discrepancy is observed during the verification between the documents uploaded (with the online application) and the original document submitted, the application shall be liable to be summarily rejected.

(2) Intimation shall be sent by **SMS** only to the shortlisted applicants.

(3) Applicants who are found eligible for the examination need to download the admit card from the website using the “**Download Admit Card**” link. The admit card shall provide the information regarding the date, time and venue of the examination.

(4) Candidates **must bring the following documents for verification** on the date of the examination failing which they shall not be allowed to appear the examination and their candidature shall be rejected:

(i) Admit card issued by ELBO (to be downloaded from the website by the candidate)

(ii) All original documents for verification.

(iii) Practical Experience certificate as required in the prescribed format only. **(FORM-1 / FORM-2 / FORM-3 / FORM-4 / FORM-5 / FORM-6 / FORM-7).**

The experience certificate should indicate the Full Name, Designation, Official Seal and mobile number of the officer issuing the certificate for acceptance.

In case of experience certificates issued by an Electrical Contractor and Supervisor, the certificate should indicate the Full name, License / SCC No., Official seal and Mobile Number. Please refer to qualification and experience criteria for further details.

The Signature of Supervisor and Contractor must be matched with ELBO record otherwise application will be rejected.

- (iv) Educational qualification certificates in case of **only Wireman-MV. (Minimum Class-VII pass).**
- (v) Proof of date of birth in case of new application having no valid workman permit.
- (vi) Any one of the Identity proof such as Voter ID card / PAN card / Driving License / Aadhaar card / Passport.
- (vii) Original Valid Workman Permit books. **(Applicable for Lineman-MV / Workman-HT / Endorsement of Cable Jointing / Endorsement of Mining).**
- (5) "Workman Permit (Wireman-MV / Lineman-MV / Workman-HT) and Endorsement of Cable Jointing & Mining Examination" for the year-2019 is proposed to be held at different examination centres as per choice given by the applicant. The ELBO reserves the right to allot any examination centre to the applicant, if necessary.
- (6) The list of successful candidates who have passed the examination shall be intimated by SMS and a list shall also be displayed in the website. These candidates shall be issued workman permits and Endorsed of Cable Jointing & Mining, as the case may be, after required approval by ELBO on payment of
- (i) Rs.200/- for Wireman-MV passed candidates.
 - (ii) Rs.200/- for Lineman-MV passed candidates.
 - (iii) Rs.400/- for Workman-HT passed candidates.
 - (iv) Rs.200/- for Wireman-MV candidates passed in the Cable Jointing / Mining Examination.
 - (v) Rs.200/- for Lineman-MV candidates passed in the Cable Jointing / Mining Examination.
 - (vi) Rs.400/- for Workman-HT candidates passed in the Cable Jointing / Mining Examination.
- Per year as license fees in shape of e-challan.

For any further queries regarding the examination, please contact:

**Secretary (ELBO), 3rd Floor,
Heads of Dept. Building
(Near State Secretariat)
Bhubaneswar-751001.
E-mail:secyelbo@nic.in**

E) IMPORTANT DATES

- ❖ Online application shall be available from: 08.07.2019 to 07.08.2019, 11:59 PM.
- ❖ Last date of submission of completed online application form: 07.08.2019, 11:59 PM.
- ❖ Last date of submission of print out / hard copy of online application form along with required self-attested documents to the concerned Superintending Engineer-cum-Electrical Inspector office: 27.08.2019 by 5:00 PM.

The applications received after due date or incomplete shape will be rejected.

More than one application by one candidate will be rejected.
