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Hindustan Aeronautics Limited

Date: 24.11.2021

MEDICAL & HEALTH UNIT, BANGALORE COMPLEX

ENGAGEMENT OF PERSONNEL ON TENURE BASIS-NON-EXECUTIVE CADRE

To apply Online - Click Here

Hindustan Aeronautics Limited (HAL), a Navaratna 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 Centers spread across the Country. HAL's spectrum of expertise encompasses Design, Development, Manufacture, Repair, Overhaul and upgrade of Aircraft, Helicopters, Aero-Engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and Structural Components for Satellite & Launch Vehicles.

HAL , Medical & Health Unit (Bangalore Complex) is in the process of engaging Personnel on **Tenure Basis (Maximum for Four Years) in the Non-Executive Cadre in** nursing & Para-medical Category. There is a requirement for engagement of **Staff Nurse, Physiotherapist, Pharmacist & Dresser in** Indirect Labour Category and the details are as follows:

Sl. #	Name of the Pos/ Equivalent Channel / Scale of Induction	Advertisement No.	No. Of Posts & Reservations	Qualification
1.	Staff Nurse (C-5)	M&H/HR/25/22/2021	07 (4-UR 2-OBC (NCL) 1-SC)	PUC with Diploma in General Nursing & Midwifery (3 years)
2.	Physiotherapist (C-5)	M&H/HR/25/23/2021	01 (1-UR)	PUC(PCB) with Diploma in Physiotherapy(2 years)
3.	Pharmacist * (C-5)	M&H/HR/25/24/2021	01 (1-PWD) (OH-OL /BL)/HH	PUC(PCB) with D' Pharma (2 years)
4.	Dresser * (B-4)	M&H/HR/25/25/2021	02 (2-XSM)	PUC with Certificate of Training in First Aid from Indian Red Cross or St. John's Ambulance Association or similar recognized Organization

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Note: * Pharmacist & Dresser posts are backlog vacancies.

ABBREVIATIONS USED: UR - Unreserved; OBC - Other Backward Classes (Non Creamy Layer); SC - Scheduled Caste; PWD-OH-OL/BL- Persons With Disabilities-Orthopedically Handicapped-One Leg/Both Legs; HH-Hearing Impaired; XSM-Ex-Servicemen.

Note: the above number of vacancies is tentative and may vary on review. In that eventuality the number of vacancies reserved for various categories may also undergo revision.

Persons with Disabilities (PWD) as per below mentioned categories to apply for the post:-

Post	**Categories of disabled suitable for jobs**
Pharmacist	OH-OL/BL, HH

Acronyms: OH – Orthopedically Handicapped, OL-One leg affected, BL- Both legs affected, HH- Hearing Impaired.

Qualification Requirement

- All qualifications should be from Indian Universities / Institutes recognized by appropriate statutory authorities in the country. Candidates possessing the qualifying Degrees through Full-Time courses will only be considered. Candidates possessing Part Time / Correspondence / Distance Education / Evening Courses/E-learning are not eligible to apply;

- All the qualifications possessed by the candidates as also Qualifications/Courses being pursued by them at the time of submitting the application for Employment, are to be clearly indicated in the Application. In other words, all the Qualifications already possessed and Qualification/Courses which are being pursued/currently undergoing are to be indicated in the Application while submitting the same for notified Posts in HAL.

- Candidates, who possess the qualification higher than the qualification prescribed for the post, need not apply. If it is found at any stage of the selection that the candidate possesses the qualification higher than the qualification prescribed for the post, his/her candidature/selection will be cancelled without notice.

- In order to apply for the post, candidates belonging to GEN/OBC categories should have obtained a minimum of 60% marks in Diploma, in the aggregate of all the semesters/years; and candidates belonging to SC/ST/PwD categories should have obtained a minimum of 50% marks in Diploma, in the aggregate of all the semesters/years. No rounding-off of will be allowed to arrive aggregate percentage.

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Selection Procedure

Eligible candidates shortlisted based on the initial screening will be selected **ONLY** through Written Test. **"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/ Tribes/Class; Experience and other advertised eligibility criteria. The Testimonials/Documents should be in the possession of the candidates as on 01.09.2020. 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."**

- The minimum cut off percentage of marks to be scored by the candidates in the qualifying examination i.e. Diploma in General Nursing & Midwifery for Staff Nurse / Diploma in Pharmacy for Pharmacist are as follows:

Category	Percentage(%) of marks
SC/ST/PWD	50% & above
UR/OBC	60% & above

- Candidates possessing higher qualifications than the required qualification indicated in the Notification against the respective post **need not apply**. Candidate pursuing / enrolled for any other qualifications should mandatorily indicate the same in the application format. Candidature of such personnel who possess higher qualification than the required qualification indicated in the Notification and who apply for the post will be rejected at any stage of the Recruitment or Selection.

- 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 prescribed for a particular discipline to ensure the competition.

Upper Age Limit / Relaxation / Concession

The upper age limit applicable to General / Un-Reserved candidates is **28 years** as on **01-09-2020**. The upper age limit is relaxable to the candidates mentioned as under, subject to submission of requisite certificates:-

a) SC/ST: Upper age limit is relaxable by 5 years for SC/ST candidates in respect of vacancies reserved for them;
b) OBC-NCL: Upper age limit is relaxable by 3 years for OBC (Non – Creamy Layer) candidates in respect of vacancies reserved for them. The OBC candidates who belong to Creamy Layer should indicate their category as 'General' only.

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c) PwDs: Upper age limit is relaxable by 10 years for Persons with Disabilities (PwDs) / Physically Handicapped (PH) persons, which will be over and above the relaxation admissible for candidates belonging to SC/ST/OBC i.e. (15 years for persons belonging to Scheduled Castes/ Scheduled Tribes and 13 years for persons belonging to Other Backward Classes, in respect of the posts reserved for them). Relaxation of age limit is applicable for PwDs irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for Persons with Disabilities (PwDs). The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more.

d) J&K: Upper age limit is relaxable by 5 years to all candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 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) EX-SERVICEMEN: Ex-Serviceman who has put in not less than six months continuous service in the Armed Forces of the Union (Army/Navy/Air Force of the Indian Union), shall be allowed to deduct the period of such service from his/her actual age and if the resultant age does not exceed the maximum age limit prescribed for the post or service for which he/she seeks appointment / employment by more than 3 years, he/she is deemed to satisfy the condition regarding the age limit. This relaxation will be over and above the relaxation admissible for candidates belonging to SC/ST/OBC i.e. (8 years for persons belonging to Scheduled Castes/Scheduled Tribes and 6 years for persons belonging to Other Backward Classes, in respect of the posts reserved for them).

f) EX-APPRENTICE TRAINEE: If age bar comes in the way of the apprentice trainee, the same would be relaxed to the extent of the period for which the apprentice had undergone training in line with Apprentices Act 1961.

g) EXPERIENCE: The upper age limit is relaxable for candidates with relevant post qualification experience, to a maximum extent of 7 years. Relaxation in age would be given one year for every completed year of relevant post qualification experience, over and above 28 years, subject to a maximum age limit of 35 years. The persons claiming relaxation under this sub-para would be required to produce an experience certificate issued from such PSUs/Central/State Government/Private Sector Organizations indicating the tenure of engagement.

NOTE: The upper age limit with all relaxations shall not exceed 55 years, except for candidates belonging to the PwD category. For PwD candidates, the upper Age limit with all relaxations shall not exceed 56 years.

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Reservation for the posts will be as per the rules for SC/ST/OBC/PWD/XSM.

Selection & Placement

- The place of Written Test centre is Bangalore. The date and time of the Written Test will be intimated to the short listed / eligible candidates by E-Mail / HAL website (in the Email ID provided in the Application Format by the candidate). 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 can be sent. The same also will be hosted on the HAL Website (www.hal-india.co.in).

- There will be no negative marking in the Written Test.

- Final selection will be made on the basis of performance in the Written Test.

- Selection of candidates in the written test is provisional and is subject to document verification as indicated above in terms of age, prescribed educational qualification, date of birth, experience, disability, sub-disability, caste(wherever applicable). The candidates should bring all the relevant original certificates / testimonials etc along with one set of self attested photo copies at the time of document verification.

- Engagement of selected candidates is subject to Verification of Caste (wherever applicable) and Character & Antecedents from the concerned Authorities, as per the Rules of the Company.

- Candidates are required to bring their written test call letter & any one of the following original Photo Identity Card, along with Xerox copy of the Photo Identity Card duly attested, to prove their identity before the Invigilator failing which they will not be allowed to appear for the Written Test:-
  i) Voters ID Card
  ii) Driving License
  iii) Aadhar Card
  iv) Passport
  v) PAN Card
  vi) ID Card (issued by Central/ State Govt. / PSU for their employees)
  vii) ID Cards (issued by Govt. Agencies authorized)
  viii) ID Cards (issued by College/ Institute where they last studied)

Medical Examination

Candidates provisionally selected will have to undergo a Pre-Employment Medical Examination 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 Company's doctor as per the medical standards of the Company. No relaxation in Health Standards will be allowed.

a) No individual will be engaged unless he is medically examined by our Company Medical Officer. Applicants should meet the medical standards prescribed by our Company.

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b) Engagement of provisionally selected candidates will be subject to receipt of satisfactory medical report from HAL Doctor. No relaxation in Medical standards will be allowed.

c) Different pre-employment medical standards are prescribed for candidates in the age group of '40 years & below' and 'above 40 years'. Medical Standards can be downloaded from HAL Website (www.hal-india.com) for information.

d) 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 interview. However, photocopy of the same may be attached with the application.

e) In respect of Persons with Disabilities (PwDs), the suitability for engagement, in relation to the disability, will be decided on the basis of reports of the Medical Board attached to the Special Employment Exchanges for Physically Handicapped. PWD candidates will be subjected to pre–employment medical examination at HAL Hospital with regard to other medical parameters as per the standards of the company

Tenure Of Engagement

The selected candidates will be engaged on tenure basis 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. The employment can be terminated, at any time, during the period of tenure engagement, by giving one month's notice by either party or payment of the Basic Pay + DA components in the Consolidated Remuneration in lieu of the Notice. The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company. **The personnel selected will be deployed in shifts.**

Places of Posting

Selected candidates will be posted at HAL, Medical & Health Unit, Bangalore. No requests 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.

Remuneration

The candidates found suitable after due Written Test & Document Verification will be engaged as **Staff Nurse / Physiotherapist / Pharmacist / Dresser** on tenure basis for a maximum period of **four years**. The **engagement is not against permanent vacancy** and will not entitle any candidate to claim for regular / permanent employment in future.

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During the period of tenure engagement the candidates will be paid following remuneration:-

ENTITLEMENT	SCALE-05 (in Rupees) (p.m.)	SCALE-04 (in Rupees) (p.m.)
Basic Pay + Personal Pay	**15910/-**	**15000/-**
Other benefits & Allowances as per entitlement (Approx.)	**21,473/-**	**20,555/-**
TOTAL	**37383/- (Approx.)**	**35555/- (Approx.)**

NOTE: - The Pay in the Consolidated Emoluments in respect of XSM will be fixed as per rules.

- The components of other benefits and allowance are as follows :-

i) Dearness Allowance (revised quarterly) on the Basic Pay + Personal Pay.
ii) House Rent Allowance as per classification of Cities (when Company quarter is not provided). It is mandatory for Staff Nurse to stay in Company Accommodation when provided. House Rent Allowance will be payable only in cases where Company Accommodation is not provided.
iii) Special Allowance at the rate of 5% of the Basic Pay + Personal pay.

- In addition, the selected candidates will also be entitled for the following Allowances / Benefits /Incentives, as per Rules :-

i) Provident Fund contributions will be calculated taking into account the Basic Pay + Personal Pay + Dearness Allowance components of the Consolidated Emoluments.
ii) Canteen Subsidy / Allowance in the form of Meal Coupons.
iii) Conveyance Reimbursement for Two Wheeler / Conveyance Allowance.
iv) Allowance towards medical reimbursement a Lump sum amount of Rs.1000/- per month will be admissible to meet the medical expenses (both in-patient and outpatient), based on self-certification. This amount shall be paid on monthly basis along with the Consolidated Remuneration.
v) Monthly Incentive and Annual Incentive.
vi) Quarterly Performance Pay.
vii) TA/DA for joining duty and for Temporary Duty as per relevant Rules applicable to Workmen in the appropriate Scale of Pay.
viii) Group Insurance in lieu of EDLI.
ix) Night Shift Allowance, wherever applicable.
x) Washing Allowance/ Uniform Allowance as per rules.

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

Specific terms & Conditions of Engagement

- 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.
- 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.
- 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.
- 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.

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. While Engagement of Tenure based Personnel shall be for a maximum period of 4 years in the normal course, extension of their tenure for a further maximum period of 4 years may be considered, on case-to-case basis, in cases where workload & requirement exist.

a) The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company.

b) 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.

Mode of payment & Application Fee

- **Rs.200/- (Rupees Two Hundred only) towards Application Fee (In addition, Bank charges extra, as applicable),** which is non-refundable is to be paid by candidates belonging to UR/OBC Category. **The same is exempted in the case of SC/ST/PWD and Candidates sponsored by Employment exchange and Sainik Board;**
- The above Application fee is to be paid online through RTGS. The details for RTGS payment are detailed below:

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Bank Account Name	-	HAL HOSPITAL
Bank Name	-	State Bank of India
Branch Name	-	HAL Branch, Bangalore
Bank Account No	-	10918220668
IFSC Code	-	SBIN0001114

- Transaction Reference Number given by the Bank on payment of fees needs to be entered in the ONLINE application form while applying. HAL will not be responsible in case of a candidate depositing the Application Fee in the wrong account. No other form of payment is accepted;

- Candidates are required to provide details of the Application Fee paid in the Online Application Form failing which the application will be treated as incomplete and will not be accepted. **Application fee can be paid till the last date of submission of online application**;

- Application Fee once deposited into Company's account will not be refunded under any circumstances, even if the candidate is unable to apply online or due to being ineligible at the time of applying or rejection of application Online. Therefore, before depositing the application fee, candidates should ensure that they meet all the eligibility criteria;

- **Employment Exchange and Sainik Board candidates who have received the communication from HAL advising to apply for the post ONLINE with reference to this advertisement** are required to mention the Reference Number and date of the HAL letter / communication received by them while applying ONLINE and they are exempted from payment of the application fee.

How to Apply

- Eligible and interested candidates are required to apply online hosted on the HAL website (www.hal-india.co.in) only. The website will be kept open between **1200 hrs on 24.11.2021 till 1200 hrs on 14.12.2021** for this purpose.

- Intimation letters have been sent to the candidates sponsored through Employment Exchange, Special Employment Exchange and Sainik Board. Employment Exchange and Sainik Board Candidates who have received communication from HAL advising to apply the post online with reference to this advertisement are required to mention the Reference No. and the Date of the HAL letter / Communication received by them while applying Online.

- 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 number which is to be entered in the application blank, so that intimation regarding the written test, document verification, medical test etc. can be sent. HAL will not be responsible for bouncing of E-mail sent to the candidates.

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- 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 reference.

- Request for change of mailing Address, category, Discipline as declared in the application will not be entertained.

- If the information / Certificates furnished by the candidates in any stage is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned in the Notification, the candidature/engagement will be considered as revoked / terminated at any stage of recruitment process or after recruitment or joining , without any reference given to the candidate.

- The Applications have to be applied only through Online. Applications received in person or through other modes viz. Fax/E-mail/Post etc. will not be accepted and will be summarily rejected.

- **The last date for submission of the online application is 14.12.2021**

General Conditions

- Only Indian Nationals are eligible to apply.

- Candidates employed in Central / State Government/ Public Sector Undertakings etc., should produce No Objection Certificate (NOC) at the time of document verification failing which they will not be issued with the Provisional Offer of Engagement and will not be eligible for payment of Travelling Allowance.

- No TA will be payable to candidates for attending Written Test.

- The Date, Time and Venue for Document verification will be intimated to the candidates who are provisionally selected in the Written Test via E-mail (in the E-mail ID provided in the Application Format by the candidate). The same will also be hosted on the HAL Website (www.hal-india.co.in). All correspondences to the candidates will be made via E-mail on the E-mail ID provided by the candidate at the time of online application. No other method of communication will be adopted. Necessary information regarding the selection, written test etc. will be hosted on our Website from time to time.

- Age and experience will be reckoned as on **01.09.2020**.

- While applying for the post, the applicant should ensure that he/she fulfils the eligibility and other norms as mentioned above as on the specified dates and that the particulars furnished by him/her are correct in all respect. Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidature and the application will be out-rightly rejected.

- CGPA etc wherever applicable should compulsorily be converted into percentage of marks as per the University / Institution norms.

- Candidate must indicate the aggregate marks (of all semesters / years put together)

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obtained in PUC/ Diploma / Degree etc., in the application form. Aggregate marks are to be calculated as shown below:

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

- 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.

- Appearance of the shortlisted candidates in the Written Test is provisional and it does not entitle them for any claim for the post. They will be treated as debarred ab-initio at any stage of the selection process in case they do not fulfill essential eligibility criteria.

- Candidates will be required to submit all relevant certificates/testimonials(original along with one set of self attested photocopies) in support of Age, Educational Qualifications, Caste, Disability, Experience(wherever applicable), passport size photograph, Ex-servicemen discharge book etc at the time of Document verification.

- In respect of post reserved for PWD, persons with 40% or more relevant disability only are eligible to apply. Candidates are required to produce Original Disability certificate issued by the Govt. Authority at the time of document verification.

- Candidates belonging to OBC Category are required to submit the OBC Certificate not older than 06 months as on date of release of advertisement in the prescribed format, at the time of Document verification.

- The decision, of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, Conduct of Written Test etc will be final and binding on candidates.

"Candidates possessing higher qualifications than the required qualification indicated in the Advertisement / Notification need not apply. 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."

- Candidates shortlisted for Written Test will be purely provisional without verification of Age, Qualification, category (SC/ST/OBC / PWD / XSM etc.) of the candidates.

- Mere meeting the conditions of the Notification by the candidate(s) will not automatically entail them to be called for Written Test / Selection and engagement.

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- HAL reserves the right to restrict/enlarge/modify/alter the requirements advertised, if need so arises without issuing any further notice or assigning any reason thereto. HAL also reserves the right to raise the eligibility criteria to restrict the number of candidates to be called for written test. The number of vacancies indicated in this notification is provisional and may increase or decrease or even become NIL depending upon the actual needs of the Company. HAL also reserves the right to cancel the notified vacancies at its discretion and such decision will be final and binding on all. In the event of cancellation of notified vaccines, the application fee paid by the candidate will not be refunded.

- Applicants having work Experience in Private Sector Organizations are required to submit an Experience Certificate on the letterhead of the Company at the time of document verification. The letter head of the Company should have details of the Company. Candidate having age relaxation will not be issued the provisional offer without producing experience certificate in the letterhead of the Company.

- Any sort of Canvassing or Influencing of the Officials related to Recruitment/ Selection Process would result in immediate disqualification of the candidates.

- The decision of HAL in all matters relating to eligibility, acceptance or rejection of application, mode of selection, conduct of written test etc will be final and binding on candidates.

- 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.

- While applying for the post the applicant should ensure that he/she fulfills the eligibility and other norms as mentioned above as on the specified dates and that the particulars furnished by him/her are correct in all respect.

- Engagement of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the standards prescribed by HAL and verification of Caste, Character and Antecedents from the concerned Authorities as per the rules of the Company and Vigilance Clearance (As applicable).

- In case of any particular clarification/query, the candidates can write to HAL, Medical & Health Unit, Bangalore at hr.medical@hal-india.co.in/ contact us at 080-22323005 / 22328023.

- Court of jurisdiction for any dispute/cause will be Bangalore.

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ANNEXURE - A

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This 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 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I. Selection I, dated the 13th 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 the people's Act, 1950

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ANNEXURE-B

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 (Scheduled Tribes) (Uttar Pradesh) 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)

Place _____

State / Union Territory

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.

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Appendix C

CERTIFICATE OF DISABILITY (Form –V)

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness) [See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent Passport size attested Photograph (showing face only) of the Person with Disability

Certificate No. Date:

This is to certify that I have carefully examined Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY) _____ Age _____ years, male/female _____ registration No. _____ Permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of:
- locomotors disability
- dwarfism
- blindness (Please tick as applicable)

(B) the diagnosis in his/her case is _____

(A) he/she has _____ % (in figure) ____ percent (in words) permanent locomotors disability/dwarfism/blindness in relation to his/her ___ (part of body) as per guidelines (……number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorised Signatory of Notified Medical Authority)

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Signature/thumb impression of the person in whose favour certificate of disability is issued

Appendix D

CERTIFICATE OF DISABILITY (Form VI)

(In case of multiple disabilities) [See rule 18(1)]
(Name and Address of the Medical Authority issuing the Certificate)

Recent Passport size attested Photograph (showing face only) of the Person with Disability

Certificate No. Date

This is to certify that we have carefully examined Shri/Smt./Kum. _____son / wife / daughter of Shri _____Date of Birth (DD/MM/YY) _____ Age _____ years, male / female _____

Registration No. _____ Permanent resident of House No. _____ Ward / Village / Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) He/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (……number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment / mental disability (in %)
1.	Locomotors disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Dwarfism			
5.	Cerebral Palsy			
6.	Acid attack Victim			
7.	Low vision	#		
8.	Blindness	#		
9.	Deaf	£		
10.	Hard of Hearing	£		
11.	Speech and Language disability			

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12.	Intellectual Disability			
13.	Specific Learning Disability			
14.	Autism Spectrum Disorder			
15.	Mental illness			
16.	Chronic Neurological Conditions			
17.	Multiple sclerosis			
18.	Parkinson's disease			
19.	Haemophilia			
20.	Thalassemia			
21.	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (…….number and date of issue of the 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…… months and therefore this certificate shall be valid till ----- ----- ------ (DD) (MM) (YY)

@ e.g. Left/right/both arms/legs
# e.g. Single eye
£ e.g. Left/Right/both ears

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

Nature of document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature/thumb impression of the person in whose favour certificate of disability is issued

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Appendix E

CERTIFICATE OF DISABILITY (Form VII)

(In cases other than those mentioned in Forms V and VI)
(Name and Address of the Medical Authority issuing the Certificate)
[See rule 18(1)]

Recent Passport size attested Photograph (showing face only) of the Person with Disability

Certificate No. Date:

This is to certify that I have carefully examined Shri/Smt/Kum_____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY)_____ _____ ____ Age _____ years, male/female _____ Registration No. _____ Permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that he/she is a case of _____ disability. His/her extent of percentage physical impairment/disability has been evaluated as per guidelines (……..number and date of issue of the guidelines to be specified) and is shown against the relevant disability in the table below:-

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent Physical impairment/mental disability (in %)
1.	Locomotors disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Low vision	#		
7.	Deaf	€		
8.	Hard of Hearing	€		
9.	Speech and Language disability			
10.	Intellectual Disability			
11.	Specific Learning Disability			
12.	Autism Spectrum Disorder			
13.	Mental illness			

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14.	Chronic Neurological Conditions			
15.	Multiple sclerosis			
16.	Parkinson's disease			
17.	Haemophilia			
18.	Thalassemia			
19.	Sickle Cell disease			

(Please strike out the disabilities which are not applicable)

2. The above 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 _____ years _____ months, and therefore this certificate shall be valid till (DD/MM/YY) ____ ____ ____

@ - eg. Left/Right/both arms/legs
# - eg. Single eye/both eyes
€ - eg. Left/Right/both ears

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

Nature of document	Date of issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

Countersigned

{Counter signature and seal of the Chief Medical Officer/ Medical Superintendent/ Head of Government Hospital in case the Certificate is issued by Medical Authority who is not a Government Servant (with seal)}

Signature/thumb impression of the person in whose favour certificate of disability is issued

Note-In case the Certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.