



# Apprentice Management Online Portal

## National Apprenticeship Promotion Scheme (NAPS-V)

<https://ongcapprentices.ongc.co.in/ongcapp>  
(2023-24)

September 2023

Version 2.1

📅 Registration Opens on 01.09.2023    📅 Registration Closes on 20.09.2023

 **ONGC Apprentice Online Management**

[HOME](#)   [ADVERTISEMENT](#)   [INFORMATION BROCHURE](#)   [FAQ](#)   [CONTACT US](#)



**ONGC NAPS - VI 2023**

Online Registration on 01.09.2023

Closing on 20.09.2023

Activate Windows

**Information Brochure**  
(Exclusive for Diploma / Degree with Geology)

## National Apprenticeship Promotion Scheme (NAPS – V)

1. INTRODUCTION
2. LOCATION , NUMBER OF SEATS TOWARDS THE TRADE
3. AGE CRITERIA
4. QUALIFICATION & ELIGIBILITY CRITERIA
5. STIPEND
6. SELECTION
7. GENERAL CONDITIONS
8. REQUIREMENT BEFORE FILLING ON-LINE APPLICATION FORM
9. HOW TO APPLY
10. VERIFICATION OF DOCUMENTS
11. IMPORTANT DATES
12. DISTRICTS REFERENCE

The information contained in the document is for the public. All rights are reserved. No modifications and changes are permitted in the document.

Although all efforts have been made to prepare a copy that contains the complete information in the information Bulletin published in English, only the information in the English copy will be valid in relation to any type of error. "

**Please follow the following Instructions carefully before filling the Online Application Form :**

1. No correction facility will be given at any stage after the Registration.
2. Be extremely careful in filling in the Application Form. You can edit/modify any information before submitting each Section. Check again before pressing the „SUBMIT“ button.
3. Read instructions carefully
4. Valide Mobile Number and „Email ID“ need to be used for registration

**Important Information and Date at Glance**

Issue of advertisement and call for applications	20 <sup>th</sup> Sep 2023
Opening of online application portal	21 <sup>st</sup> Sep 2023 12 00 hrs (Noon)
Last date for receiving of applications	30 <sup>th</sup> Sep 2023 12 00 hrs Midnight
Date of Result/Selection	10 <sup>th</sup> Oct 2023

Note: However, in case of insufficient receipt of applications or non-availability of the required number of suitable candidates, ONGC reserves its right to extend the date of application at its own discretion.

1. Candidates can apply for **NAPS-V through the "Online" mode only** through the website <https://Ongcapprentices.ongc.co.in/>.
2. **Application Form in any other mode will not be accepted.**
3. **Only one application is to be submitted by a candidate.**
4. Candidates must strictly follow the instructions given in the Information brochure and on the advertisement ( English / Regional language). Candidates not complying with the instructions shall be summarily disqualified.
5. Candidates must ensure that the e-mail address and Mobile Number provided **in the Online Application Form are their own** as all information/ communication will be sent by ONGC through e-mail on the **registered e-mail address or SMS on the registered Mobile Number only.**
6. **Instructions for filling Online Application Form:**
  - ✓ Download Information Brochure Read these carefully to ensure your eligibility

Follow the steps given below to apply Online:

Step :1 Registration Form

Register for the Online Application Form . The candidate should provide the required details while filling the Online Application Form. The candidate must also create a PASSWORD and enter an Answer for the Security Question. After successful submission of the personal details, an Application number will be generated against the **email id** and email id will be used to complete the remaining Steps of the Application Form and will also be required for all future reference/correspondence. For subsequent logins, the candidate will be able to login directly with **Email id** and **Password** created.

**Step : 2 Application Form**

The Candidates can log in with email id and pre-created Password for completing the Application Form including filling up personal details, providing the details of Educational Qualifications.

7. Candidates shall ensure that the information entered by them in their online Application Form is correct.
8. All candidates must ensure that they have provided the correct e-mail address and mobile number.
9. The print of the Application form to be taken by the candidate after submitting the form for future use.
10. Information provided by the candidates in their respective online Application Forms, like, as the name of the candidate, contact details, address details, category, PwD status, educational qualification details, date of birth etc. will be treated as final. **Any request for change in such particulars will not be considered by ONGC under any circumstances.**
11. ONGC does not edit/modify/alter any information entered by the candidates after completion of the application process under any circumstances. Any request for change in information thereafter will not be entertained. Therefore, candidates are advised to exercise utmost caution before filling up the correct details in the Application Form.
12. ONGC disclaims any liability that may arise to a candidate(s) due to incorrect information provided by him/her in his/her online Application Form.
13. **Candidates must ensure that their email address and mobile number to be registered in their online Application Form are their own, as relevant/important information/ communication will be sent by ONGC through e-mail on the registered mail address and/or through SMS on the registered mobile number only.** ONGC shall not be responsible for any non-communication/miscommunication with a candidate in the email address or mobile number given by him/her other than his/her own.
14. The final submission of the Online Application Form will remain incomplete, Such forms will stand rejected and no correspondence on this account will be entertained.
15. Candidates are advised to fill only one Application Form and to take utmost care while filling out their particulars like their mobile number and e-mail address. Candidates are also advised to use the mobile number and email address that are accessible to them such as their parent/guardian.
16. The information about the State of the respective candidate is only for the purpose of information and also that the candidate belongs to the domicile of that particular state
17. All Candidates shall ensure that the information (like his/her name, mother's name, father's name, gender, date of birth, category, PwD status, mobile number, e-mail address provided by them in their online Application Form is correct and their own. **Candidates are advised to exercise the utmost**

**care in filling up correct details in the Online Application Form. Any request for change in the particulars and uploaded scanned images at any stage will not be considered by ONGC under any circumstances. ONGC will not entertain the corrections sent by the candidate through Post/Fax/WhatsApp/E-mail/by Hand.**

18. Candidates are requested to retain a copy of the Confirmation Page as the same will not be available after **30 May 2022**.
19. Incomplete applications and applications not in accordance with instructions are liable to be rejected without any further intimation.
20. Before proceeding the Registration, follow the checklist
  1. Valid Email id
  2. Mobile Number
  3. PIN CODE of the place of your residence
  4. SSLC/SSC/Metric Marksheet ( Age Proof)
  5. Workcentre for which your are applying.
  6. Enter the District to which you belong to
  7. Enter the State to which you belong to
  8. Trade for which your are applying.
  9. Eligible Qualification for the selected Trade as mentioned in .4.0 of Information Brochure
  10. Government Registration Number ( Mandatory)
  11. Aadhar Number (Mandatory Except Candidates from Assam)
21. After Registration before proceeding to login, follow the checklist
  1. There are 6 modules such as Basic, Personal, Technical, upload , Declaration & Submit , Application Print
  2. **Basic** – All data from registration is automatically copied.
  3. **The Personal Data** :Except Pincode rest of the data to be entered by the user
    - 3.1.Father name/ Mother name - First and Last name is mandatory
    - 3.2 Gender: Male / Female / Transgender
    - 3.3 Category : ST / SC / OBC /GENERAL
      - 3.3.1 Certificate number of the category if available

3.4 PWD status: Yes / No . If YES, Certificate stating the PWD status to be submitted while certificate verification

3.5 PAN NUMBER: if available

**4. The Technical Data** :Except eligible qualification rest of the data to be entered by the user

4.1 X std / 8 th std Board as SSC/SSLC / CBSE/IB/ICSC. The percentage of the marks will be automatically fetched with reference to the total marks and scored marks .

4.2 Registration number of the X std / 8 th std Board, available in the certificate to be entered by the user and along with the marks scored. The School name and the certificate number to be entered by user.

4.3 XII std as HSC/CBSE/IB/ICSC. The percentage of the marks will be automatically fetched with reference to the total marks and scored marks

4.4 Technical education as ITI/Dip/Degree. The percentage of the marks will be automatically fetched with reference to the total marks and scored marks.

4.5 Method of study : only Regular Students will be considered.Candidates with qualification acquired through Distance Learning Mode or Part Time Mode or Correspondence Mode shall not be considered.

5. **UPLOAD** : The candidate have to upload the scanned copy of colour photograph (Size: between 20-50 KB in JPG Format) in JPG Format)

6. **Declaration** : I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selction, action can be taken against me by under The Apprentices Act, 1961and Rules 1992

6.1 Submit: After Declaration Candidate have to submit the application.

7. The service terms and conditions of the apprentices shall be governed by The Apprentices Act, 1961and Rules 1992 as amended from time to time

8. The candidate must ascertain the correctness of all information before filling in the Online Application Form and its final submission

The candidate shall be wholly/exclusively responsible for the information provided in his/her online application form.

After successfully applying/registration of Online Application, the candidate must **take a print out of the filled-in online application for future reference.**

## Particulars to be filled in the Online Application Form

Page	Section	Column
<b>Registration Page</b>	<b>Personal Details</b>	1. Candidate First Name
		2. Candidate Middle Name
		3. Candidate Last Name
		4. Email Address
		5. Mobile Number
		6. PWD Status
		7. Category
		8. Category Certificate Number
		9. Candidate Date of Birth
		10. Security Question
		11. Security Answer
		12. Password
		13. Confirm Password
	<b>Other Details</b>	14. WorkCentre
		15. Trade
		16. Qualification
		17. State
		18. District
<b>Login Page</b>	<b>Personal Details</b>	19. All data entered above(Auto filled) Except 11&12
		20. Father First Name
		21. Father Middle name
		22. Father Last Name
		23. Mother First Name
		24. Mother Middle Name
		25. Mother Last Name
		26. Gemder
		27. Aadhar Number
		28. PAN Number
		29. Address
		30. Pincode
		<b>Login Page</b>
32. ITI/ Degree		
33. Institute Collage Name		
34. Council / University Name		
35. Year of Passing		
36. Certificate no		
37. Marks obtained		
38. Marks Scored		
39. School name X Std		
40. Board / University Name X std		
41. Year of Passing		
42. Marks obtained		
43. Total Marks		
44. Certificate No		
45. Board / University Name X std		
46. Year of Passing		
47. Marks obtained		
48. Total Marks		
49. Certificate No		
<b>Login Page</b>	<b>Other Details</b>	50. Photo to be uploaded
		51. Declaration



## 1.0 Introduction

Oil and Natural Gas Corporation Limited (ONGC), which is India's flagship energy major and a „Maharatna“ Central Public Sector Enterprise engaged in Exploration and Production of Oil & Gas in India and abroad, as a measure of Skill Building initiative for the Nation, proposes to engage apprentices from its operational areas at its location across 22 work centres.

Applications are invited from candidates meeting the qualifications for engagement as Apprentices under Apprentices Act 1961 (as amended from time to time) in the trade/disciplines mentioned.

## 2.0 Location & No. Of Seats against the Trade NORTHERN SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Dehradun	1	Civil Executive	5
	2	Computer Science Executive	10
	3	Petroleum Executive	5
	4	Fire Safety Executive	3
Sub Total			<b>23</b>
OVL/ Delhi	1	Civil Executive	1
	2	Fire Safety Executive	1
Sub Total			<b>2</b>
Jodhpur	1	Petroleum Executive	1
Sub Total			<b>1</b>
<b>Northern Sector Total</b>			<b>26</b>

## MUMBAI SECTOR

Work Centre	Sl. No	Trade	Tentative No. of Seats
Mumbai	1	Civil Executive	8
	2	Electronics Executive	6
	3	Instrumentation Executive	7
	4	Fire Safety Executive	8
Sub Total			<b>29</b>
Goa	1	Civil Executive	3
	2	Fire Safety Executive	3
Sub Total			<b>6</b>
Hazira	1	Civil Executive	3
	2	E&T EXECUTIVE	1
	3	Electrical Executive	2
	4	Instrumentation Executive	2
	5	Mechanical Executive	2
	6	Fire Safety Executive	3
Sub Total			<b>13</b>
Uran	1	Civil Executive	2
	2	Electrical Executive	3
	3	Mechanical Executive	5

	4	Fire Safety Executive	3
		<b>Sub Total</b>	<b>13</b>
		<b>Mumbai Sector Total</b>	<b>61</b>

### WESTERN SECTOR

Work Centre	Sl. No	Trade	Tentative No. of Seats
<b>Cambay</b>	1	Civil Executive	1
	2	Electrical Executive	1
	3	Electronics Executive	1
	4	Mechanical Executive	2
	5	Fire Safety Executive	5
		<b>Sub Total</b>	<b>10</b>
<b>Vadodara</b>	1	Civil Executive	2
	2	Computer Science Executive	5
	3	Electronics Executive	2
	4	Instrumentation Executive	3
	5	Mechanical Executive	5
	6	Fire Safety Executive	5
		<b>Sub Total</b>	<b>22</b>
<b>Ankleshwar</b>	1	Civil Executive	3
	2	Computer Science Executive	3
	3	E&T Executive	5
	4	Electrical Executive	8
	5	Electronics Executive	5
	6	Instrumentation Executive	7
	7	Mechanical Executive	6
	8	Petroleum Executive	8
	9	Fire Safety Executive	8
		<b>Sub Total</b>	<b>53</b>
<b>Ahmedabad</b>	1	Civil Executive	3
	2	Computer Science Executive	3
	3	Electrical Executive	10
	4	Electronics Executive	2
	5	Instrumentation Executive	2
	6	Mechanical Executive	13
	7	Petroleum Executive	10
	8	Fire Safety Executive	8
		<b>Sub Total</b>	<b>51</b>
<b>Mehsana</b>	1	Civil Executive	7
	2	Computer Science Executive	4
	3	Electrical Executive	5
	4	Electronics Executive	4
	5	Instrumentation Executive	8
	6	Mechanical Executive	14
	7	Fire Safety Executive	8
		<b>Sub Total</b>	<b>50</b>
		<b>Western Sector Total</b>	<b>186</b>

### EASTERN SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats
Jorhat	1	Fire Safety Executive	4
<b>Sub Total</b>			<b>4</b>
Silchar	1	Fire Safety Executive	2
<b>Sub Total</b>			<b>2</b>
Nazira & Sivasagar	1	Civil Executive	10
	2	Computer Science Executive	2
	3	E&T EXECUTIVE	2
	4	Electrical Executive	10
	5	Electronics Executive	6
	6	Instrumentation Executive	5
	7	Mechanical Executive	10
	8	Petroleum Executive	10
	9	Fire Safety Executive	8
<b>Sub Total</b>			<b>63</b>
<b>Eastern Sector Total</b>			<b>69</b>

#### SOUTHERN SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats
Chennai	1	Fire Safety Executive	1
<b>Sub Total</b>			<b>1</b>
Kakinada	1	Fire Safety Executive	5
<b>Sub Total</b>			<b>5</b>
Rajahmundry	1	Civil Executive	1
	2	Electrical Executive	1
	3	Instrumentation Executive	1
	4	Mechanical Executive	6
	5	Fire Safety Executive	8
<b>Sub Total</b>			<b>22</b>
Karaikal	1	Civil Executive	3
	2	Computer Science Executive	2
	3	E&T EXECUTIVE	2
	4	Electrical Executive	5
	5	Electronics Executive	2
	6	Instrumentation Executive	7
	7	Mechanical Executive	13
	8	Fire Safety Executive	8
<b>Sub Total</b>			<b>42</b>
<b>Southern Sector Total</b>			<b>70</b>

#### CENTRAL SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats
Agartala	1	Civil Executive	2
	2	Computer Science Executive	3
	3	Electrical Executive	6

	4	Instrumentation Executive	1
	5	Mechanical Executive	9
	6	Fire Safety Executive	5
<b>Sub Total</b>			<b>26</b>
<b>Kolkata</b>	1	Fire Safety Executive	1
<b>Sub Total</b>			<b>1</b>
	1	Civil Executive	1
	2	Electronics Executive	2
	3	Mechanical Executive	1
<b>Bokaro</b>	4	Fire Safety Executive	2
<b>Sub Total</b>			<b>6</b>
<b>Central Sector Total</b>			<b>33</b>
<b>Grand Total</b>			<b>445</b>

**Note:** The trades mentioned and number of seats mentioned above are tentative which may change as per requirement of work centre. The candidates desiring to undergo apprenticeship training with ONGC should apply only for one work centre & in only one trade.

**Note:** A candidate is eligible to apply only for a particular work centre if and only if he/she is a resident of, or has obtained his / her essential qualification from eligible District(s) against that work centre of ONGC (Refer: Annexure 1) .

**A.** Reservation to various categories viz SC/ST/OBC/EWS/PwBD shall be given as per the government guidelines.

**B. AGE CRITERIA**

Minimum 18 years and maximum 24 years as on 20.09.2023, i.e, the Date of Birth of the Candidate/Applicant should be between **30.09.1999 and 30.09.2005**.

**Concession & Relaxation:**

- I. Upper age is relaxed by 5 years for SC/ST candidates and 3 years for OBC candidates.
- II. Candidates belonging to PwBD categories shall be given age relaxation upto 10 years (upto 15 years for SC/ST and upto 13 years for OBC (Non-Creamy Layer) Candidates)

**C. QUALIFICATION & ELIGIBILITY CRITERIA**

Sl.	TRADE/DISCIPLINE	QUALIFICATION REQUIREMENT
1	Civil Executive	Diploma in the respective disciplines of Engineering.
2	Computer Science Executive	
3	E&T Executive	
4	Electrical Executive	
5	Electronics Executive	
6	Instrumentation Executive	
7	Mechanical Executive	

8	Fire Safety Executive	Diploma in Fire & Safety
9	Petroleum Executive	Graduate with Geology as one of the subject

**D. Note:** The trades mentioned and number of seats mentioned above are tentative which may change as per requirement of work centre. The candidates desiring to undergo apprenticeship training with ONGC should apply under a sector, for a particular work centre, for a trade through Online Portal <http://ongcapprentices.ongc.co.in>, which shall remain open from **21.09.2023 till 30.09.2023 upto 12 00 hrs.(Midnight) (Please Refer Para D and I : QUALIFICATION & ELIGIBILITY CRITERIA/ HOW TO APPLY).**

**The instructions for the registration are published in the information brochure.**

**Note:** Please apply only if you have these essential minimum qualification, fulfilling all the parameters. Qualifications acquired through distance learning shall also be accepted provided they have been recognized by the relevant statutory bodies. The candidate with B.Sc/ B.E./ B.Tech must possess qualifications recognized by the relevant statutory bodies like UGC/ AICTE etc.

**Duration of training :** 12 months for all trades mentioned above.

#### **E. STIPEND**

I. The apprentices are eligible for monthly stipend as per Apprentices Act, during their period of engagement as follows:

<b>Category of Apprentice</b>	<b>Qualification</b>	<b>Stipend amount per month (Rupees)</b>
Graduate Apprentice	B.Sc / B.E./ B.Tech	9,000/-
Diploma Apprentices	Diploma	8,000/-

II. The trainee is not eligible for any TA-DA/Boarding or Lodging expenses incurred during the period of training. ONGC will not provide any financial assistance towards transportation.

#### **F. SELECTION**

Selections for engagement of Apprentices would be based on the merit drawn on the basis of marks obtained in the qualifying examination as stipulated in the advertisement. In case of a similar number in merit, a person with higher age would be considered. No canvassing or influencing would be acceptable at any time and may result in rejection of the candidature.

Reservation of positions will be followed as per Government of India Policy on SC/ST/OBC/PwBD/EWS categories.

#### **G. GENERAL CONDITIONS**

- I. Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of application.
- II. The candidates should NOT have undergone Apprenticeship earlier or pursuing Apprenticeship Training as per the Apprentices Act, 1961, as amended from time to time.
- III. Candidates, who had training or job experience for a period of one year or more after the attainment of prescribed qualifications, shall NOT be eligible for being engaged as Technician Apprentice.
- IV.** The applicant for the position should NOT have completed three years after passing of the qualifying examination as on the cut-off date of eligibility i.e. 30.09.2023. In case the date of Declaration of result is not mentioned in the Mark Sheet, the candidate must submit a certificate mentioning the date of publication of result from the Principal of the Polytechnic/ College / Institute from where the candidate pursued his course at the time of verification of documents.
- V. ONGC shall have no obligation to offer regular employment to Apprentices during and/or after the completion of the apprenticeship period. After successful completion of Apprenticeship period, candidates shall be relieved from the respective work area.**
- VI. Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website [www.ongcindia.com](http://www.ongcindia.com) and [www.ongcapprentices.ongc.co.in](http://www.ongcapprentices.ongc.co.in). Candidates are thus advised to periodically visit our above websites as all future correspondence and latest information shall be available on our website.
- VII. Candidates can apply for one Trade ONLY. Candidates applying for more than one Trade will not be considered for any post and their applications will be summarily rejected. Further, only one mobile number and one email ID can be used for applying for the training. The same mobile number and email ID cannot be used by any other candidate for filling online application for this notification.**
- VIII. The candidature of the applicant would be provisional and subject to subsequent verification of certificates. In case it is detected at any stage of engagement or thereafter, that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/doctored/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement, his/her engagement is liable to be terminated.
- IX. Engagement of selected candidates is subject to his/her being declared medically fit as per the requirement of the Apprentices Act, 1961. All such engagement will also be subject to all relevant Rules/policies/guidelines of the Corporation.
- X. The decision of Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process

either in part or full, higher qualification etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability / insufficient number of candidates.

- XI. Applications/Registration which are incomplete or not fulfilling the eligibility criteria shall not be considered "Eligible" and treated as "Rejected".
- XII. Canvassing of any kind shall disqualify the candidate.
- XIII. The service terms and conditions of the apprentices shall be governed by The Apprentices Act, 1961 and Rules 1992 as amended from time to time

#### **H. . HOW TO APPLY**

- I. Please check whether you are eligible to apply for the seats based on the qualification criteria as mentioned in Para D above and whether you belong to the eligible districts as mentioned in Annexure 1.**
- II. The candidate must have an active email ID and Mobile Number which must be valid for at least next one year. All future communication including Corrigendum/Addendum with regard to this advertisement with candidate will take place only through [www.ongcindia.com/](http://www.ongcindia.com/) <http://ongcapprentices.ongc.co.in> / e-mail / SMS Alerts.
- III. The candidate should have scanned copy of colour photograph (Size: between 20-50 KB in JPG Format) ready before applying on-line.
- IV. The candidate must ascertain the correctness of all information before filling in the Online Application Form and its final submission.
- V. The candidate shall be wholly/exclusively responsible for the information provided in his/her online application form.
- VI. Paper based applications will NOT be accepted
- VII. Candidate have to follow the steps given below:-
  1. Candidates meeting the above prescribed eligibility criteria should visit ONGC website <http://ongcapprentices.ongc.co.in> **from 21.09.2023 12 00 hrs till 30.09.2023 12 00 hrs Midnight.**
  2. There are two steps for Registration process. Part-I & Part-II. In Part-I registration, candidate has to fill his/her basic details like name, category etc. and has to create his own password. After successful Part-I registration, with the e-mail ID, candidate has to login again into the system with the password generated by him. Candidates are advised to remember the E-mail and password for future reference/use.
  3. In Part-II registration, candidate has to upload his scanned photograph and furnish educational qualification, personal details etc. and submit the same. This is the final submission process and after that candidate cannot change the details furnished. Candidates are therefore advised to furnish the details in the portal carefully and check the same before final submission. Then candidates have to take the print of the application for future reference.

4. After document verification/joining, candidate will have to register themselves as Student at National Apprenticeship portal- <https://nats.education.gov.in>
5. Scan copy of following documents will be required for registration at National Apprenticeship portal
  - Passport size photograph(200 KB)
  - Adhar Card (1MB)
  - Degree/Diploma certificate(1 MB)
  - Bank Account proof(statement or passbook)

## **I. SELECTION AND JOINING**

- i. Selected candidates will be intimated through their registered mail ID/sms on registered mobile number.
- ii. The verification of the original documents shall be done prior to joining on a specific date. A registration form will be generated once the candidate is selected. A print out of the same may be taken from the Skill India Portal and brought during document verification to ONGC.

## **J. Verification of Documents**

The verification of the original documents shall be done prior to joining date on a specific date. A registration form will be generated once the candidate is selected. A print out of the same may be taken from the website and brought during document verification. The following original documents along with a self- attested copy should be furnished:

- I. 10th pass/Matriculation certificate issued by the concerned education board as proof of date of birth. No other document will be accepted for verification of date of birth except for Welders for which Educational Qualification is only 8<sup>th</sup> pass. For the post of Welders, Birth certificate issued by authorised person will be accepted.
- II. SC/ST/OBC/Disability certificates by reserved category candidates in the prescribed format issued by the Competent Authority. OBC non-creamy layer status should be valid and OBC certificate issued by the Competent Authority should be latest one.
- III. Semester-wise / year-wise mark sheets and Certificate of full-time Diploma in Engineering/Graduation Degree/ITI Pass certificate in respective Discipline. Such a detailed information is NOT really required.
- IV. Any other certificate, if applicable

## **K. IMPORTANT DATES**

Issue of advertisement and call for applications	20 <sup>th</sup> Sep 2023
Opening of online application portal	21 <sup>st</sup> Sep 2023 12 00 hrs (Noon)
Last date for receiving of applications	30 <sup>th</sup> Sep 2023 12 00 hrs Midnight
Date of Result/Selection	10 <sup>th</sup> Oct 2023



Note: However, in case of insufficient receipt of applications or non-availability of the required number of suitable candidates, ONGC reserves its right to extend the date of application at its own discretion.

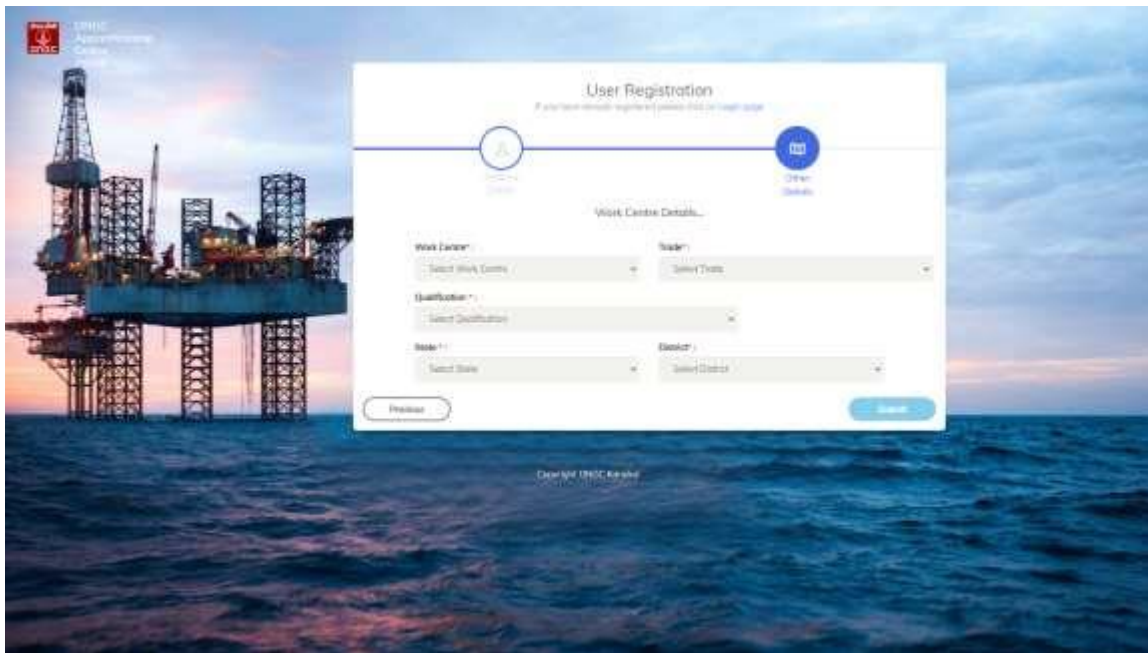
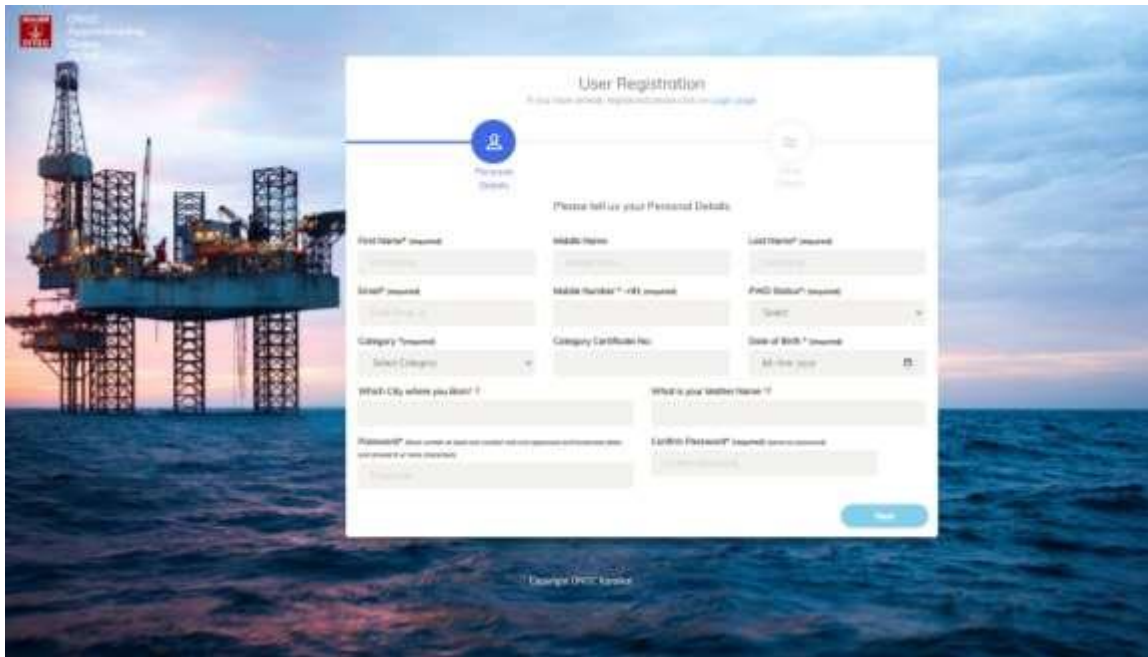
For any further query please contact at [ongc\\_skilldev@ongc.co.in](mailto:ongc_skilldev@ongc.co.in)

**Annexure 1**

Sl.	Name of Work Centre / Locations	Corresponding States	Corresponding District
1	Dehradun	Uttarakhand	All districts
2	Delhi	National Capital Region	Delhi, Noida, Gurgaon, Ghaziabad and Faridabad
3	Jodhpur	Rajasthan	Jodhpur and Jaisalmer
4	Goa	Goa	North Goa and South Goa
5	Hazira	Gujarat	Surat, Navsari, Tapi, Dang & Valsad
6	Mumbai	Maharashtra	All districts
7	Uran	Maharashtra	All districts of Maharashtra (Preference will be given to Raigad District)
8	Ahmedabad	Gujarat	Ahmedabad, Gandhinagar, Kheda and Mehsana
9	Ankleshwar	Gujarat	Bharuch, Surat, Narmada, and Vadodara
10	Baroda	Gujarat	All Districts
11	Bokaro	Jharkhand	Bokaro District
12	Cambay	Gujarat	Anand, Kheda, Nadiad and Vadodara
13	Mehsana	Gujarat	Mehsana and Patan
14	Jorhat	Assam	Golaghat and Jorhat
15	Nazira & Sivasagar	Assam	Sivasagar and Charaideo
16	Silchar	Assam	Cachar, Hailakandi and Karimganj
17	Chennai	Tamil Nadu & Pondicherry	All districts
18	Kakinada	Andhra Pradesh	All districts
19	Karaikal	Tamil Nadu	Cuddalore, Mayiladuthurai, Nagapattinam, Ariyalur, Tiruvarur, Tanjore, Trichy, Pudukottai and Ramanathapuram
		Pondicherry	Karaikal
20	Rajahmundry	Andhra Pradesh	Krishna, East Godavari, and West Godavari
21	Agartala	Tripura	West Tripura, North Tripura, South Tripura, Dhalai, Gomati, Khowai, Sepahijala and Unakoti
22	Kolkata	West Bengal	All districts
		Odisha	

**Note: A candidate is considered to belong to the operational area if he/she is a resident of, or has obtained his / her essential qualification from above mentioned State/District.**

# Screen Clips



**ONGC Apprenticeship Registration Form**

Registration ID: 1

Email ID: jnc@indian

Contact No (VNO): 98765

First Name: jnc

Middle Name: jnc

Last Name: jnc

Work Center: 123456

State: KARNATAKA

District: MYSURU

Trade: Technician

Qualification: DIPLOMA

Date of Birth: 2021-01-01

PWS Status: No

Category: REGISTRATION/REGISTRATION

Category Certificate No: 123456

[Next](#)

Copyright © ONGC Kaptal

**ONGC Apprenticeship Registration Form**

Please Enter your Personal Information

Father First Name: [Text Field]

Father Middle Name: [Text Field]

Father Last Name: [Text Field]

Mother First Name: [Text Field]

Mother Middle Name: [Text Field]

Mother Last Name: [Text Field]

Gender: Male

Address: [Text Field]

Aadhar No: [Text Field]

Pincode: [Text Field]

Apprenticeship Registration No: <http://www.ongc.com/india>

[Previous](#) [Next](#)

Copyright © ONGC Kaptal





**ONGC Apprentice Registration Portal**  
**<http://ongcapprentices.ongc.co.in>**