LIST OF DOCUMENTS TO BE DOWNLOADED BY THE CANDIDATES SELECTED FOR THE POST OF SR.ASSISTANT (ELECTRONICS) IN AIRPORTS AUTHORITY OF INDIA – EASTERN REGION.

A) Documents to be submitted by the candidates on receipts of offer :

- Acceptance Letter (to be sent by fax / e-mail to RHQ on receipt of offer) Fax No.033-2511-0360, E-mail: harbirsingh@aai.aero

B) Documents to be submitted at the time of Medical Examinations:

- Candidate's Statement and Declaration.

C) Documents to be submitted at the time of Joining / Reporting for training at Training Centre:

- Surety Bond
- Attestation For (In Triplicate) as per Annexure – 1
- Four Passport Size Photographs duly attested by a Gazetted Officer
- Certificate (In Original along with a copy each duly attested by Gazetted Officer) of :- Educational / Professional Qualifications / Date of Birth / Caste (In case of SC/ST/OBC) / Category (In case of Physically Handicapped)
- Release Certificate from the last Employer, if serving or undergoing training in a Govt. Dept./ PSU's etc.
- Character Certificate (Form "A")
- Marital Status undertaking as in (Form "B")
- Candidate is required to take an Oath of Allegiance of Faithfulness to the Constitution of India in the prescribed format(Form "C")
- Declaration regarding Home Town (Form "D")

D) Documents to be retained by the candidates :

Terms and conditions of offer of appointment to the post of Sr. Assistant (Electronics)

The above documents are required to be downloaded by all candidates who have been selected for the post of Sr. Assistant (Electronics) and have received offer of appointment. No request for change of the training date / Region of posting / venue of training will be entertained. The training is scheduled to start w.e.f.**21st August'2017**

To be sent through E-mail /by Speed Post

To

The General Manager (HR)
Airports Authority of India,
Eastern Region
New Operational Building,
Netaji Subhas Chandra Bose International Airport
Kolkata – 700 052

Subject: Willingness for Appointment to the post of Sr. Assistant (Electronics).

Sir,

Please refer to your letter reference No._____ dated _____ offering me the post of Sr. Assistant (Electronics) in Airports Authority of India, Eastern Region.

2. I hereby accept the offer of appointment for the post of Sr. Assistant (Electronics). The terms and conditions of the offer are acceptable to me. All the required documents such as medical certificate, attestation form etc. will be submitted at the time of my reporting at the place of training at Civil Aviation Training College, Allahabad.

OR

3. I hereby state that I will not be joining the post offered to me and as such the offer sent to me may be cancelled.

*Strike out whichever is not applicable.

Yours faithfully,

ROLL No._____

Signature_____

Name_____

Address_____

_____

Mobile No._____

Date:

B

Annexure-1

CANDIDATE'S STATEMENT AND DECLARATION

The candidate must make the statement required below prior to his medical examination and must sign the declaration appended thereto. His attention is specially directed to the warning containing in the note below:-

1. State your name in full
   (in BLOCK LETTERS) _____
2. State your age and place of birth _____
3. (a) Have you ever had small pox intermittent or any other fever, enlargement or suppression of glands, spitting of blood, asthma, heart disease, lung disease, fainting attacks, rheumatism, appendicitis? _____

   OR

   (b) any other disease or accident requiring confinement to bed and medical or surgical treatment. _____
4. When you were last vaccinated ? _____
5. Have you or any of your near relations been afflicted with Consumption, Scrofula, Gout., Asthma, Fits, Epilepsy, or Insanity _____
6. Have you suffered form any form of nervousness due to over-work or any other cause ? _____
7. Have you been examined and declared Unfit for govt.services by a Medical Officer/Medical Board within the last 3 years. _____

8. Furnish the following particulars concerning your family.

Father's age if living and state of health	Father's age at death and cause of death	No. of brothers living, their age and state of health	No. of brothers dead, their age at death and cause of death

Mother's age if living and state of health	Mother's age at death and cause of death	No. of sisters living, their age and state of health	No. of sisters dead, their age at death and cause of death

I declare all the above answers to be, to the best of my belief, true and correct.

I also solemnly affirm that I have not received a disability certificate / pension on account of any disease or other conditions.

_____

Candidate's signature

(Sign in presence of Civil Surgeon)

FIT / UNFIT **Date**_____

(Strike out whichever is not applicable)

_____

Signature of Civil Surgeon with Official Seal

NOTE : The candidate shall be held responsible for the accuracy of the above statement. By willfully suppression any information he / she will incur the rise of losing the appointment, and if appointed, of forfeiting all claim to superannuation allowance or gratuity.

BOND

APPENDIX

Know all men that by these presents we_____son/daughter_____of resident of _____ (hereinafter referred to as Trainee (Sr. Assistant (Electronics) employee) and _____son/daughter_____ resident of_____(hereinafter referred to as Surety) do hereby firmly bind ourselves and out respective heirs, executions, administrators up to **Airports Authority of India, Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi-110003** having its offices in different parts of the country (hereinafter called Authority) in terms of this Bond.

WHEREAS the Trainee employee has been selected by the Authority as _____ vide its offer of appointment _____ dated _____ for imparting training to him/her with a view to utilize his/her services in the Authority, which offer has been unequivocally accepted by the Trainee employee.

AND WHEREAS in terms of clause 1 of the terms and conditions of the said offer of appointment the trainee-employee is required to undergo training for a period as decided by the management and thereafter will serve the authority for a period of 2 years as stipulated in the offer of appointment.

AND WHEREAS in terms of the clause 3 of the terms and conditions of the said offer of appointment, the trainee-employee and his Surety are require 1 to execute a Service Agreement Bond on non-judicial stamp paper of value of Rs._____(Rupees _____ only) in favour of the Airports Authority of India, undertaking to complete the training and thereafter to serve the authority for a period of 2 years failing which the trainee-employee and the surety shall be jointly and severally bound to pay the Authority a sum of Rs.1,00,000/-(Rupees One lac only) in terms of this Bond.

(Signature of Trainee)

Signature of Surety:

Name: _____

Address: _____

_____

NOW, THEREFORE this Bond witnesses as under:-

1. That the trainee-employee shall undergo the training provided by the authority for a period as decided by the management which may be extended at the discretion of the Authority during which period the Trainee-employee shall diligently, faithfully and to the best of his/her ability undergo the training and conduct and behave himself/herself honestly, orderly and obediently towards his/her whole time duties assigned by the authority and will not engage directly or indirectly in any trade, business or occupation till the end of the period for which he/she is bound to serve the Authority and the decision of the Authority shall be conclusive and binding.

2. That the Trainee-Employee shall not leave the Authority during the prescribed training period of **12 weeks** (which may be extended at the discretion of the Authority) or during the period of service of the authority for the stipulated period of 2 years after completion of the training, except for reasons of continued serious ill-health/incapacitating him/her to work provided that such ill-health has not been brought about by his/her own neglect, carelessness, design or misconduct about which the decision of the authority shall be conclusive and binding.

3 That the trainee-employee shall promptly obey him/her superiors and comply with their orders, instructions issued from time to time and at all times and in all respect shall faithfully observe all the Rules and Regulations of the Authority.

4. That the trainee-employee shall observe secrecy and in no way divulge or disclose to any person or persons whatsoever, the secrets entrusted to him/her or coming to his/her knowledge in the course of his/her training and service with the authority either in relation to its work business or its customers.

5. That the trainee-employee shall not commit or cause to be committed any waste, damage or other injury to the property and/or goods of the Authority not shall he/she lend any such property or goods to any person without the permission of the management of the Authority.

6. The Trainee-employee shall not participate in political activities nor shall become a member of political organizations.

(Signature of Trainee)

Signature of Surety:

Name: _____

Address: _____

_____

7. That if the Trainee-employee voluntarily quits at any time during the period of training or fails to complete his/her training successfully and/or does not serve the Authority for the stipulated period of **2 years** thereafter, the trainee-employee and the surety shall jointly and severally compensate the authority for all the expenses incurred by it on account of and in connection with his/her training. The expenditure incurred by the authority on account of and in connection with the training of the Trainee-employee shall include the stipend, T.A. etc. paid to the Trainee-employee during the training period, the cost of supervision, overhead and other direct and indirect expenses incurred by the authority on the training. The decision of the **Chairman or an Officer nominated by the Chairman** of the authority shall be final and binding as to the total amount of expenditure incurred by the authority on account of and in connection with the training of the trainee employee. However, the total amount recoverable under this clause shall not exceed Rs.1,00,000/-[Rupees One lac only]. Further the trainee employee shall on the termination of his/her training/service by the Authority or on his/her leaving the said training/service whenever it may happen shall account, documents papers and effects then in his/her possession and custody and belonging or relating to the Authority.

8. That at the end of the stipulated and extended period of training, as the case may be, the suitability of the above Trainee-employee for employment in the service of the Authority will be evaluated by the Competent authority of the Authority on the basis of his/her performance during the period of training and the decision of the Competent Authority in this regard shall be final and binding on Trainee-employee and the surety. In case the trainee-employee despite giving due opportunity to improve himself/herself during the initial or extended period of training fails to complete the training successfully, he/she would be liable to reimburse to the Authority the expenses incurred by it as detailed in para 7 above.

9. That if in the opinion of the competent Authority the Trainee-employee has successfully completed the training, the Trainee-employee shall be bound to accept the employment of the authority and shall continue to be in the employment of the Authority at its direction, in any subsidiary of the Authority or in any department of any undertaking of the Government of India, for a period of 2 years thereafter, unless his/her service are duly terminated by the authority before that period.

10. That the Authority shall have the right to suspend or dismiss the Trainee-employee for any breach on his/her part to comply with any of the terms and conditions of the offer of appointment or this Bond or those of the Training scheme and/or any of the rules and Regulations of the Authority for the time being in force and/or any concealment of any disease or disability from which the trainee-employee and the surety aforesaid shall jointly and severally be liable to

(Signature of Trainee)

Signature of Surety:

Name: _____

Address: _____

_____

reimburse to the Authority the expenditure incurred on account of and in connection with the training to the Trainee-employee as provided herein before under this bond. The said surety in his individual and personal capacity hereby undertakes and guarantees to pay to the Authority, on demand, the expenditure incurred on account of and in connection with the training of the Trainee-employee as detailed in para 7 above in case the Trainee-employee commits breach of any of the terms and conditions of this Bond or the training Scheme of the Authority. The said surety further agrees that the Authority at its discretion shall be entitled to enforce this Bond against the surety as Principle Debtor in first instance, without proceedings against the trainee-employee and not-withstanding any amounts which may be payable by the Authority to the Trainee-employee.

11. That for matters not provided for in this service Agreement Bond, the trainee-employee shall be governed by the offer of appointment and rules and Regulations of the Authority in force from time to time.

12. That the Authority, however may at its discretion interrupt, or terminate the training in the event of adverse reports regarding the progress of trainee or health of the Trainee-employee without, thereby, incurring any liability to the trainee-employee.

13. That the above Trainee-employee and surety further agree that if the trainee-employee leaves training or service of the authority before the expiry of the stipulated period of training and service thereafter, he/she and the surety will not only be liable to reimburse to the Authority the expenses incurred by it on account of and in connection with the training but will also be required to give **one month advance notice** while on training and on probation after absorption and after completion of probation period or pay further amount equivalent to one month salary last drawn in lieu of notice in terms of the offer of appointment.

14. That after completion of 2 years service if the trainee-employee wants to leave service of the Authority then he/she shall give one month advance notice to the Authority failing which he/she will also be liable to pay to the authority compensation equivalent to one month salary.

(Signature of Trainee)

Signature of Surety:

Name: _____

Address: _____

_____

15. That in the event of insolvency, lunacy or death of the surety the above trainee-employee undertakes to intimate the Authority of the event with satisfactory proof thereof within 15 days of occurrence, and shall execute a fresh bond with a fresh surety or sureties as may be acceptable to the Authority, without prejudice to the rights of the Authority to proceed against the original surety or his estate.

16. That in case the trainee-employee does not comply with the terms and conditions contained in the offer of appointment the Rules and Regulations of the authority and the covenants contained in this Bond, the Trainee-employee and his surety undertake that they shall jointly and severally pay to the authority on demand without any demur the amount demanded by the Authority towards the expenses incurred by it on account of and in connection with the training of the trainee-employee including salary, TA/DA passage fare, cost of supervision, overhead charges, direct and indirect expenses incurred by the Authority, provided that the total amount recoverable on account of and in connection with the training shall not exceed Rs. 1,00,000/-(Rupees one lac only) plus an amount equivalent to one months salary in lieu of notice period, if any, as per offer of appointment applicable and any other amount that may be due to the Authority on account of other payments or on other accounts, if any.

AND upon making such payment and satisfaction of this clause the above written obligation of the bond shall be void otherwise it shall remain in full force and virtue.

PROVIDED FURTHER that the liability of the said _____(Trainee-employee and _____ _____(Surety) hereunder shall not be impaired or discharged by reasons of time being granted to the Trainee-employee and/or the surety for fulfilling their obligations under this bond or by any forbearance, act of omission or commission on the part of the Authority or any person(s) authorized by it (whether with or without the consent or knowledge of the said surety), nor shall it be necessary for the Authority to sue the Trainee-employee before suing the Surety for recovery of amount due hereunder.

17. All suits in respects of any dispute arising out of this service agreement bond shall be instituted in the courts at Delhi only.

18. That the Trainee-employee and surety agree that the decision of the Chairman or an officer nominated by the Chairman of the Authority as to the correct interpretation of the Bond, rules and regulations of the authority and as to whether the trainee-employee has or has not observed and complied with the obligations herein recited, shall be final and binding.

(Signature of Trainee)

Signature of Surety:

Name: _____

Address: _____

IN WITNESS WHEREOF the parties here to have signed these presents on this _____(day) of _____(month)_____(year) at _____(Station) in the presence of the following witness:

1. Witness:
Signature_____
Name_____
(IN BLOCK LETTERS)
Occupation_____
Address_____
_____
_____

_____
(Signature of the trainee employee)
Name_____
(IN BLOCK LETTERS)
Occupation_____
Address_____
_____
_____

2. Witness:
Signature_____
Name_____
(IN BLOCK LETTERS)
Occupation_____
Address_____
_____

_____
(Signature of Surety)
Name of the Surety_____
(IN BLOCK LETTERS)
Occupation_____
Address_____
_____

Income Tax A/C No. of Surety: _____

Attested
Signature & seal of Gazetted Officer /
Notary Public

Attested
Signature & seal of Gazetted Officer/
Notary Public

ACCEPTED FOR AND ON BEHALF OF AIRPORTS AUTHORITY OF INDIA

_____
(Signature of the authorized Officer)
Name:_____
Address: _____
_____
_____

C

ATTESTATION FORM

(To be submitted in triplicate)

POST:_____

"WARNING"

The furnishing of false information or suppression of any factual information in the Attestation form would be a disqualification and is likely to render the candidate unfit for employment under the Government.

II. If detained, arrested, prosecuted, bound down, fined, convicted, debarred, acquitted etc., subsequent to this form, the details should be communicated immediately to the authorities to whom the attestation form has been sent early, failing which it will be deemed to be suppression of factual information.

III. If the fact that false information has been furnished or that there has been suppression of any factual information in the attestation form comes to notice at any time during the services of a person, his service would be liable to be terminated.

1. Name in full (in block capitals) With aliases if any (please indicate if you have added of dropped in any stage any part of your name or surname) SURNAME NAME

2. Present address in full i.e. village Thana and district or House Number Lane / Street / Road and Town.

3. (a) Home address in full i.e. Village, Thana and District or House number, Land /Street Road and Town and Name District Headquarters

   (b) If originally a resident of Pakistan / Bangladesh (erstwhile East Pakistan) The address in that country and the Date of migration to Indian Union.

4. Particulars of places (with periods, or residence) where you have resided for more than a year at a time during the previous five years. In case of stay abroad (including Pakistan) particulars of all places where you have resided for more than one year after attaining the age of 21 years, should be given.

From	To	Residential address in full i.e. Village, Thana and District or House No. / Lane / Street / Road and Town	Name of the District Headquarters of the place mentioned in the preceding column

5.

Name	Nationality (by birth and / or by domicile)	Place of birth	Occupation (if employed give designation and official address)	Present postal address (if dead give last address)	Permanent home address

i) Father's name
In full with Aliases
If any.

---

ii) Mother

---

iii) Wife / Husband

---

iv) Brother(s)

---

v) Sister(s)

5(a) Information to be furnished with regard to son(s) and / or daughter(s) in case they are studying / living in a foreign country:

Name	Nationality (by birth and / or by domicile	Place of birth	Country in which studying / living with full address	Date from which studying / living in the country mentioned in the previous column

6. Nationality

7. (a) Date of Birth (a)

   (b) Present Age (b)

   © Age at Matriculation ©

8. (a) Place of birth, District And State in which situated (a)

   (b) District and State to which You belong (b)

   © District and state to which your Father originally belongs ©

9. (a) Your Religion

   (b) Are you a member of SC/ST/OBC Physically Handicapped / Ex-Servicemen Yes or No

   © If yes, mention caste/category/Details

10. Educational qualification showing place of education with years in schools and colleges since 15th year of age:

Name of School/College with full address	Date of entering	Date of leaving	Examination passed

11. (a) Are you holding or have any time held an appointment under the Central or State Government or a Semi Government or a Quasi Government Body or an Autonomous Body or a Public Undertaking or a Private Firm or in any institution. If so, give full particulars with dates of employment, up-to-date.

Period	Designation, emoluments and nature of employment	Full name and address of employer	Reason for leaving previous service

11. (b) If the pervious employment was under the Government of India / State Government / as Undertaking owned or controlled by the Government of India or a State Government / as Autonomous Body / University / Local body.

If you had left service on giving a month's notice under rules 5 of the Central Civil Services (Temporary Service) Rules, 1965 or any similar corresponding rules were any disciplinary proceedings framed against you, or had you been called upon to explain your conduct in any matter at the time you gave notice on termination of service or at a subsequent date before your services actually terminated? Yes / No

12. (I) a) Have you ever been arrested ? Yes/No
b) Have you ever been prosecuted ? Yes/No
c) Have you ever been kept under detention ? Yes/No
d) Have you ever been bound down ? Yes/No
e) Have you ever been fined by a Court of Law ? Yes/No
f) Have you ever been convicted by a Court of Law for any offence ? Yes/No
g) Have you ever been debarred from any examination or rusticated by any university or any other Educational Authority/Institution ? Yes/No
h) Have you ever debarred/disqualified by any Public Service Commission / Staff Selection Commission for any of its Examination / Selection? Yes/No
i) Is any case pending against you in any Court of Law at the time of filling up this Attestation Form ? Yes/No
j) Is any case pending against you in any University of any other Educational Authority / Institution at the time of filling up this Attestation Form ? Yes/No
k) Whether discharged / expelled / withdrawn from any Training Institution under the Government or otherwise ? Yes/No

(II) If the answer to any of the above mentioned question is 'YES' give full particular of the Case/arrested/detention/nature of the case pending in the Court/University/Educational Authority etc. at the time of filling up this form.

NOTE: (I) please also see the warning at the top of this Attestation Form.
(II) Specific answers to each of the questions should be given by striking out 'YES' Or 'No' as the case may be.

Name of the two responsible persons of your locality or two references to whom you are known	1. 2.

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which might impair my fitness for employment under Government.

_____
Signature of candidate

Date :

Place :

Certificate to be signed by any one of the following:

i. Gazetted Officer of the Central or State Government;
ii. Member of Parliament or State Legislature belonging to the constituency where the candidate or his Parents / Guardian is ordinarily resident ;
iii. Sub-Divisional Magistrates / Officers;
iv. Tehsildars or Naib/Deputy Tehsildars authorized to exercise magisterial powers;
v. Principal / Head Master of the recognized School;
vi. Block Development Officer;
vii. Post Master;
viii. Panchayat Inspectors.

Certified that I have known Shri / Smt / Kum..... son / daughter of Shri ..... for the last ..... Years ..... Months and that to the best of my knowledge particulars furnished by him / her are correct.

Signature_____
Designation or Status_____
Address

Date : _____

Place : _____

TO BE FILLED BY OFFICE

(i) Name ,Designation and address of the appointing authority

(ii) Post for which the candidate is being considered.

****

C.

FORM - A

CHARACTER CERTIFICATE

Certified that I have known Mr./Mrs./Miss _____ son/wife/daughter of Shri _____ for the last _____ year's _____ months and that to the best of my knowledge and belief, he/she bears a good moral character and has no antecedents which should render him/her unsuitable for Government employment.

Mr./Mrs./Miss_____ is not related to me.

Signature_____

Date : _____ Name in Block Letters_____

Place:_____ Designation and Seal _____

Office Telephone_____

I am satisfied about the reliability of the person who has given the above certifies of character.

Signature_____

Place : _____ Name in Block Letters_____

Date:_____ Name & Designation_____

Certificate to be signed by any one of the following :

1. Gazetted Officers of the Central or State Government.
2. Member of Parliament or State Legislature Belonging ot the constituency where the candidate or his / her parent / guardian is ordinarily resident.
3. Sub-division Magistrate / Officers.
4. Thesildars or Nabi/Deputy Tehsildars Authorized to exercise Magisterial powers.
5. Principal/Head Masters of the recognized School/College/Institution where the candidate studied last.
6. Block Development Officer
7. Post Master
8. Panchayat Inspectors.

c

FORM - B

DECLARATION

(To be obtained from new entrants to AIRPORTS AUTHORITY OF INDIA)

I Mr./Mrs./Miss _____

- (i) that I am unmarried / widower / a widow
- (ii) that I am married and have only one spouse living
- (iii) that I have entered into and contracted a marriage with another person during the life time of my spouse. Application for grant of exemption is enclosed.
- (iv) that I have entered into and contracted a marriage with another person during the life time of my spouse. Application for grant of exemption is enclosed.

2. I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment, I shall be liable to be dismissed form service.

Signature_____

Designation_____

Date:_____ Station_____

Note : Please strike out clause / clauses not applicable.

C

FORM - C

OATH OF ALLEGIANCE TO THE CONSTITUTION

I _____ do swear solemnly affirm that I will be faithful and bear true allegiance to India and to the Constitution of India as by law established and that I will uphold the sovereignty and integrity of India and that I will carryout the duties of my office loyally, honestly and with impartiality.

(SO HELP ME GOD)

Signature _____

Designation_____

C

FORM – D

AIRPORTS AUTHORITY OF INDIA

Declaration regarding "Home Town" vide sub-para (4) of paragraph 1 of the Ministry of Home Affairs O.M.No.43/1/55-Ests. (a) part II dated the 11th October,1956, as amended from time to time.

I _____ son/daughter of _____
Employed as _____ in the office of Airports Authority of India, here declare that my permanent "Home is (Town / village) _____
Distt_____ in the state of _____ being

*(i) the place, which requires my physical presence of the intervals discharging various domes and social obligations and I had been visiting that place frequently after my entry into service.

*(ii) the place, where I own residential property or I am a member of joint family having residential property there.

*(iii) the place is the permanent residence of my parents, brothers etc, where I would normally reside by for my absence form that place for service in Government.

*(iv) the place, where I had been living there for some years prior to my entry into Govt. service.

*(v) the place o my permanent home town or village as entered in the service book or other appropriate official record.

*(vi) the place of my domicile in India after migration form _____

Signature _____

Designation_____

Dated :

- Strike our whichever is not applicable
- Any additiojal reason / reasons, if necessary, may be given for declaring "Home" in space provided above.

N.B. A declaration of "Home" once made shall ordinarily be treated as final.

AIRPORTS AUTHORITY OF INDIA
(EASTERN REGION)

THE TERMS & CONDITIONS FOR OFFER OF APPOINTMENT TO THE POST OF SR. ASSISTANT (ELECTRONICS)

1. TRAINING

The period of training will be upto 14 weeks at Airports Authority of India **Civil Aviation Training College, [CATC] Bamrauli, Allahabad-211012 and also at any other airport/place as decided by the Management.** The duration of the training may be extended based on the performance and conduct of the Trainee during the training period. Also, subject to performance, the training can be discontinued and thus terminating the service of the candidate as a result of non suitability and poor performance.

2. SERVICE CONDITION DURING TRAINING

(a) STIPEND

The trainee will be given a consolidated stipend of Rs.9000/- (Rupees nine thousand per month) during the training period.

(b) TRAVELLING ALLOWANCE

No traveling allowance and daily allowance will be paid to the appointee for the journeys performed for joining the training at CATC, Allahabad.

(c) LEAVE

Casual Leave at the rate of one day for every month's training may be granted at the discretion of the Principal/Authorized Officer. Leave without stipend may also be sanctioned on medical grounds on production of appropriate medical certificate from the **Medical officer of the College or any other Medical Officer so designated by the Principal**. No leave for a total period of more than 3 days on any ground shall be granted and the training may be terminated in the event of a Trainee remaining absent for more than 3 days and the Trainee shall have no claim for continuance of training or for appointment as Sr. Assistant (Electronics).

(d) **MEDICAL FACILITIES**

Medical Facilities as available at the **Civil Aviation Training College Dispensary** will be extended to the Trainee. However no re-imbursement of medical expenses will be admissible to the Trainee during the training period.

(e) **ACCOMMODATION**

The trainee will be provided hostel accommodation subject to availability and on payment of prescribed charges during the training period.

(f) **FORWARDING OF APPLICATIONS FOR EMPLOYMENT OUTSIDE AIRPORTS AUTHORITY OF INDIA.**

The trainee shall not apply to any organization for employment outside AAI during his/her training period and no application will be forwarded for outside employment before completion of one-year service as Sr. Assistant [Electronics] in AAI on completion of the training. The above condition will not be applicable to the SC/ST Trainees.

3. **AGREEMENT BOND**

The Trainee will be required to execute an agreement bond of **Rs.1,00,000/-** (Rupees one lac only) on non-judicial stamp paper of **Rs.100/-(Rupees hundred only)** to serve AAI for a period of 2 years as per specimen enclosed. The person standing surety to the above agreement shall be: -

(a) A permanent Government Servant/Officer of the Central Govt., Public Sector Undertakings holding **group 'A'** post or equivalent and this fact shall be duly certified and authenticated by the surety's employer under official seal.

OR

A person of means possessing immovable property valued at not less than **Rs.5,00,000/-**(Rupees Five Lacs only) and this should be duly certified and authenticated by the Revenue Authorities under the official seal.

(b) Full particulars and address of the surety and the witnesses should be clearly given in the bond.

(c) The agreement bond should be neatly and clearly typed without any cuttings or mutilations. The date on which, it is being executed by the candidate, should not be filled in by the candidate.

4 OFFER OF TRAINING AT CATC

The offer of training/joining as a trainee at the CATC is provisional and subject to verification of the candidate's character and antecedents by the police authorities and subject to his medical fitness.

5. TERMINATION OF TRAINING/PENALTIES ETC.

a. The trainee after training is liable to be terminated without assigning any reason if the competent authority is satisfied that the Trainee has not shown satisfactory progress (in learning, discipline & conduct), during the period of training. No compensation whatsoever shall be paid on such termination of training.

b. If the competent authority is satisfied that the failure to attain the satisfactory progress is due to the negligence of the trainee of his/her failure to apply himself/herself earnestly to his/her training, the trainee shall have to repay all amounts paid to him/her as stipend and any other amount spent on trainee during his/her training period.

c. The trainee shall have to serve the AAI for a period of 2 years after appointment as Sr. Assistant (Electronics). In case, he/she quits the training during the course of the training or before completion of the period of 2 years as stated earlier, the AAI shall have the right to recover an amount not exceeding **Rs.1,00,000/- (Rupees one lac only)** as compensation in addition to the recovery of the amounts paid as stipend during the period of training.

6. SERVICE CONDITION ON REGULAR APPOINTMENT

On successful completion of the training, trainee will be appointed as Sr. Assistant (Electronics) in the Airports Authority of India in the scale of **Rs.14500-33500/-** ( ) plus other allowances as admissible from time to time at that level.

a) NATURE OF THE POST

The post of Sr. Assistant (Electronics) is temporary at present but is likely to continue. The trainee appointed as Sr. Assistant (Electronics) for particular region will invariably serve the AAI within the Region subject however to the exigencies of service requirement anywhere in India or abroad.

b) **PERIOD OF PROBATION**

On appointment as Sr. Assistant (Electronics) the appointee will be under probation for a period of one year which may be extended, if necessary. The probationary appointment may also be terminated if the work and conduct of the appointee during the period of probation is found unsatisfactory.

c) **EFFICIENCY TEST**

The trainee on completion of the initial period of training at CATC will be required to appear at the qualifying test. If the trainee does not successfully pass the qualifying test in three attempts i.e.(One Main exam and Repeat two chances), no further chance to appear at the qualifying test will be given and the training will be terminated. This, however, is to be read with clause no. 5(b). The successful completion of training will further depend upon the over all assessment of the trainee's work and conduct during the period of training.

It is further stipulated that the trainee will be required to pass all the examination given to him/her at the end of each course determined by the **CATC.**

d) **LEAVE**

On regular appointment as Sr. Assistant (Electronics), the appointee will be entitled to leave with pay as per AAI (Leave) Regulations, 2003 as amended from time to time. For the present, during each calendar year it is 30 days Earned Leave, 12 days Casual Leave and 20 days Half Pay Leave on medical grounds subject to the conditions prescribed under the rules. The female employees are entitled to Maternity Leave as per rules.

e) **PROVIDENT FUND**

The Sr. Assistant (Electronics) will also be entitled to Join the Contributory Provident Fund Scheme in accordance with the rules.

f) **MEDICAL ATTENDANCE**

On appointment as Sr. Assistant (Electronics), the employee and his declared dependents will be entitled to Medical attendance in accordance with the AAI (Medical Attendance & Treatment) Regulations, 2003 .

g) **RESIDENTIAL ACCOMMODATION**

Subject to availability of residential accommodation at the stations the Sr. Assistant (Electronics) is posted, he/she may be allotted accommodation as per rules in his/her seniority at the station. The license fee for such allotment of accommodation is [illegible] as determined by the Management from time to time. Where no accommodation is provided, the Sr. Assistant (Electronics) will be entitled to House Rent Allowance as per applicable rules in force from time to time.

h) **OATH OF ALLEGIANCE**

On appointment, the incumbent will be required to take a written oath of allegiance to the constitution of India before he/she assumes duty.

i) **MARITAL STATUS**

He/She will be required to give declaration in writing in the enclosed form that, if married he/she has only one wife/husband living. In the event of his/her statement being found incorrect after his/her appointment, he/she will be liable to be dismissed from service. Except with the prior permission of the Chairman, Airports Authority of India, he/she will not contract another marriage during the life time of his/her first wife/husband, not-withstanding the fact that such subsequent marriage may be permissible under his/her personal law for the time being applicable to him/her.

j) **DECLARATION OF HOME TOWN**

On his/her appointment as Sr. Assistant (Electronics) he/she shall furnish a declaration as regards his/her hometown for the purpose of grant of **Leave Travel Concession during leave.**

k) **COUNTING OF TRAINING PERIOD**

The training period at CATC, Allahabad will be treated as under:

a. For the Purpose of Increment

The date of joining at **Civil Aviation Training College, Allahabad** for training will be treated as duty for the purpose of drawing increments.

b. For the Purpose of Promotion

The service is to be counted for promotion to the higher grade from the date of successful completion of training **at CATC, Allahabad.**

l) **GROUP INSURANCE SCHEME OF LIC AND AAI EMPLOYEES BENEVOLENT FUND SCHEME**

On appointment as Sr. Assistant (Electronics), he/she will be entitled to be covered under the Group Saving-Linked Insurance Scheme of LIC and also the benevolent fund Scheme of AAI as per the relevant rules of the scheme.

7. The appointment is provisional and is subject to the caste/tribe certificates being verified through the proper channel and if the verification reveals that the claim that he/she belongs to Other Backward Classes, Scheduled Caste or Scheduled Tribe, as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

8. **SENIORITY**

The Seniority of the Sr. Assistant [Electronics] will be determined as per rank in merit list.

9. **MISCELLANEOUS**

(a) He/She is required to undergo an initial medical examination from the Medical Board of Govt. Hospital or the Medical Authority prescribed by AAI and produce Medical fitness Certificate in the enclosed format. The Medical Certificate should be submitted to Principal, CATC before joining.

(b) He/She should submit to the Principal, CATC Allahabad / Regional Training Centre the original certificates regarding Date of Birth, Educational Qualification, OBC/SC/ST/EX-Servicemen Certificate, if any, and also the Agreement Bond and Medical Fitness Certificate from the **Civil Surgeon** before joining the training.

(c) The joining date at the **CATC, Allahabad / Regional Training Centre** will not be extended under any circumstances.

(d) If at any time it is found that he/she has suppressed any factual information, the appointment will be terminated forthwith without any reason.

(e)The terms and conditions mentioned herein may be modified if required at any time during the period of training/appointment as Sr. Assistant (Electronics).

(f)The appointee is advised to bring with him/her a Physical Training Kit, three photographs of size 20mmx25mm and **a mosquito net for use in the hostel.**