পঞ্জীভুক্ত নম্বৰ - ৭৬৮ /৯৭ Registered No.-768/97

অসম ৰাজপত্ৰ

সত্যমেব জয়তে

THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্ত্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

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No. 488 Dispur, Monday, 7th July, 2025, 16th Ashadha, 1947 (S. E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

POWER DEPARTMENT

NOTIFICATION

The 30th June, 2025

No. PEL 52/2025/2.- In supersession of the earlier notifications on the subject and in exercise of the powers under clause (o) of sub-section(2) of section 180 of the Electricity Act, 2003 (Central Act No. 36 of 2003) read with regulation 31 of the Central Electricity Authority (Measures relating to Safety and Electricity Supply) Regulations, 2023 the Governor of Assam is hereby pleased to make the Assam Electrical Licensing Rules, 2025 for regulating the grant of licenses, certificates of competency and permits to Electrical Contractors, Supervisors and Workmen in the manner hereinafter appearing, namely:-

Short title and commencement

1. (1) These rules may be called the Assam Electrical Licensing Rules, 2025.

(2) They shall come into force on the date of their publication in the Official Gazette.

Definitions

2. (1) In these rules, unless the context otherwise requires,

(a) "Act" means the Electricity Act, 2003 (Central Act No. 36 of 2003);

(b) "Additional Secretary" means the Additional Secretary of the Board appointed by the Government to assist the Secretary;

(c) "Board" means the Assam Electrical Licensing Board constituted under rule 3;

(d) "CEA Regulations" means the Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023;

(e) "certificate of competency" means electrical supervisor's certificate of competency issued under rule 21 of these rules;

(f) "Chairman" means the Chairman of the Board;

(g) "contractor" means a person or a firm or a body whether incorporated or not, licensed as an electrical contractor by the Board under rule 13 of these rules;

(h) "examiners" means the persons appointed to act as examiners to examine the candidates for the purpose of issuing licenses or certificates of competency and permits under these rules;

(i) "Form" means the form appended to these rules;

(j) "Government" means the State Government of Assam;

(k) "Inspectorate" means the Inspectorate of Electricity of Assam;

(l) "license" means electrical contractor license issued under rule 13of these rules;

(m) "Member Secretary" means the Secretary of the Board;

(n) "part or parts" means class or classes of certificate defined in the electrical supervisor's certificate of competency under rule 21 of these rules.

(o) "permit" means electrical workman's permit issued under rule 26 of these rules;

(p) "rule" means the Assam Electrical Licensing Rules, 2025;

(q) "Schedule" means the Schedules appended to these rules;

(r) "Supervisor" means any person who holds a certificate of competency issued by the Board under rule 21 of these rules and actually works as an Electrical Supervisor;

(s) "Vice Chairman" means the Vice Chairman of the Board; and

(t) "Workman" means a person who holds a permit issued by the Board under rule 26 of this rule and actually works as an Electrical Workman.

(2) Words used herein but not defined in these rules shall have the same meanings as have been respectively assigned to them in the Electricity Act, 2003 and Central Electricity Authority (Measures relating to Safety and Electric Supply)Regulations 2023.

Constitution of the Board

3. (1) The Board shall be constituted with the following members, namely:-

(i)	Chief Electrical Inspector-cum-Adviser	Ex-officio Chairman
(ii)	Additional Chief Electrical Inspector-cum-Adviser	Ex-officio Vice-Chairman
(iii)	Senior Electrical Inspector	Member-Secretary
(iv)	Director of Mines Safety (Electrical), Eastern Zone, Government of India or his representative	Member

(v)	Professor or Assistant Professor of Electrical Engineering	Member
(vi)	Licensed Electrical Contractor of Assam	Member
(vii)	representative of the Assam Power Distribution Company Limited not below the rank of Superintending Engineer (Electrical)	Member
(viii)	representative of the Transmission Company or Generating Company operating in the State of Assam, not below the rank of Executive Engineer (Electrical)	Member

(2) The Government shall appoint the Member-Secretary to the Board from amongst the Senior Electrical Inspectors posted at the Headquarter of the Inspectorate.

(3) Director of Mines Safety (Electrical) Eastern Zone, Government of India or his representative, the member of the Board shall be a graduate in Electrical Engineering.

(4) A Professor or Assistant Professor of Electrical Engineering from one of the Engineering Colleges in Assam shall be nominated by the Director of Technical Education, Assam as a Member of the Board.

(5) Names of three Licensed Electrical Contractors of Assam having at least five years experience representing the Electrical Contractors of repute shall be recommended by the Chairman and the Government shall select and appoint one out of the three names as a Member of the Board.

(6) A representative of the Assam Power Distribution Company Limited (APDCL) not below the rank of Superintending Engineer (Electrical) to be nominated by the Chairman of APDCL shall be appointed by the Government as a Member of the Board.

(7) A representative of the Transmission Company or Generating Company operating in the State of Assam, not below the rank of Executive Engineer (Electrical) nominated by the concerned Transmission Company or Generating Company shall be appointed by the Government as a Member of the Board.

Terms of the office

4. The terms of office of the Member of the Board shall be for a period of five years.

Provided that the Government may extend the term by any period not exceeding three years at a time after the expiry of the said period.

Vacancies in the Board

5. (1) The Chairman with the approval of the Government may appoint a person proposed by the Board for the unexpired period of the term of office of a member, if the said member,-

(a) resigns from the Board; or

(b) retires from service; or

(c) expires; or

(d) leaves the State of Assam continuously for a period exceeding 6 (six) months; or

(e) leaves the office on transfer; or

(f) does not attend more than three consecutive meeting of the Board;

(2) The Board shall have the power to act without the presence of all members, if the quorum is fulfilled.

Duties and functions of the Board

6. The duties and functions of the Board shall be,

(i) to grant the licenses to electrical contractors;

(ii) to hold and conduct examinations and tests and to grant certificates of competency or permit as the case may be, to persons found qualified in such examinations and tests;

(iii) to inquire into allegations of use of sub-standard materials, poor workmanship, incompetence, negligence, breach of the rules or malpractices on the part of Workman, Supervisors or Contractors holding permits, certificates of competency or licenses granted by the Board or breach of a condition of all license on the part of a Contractor holding a license granted by the Board and to take such action in respect of such permit, certificate of competency or license as may be deemed suitable;

(iv) to maintain separate registers, one each for licensed Electrical Contractors, Supervisors and Workman;

(v) to examine and forward necessary proposal(s) to the Government for streamlining the areas of activities of the Board in order to cope with the technological growth or advancement in power (Electricity) sector with a bearing to the local need of the State in particular and for approval and instruction by the Government thereof;

(vi) to carry out the provisions of these rules generally.

Meeting of the Board

7. (1) The Board shall meet at least once in every six months and at such other time, as may in the opinion of the Chairman, be necessary for transacting the businesses which cannot be disposed of by circulation of papers.

(2) At least seven days prior notice of all meetings shall be sent to each Member by the Secretary.

Quorum

8. (1) The Chairman or the Vice-Chairman together with any three Members of the Board shall form a quorum at any meeting of the Board:

Provided that a meeting adjourned for want of quorum, may be held on a subsequent day within seven days without quorum.

(2) The Additional Secretary not being a member of the Board, shall not contribute towards the formation of quorum.

Duties and functions of the Chairman

9. The duties and functions of the Chairman shall be the following, namely:-

(i) preside over the meetings of the Board;

(ii) keep liaison between the Board and the Government as may be required by the Board or the Government;

(iii) monitor the implementation of the decisions of the Board for subsequent appraisal of the Board;

(iv) administer the proper functioning of the secretariat of the Board in respect of granting and renewal of licenses or certificate of competency or permits etc. in time and when the matters are beyond the administrative capacity of the Secretary, or on request made by Secretary, to place or depute suitable members of the office staff to assist the Secretary to carry out the day to day works;

(v) formulate annual program for granting licenses to electrical contractors for conduct of examinations and tests for granting certificate of competency and permits for Supervisors and Workman respectively.

Duties and functions of the Vice Chairman

10. The duties and functions of the Vice-Chairman shall be the following, namely:-

(i) preside over the meetings of the Board in the absence of the Chairman;

(ii) supervise the records maintained in respect of grant of licenses, certificates of competency, permits and maintenance of proper record in respect of receipt of fees etc. in consultation with the Chairman;

(iii) act as the Chairman with the permission of the government when transactions of business of the Board are jeopardized because of the absence of the Chairman.

Duties and functions of the Secretary

11. The duties and functions of the Secretary shall be the following, namely:-

(i) to receive applications for Electrical Contractors licenses or Supervisor's certificates of competency or Workman permits and get scrutinized;

(ii) to make necessary correspondences in connection with the applications if necessary and on receipt of and after scrutiny of applications for grant of licenses or certificates of competency or permits;

(iii) to sign and issue the licenses, certificates of competency and permits of Electrical Contractors, Supervisors and Workman respectively on behalf of the Government;

(iv) to renew the licenses, certificates of competency and permits of Electrical Contractors, Supervisors and Workmen respectively;

(v) to arrange examinations and test as per annual programmed fixed by the Board;

(vi) to issue notices for holding meetings of the Board as per the instructions of the Chairman;

(vii) to maintain records and registers in respect of licenses or certificates of competency or permits;

(viii) to take follow up action on the decisions of the Board;

(ix) to maintain a district wise list of the Electrical Contractors with details of Supervisors and Workmen engaged by each contractor.

Duties and functions of the Additional Secretary

12. The duties and functions of the Additional Secretary of the Board shall be the following, namely:-,

(i) to assist the Secretary in discharging of his duties and functions under these rules as and when required by the Secretary;

(ii) to exercise the delegated powers and functions entrusted to him by the Secretary or by the Board.

Licensing of Contractors

13. (1) No person or firm shall work as a Contractor unless he or she has obtained a license of any class mentioned herein below and issued by the Board.

(2) There shall be two classes of Electrical Contractors License as under,-

(i) Class–I :- Contractors under this class shall be eligible to undertake and carryout all types of electrical works irrespective of the voltage limit and the license shall contain specification regarding the types of installation, voltage and the class of works which the Contractor may carry out. The jurisdiction of this class of Contractors shall be within the whole of Assam. The registration number of such class of Contractor's license shall bear upon a suffix of "(I)" along with e.g., license no. XYZ (I).

(ii) Class-II:- Contractors under this class shall be eligible to undertake and carryout wiring of building up to 650 volts, all types or original license works up to 11000 volts, all types or original license works up to 33000 volts and the license issued to such class of Contractors shall contain the specification stating the type of work and the Voltage range the Contractor is eligible to carry out. The jurisdiction of this class of Contractors shall be within the whole of Assam. The registration number of such class of contractor's license shall bear upon a suffix of "(II)" along with e.g. license no. XYZ (II).

Condition for granting of licensc

14. (1) The contractor and the full time Supervisors and Workmen employed by the Contractor shall execute written service contracts (notarizcd) spccifying thc tcrms of cmploymcnt, conditions relating to termination and resignation of service etc.

and a copy of such agreement together with the joining report of the concerned employees shall be submitted while applying for the License.

(2) A Class I Contractor shall engage as many apprentices as he may like but not less than three in number and a Class II Contractor may also engage as many apprentices as he may like in his case, for the purpose of training but the total number of such apprentices at a time shall not be exceeding twice the total number of the Supervisors and Workmen under his full- time employment. The Contractors shall not allow any such apprentices to carry out any electrical installation work including additions, alterations, repairs and adjustment to the existing installations covered by regulation 31(1) of Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023 except under the constant supervision of a full-time Supervisor and under the guidance of a full-time Workman working in the premises.

(3) A Class I Contractor's License may be granted only to a person who himself holds a valid certificate of competency or appoints a person holding a valid certificate of competency issued under these rules and actually works as a full-time Supervisor in respect of the works undertaken by him and has at least two Supervisor (One with Full Parts and other with minimum 650 Volts Parts of Supervisor certificate of competency) holding a valid Supervisor certificate of competency issued under these rules and at least four Workmen (One Workman with both LT and HT Parts and other three Workman with Wireman part of Workman Permit), each holding a valid permit issued under these rules, under his full-time employment and has in his its possession all the instruments and tools of the Indian Standards Institute (I.S.I) Standard in adequate number for carrying out the test and examinations as required under CEA Regulations,2023.

(4) A Class II contractor's License may be granted to a person who holds a valid certificate of competency or appoints a person holding a valid certificate of competency issued under these rules and actually works as a full time Supervisor in respect of the works undertaken by him and has at least two Workmen (One Workman with both LT and HT Parts and other one Workman with Wireman part of Workman Permit) each holding a valid Permit issued under these rules under his or its full-time employment for getting a Class II 11KV and 33KV Electrical Contractor License. Further, to obtain a Class II 650 V Electrical Contractor License, a person or a firm should have at least one Supervisor with minimum 650 Volts Parts with valid certificate of competency and at least one Workman holding a valid Permit issued under these rules, under his or its full-time employment provided such person or firm has in his or its possession all the instruments and tools of the I.S.I. standard in adequate member for carrying out the tests and examinations as required under Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations 2023.

(5) No Contractor's License shall be granted to a person who is under the employment of a Contractor either as a Supervisor or as a Workman.

(6) Every Contractor shall, before terminating the service of a Supervisor or a Workman under his employment, intimate the Secretary in writing about his intention to terminate stating the name of such Supervisor or Workman together with the number of the certificate of competency or permit, as the case may be.

Procedure for granting of license

15. (1) Every person or firm or company desiring to obtain License to be issued in his or her or its favour shall apply in the application form under **Schedule-V** to the Board through online portal along with the requisite fees under **Schedule-I(A)** subject to fulfil the provisions of rule 14 of these rules.

The procedure for granting of license by the Board in the online portal shall be the following, namely:-

(i) The applicant shall apply for granting license in online portal.

(ii) On receipt of the application, it shall be forwarded to the Assistant Verifier within 2 (two) working days from the date of receipt of the application.

(iii) Assistant Verifier shall make a preliminary verification of the application and forward the application to Verifier with comments within 4 (four) working days from the date of receipt of the application for final verification.

(iv) The verifier shall examine the application and if the comment of the assistant verifier is satisfactory then forward the application to Member Secretary within 3 (three) working days from the date of receipt of application or may reject the application if found not satisfactory with reasons of rejection.

(v) Member Secretary may sign and forward the application to the Chairman for approval within 2 (two) working days from the date of receipt of the application or may reject the application if found not satisfactory with reasons of rejection.

(vi) The chairman on receipt of the application shall issue the final certificate within 2 (two) working days from the date of receipt of the application or may reject the application if found not satisfactory with reasons of rejection.

(vii) The applicant shall receive the final certificate of Electrical Contractor License issued under **Schedule-VI** from their respective User Account.

(2) In the event of any subsequent change in partnership of the firm or company, a fresh deed of partnership shall be furnished to the Secretary within 15 (fifteen) days of such change.

Term of License

16. Every License granted/renewed under these rules, unless suspended or cancelled shall remain valid for three years from the date of issue thereof.

Renewal of license

17. (1) Every person or firm or company desiring to renew the License issued in his or her or its favour shall apply in the application form under **Schedule-VII** to Assam Electrical Licensing Board through online portal along with the requisite fees under **Schedule-I(A)** of these rules and the license is issued under **Schedule-VI.**

(2) Every application for renewal of a license, a notarized service agreement showing the particulars of the names of the Supervisors and Workmen under the full-time employment of the contractor along with the number of the Certificates of Competency and the permit of the concerned Supervisors and Workmen.

(3) Every application for renewal of a license shall be applied to Assam Electrical Licensing Board through online portal along with the requisite fees under **Schedule-I(A)** of these rules at least 30(thirty) days prior to the date of expiry. In the event of failure to submit the application in time, the applicant shall be charged with the renewal fee as well as penalty for late renewal fee as the case may be payable for issue of a license;

(4) The Secretary shall examine the applications and if he is satisfied after such enquiry, if any, as he may deem fit and necessary, may renew the License.

Suspension and cancellation of license

18. (1) The Board may if at any time is of the opinion that any Contractor has not complied with any of the provision of these rules and willfully contravened any of the conditions specified in rule 14, and used any sub-standard material may suspend the license and ask the Contractor to show cause within a time specified by the Board as to why the license granted to him shall not be cancelled.

(2) If the Contractor fails to show cause within the time limit or if the Board after examining the causes shown and after making such enquires, if any, and if any deem fit and proper, is of the opinion that the Contractor is unfit to carry out the responsibilities, it may pass an order cancelling the license.

(3) If at any time, it appears to the Board that the Contractor has failed to have the requisite number of the staff under his full time employment either because of the termination or resignation or death of any such member of the staff then the Board shall forthwith keep his license under suspension till the contractor engages the requisite number of the staff under his full time employment.

(4) If the contractor fails to engage such staff with the requisite members thereof within the period of two months from the date of termination or resignation or death of such member or the staff, the license shall be cancelled:

Provided that the Secretary, on application by the Contractor showing sufficient reasons to justify his failure to engage the said number of the requisite staff, may with the approval of the Chairman, extend the period to a maximum of 90 (Ninety) days.

(5) If at any time it appears to the Secretary or the Board that a license has torn, defaced or mutilated in such may so as to render it not legible clearly he shall forthwith suspend the license unless the Contractor re-applies the same to Board through online portal along with the requisite fees under **Schedule-I(A).**

Change in name

19. (1) Any firm holding a contractor's license of any Class shall apply to the Secretary along with the fees as per **Schedule–I(A)** for effecting any change in the name of the firm and the Secretary may, with the approval of the Chairman, allow such change provided it does not involve any transfer or assignment of the license to another person, firm or body.

(2) Where any change is allowed under the preceding sub-rule, the Secretary shall make an endorsement to this effect under his hand and seal with date in the license as well as in the records of the Board.

Mode of Contract

20. (1) Every Contractor for electrical installation work undertaken by a Contractor shall be in writing and the Contractor shall be held responsible for the workmanship and quality of all materials supplied by him and used in the work for proper execution of the contract.

(2) No electrical installation work including additions, alterations, repairs and adjustments to existing installation, except such replacement of lamps, fans, fuses, switches and other component parts of the installations which no way alters in capacity or character, shall be commenced by a Contractor without reporting to the Secretary of the Board and the Electrical Inspector having jurisdiction before the commencement of the actual works, the Contractor shall obtain the approved copies of the electrical drawings (approved by the competent and authorized officers of the Inspector or any other statutory authority) from the occupier or owner or of supplier of the works. The works shall be carried out in accordance with the approved drawing of the installation or the work complying with relevant provisions of the CEA Regulations and the recommendations of the Indian Standard Code of practices or the National Electrical Code.

(3) In addition to the quarterly statements as referred to in rule 14 (every Contractor shall furnished to the Secretary of the Board by the 15th April and 15th October every year a half yearly return of works undertaken by him in the preceding six months period.

(4) For every electrical installation work carried out under regulation 31 (1) of the CEA Regulation, 2023, tests report with relevant drawing shall be submitted by the Contractor to the concerned electrical supply authority. The tests shall be carried out in the

presence of the Supervisor and the test report shall be signed by the Supervisor under whose supervision the work has been carried and shall be countersigned by the contractor. The Supervisor shall be wholly responsible for the correct execution of the electrical installation work as per the relevant provision of the CEA Regulations and the recommendations made from time to time by the Indian Standard Institutes. In addition, the Contractor shall furnish a copy of the test report to the Board as well as to the Electrical Inspector having jurisdiction.

Certificate of competency

21. (1) No person shall work as Supervisor of any class or type in any building or electrical installation of any type unless he obtains a valid certificate of competency or the required part and class issued in his favour by the Board in accordance with the provision of these rules.

(2) The holder of certificate of a particular class shall be eligible to work as Supervisor in respect of the works as specified against the class of certificate as mentioned bellow:

Part	Class of Certificate	
1	Elementary Principles	
2	Wiring for systems not exceeding 250 Volts.	
3	Direct Current (D.C.) apparatus not exceeding 650 Volts.	
4	Alternating Current (A.C.) apparatus not exceeding 650 Volts	
5	Underground cables	
	(A)	Voltages upto 1100 volts
	(B)	Voltages upto 11,000 volts
	(C)	Voltages upto 33,000 volts
	(D)	Voltages exceeding 33,000 volts
6	Installations exceeding 650 Volts	
7	Overhead Lines	
	(A)	Voltages upto 650 volts
	(B)	Voltages upto 11,000 volts
	(C)	Voltages upto 33,000 volts
	(D)	Voltages exceeding 33,000 volts
8	Mining Installations	
9	(A) Wiring of systems exceeding 650 Volts	
	(B) Electrical lifts and Escalator	
	(C) Electrical signs, Electrical & Electronic Devices and Conservation of Electrical Energy	

The Schedule of syllabus for the above Parts and Classes of certificate shall be as specified in **Schedule- II**.

Condition for grant of certificate of competency

22. (1) A certificate of competency of particular Part or Parts shall be granted to a person who has qualified himself in the examination and test for that particular Part or Parts. A certificate of competency may be granted for more than one Part by making specific endorsement to that effect in the certificate provided that the person has qualified himself in the examination and test for the said Parts.

(2) Subject to the provisions hereinafter appearing in order to be eligible for appearing in the examination and test for a certificate of competency a person shall be required to have a workman's Permit of the corresponding class and acquired at least two years practical experience as such Workman :

Provided that notwithstanding anything contained in these rules any person having a Degree in Electrical Engineering or Electrical and Electronics Engineering from a recognized University or a Diploma in Electrical Engineering or Electrical and Electronics engineering from a recognized Institution shall be exempted from appearing in the written examination for having a certificate of competency in his favour.

(3) Every certificate of competency shall be granted subject to fulfillment of the provisions of rule 22 and 23along with the requisite fees as per **Schedule –I(B).**

(4) The Board shall hold the examination and the test for granting the certificate of competency once in every year in the manner provided in these rules:

Provided that the Secretary of the Board shall hold special examination and test as and when so directed by the Government in the interest of the public service and the Secretary immediately after holding the examination and the test shall place the entire matters relating to such special examination and test before the Board for its approval.

(5) The Board may impose any such condition or conditions as it may deem reasonable and proper either generally in all the certificates of competency or particularly in any certificate of competency and the holder of the certificate of competency shall be bound by such condition or conditions.

Procedure for grant of certificate of competency

23. Every person desiring to obtain certificate of competency to be granted in his or her favour shall apply in the application form under **Schedule-VIII** to the Board through online portal along with the requisite fees under **Schedule-I(B)** subject to fulfilling the provisions of rule 22 and 24 of these rules.

The procedure for granting of certificate of competency by the Board in the online portal shall be the following, namely:-

(i) The applicant shall apply for granting certificate of competency in online portal.

(ii) On receipt of the application, it shall be forwarded to the Assistant Verifier within 2 (two) working days from the date of receipt of the application.

(iii) Assistant Verifier shall make a preliminary verification of the application and forward the application to Verifier with comments within 4 (four) working days from the date of receipt of the application for final verification.

(iv) The verifier shall examine the application and if the comment of the assistant verifier is satisfactory then forward the application to Member Secretary within 3 (three) working days from the date of receipt of application or may reject the application if found not satisfactory with reasons of rejection.

(v) Member Secretary may sign and forward the application to the Chairman for approval within 2 (two) working days from the date of receipt of the application or may reject the application if found not satisfactory with reasons of rejection.

(vi) The chairman on receipt of the application shall issue the final certificate within 2 (two) working days from the date of receipt of the application or may reject the application if found not satisfactory with reasons of rejection.

(vii) The applicant shall receive the final certificate of Electrical Supervisor's Certificate of Competency issued under **Schedule-IX** from their respective User Account.

Grant of certificate of competency

24. (1) Every candidate who qualifies the examination as mentioned in rule 22shall be granted a certificate of competency.

(2) A certificate of competency, unless renewed or suspended or cancelled earlier under any provision of this rule shall remain valid for a period of 5 (five) years from the date of issue thereof:

Provided that Supervisors certificate of competency shall be provided to the candidates holding a Degree in Electrical Engineering or Electrical and Electronics Engineering from a recognized University, Diploma in Electrical Engineering or Electrical and Electronics Engineering from a recognized Institution and ITI (Electrician) Trade Certificate holders from a recognized Institution under SCVT (State Council for Vocational Training) or NCVT (National Council for Vocational Training) under the exempted category for the following Parts under **Schedule-II** , namely:-

(i) Electrical Engineering or Electrical and Electronics Engineering Degree holder :

Parts 1, 2, 3, 4, 5(A), 5(B), 5(C), 6, 7(A), 7(B), 7(C), 9(A) and 9(C);

(ii) Electrical Engineering or Electrical and Electronics Engineering diploma holder :

Parts 1, 2, 3, 4, 5(A), 5(B), 6, 7(A), 7(B), 9(A) and 9(C);

(iii) ITI (Electrician) Trade Certificate holder: Parts 1, 2, 3, 4 and 9(A).

Renewal of certificate of competency

25. (1) Every person desiring to renew the certificate of competency granted in his or her favour shall apply in the application form under **Schedule-X** to the Board through online portal along with the requisite fees under **Schedule-I(B)** of these rules and the Electrical Supervisor's Certificate of Competency is issued under **Schedule-IX** for five years.

(2) Every application for the renewal of a certificate of competency shall be submitted one month before the actual date of expiry along with the renewal fees as per **Schedule –1(B)** and the certificate of competency shall be issued under these rules.

(3) A certificate of competency not renewed as per sub-rule (2) above may be renewed within one year from the date of actual date of expiry subject to payment of penalty along with the renewal fees as per **Schedule–I(B)** and the certificate of competency shall be issued thereafter.

(4) A certificate of competency not renewed after a period of one year from the date of its expiry shall be deemed to be invalid thereby making the holder thereof not entitled to work as Supervisor:

Provided that in appropriate cases, where the Board, having regard to the causes shown, is satisfied that the holder of a certificate of competency was reasonably prevented by the unavoidable and extraneous circumstances beyond his control from renewing his certificate of competency even in accordance with the provisions of sub-rule (4) of this rule, it may allow the renewal of such an invalidated certificate of competency within a period of 5 (five) years from the date of its expiry and in such cases the holder of the certificate of competency shall be liable to pay a penalty as per **Schedule –I(B)**for each year of default or part thereof from the original date of expiry along with the normal renewal fees.

Effect of non-renewal

26. (1) A certificate of competency not renewed in accordance with the provisions of rule 25 shall be deemed to be cancelled and the holder thereof shall be caused to be not eligible to work as a supervisor.

(2) If any person carries on any work as Supervisor without renewal of his certificate as per rule 25, he shall be deemed to have contravened the provisions of these rules and without prejudice to any legal action against him, his certificate of competency shall be cancelled forthwith.

Permit

27. (1) No person shall work as electrical workman of any class or type in any building or electrical installation of any type unless he

obtains a valid permit of the required class issued in his favour by the Board in accordance with the provisions of these rules.

(2) The holder of a permit of a particular class shall be eligible to work as electrical workman in respect of the works as specified against the class of permit as mentioned bellow:

Classes of Permits

Class	Description
	FOR VOLTAGE NOT EXCEEDING 650 VOLTS
(i)	Wiring of buildings (for lights, fans and small motors) in cleat, Wood, casing and capping, metal sheeted, tough rubber and conduit systems and also in any other system as permitted.
(ii)	Motor wirings (including Generators)
(iii)	Overhead Lines (L.T.)
(iv)	Paper insulated L.T. cables (laying and jointing)
(v)	Other Installations
	FOR VOLTAGE EXCEEDING 650 VOLTS
(vi)	Overhead Lines (H.T.)
(vii)	Paper insulated H.T. cables (laying and jointing)
(viii)	Other Installations

Note: A candidate for a Workman permit in classes (vi), (vii)) and (viii) must qualify in Classes (iii), (iv) and (v) respectively before he is permitted to sit for examination in classes (vi), (vii) and (viii).

The Schedule of syllabus for above classes of permit shall be as specified in **Schedule - III.**

Conditions for grant of a permit

28. (1) A permit of a particular class or classes shall be granted to a person who has qualified himself in the examination and test for that particular class or classes. A permit may be granted for more than one class by making specific endorsement to that effect in the permit provided the person has qualified himself in the examination and test for the classes.

(2) Every Workman permit shall be granted subject to fulfilment of the provisions of rule 28and 30 along with the requisite fees as per **Schedule –I(C).**

(3) The Board shall hold the examination and the test for granting the Permits at least once in every year in the manner provided in these rules:

Provided that the Secretary shall hold special examination and test as and the when so directed by the Government in the interest of the public service and the Secretary immediately after holding the examination and the test shall place the entire matters relating to such special examination and test before the Board for its approval.

(4) In order to have a permit granted in his favour a person shall not below the age of 18 years and more than 60 years of age on the 1st of January of the year of the examination and test.

(5) The Board may impose any such condition or conditions as it may deem reasonable and proper either in all cases of permit or particularly in the case of an individual permit and the holder of such a permit shall be bound by such condition or conditions.

Procedure for grant of a permit

29. Every person desiring to obtain permit to be granted in his or her favour shall apply in the application form under **Schedule-XI** to the Board through online portal with the requisite fees under **Schedule-I(C)** subject to fulfillment of the provisions of rule 28 and 30 of these rules.

The procedure for granting of permit by the Board in the online portal shall be the following, namely:-

(i) The applicant shall apply for granting permit in online portal.

(ii) On receipt of the application, it shall be forwarded to the Assistant Verifier within 2 (two) working days from the date of receipt of the application.

(iii) Assistant Verifier shall make a preliminary verification of the application and forward the application to Verifier with comments within 4 (four) working days from the date of receipt of the application for final verification.

(iv) The verifier shall examine the application and if the comment of the assistant verifier is satisfactory then forward the application to Member Secretary within 3 (three) working days from the date of receipt of application or may reject the application if found not satisfactory with reasons of rejection.

(v) Member Secretary may sign and forward the application to the Chairman for approval within 2 (two) working days from the date of receipt of the application or may reject the application if found not satisfactory with reasons of rejection.

(vi) The chairman on receipt of the application shall issue the final certificate within 2 (two) working days from the date of receipt of the application or may reject the application if found not satisfactory with reasons of rejection.

(vii) The applicant shall receive the final certificate of Workman's Permit issued under **Schedule-XII** from their respective User Account.

Grants of permit

30. (1) Subject to the provisions of rule 28, permit of the concerned class or classes shall be granted to a person on his being qualified in the examination and test.

(2) A permit, unless renewed or suspended or cancelled earlier under any provision of this rule shall remain valid for a period of five years from the date of issue thereof:

Provided that the Workman permit shall be provided to the candidates holding ITI (Electrician) Trade or ITI (Wireman) Trade Certificate from a recognized Institution under SCVT (State Council for Vocational Training) or NCVT (National Council for Vocational Training) under the exempted category for the following Classes under **Schedule-III,** namely:—

(a) Class (i) - Wiring of buildings (for lights, fans and small motors)in cleat, Wood, casing and capping, metal sheeted, tough rubber and conduit systems and also in any other system as permitted; and

(b) Class (ii) - Motor wirings (including Generators) for voltage not exceeding 650 Volts.

Renewal of permit

31. (1) Every person desiring to renew the permit granted in his or her favour shall apply in the application form under **Schedule-XIII** to the Board through online portal along with the requisite fees under **Schedule-I(B)** of these rules and the Electrical Workman's Permit is issued under **Schedule-XII** for five years.

(2) Every application for the renewal of a permit shall be submitted one month before the actual date of expiry thereof along with the renewal fees as per **Schedule –I(C)** and the permit issued under these rules.

(3) A permit not renewed under sub-rule (2) of rule 31may be renewed within one year from the date of actual date of expiry subject to payment of penalty along with the renewal fees as per **Schedule –I(C)** and the permit issued under these rules.

(4) A permit not renewed after a period of one year from the date of its expiry shall be deemed to be invalid thereby making the holder thereof not entitled to work as Workman:

Provided that in appropriate cases, where the Board having regard to the causes shown, is satisfied that the holder of a permit was reasonably prevented by the unavoidable and extraneous circumstance beyond his control from renewing his permit even in accordance with the provisions of sub-rule (4) of this rule, it may allow the renewal of such an invalidated permit within a period of five years from the date of its expiry and in such cases the holder of the permit shall be liable to pay a penalty as per **Schedule-1(C)** for each year of default or part thereof from the original date of expiry along with the normal renewal fees.

Effect of non-renewal

32. (1) A permit not renewed in accordance with the provisions of rule 31 shall be deemed to be cancelled and the holder thereof shall be caused to be not eligible to work as a supervisor.

(2) If any person carries on any work as Workman without renewal of his permit as per rule 31, he shall be deemed to have contravened the provisions of this rule and without prejudice to any legal action against him, his permit shall be cancelled forthwith.

EXAMINATIONS AND TESTS

Examinations

33. (1) For the purpose of qualifying a person for grant of either a certificate of competency or a permit, the Board shall subject to the provisions of these rules hold examinations both theoretical (written), practical test and viva-voce test as per the Syllabus specified in **Schedule-II and III** respectively.

(2) The examinations for each class of certificate of competency or permit, as the case may be, shall be held on different dates so that it does not prevent any candidates from appearing in the examination and test for more than one such Parts or Classes simultaneously.

(3) The examinations and tests shall be held at such centres as may be determined by the Board by prior notifications :

Provided that the Government may, in the interest of the public service and having regard to the number of candidates from a particular area, direct the Board at least two months before the date of examinations and tests to hold the examinations and tests at such other place or places as may be determined by the Government. In such cases the Board shall notify the place or places so determined in addition to the centers already notified and shall hold the examinations and tests accordingly.

(4) Subject to the provisions of these rules, every candidate, either for a certificate of competency or a permit of any Part of Class shall be examined and tested about his practical and theoretical knowledge over the subject as per the concerned syllabus.

(5) The question papers of the written examination shall be set in English only. Candidates may write the answers either in English or in any official language of the State.

Application for admission into examination and test

34. (1) The Board shall, by notification published in the news papers having wide circulation in the area, invite applications from the eligible candidates for the examinations and tests. The notification shall also state the date of the examinations and the last date for receiving the applications for admission into the examinations and tests.

(2) Every candidate shall make an application in form under **Schedule-IV** stating all the required particulars and information and shall apply to the Board along with the requisite fees mentioned under **Schedule-I(B) and I(C)**.

(3) Any application for admission into examinations and tests once submitted shall not be allowed to be withdrawn and no examination fee shall be refunded on any account.

(4) Every application for admission into examination and test shall accompany with the following testimonials, namely :-

(a) testimonials from the employer regarding good conduct and practical experience in Part-II of the application form;

(b) self-attested copy or copies of the certificate or certificates showing the educational qualifications and age;

(c) self-attested copy or copies of the certificate of competency or permit, previously held, if any;

(d) a treasury receipt acknowledging the payment of the examination fee as per **Schedule-I(B) and I(C)**respectively**;**

(e) four copies of self-attested recent passport size photograph;

(5) All the applications received on or before the last date fixed shall be forwarded to the Secretary as early as possible and the Secretary shall scrutinize or cause to be scrutinized the applications.

(6) The incomplete application shall be rejected and the fee paid shall be forfeited. No correspondence on such rejected application shall be made or entertained unless the Chairman or the Secretary decides otherwise at their own discretion.

(7) The applicants whose application are found complete and valid shall only be admitted into the examinations and test and each of them shall be given an admit card issued by the Secretary and affixed with a photograph of the candidate. The admit cards shall be obtainable by the candidates from the zonal offices of the Inspectorate having jurisdiction over the area or from the office of the Secretary, as the case may be depending upon the place of submission of the application form for the examination.

Conduct of examinations and tests

35. (1) All examinations and tests under these rules shall be conducted by the Board. The Secretary with the approval of the Chairman and the concurrence of at least one member of the Board may select and appoint as many examiners having such qualifications and experiences, as may be considered necessary and proper, so as to assist the Board in conducting the examinations and the tests:

Provided that for the purpose of taking the viva-voce test of the candidates who are exempted from appearing in the written examination, either theoretical or practical in accordance with the provisions of the proviso to sub-rule (2) of rule 22 no examiner below the rank of Executive Engineer (Electrical) shall be selected and appointed :

Provided further that no person who is below the rank of an Assistant Engineer (Electrical) and not having at least three years practical field experience shall be selected and appointed as examiner for any examination or test under this rule:

Provided further that the competent and willing persons who have retired from post of Executive Engineer (Electrical) or above under the three power utilities or Major Works Departments of State of Assam may be considered for selection and appointment as examiners.

(2) Notwithstanding anything contained hereinbefore all the Senior Electrical Inspectors and above having jurisdiction over the area including those who have been posted as such Senior Electrical Inspectors and above in the Headquarter of the Board or the Inspectorate shall be the permanent examiners for all examinations and tests held under these rules and the engagement of any other examiner or examiners, if made, shall be in addition to them.

(3) All the examinations and tests under these rules shall be conducted in the manner as may be decided by the Board. Normally, the examinations shall be conducted in the manner in which the Assam Higher Secondary Council conduct, the Higher Secondary School Leaving Certificate Examinations on science subjects and the tests shall be conducted in the manner in which the normal interview are conducted.

(4) The results of the viva-voce test shall be kept secret and forwarded to the Secretary along with the answer scripts of both the theoretical and practical examinations taking all the precautions for maintaining the confidentiality thereof.

(5) The Secretary with the approval of the Chairman and the concurrence of at least one of the members of the Board shall distribute the answer scripts among the examiners for evaluation within a reasonably fixed period of time.

(6) The examiners shall evaluate the answer scripts correctly, properly and carefully and shall forward the evaluated scripts to the Secretary.

(7) In any examination either for any Part or class of certificate of competency or permit, the break up regarding marks is scheduled under **Schedule-XIV** of these rules.

(8) The Secretary with the concurrence of the Chairman shall constitute a Scrutinizing Cell consisting of the Secretary himself, at least three members of the Board and two permanent examiners for the purpose of scrutinizing the evaluation of the evaluated answer scripts.

(9) The Secretary shall then put up the results of the viva-voce tests of the different centers before the Scrutinizing Cell who shall thereupon prepare the final result sheets in accordance with the proviso of sub-rule (7) above. The Cell shall prepare separate result sheet for each category of the examination and test.

(10) The result sheets prepared by the Scrutinizing Cell under sub-rule (9) above shall be placed in the meeting of the Board for its approval and only after obtaining the approval of the Board the results shall be final.

(11) The results of the examinations and tests as approved by the Board shall be published by hanging a copy thereof in the notice board of the office of the Secretary as well as in each of the zonal office of the Inspectorate:

Provided that the Board may also publish the results of the examinations and tests in any one or more news papers having wide circulation in the State as well as in the official website of the Inspectorate.

Misconduct of Contractors, Supervisors and Workman

Misconduct

36. (1) Any intentional or negligent violation of or deviation from the provisions of these rules or the Act or the CEA Regulations by any Contractor, Supervisor or Workman, as the case may be, shall constitute a misconduct and the concerned Contractor, Supervisor or Workman, as the case may be, besides being liable for prosecution, shall be liable for such action including suspension or cancellation of the license, certificate of competency or permit, as the case may be as the Board having regard to the facts and circumstances of the case may deem fit and proper.

(2) Any misbehavior or other general misconduct shown by any Contractor, Supervisor or Workman while doing any electrical installation work to any person having reasonable or normal relationship or interest with the installation work or the owner thereof shall constitute a misconduct and any Contractor, Supervisor or Workman, as the case may be, shall, besides being liable for prosecution, be liable to any such action including suspension or cancellation of the license, certificate of competency or permit, as the case may be, as the Board may having regard to the facts and circumstances of the case, deem fit and proper.

(3) No person who is holding a certificate of competency or a permit under these rules and carrying on whole time employment under the Government or any licensee shall work either as a Supervisor or a Workman, as the case may be, under any other contractor or licensee or firm or company.

(4) No person who is holding a certificate of competency or a permit under these rules and carrying on whole time employment under a Contractor, firm or company shall work as Supervisor or Workman, as the case may, even on part time basis under any other contractor or firm or company except with the prior express permission of the Contractor or firm or company under whom he is in full time or whole time employment as well as of the Secretary of the Board.

(5) No Supervisor shall lend or otherwise allow his certificate of competency for the use of any contractor or firm or company other than the one under whom he is in full time employment.

(6) No Supervisor shall lend or otherwise allow his certificate of competency to be used for the purpose of obtaining a license or for the purpose of showing the strength of staff by any contractor, firm or company other than the one under whom he is in full time employment and no Contractor shall utilize any certificate of competency used in favour of a person who is in full time employment of any other contractor firm, company or licensee or Government.

(7) The contravention of any of the provisions of sub-rules (3), (4) and (5) above shall constitute serious misconduct on the part of the Contractor, Supervisor or Workman as the case may be, and such Contractor, Supervisor or Workman, besides being liable for prosecution, shall be liable for such action, including suspension or cancellation of the license, certificate of competency or permit, as the case may be, as the Board having regard to the facts and circumstances of the case may deem fit and proper.

(8) Non-compliance of any provision of the Act, the CEA Regulations or these rules of showing of any unmannerly behaviours to anybody having any reasonable relationship with the premises where the electrical installation works are going on or with the owner thereof or causing of any mischief, intentional loss or damage to the premises or the owner thereof, stealing away of any article from the premises or commission of any illegal acts by the Contractor or any member of his staff, Supervisor or Workman, as the case may be, shall be deemed misconduct on the part of the concerned contractor, Supervisor or Workman, as the case may be, making them liable for any action as aforesaid in the foregoing rules.

Report of negligence and misconduct

37. (1) When the Supplier or the Electrical Inspector or any other person having interest is of the opinion that an electrical installation work is being or has been carried out by any Contractor or Supervisor or Workman without complying with the provisions of the CEA Regulations or when such supplier or Electrical Inspector or other person is of the opinion that the Contractor, Supervisor or Workman as the case may be, has contravened any of the provisions under rule 36 above, such Supplier, Electrical Inspector or other person, as the case may be, may report the same forthwith describing the facts and circumstances in details to the Secretary:

Provided that when such non-compliance or contravention comes to the notice of the Electrical Inspector having jurisdiction over the area, it shall be mandatory on his part to make the report as aforesaid without any delay.

(2) Any report made to the Secretary under these rules by any person other than an Electrical Inspector having jurisdiction over the area shall be accompanied by a treasury receipt acknowledging the payment of a fee at the rate as per **Schedule-I(A), I(B) and I(C)** respectively.

(3) The Secretary, on receipt of any such report referred to in sub-rule (1) above, shall ask the concerned Contractor or Supervisor or Workman, as the case may be, to show cause as to why appropriate action should not be taken against him, make such enquiry as he may deem fit and reasonable, give reasonable opportunity of hearing to the Contractor, Supervisor or the Workman, as the case may be, and shall put up the whole matter to the Board along with a report as to his findings and containing suggestion as to the action that may, in his opinion, be just, fair and reasonable under the facts and circumstances of the case.

Unauthorized entry, mutilation or defacement

38. (1) Any unauthorized entry or mutilation or defacement in any license, certificate of competency or permit shall render the same liable for cancellation by the Board. The Board may further empower and entrust the Secretary to launch prosecution against such Contractor, Supervisor or Workman as the case may be, for making such unauthorized entry or intentional mutilation or defacement.

(2) Making of such unauthorized entry or intentional mutilation or defacement shall amount to gross misconduct which shall make the concerned Contractor or Supervisor or Workman, as the case may be, liable to be dealt with in accordance as per rule 36.

Miscellaneous

Headquarter of the Board

39. The office of the Chief Electrical Inspector-cum-Adviser shall be the headquarter of the Board unless otherwise directed by the Government.

Decision making process of the Board

40. (1) Any decision shall be deemed to have been taken by the Board if the same is supported by more than sixty percent of the total members of the Board through the process of circulation or if the same is supported by more than sixty percent of the members present in the meeting having a quorum.

(2) In case of differences in opinion amongst the members of the Board or in case of inability to take a decision or if the Chairman feels that any decision of the Board is anomalous, the Chairman shall refer the matter to the Government for decision:

Provided that the Chairman shall make such reference only after he has made request to the members for reviewing the matter and if such request of the Chairman has not been responded by the members or even if responded, no correct decision has been made thereon.

(3) All references made to the Government shall be intimated to each member of the Board immediately.

SCHEDULE- I

[see rule 15(1), 17(1), 17(3), 18(5), 19(1), 22(3), 23, 25, 28(2), 29, 31, 34(2), 34(4)(d) & 37(2)]

FEES

(A) Fees in respect of Contractor's License.

1.	(i)	License Fee for Contractor's License of Class-I.	Rs. 10,000/-
	(ii)	License Fee for Contractor's License of Class-II –	
		(a) for Building Wiringupto650Volts	Rs. 3,000/-
		(b) for installations upto 11000 Volts	Rs. 5,000/-
		(c) for installations upto 33000 Volts	Rs. 7,000/-
2.	Renewal fees for Contractor's License-		
	(i)	License Fee for Contractor's License of Class-I.	Rs. 5,000/-
	(ii)	License Fee for Contractor's License of Class-II –	
		(a) for Building Wiringupto650Volts	Rs. 1,000/-
		(b) for installations upto 11000 Volts	Rs. 2,000/-
		(c) for installations upto 33000 Volts	Rs. 3,000/-
3.	Penalty fees for late renewal of Contractor's License for each default year-		
	(i)	License Fee for Contractor's License of Class-I.	Rs. 2,000/-
	(ii)	License Fee for Contractor's License of Class-II –	
		(a) for Building Wiringupto650Volts	Rs. 500/-
		(b) for installations upto 11000 Volts	Rs. 1,000/-
		(c) for installations upto 33000 Volts	Rs.1,000/-

(B) Fees in respect of Certificate of Competency of Supervisors.

1.	Fees for the admission examination and test with every application in Form under Schedule-IV for the first Certificate of Competency. (see rule 34)	Rs.300/-
2.	Fees for the admission into examination and test with every application in Form under Schedule-IV for each additional or subsequent class of Certificate of competency (See rule 34).	Rs. 200/-
3.	Renewal fees for any Part(s) of Certificate of Competency, if done within the time limit.[See rule 25(2)]	Rs.300/-
4.	Penalty for late renewal of Certificate of Competency-	
	(i) If renewed within a period of one year from the date of expiry [See rule 25(3)]	Rs. 200/-
	(ii) If renewed within a period of five years from the date of expiry [See rule 25(4)]	Rs.200/- for each year of default.

Note :- The above rates shall also be applicable to candidates who have been exempted either partly or wholly from appearing in examination for a Certificate of Competency.

(C) Fees in respect of Permits.

1.	Fees for the admission into examination and test with every application in Form under Schedule-IV for the first Permit (See rule 34)	Rs.200/-
2.	Fees for the admission into examination and test with every application in Form under Schedule-IV for each additional or subsequent Class of permit (See rule 34)	Rs.100/-
3.	Renewal fee for any Class or Classes of permit, if renewed within the time [rule 31(2)]	Rs.200/-
4.	Penalty for late renewal of permit-	
	(i) if renewal within a period of one year from the date of expiry [rule 31(3)]	Rs.100/-
	(ii) if renewed within a period of five years from the date of expiry [rule 31(4)]	Rs.100/- for each year of default.

Note :- The above rates shall also be applicable to candidates who have been exempted either partly or wholly from appearing in examination for a permit.

SCHEDULE – II

[see rule 24(2) & 33(1)]

SYLLABUS FOR SUPERVISORS CERTIFICATES OF COMPETENCY

General Notes:

(1) The Board reserves the right to amend, alter or add to the under-mentioned syllabuses at any time and without notice.

(2) Candidates are not expected to have a memorized knowledge of the Central Electricity Authority (Measures relating to Safety and Electric supply) Regulations, 2023, but they are expected to be able to apply them and give a reasoned explanation of their meaning in any particular case, so far as electrical installation work is concerned.

Part-1

ELEMENTARY PRINCIPLES

General idea about Electrical, Magnetic, and Insulating Materials. Electrical parameters. Purpose of Electrical Control Gear, Switch, Fuse, Miniature Circuit Breaker(MCB), Molded Case Circuit Breaker (MCCB), Residual Current Circuit Breaker (RCCB), Residual Current Circuit Breaker with Over Current protection (RCBO), Ranges of Low, Medium, High and Extra High Voltage. Series or Parallel Connections, Ohm's Law, Electrical Circuit, Power: Active and Reactive. Current drawn by common household or commercial loads. Line current of single phase motors of different ratings. Electrical measurement and measuring instruments such as Ammeter, Voltmeter, Energy meter, Insulation tester and Earth tester. Concepts of power and lighting circuit diagrams. Purpose of Earthing: Types of Earth electrodes, Earth lead and Earth continuity conductor, leakage to Earth and Protective devices. Grades and Classes of cables, (wirings for system upto 650 V) Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023- General familiarity particularly of Chapter V and VI of the rules.

- It is compulsory to pass Part-1 in the examination and test for subsequent compulsory group of Parts)

Part-2

WIRING FOR SYSTEMS NOT EXCEEDING 250 VOLTS

Cleat, Poly Vinyl Chloride (P.V.C) casing, lead covered, conduit and armoured cable including Fire Retardant Low Smoke (FRLS) cable, main switches and cut-outs, distribution boards and installations of switches and pre-commissioning test. Low voltage electric appliances of common use, installation, Earthing, protective devices. Low voltage overhead lines : General principle of construction, type of poles, length of spans, spacing of conductors, height of conductors, cross arms, guard wires, safety devices. Earthing, lightning conductors and arresters. Pre-commissioning tests. General familiarity of the Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023 related to installation work of this part.

- Part-1 is compulsory for Part-2 (i.e it is compulsory to pass Part-1& Part-2 in the examination and test)

Part-3

DIRECT CURRENT (D.C.) APPARATUS NOT EXCEEDING 650 VOLTS

Generators upto 650 volts: Series, Shunt, Compound wound types. Elementary theory, installation, operation and maintenance. Parallel operation and balancing of loads. Motors upto 650 volts: Series, Shunt, Compound wound types. Elementary theory, installation, operation and maintenance. Various methods of speed control. Cells and Batteries: Lead acid cell or battery (container, plates, separators, cover, electrolyte) Chemical reaction; Ratings; charging of batteries; Float, Boost and Trickle charging; Checking of charged battery; Sulphation; Internal short circuiting; Installation and maintenance of Battery and Battery charger. Generator, Motor: Types of Enclosures, Earthing.

- Part-1 & Part-2 are compulsory for Part-3 (i.e it is compulsory to pass Part-1, Part-2 & Part-3 in the examination and test)

Part-4

ALTERNATING CURRENT (A.C.) APPARATUS NOT EXCEEDING 650 VOLTS

Generators upto 650 volts: Alternating (AC) single and three phase, Elementary theory; Installation, Operation and Maintenance. Parallel running; Control Panels and Synchronizing Panels. Motors upto 650 volts: Alternating (A.C) single and three phase, Induction and Synchronous Machines, Elementary theory. Installation, operation and maintenance. Various methods of speed control and application of variable speed drive.

Earthing practices, Statutory provisions of Earthing. Types and sizes or Earth connections. Generator, Motor: Types of enclosure. Earthing. Generator Neutral Earthing. Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023 -General familiarity related to installation work of this part.

- Part-1, Part-2 & Part-3 are compulsory for Part-4 (i.e it is compulsory to pass Part-1, Part-2, Part-3 & Part-4 in the examination and test)

Part-5

UNDERGROUND CABLES

(A) Voltages upto 1100 volts
(B) Voltages upto 11,000 volts
(C) Voltages upto 33,000 volts
(D) Voltage exceeding 33,000 volts

Poly Vinyl Chloride (P.V.C), Flame Retardant Low Smoke(FRLS), Cross-Linked Polyethylene (XLPE), Paper, Oil-filled, Gas-filled or any other type of cable as applicable for different classes of voltage. Selection of cables. Practical knowledge of laying in ground, in trays, in pipes; unreeling from cable drum, handling, bending, jointing, plumbing, cable-end boxes, junction boxes and distribution boxes, pillars, joint box compounds and its melting and filling, straight through joints, crimping and end termination for indoor and outdoor type. General familiarity of the Central Electricity Authority Regulations related to such cables.

- Part-1 is compulsory for Part-5(A) [i.eit is compulsory to pass Part-1 & Part-5(A) in the examination and test]
- Part-1 & Part-5(A) are compulsory for Part-5(B) [i.e it is compulsory to pass Part-1, Part-5(A) & Part-5(B) in the examination and test]
- Part-1, Part-5(A) & Part-5(B) are compulsory for Part-5(C) [i.e it is compulsory to pass Part-1, Part-5(A), Part-5(B) & Part-5(C) in the examination and test]
- Part-1, Part-5(A), Part-5(B) & Part-5(C) are compulsory for Part-5(D) [i.e it is compulsory to pass Part-1, Part-5(A), Part-5(B), Part-5(C) & Part-5(D) in the examination and test]

Part-6

INSTALLATION EXCEEDING 650 VOLTS

Generators and Motors above 650 Volts: Elementary theory, Installation, operation and maintenance. 650 volts including H .V. Protective devices. Transformers above 650 Volts: Types, Methods of cooling, Vector Groups, Parallel operation, 650 volts (including High Voltage Installation (indoor and outdoor). Substation layout; Selection of High Voltage and Extra High Voltage) Cables; Neutral Earthing. Code of practice for selection, installation, maintenance and protection of Transformers. Circuit Breakers above 650 Volts: Types, operation, Marking and Breaking (Including High Voltage and Extra High Voltage: current, Selection, Maintenance, Various types of Control gears. Other High Voltage or Extra High Voltage equipments: Installation and maintenance in Plants and Switch yards Power factor improvement: Capacitor bank, reactors; Installation, maintenance and protection of such equipment. Testing or Voltage: of High Voltage or Extra High Voltage equipments prior to commissioning; Current transformers; Potential transformers; various types of protective relays. Earthing Practice; Statutory Provisions of Earthing. Types and sizes of Earth connections. Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023-General familiarity related to installation work of this part.

- Parts-1, Part-2, Part-3, Part-4 & Part-9(A) are compulsory for Part-6 [i.e it is compulsory to pass Parts-1, Part-2, Part-3, Part-4, Part-6 & Part-9(A)in the examination and test]

Part-7

OVERHEAD LINES

(A) Voltages upto 650 volts
(B) Voltages upto 11,000 volts
(C) Voltages upto 33,000 volts
(D) Voltage exceeding 33,000 volts

General practical knowledge of erection under varying climatic conditions, spacing of conductors, the uses of guys, struts, guard wires, safety devices, lightning conductors and arrestors, erection parameters of installations during road crossing, railway and river crossing, Testing of the installation and Earthing. General familiarity related to Central Electricity Authority Regulations as applicable to such Overhead Lines.

- Part-1 is compulsory for Part-7(A) [i.e it is compulsory to pass Part-1 & Part-7(A) in the examination and test]
- Part-1 & Part-7(A) are compulsory for Part-7(B) [i.e it is compulsory to pass Part-1, Part-7(A) & Part-7(B) in the examination and test]
- Part-1, Part-7(A) & Part-7(B) are compulsory for Part-7(C) [i.e it is compulsory to pass Part-1, Part-7(A), Part-7(B) & Part-7(C) in the examination and test]
- Part-1, Part-7(A), Part-7(B) & Part-7(C) are compulsory for Part-7(D) [i.e it is compulsory to pass Part-1, Part-7(A), Part-7(B), Part-7(C) & Part-7(D) in the examination and test]

Part-8

MINING INSTALLATIONS

Type of power and trailing cable used both in underground and open cast mines. Maintenance practice and cable jointing, Basic knowledge on Electrical shovel, dragline and field switches, Installation and maintenance of electrical winder, haulage, pump and electrical equipments in

Coal cutting machine, loader, conveyor, road header, shearer and continuous miner, drill machine and their gate and box; Flameproof (FLP), intrinsically safe circuit, voltage limits for surface and underground installation, specific provision for gassy mines; General familiarity of Central Electricity Authority Regulations and Chapter IX related to mines.

- Part-1, Part-2, Part-3, Part-4, Part-5(A), Part-5(B) & Part-9(A) are compulsory for Part-8 [i.e it is compulsory to pass Part-1, Part-2, Part-3, Part-4, Part-5(A), Part-5(B), Part-8 & Part-9(A) in the examination and test with Minimum 2(two) years experience of electrical work in Mining installations]

Part-9

(A) WIRING OF SYSTEMS UPTO 650 VOLTS

Estimation of total load of a system and rating of Main Switch. Distribution through Sub-mains Distribution Boards and Sub-circuits. Voltage drop in a distribution system of a Medium Voltage installation and its limits. Balancing of loads, Limit of load in a single circuit. Types and sizes of conductors, Standard wire gauges, effective cross-section. Advantages of stranded conductor. Current rating of wires and conductors and danger of using undersize conductor and oversize fuses. Earthing of installations: Earthing Practices, Statutory provisions of Earthing. Types and Sizes of Earth connections. Central Electricity Authority Regulations-General familiarity related to installation work of this part.

- Parts-1 & Part-2 are compulsory for Part-9(A) [i.e it is compulsory to pass Part-1, Part-2 & Part-9(A) in the examination and test]

(B) ELECTRIC LIFTS AND ESCALATORS

General principles, installation, maintenance and connection of Alternating Current (A.C.) and Direct Current (D.C.) motors upto 650 volts, various types of controllers or speed controllers and safety devices as used in lifts. Pre-commissioning test and other protective devices including auto- rescue device, fire lift. Knowledge of Assam Lift rules and relevant Indian Standard (I.S) Codes of practice and Central Electricity Authority Regulations, 2023, as amended upto date.

- Parts-1, Part-2, Part-3, Part-4 & Part-9(A) are compulsory for Part-9(B) [i.e it is compulsory to pass Parts-1, Part-2, Part-3, Part-4, Part-9(A) & Part-9(B) in the examination and test]

(C) ELECTRIC SIGNS, ELECTRICAL &ELECTRONIC DEVICES AND CONSERVATION OF ELECTRICAL ENERGY

Various types of Electric lamps, Electric signs, luminous tubes, flashers; level of illumination, installation, connection, operation, controls, safety precautions, Electronic Components: Resistor, Capacitor, Inductor, Colour Codes. Semi-conductor devices: Diode, Transistor, Thyristors or Silicon Controlled Rectifier (SCR); Behaviour of diode, p-n-p and n-p-n transistors, SCR; Diac, Triac, Testing and applications. Assembly and Testing of Electronic Apparatus: Electronic ballasts, Electric fan regulator, Full wave bridge rectifiers and Filter circuits, Poly phase Alternating Current (A.C.) to Direct Current (D.C.) bridge rectifier, inverter, Voltage stabilizer. UPS: Components and Applications. Computer: Installation and special earthing requirement. Conservation of Electrical energy in residential, commercial and industrial installations. Various types of non-conventional electrical energy sources and their applications. Central Electricity Authority Regulations-General familiarity related to installation work of this part.

- Parts-1, Part-2, Part-3, Part-4 & Part-9(A) are compulsory for Part-9(C) [i.e it is compulsory to pass Parts-1, Part-2, Part-3, Part-4, Part-9(A) & Part-9(C) in the examination and test]

SCHEDULE – III

[see rule 30(2) & 33(1)]

SYLLABUS FOR WORKMAN PERMIT (W.P)

Candidates for examination for permits to electrical workman shall comply with rule 33 and be examined practically in installation work and by an oral and practical test covering any or all of the following subject and the permits of successful candidates will contain a reference to one or more of the classes of wiring referred to in clause (a) to (g) below-

(a) Ascertaining the sizes of wires of solid and stranded conductors.

(b) Use of test lamps.

(c) Use of bell and battery for sorting out circuits.

(d) Methods of testing polarity and phasing out circuits.

(e) Connections and diagrams for distribution boards, ceiling roses, plugs and sockets, lamp holders, Alternating (AC) and Direct Current (D.C) fans with regulators, and switches (including two-way).

(f) Wiring of fittings and other domestic consuming devices.

(g) Installation work of the Classes and with the kinds of cables and wires setout bellow:

Class	Description
	FOR VOLTAGE NOT EXCEEDING 650 VOLTS
(i)	Wiring of buildings (for lights, fans and small motors) in cleat, Wood, casing and capping, metal sheeted, tough rubber and conduit systems and also in any other system as permitted
(ii)	Motor wirings (including Generators)
(iii)	Overhead Lines (L.T.)
(iv)	Paper insulated L.T. cables (laying and jointing)
(v)	Other Installations
	FOR VOLTAGE EXCEEDING 650 VOLTS
(vi)	Overhead Lines (H.T.)
(vii)	Paper insulated H.T. cables (laying and jointing)
(viii)	Other Installations

(h) Methods of erecting aerial lines, bare and covered with insulating material.

The installation of electric bells and indicators operated from electric supply lines.

(j) Jointing and soldering-

(i) Making Straight and Tee joints in solid and stranded conductors and soldering them.

(ii) Making Britannia and other approved joints in bare arial lines and soldering them.

(k) Soldering lugs and sockets on wires and cables and finishing off and insulating.

(l) Testing for faults and measuring insulation resistance.

(m) Action to be taken and method of treatment in case of a person suffering from electric shock.

The syllabus may be altered, modified or amended from time to time as considered necessary by the Board.

SCHEDULE – IV

[see rule 34(2)]

Application Form

APPLICATION FOR ADMISSION INTO EXAMINATION AND TEST FOR GRANT OF CERTIFICATE OF COMPETENCY/PERMIT

PART-I (To be filled in by the applicant)

1. Examination test for which the candidate proposes to appear. :
2. Class of certificate of competency permit for which he is a candidate. :
3. Name of applicant (in block letters) :
4. Place and date of birth (certificate showing age shall be attached) :
5. Home address in full :
6. Present address in full :
7. (a) Are you a citizen of India if so, how? :
   (b) Name an Nationality of father :
8. Details of qualification (attested copies of certificates are to be enclosed and for the purpose of following columns (a) (b) (c) (d) Extra sheet may be annexed to this form if space is not found adequate).
   (a) Academic and technical qualification. :
   (b) Registered No. of certificate of competency (if any issued by the Electrical Licensing Board Assam. :
   (c) Registered No. of Permit (if any issued by the Electrical Licensing Board, Assam. :
   (d) RegisteredNo. and date of issue of the Certificateof Competency/Permit issued by other authority, if any (State name of issuing authority) :
9. Details of past and present service (date of commencement and termination of each appointment to be given, if necessary, extra sheet may be annexed to this form . :
10. Centre of Examination desired centers are Guwahati/Jorhat/Silchar/Dibrugarh/Tezpur. :
11. Language in which candidate desires to be examined (Assamese, Bengali or English.) :

I am a candidate for …….. examination and test and the facts stated above are true to the best of my knowledge and belief. In case of any false statement I shall be liable for any action the Board may deem fit and proper.

A treasury challan No. …….. dated…….. for Rs. ……. (Rupees ……) only deposited to the bank through …….. Treasury is enclosed herewith.

Date : Signature of applicant.

Note : 1. (a) Copies of certificate of testimonials in support of the particulars given in column No. 4, 8 and 9 shall be enclosed and all copies of certificate enclosed should be self-attested. Copy of citizenships certificate should be enclosed where necessary.

(b) All additional sheets, if annexed should be duly signed and number as such annexure and reference thereof shall be given in appropriate column.

2. Examination Fees:

(a) Supervisors Certificate of Competency for fresh admission Rs. 300.00 and Rs. 200.00 for each additional or Subsequent Class.

(b) Workmen Permit for fresh admission Rs. 200.00 and Rs. 100.00 for each additional or subsequent class.

The amount should be deposited through at Government Treasury in the State of Assam, under the head of account "0043-Taxes and Duties on Electricity, Sub-head 102-Fees under the Indian Electricity Rules". A copy of the challan should be enclosed with application.

3. Four copies of recent passport size photograph of the applicant, duly attested by a gazette officer shall be enclosed.

4. Application must reach the Secretary/Senior Electrical Inspector at Zonal officer on or before the closing date announced.

5. Application my be signed in presence of the employer or a gazette officer.

6. Any person making false statement for the purpose of the examination shall render him/herself liable for prosecution.

7. INCOMPLETE APPLICATION SHALL BE REJECTED.

PART-ii (to be filled by the employer) Certificate to granted by the employer for admission to examination for Supervisor's of competency and Workmen's.

Permit :
Name of applicant :
Designation of applicant :
Date of first appointment :
Nature of work done by the applicant :
Date of leaving :
Attendance :
Conduct :

Remarks :

I hereby declare that the particulars stand are correct and true to the best of my knowledge.

Date: Signature & Seal of Employer.
Place : If the employer is licensed electrical
Contractor.
Specimen Signature of applicant License No. :
1. Class :
Valid upto :

2.

3.

Signed in my presence:

(Seal & Signature of employer/gazette officer)

Note : 1. This certificate should be granted only to persons who are or have been actually employed for type/types of installation referred to in the Regulation and whose names entered in the register of the regular staff maintained by license Contractor/employer.

2. That employer or the license contractor shall, if required by the Secretary, Electrical Licensing Board, be responsible for production of documentary evidence regarding the applicants employment.

3. Applicant shall put his specimen signature in presence of his employer or a Gazetted Officer.

PART-III
(For official use only)

Admitted for the examination and test for the certificate of Competency/Permit of class…….. At centre …….. The Roll No. being.

Member Secretary,
Electrical Licensing Board, Assam.

SCHEDULE – V

[see rule 15(1)]

Application for Electrical Contractor License

Application Form

The Assam Electrical Licensing Board is not responsible for any typing error during filling up of the form by the applicant. Applications will not be processed on government holidays. *

☐ I Accept

UNIQUE BUSINESS IDENTIFICATION NUMBER

Enter your unique business identification number (UBIN) *

APPLICANT DETAILS

Select district where you want to apply the application *

Name of the applicant *

Father's name *

Present Address:

Street name 1 *

Street Name 2 *

Village / Town *

Country *

State *

District

Postal / Zip code *

Mobile number *

E-Mail *

Permanent address:

Street name 1 *

Street Name 2 *

Village / Town *

Country *

State *

District

Postal / Zip code *

Mobile number *

E-Mail *

Name of the person or firm on whose favour the license is sought *

Relationship of the applicant with the person or firm referred to, in above field and the capacity to file the application

PAN No. *

Previous Electrical Contractor License No. (if any)

Upload Previous Electrical Contractor License(if any)

Browse

Business address of the person of the firm *

Street name 1 *

Street name 2 *

Town / Village *

Country *

State *

District

Postal / Zip code *

Mobile number
(Please enter mobile no.
linked with aadhar card) *

E-Mail *

An OTP will be sent
to this mobile no. for verification.

In case of partnership, names and detail particulars of the partners (additional sheets may be annexed if necessary)

Sl. No.	Name	Permanent address	Age	Details of interest

Class of license applied for *

If any contractors license already
been granted, detail particulars thereof.

FEES DETAILS

Payment mode *

Amount *

Details of appointed employees as per EL Rules, 2025

Note: The contractor and the full time Supervisors and Workmen employed by the Contractor shall execute written service contracts (notarized) specifying the terms of employment, service conditions relating to termination and resignation of service etc. and a copy of such agreement together with the joining report of the concerned employees shall be submitted while applying for the License *

☐ I Accept

Please upload all pages of Supervisor and Workmen Permit (Including Endorsement Pages and Blank Pages), Otherwise the application Form will be rejected without conditions. *

☐ I Accept

Upload Service Contract Agreement
of Employees
(Only the up-to-date
notarized affidavit) *

BROWSE

Important Note: Tenure of Notary Service Agreement should be properly mentioned in the Service Agreement along with signature of all the employees such as Supervisor, Workmen Permit holders etc and of Proprietor / Partner / Director.

Upload Joining Reports of Employees *

BROWSE

Details of Instruments as perEL Rules, 2025

Note : Every Contractor shall have in his possession the tools and instruments as may be specified by the Board for the Class to which such Contractor belongs and every Contractor shall keep and maintain such tools and instruments in good condition for the purpose of carrying out tests and examinations as required by the rules.

☐ I Accept

Section

Details:

Section

Upload supporting documents as per details provided above:

Instrument Test Certificate duly signed by officers of APDCL/AEGCL/APGCL

Upload Documents

Other particulars required:

1. Pancard of Firm/ Company/ Proprietor *	BROWSE
2. Trade License *	BROWSE
3. GST Certificate *	BROWSE
4. Aadhar card of Proprietor/ Director/ Manager *	BROWSE
5. If PVT Ltd Company, CIN Certificate	BROWSE
6. If Pvt Ltd Company, Memorandum	BROWSE
7. If Pvt Ltd Company, All directors Aadhar card	BROWSE
8. If Partnership Firm, Partnership Deed	BROWSE
9. If Partnership Firm, All Partners Aadhar card	BROWSE
10. Address proof *	BROWSE

Consent to Automated Appeal Processing

Do you consent to automated appeal processing? *

☐ Yes, enable auto appeal

☐ No, I will appeal manually if needed

Declaration

1. I hereby declare that, I/ Proprietor/ Partner/ Director will solely be responsible for the data such as name, address, registration numbers of supervisor, workmen permit's etc. and other details as asked by this form, are correct and true to the best of the applicant knowledge.
2. If any discrepancies are found later on during scrutiny of my application by Assam Electrical Licensing Board, I give the rights to the CHIARMAN/ MEMBER SECRETARY of AELB to take necessary action against me for providing false information to the Government.
3. I am willing to state that if it is found that I am providing any kind of false information I may be held accountable for legal prosecution.
4. I also take oath, that I will get my Contractor License verified by Third Party every time I submit/produce for any kind of work or tender.
5. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to APPROVE or CANCEL any Electrical Contractor License if any discrepancies are found during scrutiny thereof.
6. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to take Legal action against any contractor as per Law, if any false information is provided willfully.

☐ I Agree *

Section

Date * 

Place *

Note : If any discrepancy is found during scrutiny of the required documents, the application will be **REJECTED** without any conditions.

At any time the Assam Electrical Licensing Board may be done any addition or alteration in the application form except the provisions mentioned in these rules with prior approval from the Government.

SCHEDULE – VI

[see rule 15(1) & 17(1)]

GOVERNMENT OF ASSAM

LICENCE

FOR ELECTRICAL CONTRACTOR GRANTED UNDER ASSAM ELECTRICAL LICENCING ULES NOTIFIED BY GOVERNMENT OF ASSAM VIDE NOTIFICATION NO…… DATED …… FROM POWER (ELECTRICITY),UNDER PROVISION OF REGULATION 31 OF THE CENTRAL ELECTRICITY AUTHORITY (MEASURES RELATED TO SAFETY AND ELECTRIC SUPPLY) REGULATIONS, 2023.

Class I

or

ClassIIupto650Volts/upto 11000 Volts/upto 33000 Volts

Registration No.:

This license is hereby granted to Mr./Miss/Mrs/Messers:

Name of Proprietor/Director/Partner/Manager:

Address of Business:……..of authorizing to carry out Electrical installation work in the state of Assam subject to the condition mentioned in the Assam Electrical Licensing Rules, 2025 issued by the Government of Assam vide Notification No……., dated

Work Limitation:

Note:

Jurisdiction:

Chairman
Electrical Licensing Board
Assam

Member Secretary
Electrical Licensing Board
Assam

Date of Issue of the License	Installation & Voltage grade	Previous Expiry Date	License Valid Till	Challan No.	Fees Amount

Details of employees engaged

Sl No.	Employee Designation	Name	Registration No.	Valid Upto	Parts Qualified	Engaged Till

SCHEDULE- VII

[see rule 17(1)]

Application for Renewal of Electrical Contractor License

Application Form

The Assam Electrical Licensing Board is not responsible for any typing error during filling up of the form by the applicant. Applications will not be processed on government holidays. *

☐ I Accept

UNIQUE BUSINESS IDENTIFICATION NUMBER

Enter your unique business identification number (ubin) *

APPLICANT DETAILS

Select district where you want to apply the application *

Name of the applicant *

Father's name *

Present Address:

Street name 1 *

Street Name 2 *

Village / Town *

Country *

State *

District

Postal / Zip code *

Mobile number *

E-Mail *

Permanent address:

Street name 1 *

Street Name 2 *

Village / Town *

Country *

State *

District

Postal / Zip code *

Mobile number *

E-Mail *

Section

Name of the person or firm on whose favour the license is sought *

Relationship of the applicant with the person or firm referred to, in above field and the capacity to file the application

PAN No. *

Business address of the person of the firm *

Street name 1 *

Street name 2 *

Town / Village *

Country *

State *

District

Postal / Zip code *

Mobile number
(Please enter mobile no.
linked with aadhar card) *

E-Mail *

An OTP will be sent
to this mobile no. for verification.

SECTION

In case of partnership, names
and detail particulars of the
partners (additional sheets
may be annexed if necessary)

Sl. No. Name Permanent address Age Details of interest

Section

Registration No.*

Date of Validity*

Date of Last Renewal*

Class of license applied for *

If any contractors license already
been granted, detail particulars thereof.

FEES DETAILS

Payment mode *

Amount *

Details of appointed employees as per EL Rules, 2025

Note: The Contractor and the full time supervisors and workmen employed by the Contractor shall execute Written Service Contracts specifying the terms of employment, Service conditions relating to termination and resignation of service etc. and a copy of such agreement together with joining report of the concerned employees shall be submitted to the Secretary along with the application for the license and also from time to time and when such occasion arises. *

☐ I Accept

Section

Please upload all pages of Supervisor and Workmen Permit (Including Endorsement Pages and Blank Pages), Otherwise the application Form will be rejected without conditions. *

☐ I Accept

Section

Upload Service Contract Agreement
of Employees
(Only the up-to-date
notarized affidavit) *

BROWSE

Important Note: Tenure of Notary Service Agreement should be properly mentioned in the Service Agreement along with signature of all the employees such as Supervisor, Workmen Permit holders etc and of Proprietor / Partner / Director.

Upload Joining Reports of Employees *

BROWSE

Details of Instruments as per EL Rules, 2025

Note : Every Contractor shall have in his possession the tools and instruments as may be specified by the Board for the Class to which such Contractor belongs and every Contractor shall keep and maintain such tools and instruments in good condition for the purpose of carrying out tests and examinations as required by the rules.

☐ I Accept

Section

Details:

Section

Upload supporting documents as per details provided above:

Instrument Test Certificate duly signed by officers of APDCL/AEGCL/APGCL

Upload Documents

Other particulars required:

1. Pancard of Firm/ Company/ Proprietor * BROWSE
2. Trade License * BROWSE
3. GST Certificate * BROWSE
4. Aadhar card of Proprietor/ Director/ Manager * BROWSE
5. If PVT Ltd Company, CIN Certificate BROWSE
6. If Pvt Ltd Company, Memorandum BROWSE
7. If Pvt Ltd Company, All directors Aadhar card BROWSE
8. If Partnership Firm, Partnership Deed BROWSE
9. If Partnership Firm, All Partners Aadhar card BROWSE
10. Address proof * BROWSE

Consent to Automated Appeal Processing

Do you consent to automated appeal processing? *

☐ Yes, enable auto appeal

☐ No, I will appeal manually if needed

Declaration

1. I hereby declare that, I/ Proprietor/ Partner/ Director will solely be responsible for the data such as name, address, registration numbers of supervisor, workmen permit's etc. and other details as asked by this form, are correct and true to the best of the applicant knowledge.

2. 2. If any discrepancies are found later on during scrutiny of my application by Assam Electrical Licensing Board, I give the rights to the CHIARMAN/ MEMBER SECRETARY of AELB to take necessary action against me for providing false information to the Government.

3. I am willing to state that if it is found that I am providing any kind of false information I may be held accountable for legal prosecution.

4. I also take oath, that I will get my Contractor License verified by Third Party every time I submit/produce for any kind of work or tender.

5. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to APPROVE or CANCEL any Electrical Contractor License if any discrepancies are found during scrutiny thereof.

6. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to take Legal action against any contractor as per Law, if any false information is provided willfully.

☐ I Agree *

Note : If any discrepancy is found during scrutiny of the required documents, the application will be **REJECTED** without any conditions.

At any time the Assam Electrical Licensing Board may be done any addition or alteration in the application form except the provisions mentioned in these rules with prior approval from the Government.

SCHEDULE-VIII

[see rule 23]

Application for Supervisor's Certificate of Competency

Application Form

The Assam Electrical Licensing Board is not responsible for any typing error during filling up of the form by the applicant. Applications will not be processed on government holidays. *

☐ I Accept

UBIN Details

Unique Business Identification Number (UBIN) *

Applicant Details

Name of Applicant *

Date of Birth *

PAN No. *

Upload PAN Card *

Select district you want to apply the application *

Type of address *

○ Rented

○ Leased

○ Owned

Present Address:

Address Line 1 *

Address Line 2 *

Address Line 3 *

Country *

State *

District

Postal / Zip Code *

Permanent address:

Address Line 1 *

Address Line 2 *

Address Line 3 *

Country *

State *

District

Postal / Zip Code *

Are you a citizen of India ? *

○ Yes

○ No

Name of Father *

Applicant Mobile Number (Please enter mobile no. linked with Aadhar card) *

Applicant email id *

An OTP will be sent to this mobile no. for verification.

Details of Qualifications:

Select Qualification *

Mode of Payment *

Upload Passport Photograph
(Photograph should be greater than 20KB and less than 1024 KB) *

Brow

Upload Specimen Signature
(Signature should be greater than 20 KB less than 1024 KB) *

Brow

Please enter the last four digits of your Aadhaar number *

Upload Aadhar Card *

Consent to Automated Appeal Processing

Do you consent to automated appeal processing? *

Yes, enable auto appeal

No, I will appeal manually if needed

Declaration

1. I hereby declare that, I will solely be responsible for the data such as name, address of supervisor and other details as asked by this form, are correct and true to the best of the applicant knowledge.
2. If any discrepancies are found later on during scrutiny of my application by Assam Electrical Licensing Board, I give the rights to the CHAIRMAN/ MEMBER SECRETARY of AELB to take necessary action against me for providing false information to the Government.
3. I am willing to state that if it is found that I am providing any kind of false information I may be held accountable for legal prosecution.
4. I also take oath, that I will get my Supervisor License verified by Third Party every time I submit/produce for any kind of work or tender.
5. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to APPROVE or CANCEL any Electrical Contractor License if any discrepancies are found during scrutiny thereof.
6. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to take Legal action against any contractor as per Law, if any false information is provided willfully.

I Agree

At any time the Assam Electrical Licensing Board may be done any addition or alteration in the application form except the provisions mentioned in these rules with prior approval from the Government.

SCHEDULE- IX

[see rule 23 & 25(1)]

GOVERNMENT OF ASSAM

Electrical Supervisor's Certificate of Competency

(Not transferable or renewable by any authority other than the Electrical Licensing Board, Assam.)

This certificate of Competency is granted to …….. by the Electrical Licensing Board, Assam subject to the regulation made by the Government of Assam under Notification No.……..,Dt.……of Power(Electricity) Department and authorizes him to supervise the electrical installation work of the Parts qualified as detailed below. This License does not authorize him to undertake electrical contracting work, unless the holder also possesses a valid contractor's license.

Registered No.:

Date of Initial issue:
Date of Expiry :
Name :
Date of Birth:
AadharNo.:

Parts Qualified:

Parts	Class of Certificate	Qualifying Date

Member Secretary
Electrical Licensing Board
Assam

Chairman
Electrical Licensing Board
Assam

SCHEDULE-X

[see rule 25(1)]

Application for Renewal of Supervisor's Certificate of Competency

Application Form

The Assam Electrical Licensing Board is not responsible for any typing error during filling up of the form by the applicant. Applications will not be processed on government holidays. *

☐ I Accept

UBIN Details

Unique Business Identification Number (UBIN) *

Applicant Details

Name of Applicant * Date of Birth *

PAN No. * Upload PAN Card *

Select district you want to apply the application *

Type of address *

○ Rented

○ Leased

○ Owned

Present Address:

Address Line 1 * Address Line 2 * Address Line 3 *

Country * State * District

Postal / Zip Code *

Permanent address:

Address Line 1 * Address Line 2 * Address Line 3 *

Country * State * District

Postal / Zip Code *

Registration No. * Date of Issue * Date of Expiry *

Applicant Mobile Number (Please enter mobile no. linked with aadhar card) *

Applicant E-Mail ID *

An OTP will be sent to this mobile no. for verification.

Note: Before Endorsement of Parts, Applicants should make sure that the date of expiry is upto date. Otherwise, application will be rejected without any consideration.

Part to be Endorsed: *

Parts Class of Certificate Tick the Qualified Parts only

1	Elementary Principles	Qualifying Date for Part 1	Part 1
			Qualified
2	Wiring for system not exceeding 250 Volts	Qualifying Date for Part 2	Part 2
			Qualified
3	D.C Apparatus not exceeding 650 Volts	Qualifying Date for Part 3	Part 3
			Qualified
4	A.C Apparatus not exceeding 650 lts	Qualifying Date for Part 4	Part 4
			Qualified
5	Underground Cable-		
	(A) Voltage upto 1100 Volts	Qualifying Date for Part 5(A)	Part 5(A)
			Qualified
	(B) Voltage upto 11,000 Volts	Qualifying Date for Part 5(B)	Part 5(B)
			Qualified
	(C) Voltage upto& 33,000 Volts	Qualifying Date for Part 5(C)	Part 5(C)
			Qualified
	(D) Voltage exceeding 33,000 Volts	Qualifying Date for Part 5(D)	Part 5(D)
			Qualified
6	Installation exceeding 650 Volt	Qualifying Date for Part 6	Part 6
			Qualified
7	Overhead Lines-		
	(A) Voltage upto 1100 Volts	Qualifying Date for Part 7(A)	Part 7(A)
			Qualified
	(B) Voltage upto 11,000 Volts	Qualifying Date for Part 7(B)	Part 7(B)
			Qualified
	(C) Voltage upto& 33,000 Volts	Qualifying Date for Part 7(C)	Part 7(C)
			Qualified
	(D) Voltage exceeding 33,000 Volts	Qualifying Date for Part 7(D)	Part 7(D)
			Qualified
8	Mining Installation	Qualifying Date for Part 8	Part 8
			Qualified
9	(A) Wiring for system not exceeding 650 Volts	Qualifying Date for Part 9(A)	Part 9(A)
			Qualified
	(B) Electrical lifts and Escalator	Qualifying Date for Part 9 (B)	Part 9 (B)
			Qualified
	(C) Electrical signs, Electrical and Electronic Devices Conservation of and Electrical Energy	Qualifying Date for Part 9 (C)	Part 9 (C)
			Qualified

Mode of Payment *

Upload Passport Photograph
(Photograph should be greater than 20KB and less than 1024 KB) *

Brow

Upload Specimen Signature
(Signature should be greater than 20 KB less than 1024 KB) *

Brow

Please enter the last four digits of your Aadhaar number *

Upload Aadhar Card *

Disclaimer : Before uploading the required documents, the applicant should ensure that the document should be scanned from original document only, otherwise it will be rejected. *

I Accept

Upload H.S.L.C Admit Card (For Name & Age verification) *

Upload Previous issued Supervisor Booklet or Certificate *

Consent to Automated Appeal Processing

Do you consent to automated appeal processing? *

Yes, enable auto appeal

No, I will appeal manually if needed

Declaration

1. I hereby declare that, I will solely be responsible for the data such as name, address of supervisor and other details as asked by this form, are correct and true to the best of the applicant knowledge.
2. If any discrepancies are found later on during scrutiny of my application by Assam Electrical Licensing Board, I give the rights to the CHAIRMAN/ MEMBER SECRETARY of AELB to take necessary action against me for providing false information to the Government.
3. I am willing to state that if it is found that I am providing any kind of false information I may be held accountable for legal prosecution.
4. I also take oath, that I will get my Supervisor License verified by Third Party every time I submit/produce for any kind of work or tender.
5. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to APPROVE or CANCEL any Electrical Contractor License if any discrepancies are found during scrutiny thereof.
6. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to take Legal action against any contractor as per Law, if any false information is provided willfully.

I Agree *

Note :

1. Applications that are incomplete and documents not uploaded properly will be rejected without any conditions.

2. 1 (One) challan for 1 (One) application only.

At any time the Assam Electrical Licensing Board may be done any addition or alteration in the application form except the provisions mentioned in these rules with prior approval from the Government.

SCHEDULE-XI

[see rule 29]

Application for New Workman's Permit

Application Form

The Assam Electrical Licensing Board is not responsible for any typing error during filling up of the form by the applicant. Applications will not be processed on government holidays. *

☐ I Accept

UBIN Details

Unique Business Identification Number (UBIN) *

Applicant Details

Name of the applicant * Date of Birth *

PAN No * Upload PAN Card *

Select district where you want to apply the application *

Type of Present Address *

○ Rented ○ Leased ○ Owned

Present Address:

Address Line 1 * Address Line 2 * Address Line 3 *

Country * State *District

Postal / Zip Code *

Permanent Address:

Address Line 1 * Address Line 2 * Address Line 3 *

Country * State * District

Postal / Zip Code *

Are you a citizen of India ?*

○ Yes

○ No

Name of Father: *

Applicant Mobile Number (Please enter mobile no. linked With aadhar card) * Applicant email id *

An OTP will be sent to this mobile no. for verification.

Details of Qualifications: AELB Exam Passed / ITI (Wiremen/Electrician)

Select Qualification *

Mode of Payment *

Upload Passport Photograph (Photograph should be greater than 20KB and Less than 1024 KB) *

Upload Specimen Signature (Signature should be Greater than 20 KB Less than 1024 KB) *

Please enter the last four digits of your Aadhaar number *

Upload Aadhar Card *

Consent to Automated Appeal Processing

Do you consent to automated appeal processing? *

Yes, enable auto appeal

No, I will appeal manually if needed

Declaration

1. I hereby declare that, I will solely be responsible for the data such as name, address of supervisor and other details as asked by this form, are correct and true to the best of the applicant knowledge.
2. If any discrepancies are found later on during scrutiny of my application by Assam Electrical Licensing Board, I give the rights to the CHAIRMAN/ MEMBER SECRETARY of AELB to take necessary action against me for providing false information to the Government.
3. I am willing to state that if it is found that I am providing any kind of false information I may be held accountable for legal prosecution.
4. I also take oath, that I will get my Supervisor License verified by Third Party every time I submit/produce for any kind of work or tender.
5. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to APPROVE or CANCEL any Electrical Contractor License if any discrepancies are found during scrutiny thereof.
6. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to take Legal action against any contractor as per Law, if any false information is provided willfully.

I Agree *

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SCHEDULE-XII

[see rule 29 & 31(1)]

GOVERNMENT OF ASSAM

Electrical Workman's Permit

(Not transferable or renewable by any authority other than the Electrical Licensing Board, Assam.)

This Permit is granted to……………………………………………………………………………………..by the Licensing Board, Assam, subject to the conditions mentioned in the rule issued by the Government of Assam Power(Electricity) Department Notification No.…………………………..,dt…………………….and authorized him to work as workman but does not allow him to undertake supervising or electrical

Registered No.:

Date of Initial issue:
Date of Expiry :
Name :
Date of Birth:
Aadhar No.:

Classes Qualified:

Class	Description	Qualifying Date

Note:-A candidate for a Workman permit in classes (vi), (vii)) and (viii) must qualify in Classes (iii), (iv) and (v) respectively before he is permitted to sit for examination in classes (vi), (vii) and (viii).

Member Secretary
Electrical Licensing Board
Assam

Chairman
Electrical Licensing Board
Assam

SCHEDULE-XIII

[see rule 31(1)]

Application for Renewal of Workman's Permit

Application Form

The Assam Electrical Licensing Board is not responsible for any typing error during filling up of the form by the applicant. Applications will not be processed on government holidays. *

☐ I Accept

UBIN Details

Unique Business Identification Number (UBIN) *

Applicant Details

Name of Applicant * Date of Birth *

PAN No * Upload PAN Card *

Select district where you want to apply the application *

Type of address *

○ Rented ○ Leased ○ Owned

Present Address

Address Line 1 * Address Line 2 * Address Line 3 *

Country * State *District

Postal / Zip Code *

Permanent Address

Address Line 1 * Address Line 2 * Address Line 3 *

Country * State *District

Postal / Zip Code *

Are you a citizen of India ?*

○ Yes ○ No

Name of Father *

Applicant Mobile Number
(Please enter mobile no. linked with aadhar card) *

Applicant email id *

An OTP will be sent to this mobile no. for verification.

Note: Before Endorsement applicants are requested to make sure that the Permit's date of expiry is upto date.

Registration No. * Date of Issue *

Date of Expiry *

Existing Parts

Class	Description	Qualifying Date	Tick the qualified Parts only
	FOR VOLTAGE NOT EXCEEDING 650 VOLTS		
(i)	Wiring of buildings (for lights, fans and small motors) in cleat, Wood, casing and capping, metal sheeted, tough rubber and conduit systems and also in any other system as permitted.	Qualifying Date for Class (i)	Tick the qualified Part for class (i) ☐ Qualified
(ii)	Motor wiring (Including Generators)	Qualifying Date for Class (ii)	Tick the qualified Part for class (ii) ☐ Qualified
(iii)	Overhead Lines (L.T)	Qualifying Date for Class (iii)	Tick the qualified Part for class (iii) ☐ Qualified
(iv)	Paper insulated L.T cables (Laying and Jointing)	Qualifying Date for Class (iv)	Tick the qualified Part for class (iv) ☐ Qualified
(v)	Other installations	Qualifying Date for Class (v)	Tick the qualified Part for class (v) ☐ Qualified
	FOR VOLTAGE EXCEEDING 650 VOLTS		
(vi)	Overhead Lines (H.T)	Qualifying Date for Class (vi)	Tick the qualified Part for class (vi) ☐ Qualified
	Paper insulated H.T cables (Laying and Jointing)	Qualifying Date for Class (vii)	Tick the qualified Part for class (vii) ☐ Qualified
	Other installations	Qualifying Date for Class (viii)	Tick the qualified Part for class (viii) ☐ Qualified

Mode of Payment *

Upload Passport Photograph (Photograph should be greater than 20KB and Less than 1024 KB) *

Upload Signature (Signature should be Greater Than 20 KB Less than 1024 KB) *

Please enter the last four digits of yourAadhaar number *

Upload Aadhar Card *

Disclaimer : Before uploading the required documents, the applicant should ensure that the document should be scanned from original document only, otherwise it will be rejected. *

☐ I Accept

Upload Previously Issued Workman's Permit. *

Upload Previous Workman Booklet *

Consent to Automated Appeal Processing

Do you consent to automated appeal processing? *

○ Yes, enable auto appeal

○ No, I will appeal manually if needed

Declaration

1. I hereby declare that, I will solely be responsible for the data such as name, address of supervisor and other details as asked by this form, are correct and true to the best of the applicant knowledge.
2. If any discrepancies are found later on during scrutiny of my application by Assam Electrical Licensing Board, I give the rights to the CHAIRMAN/ MEMBER SECRETARY of AELB to take necessary action against me for providing false information to the Government.
3. I am willing to state that if it is found that I am providing any kind of false information I may be held accountable for legal prosecution.
4. I also take oath, that I will get my Supervisor License verified by Third Party every time I submit/produce for any kind of work or tender.
5. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to APPROVE or CANCEL any Electrical Contractor License if any discrepancies are found during scrutiny thereof.
6. This Electrical Licensing Board, Assam Chairman / Member Secretary reserves the rights to take Legal action against any contractor as per Law, if any false information is provided willfully.

☐ I Agree *

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CHEDULE-XIV

[see rule 35(7)]

In any examination either for any part or class of certificate of competency or permit the break up regarding marks shall be as under-

(i)	Examination for Certificate of Competency for Supervisors			
	1.	Theoretical (Written)	Full Marks –50 (each part)	Pass Marks – 20
	2.	Viva-voce test	Full Marks – 50 (each part)	Pass Marks – 25
(ii)	Examination for Workman's Permit:			
	1.	Practical	Full Marks –50 (each class)	Pass Marks – 25
	2.	Viva-voce test	Full Marks – 50 (each class)	Pass Marks – 25

K. K. DWIVEDI,
Principal Secretary to the Govt. of Assam,
Power Department.

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