

SOP FOR ISSUE OF WORKMAN PERMIT ON EXAMINATION BASIS FOR OTHER THAN WORKMAN EHT

- Applicant should go through ELBO Regulation-2014 (uploaded in official website www.eicelectricityodisha.nic.in) thoroughly before filling of the application form.
- Open the portal (<https://edistrict.odisha.gov.in>) in your favorite web browser.
- Register in the portal for creating a login account. It is a **onetime process** for availing all services under edistrict portal.
 - ***Steps to follow for registering in the portal***
 - You must have a valid email ID and mobile no for registration into the system. If you do not have it then create a valid email ID and arrange a mobile no.
 - Click on the Online Services icon (Top Right of the page). You will be redirected to list of services available in the portal. Then click on required service link and **Register Yourself**. One pop-up menu will appear. Enter all the required information and validate it. The system will send one email OTP and mobile OTP to your respective email ID and Mobile Number.
 - Enter the email OTP and mobile OTP received by you and submit. Once it is successful, your login account is created.

(Refer the screen shot for registering into the system)


Full Name

Email Id

Mobile No.

Password

State

72bMt2 

- Once the registration is over, click on the certificate you want to apply. A new window will open. Click on apply for services. Then click on online. Enter your login credentials (i.e. either with your registered email ID or Mobile Number). After successful login the application form will appear.
- **To submit this application, you need to download the following document(s) and upload the filled-in/signed form/template in 'Attach Enclosures' screen. Please download the form/template.**

Sl.No.	Document Name	Action
1	Form - 1 (WIREMAN-MV WORKING UNDER ELECTRICAL CONTRACTOR)	Download
2	Form - 2 (WIREMAN-MV WORKING UNDER INDUSTRY)	Download
3	Form - 3 (LINEMAN-MV WORKING UNDER ELECTRICAL CONTRACTOR)	Download
4	Form - 4 (LINEMAN-MV WORKING UNDER INDUSTRY)	Download
5	Form - 5 (WORKMAN-HT WORKING UNDER ELECTRICAL CONTRACTOR)	Download
6	Form - 6 (WORKMAN-HT WORKING UNDER INDUSTRY)	Download
7	Form - 7 (WORKMAN-HT WORKING UNDER DISTRIBUTION LICENSEES or Govt. Of Odisha Undertaking)	Download

➤ Steps for submitting Application Form for Workman Permit on Examination Basis For Other than Workman EHT

GOVERNMENT OF ODISHA

Application For Issue of Workman Permit on Examination Basis For Other than Workman EHT

Category Applying For

License Category *

Applicant Details

Name * <input type="text" value="Ram Charm Sahu"/>	Gender * <input type="text" value="Male"/>	Date Of Birth * <input type="text" value="10/07/1997"/>
Age as on date of application * <input type="text" value="27"/>	Mobile Number * <input type="text" value="9876543211"/>	E-Mail * <input type="text" value="ram@gmail.com"/>
Name Of Father * <input type="text" value="DASARATH SAHU"/>	Category * <input type="text" value="General"/>	

Present Address

State *

ODISHA

District *

ANUGUL

Block *

ANUGUL

House No/Building Name

House No - 1234

Street No/Road Name/Area/Colony

BANTALA

At/PO *

BANTALA

Police Station *

BANTALA

PIN *

755042

Permanent Address

Same As Present Address ? *

Yes

State *

ODISHA

District *

ANUGUL

Block *

ANUGUL

House No/Building Name

House No - 1234

Street No/Road Name/Area/Colony

BANTALA

At/PO *

BANTALA

Police Station *

BANTALA

PIN *

755042

QUALIFICATION DETAILS

Educational qualification *

10th and Above

PRESENT EMPLOYMENT DETAILS

Are you presently employed? *

Yes No

EXPERIENCE DETAILS

Details of Experience

Firm / Company Name *	Designation *	Nature of Work *	Place of posting *	From Date *	To Date *
Sepeanse Tech	Test	Test	Anugul	12/07/2023	18/07/2024

Other Details

Upload Photo *



Browse... c-1.jpg

Upload Signature *



Browse... c-1.jpg

Select office for applying & Centre of Examination

Name of Office *

Additional Chief Engineer-cum-El

Centre of Examination *

Angul

Additional Details

Apply to the Office *

Additional Chief Engineer cum EI(ADMINIST

Word verification



Please enter the characters shown above

kax34f

- Fill the application with entering your correct data.
- Photo Size should be greater than 20KB and less than 250KB.
- Signature Size should be greater than 20KB and less than 50KB.

If the application found without the above said concerned staffs, then the application will be rejected with forfeit of nonrefundable application fees

- Enter the displayed captcha in the given box.
- Upload the required documents.

Upload the required documents

All of the following documents are mandatory to be uploaded.

- I. Identity Proof.
- II. Proof of date of birth
- III. Education Qualification
- IV. Experience certificate as per prescribed format
- V. Scan copy of valid permit book / digital signature copy (for applicants of category except wireman MV)
- VI. Caste certificate issued by Tahasildar in case of SC/ST applicant

Note: All the documents size should be less than 1 MB and in JPG/JPEG/PDF format only.

Enclosure(s):

Type of Enclosure *	Enclosure Document *	File/Reference *
Identity Proof *	<input type="text" value="PAN Card"/>	<input type="text" value="Browse..."/> c-1.jpg <input type="button" value="Scan"/>
Proof of date of birth *	<input type="text" value="Matriculation Certificate"/>	<input type="text" value="Browse..."/> c-1.jpg <input type="button" value="Scan"/>
Education Qualification *	<input type="text" value="Matriculation Certificate"/>	<input type="text" value="Browse..."/> c-1.jpg <input type="button" value="Scan"/>
Experience certificate as per prescribed format *	<input type="text" value="Experience Certificate in the prescribed for"/>	<input type="text" value="Browse..."/> c-1.jpg <input type="button" value="Scan"/>

- Save the uploaded documents

Note: For any reason, if application is rejected then the payment amount will not be refunded and forfeited. So, please read the instructions carefully, and fill the application form correctly.

- Then deposit the fees.

Note: While doing the payment, it is recommended to wait for 30 seconds after that it will be automatically redirected to the next page

- On successful submission of the application, system will generate acknowledgement slip & simultaneously you will get message through mobile No. & email id.

Note: In case of Payment failure...

- If the amount has been deducted but Acknowledgment slip has not been generated then login into your profile and click on **View Status of Application** then click on **Revalidate Payment** to generate Acknowledgment slip.
- If the amount has not been deducted then click on **View Status of Application** then click on **View Incomplete Application** to make payment and submit your Application.



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Govt. Of Odisha
ENERGY DEPARTMENT
ELECTRICAL LICENSING BOARD OF ODISHA, BHUBANESWAR
Workman Permit Examination, 2024
ACKNOWLEDGEMENT SLIP

1. Acknowledgement No.	IWPEB/2024/000001
2. Name of the Applicant	Ram Charan Sahu
3. License Category	WM-MV
4. Address of the Applicant(Present address)	Bantala,Bantala,ANUGUL
5. Applied to	Additional Chief Engineer-cum-Electrical Inspector Angul
6. Applied on	22/05/2024
7. Payment Details	Bank TransactionId 8424984839627 Txn Date 2024-07-18 03:45:24 Amount 200.00 Status S

Note: Your application will be disposed of subject to scrutiny and completion of the examination.

Please retain your Serviceplus ID and Password for future reference.

Place: Bantala	
Date: 18/07/2024	

**** This is a Computer Generated Document And Does Not Require a Signature ****

"Where vigilance ends, accidents begin. Take precautions against Accidental Contact with Overhead Powerlines."

"Don't give an excuse, stop energy misuse."