



# CHIEF MINISTER'S APPRENTICE MANAGEMENT SYSTEM GHRDC, GOA

Apprentice Management System consists of 3 Main Operational Roles

- i. Employer / Establishment / Industry.
- ii. Apprentice (Candidates)
- iii. GHRDC (Goa Human Resource Development Corporation)
- iv. Chief Minister



### i. Employer / Establishment / Industry

Employer / Establishment / Industry means an entity as defined in the Apprentices Act 1961. These entities hire the Unskilled and Semi-Skilled candidates under Apprentices Act 1961 and provide/impart them training in the particular designated area of trade/skill as per their requirements.

The AMS shall provide with necessary Login Module to the Employer / Establishment / Industry users to enter/upload the details of the Apprentice either individually directly online or in Bulk format using Excel which could be uploaded on the System. The AMS should also maintain the details about their apprentices undergoing training in various trade or categories in their respective organization.





Apprentice Management System			
	Workflow Status		Welcome! Techno
	Dashboard		
Apprentice	GHRDC(Apprentice)	GHRDC(Attendance)	Apprentice -
Show more	Show more	Show more	Attendance
			Reports -
Application Status			Settings
Your Application has been Approved	by GHRDC		

×	Sent Back by GHRDC	Approved by GHRDC	ch:			<b>L</b> Welcome! Tech
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		000				Dashboard
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Apprentice M	anagement Sy	/stem							
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									Apprentice <del>-</del>
ApprenticeId	Establishment	OfficeType	Category	Designation	Apprentice	ResidentialAddress	Email	¢	Attendance
vl2023001184	Techno test	MainOffice	Graduate	Assembly	VISHAL	TEST	vishal@technowin.co.in	ŝ	rttendunce
			Apprentices	line operator					Reports 🕶
								L	Settings





#### ii. Apprentice

Apprentice means an Apprentice as defined in the Apprentices Act 1961 and who is appointed by the Employer / Establishment / Industry under the Apprentice Contract.

AMS system for apprentices shall include a Login Module for registered apprentice of the individual Employer / Establishment / Industry to login into to the AMS system for verifying their individual details registered by the respective Employer / Establishment / Industry. The AMS should also have a provision for Apprentice to update the details which are required for the KYC verification such as AADHAR Verification, PAN verification, Address, Date of Birth, Age etc. which may or may not have been entered by the Employer / Establishment / Industry.

The Apprentice users shall require to verify their individual details before they are eligible for registration by the GHRDC for apprenticeship benefits facilitation. The system shall also allow users to view their routine apprenticeship data such as Salaries, Attendance, and Quarterly disbursements payments from the GHRDC and remarks for rejected entries.

Apprentice Management System		
Application Status : Sent Apprentice detail: Remarks : Kindly check the Date	to GHRDC for verification of Execution of contract and also provide valid residence certificate.	
		Dashboard
Establishment Details	Profile	
Establishment Name: IFB Industries Ltd(A	Attendance	
Contact No. : 9607498383	Reports 🕶	
		Settings
Apprentice Details		
Name	: Abdul Karim Kanwali	
Designation	: ITI	
Date of Joining as Apprentice	: 4/1/2021 12:00:00 AM	
	nths): 12	
Period of Apprenticeship Contract(in Mo		





HARD REAL PROPERTY	Apprentice Manage	View Files	×	
	Bank Name:	The password to open your PDF file is a combination of the first four letters of your name written in CAPITALS and		&Welcome! Abdul
	Branch:	your Date of Birth (in DDMM format)		
	Account No:			
	IFSC Code:	≡ aadharcar		
	Document Details	Password required		
		This document is password protected. Please enter a password.		
	Identity Proof:			
	Bank Passbook / Canc			
	Domicile/Residence Pr	Submit		
	NAPS Contract Signed			

## iii. GHRDC

GHRDC is playing a vital role in the AMS, as the entries which would be received from the Employer / Establishment / Industry/ Apprentice would be viewed, reviewed, checked by this user. Hence the GHRDC forms the main backbone user which would have access to the system at multiple levels right from the Down to Top level officials.

The GHRDC AMS shall mainly consist of the following User Modules as defined below:

- Maker
- Checker
- Approver
- Administrator
- Bank Disbursal
- Report





# iv. Chief Minister's Dashboard



