

**16. ISSUANCE OF CERTIFICATE OF PROFICIENCY:**

Every Graduate, Technician or Technician (Vocational) apprentice, who completes his/her apprenticeship training to the satisfaction of the concerned Regional Board shall be granted a “certificate of proficiency” by that Board.

For the above purpose, every apprentice, who has successfully completed 12 months training, shall forward an application, in prescribed proforma (model copy of which is available at our website or at our office of Board of Practical Training (ER), Block-EA, Sector-I, Salt Lake City, Kolkata-700 064 giving full particulars to the BOPT(ER). The Regional Board after proper verification and on the basis of recommendation of the employer may grant certificate of proficiency to the apprentice who completed full apprenticeship training period. However, the employer may issue a certificate to the apprentices of their own.