

**FREQUENTLY ASKED QUESTIONS (FAQs) wrt Advt. No. GAIL/OPEN/MISC/1/2024**

Sl. no.	Query	Reply
1	I am a candidate belonging to <b>General</b> Category. As per the advertisement, there are no vacancies for UR category for the posts namely Jr. Engineer (Chemical), Jr. Engineer (Mechanical), Foreman (Electrical), Foreman (Instrumentation), Technical Assistant (Laboratory). Can I apply.	<b>No.</b> As the mentioned posts are advertised for filling up of backlog vacancies, therefore, candidates belonging to any category other than the one notified in the advertisement are not eligible to apply for these position
2	Can I apply for the notified posts in offline mode?	<b>No</b> Only application submitted online on <a href="https://gailonline.com/CRApplingGail.html">https://gailonline.com/CRApplingGail.html</a> will be accepted. Applications through any other mode including post/courier or in person will not be accepted.
3	I belong to EWS Category. However, there is no post reserved for EWS Category but there is a UR post. Can I apply against it?	<b>Yes.</b> Candidates belonging to EWS/OBC(NCL)/SC/ST category can apply against the UR post however, they will be considered as per the eligibility criteria/ standards as applicable for UR Candidate
4	Do I need to send the hardcopy print out of the online application form to your office by post?	<b>No.</b> The candidates are not required to send any documents including the print out of the online application form at this stage. However, candidates are advised to retain a copy of duly submitted online application form. Candidates shortlisted for further stages of selection process would be suitably informed about any additional requirement of document.
5	Can <b>PwBD</b> candidate apply against those positions where there is no vacancy in their respective category?	<b>Persons with Benchmark Disabilities</b> belonging to the category/ categories for which the post is identified suitable (as indicated in <b>Table-I</b> in detailed Advertisement) <b>can also apply even if no vacancies are specifically reserved for them.</b> However, PwBD candidates shall only be eligible for age relaxation irrespective of the fact that whether post is reserved for them or not.
6	Is there any disqualification criteria for possessing qualification higher than the notified essential qualification in the advertisement?	<b>Please refer clause no. 2.6</b> of the advertisement for details.
7	My university/Institute does not provide percentage of marks obtained in the essential qualification as mentioned in the advertisement. What should I do?	Wherever CGPA/ OGPA/DGPA/CPI or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the online application form as per norms adopted by University/ Institute. You will be required to submit documentary proof/ certificate to this effect from the Institute/ University at the time of document verification, if you qualify for same.  In case there is no such provision or formula for conversion of CGPA/OGPA/DGPA/CPI to percentage, the candidate is required to submit documentary proof issued by University/Institute in writing stating non-availability of such provisions in rules.

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8	I belong to SC/ST/PwBD category. What is the percentage relaxation in Marks of essential qualification?	As per <b>clause 3</b> of the Advertisement: Wherever minimum qualifying percentage of marks (refer to Table-II) in Detailed Advertisement have been specified for UR/ EWS/ OBC (NCL) category candidates, a 5% relaxation against the minimum notified percentage (as per Table-II above) will be provided for SC, ST and PwBD category candidates. However, SC/ ST /PwBD candidates applying against post not reserved for such categories shall be considered under eligibility criteria/standard applicable for UR Category candidates and no relaxation in minimum qualifying percentage of marks in education qualification shall be available to them.									
9	I belong to SC/ST/OBC(NCL) category. What is the applicable relaxation in age?	<p>The relaxation in upper age limit as detailed in Table below is applicable only in respect of posts which are reserved for SC/ ST/ OBC (NCL) category candidates</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Category</th> <th>Applicable age relaxation (in years)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>SC/ST</td> <td>5</td> </tr> <tr> <td>2</td> <td>OBC(NCL)</td> <td>3</td> </tr> </tbody> </table> <p>However, SC/ ST/ OBC (NCL) category candidates applying for any post marked Unreserved (UR) shall be considered under eligibility criteria/standard applicable for UR category candidate and no relaxation in upper age limit shall be available to them.</p>	Sl. No.	Category	Applicable age relaxation (in years)	1	SC/ST	5	2	OBC(NCL)	3
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1	SC/ST	5									
2	OBC(NCL)	3									
10	I belong to SC category and applying for an UR post. Do I need to pay the application fee?	SC/ ST/ PwBD category candidates are exempted from payment of application fees, even if they are applying against UR post. Please refer <b>clause 7.3</b> of the advertisement.									
11	I am an Ex-servicemen applying against an advertised post. On the basis of my service, I have been awarded Diploma Equivalent Certificate, however the same is not a regular course which I completed during my service. Am I Eligible?	Yes, as per <b>clause 2.5</b> , Ex-servicemen claiming equivalence in qualification shall be required to produce a copy of equivalence certificate. However, for candidates who don't belong to the Ex-Service Men (ESM) category, <b>only full time Regular courses will be considered in respect of Essential Qualification.</b>									
12	I have completed my Diploma in Fire Service Engineering. Am I eligible for applying the post of Operator (Fire)?	<b>No.</b> Only candidates who have 10+2 or equivalent with minimum 06 months duration of Fireman's Training course <b>and</b> Driving License for heavy vehicle/ Fire Tenders are eligible for applying the post of Operator (Fire). <b>Qualifications i.e. Sub Fire Officers Course / Sub Officers &amp; Fire Prevention Officers/ Diploma in Fire Service Engineering/ Diploma in Fire Officer/ Diploma in Fire &amp; safety/Bachelor Degree in Fire &amp; Safety will not be eligible for the post of Operator (Fire)</b>									
13	I have completed my Diploma in Electronics & Communication Engineering/ Electronics & Telecommunication Engineering. Am I eligible for applying for the post of Foreman (Instrumentation)	<b>No,</b> <b>Candidates having qualification of Diploma in Electronics &amp; Communication Engineering / Electronics &amp; Telecommunication Engineering shall not be eligible.</b> Only those candidates having essential qualification of Diploma in Engineering in <b>Instrumentation/ Instrumentation &amp; Control/ Electronics &amp; Instrumentation/ Electrical &amp; Instrumentation/ Electronics/ Electrical &amp; Electronics shall be considered eligible</b> for the post of									

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		Foreman (Instrumentation)
14	I have completed my Bachelor Degree of Minimum 03 years duration in Hindi Literature/Hindi. However, there is no mention of specialization (Hindi Literature/Hindi) in my Degree Certificate. Am I eligible for the post of Jr. Superintendent (Official Language)?	<b>No.</b> The degree certificate should clearly mention Bachelor Degree awarded in ' <b>Hindi Literature / Hindi</b> '.
15	I belong to OBC NCL category. The name of my caste appears in the State list; however, the name of my caste is not appearing in the Common List/ Central List. Can I claim the benefit of OBC Category/ will my candidature be accepted as OBC Category candidate?	<b>No.</b> GAIL accepts sub-castes as per the Central list of respective Category (i.e. SC/ST/OBC) which can be accessed at  For SC List- <a href="https://socialjustice.gov.in/common/76750">https://socialjustice.gov.in/common/76750</a>  For OBC(NCL) List- <a href="https://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx">https://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx</a>  For ST List- <a href="https://tribal.nic.in/ST/LatestListofScheduledtribes.pdf">https://tribal.nic.in/ST/LatestListofScheduledtribes.pdf</a>  Hence, SC/ST/OBC(NCL) category candidates need to ensure that their Sub-caste are mentioned in their category certificate as per the Central List.
16	My Caste certificate was issued by State Government. How will I check if it is in the prescribed format?	To download the prescribed format for OBC(NCL)/SC/ST/EWS/PwBD please click relevant link "Download prescribed format for SC/ ST/ OBC (NCL)/EWS certificate" available on 'Careers' section of GAIL Career Link ( <a href="https://gailonline.com/CRcurrentSCformdownload.html">https://gailonline.com/CRcurrentSCformdownload.html</a> )
17	When and where will the written test be conducted?	All eligible/shortlisted candidates shall receive the admit card on their registered email ID which will contain the date and address of the Centre for the written test. Also, the information related to date of written test shall be hosted on the website of GAIL.
18	Will GAIL (India) Ltd. bear my travelling expense incurred for appearing the written test?	<b>No, as per clause 11.17, No Travelling expense would be payable to candidates called for the written test.</b>
19	Will the last date for submission of online application form be extended?	Any revision, clarification, addendum, corrigendum, time extension, etc. to the above advertisement will be hosted on "Careers" section of GAIL website: <a href="https://gailonline.com/CRApplingGail.html">https://gailonline.com/CRApplingGail.html</a> only and no separate notification shall be issued in any other media. Please refer <b>clause 11.19</b> for details.
20	Can I submit the application without paying the application fee?	<b>No</b> The Online Application shall be deemed to be submitted only upon remittance of Application Fee (as applicable), upload of Self Attested - Photograph and other documents as mentioned in <b>clause 12.1</b> of the advertisement. Only Candidates belonging to SC/ST/PwBD Category who are exempted for the payment of

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		application fee shall be able to submit the same after duly filling the application form.
21	Can I request for change in the Test centres?	<b>No.</b> Candidates do not have the option of modifying the test Centre once the form is submitted. Kindly refer <b>clause 10.24</b> of the Advertisement.
22	I am currently working in a Government/ Public Sector Company. Do I need to enclose a NOC from my Employer for applying the Post?	Candidates currently employed in Central/ State Government departments, Central/ State PSUs or Semi Government organization are required to submit "No Objection Certificate" (NOC) from their present employer at the time of document verification, if they qualify for same. No other document except NOC/Forwarding letter mentioning no objection will be accepted for this purpose.
23	Where can I raise my queries?	Queries/ Clarifications/Difficulties if any, may be raised under the <b>help-desk</b> tab available in the online application portal itself.
24	Are there any Medical fitness criteria for appearing?	Candidates are advised to ensure that they are Medically Fit as per GAIL's Pre-Employment Medical Standard. Candidates are advised to go through detailed guidelines on Medical Standards/ Norms for Medical Fitness and Pre-Employment Medical Examination available on GAIL Career Website <a href="https://gailonline.com/CR-current_SC_form_medical.html">https://gailonline.com/CR-current_SC_form_medical.html</a>
25	I completed my Bachelor Degree in Science (B.Sc.) (with Chemistry) and also possess M.Sc. but in a different subject. Am I eligible for the post of Jr. Chemist?	<b>No.</b> Only those candidates possessing M.Sc. in Chemistry shall be considered eligible for the post.
26	I possess the qualification of B.Sc. with subjects Physics, Chemistry & Mathematics. Am I eligible for the post of Technical Assistant (Laboratory)?	<b>Yes.</b> Candidates possessing <b>Bachelor Degree in Science (B.Sc.) with Chemistry</b> of minimum 3 years shall be considered eligible for the post.
27	I possess the qualification of BBA/BBS/BBM. However, I also completed MBA in HR in full time mode. Am I eligible for the post of Business Assistant.	<b>No.</b> The <b>Candidate(s) possessing Qualifications higher than the notified essential qualification [in full time mode]</b> as detailed in <b>clause 2.6</b> of the advertisement against the particular posts <b>shall not be considered Eligible.</b> Only candidates possessing the Bachelor Degree of minimum 03 years duration in <b>Business Administration (BBA/BBS/BBM)</b> shall be considered eligible for the post. However, candidates possessing additional higher qualification through Open & Distance Learning mode are eligible for the same.
28	My aggregate marks in Essential Educational Qualification is 54.99%. Am I allowed to round off my percentage marks to 55%?	<b>"Rounding off"</b> of marks to the next higher digit for calculation of percentage of marks secured in Diploma in Engineering/Bachelor degree/ Master Degree etc. is <b>NOT ALLOWED.</b> For e.g. 54.99% will not be considered as 55%.
29	I am currently employed with State/Central Government /	<b>No.</b>

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	PSU/Bodies/ Organizations and drawing higher Basic/Pay Scale. Am I eligible for protection of pay.	Protection of pay will not be admissible to the Candidates joining GAIL in the above-mentioned posts. Please refer the <b>Clause 5.2</b> of Advt. GAIL/OPEN/MISC/1/2024.
30	What documents are required in support of Large Private Sector Organization/ Institution/ Company of repute?	Please refer <b>Clause 8.8 (vi) (c)</b> of the detailed advertisement on GAIL Website. <b>Advt. No: GAIL/OPEN/MISC/1/2024</b>
31	Are <b>Fixed Term Employee</b> (FTE) required to submit "No Objection Certificate" (NOC)?	<b>Yes</b> , FTEs are required to submit the NOC. In case, NOC is not applicable for the FTEs as per the policy of the Organization, <b>candidates</b> will have to submit a letter from the Organization stating that " <b><i>NOC is not applicable to the FTEs and they can apply /appear for outside employment.</i></b> "
32	My EWS certificate issued by the Competent Authority mentions the certificate as valid for FY-2024-25. Do I need to re-apply for the same?	<b>No.</b> Candidates should note that the EWS certificate issued by Competent Authority should be valid for the financial year 2024-2025 and should have been prepared on the basis of income and asset verification for the financial year 2023-2024 <b>Hence, candidate in possession of EWS certificate valid for FY 2024-2025 need not re-apply for the same.</b> <b>However, candidate who do not have a valid EWS certificate for FY 2024-25 or in whose case the basis of income in their certificate is prior to 2023-24, they may re-apply and bring the certificate for FY 2024-25.</b> <b>EWS certificate is necessary to be produced on the day of selection process i.e. (document verification process followed by Skill test). In case candidate fails to produce the same at the time of selection process, they will not be allowed to appear for selection process.</b>
33	Which category of PwBD candidates avail the facility of scribe?	The Persons with Benchmark Disabilities (PwBD) in the categories of blindness, locomotor disability (both arm affected – BA) and cerebral palsy are provided the facility of scribe, if so desired by the candidate. In case of other category of Persons with Benchmark Disabilities as defined under section 2(r) of the RPWD Act, 2016, the facility of scribe is allowed to such candidates on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government Health Care institution in the prescribed proforma.
34	Will GAIL provide scribe to the candidates or the candidates have to bring their own scribe?	The candidate shall have discretion of opting for his/her own scribe or request GAIL to provide for the same in the online application form
35	My name on Diploma/ITI Certificate is mentioned as Mahajan Neeta K while in my Class X pass certificate the same has been mentioned as Neeta Kumari Mahajan. Please advise how should I fill my name while applying?	The applicant is requested to mention the name as per matriculation certificate. In case there is a mismatch in names (including the way, it is written), in online application form with that of any document like Class X/XII/ graduation mark-sheet/ Work Experience certificates, the onus will be on the candidate to establish that both the persons are same. If GAIL is not satisfied with the explanation/ proof provided, the candidature will be rejected.

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36	My age / work experience (if applicable) is falling short by few days. Can I apply?	<b>No.</b> You are not eligible. Eligibility for the posts would be reckoned as on date of eligibility mentioned in advertisement.
37	I was making payment for application fee but due to a payment error, my payment is failed. What do I do?	Please wait for 15-20 minutes for the transaction to session out and try making the payment again.
38	I am an employee of a manpower outsourcing company employed as Technician (Electrical). The company has deployed me in a Petrochemical plant of another company in Electrical Maintenance Job. My company meets the notified criteria for Large Private Sector Organization / Institution / Company of Repute. Am I eligible to apply?	<b>Yes</b> Candidates working on Contract through empaneled agency/contractor/organization which meets the applicable Criteria for the post of being a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute will only be considered.
39	I have completed CA Inter / ICWA Inter / M. Com. Am I eligible for the post of Accounts Assistant?	<b>No.</b> <b>As per Clause 2.6 of the advertisement, candidates possessing CA Inter / ICWA Inter / M. Com are not eligible for the post of Accounts Assistant. However, they may apply for the post of Jr. Accountant.</b>