

90 DAYS CONSTRUCTION WORK EXPERIENCE CERTIFICATE

Proof of having worked for at least 90 days in the last 12 months
(If letter head available, Name of the Issuer, Phone number, Email ID & Address should be mentioned on the Letter
Head of Issuer)

Issue No

Details to be filled in capital letters only.

Date.....

This is to certify that Shri/ Smt......

Son/Daughter/Wife of **Date of Birth**.....

currently residing at **Village/Town/City**.....

P.O...... **P.S.**..... **District**..... **PIN code**.....

has been working as a <<profession>>

Passport size
photo of the
worker cross-
signed by issuer

From Date	To Date	Actual days worked	Project Work- Name/Details	Type of Work	Project site full address with pin code
Full Name and Contact number of Employer					
Full Address of Employer					

.....
Signature/Thumbprints of the worker

Disclaimer: If any of the information furnished above is found to be incorrect during verification, the membership of the worker shall be immediately cancelled, and the issuer of the certificate shall be strictly held responsible and appropriate legal actions may be taken by the ABOCWW Board.

N.B. Registering Officer shall follow the guidelines (Annexure-I) and verify the experience certificate for its completeness, genuineness, and accuracy, etc.

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Signature & Seal of the Issuer / Employer

Full Name

Designation

Contact number

ANNEXURE-I

Guidelines for issuance of 90-days work experience certificate

1. *Work experience certificate to be issued on Letterhead of the Issuer, with the seal of the organization on behalf of which the issuer is issuing. Name of the Issuer, Phone number, Email ID and Address must be mentioned on the Letter head.*
2. *In case the Issuer is individual employer of the worker, the certificate may be issued without Letter Head and Seal. But full name of the Employer, contact number., full address, etc. must be clearly mentioned.*
3. *In case the Issuer is not the individual employer of the worker, the certificate must be issued by any of authorised issuer(as per sl no.8) with project work-name/details and project site full address, Employer name, Employer address and Employer contact no.*
4. *In case the Issuer is Registered Contractor, Registered Construction Workers' Union, etc. then their Registration Number and Date of Registration must be clearly mentioned on the Letter Head.*
5. *Registering Officer may ask the contractor/ construction workers union to produce their valid Registration Certificate in case of any doubt/confusions.*
6. *In case the worker has not been engaged for at least 90 days construction work in a single Project site, then he/she shall provide multiple certificates with each certificate mentioning the required details of each project clearly specifying the Project details and site address.*
7. *In case the Experience certificate is issued under the name of Registered Construction Union, then the certificate must be signed by the State head/District head of the Registered construction Union. Certificate issued by any other entity will not be considered.*
8. *List of authorized issuers: Individual Employer / Registered Contractor/ Executive Officer of the concerned Panchayati Raj Institution/Urban Local Bodies/ Registered Construction workers' Union.*