

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

Sl. no.	Query	Reply
1	I am a candidate belonging to General Category & my disability is less than 40 %. Can I apply for the post of PwBD?	No. As the mentioned posts are advertised for filling up of backlog vacancies for PwBDs. Only Persons with Benchmark Disabilities i.e. with specified disability not less than 40 % and belonging to the category/ categories for which the post is identified suitable (as indicated in Table-I in detailed Advertisement) can apply.
2	Can I apply for the notified posts in offline mode?	No Only application submitted online on https://gailonline.com/CRApplingGail.html will be accepted. Applications through any other mode including post/courier or in person will not be accepted.
3	Do I need to send the hardcopy print out of the online application form to your office by post?	No. 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.
4	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.
5	I belong to PwBD category. What is the percentage relaxation in Marks of essential qualification?	5% relaxation is applicable in Educational Qualification for PwBD Category. However, Marks mentioned in table-II is inclusive of relaxations to be provided to PwBD candidates
6	I have completed my Diploma in Electronics & Communication Engineering/ Electronics & Telecommunication Engineering. Am I eligible for applying for the post of Foreman (Instrumentation)	No, Candidates having qualification of Diploma in Electronics & Communication Engineering / Electronics & Telecommunication Engineering shall not be eligible. Only those candidates having essential qualification of Diploma in Engineering in Instrumentation/ Instrumentation & Control/ Electronics & Instrumentation/ Electrical & Instrumentation/ Electronics/ Electrical & Electronics shall be considered eligible for the post of Foreman (Instrumentation)
7	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 Sr.	No. The degree certificate should clearly mention Bachelor Degree awarded in ' Hindi Literature / Hindi '.

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	Superintendent (Hindi)?	
8	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/PwBD certificate" available on 'Careers' section of GAIL Career Link (https://gailonline.com/CRcurrentSCformdownload.html)
9	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.
10	Will GAIL (India) Ltd. bear my travelling expense incurred for appearing the written test?	No, as per clause 11.17, No Travelling expense would be payable to candidates called for the written test.
11	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: https://gailonline.com/CRApplingGail.html only and no separate notification shall be issued in any other media. Please refer clause 11.19 for details.
12	Can I submit the application without paying the application fee?	Yes PwBD category candidates are exempted from payment of application fees. Please refer clause 7 of the advertisement. Accordingly, you will be allowed to submit application without you being redirected to Payment page/tab.
13	Can I request for change in the Test centres?	No. Candidates do not have the option of modifying the test Centre once the form is submitted. Kindly refer clause 10.22 of the Advertisement.
14	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.
15	Where can I raise my queries?	Queries/ Clarifications/Difficulties if any, may be raised under the help-desk tab available in the online application portal itself.
16	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 https://gailonline.com/CR-current_SC_form_medical.html
17	I completed my Bachelor Degree in Science (B.Sc.) (with Chemistry) and also possess M.Sc. but in a	No. Only those candidates possessing M.Sc. in Chemistry shall be considered eligible for the post.

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	different subject. Am I eligible for the post of Sr. Chemist?	
18	My aggregate marks in Essential Educational Qualification is 54.99%. Am I allowed to round off my percentage marks to 55%?	“Rounding off” of marks to the next higher digit for calculation of percentage of marks secured in Diploma in Engineering/Bachelor degree/ Master Degree etc. is NOT ALLOWED . For e.g. 54.99% will not be considered as 55%.
19	I am currently employed with State/Central Government / PSU/Bodies/ Organizations and drawing higher Basic/Pay Scale. Am I eligible for protection of pay.	No. Protection of pay will not be admissible to the Candidates joining GAIL in the above-mentioned posts. Please refer the Clause 5.2 of Advt. GAIL/OPEN/SRD/1/2024.
20	Are Fixed Term Employee (FTE) required to submit “No Objection Certificate’ (NOC)?	Yes , FTEs are required to submit the NOC. In case, NOC is not applicable for the FTEs as per the policy of the Organization, candidates will have to submit a letter from the Organization stating that “NOC is not applicable to the FTEs and they can apply /appear for outside employment.”
21	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?	No. 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 Hence, candidate in possession of EWS certificate valid for FY 2024-2025 need not re-apply for the same. 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. 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.
22	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.
23	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
24	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	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

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	Mahajan. Please advise how should I fill my name while applying?	candidate to establish that both the persons are same. If GAIL is not satisfied with the explanation/ proof provided, the candidature will be rejected.
25	My age / work experience (if applicable) is falling short by few days. Can I apply?	No. You are not eligible. Eligibility for the posts would be reckoned as on date of eligibility mentioned in advertisement.
26	I have completed CA / ICWA (CMA) / M. Com. Am I eligible for the post of Sr. Accountant?	Yes.