



# **THE APPRENTICESHIP CONTRACT (Form-I)**

**Under The Punjab Apprenticeship Act, 2021 & Apprenticeship Rules, 2024**

<b>Category of Apprenticeship Training</b> (Please tick one of the below)			<b>Passport size Photograph</b>
<b><u>GRADUATE</u></b> Minimum Graduate	<b><u>ASSOCIATE</u></b> Minimum Intermediate	<b><u>VOCATIONAL</u></b> Minimum Middle	
<b>Trade:</b>			<b>Duration of the Apprenticeship Training in Months:</b>
<b>Name of Establishment:</b>			
<b>Address of Establishment:</b>			
<b>Date of Commencement of Training:</b>			<b>Date of Completion:</b>
<b>Apprentice's Name:</b>		<b>Father's Name:</b>	
<b>Contact No. of Apprentice:</b>		<b>Contact No. of Father:</b>	
<b>Date of Birth:</b>		<b>Gender:</b>	
<b>Qualification:</b>		<b>Father's Occupation:</b>	
<b>CNIC/Form-B No.</b>		<b>Father's CNIC No.</b>	
<b>Permanent Address of Apprentice:</b>			

## **AGREEMENT**

The agreement made this day \_\_\_\_\_ of 20\_\_\_\_\_

Between (the Establishment) \_\_\_\_\_; and  
(Hereinafter referred as the Employer)

Mr./Ms. (the Apprentice) \_\_\_\_\_  
(As detailed above)

### **WITNESSTH AS FOLLOWS:**

1. Whereas the Apprentice has offered to work and desires to be trained as an Apprentice in the above mentioned Establishment.
2. Now the Employer in consideration thereof accepts the Apprentice in the said trade subject to and in accordance with the conditions of the Punjab Apprenticeship Act, 2021 and the Punjab Apprenticeship Rules, 2024.
3. That the apprentice agrees to work diligently and faithfully conformed to and abides by the obligations by the Apprentice under the Apprenticeship Act, 2021 and the provisions of the Agreement.
4. That in case the Apprentice during the Apprenticeship leaves the Employer's services unilaterally in spite of the Employer's faithfully performing his part of the contract and performing the obligations imposed upon him under the provisions of the Apprenticeship Act, 2021, the Apprentice shall be liable to the payment of such expenses to the Establishment as prescribed in the Act.

5. That the apprentice shall remain on probation for a period of three months commencing from the date of his enrolment as an apprentice. During the period of probation, the apprenticeship contract may be terminated either by the employer or apprentice, under intimation to the Competent Authority by giving notice of fifteen days.
6. That after completion of the period of probation, no apprenticeship contract shall be terminated either by the employer or apprentice before its completion, except with the prior approval of the Competent Authority: Provided that the approval shall not be granted unless the Competent Authority is satisfied that the employer or apprentice, as the case may be, for valid reasons, is unable to fulfill the obligations mentioned in the Act and the rules.
7. That there is no obligation on the employer to offer employment to an apprentice on completion of his apprenticeship, and on apprentice to serve the employer after completion of his apprenticeship.
8. That if the apprentice and his parent/guardian agree in writing with the Employer at the completion of Apprenticeship contract, the apprentice will continue in the employment of the Employer as an employee in his trade for a period not exceeding \_\_\_\_\_ months, and the employer shall pay salary/ wages mutually agreed upon by both the parties.

**IN WITNESS WHEREOF**

Name of the Employer / On behalf of the Employer	Signature of the Employer / On behalf of the Employer and stamp of the Establishment
Signature of Apprentice & Thumb Impression:	
Name and Signature of Parent/ Guardian	
Name and Signature of the Witness	

**FOR OFFICE USE ONLY**

<b>Remarks:</b> Registered / Not registered	
Signature of <b>Jurisdiction Officer</b>	Signature of <b>the Competent Authority</b>
<u>Registration No.</u>	<u>Date</u>

**Note: Please attach the following documents for registration of the Apprenticeship contract.**

1. Covering letter with original sign and stamp.
2. Three original signed and stamped copies of the Apprenticeship Contract.
3. One passport size Photograph of the Apprentice must be pasted on each Contract Form.
4. One set of attested copies of educational certificate(s) of the Apprentice.
5. One copy of attested CNIC/Form-B of the Apprentice.
6. One copy of original medical fitness certificate of the Apprentice.