

कुलसचिव कार्यालय / Registrar's Office**परिपत्र/ Circular**

संख्या/No.IISERBPR/RO/C/2026/09

दिनांक/Date: August 05, 2026

Sub: Notification for inviting applications for promotion to the post of Assistant Registrar (Group A, Pay Level 10) through Limited Departmental Examination (LDE) with Departmental Promotion Committee (DPC) under RCPP 2024- reg.

Applications are invited in the prescribed format from the eligible Non-Teaching regular employees of the Institute for appointment to the following post for promotion through Limited Departmental Examination (LDE) with Departmental Promotion Committee (DPC) as per RCPP 2024. The details are as under:

Sl. No.	Particulars	Details
1.	Name of the promotional post with Pay Level (as per 7 th CPC)	Assistant Registrar [Group A, Pay Level 10]
	Number of post	1-UR
	Age limit	Not applicable
	Eligibility	Qualification: Master's Degree with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed. Experience: 5 years of experience in Pay Level 7 OR 7 years of experience in Pay Level 6 OR 9 years of experience in Pay Level 5 handling Administrative/ Finance & Accounting / Academic / Legal / Statutory / Audit / Stores & Purchase / Establishment Matters in Central / State Government / Central / State funded Educational Institutes / Govt. Universities / Comparable Research Establishment and other Institution of Higher Education.
	Cut-off date for eligibility	January 01, 2026
	Date and Time of the Selection Test (Written)	Will be notified in due course

Eligible employees in terms of RCPP 2024 may submit the duly filled and signed application form (format enclosed at Annexure-I), along with all necessary enclosures, to the Registrar's Office **within 7 days from the date of issue of the notification.**

General Instructions:

- Applicants are advised to carefully read the eligibility criteria on essential qualifications, experience as indicated in RCPP 2024.
- Selection shall comprise a Limited Departmental Examination (LDE) followed by consideration by the Departmental Promotion Committee (DPC), in accordance with the provisions of RCPP 2024.
- Further, in case of non-availability of the adequate number of candidates in feeder cadre a one-time relaxation of the maximum period of one year in the qualifying service will be granted.
- The minimum qualifying marks in the Limited Departmental Examination (LDE) shall be 40% for all categories of employees, as prescribed under RCPP 2024.



- v. Syllabus of the Limited Departmental Examination (LDE) is available at the following link:https://www.iiserbpr.ac.in/webcontrol/uploads/file_upload/LDE_Syllabus_for_Assistant_Registrar_Group_A_datetime_2026-06-20_10-28-02.pdf
- vi. If disciplinary case is pending/contemplated against an employee on the cut-off date for eligibility, the concerned employee may be allowed provisionally to appear in LDE subject to final outcome of the proceedings.
- vii. Promotion shall be subject to vigilance clearance and integrity certification as per applicable rules.
- viii. Applications falling short or not fulfilling any of the criteria as mentioned above will be summarily rejected.
- ix. Applications received after the prescribed last date and time shall not be entertained under any circumstances.
- x. The Institute reserves the right NOT to fill the advertised post in the event of any administrative exigency.
- xi. In case of any dispute/ambiguity/confusion that may arise during the process of selection, the decision of the Competent Authority shall be final.
- xii. Canvassing in any form shall lead to disqualification of candidature.




(Pradeep Kumar Ray)
कुलसचिव/Registrar

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