



# केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्

आयुष मन्त्रालय, भारत सरकार

जवाहर लाल नेहरू भारतीय चिकित्सा एवं होम्योपैथी अनुसंधान भवन  
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**CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES**

Ministry of AYUSH, Govt. of India

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F. No.2-8/2017-CCRAS/Rectt.(Vol.I) / 607

Dated

02 MAY 2024

To,

The Director (Institutes)/Assistant Director (In-charges)/  
Research Officer (In-charges) of the Peripheral Institutes.

**Subject: Conducting of Limited Departmental Competitive Examination for promotion to the post of LDC in CCRAS – Regarding.**

Madam/Sir,

I am directed to refer to this Council Hqrs Office's letter No.2-8/2017-CCRAS/Rectt./Vol.I/7887 dated 16.02.2024 on the above subject and to enclose a list (Annexure-I), containing names of MTS, who are eligible, as on 31.01.2024, to appear in the Limited Departmental Competitive Examination for promotion to the grade of Lower Division Clerk (LDC) in Pay Level – 2 (Rs.19,900 – 63,200), in the CCRAS, including its different Peripheral Research Institutes.

2.1 The eligibility criteria for the above departmental examination is as under:

(i) *Group 'C' staff in the Pay Matrix Level – 1 (Rs.18,000 – 56,900) who possesses 12<sup>th</sup> Class pass or equivalent qualification and have rendered three years regular service in the grade on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years of age for the SC/ST candidates).*

2.2 The candidates should be clear from vigilance angle. Besides, their annual performance reports for the period of last five years, should be at least satisfactory.

3. The aforesaid written examination is likely to be conducted in the last week of June, 2024 at the Central Council's Headquarters Office in New Delhi and all the concerned Candidates should kept themselves well prepared for this Examination.

4. The scheme of Examination is as follows

(i)(a) **Written Examination** - In the aforesaid Examination there will be total four Papers, i.e., Paper – I, II, III & IV and, all the said four Papers will be of objective type multiple choice only. There will be no negative marking. The details of the Written Examination are mentioned below:



Subject	Paper	Maximum marks	Duration
Hindi & English	I	25 Marks	90 Minutes
General Knowledge	II	25 Marks	
Service Matters	III	25 Marks	
Reasoning	IV	25 Marks	

(i)(b) **Skill Test Norms on Computer:**

Skill Test	Time Duration
English Typing @35 w.p.m.	10 Minutes
Hindi Typing @30 w.p.m.	10 Minutes
(35 w.p.m. and 30 w.p.m. correspond to 10500 Key Depression Per Hour/9000 Key Depression Per Hour on an average of 5 Key Depressions for each word.)	

(i)(b)(i) *The Typing test being part of the departmental examination, the MTS who are appointed as LDC on the basis of the written examination, should pass typewriting test within two years of their appointment as LDC, failing which they will be reverted to their earlier post of MTS. The Officials who are aged 45 years and more as on the date of their appointment as LDC are exempted from passing the type test. The MTS who are promoted as LDC based on the aforesaid examination and are aged less than 45 years as on the date of their appointment as LDC, should pass the typewriting test conducted by the State Board of Technical Education or by an organization/agency/board, etc., authorized by the Government.*

(ii) The question papers will be bilingual. The candidates shall have the option to answer the question paper either in English or in Hindi (in Devanagri Script). If answers are written partly in one language and partly in another language, such answer script will not be evaluated and such candidate will be awarded ZERO marks.

(iii) The change in the scheme of examination, if any, will be informed through the website of this Council.

5. The points to be noted by the eligible Departmental Candidates are indicated in the attached List (Annexure-II).

6.1 In order to process the issue for holding the Limited Departmental Competitive Examination for promotion to the post of LDC in CCRAS and its Peripheral Research Institutes, the information/documents as follows are required by this Council:-

(a) A confirmation that no discrepancy has been found in the particulars in r/o each employee indicated in the above List (Annexure-I), referred to in para 1 above. Alternatively, if any discrepancy is noted by the concerned Institute, the same may be brought to the notice of this Council immediately.

(b) The Vigilance clearance in r/o the eligible candidates for whom it has not yet been received from the concerned Institute, as mentioned in col.10 in the List at Annexure-I.



(c) Updated Annual performance reports for the period of last years, i.e., 2018-19, 2019-20, 2020-21, 2021-22 and 2022-23, in r/o the eligible candidates for whom it has not yet been received from the concerned Institute, as mentioned in col.11 in the List at Annexure-I.


6.2 The information/documents w.r.t. para 6.1 (a), (b) & (c) above may be provided by the concerned Peripheral Research Institute to this Council immediately through official e-mail of the Research Institute at the following e-mail i.d. - [astendra.meena@ccras.nic.in](mailto:astendra.meena@ccras.nic.in) and, ink signed hard copy(ies) thereof (in original) may be sent by Speed Post within 7 days of the receipt of this communication.

6.3. Besides, the information contained in paras 3 to 5 above may be brought to the notice of the eligible Candidate (s) by the concerned Research Institute and CCRAS Hqrs Office, New Delhi, immediately.

7. This issues with the approval of the competent authority.

Encl. A/a

Yours faithfully

  
(A.K. Meena)  
Administrative Officer (Rectt.) 02/05/24  
For Director General



List of eligible MTS, as on 31.01.2024, to appear in Limited Departmental Competitive Examination for promotion to the Grade of Lower Division Clerk (LDC).

Sl. No.	Name of the Incumbent	Designation	Date of Birth	Educational/Qualification	Date of joining in Level-1 (Pay Matrix)	Category	Place of posting	Remarks (if any)	Whether Vigilance clearance received	Whether Annual Performance Report for the last 5 years received
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1.	Smt. Neetu Chanalia	MTS	02.06.1977	12 <sup>th</sup> and Home Ministry Hindi Shishan Yojana 2016 and one year Computer diploma	03.04.2000	SC	CARI, Patiala		Yes, received on 03.02.2023	Not received
2.	Sh. Biju T.P.	MTS	14.01.1978	SSLC Pre Degree	10.07.2001	SC	NARIP, Cheruthuruthy		Yes, received on 10.03.2023	Yes, received from 2017-18 to 2021-22
3.	Sh. Vijay Kumar	MTS	21.04.1979	MA and Home Ministry Rajbhasa Hindi Shishan Yojna 2014 and one year diploma	14.10.2002	UR	CARI, Patiala		Yes, received on 03.02.2023	Not received
4.	Smt. Aarti	MTS	17.05.1981	12 <sup>th</sup> & one year Computer Diploma	13.12.2002	SC	CARI, Patiala		Yes, received on 03.02.2023	Not received
5.	Sh. Liju P. Joy	MTS	16.05.1979	SSLC Pre Degree Diploma in Hoteliering and Catering	10.01.2003	UR	NARIP, Cheruthuruthy		Yes, received on 10.02.2023	Yes, received from 2017-18 to 2021-22



6.	Sh. A. Kiran Kumar	MTS	04.06.1984	12 <sup>th</sup>	27.11.2003	SC	RARI, Vijayawada		Not received	Not received
7.	Sh. Krishan Gopal	MTS	22.08.1981	12 <sup>th</sup>	24.10.2005	SC	CARI, New Delhi		Not received	Not received
8.	Sh. Arvind Pippal	MTS	23.11.1975	12 <sup>th</sup>	14.11.2005	SC	RARI, Gwalior		Not received	Not received
9.	Sh. Santosh Kumar Saket	MTS	15.02.1976	BA	01.12.2005	SC	CARI, Jhansi		Yes, received on 04.02.2023	Not received
10.	Sh. Navin Kumar	MTS	08.12.1983	12 <sup>th</sup> RS-CIT	15.12.2005	SC	MS RARI, Jaipur		Not received	Not received
11.	Sh. Joydev Konai	MTS	13.05.1977	12 <sup>th</sup>	04.01.2006	SC	RARI, Gangtok		Not received	Not received
12.	Sh. Magaram Hazra	MTS	06.06.1976	12 <sup>th</sup>	13.01.2006	SC	CARI, Kolkata		Not received	Not received
13.	Sh. Prakash Sunar	MTS	22.08.1978	12 <sup>th</sup>	01.02.2006	SC	RARI, Gangtok		Not received	Not received
14.	Sh. Parmod Kumar	MTS	13.03.1992	12 <sup>th</sup>	04.03.2015	SC	RARI, Jammu		Not received	Not received
15.	Sh. Vikram Gurjar	MTS	13.09.1984	12 <sup>th</sup> 3 Months Computer Diploma	18.03.2015	OBC	MS RARI, Jaipur		Not received	Not received
16.	Sh. Vaibhav G. Patil	MTS	15.08.1992	12 <sup>th</sup>	31.03.2015	UR	CARI, Mumbai		Not received	Not received
17.	Sh. Dharamveer Singh	MTS	06.02.1985	12 <sup>th</sup>	28.04.2015	OBC	CARI, New Delhi		Not received	Not received
18.	Sh. Anil Kumar	MTS	02.05.1991	12 <sup>th</sup>	13.06.2016	SC	CCRAS Hqrs		Not received	Not received
19.	Sh. Vivek Kumar	MTS	22.11.1995	12 <sup>th</sup> & Six months computer Literacy Course	28.06.2016	SC	CARI, Patiala		Yes, received on 13.02.2023	Not received
20.	Sh. Vaibhv B. Talgaonkr	MTS	02.03.1993	H.S.C.	25.06.2016	OBC	CARI, Mumbai		Not received	Not received
21.	Sh. Vinod Singh Nikhurpa	MTS	01.01.1987	BA	07.07.2017	ST	RARI, Ranikhet		Not received	Not received
22.	Sh. Mohan Bahadur	MTS	28.11.1989	MA	13.07.2017	UR	RARI, Ranikhet		Not received	Not received



23.	Smt Ranjima T.V.	MTS	31.05.1994	BA(English Diploma in Computer Application) and Teacher Training certificate of 02 year duration	14.12.2017	UR	NARIP, Cheruthuruthy		Yes, received on 10.02.2023	Yes, received from 2018-19 to 2021-22
24.	Sh. K. Srikanth	MTS	26.07.1986	BA	31.08.2018	UR	RARI, Vijayawada		Not received	Not received
25.	Sh. Vikash Kumar	MTS	08.04.1995	12 <sup>th</sup> Pass	05.09.2018	OBC	RARI, Patna		Not received	Not received
26.	Sh. B. Ramarao	MTS	26.02.1990	MBA (Finance)	12.09.2018	UR	NCIMH, Hyderabad		Not received	Not received
27.	Smt. Renu Sharma	MTS	10.06.1992	M.Com, RS-CIT	16.01.2019	UR	RARI, Jaipur		Not received	Not received
28.	Sh. Amit Kumar Dhiman	MTS	25.05.1990	12 <sup>th</sup> Pass	21.01.2019	OBC	CARI, New Delhi		Yes, received on 10.03.2023	Not received
29.	Sh. Rinku	MTS	22.12.1997	12 <sup>th</sup> Pass	19.03.2019	General	RARI, Mandi		Not received	Not received
30.	Sh. Jaswinder Singh	MTS	10.12.1985	BA	08.07.2019	SC	RARI, Jammu		Not received	Not received

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**The points to be noted by the eligible candidates for the Limited Departmental Competitive Examination for promotion to the post of LDC.**

- i) The candidates admitted to the examination will be required to produce (in original) valid Identity Proof bearing their Photo and address, viz., Departmental Identity Card/Aadhar Card/Driving License/Passport/Votor Identity Card, etc.;
- ii) Candidates are not eligible to receive any Travelling Allowance from the CCRAS HQrs;
- iii) No request for change of centre will be entertained under any circumstances;
- iv) Candidates should clearly understand that this is a competitive and not a mere qualifying examination;
- v) The candidates should be present in the examination Hall at CCRAS HQrs Office, New Delhi at least half-an-hour before the exam. They will not be allowed to leave the examination hall until the exams are over. Candidates arriving late will not be permitted to enter the Examination Hall, in any condition;
- vi) The following activities shall be considered as malpractices by the Central Council.

a)	Taking away answer book with him/her from the examination hall; or.
b)	Impersonating; or
c)	Submitting fabricated documents or document which has been tempered with; or
d)	Making statements which are incorrect or false or suppressing material information; or
e)	Using unfair means in the examination hall; or
f)	Found in possession of mobile phone/blue tooth device/any other electronic device/gadget in switched on or switched off mode inside the examination hall.

- vii) After the examination, the names of finally selected candidates will be arranged in the order of merit along with aggregate marks finally awarded to each candidate so that the candidates who are found to be qualified in the examination shall be recommended for promotion as LDC;
- viii) The number of persons to be selected on the basis of the result of the examination is entirely within the competence of Government to decide. No candidate will, therefore, have any claim for promotion/appointment as LDC on the basis of performance in the examination as a matter of right.

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