E-Mail

E-6364797

No.K-15017/04/2026-Trg (397061)
Government of India
Ministry of Rural Development
Department of Rural Development
(Training Division)

Pr. Secy. GAD
मुख्य सचिव कार्यालय बिहार

Room No. 16, (5A) 2nd Floor,
India Habitat Centre,
Lodhi Road, New Delhi
Dated: 01.10.2026

To, 05 OCT 2026
As per the List enclosed

Subject: Filling up the post of Registrar & Director (Administration), National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad on deputation basis -Extension of last date for receipt of applications – reg.

Sir/Madam,

55(1)

I am directed to refer to this Department's earlier vacancy circular/advertisement published in the *Employment News* (dated 4-10th July, 2026) and leading daily newspapers regarding the filling up of the post of **Registrar & Director (Administration)** at NIRD&PR, Hyderabad, on a deputation basis. **(copies enclosed)**

09 OCT 26

2. In order to encourage wider participation and ensure a larger pool of eligible candidates/applications, the Competent Authority has decided to **extend the last date for receipt of applications upto 31st October, 2026.**

3. The eligibility criteria, pay scale, terms of deputation, and prescribed application proforma remain unchanged as per the original advertisement uploaded on the official websites of this Department (https://www.dord.gov.in/) and NIRD&PR (www.nirdpr.org.in). **(copies enclosed)**

4. It is requested that this extension notice may kindly be given wide publicity among all eligible officers under your administrative control/cadre. Applications of suitable and willing officers, whose services can be spared immediately upon selection, may please be forwarded in the prescribed format through proper channel along with the relevant documents by **31st October, 2026.**

मुख्य सचिव कार्यालय बिहार 5980 06.10.2026

Yours faithfully,

U.S-01

Encl: As above.

1/10/26

(Jayanti Kandjia)
Under Secretary to the Govt. of India

अपर मुख्य सचिव/सामान्य प्रशासन विभाग बिहार
09 OCT 2026

1. **The Secretary**
Department of Personnel & Training (DoPT)
Ministry of Personnel, Public Grievances and Pensions

6166/Est.1
12-10-26

North Block, New Delhi - 110001
(For IAS, CSS, and general circulation on DoPT portal)

2. **The Union Home Secretary**
Ministry of Home Affairs North Block,
New Delhi - 110001
(For IPS and CAPF officers)

3. **The Secretary**
Ministry of Environment,
Forest and Climate Change Indira Paryavaran Bhawan,
Jor Bagh Road, New Delhi - 110003
(For Indian Forest Service - IFoS)

4. **The Comptroller and Auditor General of India**
Office of the CAG of India 9, Deen Dayal Upadhyaya Marg,
New Delhi - 110024
(For Indian Audit and Accounts Service - IA&AS)

5. **The Controller General of Accounts**
Department of Expenditure, Ministry of Finance
Mahalekha Niyantrak Bhawan, E-Block, GPO Complex,
INA, New Delhi - 110023
(For Indian Civil Accounts Service - ICAS)

6. **The Controller General of Defence Accounts**
Ulan Batar Road, Palam, Delhi Cantt - 110010
(For Indian Defence Accounts Service - IDAS)

7. **The Chairman**
Central Board of Direct Taxes (CBDT)
Department of Revenue, Ministry of Finance,
North Block, New Delhi - 110001
(For Indian Revenue Service - IRS IT)

8. **The Chairman**
Central Board of Indirect Taxes and Customs (CBIC)
Department of Revenue, Ministry of Finance,
North Block, New Delhi - 110001
(For Indian Revenue Service - IRS C&CE)

9. **The Defence Secretary**
Ministry of Defence
South Block, New Delhi - 110011
(For Indian Defence Estates Service - IDES, AFHQ Civil Service, and Armed Forces)

10. **The Director General**
Department of Posts Dak Bhawan, Sansad Marg,

New Delhi - 110001
(For Indian Postal Service - IPoS)

11. **The Chairman & CEO**
Railway Board, Ministry of Railways Rail Bhawan,
Raisina Road, New Delhi – 110001
(For Indian Railway Management Service - IRMS)

2. State & Union Territory Administrations

12. **The Chief Secretaries**
All State Governments & Union Territory Administrations
(for circulation among IAS, State Civil Services, and GAD officers)

3. Public Sector Enterprises & Autonomous Bodies

13. **The Secretary**
Department of Public Enterprises (DPE)
Ministry of Finance, Block No. 14, CGO Complex,
Lodhi Road, New Delhi - 110003
(For circulation across Central Public Sector Enterprises - CPSEs)

14. **The Secretary**
University Grants Commission (UGC)
Bahadur Shah Zafar Marg, New Delhi - 110002
(For circulation to Registrars and senior administrators of Central Universities and Autonomous Educational Institutions)

APPLICATION PROFORMA FOR DEPUTATION

SL. No	Name of the Post	Registrar & Director (Administration), National Institute of Rural Development and Panchayati Raj
1	Name and Address (In Block Letters)	
2	Date of Birth (In Christian era)	
3.i)	Date of entry into service	
3.ii)	Date of retirement under Central/State Government Rules	
4.	Educational Qualifications	
5	Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	

Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience

Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs/norms & criteria by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News)

In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.

6.Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post	

6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualifications/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient

Office/Institution	Post held on regular basis	From	To	* Pay Band and Grade Pay/ Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

* Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below:

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e., Ad-hoc or Temporary or Quasi-Permanent or Permanent	
9. In case the present employment is held on deputation/contract basis, please state:	

a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organisation to which the applicant belongs	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation

Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and integrity certificate.

Note: Information under column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre /organisation but still maintaining a lien in his parent cadre/organisation

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	

11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others	
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.	

14. Total emoluments per month now drawn

Basis Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) **(Note: Enclose a separate sheet, if the space is insufficient)**	

16.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization **(v)** Any research/innovative measure involving official recognition vi) any other information. **(Note: Enclose a separate sheet if the space is insufficient)**	
17. Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed / withheld.

(Signature of the candidate)

Address_____

_____

Date:_____

Certification by the Employer / Cadre Controlling Authority

The information / details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular, if selected, he/she will be relieved immediately.

2. Also certified that;

i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. _____

ii) His/Her integrity is certified.

iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)

The norms and criteria for selection to the post of Registrar & Director (Admn), National Institute of Rural Development & Panchayati Raj (NIRD & PR)

i)	Name of the Post	:	Registrar & Director (Administration.)
ii)	No. of posts	:	1 (one)
iii)	Pay Band and grade pay or pay scale	:	Band Pay of Rs.37,400-67,000 (PB4) plus Grade pay of Rs.8,700/-
iv)	Method of Recruitment	:	Deputation basis - Calling for applications by addressing (i) the Chief Secretaries/ Director Generals of Police/Principal Chief Conservators of Forests of all States for circulating to all India Service Officers (IAS/IPS/IFS respectively) (ii) the cadre controlling authorities of all the Central Group 'A' Services.
v)	Eligibility	:	Holding analogous posts i.e in the scale of pay of Rs.37,400-67,000 (PB4) plus Grade pay of Rs.8,700/- or having 5 years experience in the scale of Rs.15,600-39,100/- with Grade Pay of Rs.7,600/- (PB3)
vi)	Experience	:	
	Essential	:	At least 5 years working experience in Group "A" Service in personnel and Administrative matters.
	Desirable	:	Working experience of academic/training institutions in the field of rural development policy and programmes. Degree in Law.
vii)	Period of deputation	:	Period of deputation (including short-term contract) including period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization or some other organization or department of the Central Government shall ordinarily not exceed **three** years. The maximum age limit for appointment by deputation shall be 56 years on the closing date of the receipt of applications.

viii) Cooling off period : As per Government of India Rules

ix) Appointing Authority : Executive Council of NIRD &PR

x) Duties and responsibilities :

a) The Registrar & Director (Admn.) is in-charge of the Administration Branch of the Institute and responsible for general administration and assistance to the Deputy Director General in dealing with administrative matters/ administrative arrangements such as seminars, conferences, training programmes, study tour, etc.;

b) The Officer shall assist the Deputy Director General in matters pertaining to the Executive Council, General Council, Standing Committees and other Parliament related works.

c) The Officer is responsible for the maintenance and deployment of the Institute's vehicles, procurement of stores, etc.;

d) The Officer is the Controlling Officer and Disciplinary Authority for certain categories of staff.

e) The Officer is also Warden of the Guest Houses in the Institute.

f) The Officer is the Welfare Officer of the Campus.

g) The Officer is declared a Faculty Member in terms of DoPT OM No. 13024/1/2008-Trg.I., dt. 05.09.2008. The Officer is required to take part in the academic activities of the Institute and is entitled to 30% of basic as training allowance.

Other Conditions

1. For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

2. **Disqualification** – No person, -

   (a) who has entered into or contracted a marriage with a person having a spouse living; or

   (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post.

   Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

3 **Power to relax.** – Where the Central Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules except the condition 2 above with respect to any class or category of persons.

4. **Saving.** – Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, the Ex-serviceman and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

5. The other instructions issued by the DoPT from time to time on the above subject may also be followed.

F.No.K-15017/01/2016-Trg

Government of India
Ministry of Rural Development
Department of Rural Development
(Training Division)
Kartavya Bhawan 3, New Delhi - 110001

Recruitment Notice

National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad is an autonomous organization under the administrative control of the Ministry of Rural Development. NIRD&PR undertakes training, research, action research and consultancy functions in rural development. It provides an inter-disciplinary academic environment, backed by an excellent infrastructure and state-of-art research and computer facilities.

The Department of Rural Development invites applications in the prescribed format for the post of Registrar & Director (Administration) in NIRD&PR, Hyderabad.

1	Pay Band and Grade Pay (6th CPC)	Rs. 37400-67000 + G.P. Rs. 8700 (as per 6th CPC)
2	Method of Recruitment	Deputation basis
3	Tenure	Three years
4	Age limit	56 years on closing date of receipt of applications

Applications in the prescribed format should be sent through the Cadre Controlling Authority/Department to the Deputy Secretary (Training), Department of Rural Development, 5B, Second Floor, India Habitat Centre, Lodhi Road, New Delhi - 110003. Details regarding qualifications and experience along with application form may be downloaded from https://www.dord.gov.in/ or www.nird.org.in

LAST DATE: 31st October, 2026

11/10/26

(Jayanti Kanojia)
Under Secretary to the Govt. of India

cs-bihar < cs-bihar@nic.in >

Filling up the post of Registrar & Director (Administration), National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad on deputation basis -Extension of last date for receipt of applications — reg

TRAINING Section < training-dord@gov.in >

Thu, 01 Oct 2026 5:51:30 PM +0530

To "hshso"<hshso@nic.in>,"Office of Secretary Personnel" <secy_mop@nic.in>,"CAG Office"<cagoffice@cag.gov.in>,"sys" <sys@nic.in>,"CGDA SECTT"<cgdasectt.dad@gov.in>,"SH Ravi Agrawal" <chairmancbdt@nic.in>,"Shri Vivek Chaturvedi"<chmn-cbic@gov.in>,"defsecy" <defsecy@nic.in>,"Manisha Sinha" <dgposts@indiapost.gov.in>,"ChairmanRailwayBoard RailwayBoard" <crb@rb.railnet.gov.in>,"Shyama Rath"<secy.ugc@nic.in>,"Shri K. Moses Chalai" <secy-dpe@nic.in>,"secy-moef"<secy-moef@nic.in>,"GYANESH BHARTI IAS" <cs-andaman@nic.in>,"G. Sai Prasad IAS"<cs@ap.gov.in>,"Manish Kumar Gupta"<cs-arunachal@nic.in>,"Dr Ravi Kota"<cs-assam@nic.in>,"Chief Secretary Bihar"<cs-bihar@nic.in>,"csoffice.cg"<csoffice.cg@gov.in>,"Dr. V Candavelou IAS"<cs-goa@nic.in>,"Shri Rajeev Verma"<csdelhi@nic.in>,"M.K. DAS IAS" <chiefsecretary@gujarat.gov.in>,"cs-haryana"<cs-haryana@nic.in>,"Chief Secretary"<cs-hp@nic.in>,"Avinash Kumar"<cs-jharkhand@nic.in>,"Chief Secretary"<cs-jandk@nic.in>,"cs"<cs@karnataka.gov.in>,"BISHWANATH SINHA IAS"<chiefsecy@kerala.gov.in>,"cheifsecretary" <cheifsecretary@ladakh.gov>,"Ashok Barnwal, Chief Secretary, MP" <cs@mp.nic.in>,"Chief Secretary Office Meghalaya"<cso-meg@nic.in>,"RAJESH AGGARWAL"<cs@maharashtra.gov.in>,"Chief Secretary Manipur"<cs-manipur@nic.in>,"Chief Secretary Mizoram"<cs-mizoram@nic.in>,"Sentiyanger Imchen"<csngl@nic.in>,"csori"<csori@nic.in>,"Chief Secretary Punjab" <cs@punjab.gov.in>,"csraj"<csraj@rajasthan.gov.in>,"Shri Ravindra Telang IAS" <cs-skm@hub.nic.in>,"cs"<cs@tn.gov.in>,"CS Telangana" <cs@telangana.gov.in>,"Jitendra Kumar Sinha, IAS"<cs-tripura@nic.in>,"Chief Secretary Uttar Pradesh"<csup@nic.in>,"csuttaranchal" <csuttaranchal@nic.in>,"cs-westbengal"<cs-westbengal@nic.in>,"devcom-dd" <devcom-dd@nic.in>,"cs-chd"<cs-chd@chd.gov.in>,"ik-advisor"<ik-advisor@gov.in>

Cc "Pradeep Kumar"<pradeep.kr67@nic.in>,"Jayanti Kanojia" <jayanti.kanojia35@gov.in>,"PAWAN KUMAR"<pkpawan.edu@gov.in>

Sir/Madam,

I am directed to refer to this Department's earlier vacancy circular/advertisement published in the *Employment News* (dated 4-10th July, 2026) and leading daily newspapers regarding the filling up of the post of **Registrar & Director (Administration)** at NIRD&PR, Hyderabad, on a deputation basis. **(copies enclosed)**

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Training Division,
Department of Rural Development,
Ministry of Rural Development, New Delhi.

4 Attachment(s)

OM dated 1st October 2026.pdf
957.3 KB

Proforma of Application.pdf
239.6 KB

Norms and Criteria.pdf
341.7 KB

Recruitment.pdf
346 KB