

**MINUTES OF THE MEETING OF THE ROSTER COMMITTEE FOR GROUP 'B' &
GROUP 'C' OFFICIALS**

Office of the CGPDTM, Delhi

Date: 13.10.2026 to 15.10.2026

Venue: O/o CGPDTM, Delhi

A meeting of the Roster Committee, constituted vide Office Order No. CGPDTM-11031(11)/1/2021-CGOFFICE-Part(2)/4402 dated 18.08.2026, was held from 13.10.2026 to 15.10.2026 at the O/o CGPDTM, Delhi. The agenda was the preparation of post-based reservation rosters for Group B and Group C officials of the Patent Office for the year 2025.

Members Present:

Shri N. Ramchander, Senior Joint Controller of Patents & Designs (Chairman)

Shri Ajay Patil, Asst. Controller of Patents & Designs (Member)

Shri Shiv Mohan Saini, Examiner of Patents & Designs (Member)

Shri Shubham Singhal, Upper Division Clerk (Member)

Resolutions:

The Committee reviewed the establishment records alongside the reference file roster and unanimously resolved to finalize the rosters according to the following statutory parameters:

1. **Separate Rosters:** Distinct reservation rosters shall be maintained independently for vacancies filled via Direct Recruitment (DR) and those filled via Promotion.
2. **Single Post Exemption:** No reservation roster is required to be maintained for a cadre consisting of a single post. This is governed by the SC constitutional bench judgment, 1998 in Post Graduate Institute of Medical Education and Research (PGIMER), Chandigarh vs. Faculty Association and Ors. This is also in consonance with DoPT O.M. No. 36012/2/96-Estt.(Res) dated 02.07.1997 and subsequent DoPT directives which infer that applying reservation to a single post amounts to 100% reservation.
3. **DR Quota Exceeding 75%:** Reservation in promotion does not apply to posts where the Direct Recruitment quota exceeds 75%. Accordingly, no promotion roster shall be maintained for such posts, in strict adherence to DoPT O.M. No. 36012/17/88-Estt.(SCT) dated 25.04.1989 and DoPT Office Memorandum No. 36011/1/2022-Estt(Res-I) dated 11 August 2026.

Shubham Singhal
15/10/2026

Shiv Mohan Saini
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4. In accordance with the aforesaid resolutions, the roster has been prepared for the Group B and Group C officials of the Patent Office, for the following posts:

Sl No	Name of the post	Category	Level in the pay matrix
1	Assistant Administrative Officer	Group B (Gaz)	Level 7
2	Assistant Library and Information Officer	Group B (Gaz)	Level 7
3	Office Superintendent	Group B (Non Gaz)	Level 6
4	Junior Translation Officer	Group B (Non Gaz)	Level 6
5	Stenographer Grade I	Group B (Non Gaz)	Level 6
6	Photography Assistant	Group C	Level 5
7	Upper Division Clerk	Group C	Level 4
8	Stenographer Grade II	Group C	Level 4
9	Data Entry Operator	Group C	Level 4
10	Lower Division Clerk	Group C	Level 2
11	Multi-Tasking Staff	Group C	Level 1

5. Rosters are not prepared for the post of Private Secretary, Library and Information Assistant and receptionist, because these are single post cadre and therefore no need to prepare roster for these posts (refer point 2 of resolution above).

6. Roster is not prepared for LDC promotion post, because, direct recruitment quota for LDC is 85% (i.e. more than 75% and therefore reservation in promotion is not applicable, refer point 3 of resolution above).

7. The aforesaid rosters are attached herewith for the consideration of competent authority.

Shubham Singh
15/10/2026

(Shri Shubham Singh)
Upper Division Clerk
Member

Shiv Mohan Saini
15/10/26

(Shri Shiv Mohan Saini)
Examiner of Patents & Designs
Member

AB
15/10/26

(Shri Ajay Patil)
Asst Controller of Patents & Designs
Member

N. Ramchander
15/10/26

(Shri N. Ramchander)
Sr Jt Controller of Patents & Designs
Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. Name & Pay level of the Post: Assistant Administrative Officer (AAO), Level -7 (Group B 'Gazetted')
2. Method of Recruitment: Promotion by Selection
3. Number of posts in the cadre (cadre strength): 6
4. Percentage of Reservation prescribed: SC-15% ST-7.5%
5. Men in Position: 06
6. Vacant Posts: 02

From 01.01.2025 to 31.12.2025

Cycle No. 2/ Point No	UR or reserved for SC/ ST	Name	Date of appointment to the current designation	Whether belongs to SC/ ST/ OBC/ EWS/ General	Filled as UR or as reserved for SC/ ST	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri S.P. Gurav	01.01.2019	OBC	UR		Retired on superannuation w.e.f. 30.04.2020
2	UR	Smt. Anita Sharma	03.07.2020	General	UR		Retired on superannuation w.e.f. 31.12.2023
3	UR	Smt. R. M. Pawar	31.08.2020	General	UR		Retired on superannuation w.e.f. 30.04.2023
4	UR	Smt. Chhanda Roy	16.08.2021	General	UR		
5	UR	Shri Pritam Singh	01.11.2023	SC	UR		
6	UR	Shri Rakesh Sharma	26.12.2023	General	UR		Retired on superannuation w.e.f. 28.02.2025
7	SC-1	Shri Debashish Palit	13.05.2025	General	UR		
8	UR	Shri Pravir Kumar Mandal	13.05.2025	SC	SC-1		
9	UR	Smt. Meenakshi Ramakrishnan	28.03.2025	General	UR		Retired on superannuation w.e.f. 31.08.2025
10	UR	Smt. Pamela Chakraborty	04.09.2025	General	UR		Retired on superannuation w.e.f. 31.12.2025
11	UR	Shri Biswajit Chakraborty	04.09.2025	General	UR		Retired on superannuation w.e.f. 31.12.2025
12	UR						
13	UR						
14	ST-1						

Shubham Singh
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(Shubham Singh)
UDC

Shiv Mohan Saini
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(Shiv Mohan Saini)
Examiner of P & D

JP
15/10/26
(Ajay P. Patil)
AC of P & D

N.Ramchander
15/10/26
(N.Ramchander)
Sr. JC of P & D
Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. Name & Pay Level of the Post: Assistant Library & Information Officer, Level -7 (Group B 'Gazetted')
2. Method of Recruitment: Promotion by Selection
3. Number of posts in the cadre (cadre strength): 2
4. Percentage of Reservation prescribed: SC-15% ST-7.5%
5. Men in Position: 02
6. Vacant Posts: 00

From 01.01.2025 to 31.12.2025

Cycle No. 1/ Point No	UR or reserved for SC/ ST	Name	Date of appointment to the current designation	Whether belongs to SC/ ST/OBC / General	Filled as UR or as reserved for SC/ ST/	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri G.C. Mondal	07.10.1996	SC	UR		Retired on superannuation w.e.f. 31.01.2011
2	UR	Smt. Purnima Seth	19.12.2011	General	UR		Retired on superannuation w.e.f. 31.12.2011
3	UR	Shri S. Debburman	19.12.2011	SC	UR		
4	UR	Shri L.V. Shinde	19.07.2013	OBC	UR		
5	UR						
6	UR						
7	SC-1						
8	UR						
9	UR						
10	UR						
11	UR						
12	UR						
13	UR						
14	ST-1						

Shubham Singh
15/10/2026
(Shubham Singhal)
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AC of P & D

N. Ramchander
15/10/26
(N. Ramchander)
Sr. JC of P & D
Chairman

RESERVATION REGISTER (large Cadre)

1. **Name and Pay Level of the Post:** Office Superintendent (OS), Level-6
2. **Method of Recruitment:** 100 % by Promotion (Selection Post)
3. **Number of posts in the cadre** (cadre strength): 63
4. **Percentage of Reservation prescribed:** SC-15% ST-7.5%
5. **Men in Position:** 42
6. **Vacant Posts:** 21

From 01.01.2025 to 31.12.2025

S.No	Category for which the post earmarked	Name	Date of appointment to the current designation	Whether belongs to SC/ST/OBC/EWS/General	Filled as UR or as reserved for SC/ST	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri. M. V. Bhatkar	03.11.1988	General	UR		Promoted as AAO on 07.09.2015
2	UR	Shri. S. C. Paul	07.11.1998	General	UR		Promoted as AAO on 20.12.2013
3	UR	Shri. S. P. Gurav	03.07.2003	General	UR		Promoted as AAO on 01.01.2019
4	UR	Smt. A. R. Mehendeiratta	18.01.2007	General	UR		Promoted as AAO on 27.02.2015
5	UR	Shri R. C. Manna	01.06.2007	General	UR		Retired on 28.02.2012
6	UR	Smt. Pritpal Kaur	06.08.2007	SC	SC		Promoted as AAO on 07.09.2015
7	SC-1	Smt. K. Nirmala	24.01.2008	SC	SC		Promoted as AAO on 07.09.2015
8	UR	Shri. S.D. Roy	29.08.2008	General	UR		Retired on 31.03.2017
9	UR	Md. S. Rahman	29.08.2008	General	UR		Retired on 31.03.2014
10	UR	Shri. R.K. Roy	29.08.2008	SC	UR		Retired on 30/06/2012
11	UR	Shri M. Bhattacharya	29.08.2008	General	UR		Retired on 30.11.2015
12	UR	Shri. Dipak Roy	29.08.2008	General	UR		Retired on 31.10.2019
13	UR	Smt. M. Mondal	29.08.2008	SC	UR		Retired on 31.01.2014
14	ST-1	Shri S. P. Bhattacharya	29.08.2008	General	UR		Retired on 30.09.2016
15	SC-2	Shri B. N. Chattopadhyaya	29.08.2008	General	UR		Retired (Voluntary) on 01.11.2016
16	UR	Shri Amalendu Roy	29.08.2008	General	UR		Retired on 31.12.2018

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17	UR	Shri Sankar Kr. Charaboty	29.08.2008	General	UR		Retired on 31.01.2018
18	UR	Smt. P. Moitra	29.08.2008	General	UR		Retired on 30.06.2018
19	UR	Shri S. M. Zende	29.08.2008	SC	UR		Retired on 31.05.2017
20	SC-3	Shri P. V. Ayarkar	29.08.2008	General	UR		Retired on 30.09.2016
21	UR	Smt. Anita Sharma	29.08.2008	General	UR		Promoted as AAO on 03.07.2020
22	UR	Shri Rakesh Sharma	29.08.2008	General	UR		Promoted as AAO on 26.12.2023
23	UR	Shri Harvinder Pal	29.08.2008	General	UR		Retired on 30.09.2021
24	UR	Smt. Kiran Kumari	29.08.2008	General	UR		Retired on 31.08.2022
25	UR	Shri Pritam Singh	29.08.2008	SC	SC		Promoted as AAO on 01.11.2023
26	UR	Shri G. Udaykumar	29.08.2008	General	UR		Retired on 30.09.2021
27	SC-4	Smt. Uma R. Viswanathan	29.08.2008	General	UR		Retired on 30.04.2022
28	ST-2	Shri D. Palit	29.08.2008	General	UR		Promoted as AAO on 13.05.2025
29	UR	Smt. R.M. Pawar	29.08.2008	General	UR		Promoted as AAO on 31.08.2020
30	UR	Smt. S.S. Parab	29.08.2008	General	UR		Retired on superannuation on 31.01.2019
31	UR	Smt. M. V. P. Khujur	29.08.2008	ST	UR		Retired on superannuation on 31.05.2023
32	UR	Shri A. Sankaranarayanan	29.08.2008	ST	UR		Promoted as AAO on 01.03.2019
33	UR	Shri N. Sukumaran	29.08.2008	General	UR		Retired on 31/01/2012
34	UR	Smt. D.D. Mayekar	29.08.2008	General	UR		Retired on superannuation on 31.05.2020
35	SC-5	Smt. Chhanda Roy	29.08.2008	General	UR		Promoted AAO 16.08.2021
36	UR	Shri S.K. Das	29.08.2008	General	UR		Retired on 31.12.2018
37	UR	Shri P. Mandal	03.09.2007	SC	UR		Promoted as AAO on 13.05.2025
38	UR	Shri N. R. Dey	29.08.2008	General	UR		Retired on 31.08.2015
39	UR	Smt. N. Coutinho	19.12.2008	General	UR		Retired on 28.02.2014
40	ST-3	Shri T.K. Bose	22.04.2010	General	UR		Retired on 31.12.2023

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41	SC-6	Shri T.P. Soren	14.05.2010	ST	ST		Promoted as AAO on 07.09.2015
42	UR	Shri S. Soren	21.06.2010	ST	ST		Retired on 31.08.2022 ST-1
43	UR	Shri B.N. Roy	28.11.2011	SC	UR		Retired on 31.01.2021
44	UR	Shri S. Bhattacharya	28.11.2011	General	UR		Retired on 31.12.2019
45	UR	Shri.S.K.Bepari	27.12.2012	SC	UR		Retired on 31.06.2021
46	UR	Shri. P.K. Roychowdhury	27.12.2012	General	UR		Retired on 31.01.2024
47	SC-7	Smt. A. Bose	29.01.2015	SC	UR		Retired on 31.10.2022
48	UR	Shri S. R. Saha	29.01.2015	UR	UR		Retired on 29.02.2016
49	UR	Smt. M. Ramakrishnan	29.01.2015	UR	UR		Promoted as AAO on 28.03.2025
50	UR	Smt. P. Chakraborty	29.01.2015	UR	UR		Promoted as AAO on 04.09.2025
51	UR	Shri Kishor Kumar	29.01.2015	SC	SC		Retired on 30.07.2018
52	UR	Shri A. K. Sahoo	26.03.2015	General	UR		Retired on 31.05.2017
53	UR	Shri B. Chakraborty	12.11.2015	General	UR		Promoted as AAO on 04.09.2025
54	SC-8	Shri Goutam Ghosh	12.11.2015	OBC	UR		Retired on 31.01.2025
55	ST-4	Shri P. Malakar	12.11.2015	General	UR		Retired on 31.08.2025
56	UR	Shri P. Sil	12.11.2015	General	UR		Retired on 31.10.2025
57	UR	Shri S. N. Chowdhury	12.11.2015	General	UR		Retired on 30.09.2025
58	UR	Shri Suman Chatterjee	12.11.2015	General	UR		Retired on 31.12.2025
59	UR	Shri P. Sarkar	12.11.2015	SC	UR		
60	UR	Shri N. R. Halder	12.11.2015	SC	UR		Retired (Voluntary) on 21.01.2017
61	SC-9	Shri Amit Kumar Roy	12.11.2015	General	UR		
62	UR	Shri S. N. Saha	12.11.2015	SC	UR		Demise 19.08.2021
63	UR	Shri S. L. Hansda	12.11.2015	ST	UR		
64	UR	Shri Kajal Sarkar	12.11.2015	General	UR		
65	UR	Shri Giriraj Singh	12.11.2015	SC	SC		Retired on 31.05.2018
66	UR	Shri Shiv Lal Meena	12.11.2015	ST	ST-1		
67	UR	Shri S. K. Halder	16.11.2015	SC	UR		Retired on 01.02.2022

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68	SC-10	Smt. R. Geetha	28.01.2016	OBC	UR		
69	ST-5	Smt. S. Niranjana	16.08.2016	General	UR		
70	UR	Shri N.V. Saravanan	16.08.2016	OBC	UR		
71	UR	Smt. V. Geetha	21.04.2017	SC	SC-1		
72	UR	Shri Ashok Kharat	21.04.2017	SC	SC-2		
73	UR	Shri Giridharilal	21.04.2017	SC	SC		Retired on 30.06.2018
74	SC-11	Shri V. Mani	26.05.2017	General	UR		
75	UR	Shri Mukesh Kr. Sinha	26.05.2017	General	UR		
76	UR	Shri Ravikant	26.05.2017	General	UR		
77	UR	Shri B. Prakash	26.05.2017	OBC	UR		Retired on 31.08.2019
78	UR	Smt. Sangeetha Sridharan	12.06.2017	General	UR		
79	UR	Smt. Chitra R. Gathe	12.04.2018	OBC	UR		Absorption vide Office Order No. CG/F/DGS&D /2018/172 dated 11.04.2018 from Sr. No. 79 to 87 Retired on superannuation on 30.09.2023
80	ST-6	Smt. K. V. Dhotre	12.04.2018	SC	SC		Retired on superannuation on 31.07.2024
81	SC-12	Smt. N. D. Kotian	12.04.2018	General	UR		Retired on superannuation on 31.01.2023
82	UR	Shri L. P. Raja	12.04.2018	General	UR		Retired on 30.9.2022
83	UR	Shri S. R. Jadhav	12.04.2018	General	UR		-do- Retired on superannuation on 31.08.2023
84	UR	Smt. S. S. More	12.04.2018	General	UR		Absorption vide Office Order no. CG/F/DGS&D /2018/172 dated 11.04.2018
85	UR	Smt. V. M. Gawali	12.04.2018	SC	SC-3		-do-
86	UR	Shri B. Saravanan	12.04.2018	SC	SC-4		-do-
87	SC-13	Smt. K. Kalaivani	12.04.2018	SC	SC-5		-do-
88	UR	Shri A. K. Ghosh	11.06.2018	General	UR		
89	UR	Shri Ajay Kumar	11.06.2018	General	UR		
90	UR	Smt. Rajia Akhtar	30.07.2018	General	UR		

Shumansigal
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Shivhar Jain
15/10/26

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91	UR	Shri Rajeev Ranjan	10.09.2018	OBC	UR		
92	UR	Shri S. Majumdar	19.07.2019	SC	SC		Retired on 31.08.2025
93	UR	Shri R. Prasad	19.07.2019	SC	UR		Retired (Voluntary) on 27.11.2020
94	SC-14	Shri. Amar Pal	30.08.2022	General	UR		
95	ST-7	Shri. Prasad Ghosh	30.08.2022	General	UR		
96	UR	Shri. Subrata Haldar	30.08.2022	SC	UR		
97	UR	Shri. Sanjay Chakraborty	30.08.2022	General	UR		VRS w.e.f. 20.12.2024
98	UR	Shri. Arvind Soni	14.12.2023	SC	SC-6		
99	SC-15	Shri. Priya Gopal Sarkar	22.12.2023	General	UR		
100	UR	Smt. Eti Nandi	15.01.2024	SC	SC-7		
101	UR	Smt. Smriti kana Das	15.01.2024	SC	SC-8		
102	UR	Shri. Niloy Polley	16.02.2024	SC	SC-9		
103	UR	Shri. Sumrat Lal	15.04.2024	ST	ST-2		
104	UR	Shri. Dipankar Bala	18.04.2024	SC	UR		
105	UR	Shri. T. Mondal	27.05.2024	SC	UR		
106	UR	Ms. Ila Rani Khujur	16.05.2024	ST	ST-3		
107	SC-16	Shri Anupam Misra	29.12.2025	General (PH-HH)	UR		
108	ST-8	Smt. Seema Chandna	29.12.2025	General	UR		
109	UR	Shri Babuji Debnath	29.12.2025	OBC (PH-VH)	UR		
110	UR	Smt. Anita Negi	31.12.2025	General	UR		
111	UR	Shri Arun Mehra	31.12.2025	General	UR		
112	UR	Shri Baljeet Kumar	31.12.2025	OBC	UR		
113	UR	Smt. Sonia Kalia	31.12.2025	General	UR		
114	SC-17	Smt. Savita Gusain	31.12.2025	OBC	UR		

SI no. 37 date of appointment changed to 03.09.2007 as per seniority list

SI no. 54 category changed to OBC as per seniority list

SI no. 64 Name Changes as per seniority list

SI no. 68 Name changed as per seniority list

SI no. 76 Name changes as per seniority list

Shubhanshu
15/10/26

Shimran Jain
15/10/26

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Summary

Category	SC-15%	ST-7.5%
No. of Posts reserved	9	4
In-position	9	3
Shortfall/excess	0	-(1)
Backlog	0	-(1)

Shubham Singhal
15/10/2026
(Shubham Singhal)
UDC

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15/10/26
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N. Ramchander 15/10/26.
(N. Ramchander)
Sr. JC of P & D
Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. **Name and Pay Level of the Post:** Junior Translation Officer, Level -6
2. **Method of Recruitment:** Direct recruitment
3. **Number of posts in the cadre** (cadre strength): 2
4. **Percentage of Reservation prescribed:** SC-15% ST-7.5% OBC-27% EWS-10%
5. **Men in Position:** 2
6. **Vacant Posts:** 0

From 01.01.2025 to 31.12.2025

Cycle No. 1/ Point No	UR or reserved for SC/ST/OBC/EWS	Name	Date of appointment to the current designation	Whether belongs to SC/ST/OBC / General	Filled as UR or as reserved for SC/ST/	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri Amalendu Ranjan	07.12.2000	General	UR		Promoted as Asst. Director (OL) on 12.02.2020
2	UR	Smt. Reena	08.12.2000	General	UR		Vacant in 2003
3	UR	Smt. Rekha Rani	20.02.2001	General	UR		
4	OBC-1	Shri R. Mishra	06.09.2001	General	UR		Vacant in 2003
5	UR	Shri Punit Chowdhury	18.07.2006	General	UR		Vacant in 2009
6	UR	Smt. Kavita Mahto	04.12.2014	OBC	OBC-1		
7	SC-1						
8	OBC-2						
9	UR						
10	EWS-1						
11	UR						
12	OBC-3						
13	UR						
14	ST-1						

Shubham Singhal
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15/10/26
(N. Ramchander)
Sr. JC of P & D
Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. **Name and Pay Level of the Post:** Stenographer Grade-I, Level-6
2. **Method of Recruitment:** Promotion by Selection
3. **Number of posts in the cadre** (cadre strength): 3
4. **Percentage of Reservation prescribed:** SC-15% ST-7.5%
5. **Men in Position:** 3
6. **Vacant Posts:** 0

From 01.01.2025 to 31.12.2025

Cycle No. 1/ Point No	UR or reserved for SC/ ST	Name	Date of appointment to the current designation	Whether belongs to SC/ ST/OBC / General	Filled as UR or as reserved for SC/ ST/	Signature of appointing authority or other authorized officer	Remarks
1	2	4	5	6	7	8	1
01	UR	Smt. Meenakshi A	19.01.2005	UR	UR		Retired on superannuation w.e.f.31.05.2018
02	UR	Smt. T. Gopalkrishnan	24.10.2005	UR	UR		Retired on superannuation w.e.f.31.08.2019
03	UR	Smt. V. Sarada	21.03.2007	SC	SC		Promoted to PA on 09/09/2015 (Vacant-2)
04	UR	Shri A.K. Guha	12-12-1983	UR	UR		Retired on 30/04/2011 (Vacant-3)
05	UR	Shri Nayan Neogi	01.11.1989	UR	UR		Retired on 30/04/2011 (Vacant-4)
06	UR	Smt. Cynthia Reginald	01-01-1990	UR	UR		Demised on 26/07/2014 (Vacant-5)
07	SC-1	Shri Bhagawan Dutt	01.04.1990	SC	SC		Promoted to PA on 01/12/2015 (Vacant-6)
08	UR	Shri M. Talukder	15-10-1996	SC	SC		Promoted to PA on 01/12/2015 (Vacant-7)
09	UR	Shri S. Chatterjee	05.01.1998	UR	UR		Promoted to PS on 26.02.2019
10	UR	Smt. V. Mahalakshmi	31.07.2006	UR	UR		Promoted to PA on 21/12/2015 (Vacant-8)
11	UR	Shri P. K. Sur	28/01/2015	UR	UR		
12	UR	Shri T. R.	12.04.2018	OBC	UR		Absorption vide

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		Gopalkrishnan					Office Order No. F.1-17/2017-Surplus Cell(Admn- II/Absorption dated 11.04.2018
13	UR	Shri M. J. Balakrishnan	12.04.2018	UR	UR		do
14	ST-1						

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(Shiv Mohan Saini)
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(Ajay P. Patil)
AC of P & D

N. Ramchander
15/10/26
(N. Ramchander)
Sr. JC of P & D
Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. Name and Pay Level of the Post: Photography Assistant, Level -5
2. Method of Recruitment: Direct
3. Number of posts in the cadre (cadre strength): 3
4. Percentage of Reservation prescribed: SC-15% ST-7.5% OBC-27% EWS-10%
5. Men in Position: 02
6. Vacant Posts: 01

From 01.01.2025 to 31.12.2025

Cycle No. 1/ Point No	UR or reserved for SC/ST/OBC/EWS	Name	Date of appointment to the current designation	Whether belongs to SC/ST/OBC / General	Filled as UR or as reserved for SC/ST/OBC/EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri M.K. Pawar	01.10.1983	General	UR		Retired on superannuation on 31.05.2020
2	UR	Shri B.B. Palit	08.02.1984	General	UR		Vacant Year 2012
3	UR	Shri D.K. Biswas	13.02.1991	SC	SC		Retired on superannuation on 31.07.2022
4	OBC-1	Shri Swapan Das	22.10.1994	SC	SC		
5	UR	Shri A. Rizwan	27.09.2006	OBC	OBC		
6	UR						
7	SC-1						
8	OBC-2						
9	UR						
10	EWS-1						
11	UR						
12	OBC-3						
13	UR						
14	ST-1						

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RESERVATION REGISTER (large Cadre)

1. Name and Pay Level of the Post: Upper Division Clerk (UDC), Level-4
2. Method of Recruitment: 75% by LDCE
3. Number of posts in the cadre (cadre strength): 34
4. Percentage of Reservation prescribed: SC-15% ST-7.5%
5. Men in Position: 24
6. Vacant Posts: 10

From 01.01.2025 to 31.12.2025

S.No	Category for which the post earmarked	Name	Date of appointment to the current designation	Whether belongs to SC/ ST/ OBC/ EWS/ General	Filled as UR or as reserved for SC/ ST	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Smt. Seema Chandna	16.03.2015	General	UR		Promoted to the post of OS on 29.12.2025
2	UR	Smt. Anita Negi	16.03.2015	General	UR		Promoted to the post of OS on 31.12.2025
3	UR	Smt. Vidhya Parvathy	12.11.2015	General	UR		
4	UR	Smt. K. P. Nalini	12.11.2015	OBC	UR		
5	UR	Shri B. Sathish Kumar	12.11.2015	OBC	UR		
6	UR	Shri Arun Mehra	12.11.2015	General	UR		Promoted to the post of OS on 31.12.2025
7	SC-1	Shri Baljeet Kumar	12.11.2015	OBC	UR		Promoted to the post of OS on 31.12.2025
8	UR	Shri Ashok Kumar	12.11.2015	General	UR		
9	UR	Smt. C. Devi	12.11.2015	OBC	UR		
10	UR	Smt. K. E. Shoba	12.11.2015	OBC	UR		
11	UR	Shri T. Rajendran	12.11.2015	General	UR		
12	UR	Shri. Durgesh Kumar Mishra	01.01.2024	General	UR		
13	UR	Shri. Ankur Gangwar	01.01.2024	OBC	UR		
14	ST-1	Shri. Shubham Singhal	01.01.2024	General	UR		
15	SC-2	Shri. Sandeep Sharma	01.01.2024	General	UR		
16	UR	Shri Vikas Kumar Tripathi	01.01.2024	General	UR		
17	UR	Shri. Vinay Kumar	01.01.2024	ST	ST-1		

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18	UR	Shri. Abhishek Tiwari	01.01.2024	General (PH)	UR		Resigned on 20.06.2025
19	UR	Shri. Abhay Kumar	01.01.2024	SC	SC -1		
20	SC-3	Shri. Sanjeev Kumar	13.3.2024	General	UR		
21	UR	Shri. Naveen Kumar Gedala	13.3.2024	OBC	UR		
22	UR	Shri. Amitesh Kumar	13.3.2024	General	UR		
23	UR	Shri. Tilak Raj	13.3.2024	General	UR		
24	UR	Shri. Arvind Dhillan	13.3.2024	General	UR		
25	UR	Shri. Dibakar Das	13.3.2024	OBC	UR		
26	UR	Shri. Sadanand Kumar Shaw	03.05.2024	OBC	UR		
27	SC-4	Shri. Dinesh Kumar Meena	03.05.2024	ST	ST -2		
28	ST-2	Ms. Madhu Kumari	10.06.2024	OBC	UR		
29	UR	Shri. Tarak Sen	11.06.2024	OBC	UR		
30	UR						
31	UR						
32	UR						
33	UR						
34	UR						

Summary

Category	SC-15%	ST-7.5%
No. of Posts reserved	4	2
In-position	1	2
Shortfall/excess	(-3)	0
Backlog	2	0

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(N. Ramchander)
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Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. **Name and Pay Level of the Post:** Upper Division Clerk, Level-4
2. **Method of Recruitment:** 25% by Seniority cum fitness (RR updated on 01.04.2023)
3. **Number of posts in the cadre** (cadre strength): 11
4. **Percentage of Reservation prescribed:** SC-15% ST-7.5%
5. **Men in Position:** 12
6. **Vacant Posts:** +1 (Excess)

From 01.01.2025 to 31.12.2025

Cycle No. 1/ Point No	UR or reserved for SC/ ST/OBC/EWS	Name	Date of appointment to the current designation	Whether belongs to SC/ ST/ General	Filled as UR or as reserved for SC/ ST/OBC/ EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri U. Mohis	11.03.2015	General	UR		
2	UR	Shri Anupam Misra	11.03.2015	General	UR		Promoted as OS on 29.12.2025
3	UR	Miss. S. Mallick	12.11.2015	OBC	UR		
4	UR	Shri B. Debnath	12.11.2015	OBC	UR		Promoted as OS on 29.12.2025
5	UR	Shri Amit Kumar Sinha	12.11.2015	General	UR		
6	UR	Shri Shambhu S. Prasad	12.11.2015	OBC	UR		
7	SC-1	Shri Sauvik Biswas	12.11.2015	General	UR		
8	UR	Smt. A. Laha	12.11.2015	OBC	UR		
9	UR	Smt. S. Poddar	12.11.2015	General	UR		
10	UR	Shri Avijit Das	12.11.2015	OBC	UR		
11	UR	Smt. R. Kanchana	12.11.2015	OBC	UR		
12	UR	Smt. Sonia Kalia	12.11.2015	General	UR		Promoted as OS on 31.12.2025
13	UR	Smt. Savita Gussain	12.11.2015	OBC	UR		Promoted as OS on 31.12.2025
14	ST-1	Smt. Manisha Sharma	12.11.2015	General	UR		

1 SC & 1ST points will carry forward for next cycle.

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(N. Ramchander)
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Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. **Name and Pay Level of the Post:** Upper Division Clerk, Level-4
2. **Method of Recruitment:** 25% by Seniority cum fitness (RR updated on 01.04.2023)
3. **Number of posts in the cadre** (cadre strength): 11
4. **Percentage of Reservation prescribed:** SC-15% ST-7.5%
5. **Men in Position:** 12
6. **Vacant Posts:** +1 (Excess)

From 01.01.2025 to 31.12.2025

Cycle No. 2/ Point No	UR or reserved for SC/ST/OBC/EWS	Name	Date of appointment to the current designation	Whether belongs to SC/ST/General	Filled as UR or as reserved for SC/ST/OBC/EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Smt. K. Rajeshwari	16.11.2015	SC	SC-1		
2	UR	Smt. Karpagam Chandrasekar	12.04.2018	General	UR		Absorption vide Office Order No.CG/F/DGS &D/2018/172 dated 11.04.2018
3	UR	Smt. M. Kousalya	12.06.2019	OBC	UR		Demise on 29.05.2023
4	UR						
5	UR						
6	UR						
7	SC-1						
8	UR						
9	UR						
10	UR						
11	UR						
12	UR						
13	UR						
14	ST-1						

1 SC point from previous cycle has been filled in this cycle. 1 ST point from previous cycle is carried forward for this cycle.

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RESERVATION ROSTER REGISTER (Small Cadre)

1. Name and Pay Level of the Post: Stenographer Grade-II, Level-4
2. Method of Recruitment: Direct
3. Number of posts in the cadre (cadre strength): 2
4. Percentage of Reservation prescribed: SC-15% ST-7.5% OBC-27% EWS-10%
5. Men in Position: 2
6. Vacant Posts: 0

From 01.01.2025 to 31.12.2025

Cycle No. 1/ Point No	UR or reserved for SC/ST/OBC/EWS	Name	Date of appointment to the current designation	Whether belongs to SC/ST/OBC / General	Filled as UR or as reserved for SC/ST/OBC /EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri P. K. Sur	25.04.2003	General	UR		Promoted to the post of Steno Grade – I on 28.01.15
2	UR	Ms. Shivanika Kinger	22.05.2017	General	UR		
3	UR	Shri Narendra Singh Aswal	22.05.2017	General	UR		Resigned on 07.07.17
4	OBC-1	Ms. Isha	05.06.2017	General	UR		
5	UR	Shri Rahul Rathore	29.06.2017	General	UR		Resigned on 01.01.2019
6	UR						
7	SC-1						
8	OBC-2						
9	UR						
10	EWS-1						
11	UR						
12	OBC-3						
13	UR						
14	ST-1						

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RESERVATION ROSTER REGISTER (Small Cadre)

1. Name and Pay Level of the Post: Data Entry Operator, Level -4
2. Method of Recruitment: Direct
3. Number of posts in the cadre (cadre strength): 9
4. Percentage of Reservation prescribed: SC-15% ST-7.5% OBC-27% EWS-10%
5. Men in Position: 8
6. Vacant Posts: 1

From 01.01.2025 to 31.12.2025

Cycle No. 1/ Point No	UR or reserved for SC/ ST/OBC/EWS	Name	Date of appointment to the current designation	Whether belongs to SC/ ST/OBC / General	Filled as UR or as reserved for SC/ ST/OBC /EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri Kaushal Kumar Ranjan	13.10.2011	OBC	OBC		
2	UR	Shri Dipak Kumar	13.10.2011	OBC	OBC		Resigned on 28.11.2011
3	UR	Shri Chandan Kumar Jha	13.10.2011	General	UR		Resigned on 13.11.2013
4	OBC-1	Shri Chandan Kumar	18.10.2011	SC	SC		
5	UR	Shri Lalit Kumar	24.10.2011	SC	SC		Resigned on 13.03.2014
6	UR	Shri Saket Kumar	24.10.2011	OBC	OBC		
7	SC-1	Shri Gautam Kumar	02.11.2011	OBC	OBC		
8	OBC-2	Shri Prabhat Kumar	11.11.2011	General	UR		Resigned in 2012
9	UR	Shri Hans Raj. Gupta	14.11.2011	OBC	UR		Resigned on 16.02.2016
10	EWS-1	Shri Rakesh Khandelwal	17.11.2011	General	UR		
11	UR	Shri Maneedev Kumar	18.11.2011	SC	SC		
12	OBC-3	Shri Dinesh Kumar	23.01.2012	OBC	OBC		
13	UR	Shri Joginder	22.02.2012	General	UR		VH Resigned on 20.06.2014
14	ST-1	Shri Dharmपाल Meena	01.02.2019	ST	ST		

SI no. 4, 11 utilised for SC and SI no. 1,6 and 12 utilised for OBC in initial cycle.

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(N. Ramchander)
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Chairman

RESERVATION ROSTER REGISTER (Small Cadre)

1. Name and Pay Level of the Post: Data Entry Operator, Level -4
2. Method of Recruitment: Direct
3. Number of posts in the cadre (cadre strength): 9
4. Percentage of Reservation prescribed: SC-15% ST-7.5% OBC-27% EWS-10%
5. Men in Position: 8
6. Vacant Posts: 1

From 01.01.2025 to 31.12.2025

Cycle No. 2/ Point No	UR or reserved for SC/ ST/OBC/EWS	Name	Date of appointment to the current designation	Whether belongs to SC/ ST/OBC / General	Filled as UR or as reserved for SC/ ST/OBC /EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Ms. Reema Narula	14.02.2019	Neither	UR		Resigned on 27.12.2024
2	UR						
3	UR						
4	OBC-1						
5	UR						
6	UR						
7	SC-1						
8	OBC-2						
9	UR						
10	EWS-1						
11	UR						
12	OBC-3						
13	UR						
14	ST-1						

SI no. 4, 11 utilised for SC and SI no. 1,6 and 12 utilised for OBC in initial cycle.

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RESERVATION REGISTER (large Cadre)

1. **Name & Level of the Post:** Lower Division Clerk (LDC), Level-2
2. **Method of Recruitment:** 85% by Direct Recruitment
3. **Number of posts in the cadre** (cadre strength): 31
4. **Percentage of Reservation prescribed:** SC-15% ST-7.5% OBC-27% EWS-10%
5. **Men in Position:** 10
6. **Vacant Posts:** 21

From 01.01.2025 to 31.12.2025

S.No	Category for which the post earmarked	Name	Date of appointment to the current designation	Whether belongs to SC/ST/OBC/EWS/General	Filled as UR or as reserved for SC/ST/OBC/EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri. T. K. Banerjee	01.03.1996	UR	UR		Promoted as UDC on 11.03.2015
2	UR	Ms. S. Mullick	15.02.2000	OBC	OBC		Promoted as UDC on 12.11.2015
3	UR	Shri. A. Banik	28.02.2000	UR	UR		Resigned on 22.01.2011
4	OBC-1	Shri. U. Mohis	15.03.2000	OBC	OBC		Promoted as UDC on 11.03.2015
5	UR	Shri. Amit Bhattacharya	17.04.2000	UR	UR		Resigned on 26.07.2011
6	UR	Smt. S. Sil (Poddar)	17.04.2000	UR	UR		Promoted as UDC on 12.11.2015
7	SC-1	Shri. Sailash Ghosh	17.07.2000	UR	UR		Resigned on 26.07.2011
8	OBC-2	Shri. N. Polley	17.04.2000	SC	SC		Promoted as UDC on 27.12.2012
9	UR	Shri. Arpan Pal	17.04.2000	OBC	OBC		Resigned on 15.09.2013
10	EWS-1	Shri. Abhijit Das	17.04.2000	UR	UR		Resigned on 26.07.2011
11	UR	Smt. A. Laha	17.04.2000	OBC	OBC		Promoted as UDC on 12.11.2015
12	OBC-3	Kum. Rani Kujur	17.04.2000	ST	ST		Promoted as UDC on 27.12.2012
13	UR	Shri. Sauvik Biswas	17.04.2000	UR	UR		Promoted as UDC on 12.11.2015
14	ST-1	Shri. Avijit Das	20.04.2000	OBC	OBC		Promoted as UDC on

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							12.11.2015
15	SC-2	Smt. R.Kanchana	26.04.2000	OBC	OBC		Promoted as UDC on 12.11.2015
16	OBC-4	Smt. K.P.Nalini	26.04.2000	OBC	OBC		Promoted as UDC on 12.11.2015
17	UR	Smt. Smriti Kana Das	02.05.2000	SC	SC		Promoted as UDC on 27.12.2012
18	UR	Shri Arun Mehra	05.05.2000	UR	UR		Promoted as UDC on 12.11.2015
19	OBC-5	Shri Baljit Kumar	05.05.2000	OBC	OBC		Promoted as UDC on 12.11.2015
20	SC-3	Smt. Anita Negi	17.05.2000	UR	UR		Promoted as UDC on 13.03.2015
21	EWS-2	Shri Ashok Kumar	17.05.2000	UR	UR		Promoted as UDC on 12.11.2015
22	UR	Smt. Eti Nandy	17.05.2000	SC	SC		Promoted as UDC on 09.01.2013
23	OBC-6	Smt. Sonia Kalia	22.5.2000	UR	UR		Promoted as UDC on 12.11.2015
24	UR	Smt. Seema Chandana	18.06.2001	UR	UR		Promoted as UDC on 13.03.2015
25	UR	Shri Anupam Misra	27.06.2001	UR	UR		Promoted as UDC on 11.03.2015
26	OBC-7	Smt. Vidya Parvathy	30.06.2001	UR	UR		Promoted as UDC on 12.11.2015
27	SC-4	Smt. Priyadashini	30.08.2001	UR	UR		Resigned on 31.03.2002
28	ST-2	Smt. Sabita Gussain	05.10.2001	OBC	OBC		Promoted as UDC on 12.11.2015
29	UR	Shri. T. Mondal	28.05.2002	SC	SC		Promoted as UDC on 27.12.2012
30	OBC-8	Shri. Arvind Soni	31.05.2002	SC	SC		Promoted as UDC on 31.12.2012
31	EWS-3	Shri .Manisha Sharma	01.07.2002	UR	UR		Promoted to UDC on 12.11.2015
32	UR	Shri.B. Debnath	01.08.2002	OBC	OBC		Promoted to UDC on 12.11.2015
33	UR	Shri. P. Biswas	07.10.2002	SC	SC		Resigned on 30.09.2013
34	OBC-9	Shri. Amit Kumar Sinha	25.04.2003	UR	UR		Promoted as UDC on 12.11.2015

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35	SC-5	Smt. K. E. Shoba	03.06.2003	OBC	OBC		Promoted as UDC on 12.11.2015
36	UR	Smt. K. Rajeshwari	04.06.2003	SC	SC		Promoted as UDC on 16.11.2015
37	UR	Shri B. Satis Kumar	04.06.2003	OBC	OBC		Promoted as UDC on 12.11.2015
38	OBC-10	Smt C. Devi	10.07.2003	OBC	OBC		Promoted as UDC on 12.11.2015
39	UR	Smt. M. Kaushalya	18.07.2003	OBC	OBC		Promoted as UDC on 12.06.2019
40	ST-3	Shri. Kedar Lal	10.11.2003	UR	UR		Retired on 31.12.2014
41	SC-6	Shri. Sumrat Lal	27.06.2005	ST	ST		Promoted as UDC on 24.12.2013
42	OBC-11	Shri. T. Rajendera	16.07.2006	OBC	UR		Promoted as UDC on 12.11.2015
43	EWS-4	Shri. B. Toppo	06.11.2007	ST	ST		Promoted as UDC on 12.11.2015
44	UR	Shri. Ansu Kumar	23.07.2009	UR	UR		Resigned on 09.11.2012
45	OBC-12	Shri Sanjeev Kumar	09.02.2015	UR	UR		Promoted as UDC on 13.03.2024
46	UR	Shri P. Vasudevan	14.02.2018	UR	UR		Appointed on 14.02.2018
47	SC-7	Shri Dibakar Das	15.02.2018	OBC	OBC		Promoted (through LDCE-2024) as UDC on 13.03.2024
48	UR	Shri Amitesh Kumar	20.02.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 01.01.2024
49	OBC-13	Shri Tilak Raj	20.02.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 13.03.2024
50	EWS-5	Shri Arvind Dhillan	20.02.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 13.03.2024
51	UR	Shri Vikas Kumar Thripathi	23.02.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 01.01.2024
52	OBC-14	Shri Naveen Kumar Gedela	26.02.2018	OBC	UR		Promoted (through LDCE-2024) as UDC on 13.03.2024
53	UR	Shri Sameer Sharma	26.02.2018	OBC	UR		(Resigned on 08.03.2024)

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54	SC-8	Shri Dinesh Kumar Meena	26.02.2018	ST	ST		Promoted (through LDCE-2024) as UDC on 02.05.2024
55	ST-4	Shri Durgesh Kumar Mishra	27.02.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 01.01.2024
56	OBC-15	Shri Anil Singh Sengar	05.03.2018	UR	UR		(Resigned on 05.02.2021)
57	UR	Shri Shubham Singhal	05.03.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 01.01.2024
58	UR	Shri Sandeep Sharma	05.03.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 01.01.2024
59	UR	Shri Abhishek Tiwari	05.03.2018	UR	UR		Promoted (through LDCE-2024) as UDC on 01.01.2024
60	OBC-16	Shri Vinay Kumar	14.03.2018	ST	ST		Promoted (through LDCE-2024) as UDC on 01.01.2024
61	SC-9	Ms. Madhu Kumari	27.03.2018	OBC	UR		Promoted (through LDCE-2024) as UDC on 01.01.2024
62	EWS-6	Shri Pradeep Tiwari	21.05.2018	UR	UR		Appointed on 21.05.2018 (Resigned on 05.02.2021)
63	OBC-17	Shri Ankur Gangwar	16.10.2018	OBC	OBC		Promoted (through LDCE-2024) as UDC on 01.01.2024
64	UR	Shri Nikhil Kumar Sonkar	19.11.2018	SC	SC		Resigned on 28.02.2019
65	UR	Shri Abhay Kumar	22.11.2018	SC	SC		Promoted (through LDCE-2024) as UDC on 01.01.2024
66	UR	Shri Niranjana Kumar	22.11.2018	OBC	OBC		Appointed on 22.11.2018 (Resigned on 31.03.2023)
67	OBC-18	Shri Sadanand Kumar Shaw	19.12.2018	OBC	OBC		Promoted (through LDCE-2024) as UDC on 02.05.2024
68	SC-10	Shri Praveen	21.12.2018	SC	SC		Appointed on 21.12.2018 (Resigned on 18.09.2023)

Shri Man Singh
15/10/26

Shri Man Singh
15/10/26

Shri Man Singh

Shri Man Singh

69	ST-5	Shri Bikram Prasad	08.02.2019	OBC	OBC-1		Appointed on 08.02.2019
70	EWS-7	Shri Manimaran P	28.12.2022	OBC	OBC		Appointed on 28.12.2022 (Resigned on 06.10.2023)
71	OBC-19	Shri.Mano Deephak A C	30.11.2022	SC	SC-1		Appointed on 30.11.2022
72	UR	Smt. Vineeta	11.05.2022	SC(VH)	SC-2		Appointed on 11.05.2022
73	UR	Shri Kuldeep Singh	01.06.2022	General-ESM	UR		Appointed on 01.06.2022
74	SC-11	Shri Rajbar Singh Panwar	27.05.2022	General-ESM	UR		Appointed on 27.05.2022
75	OBC-20	Shri Suresh Kumar Dagar	17.05.2022	General-ESM	UR		Appointed on 17.05.2022
76	UR	Shri Towinder Singh Sudan	01.06.2022	General-ESM	UR		Appointed on 01.06.2022
77	UR	Shri Chirag Bhadana	22.12.2023	OBC	OBC-2		Compassionate apportionment on 22.12.2023
78	OBC-21	Shri Ankit Kishor	12.12.2024	General (HH)	UR		Appointed on 12.12.2024
79	UR	Shri Subhadeep Adak	27.12.2024	UR	UR		Appointed on 27.12.2024
80	ST-6	Shri Eklavya	24.01.2025	OBC	OBC		Appointed on 24.01.2025 (Resigned on 08.05.2025)
81	SC-12	Shri Nambooru Manideep Chowhari	24.01.2025	General	UR		Appointed on 24.01.2025 (Resigned on 23.05.2025)

Summary

Category	OBC-27%	SC-15%	ST-7.5%	EWS-10%
No. of Posts reserved	8	4	2	3
In-position	2	2	0	0
Shortfall/excess	6	2	2	-
Backlog	0	0	0	NA

*DoPT Office Memorandum No. 36039/1/2019-Estt (Res) dated 01.02.2019 EWS reservation has been incorporated.

Shubham Singh
15/10/26
(Shubham Singhal)
UDC

Shiv Mohan Saini
15/10/26
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15/10/26
(Ajay P. Patil)
AC of P & D

N. Ramchander
15/10/26
(N. Ramchander)
Sr. JC of P & D
Chairman

RESERVATION REGISTER (large Cadre)

1. Name and Pay Level of the Post: Multi-Tasking Staff (MTS), Level-1
2. Method of Recruitment: 100% by Direct Recruitment
3. Number of posts in the cadre (cadre strength): 45
4. Percentage of Reservation prescribed: SC-15% ST-7.5% OBC-27% EWS-10%
5. Men in Position: 30
6. Vacant Posts: 15

From 01.01.2025 to 31.12.2025

S.No	Category for which the post earmarked	Name	Date of appointment to the current designation	Whether belongs to SC/ST/OBC/EWS/General	Filled as UR or as reserved for SC/ST/OBC/EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1	UR	Shri Rudra Thakur	08-06-1967	SC	Utilised by UR		Retired on 30.09.2008
2	UR	Shri A. K. Moulik	25-01-1969	SC	Utilised by UR		Retired on 30.09.2008
3	UR	Shri Ramjeet Lal	10-09-1970	SC	Utilised by UR		Retired on 31.07.2011
4	OBC-1	Shri Abdul Raiman Khan	24-08-1973	OBC	Utilised by UR		Demise on 07.01.2009
5	UR	Shri Ramanand Ram	12-09-1973	SC	Utilised by UR		Retired on 31.10.2011
6	UR	Shri R. Tete	12-09-1973	Gen	Utilised by UR		Retired on 30.04.2014
7	SC-1	Shri P. K. Nayak	19-09-1973	Gen	Utilised by UR		Retired on 30.11.2012
8	OBC-2	Shri S. K. Das	02-12-1975	ST	Utilised by UR		Retired on 31.07.2011
9	UR	Shri S. C. Nayak	31-12-1977	Gen	Utilised by UR		Retired on 30.11.2013
10	EWS-1	Shri A. Karmarkar	10-03-1978	SC	Utilised by UR		Retired on 31.01.2014
11	UR	Smt. S. Ghosh	12-06-1978	SC	Utilised by UR		Retired on 30.11.2019
12	OBC-3	Shri S. R. Biswas	26-12-1979	SC	Utilised by UR		Retired on 30.11.2012
13	UR	Shri S. Mukherjee	19-02-1980	Gen	Utilised by UR		Demise on 21.11.2015
14	ST-1	Shri N. Chakraborty	19-02-1980	Gen	Utilised by UR		Retired on 31.08.2018
15	SC-2	Shri M. P. Hela	24-04-1980	SC	Utilised by UR		Demise on 11.09.2009
16	OBC-4	Shri. Narsayya Pochayya	01-05-1980	Gen.	Utilised by UR		Retired on 31.01.2014
17	UR	Shri Anirudh Das	01-07-1980	Gen	Utilised by UR		Retired on 30.08.2016
18	UR	Shri S. C Majumdar	11-12-1980	OBC	Utilised by UR		Retired on 31.10.2015

Shubhamsingh
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Shubhansingh

Shubhansingh

Shubhansingh

19	OBC-5	Shri Kailash Nayak	01-04-1982	SC	Utilised by UR		Demise on 12.02.2012
20	SC-3	Shri A. K. Biswas	27-05-1982	Gen.	Utilised by UR		Retired on 30.11.2017
21	EWS-2	Shri M. P. Mondal	28-05-1982	SC	Utilised by SC		Retired on 30.09.2015
22	UR	Shri S. P. Damale	13-08-1982	ST	Utilised by UR		Promoted as LDC on 28.04.2023
23	OBC-6	Shri Hara Naskar	12-08-1983	SC	Utilised by UR		Retired on 31.08.2018
24	UR	Shri R. N. Chakraborty	22-09-1983	Gen	Utilised by UR		Demise on 15.09.2014
25	UR	Shri R. Mukhi	23-11-1983	SC	Utilised by UR		VRS 07.07.2021
26	OBC-7	Shri A. K. Basak	04-01-1984	Gen	Utilised by UR		Retired 31.10.2022
27	SC-4	Shri C. G. Ambare	02-07-1984	Gen	Utilised by UR		Promoted as LDC on 30.06.2016
28	ST-2	Smt. E. Shanthi	02-08-1984	ST	Utilised by UR		Promoted as LDC on 30.06.2016
29	UR	Shri G. L. Maity	24-04-1986	Gen	Utilised by UR		
30	OBC-8	Shri Sankar Saha	22-09-1986	Gen	Utilised by UR		Retired on 31.12.2021
31	EWS-3	Shri L. L. Orai	30-09-1986	ST	Utilised by UR		
32	UR	Shri S. Naskar	08-10-1986	SC	Utilised by UR		Retired on 31.10.2017
33	UR	Shri Swapan Kr. De	18-09-1987	Gen	Utilised by UR		Retired on Superannuation on 31.07.2024
34	OBC-9	Shri T. K. Das	08-06-1988	Gen	Utilised by UR		Retired on Superannuation on 09.10.2024
35	SC-5	Shri Suresh Saha	03-05-1989	SC	Utilised by UR		Retired on 31.1.2022
36	UR	Shri. H. V. Parmar	10-07-1989	SC	Utilised by SC-1		
37	UR	Shri R. Prasad	19-01-1990	SC	Utilised by UR		
38	OBC-10	Shri. H. V. Solanki	08-02-1991	SC	Utilised by SC-2		
39	UR	Shri A. K. Poddar	07-10-1992	SC	Utilised by UR		
40	ST-3	Smt. Rupa Devi	03-06-1994	Gen	Utilised by UR		Retired on 30.09.2019
41	SC-6	Shri Biswajit Biswas	07-08-1995	SC	Utilised by UR		
42	OBC-11	G. Raji	11-09-1995	SC	Utilised by UR		
43	EWS-4	Shri Baidul Haque	15-02-1996	Gen	Utilised by UR		
44	UR	Shri S. Tiwari	13-11-1996	Gen	Utilised by UR		
45	OBC-12	Shri Bablu Das	18-11-1996	Gen	Utilised by UR		

Shukhamsingh
15/10/20

Shri. H. V. Solanki

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46	UR	Shri B. R. Hansda	09-12-1996	S.T.	Utilised by UR		
47	SC-7	Shri Sudip Karmakar	15-01-1997	Gen	Utilised by UR		
48	UR	Shri Ajit Ram	01-12-1999	Gen	Utilised by UR		
49	OBC-13	Smt. A. Vidhyavathi	25-02-2000	SC	Utilised by UR		
50	EWS-5	Shri Raja Thakur	17-04-2000	UR	Utilised by UR		
51	UR	Shri Tarak Sen	20-04-2000	OBC	Utilised by UR		Promoted as LDC on 30.06.2016
52	OBC-14	Shri S. K. Dutta	27-04-2000	Gen	Utilised by UR		VRS w.e.f 28.02.2025
53	UR	Shri Manoj Kumar	09-06-2000	Gen	Utilised by UR		Promoted as LDC on 30.06.2016
54	SC-8	Shri Maha Singh	19-06-2000	SC	Utilised by UR		
55	ST-4	Shri Raj Kumar	06-07-2000	Gen	Utilised by UR		Promoted as LDC on 30.06.2016
56	OBC-15	Shri Vijay Kumar	18-07-2000	SC	Utilised by UR		
57	UR	Shri Praveen Kumar	18-07-2000	Gen	Utilised by UR		Promoted as LDC on 18.10.2023
58	UR	Shri. N. S. Sushil Kumar	01-06-2001	OBC	Utilised by UR		
59	UR	Shri. Abdul Sardar Khan	01-06-2001	OBC	Utilised by UR		
60	OBC-16	Smt. D. Usha	21-08-2001	SC	Utilised by UR		
61	SC-9	Smt. J. Majumdar	02-04-2002	Gen	Utilised by UR		Retired on 31.03.2018
62	EWS-6	Shri Benu Nayak	14-11-2003	SC	Utilised by UR		
63	OBC-17	Shri Ghanshyam Lal	08-04-2005	OBC	Utilised by UR		
64	UR	Shri Ajay Kumar	08-04-2005	SC	Utilised by UR		Demise 17.2.2021
65	UR	Shri Ashok Kapar	08-03-2006	OBC	Utilised by UR		
66	UR	Shri. G. Karikalan	01-05-2007	SC	Utilised by UR		
67	OBC-18	Shri. T. Sasi Kumar	01-05-2007	SC	Utilised by UR		
68	SC-10	Shri. Biram Kumar Pandit	06-07-2007	OBC	Utilised by UR		Promoted as LDC on 30.06.2016
69	ST-5	Shri. Jitendra H. Makwana	20-09-2007	SC	Utilised by SC-3		
70	EWS-7	Shri D. Babu	27-01-2009	SC	Utilised by UR		
71	OBC-19	Smt. P. Thulasimani	29.07.2015	Gen	Utilised by UR		
72	UR	Shri Virendra	31.10.2018	OBC	Utilised by OBC		Resigned on 14.07.2023

Shubhansingh
15/10/26

Shriman Lohi

15/10/26

15/10/26

73	UR	Shri Rohit Prakash Meena	02.11.2018	ST	Utilised by ST-1		Resigned on 13.1.2021
74	SC-11	Shri Ashu Sachan	05.11.2018	OBC	Utilised by OBC		Technical Resignation on 16.11.2024
75	OBC-20	Shri Rajeev Kumar Paswan	26.11.2018	SC - EX	Utilised by SC-4		

Summary

Category	OBC-27%	SC-15%	ST-7.5%	EWS-10%
No. of Posts reserved	12	6	3	4
In-position	0	4	0	0
Shortfall/excess	12	2	3	-
Backlog	0	0	0	NA

*DoPT Office Memorandum No. 36039/1/2019-Estt (Res) dated 01.02.2019 EWS reservation has been incorporated.

Shubham Singh
15/10/26
(Shubham Singh)
UDC

Shiv Mohan Saini
15/10/26
(Shiv Mohan Saini)
Examiner of P & D

1/6
15/10/26
(Ajay P. Patil)
AC of P & D

N. Ramchander 15/10/26
(N. Ramchander)
Sr. JC of P & D
Chairman

**RESERVATION ROSTER FOR EX-SERVICEMEN [DIRECT]
IN RESPECT OF GROUP 'C' OF PATENT OFFICE
31.12.2025**

Year of Recruitment	Cycle No. and Point No.	Name of the Post	Unreserved or Reserved (if reserved write Ex-Serv. otherwise write UR)	Name of the person appointed	Date of appointment	Whether the person appointed is Ex-Servicemen or none	Remarks if any
1	2	3	7	8	9	10	11
	CYCLE NO. -2						
2018	1	MTS	UR	Shri Virendra	31.10.2018	None	
2018	2	MTS	UR	Shri Rohit Prakash Meena	02.11.2018	None	
2018	3	MTS	UR	Shri Ashu Sachan	05.11.2018	None	
2018	4	MTS	UR	Shri Rajeev Kumar Paswan	26.11.2018	Ex. Serv.	Three vacancies carry forwarded
2019	5	LDC	UR	Shri Bikram Prasad	08.02.2019	None	
2019	6	DEO	UR	Shri Dharmpal Meena	01.02.2019	None	
2019	7	DEO	UR	Ms. Reema Narula	14.02.2019	None	
2020						None	
2021						None	
2022	8	LDC	OBC	Shri. Manimaran P	28.12.2022	None	
2022	9	LDC	SC	Shri. Mana Deephak A C	30.11.2022	None	
2022	10	LDC	SC(VH)	Smt Vineeta	11.05.2022	None	
2022	11	LDC	UR-EXS	Shri Kuldeep Singh	01.06.2022	Ex. Serv.	
2022	12	LDC	UR-EXS	Shri Rajbar Singh Panwar	27.05.2022	Ex. Serv.	
2022	13	LDC	UR-EXS	Shri Suresh Kumar Dagar	17.05.2022	Ex. Serv.	
2022	14	LDC	UR-EXS	Shri Towinder Singh Sudan	01.06.2022	Ex. Serv.	
2023	15	LDC	OBC	Shri Chirag Bhadana	22.12.2023	None	
2024	16	LDC	UR	Shri Ankit Kishore	12.12.2024	None	
2024	17	LDC	UR	Shri Subhadeep Adak	27.12.2025	None	
2025	18	LDC	OBC	Shri Eklavya	24.01.2025	None	Resigned on 08.05.2025
2025	19	LDC	UR	Shri Nambooru Manideep Chowhari	24.01.2025	None	Resigned on 23.05.2025

ABSTRACT AS ON 31/12/2025

O.B.	VACANCIES RESERVED FOR EX-SERVICEMEN DURING THE YEAR	VACANCIES FILLED BY EX-SERVICEMEN DURING THE YEAR	VACANCIES LAPSED FOR EX-SERVICEMEN DURING THE YEAR	CARRY FORWARD
3	3	0	0	2 of 2018+ 1 of 2022

Shubham Singhal
15/10/2026
(Shubham Singhal)
UDC

Shiv Mohan Saini
15/10/26
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15/10/26
(Ajay P. Patil)
AC of P & D

15/10/26
(N. Ramchander)
Sr. JC of P & D
Chairman

**RESERVATION ROSTER FOR PERSONS WITH DISABILITIES [PROMOTION]
IN RESPECT GROUP 'C' OF PATENT OFFICE
31.12.2025**

* 1st category (a) blindness and low vision, 2nd Category (b) deaf and head hearing, 3rd Category (c) locomotors disability including cerebral palsy , leprosy

Year of Recruitment	Cycle No. and Point No.	Name of the Post	Whether identified suitable for Persons with Disabilities suffering from*				Unreserved or Reserved**	Name of the person appointed and date of appointment	Whether the person appointed in (a) (b) (c) (d) (e) category or none***	Remarks if any Appointed in
			1 st Category (a)	2 nd Category (b)	3 rd Category (c)	4 th Category (d) (e)				
1	2	3	4	5	6	7	8	9	10	11
	CYCLE NO.:-									
2018	71	Upper Division Clerk	YES	YES	YES	YES	UR	Shri A. K. Ghosh	None	11.06.2018
2018	72	Upper Division Clerk	YES	YES	YES	YES	UR	Shri Ajay Kumar	None	11.06.2018
2018	73	Upper Division Clerk	YES	YES	YES	YES	UR	Smt. Rajia Akhtar	None	30.07.2018
2018	74	Upper Division Clerk	YES	YES	YES	YES	UR	Shri Rajeev Ranjan	None	10.09.2018
2019	75	Upper Division Clerk	YES	YES	YES	YES	UR	Shri S. Majumdar	None	19.07.2019
2019	76	Upper Division Clerk	YES	YES	YES	YES	UR	Shri R. Prasad (Kol)	None	19.07.2019
2019	77	Upper Division Clerk	YES	YES	YES	YES	UR	Smt. M. Koushalya	None	12.06.2019
2020										
2021										
2022										
2023										
2024	78	Upper Division Clerk	YES	YES	YES	YES	Reserved	Shri Abhishek Tiwari	Yes	Promoted on 01.01.2024
2025	79	Upper Division Clerk	YES	YES	YES	YES	UR	Shri Abhishek Tiwari	Yes	Appointed in 05.03.2018 and resigned on 20.06.2025
2025	80	Upper Division Clerk	YES	YES	YES	YES	UR	Shri Anupam Mishra	Yes	Promoted to the post of OS on 29.12.2025

cured, dwarfism, acid attacks victims and muscular dystrophy, 4th Category (d) autism, intellectual disability, specific learning and mental illness (e) multiple disabilities from amongst persons under clauses (a) and (d). ** if identified reserved, write 1st Category/2nd Category/3rd Category/4th * 1st category (a) blindness and low vision, 2nd Category (b) deaf and head hearing, 3rd Category (c) locomotors disability including cerebral palsy , leprosy cured, dwarfism, acid attacks victims and muscular dystrophy, 4th Category (d) autism, intellectual disability, specific learning and mental illness (e) multiple disabilities from amongst persons under clauses (a) and (d). ** if identified reserved, write 1st Category/2nd Category/3rd Category/4th Category/ as the case may be, otherwise UR. *** Write 1st Category/ 2nd Category/3rd Category/4th Category/ or None as the case may be. (As per OM No 36035/02/2017-Estt(Res) dated 20th June 2017)

ABSTRACT AS ON 31/12/2025

O.B.	VACANCIES RESERVED FOR VH /HH/OH DURING THE YEAR	VACANCIES FILLED BY VH /HH/OH DURING THE YEAR	VACANCIES LAPSED FOR VH /HH/OH DURING THE YEAR	CARRY FORWARD
1	0	0	0	1 of 2015

Shubham Singh
15/10/2026
(Shubham Singhal)
UDC

Shiv Mohan Saini
15/10/26
(Shiv Mohan Saini)
Examiner of P & D

16
15/10/26
(Ajay P. Patil)
AC of P & D

15/10/26
(N.Ramchander)
Sr. JC of P & D
Chairman

**RESERVATION ROSTER FOR PERSONS WITH DISABILITIES [DIRECT]
IN RESPECT OF GROUP 'C' OF PATENT OFFICE
as on 31.12.2025**

Year of Recruitment	Cycle No. and Point No.	Name of the Post	Whether identified suitable for Persons with Disabilities suffering from*				Unreserved or Reserved **	Name of the person appointed and date of appointment	Whether the person appointed in (a) (b) (c) (d) (e) category or none***	Remarks if any (Data of appointment)
			1 st Category (a)	2 nd Category (b)	3 rd Category (c)	4 th Category (d) (e)				
1	2	3	4	5	6	7	8	9	10	11
	CYCLE NO. 2									
2018	1	LDC	YES	YES	YES	YES	UR	Shri Vinay Kumar	None	14.03.2018
2018	2	LDC	YES	YES	YES	YES	UR	Ms. Madhu Kumari	None	27.03.2018
2018	3	LDC	YES	YES	YES	YES	UR	Shri Pradeep Tiwari	None	21.05.2018 and resigned on 05.02.2021
2018	4	LDC	YES	YES	YES	YES	UR	Shri Ankur Gangwar	None	16.10.2018
2018	5	LDC	YES	YES	YES	YES	UR	Shri Nikhil Kumar Sonkar	None	19.11.2018 and resigned on 28.02.2019
2018	6	LDC	YES	YES	YES	YES	UR	Shri Abhay Kumar	None	22.11.2018
2018	7	LDC	YES	YES	YES	YES	UR	Shri Nirajan Kumar	None	22.11.2018 and resigned on 31.03.2023
2018	8	LDC	YES	YES	YES	YES	UR	Shri Sadanand Kumar Shaw	None	19.12.2018
2018	9	LDC	YES	YES	YES	YES	UR	Shri Praveen	None	21.12.2018 and resigned on 18.09.2023
2018	10	MTS	YES	YES	YES	YES	VH	Shri Virendra	Yes	31.10.2018 and resigned on 14.07.2023
2018	11	MTS	YES	YES	YES	YES	UR	Shri Rohit Prakash Meena	None	02.11.2018 and resigned on 13.01.2021
2018	12	MTS	YES	YES	YES	YES	UR	Shri Ashu Sachan	None	05.11.2018 and resigned on 16.11.2024

Shankar Singh

Shivendra Singh

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2018	13	MTS	YES	YES	YES	YES	UR	Shri Rajeev Kumar Paswan	None	26.11.2018
2019	14	LDC	YES	YES	YES	YES	OBC	Shri. Bikram Prasad	None	08.02.2019
2019	15	DEO	YES	YES	YES	YES	UR	Shri Dharmpal Meena	None	01.02.2019
2019	16	DEO	YES	YES	YES	YES	UR	Ms. Reema Narula	None	14.02.2019 and resigned on 27.12.2024
2020										No recruitment
2021										No recruitment
2022	17	LDC	YES	YES	YES	YES	OBC	Shri. Manimaran P	None	28.12.2022 and resigned on 06.10.2023
2022	18	LDC	YES	YES	YES	YES	SC	Mana Deephak A C	None	30.11.2022
2022	19	LDC	YES	YES	YES	YES	SC(VH)	Smt Vineeta	Yes	11.05.2022
2022	20	LDC	YES	YES	YES	YES	UR-EXS	Shri Kuldeep Singh	None	01.06.2022
2022	21	LDC	YES	YES	YES	YES	UR-EXS	Shri Rajbar Singh Panwar	None	27.05.2022
2022	22	LDC	YES	YES	YES	YES	UR-EXS	Shri Suresh Kumar Dagar	None	17.05.2022
2022	23	LDC	YES	YES	YES	YES	UR-EXS	Shri Towinder Singh Sudan	None	01.06.2022
2023	24	LDC	YES	YES	YES	YES	OBC	Shri Chirag Bhadana	None	22.12.2023
2024	25	LDC	YES	YES	YES	YES	PH-HH (Reserved)	Shri Ankit Kishore	Yes	12.12.2024
2025	26	LDC	YES	YES	YES	YES	UR	Shri Subhadeep Adak	None	27.12.2024
2025	27	LDC	YES	YES	YES	YES	UR	Shri Eklavya	None	Appointed on 24.01.2025 and resigned on 08.05.2025
2025	28	LDC	YES	YES	YES	YES	UR	Shri Nambooru Mandeep Chowhari	None	Appointed on 24.01.2025 and resigned on 23.05.2025

* 1st category (a) blindness and low vision, 2nd Category (b) deaf and head hearing, 3rd Category (c) locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attacks victims and muscular dystrophy, 4th Category (d) autism, intellectual disability, specific learning and mental illness (e) multiple disabilities from amongst persons under clauses (a) and (d). ** if identified reserved, write 1st Category, /2nd Category/3rd Category/4th Category/ as the case may be, otherwise UR. *** Write 1st Category, / 2nd Category/3rd Category/4th Category/ or None as the case may be. (As per OM No 36035/02/2017- Estt(Res) dated 20th June 2017)

Shubhansingh

Shrimohan Datta

AM

15/10/20

ABSTRACT AS ON 31.12.2025

O.B.	VACANCIES RESERVED FOR PH /HH/VH DURING THE YEAR	VACANCIES FILLED BY PH /HH/VH DURING HE YEAR	VACANCIES LAPSED FOR PH /HH/VH DURING THE YEAR	CARRY FORWARD
-	-	-	-	-

Shubham Singhal
15/10/26
(Shubham Singhal)
UDC

Shiv Mohan Saini
15/10/26
(Shiv Mohan Saini)
Examiner of P & D

15/10/26
(Ajay P. Patil)
AC of P & D

15/10/26
(N.Ramchander)
Sr. JC of P & D
Chairman