

फैक्स: 0120-2405182  
दूरभाष: 0120-2405180, 84,  
2405929



नवोदय विद्यालय समिति  
(मानव संसाधन विकास मंत्रालय  
का स्वायत्त संस्थान  
स्कूल शिक्षा एवं साक्षरता विभाग,  
भारत सरकार)  
बी -15, इंस्टीट्यूशनल एरिया,  
सेक्टर 62, नोएडा  
उ०प्र०-201309

Fax: 0120-2405182  
Tel: 0120-2405180, 84, 2405929

**NAVODAYA VIDYALAYA SAMITI**  
(An Autonomous Organization  
under Ministry of Human Resource  
Development, Department of  
School Education & Literacy)  
Govt. of India  
B-15, Institutional Area,  
Sector-62, NOIDA  
Uttar Pradesh-201309

2-11/2014-NVS(Admn.)/4345

Date: 23/08/2018

### NOTIFICATION

Sub: **Modification of syllabus for Limited Departmental Examination in respect of promotion to the post of UDC in NVS Hqrs./RO cadre – reg.**

In order to have uniformity in the conduct of examination for the post of UDC in JNV cadre as well as in RO/Hqrs. cadre and also for smooth conduct of the examination, the syllabus mentioned vide Samiti's Notification No.2-4/2018-NVS(Estt-I)/6093 dated 12.3.2018, in respect of UDC of JNV cadre is decided to be adopted for the post of UDC of Hqrs./RO cadre. The said syllabus is reiterated as under:-

- |     |  |           |
|-----|--|-----------|
| (a) | Service Rules & Administrative Matters                                     | 120 marks |
| 1.  | Leave Rules  |           |
| 2.  | Pay Fixation and various allowance admissible to the employees in the NVS. |           |
| 3.  | Purchase procedures.   |           |
| 4.  | Travelling and Daily Allowances  |           |
| 5.  | Leave Travel Concession  |           |
| 6.  | Children Education Allowance and Reimbursement of Fees                     |           |
| 7.  | CCS Medical Attendance Rules   |           |
| 8.  | Jawahar Navodaya Vidyalaya Entrance Examination                            |           |
| 9.  | Facilities of Students in JNV  |           |
| 10. | Imposition of Major & Minor Penalties                                      |           |
| 11. | RTI, GeM and PFMS  |           |
| (b) | Knowledge of Hindi & English Language – (15 + 15) -                        | 30 marks  |

In view of the above, the Notification No.2-11/2014-NVS(Admn.)/3374 dated 14.3.2018 stands modified to this extant.

This issues with the approval of Competent Authority.

Yours faithfully,

  
(B.C.Panda)

Assistant Commissioner (Admn.)

Copy to:-

1. Deputy Commissioner, Navodaya Vidyalaya Samiti, All Regional Offices - with the request to circulate this notification amongst all the eligible candidates.
2. AC(IT), NVS Hqrs. - - with the request to place the notification in the website of the Samiti for information to all concerned.
3. AC(Estt-I), NVS Hqrs. - for information.
4. Notice Board, NVS Hqrs.