

# **Recruitment Rules (RRs) and Revised Sanctioned Strength of the Pratishthan as on 01-06-2025**

(As approved by the Ministry vide letter Nos. 3-14/2019-Skt.I  
dated 15-02-2022 and No. 3-11/2018-Skt.I  
dated 08-07-2020, 26-07-2022, 10-08-2022, 28-12-2023 and 09-04-2025)



**MAHARSHI SANDIPANI RASHTRIYA VEDA VIDYA PRATISHTHAN**

(Autonomous Organisation Under Ministry of Education, Government of India)

Vedavidya Marg, Chintaman Jawasiya, Ujjain-456006



**Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Ujjain**  
**Recruitment Rules for Various Posts in MSRVVP, Ujjain**  
**INDEX**

| S. No | Name of Post                                                                   | No. of Post | Ministry's letter for Present RRs           | Page No.               |
|-------|--------------------------------------------------------------------------------|-------------|---------------------------------------------|------------------------|
| 1     | Secretary                                                                      | 1           | RR available in Ministry                    |                        |
| 2     | Deputy Director                                                                | 2           | 3-11/2018-Skt. I dated 09-04-2025           | 1 (Letter)<br>2-3(RR)  |
| 3     | Assistant Director                                                             | 4           | 3-11/2018-Skt. I dated 09-04-2025           | 4-5                    |
| 4     | Programme Officer                                                              | 1           | 3-11/2018-Skt. I dated 09-04-2025           | 6-7                    |
| 5     | Jr. Hindi Translator                                                           | 1           | 3-11/2018-Skt. I dated 09-04-2025           | 8-9                    |
| 6     | Assistant                                                                      | 2           | 3-11/2018-Skt. I dated 28-12-2023           | 10 (Letter)<br>11-12   |
| 7     | Accountant                                                                     | 2           | 3-11/2018-Skt. I dated 28-12-2023           | 13-14                  |
| 8     | Upper Division Clerk                                                           | 2           | 3-11/2018-Skt. I dated 28-12-2023           | 15-16                  |
| 9     | Lower Division Clerk                                                           | 8           | 3-11/2018-Skt. I dated 26-07-2022           | 17 (Letter)<br>18-19   |
| 10    | Multi-Tasking Staff (MTS)                                                      | 6           | 3-11/2018-Skt. I dated 26-07-2022           | 20                     |
| 11    | Accounts Officer                                                               | 1           | 3-11/2018-Skt. I dated 08-07-2020           | 21-22(Letter)<br>23-24 |
| 12    | Private Secretary                                                              | 1           | 3-11/2018-Skt. I dated 08-07-2020           | 25                     |
| 13    | Section Officer                                                                | 1           | 3-11/2018-Skt. I dated 08-07-2020           | 26                     |
| 14    | Sr. Stenographer                                                               | 1           | 3-11/2018-Skt. I dated 08-07-2020           | 27-28                  |
| 15    | Jr. Stenographer                                                               | 2           | 3-11/2018-Skt. I dated 08-07-2020           | 29                     |
| 16    | Staff Car Driver                                                               | 1           | 3-11/2018-Skt. I dated 08-07-2020           | 30-31                  |
| 17    | Sanctioned strength of MSRVVP, Ujjain                                          | --          | MSRVVP Office Order - 1285 dated 14-08-2023 | 32-33                  |
| 18    | Creation of 14 new posts & revival of 4 posts                                  | --          | 3-14/2019-Skt. I dated 15-02-2022           | 34                     |
| 19    | Revival of Two posts - Programme Officer & Accountant                          | --          | 3-14/2019-Skt. I dated 11-08-2023           | 35                     |
| 20    | Nomination of Deputy Secretary(L) in Selection Committee for Group B & C posts | --          | 3-3/2023-Skt. I dated 17-02-2023            | 36                     |
| 21    | Nomination by Governing Council in Selection Committee                         |             | 3-3/2021-Skt. I dated 10-03-2022            | 37                     |
| 22    | Nomination of SC/ST/ OBC member in the Selection Committee                     | --          | 3-1/2023-Skt. I dated 10-08-2023            | 38                     |
| 23    | Nomination of AD in Selection Committee for Group C posts of LDC & MTS         | --          | 3-13/2023-Skt. I dated 03-11-2023           | 39                     |
|       | <b>Total</b>                                                                   | <b>36</b>   |                                             |                        |



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To

Maharshi Sandipani Rashtriya Veda Vidya F. Jyotishpur  
आवक पत्रा सं. / Receipt Book No.  
आवक पत्रा सं. / Receipt Book No.  
दिनांक / DATE



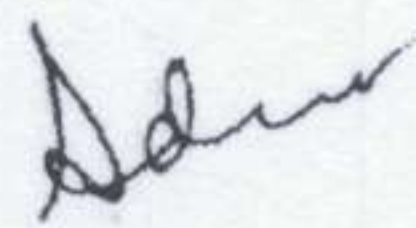
**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2025**

|     |                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----|------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                 | DEPUTY DIRECTOR (i)- Academic, Research & Examination<br>(ii) Administration & Finance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2.  | Number of Post                                                                                                   | 02* (2025)<br>*(Subject to variation dependent on workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 3.  | Classification                                                                                                   | Group 'A'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4.  | Scale of Pay                                                                                                     | L-11 (Rs. 67700-208700)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 5.  | Whether Selection or non--selection Post                                                                         | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 6.  | Age Limit for direct recruitment                                                                                 | Not exceeding 40 years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 7.  | Education & other Qualifications required for direct recruitment                                                 | Essential:<br>i) Master's Degree of any recognised university or its equivalent with good academic record with at least 55% marks.<br>ii) Five years' experience in Level -10 or combined experience of 6 years' in L-8, L-9 and L-10 or combined experience of 7 years' in L-8 and L-9, in any UGC recognized university or comparable Govt. Educational Institution, in handling administration/finance/ academic projects like publications /conducting Sammelans / Seminars / examinations / Veda, Gurukulam, etc.<br>Desirable:<br>i) Introductory Knowledge in Vedas<br>ii) Knowledge in computer application<br>iii) Good command in Hindi, English, Sanskrit and at least one regional language. |
| 8.  | Whether age and educational qualification prescribed for the direct recruits will apply in the case of promotees | Age: No.<br>Edu. Qualification: Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 9.  | Period of probation                                                                                              | Two Years - extendable by the competent authority                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 10. | Method of recruitment                                                                                            | 50% by Promotion, failing which by deputation, failing both by direct recruitment; and 50% by deputation failing which by direct recruitment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 11. | In case of recruitment by promotion /deputation/                                                                 | <u>Promotion</u> : Departmental Officers with five years' regular service in the grade of L-10, possessing the essential                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

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|-----|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <p>Grades from which /deputation to be made.</p> | <p>educational qualifications prescribed for Direct Recruitment will be eligible to be considered for promotion, subject to fitness.</p> <p><u>Deputation:</u></p> <p>i) Officers of any UGC recognized university or comparable Govt. Educational Institution with four years' experience in Level -10 or 6 years' experience in L-8 or L-9 or in combination of both and having experience in handling administration/finance/ academic projects like publications /conducting sammelans / seminars / examinations etc. and</p> <p>ii) Possessing the essential educational qualification prescribed for direct recruitment</p> <p>Note: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisation/department of the Central Govt shall ordinarily not exceed five years.</p> <p>The maximum age limit for appointment by deputation shall be 'Not exceeding 55 years as on the closing date of receipt of applications.'</p> |
| 12. | Composition of DPC or Selection Committee        | <p>(1) Secretary..... Chairman</p> <p>(2) One nominee of Governing Council</p> <p>(3) Director/DS (L)- MoE</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |





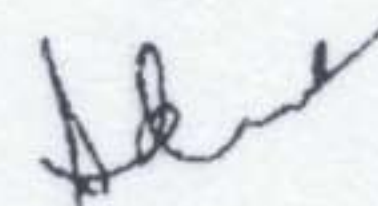
**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2025**

|     |                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                                                               | ASSTT. DIRECTOR<br>(Admn/Exam/ Finance/Academic & Research,<br>Publication)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2.  | Number of Post                                                                                                                                                 | Four* (2025) *(Subject to variation dependent on<br>workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 3.  | Classification                                                                                                                                                 | GROUP 'A'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4.  | Scale of Pay                                                                                                                                                   | L-10 (Rs. 56100-177500)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 5.  | Whether Selection or non-<br>selection Post                                                                                                                    | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 6.  | Age Limit for direct recruitment                                                                                                                               | 35 years (relaxable for Govt. Servants up to five<br>years in accordance with instructions issued by<br>Central Govt./ DoPT from time to time).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 7.  | Educational & other<br>qualifications required for direct<br>recruitment                                                                                       | (i) Master's Degree of any recognised university or<br>its equivalent with good academic record with at<br>least 55% marks.<br>(ii) At least two years' experience in Level -8, or<br>three years' experience in Level- 7 in a Govt. Deptt.<br>Or Govt. funded educational/research institution/<br>Educational Board/ University/ Autonomous Body<br>of academic nature dealing with educational matters,<br>in administration, or in organizing, conducting and<br>implementing academic programmes/ research &<br>publication programmes / Veda Gurukulam etc.<br>Desirable:<br>i) Introductory Knowledge on Vedas<br>ii) Knowledge in computer application<br>iii) Good command in Hindi, English, Sanskrit and at<br>least one regional language. |
| 8.  | Whether age and educational<br>qualifications prescribed for the<br>direct recruits will apply in the<br>case of promotees                                     | Age: No<br>Edu. Qualification: Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 9.  | Period of Probation                                                                                                                                            | Two years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 10. | Method of recruitment (Whether<br>by direct recruitment or by<br>promotion or by deputation and<br>percentage of vacancies to be<br>filled by various methods) | 50% by Promotion, failing which by Deputation,<br>failing both, by Direct Recruitment; 50% by Direct<br>Recruitment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 11. | In case of recruitment by<br>Promotion/Deputation/Transfer,                                                                                                    | <u>Promotion:</u> Departmental officers in the grade of<br>Accounts Officer, with regular service of 2 years in                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

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|     | grades from which promotion/deputation/transfer to be made. | <p>the grade of L-8, Private Secretary and Section Officer with regular service of 3 years in the grade of L-7 or combined regular service of 6 years in L-7 &amp; L-6 will be eligible to be considered for promotion, subject to fitness.</p> <p><u>Deputation:</u><br/>Officers of Central/State Govts./Autonomous Bodies/PSUs, holding analogous posts or drawing a pay scale in Level-8 for a period of two years or in Level-7 for a period of three years or combined regular service of 6 years in the grade of L-7 &amp; L-6 and having experience in admn or in organising, conducting and implementing educational programmes.</p> <p>Note: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisation/department of the Central Govt shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications".</p> |
| 12. | Composition of DPC or Selection Committee                   | <p>(1) Secretary..... Chairman</p> <p>(2) Director/DS(L)- MoE</p> <p>(3) One nominee of Governing Council</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |





**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2025**

|    |                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Name of the Post                                                                                                  | PROGRAMME OFFICER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2. | Number of Post                                                                                                    | One (2025) *(Subject to variation dependent on workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 3. | Classification                                                                                                    | GROUP 'A'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 4. | Scale of Pay                                                                                                      | L-10 (Rs. 56100-177500)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5. | Whether Selection or non-selection Post                                                                           | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 6. | Age Limit for direct recruitment                                                                                  | 35 years (relaxable for Govt. Servants up to five years in accordance with instructions issued by Central Govt./ DoPT guidelines).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 7. | Educational & other qualifications required for direct recruitment                                                | <p>Essential: i) Master's Degree of any recognised university or its equivalent in Sanskrit/ Veda/ Any subject under Indian Knowledge System /Indian History with good academic record with at least 55% marks.</p> <p>ii) At least two years' experience in Level-8, or three years' in Level-7 in a Govt. department or Govt funded educational/research institution/Educational Board/University/ Autonomous Body of academic nature dealing with educational matters, in administration or in organizing, conducting and implementing academic programmes/research &amp; publication programmes, Veda Gurukulam etc.</p> <p>Desirable: i) Introductory Knowledge on Vedas<br/>ii) Ph.D. in any of the subjects mentioned in essential qualification.<br/>iii) Should have good knowledge in Sanskrit, Hindi and English<br/>iv) Should possess basic knowledge of computer operation</p> |
| 8. | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees | Age : No<br>Edu. Qualification: Yes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

*Adw*



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|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | Period of Probation                                                                                                                                   | Two years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 10. | Method of recruitment<br>(Whether by direct recruitment or by promotion or by deputation and percentage of vacancies to be filled by various methods) | By promotion, failing which by Deputation, failing both by Direct Recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 11. | In case of recruitment by Promotion/Deputation/Transfer, grades from which promotion/deputation/transfer to be made.                                  | <p><u>Promotion:</u> Departmental officers in the grade of Private Secretary and Section Officer with regular service of 3 years in the grade of L-7 or combined regular service of 6 years in the grade of L-7 &amp; L-6 will be eligible to be considered for promotion, subject to fitness.</p> <p><u>Deputation:</u><br/>Officers of Central/State Govts./Autonomous Bodies or university or any Institution of Higher Education &amp; Research and holding analogous post on regular basis in the parent cadre or department; or with 2 years' regular service in the pay scale of L-8 or with 3 years' regular service in pay scale of L-7 or with 6 years' combined regular service in pay scale of L-7 &amp; L-6 and having experience in administration or in organizing, conducting and implementing educational programmes; and possessing the essential educational qualification prescribed for the Direct Recruits.</p> <p>Note: 1: The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.</p> <p>Note: 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisation/department of the Central Govt shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'Not exceeding 55 years' as on the closing date of receipt of applications.</p> |
| 12. | Composition of DPC or Selection Committee                                                                                                             | 1) Secretary..... Chairman<br>(2) Director/DS(L)- MoE<br>(3) One nominee of Governing Council                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

*Advt.*



**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2025**

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|-----|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                  | Junior <b>Hindi</b> Translator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2.  | Number of Post                                                                                                    | One* (2025)<br>*(Subject to variation dependent on workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 3.  | Classification                                                                                                    | Level-6 (Group B)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 4.  | Scale of Pay                                                                                                      | Rs.35400-112400                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 5.  | Whether Selection or non-selection Post                                                                           | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.  | Age Limit for direct recruitment                                                                                  | 30 Years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government).<br>Note: The crucial date for determining the age-limit shall be closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep). |
| 7.  | Educational & other qualifications required for direct recruitment                                                | Master's degree of a recognised University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level<br>OR<br>Master's degree of recognised University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level<br>OR<br>Master's degree of recognised University in any subject other than Hindi or English with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level.                                      |
| 8.  | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 9.  | Period of Probation                                                                                               | Two years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 10. | Method of recruitment (Whether by direct                                                                          | Direct Recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

*Adm*



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|     | recruitment or by promotion or by deputation and percentage of vacancies to be filled by various methods)            | Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government:-<br>(a) holding analogous posts on regular basis in the parent cadre/department; and<br>(b) Possessing the qualifications and experience prescribed for direct recruits under Col.7. |
| 11. | In case of recruitment by Promotion/Deputation/Transfer, grades from which promotion/deputation/transfer to be made. | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                            |
| 12. | Composition or DPC or Selection Committee                                                                            | 1) Secretary ..... Chairman<br>2) One officer of MoE in the rank of US/SO<br>3) One nominee of Governing Council                                                                                                                                                                                                                                                                                                          |

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F. No. 3-11/2018-Skt.I  
Government of India  
Ministry of Education  
Department of Higher Education  
Languages Division

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Shastri Bhawan, New Delhi  
Date- 28th December, 2023

To,

The Secretary,  
Maharshi Sandipani Rashtriya Veda Vidya Pratisthan,  
Ujjain Veda Vidya Marg,  
Chintaman Ganesh, P.O.- Jawasiya  
Ujjain-456006.

Further revised vide letter dt 9-4-2025  
(P.1)

Subject: Proposal for amendment of RRs for the post of  
Programme Officer, Assistant Director, Accountant,  
Assistant and UDC in MSRVVP, Ujjain- Request for  
revised RRs.- reg.

Sir,

I am directed to refer to MSRVVP's letter No. 6-1/2020(A&F)/MSRVVP dated 14/12/2023 on the subject mentioned above and to say that the revised Recruitment Rules for the posts of Assistant Director, Programme Officer, Accountant, Assistant and UDC as approved by the Competent Authority [Secretary (HE)] in the prescribed format is approved for incorporate the amendment in the Recruitment Rules.

2. Accordingly, MSRVVP is hereby requested to take immediate action to fill these posts.

Enclosure: As above.

Yours faithfully,

*Sd/-*

(Suman Dixit)

Director

Tele No. 23070446

s.dixit23@nic.in

RR  
C/A

महर्षि सान्दीपनि राष्ट्रीय वेदविद्या प्रतिष्ठान  
Maharshi Sandipani Rashtriya Veda Vidya Pratisthan  
आवक पंजी सं. / Recd. No. 2425  
दिनांक / DATE 10/1/24



**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2023**

|     |                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                                                   | ASSISTANT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2.  | Number of Post                                                                                                                                     | Two (2023) *(Subject to variation depending on workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 3.  | Classification                                                                                                                                     | Group 'B'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 4.  | Scale of Pay                                                                                                                                       | L-6 (Rs. 35400-112400)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.  | Whether Selection or non-selection Post                                                                                                            | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 6.  | Age Limit for direct recruitment                                                                                                                   | 35 Years ((relaxable for Govt. Servants up to five years in accordance with instructions issued by Central Govt. as per DoPT guidelines).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7.  | Educational & other qualifications required for direct recruitment                                                                                 | <u>Essential :</u><br>(1) A Bachelor's Degree of a recognised University.<br>(2) Proficiency of working both in English and Hindi                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 8.  | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees                                  | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 9.  | Period of Probation                                                                                                                                | Two Years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 10. | Method of recruitment (Whether by direct recruitment or by promotion or by deputation and percentage of vacancies to be filled by various methods) | 50% by promotion, failing which by Deputation, failing both by Direct Recruitment and 50% by Direct Recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 11. | In case of recruitment by Promotion/Deputation/Transfer, grades from which promotion/deputation/transfer to be made.                               | <u>Promotion:</u><br>Departmental UDC with 6 years' regular service in the grade or with combined regular service of ten years in UDC & LDC grade will be eligible for promotion subject to fitness.<br><u>Deputation.</u><br>Officers under the Central or State Govt. or universities, Research Institutions, autonomous organisations etc.<br>(a) i) holding analogous post on regular basis in the parent cadre or department or<br>ii) With 4 years' regular service in the pay scale of L-5 or<br>iii) With 6 years' regular service in the pay scale of L-4, and dealing with administration/accounts matters;<br><u>Note:</u> The period of deputation including the period of deputation in another ex-cadre post |



|     |                                                                       |                                                                                                                                                                                                                                                                                                |
|-----|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                                       | held immediately preceding this appointment in the same or other organisation/department of the Central Govt shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'Not exceeding 55 years' as on the closing date of receipt of applications. |
| 12. | Composition of DPC as well as for confirmation or Selection Committee | (1) Secretary..... Chairman<br>(2) US (L)-MoE<br>(3) One nominee of Governing Council                                                                                                                                                                                                          |



**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2023**

|     |                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                                                   | ACCOUNTANT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2.  | Number of Post                                                                                                                                     | Two (2023) *(Subject to variation depending on workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 3.  | Classification                                                                                                                                     | GROUP 'B'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 4.  | Scale of Pay                                                                                                                                       | L-6 (Rs. 35400-112400)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5.  | Whether Selection or non-selection Post                                                                                                            | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6.  | Age Limit for direct recruitment                                                                                                                   | 35 Years. (relaxable for Govt. Servants up to five years in accordance with instructions issued by Central Govt. / DOPT from time to time).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 7.  | Educational & other qualifications required for direct recruitment                                                                                 | <u>Essential :-</u><br>1) Bachelor's Degree of a recognised University<br>2) Two years experience of handling finance, budget and accounts and audit work in a Government Department or educational or research institution, autonomous organisation etc.                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 8.  | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees                                  | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 9.  | Period of Probation                                                                                                                                | Two Years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 10. | Method of recruitment (Whether by direct recruitment or by promotion or by deputation and percentage of vacancies to be filled by various methods) | (i) 50% by Promotion, failing which by Deputation, failing both by Direct Recruitment;<br>(ii) 50% by Direct Recruitment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 11. | In case of recruitment by Promotion/Deputation/Transfer, grades from which promotion/deputation/transfer to be made.                               | <u>Promotion:</u><br>Departmental U.D.C. with 6 years' regular service in the grade or with combined regular service of ten years in UDC & LDC grade will be eligible for promotion. subject to fitness<br><br><u>Deputation :</u><br>Accountants or Accounts Assistants/ clerks of Central or State Government, Universities, Research Institutions, Autonomous bodies, etc. in equivalent grade or at least with 4 years' regular service in L-5 or 6 years' regular service in L-4 will be eligible for consideration.<br><b>Note:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in |



14

|     |                                                                       |                                                                                                                                                                                                                                              |
|-----|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                                       | the same or other organisation/Deptt., of the Central Govt shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications. |
| 12. | Composition of DPC as well as for confirmation or Selection Committee | (1) Secretary..... Chairman<br>(2) US/SO (L)-..... MoE<br>(3) One nominee of Governing Council                                                                                                                                               |



**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2023**

|     |                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                                                   | Upper Division Clerk                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2.  | Number of Post                                                                                                                                     | Two (2023) *(Subject to variation depending on workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3.  | Classification                                                                                                                                     | Group 'C'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 4.  | Scale of Pay                                                                                                                                       | L-4 (Rs. 25500 – 81100)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.  | Whether Selection or non-selection Post                                                                                                            | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 6.  | Age Limit for direct recruitment                                                                                                                   | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 7.  | Educational & other qualifications required for direct recruitment                                                                                 | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees                                  | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 9.  | Period of Probation                                                                                                                                | Two years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 10. | Method of recruitment (Whether by direct recruitment or by promotion or by deputation and percentage of vacancies to be filled by various methods) | By promotion, failing which by deputation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 11. | In case of recruitment by Promotion/Deputation/Transfer, grades from which promotion/deputation/transfer to be made.                               | <p><b>Promotion:</b><br/>Departmental LDC with five years' regular service in L-2 or with combined regular service ten years in L-2 and L-1 will be eligible for promotion subject to fitness.</p> <p><b>Deputation:</b><br/>Officers of the Central/State Government/Autonomous Organisation<br/>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) With five years' regular service in the grade of Lower Division clerk or equivalent.</p> <p><b>Note: 1:</b> The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.</p> <p><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisation/department of the</p> |



18

|     |                                                                       |                                                                                                                                                                                               |
|-----|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                                       | Central Govt shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'Not exceeding 55years' as on the closing date of receipt of applications. |
| 12. | Composition of DPC as well as for confirmation or Selection Committee | (1) Secretary..... Chairman<br>(2) US (L)-MoE<br>(3) One nominee of Governing Council                                                                                                         |



17

F.No.3-11/2018-Skt.I  
Government of India  
Ministry of Education  
Department of Higher Education  
(Language Bureau)

Shastri Bhavan, New Delhi,  
Dated the 26<sup>th</sup> July, 2022.

To ,

The Secretary,  
Maharshi Sandipani Rashtriya Ved Vidya Pratisthan,  
Veda Vidya Marg, Chintamani Ganesh,  
P.O. Jawasiya,  
Ujjain-456006  
Madhya Pradesh.

Subject: Amendment of Recruitment Rules for various posts in the Maharshi Rashtriya Ved Vidya Pratisthan (MSRVVP) - Conveying the approval of the Competent Authority for the same - regarding.

Sir,

I am directed to refer to Pratisthan's letter dated 18.06.2022 on the subject mentioned above forwarding therewith draft RRs of certain posts as they required to be amended on account of subsequent changes that has taken place in the Pratisthan. Accordingly, the proposal of amendment of Recruitment Rules was submitted to the Competent Authority who has duly given his consent for the amendments proposed therein. The list of posts which are amended are given below.

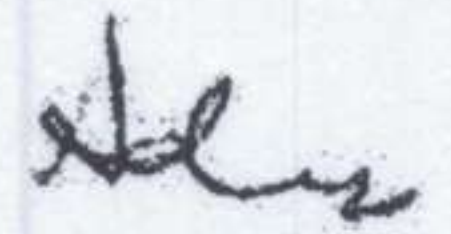
- 1) Assistant Director || - Revised vide letter dt. 9-4-2025 (P. 1)
- 2) Programme Officer ||
- 3) Accountant ||
- 4) Assistant || Revised vide letter<sup>dt</sup> 28-12-2023 (P. 10)
- 5) UDC
- 6) LDC
- 7) MTS

MSRVVP is hereby requested to initiate action for filling up of these posts immediately.

This issues with the approval of the Competent Authority.

Encl: As above.

Yours faithfully,



(Suman Dixit)

Deputy Secretary to the Government of India

Tele.No.23070446



**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2019.**

|     |                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|-------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                  | Lower Division Clerk                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2.  | Number of Post                                                                                                    | Eight (2022) *(Subject to variation dependent on workload)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 3.  | Classification                                                                                                    | Group 'C'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 4.  | Scale of Pay                                                                                                      | L-2 (Rs.19900 -63200)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 5.  | Whether Selection or non-selection Post                                                                           | Not Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 6.  | Age Limit for direct recruitment                                                                                  | <p>18 – 27 years (relaxable for Govt. servants up to 40 years in accordance with instructions or orders issued by the Central Govt.)<br/> Provided that in exceptional cases the age limits are further relaxable by the Governing Council depending upon the specific need of the Pratishthan.</p> <p>Note: Crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India ( and not the closing prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&amp;K State, Lahaul &amp; Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, Andaman &amp; Nicobar Islands or Lakshadweep)</p> |
| 7.  | Educational & other qualifications required for direct recruitment                                                | <p>(i) 12<sup>th</sup> class pass or equivalent from a recognised Board.</p> <p>(ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 8.  | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees | Yes, to the extent indicated in Col.11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 9.  | Period of Probation                                                                                               | Two years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 10. | Method of recruitment (Whether by direct recruitment or by promotion or by deputation and percentage of           | 50% by Direct Recruitment; 50 % by promotion from amongst the eligible MTS on seniority cum fitness basis <i>fully which by DR.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

*Delu*



|     |                                                                                                                      |                                                                                                                                                                                                                                          |
|-----|----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | vacancies to be filled by various methods)                                                                           |                                                                                                                                                                                                                                          |
| 11. | In case of recruitment by Promotion/Deputation/Transfer, grades from which promotion/deputation/transfer to be made. | <u>Promotion :</u><br>Departmental MTS with three years' regular service in the pay scale of L-1 and possessing the educational and other qualifications required for Direct Recruits will be eligible for promotion subject to fitness. |
| 12. | Composition of DPC as well as for confirmation or Selection Committee                                                | (1) Secretary..... Chairman<br>(2) US (L)-MoE<br>(3) One nominee of Governing Council                                                                                                                                                    |

Adm



**Schedule Annexed to the Maharshi Sandipani Rashtriya Veda Vidya  
Pratishthan (Recruitment) Bye-laws, 2022**

|     |                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                  |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                                                   | Multi-Tasking Staff                                                                                                                                                                                                                                                                                                              |
| 2.  | Number of Post                                                                                                                                     | 6 (2022 ) *(Subject to variation dependent on workload)                                                                                                                                                                                                                                                                          |
| 3.  | Classification                                                                                                                                     | Group 'C'                                                                                                                                                                                                                                                                                                                        |
| 4.  | Scale of Pay                                                                                                                                       | L-1 (Rs.18000 – 56900)                                                                                                                                                                                                                                                                                                           |
| 5.  | Whether Selection or non-selection Post                                                                                                            | Not applicable                                                                                                                                                                                                                                                                                                                   |
| 6.  | Age Limit for direct recruitment                                                                                                                   | 18 -25 years <sup>1</sup><br>Note: Crucial date for determining the age limit shall be the last date for receipt of applications.<br><br>In the case of recruitment made through the Employment Exchange, crucial date for determining the age limit shall be last date up to which the Employment is asked to submit the names. |
| 7.  | Educational & other qualifications required for direct recruitment                                                                                 | Matriculation (10 <sup>th</sup> Class) pass or ITI pass or equivalent.                                                                                                                                                                                                                                                           |
| 8.  | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees                                  | Not applicable.                                                                                                                                                                                                                                                                                                                  |
| 9.  | Period of Probation                                                                                                                                | Two years                                                                                                                                                                                                                                                                                                                        |
| 10. | Method of recruitment (Whether by direct recruitment or by promotion or by deputation and percentage of vacancies to be filled by various methods) | By Direct Recruitment                                                                                                                                                                                                                                                                                                            |
| 11. | In case of recruitment by Promotion/Deputation/Transfer, grades from which promotion/deputation/transfer to be made.                               | Not applicable                                                                                                                                                                                                                                                                                                                   |
| 12. | Composition of DPC as well as for confirmation or Selection Committee                                                                              | (1) Secretary..... Chairman<br>(2) US (L)-MoE<br>(3) One nominee of Governing Council                                                                                                                                                                                                                                            |

*del*



(21)

F.No.3-11/2018-Skt.I  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Languages Division  
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Shastri Bhawan, New Delhi  
Date- 08.07. 2020

To

The Secretary  
Maharshi Sandipani Rashtriya Veda Vidya Pratisthan,  
Ujjain, Veda Vidya Marg,  
Chintaman Ganesh, P.O.- Jawasiya  
Ujjain-456006

**Subject: Amendment in the Recruitment Rules for Different posts in MSRVVP, Ujjain-reg.**

Sir,

I am directed to refer to Pratisthan's letter No.1-12/2017(A&F)/MSRVVP/2369 dated 25.02.2020 on the subject mentioned above and to say that the proposal for Amendment in Recruitment Rules has been examined in this Ministry accordingly, revised Recruitment Rules (Bye-Laws), 2020 for different posts in Maharshi Sandipani Rashtriya Veda Vidya Pratisthan, Ujjain is being forwarded for further necessary action.

2. This issue with approval of Secretary (HE).

Encl: As above.

Yours faithfully,

*S. K. Toppo*  
(Sangita Toppo)

Under Secretary to the Govt. of India  
(संगिता टोप्पो)  
(SANGITA TOPPO)  
अवर सचिव/Under Secretary  
भारत सरकार/Govt. of India  
मा.सं.वि. मंत्रालय/Min. of H.R.D.  
उच्चतर शिक्षा विभाग/D/o Higher Education  
शास्त्री भवन, नई दिल्ली/Shastri Bhawan, New Delhi

*RRs-2020  
original copy  
be kept in Secretary's Office*  
*[Signature]*  
*27.7.2020*

*original copy received  
from the Secretary  
[Signature]  
24/7/2020*

*211  
24/7/2020*



# Recruitment Rules (Bye-Laws), 2020

## Maharshi Sandipani Rashtriya Veda Vidya Pratisthan, Ujjain

1. DIRECTOR (ACADEMIC/ADMN. & FINANCE)
2. PROGRAMME OFFICER / ASSISTANT DIRECTOR PATHSHALAS/PUBLICATION ETC.)
3. SECTION OFFICER
4. PRIVATE SECRETARY
5. ACCOUNTS OFFICER
6. ACCOUNTANT
7. ASSISTANT
8. UPPER DIVISION CLERK
9. LOWER DIVISION CLERK
10. SENIOR STENOGRAPHER
11. JUNIOR STENOGRAPHER
12. JUNIOR TRANSLATOR
13. STAFF CAR DRIVER
14. MULTI TASKING STAFF

Revised vide letter dt 28-12-2023 (p.10)

for [Signature]  
(SANGITA TOPPO)  
Joint Secretary/Under Secretary  
Ministry of Education, Govt. of India  
Ministry of Higher Education  
New Delhi

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|----|---------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Name of the Post                                                                                                          | Accounts Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2  | Number of Posts                                                                                                           | One (2020)*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3  | Classification                                                                                                            | *Subject to variation depending on workload                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 4  | Scale of Pay                                                                                                              | Group-B                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5  | Whether selection or non-selection post                                                                                   | Level-8 (47600-151100)<br>Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 6  | Age Limit for Direct Recruitment                                                                                          | 30 years "(Relaxable for Government servants upto 5 years in accordance with the instructions issued by the Central Government)<br>Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangri Sub-Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep)."                                                                                                                                                                                                                                   |
| 7  | Educational & other qualifications required for direct recruitment                                                        | Essential<br>i) Degree of a recognized University/Institute<br>ii) Four years experience in Cash, Account and Budget work in a Government Office/PSU/Autonomous body/Statutory Body.<br><br>Note 1: Qualifications are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in case of candidates otherwise well qualified.<br><br>Note 2: Qualifications regarding experience is/are relaxable at the discretion of the Competent authority in the case of candidates belonging to Scheduled castes/Scheduled Tribes, if at any stage of selection the Competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them. |
| 8  | Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees           | Not Applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 9  | Period of probation                                                                                                       | Two years (For Direct Recruits)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 10 | Method of recruitment (whether by DR /promotion/ deputation etc.                                                          | By deputation, failing which by Direct Recruitment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 11 | In case of recruitment by promotion / deputation / transfer, grades from which promotion/ deputation/ transfer to be made | Deputation:<br>a) officers under the Central Government:-<br>i) holding analogous posts on regular basis in the parent cadre/department or<br>ii) with 6 years' service in the grade rendered after appointment thereto on a regular basis in Pay level-6 or equivalent in the parent cadre/department); and<br>b) Possessing any one of the following qualifications:-<br>i) A pass in the SAS or equivalent examination conducted by any one of the Organized Accounts Departments of the Central Government;                                                                                                                                                                                                                                                                                                |

8/12/2019  
(SANGITA TOPPO)  
Joint Secretary  
Ministry of Education  
Govt. of H.R.D.  
New Delhi



|    |                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                           | <p>ii) Successful completion of training in the Cash and Accounts Work in the ISTM or equivalent training course and a minimum of four years' experience in Cash, Accounts and Budget work.</p> <p>Note The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed five years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 55 years' as on the last date of receipt of applications.</p> |
| 12 | Composition of DPC or Selection Committee | <p>1. Secretary MSRVVP - Chairman</p> <p>2. One Officer of MHRD of the rank of US.</p> <p>3. One nominee of Governing Council.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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8/12/72  
 (SANGITA TOPPO)  
 Joint Secretary/Under Secretary  
 Ministry of Education, Govt. of India  
 Ministry of Higher Education  
 Shastri Bhawan, New Delhi



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|----|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Name of the Post                                                                                                        | Private Secretary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2  | Number of Posts                                                                                                         | One* (2020)<br>*Subject to variation depending on workload                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3  | Classification                                                                                                          | Group-B                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4  | Scale of Pay                                                                                                            | Level-7 (44900-142400)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 5  | Whether selection or non-selection post                                                                                 | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 6  | Age Limit for Direct Recruitment                                                                                        | 30 years (Relaxable for Government servant upto 5 years in accordance with the instructions issued by the Central Government as per DOPT Guidelines)<br>Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).                                                                                                                                                                                                                                        |
| 7  | Educational & other qualifications required for direct recruitment                                                      | 1) Bachelor's Degree<br>2) A speed of 120 wpm & 50 wpm in shorthand & typing respectively<br>3) At least 3yrs exp of working as stenographer or Personal Assistant in pay level of L-6.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 8  | Whether age & educational qualifications prescribed for the direct recruits will apply in the case promotees            | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 9  | Period of probation                                                                                                     | Two years (for direct recruits).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 10 | Method of recruitment (whether by DR/promotion/deputation etc.                                                          | By promotion, failing which by deputation, failing both by Direct Recruitment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 11 | In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made | Promotion: Senior Stenographers in the Pay Level-6 with five years regular service in the grade.<br><br>Deputation: Officers of the Central Govt., educational & research institutes, universities, autonomous bodies etc<br>(a) i) holding analogous post on regular basis in the parent cadre or department; or<br>with five years' regular service in the Stenographers grade in the Pay Level-6 or equivalent.<br>Note : Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years. The Maximum age limit for appointment by deputation shall be 'Not exceeding fifty five (55) years' as on the closing date of receipt of applications. |
| 12 | Composition of DPC or Selection Committee                                                                               | 1. Secretary MSRVVP - Chairman<br>2. One Officer of MHRD of the rank of US.<br>3. One nominee of Governing Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

8/5/2020  
ANGITA TOPPO  
Joint Secretary  
Min. of H.R.D.  
Min. of Higher Education  
New Delhi

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|----|---------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Name of the Post                                                                                                    | Section Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2  | Number of Posts                                                                                                     | One* (2020)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 3  | Classification                                                                                                      | *Subject to variation depending on workload                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4  | Scale of Pay                                                                                                        | Group-B<br>Level-7 (44900-142400)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 5  | Whether selection or non-selection post                                                                             | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 6  | Age Limit for Direct Recruitment                                                                                    | 30 years (Relaxable for Government servants upto 5 years in accordance with instructions issued by Central Govt).<br><br>Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7  | Educational & other qualifications required for direct recruitment                                                  | Essential:<br>1. Bachelor's Degree.<br>At least 3years experience of educational administration and finance in a post not lower than the scale of pay of L-6 in Central or State Government or Universities, Research Institutes, Autonomous Bodies etc.<br>2. Proficiency of working both in English and Hindi.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 8  | Whether age & educational qualifications prescribed for the direct recruits will apply in the case promotees        | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 9  | Period of probation                                                                                                 | Two years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 10 | Method of recruitment (whether by DR/promotion/deputation etc.)                                                     | By promotion, failing which by deputation, failing both by Direct Recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 11 | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made | Promotion: Departmental Assistants and Accountant with five years regular service in their respective grades will be eligible for consideration for promotion, subject to fitness.<br><br>Deputation:<br>Officers under the Central Government or State Government or Autonomous Organizations or PSUs.<br>(a) i) holding analogous post on regular basis in the parent cadre or department; or<br>(ii) with five (5) years' regular service in the pay scale of L-6 of 7 <sup>th</sup> CPC or equivalent; and<br>(b) At least 5 yrs' experience in a govt. department or educational or research institution, autonomous organization etc of dealing with accounts and/or establishment matters;<br>Note: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years. The Maximum age limit for appointment by deputation shall be 'Not exceeding fifty five (55) years' as on the closing date of receipt of applications. |
| 12 | Composition of DPC or Selection Committee                                                                           | 1. Secretary MSRVVP - Chairman<br>2. One Officer of MHRD of the rank of US.<br>3. One nominee of Governing Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

8.6.2020  
(SANGITA TOPPO)  
Under Secretary  
Min. of H.R.D.  
Higher Education  
New Delhi



|    |                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 01 | Name of the Post                                                                                                          | Senior Stenographer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2  | Number of Posts                                                                                                           | One* (2020)<br>*Subject to variation depending on workload                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3  | Classification                                                                                                            | Group-B-Non Gazetted                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4  | Scale of Pay                                                                                                              | Level-6 (35400-112400)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5  | Whether selection or non-selection post.                                                                                  | Not applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 6  | Age Limit for Direct Recruitment                                                                                          | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 7  | Educational & other qualifications required for direct recruitment                                                        | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 8  | Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees           | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 9  | Period of probation                                                                                                       | Two years (for Promotees)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 10 | Method of recruitment (whether by DR/ promotion /deputation etc.)                                                         | By promotion, failing which by deputation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 11 | In case of recruitment by promotion/deputation/tr transfer, grades from which promotion/deputation/tr transfer to be made | <p>Promotion: Departmental Stenographers Grade II in the pay scale of L-4 of 7<sup>th</sup>CPC with ten (10) years' regular service in the grade will be eligible for promotion.</p> <p>Note 1 : Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two (2) years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2 : For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> Jan, 2006 or the date from which the revised pay structure based on the 6<sup>th</sup> CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p>Deputation: Officers holding the post of Stenographers under the Central Govt.</p> <p>(a) i)holding analogous post on regular basis in the parent cadre or department; or</p> <p>with ten (10) years' regular service in the pay scale of L-4 of 7<sup>th</sup> CPC or equivalent.</p> <p>(Note: Departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.)</p> <p>Note : Period of deputation including the period of</p> |

8.15.2020  
 (SANGITA TOPPO)  
 Joint Secretary/Under Secretary  
 to the Secy to Govt. of India  
 Ministry of Education, H.R.D.  
 Department of Higher Education  
 Shastri Bhawan, New Delhi



|    |                                           |                                                                                                                                                                                                                                                                                                                                                              |
|----|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                           | deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years. The Maximum age limit for appointment by deputation shall be 'Not exceeding fifty five (55) years' as on the closing date of receipt of applications. |
| 12 | Composition of DPC or Selection Committee | <ol style="list-style-type: none"> <li>1. Secretary MSRVVP- Chairman</li> <li>2. One Officer of MHRD of the rank of US/SO.</li> <li>3. One Nominee of Governing Council.</li> </ol>                                                                                                                                                                          |

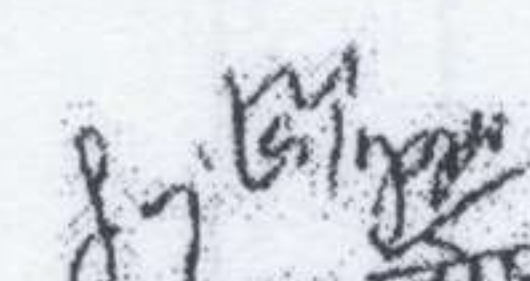
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87/5/82

(TA TOPPO)  
 Under Secretary  
 Govt. of India  
 to/Min. of H.R.  
 to/Min. of H.R.  
 to/Min. of H.R.



|     |                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | Name of the Post                                                                                                    | Junior Stenographer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2   | Number of Posts                                                                                                     | Two* (2020)<br>*Subject to variation depending on workload                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3   | Classification                                                                                                      | Group-C                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4   | Scale of Pay                                                                                                        | Level-4(Rs.25500-81100)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 5   | Whether selection or non-selection post                                                                             | Not applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 6   | Age Limit for Direct Recruitment                                                                                    | 18-27 years (relaxable for Govt. Servants upto 40 years in accordance with instructions or orders issued by the Central Govt)<br>Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul&Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep). |
| 7   | Educational & other qualifications required for direct recruitment                                                  | Essential:<br>1) 12 <sup>th</sup> Class pass or equivalent from a recognized Board or University<br><br>2) Skill Test Norms :<br><br>Dictation 10 mts @ 80 w.p.m.<br><br>Transcription : 50 mts. (Eng)<br>65 mts. (Hindi) on computer.                                                                                                                                                                                                                                                                                                                                 |
| 8   | Whether age & educational qualifications *prescribed for the direct recruits will apply in the case promotes        | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 9   | Period of probation                                                                                                 | Two years.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 10  | Method of recruitment (whether by DR/promotion/deputation etc.)                                                     | Direct Recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 11  | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made | Not applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 12. | Composition of DPC or Selection Committee                                                                           | 1. Secretary MSRVVP - Chairman<br>2. One Officer of MHRD of the rank of US/SO.<br>3. One nominee of Governing Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

  
 (संगिता टोप्पो)  
 (SANGITA TOPPO)  
 Under Secretary  
 भारत सरकार/Govt. of India  
 मंत्रालय/Min. of H.R.D.  
 Higher Education  
 शास्ती भवन, New Delhi

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|----|---------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Name of the Post                                                                                                          | Staff car Driver                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2  | Number of Posts                                                                                                           | One* (2020)<br>*Subject to variation depending on workload                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 3  | Classification                                                                                                            | Group-C                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 4  | Scale of Pay                                                                                                              | Level-2 (19900-63200)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5  | Whether selection or non-selection post.                                                                                  | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 6  | Age Limit for Direct Recruitment                                                                                          | 18 - 25 years* (Relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by the Central Government.)<br><br>Note; The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangri Sub Division of Chamba District of Himachal Pradesh, Anadaman & Nicobar Islands of Lakshadweep).<br>* If the 'direct recruitment' is to be made by 'direct open competitive Examination, the age limit would be 18-27 years.              |
| 7  | Educational & other qualifications required for direct recruitment                                                        | Essential:<br>i) Possession of a valid driving license for motor cars;<br>ii) Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle);<br>iii) Experience of driving a motor car for at least 3 yrs; and<br>iv) Pass in 10 <sup>th</sup> standard.<br><br>Desirable: 3 years' service as Home Guards/Civil Volunteers.<br><br>Note 1: The qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to SC/ST, if at any stage of selection, the competent authority is of the opinion that sufficient number of candidates with requisite experience is not likely to be available to fill up the vacancy reserved for them. |
| 8  | Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees           | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 9  | Period of probation                                                                                                       | Two years for direct recruits or re-employed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 10 | Method of recruitment (whether by DR/ promotion/ deputation etc.                                                          | Deputation/absorption failing which by direct recruitment. For Armed Forces personnel; Deputation/ Re-employment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 11 | In case of recruitment by promotion/deputation/tr transfer, grades from which promotion/deputation/tr transfer to be made | Deputation/Absorption:<br><br>From amongst the regular Group C employees in Pay scale of L-1 in the Pratishtan who possess valid Driving License for Motor Cars on the basis of a Driving Test to assess the competence to drive Motor Cars failing which from officials holding the post of Dispatch Rider on regular basis or regular Group C employees in Pay Scale of L-1 in other Ministries of the Central Government who fulfill the                                                                                                                                                                                                                                                                                                |

(SANGITA TOPPO)  
Under Secretary  
Ministry of Education  
New Delhi



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|----|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                           | <p>necessary qualifications as mentioned in column 7.</p> <p>Deputation/ re-employment for Armed Forces Personnel:</p> <p>The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be considered. Such persons would be given deputation terms up to the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment.</p> <p>Note The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed five years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 55 years' as on the last date of receipt of applications.</p> |
| 12 | Composition of DPC or Selection Committee | <ol style="list-style-type: none"> <li>1. Secretary MSRVVP – Chairman</li> <li>2. One Officer of MHRD of the rank of US/SO.</li> <li>3. One nominee of Governing Council.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

*[Handwritten signature]*

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(SA) IGITA TOPPO  
 Asst. Under Secretary  
 to the Secy/Min. of H.R.D.  
 Dept. of Higher Education  
 101, Park Road, Shashi Bhawan, New Delhi





# महर्षि सान्दीपनि राष्ट्रीय वेदविद्या प्रतिष्ठान

(शिक्षा मंत्रालय भारत सरकार के अधीन स्वायत्तशासी संस्था)

वेदविद्या मार्ग, चिंतामण गणेश, पोस्ट जवासिया, उज्जैन - 456006 (म.प्र.)

## Maharshi Sandipani Rashtriya Vedavidya Pratishthan

(An autonomous organisation under Ministry of Education, Govt. of India)  
Vedavidya Marg, Chintaman Ganesh, P.O. Jawasiya, UJJAIN- 456006 (M.P.)

F. No. 1-18/2017(A&F)/MSRVVP/

Dated: 14-8-2023

OFFICE ORDER - 1285

Subject: Sanctioned strength of Maharshi Sandipani Rashtriya Veda Vidya Pratishthan (MSRVVP)

On receipt of letter No. 3-14/2019-Skt.I dated 15<sup>th</sup> February, 2022 & 11<sup>th</sup> August, 2023, from the Department of Higher Education, Ministry of Education, Govt. of India, regarding creation, revival and abolition of various posts in Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Ujjain, the sanctioned strength of MSRVVP as on 14-08-2023 is as under:

| Sl. No. | Name of the Post   | Level of the Post | No. of Posts sanctioned | Reference No.                                                                                                                |
|---------|--------------------|-------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------|
| 1       | Secretary          | L-14              | 1                       | No. 6-2/88-Skt.2 dt.24-5-1990.                                                                                               |
| 2       | Deputy Director    | L-11              | 2                       | No.3-4/2019-Skt.I dt.15.2.2022.                                                                                              |
| 3       | Assistant Director | L-10              | 4                       | No.3-4/2019-Skt.I dt.15.2.2022.                                                                                              |
| 4       | Programme Officer  | L-10              | 1                       | No. 6-5/96 -Skt.2 dt.14/17-8-1998 & No. 6-10/1999-Skt.II dt 2-8-2010 & revived vide No.3-14/2019-Skt.I dt 11-08-2023.        |
| 5       | Accounts Officer   | L-8               | 1                       | No. 6-7/2009-Skt.II/I dt. 13.10.2011 & revived vide No.3-4/2019-Skt.I dt.15.2.2022.                                          |
| 6       | Section Officer    | L-7               | 1                       | No. 6-5/96 -Skt.2 dt.14/17-8-98 & No. 6-10/1999-Skt.II dt. 2-8-2010 & revived vide No.3-4/2019-Skt.I dt.15.2.2022.           |
| 7       | Private Secretary  | L-7               | 1                       | Note dt. 22-7-1988 & No. 6-10/99-Skt.II dt. 31-10-2011.                                                                      |
| 8       | Accountant         | L-6               | 2                       | No. 6-10/1999-Skt.II dt 2-8-2010 & No.3-4/2019-Skt.I dt.15.2.2022 & one post revived vide No.3-14/2019 -Skt.I dt 11-08-2023. |
| 9       | Assistant          | L-6               | 2                       | No. 6-5/96 -Skt.2 dt.14/17-8-1998.                                                                                           |
| 10      | Sr. Stenographer   | L-6               | 1                       | Note dt. 22-7-1988 & and revived vide No.3-4/2019-Skt.I dt.15.2.2022.                                                        |

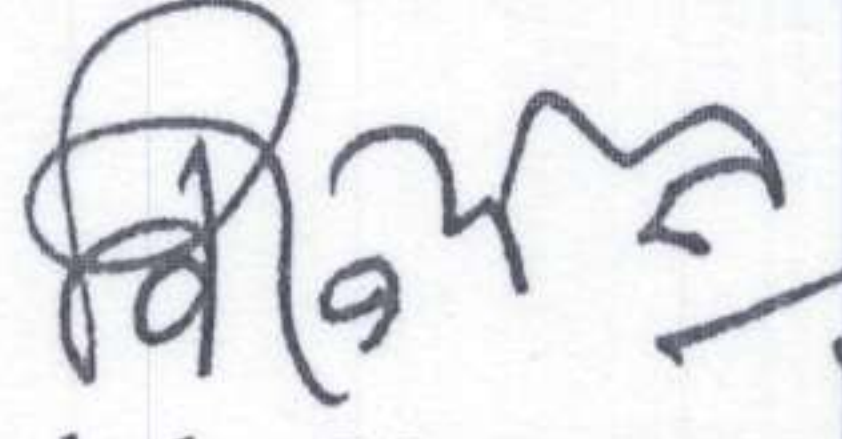
दूरभाष (0734) 2502266, 2502254, 2502255

E-mail : msrvvpurn@gmail.com, website : www.msrvvp.ac.in

14.8.2023



|    |                      |     |    |                                                                                                                                       |
|----|----------------------|-----|----|---------------------------------------------------------------------------------------------------------------------------------------|
| 11 | Jr. Hindi Translator | L-6 | 1  | N0. 9-4/2013/Skt.I dt 3-5-2013 & revived vide No. 3-14/2019 -Skt.I dt 15-02-2022.                                                     |
| 12 | Jr. Stenographer     | L-4 | 2  | Note dt. 22-7-1988 for creation of posts approved by Hon'ble HRM & Chairman.                                                          |
| 13 | Upper Division Clerk | L-4 | 2  | Note dt. 22-7-1988 for creation of one post approved by Hon'ble HRM & Chairman & one created vide No.3-4/2019-Skt.I dated 15.2.2022.  |
| 14 | Lower Division Clerk | L-2 | 8  | Note dt. 22-7-1988 for creation of two posts approved by Hon'ble HRM & Chairman & six created vide No.3-4/2019-Skt.I dated 15.2.2022. |
| 15 | Driver               | L-2 | 1  | Note for creation of the post dated.2-7-1992.                                                                                         |
| 16 | MTS                  | L-1 | 6  | Note dt. 22-7-1988 & No. 6-5/96 -Skt.2 dt.14/17-8-1998 for 7 posts. One abolished vide No.3-4/2019-Skt.I dt.15.2.2022.                |
|    | Total                |     | 36 |                                                                                                                                       |

  
 (Prof. Viroopaksha V. Jaddipal)  
 Secretary

To

1. Accounts Section
2. Consultant (Finance)
3. Assistant Director
4. DDO
5. Assistant dealing with Establishment matters.

Copy to: Dy. Secretary (L)  
 Department of Higher Education  
 Shastri Bhawan, New Delhi, -for information & record.



F.No.3-14/2019-Sk.I  
Government of India  
Ministry of Education  
(Department of Higher Education)  
(Language Bureau)

To,

The Secretary,  
Maharshi Sandipani Rashtriya Ved Vidya Pratisthan (MSRVVP),  
Vedavidya Marg, Chintamani Ganesh,  
P.O. Jawasiya, Ujjain,  
Madhya Pradesh-456006.

Shastri Bhavan, New Delhi,  
Dated the 15<sup>th</sup> February, 2022.

Subject: Creation and Revival of posts in the Maharshi Sandipani Rashtriya Ved Vidya Pratisthan (MSRVVP), Ujjain -  
Intimation of Concurrence/approval regarding.

Sir,

I am directed to refer to Maharshi Sandipani Rashtriya Ved Vidya Pratisthan (MSRVVP)'s letter dated 08.10.2020 and 11.01.2021 on the subject mentioned above and to say that the proposal relating to the creation of 14 posts and revival of 05 posts in the Maharshi Sandipani Rashtriya Ved Vidya Pratisthan (MSRVVP) has been examined in consultation with the Department of Expenditure, Ministry of Finance who have agreed to concur to the proposal as mentioned below:

1. Creation

| Sl. No. | Name of the post           | Level of Pay | No. of post(s) proposed for creation | No. of posts Agreed. |
|---------|----------------------------|--------------|--------------------------------------|----------------------|
| 1.      | Deputy Director            | L-11         | 02                                   | 02                   |
| 2.      | Assistant Director         | L-10         | 04                                   | 04                   |
| 3.      | Accountant                 | L-6          | 01                                   | 01                   |
| 4.      | Upper Division Clerk (UDC) | L-4          | 01                                   | 01                   |
| 5.      | Lower Division Clerk (LDC) | L-2          | 06                                   | 06                   |
| Total   |                            |              | 14                                   | 14                   |

2. Revival

| Sl. No. | Name of the post              | Level of Pay | No. of post(s) proposed for creation | No. of posts Agreed. |
|---------|-------------------------------|--------------|--------------------------------------|----------------------|
| 1.      | Junior Hindi Translator (JHT) | L-6          | 01                                   | 01                   |
| 2.      | Senior Stenographer           | L-6          | 01                                   | 01                   |
| 3.      | Accounts Officer              | L-8          | 01                                   | 01                   |
| 4.      | Section Officer               | L-7          | 01                                   | 01                   |
| 5.      | MTS                           | L-1          | 01                                   | 01                   |
| Total   |                               |              | 05                                   | 04                   |

2. It is hereby requested to issue abolition order in respect of 3 posts already proposed and furnish a copy of the same.

3. This issues with the concurrence of Ministry of Finance, Department of Expenditure vide I.D.No.2450950/2021/E.Coord.I dated 11.02.2022.

Yours faithfully,

*Sd/-*

(SUMAN DIXIT)

Deputy Secretary to the Government of India

Tele.No.23070446



**F.No. 3-14/2019-Skt.I**  
 Government of India  
 Ministry of Education  
 Department of Higher Education  
 Language Division

Shastri Bhawan, New Delhi-110001  
 Dated 11<sup>th</sup> Aug., 2023

To

**The Secretary,**  
 Maharishi Sandipani Rashtriya Ved Vidhya Pratishthan,  
 Ved Vidya Marg, Chintaman Ganesh,  
 P.O. Jawasiya, Ujjain-456006

**Subject : Revival of Two Posts in Maharshi Sandipani Rashtriya Veda Vidya Pratishthan (MSRVVP), Ujjain-reg.**

Sir,

I am directed to refer to Maharshi Sandipani Rashtriya Veda Vidya Pratishthan (MSRVVP), Ujjain's letter No.3-4/2021/A&F/MSRVVP/2321 dated 21.03.2023 and 20.04.2023 on the subject mentioned above and to say that the proposal relating to the Revival of 2 Posts i.e. **Programme Officer (Level-10) and Accountant (Level-6)** in Maharshi Sandipani Rashtriya Veda Vidya Pratishthan (MSRVVP) has been examined in consultation with the Department of Expenditure, Ministry of Finance who have agreed to concur to the proposal.

2. This issues with the concurrence of Ministry of Finance, Department of Expenditure's I.D. No 3179721/E.Coord.I/2023 dated 09.08.2023.

Yours faithfully,

*Suman Dixit*

(Suman Dixit)

Deputy Secretary to the Govt. of India

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*S*  
 13/8/23

महर्षि सान्दिपनि राश्ट्रिया वेदविद्या प्रतिस्थान  
 Maharshi Sandipani Rashtriya Veda Vidya Pratishthan  
 आवक प्रती सं. नं. 3-4/2021/A&F/MSRVVP/2321  
 दिनांक DATE 23/8/23 1426



F. No. 3-3/2023-Skt.I  
Government of India  
Ministry of Education  
Department of Higher Education  
Language Division

Shastri Bhawan, New Delhi  
Date: 17.02.2023

To,

The Secretary,  
Maharshi Sansipani Rashtriya Veda Vidya Pratishthan,  
Ujjain Veda Vidya Marg,  
Chintaman Ganesh, P.O.- Jawasiya  
Ujjain-456006.

**Subject:** Nomination of member for DPC/Selection Committee for filling up of various posts in MSRVVP, Ujjain-reg.

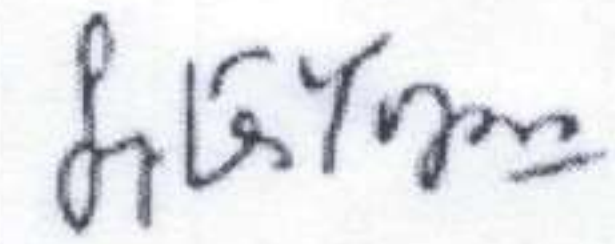
Sir,

I am directed to refer to MSRVVP's letter number 3-4/2021/(A&F)/MSRVVP dated 03.12.2022 on the subject cited above.

2. In this regard, it is conveyed that Smt. Suman Dixit, Deputy Secretary, Language Division, Ministry of Education has been nominated as the member in the Selection Committees for appointment to the posts of Deputy Director and other posts in Group 'B' and 'C' category in accordance with the Recruitment Rules.

3. This issues with the approval of the Competent Authority.

Yours faithfully,



(Sangita Toppo)

Under Secretary to the Government of India

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No.3-3/2021-Skt.I  
Government of India  
Ministry of Education  
Department of Higher Education  
(Language Bureau)

Shastri Bhavan, New Delhi,  
Dated the 10<sup>th</sup> March, 2022.

To,

The Secretary,  
Maharshi Sandipani Rashtriya Ved Vidya Pratisthan,  
Veda Vidya Marg,  
Chintamani Ganesh,  
P.O. Jawasia,  
Ujjain-456006,  
Madhya Pradesh.

Sub: Revised Recruitment Rules (RRs) for different posts in MSRVVP- Nomination of a Member  
by the Governing Council in Selection Committees to various posts in the Pratisthan-  
Intimation regarding.

Sir,

I am directed to refer to the Pratisthan's letter No. I-12/2017(A&F)/MSRVVP/ 1559 dated 11.02.2022 on the subject mentioned wherein it was requested to nominate a member by the Governing Council in the various Selection Committees for appointments in various posts in the Pratisthan. Accordingly, Prof. Shrinivas Varakhedi, Vice Chancellor, Central Sanskrit University has been nominated by the Competent Authority as the nominee of the Governing Council in the Selection Committees for making appointments to various posts in the Pratisthan

Yours faithfully,

*Suman Dixit*

(Suman Dixit)  
Deputy Secretary to the Government of India  
Tele.No.23070446

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F. No. 3-1/2023-Skt.I  
Government of India  
Ministry of Education  
Department of Higher Education  
Languages Division  
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Shastri Bhawan, New Delhi  
Dated 10<sup>th</sup> August, 2023

To,

The Secretary,  
Maharshi Sandipani Rashtriya Veda Vidya Pratisthan,  
Ujjain Veda Vidya Marg,  
Chintaman Ganesh, P.O.- Jawasliya  
Ujjain-456006.

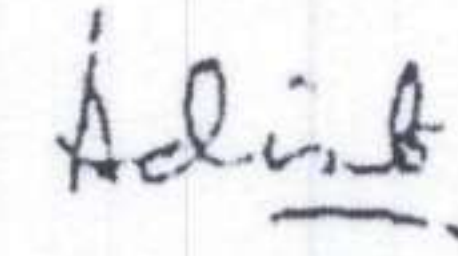
**Subject:** Nomination of member for DPC/ Selection Committee for filling up various posts in MSRVVP.-reg.

Sir,

I am directed to refer to your letter No.3-4/2021/(A&F)/MSRVVP(PartII) dated 21/07/2023 on the subject cited above and to say that members from SC/ST, OBC and minority community may be co-opted in the selection committees of various posts as per the directions of the DOPT.

2. This issues with the approval of Secretary (HE).

Yours faithfully,



(Suman Dixit)

Deputy Secretary to the Govt. of India)



No.3-13/2023-Skt.I  
 Government of India  
 Ministry of Education  
 Department of Higher Education  
 (Languages Division)

Shastri Bhavan, New Delhi,  
 Dated the 3<sup>rd</sup> November, 2023

To,

The Secretary  
 Maharishi Sandipani Rashtriya Ved Vidya Prathistan,  
 Veda Vidya Marg,  
 Ujjain-456006.

**Subject: Recruitment to various posts in Maharishi Sandipani Rashtriya Ved Vidya Prathistan, Ujjain – Nomination of Appointing Authorities for Group 'C' posts of LDC and MTS regarding.**

Sir,

I am directed to refer to your MSRVVP's letter 3<sup>rd</sup> October, 2023 on the subject mentioned and to say that the proposal of the Prathistan for making Secretary, MSRVVP as the appointing authority for Group 'C' posts of LDC and MTS was considered in the Ministry. As post of Secretary is the highest in the hierarchy of MSRVVP, the incumbent of the post of Secretary cannot be made as Appointing Authority for Group 'C' posts of LDC and MTS.

2 In this regard, it is to inform that Deputy Director will be the appointing authority for Group 'C' posts of LDC and MTS. However, as the post of Deputy Director is lying vacant now, Assistant Director will function as the appointing authority for Group 'C' posts of LDC and MTS till the post of Deputy Director is filled up.

3 This issues with the approval of Secretary(HE).

Yours faithfully,

*Suman Dixit*

(Suman Dixit)

Director(L)

s.dixit23@nic.in

महर्षि सान्दीपनी राश्ट्रीय वेद विद्या प्रस्थान  
 Maharshi Sandipani Rashtriya Ved Vidya Prathistan  
 आदेश क्र. 2100  
 दिनांक: 23/11/23