ADVERTISEMENT NO. 14/2026
UNION PUBLIC SERVICE COMMISSION
INVITES ONLINE RECRUITMENT APPLICATIONS
FOR RECRUITMENT BY SELECTION TO THE FOLLOWING POSTS
(by using the Commission's website https://upsconline.nic.in

VACANCY DETAILS

1. (Vacancy No. 26111401528) Six vacancies for the post of Specialist Grade-III (Microbiology or Bacteriology) in Department of Health & Family Welfare, Ministry of Health & Family Welfare.

RESERVATION POSITION:

(UR-03, OBC-02, SC-01).

The post is not reserved but only suitable for PwBD candidates.

Category-wise details for PwBD candidates are as follows:

1. PwBDs Suitability: 40% & Above				
Sl No.	**PwBDs Type**	**PwBD Type**	**Suitability (Yes/No)**	**Reservation (Yes/No)**
(a)	**Blindness and Low Vision**	**B**-Blind	No	No
		LV-Low Vision	No	No
(b)	**Deaf and Hard of Hearing**	**D**-Deaf	No	No
		HH- Hard of Hearing	No	No
(c)	**Locomotor Disability Including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims, Muscular Dystrophy, Spinal Deformity and Spinal Injury without any associated**	**BL**-Both legs affected but not arms	No	No
		BA-Both arms affected	No	No
		OL-One leg affected (R or L)	No	No
		OA-One arm affected (R or L)	No	No
		BH- Stiff back and hips (cannot sit or stoop)	No	No
		BLA-Both legs and both arms affected	No	No
		OLA-One leg and One arm affected	No	No

	neurological/limb dysfunction.	**BLOA**-Both legs and one arm affected		No	No
		CP-Cerebral Palsy		No	No
		LC-Leprosy Cured		No	No
		DW-Dwarfism		Yes	No
		AAV-Acid Attack Victims		No	No
		MDy-Muscular Dystrophy		No	No
		SD-Spinal Deformity	Without any neurological/limb dysfunction	No	No
		SI-Spinal Injury		No	No
(d)	**Autism, Intellectual Disability, Specific Learning Disability, Mental Illness**	**ASD**-Autism Spectrum Disability (M=Mild, MoD=Moderate)		No	No
		ID- Intellectual Disability		No	No
		SLD-Specific Learning Disability		No	No
		MI-Mental Illness		No	No
(e)	**Multiple disabilities from amongst persons as defined suitable under clauses (a) to (d) above**	**MD**-Multiple Disabilities		No	No

PAY SCALE:

Level- 11 plus NPA in the Pay Matrix as per 7th CPC.

AGE:

40 years for UR

43 years for OBC and

45 years for SC.

The age is further relaxable upto 10 years for PwBD.

ESSENTIAL QUALIFICATIONS:

(A) EDUCATIONAL:

As indicated in Part-A, Section-A in Schedule-VI of CHS amended Rule 2019 i.e Doctor of Medicine (Bacteriology); or Diplomate National Board (Bacteriology); or Doctor of Medicine (Microbiology); or Diplomate National Board (Microbiology); or Bachelor of Medicine and Bachelor of Surgery with Master of Science (Medical Bacteriology); or Master of Science

(Medical Microbiology) with Doctor of Philosophy (Medical Bacteriology); or Master of Science (Medical Bacteriology) with Doctor of Philosophy (Medical Bacteriology); or Master of Science (Medical Bacteriology) with Doctor of Science (Medical Bacteriology): Master of Science (Medical Microbiology) with Doctor of Philosophy (Medical Microbiology); or Master of Science (Medical Microbiology) with Doctor of Science (Medical Microbiology).

Note 1: Any Post Graduate Degree or Diploma awarded by any Indian Universities, included in or excluded from, the schedules to Indian Medical Council Act, 1956 (102 of 1956), consequent to recognition granted or withdrawn by Government of India as per provisions of the said Act shall be deemed to have been included or excluded accordingly from the Schedule-V1.

Note 2: The Post Graduate Medical Qualifications awarded by Indian Universities, must have been included in the Schedules to the Indian Medical Council Act, 1956 (102 of 19 56) for the purpose of Schedule-VI.

Note 3: The Controlling Authority may, in consultation with the Commission, include any medical qualification in Part A, Part B, Part C or Part of Schedule.

Note 4: DNB qualification is subject to the provisions of the requirement prescribed in Minimum Qualifications for Teachers in Medical Institution (Amendment) Regulations 2012, amendment Notification No. MCI-12(2)/2010-Med. Misc. dated 11.06.2012 or as amended from time to time.

(B) EXPERIENCE:

Three years' experience in the concerned Speciality or Super-Speciality after obtaining the first Post-graduate degree.

Note 1: Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of three years' duration shall be counted towards requirement of experience in the concerned broad speciality.

Note 2: Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) of five years' duration shall be taken as three years for completion of post graduate degree and the last two years of the said Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of teaching experience.

NOTE I: The Qualifications are relaxable at the discretion of the U.P.S.C, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.

NOTE II: The qualification(s) regarding experience is/are relaxable at the discretion of the U.P.S.C, for reasons to be recorded in writing in the case of candidates belonging to Scheduled Caste if at any stage of selection the U.P.S.C is of the opinion that sufficient number of candidates from this community possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

DUTIES:

(i) To conduct and guide research work in the speciality.

(ii) To render patient care in the speciality.

(iii) Any other duties that may be assigned by the authorities from time to time.

OTHER DETAILS:

The post is permanent. Central Health Service, Non-teaching Specialist Sub-cadre, Group-"A" Gazetted, Non-Ministerial.

PROBATION: One (01) Year.

HEADQUARTERS: Himachal Pradesh, Delhi, West Bengal. However, the officers appointed to the service shall be liable to serve anywhere in India.

ANY OTHER CONDITIONS: The other conditions of service will be laid down in the CHS Rules, 2014, CHS amended Rules 2019 & 2024 and other rules in force from time to time in particular:

(a) Private practice of any kind what so ever shall not be allowed including any consultation and laboratory practice.

(b) The candidate selected will, If so required shall be liable to serve in any Defence service or post connected with the Defence of India, for a period not less than four years including the period spent in training, if any: Provided that such officer shall not (a) be required to serve as aforesaid after the expiry of ten years from the date of appointment or from the date of joining the service, (b). Ordinarily be required to serve as aforesaid after attaining the age of 45 years.

(c) All the vacancies are permanent. But the vacancies are filled on temporary basis and the appointees are confirmed/made permanent on satisfactorily completion of period of probation.

2. (Vacancy No. 26111402528) Two vacancies for the post of Specialist Grade-II (Junior Scale) – Radio-diagnosis in New Delhi Municipal Council (NDMC).

RESERVATION POSITION:

(OBC-01, SC-01).

The post is not reserved but only suitable for PwBD candidates.

Category-wise details for PwBD candidates are as follows:

1. PwBDs Suitability: 40% & Above					
Sl No.	**PwBDs Type**	**PwBD Type**		**Suitability (Yes/No)**	**Reservation (Yes/No)**
(a)	**Blindness and Low Vision**	**B**-Blind		No	No
		LV-Low Vision		No	No
(b)	**Deaf and Hard of Hearing**	**D**-Deaf		No	No
		HH- Hard of Hearing		No	No
(c)	**Locomotor Disability Including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims, Muscular Dystrophy, Spinal Deformity and Spinal Injury without any associated neurological/limb dysfunction**.	**BL**-Both legs affected but not arms		Yes	No
		BA-Both arms affected		No	No
		OL-One leg affected (R or L)		Yes	No
		OA-One arm affected (R or L)		Yes	No
		BH- Stiff back and hips (cannot sit or stoop)		No	No
		BLA-Both legs and both arms affected		No	No
		OLA-One leg and One arm affected		No	No
		BLOA-Both legs and one arm affected		No	No
		CP-Cerebral Palsy		No	No
		LC-Leprosy Cured		Yes	No
		DW-Dwarfism		Yes	No
		AAV-Acid Attack Victims		Yes	No
		MDy-Muscular Dystrophy		No	No
		SD-Spinal Deformity	Without any neurological/limb dysfunction	No	No
		SI-Spinal Injury		No	No
(d)	**Autism, Intellectual Disability, Specific Learning Disability, Mental Illness**	**ASD**-Autism Spectrum Disability (M=Mild, MoD=Moderate)		No	No
		ID- Intellectual Disability		No	No
		SLD-Specific Learning Disability		Yes	No
		MI-Mental Illness		No	No

(e)	**Multiple disabilities from amongst persons as defined suitable under clauses (a) to (d) above**	**MD**-Multiple Disabilities	Yes	No

PAY SCALE:

Level- 11 plus NPA in the Pay Matrix as per 7th CPC.

AGE:

48 years for OBC and

50 years for SC.

The age is further relaxable upto 10 years for PwBD.

ESSENTIAL QUALIFICATIONS:

(A) EDUCATIONAL:

(a) A recognized medical qualification included in the first or second schedule or Part-II of the third schedule (other than licentiate qualification) to the Indian Medical Council Act 1956. Holders of educational qualification included in Part II of the Third Schedule should also fulfill the conditions stipulated in sub section (3) of Section (13) of the Indian Medical Council Act, 1956.

(b) Post graduate degree/diploma in the concerned speciality mentioned in Schedule VI or equivalent (i.e. Post Graduate Degree Qualification M.D. (Radio Diagnosis) **OR** Post Graduate Diploma Qualification - D.M.R.D. or equivalent diploma of two year duration.

(B) EXPERIENCE:

Three years' experience in the concerned speciality after obtaining the post graduate degree or five years' experience after obtaining the post graduate diploma.

NOTE I: Qualifications are relaxable at the discretion of the UPSC in case of candidates otherwise well qualified.

NOTE II: The qualification(s) regarding experience is/are relaxable at the discretion of the UPSC in the case of candidates belonging to Scheduled Caste, if any stage of selection, the UPSC is of the opinion that sufficient number of candidates from this community possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

DUTIES:

(i) To render patient care in the specialty.

(ii) To conduct and guide research work in the speciality.

(iii) Any other duties that may be assigned by the authorities from time to time.

OTHER DETAILS:

The post is permanent. Group- “A” Gazetted, Non-Ministerial.

PROBATION: One (01) Year.

HEADQUARTERS: New Delhi Municipal Council, New Delhi

ANY OTHER CONDITIONS: Private practice of any kind whatsoever is prohibited, for which non-practicing allowance (NPA) is allowed.

IMPORTANT

The Online Application Portal of Union Public Service Commission for registration and filling up of application form online has four cards/modules, three of which namely, Account creation, Universal Registration and Common Application Form are common to all recruitment applications and can be filled anytime by the candidate while the fourth card/module is post/vacancy specific and can be filled during the time period allowed in notification of a post/vacancy. Applicants are required to apply online by using the website https://upsconline.nic.in

Once a candidate has registered on the Online Application Portal, a Universal Registration Number (URN) is generated which is common for all the recruitment of the Commission. After filling up of the recruitment specific form, Application Number is generated which is post/vacancy specific and is to be retained by the applicant along with the URN for any future communication with the Commission. While the URN will be unique and will remain constant, the Application Number will be dynamic in nature and will vary from post to post.

Detailed instructions are available on the home page of the portal as well as within all modules to guide candidates in filling up the application and uploading the documents. Candidates are advised to first go through these instructions carefully and prepare the necessary documents in advance to ensure a smooth process while filling up the form and uploading documents.

Applicants are strongly advised to use their Aadhaar Card as the ID document for easy, effortless, and seamless verification and authentication of ID and other details.

(IMPORTANT)
ONLINE RECRUITMENT APPLICATIONS ARE INVITED FOR DIRECT RECRUITMENT BY SELECTION THROUGH WEBSITE **https://upsconline.nic.in** TO THE ABOVE POSTS FROM **28-11-2026.** CLOSING DATE FOR SUBMISSION OF ONLINE RECRUITMENT APPLICATION THROUGH WEBSITE IS **1800 HRS ON 18-12-2026**.
DATE FOR DETERMINING THE ELIGIBILITY OF ALL CANDIDATES IN EVERY RESPECT SHALL BE THE PRESCRIBED CLOSING DATE FOR SUBMISSION OF ONLINE RECRUITMENT APPLICATION. THE APPLICANTS ARE ADVISED TO FILL IN ALL THEIR PARTICULARS IN THE ONLINE RECRUITMENT APPLICATION CAREFULLY AS SUBMISSION OF WRONG INFORMATION MAY LEAD TO REJECTION THROUGH COMPUTER BASED SHORTLISTING APART FROM DEBARMENT BY THE COMMISSION.
DATE FOR THE INTERVIEW ON WHICH THE SHORTLISTED CANDIDATES ARE REQUIRED TO BRING THE PRINTOUT OF THEIR ONLINE APPLICATION ALONGWITH OTHER DOCUMENTS AT UPSC SHALL BE INTIMATED SEPARATELY.

1. INSTRUCTIONS AND INFORMATION TO CANDIDATES FOR RECRUITMENT BY SELECTION:

A. CITIZENSHIP:

A Candidate must be either:

(a) a citizen of India, or

(b) a subject of Nepal, or

(c) a subject of Bhutan, or

(d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or

(e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or East African countries of Kenya, Uganda, the United Republic of Tanzania(formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India. Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

NOTE: The application of a candidate in whose case a certificate of eligibility is necessary, may be considered by the Commission and, if recommended for appointment, the candidate may also be provisionally appointed subject to the necessary certificate being issued in his favour by the Government of India.

B. AGE LIMITS: The age limit for the post has been given in the advertisement. For certain age concessions admissible to various categories please go through the instruction regarding Concessions & Relaxations.

C. MINIMUM ESSENTIAL QUALIFICATIONS: All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.

NOTE-I: The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview.

NOTE-II: IN THE EVENT OF NUMBER OF APPLICATIONS BEING LARGE, COMMISSION WILL ADOPT SHORT LISTING CRITERIA TO RESTRICT THE NUMBER OF CANDIDATES TO BE CALLED FOR INTERVIEW TO A REASONABLE NUMBER BY ANY OR MORE OF THE FOLLOWING METHODS:

(a) “On the basis of Desirable Qualification (DQ) or any one or all of the DQs if more than one DQ is prescribed”.
(b) On the basis of higher educational qualifications than the minimum prescribed in the advertisement.
(c) On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
(d) By counting experience before or after the acquisition of essential qualifications.
(e) By invoking experience even in cases where there is no experience mentioned either as Essential Qualification (EQ) or as Desirable Qualification (DQ).
(f) By holding a Recruitment Test.

THE CANDIDATE SHOULD, THEREFORE, MENTION ALL HIS/HER QUALIFICATIONS AND EXPERIENCE IN THE RELEVANT FIELD OVER AND ABOVE THE MINIMUM QUALIFICATIONS.

NOTE-III:-

IMPORTANT
(i) The category-wise minimum level of suitability in interviews, irrespective of whether the selection is made only by interview or by Recruitment Test followed by interview, will be UR-50 marks, OBC-45 marks, SC/ST/PH-40 marks, out of the total marks of interview being 100.
(ii) In cases where selection is made by Recruitment Test (RT) followed by interview, the candidate will have to achieve minimum level of suitability in their respective category at both stages i.e. ‘Recruitment Test’ as well as ‘Interview’. The minimum level of suitability in case of RT shall be decided by the Commission on case to case basis.

CANDIDATES TO ENSURE THEIR ELIGIBILITY FOR THE RECRUITMENT:

The candidates applying for the post/vacancy should ensure that they fulfill all the eligibility conditions for the post applied to. Their candidature at all the stages of the recruitment will be purely provisional subject to satisfying the prescribed eligibility conditions.

NOTES:

a) The age limit shown against all items is the normal age limit for EWS/URs candidates and is relaxed age limit for SC/ST/OBC/PwBD candidates i.e. upto five years for SC/ST candidates, upto three years for OBC candidates and upto ten years for PwBD candidates in respect of vacancies reserved for them. The SC/ST/OBC/PwBD candidates have to produce a caste certificate in prescribed proforma. For age concession applicable to other categories of applicants please see relevant paras of the "Concessions & Relaxations".

b) A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidates belong is included in the list of reserved

communities issued by the Central Government. If a candidate indicates in his/her application form that he/she belongs to SC/ST/OBC/General category but subsequently writes to the Commission to change his/her category, such request shall not be entertained by the Commission.

c) Persons with Benchmark Disabilities (PwBD), as indicated against various item(s) in the VACANCY DETAILS, can apply to the respective posts even if the post is not reserved for them but has been identified as suitable. However, such candidates will be considered for selection to such post by general standard of merit. Persons suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation and other relaxations as permissible under the rules. Thus, Persons with Benchmark Disabilities (PwBD) can avail benefit of:

i) Reservation and other Concessions & Relaxations as permissible under the rules only when degree of physical disability is 40% or more and the posts are reserved for PwBD candidates.

ii) Other Concessions & Relaxations as permissible under the rules only when degree of physical disability is 40% or more and the posts are suitable for PwBD candidates.

d) In cases, where sufficient number of eligible Persons with Benchmark Disabilities (PwBD) candidates are not available for interview for posts exclusively reserved and identified suitable for them, the experience qualification may be relaxed (upto 50%) so as to get adequate number of candidates as per laid down norms. This applies to years of experience and not the nature of experience.

e) The following provisions are applicable for Persons with Benchmark Disabilities (PwBD) candidates:

i. That the disability conditions falling under the category “likely to improve” under temporary disability category, are not eligible for reservation.

ii. That the conditions, i.e. “progressive, non-progressive or not likely to improve” are to be treated eligible for reservation.

f) The following principles shall be adopted for consideration of candidature against unreserved vacancies in cases where the claim for reservation is not substantiated:-

i. a candidate who has applied under the UR category shall not be allowed to subsequently claim a reserved category;
ii. requests for change from one reserved category to another reserved category shall not be entertained;
iii. A candidate having applied under reserved category and fails to substantiate the reservation claim till the last date of receiving Representation after uploading First/Preliminary Scrutiny on website of Commission, qualifying on General Standard, shall be considered against unreserved vacancies, if one otherwise fulfils conditions/standards/modalities adopted for UR category. The application shall be rejected in case candidate fails to provide category certificate and does not fulfil the conditions/standards/modalities adopted for UR category.

iv. No candidate belonging to any sub-category of PwBD shall be allowed to change the sub-category of disability.

v. Once a reserved category candidate has been considered against Unreserved vacancies as per above provision, subsequent production of such certificate shall not entitle the candidate to be considered against the originally claimed reserved category.

2. HOW TO APPLY

i) Candidates are required to apply online by using the website **https://upsconline.nic.in** Candidates are advised to go through the General instruction, Profile/Module wise instructions and instructions for uploading of documents before proceeding to fill up the form. These instructions are available on the menu bar of the Home Page. A candidate who is willing to apply for the advertised posts shall be required to submit the requisite information and supporting documents towards various claims, such as date of birth, category, educational qualification, etc. as may be sought by the Commission along with the Universal Registration Number (URN), Common Application Form (CAF) and the fourth module, i.e. Post/Vacancy specific module. Failure to provide the required information/documents along with the Common Application Form (CAF) will entail cancellation of candidature for the post/vacancy.

Note 1: One-time Edit Facility for URN Profile:

The Commission provides a one-time facility for candidates to update or modify their Universal Registration Number (URN) Profile. Please note that any changes made to the URN Profile will not be reflected in application already submitted. The updated information will apply only to application submitted after the candidate has made the necessary changes and successfully re-locked the URN Profile.

Note 2: Live Photo Capture for filling up of Common Application Form (CAF):

Applicants are required to upload their photograph and also capture their live photograph while filling up the Common Application Form (CAF). Applicants must ensure that the uploaded photograph and the live photograph captured is clear as per instructions given on "Instructions and FAQs > Instruction for filling the form > Photos and Signature" available on the Commission's website https://upsconline.nic.in .

Note 3: Uploading of Signature

Applicants are required to sign three times (one below the other) on a plain white paper using a black ink and upload the same while filling up the Common Application Form (CAF). The uploaded signatures should be clear and legible. The Candidates are advised to refer to the instruction for uploading the signature available under "Instructions and FAQs" on the website of the Commission with the URL: https://upsconline.nic.in."

ii) Please follow the Instruction in respect of uploading of Photograph, uploading of documents and for filing the form in the home page of the online application portal. You are requested to adhere to the file size as mentioned in the instructions therein.

iii) The candidates will not be allowed to withdraw their applications after the submission of the same. Further no correction /alteration/modification in any field(s) of the Application Form is allowed after submission.

iv) Candidates must upload the following documents/certificates in support of all the claims made by them in the application like, Date of Birth, Caste, Physical Disability, Educational Qualification(s), Experience (preferably in prescribed format), Desirable Qualification(s), Age relaxation, etc. or any other information, separately against each claim in pdf file. Documents like Pay Slip, Resume, Appointment Letter, Relieving Letter, Un-signed Experience Certificate etc. must not be uploaded in the Document Upload Module:-

a) Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating Date of Birth in support of claim of age.

NOTE: Date of birth mentioned in Online Recruitment Application is final. No subsequent request for change of date of birth will be considered or granted.

b) Degree/Diploma certificate as proof of educational qualification claimed. In the absence of Degree/Diploma certificate, provisional certificate along with mark sheets pertaining to all the academic years.

c) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement.

d) Certificate(s) in the prescribed proforma from the Head(s) of Organisation(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s). Experience Certificate should be issued in prescribed format relevant to the post. Experience certificate not in prescribed proforma but containing all the details as mentioned above would be considered on merit by the Commission.

NOTE: *The period of experience rendered by a candidate on part time basis, daily wages, visiting/guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.*

e) Caste certificate by candidate seeking reservation as SC/ ST/ OBC, in the prescribed proforma from the competent authority indicating clearly the candidate's Caste, the Act/ Order under which the Caste is recognized as SC/ ST/ OBC and the village/ town the candidate is ordinarily a resident of.

f) A declaration in the prescribed format by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer on the crucial date, in addition to the community certificate (OBC). Unless specified otherwise, the prescribed closing date for receipt of Online Recruitment Application for the post is to be treated as crucial date.

g) Certificate of Disability in prescribed proforma issued by the competent authority to Persons with Benchmark Disabilities (PwBD) eligible for appointment to the post on the basis of prescribed standards of Medical Fitness. The Competent Authority to issue Certificate of Disability shall be a Medical Board duly constituted by the Central or a State Government. The Central/ State Government may constitute Medical Board(s) consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing Locomotor/ Cerebral / Visual / Hearing disability, as the case may be.

h) A candidate who claims change in name after matriculation on marriage or remarriage or divorce etc. the following documents shall be submitted:-

(i) **In case of marriage of women** - Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;

(ii) **In case of re-marriage of women** - Divorce Deed/Death certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.

(iii) **In case of divorce of women**- Certified copy of Divorce Decree and Deed Poll/Affidavit duly sworn before the Oath Commissioner.

(iv) **In other circumstances for change of name for both male and female** - Deed Poll/Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspapers in original (One daily newspaper should be of the area of applicants permanent and present address or nearby area) and Gazette Notification.

Note: The e-affidavit is also accepted as an alternative to the traditional/physical affidavit, wherever required.

i) Certificate/ Document in respect of Age relaxation for:
   i) Ex-Servicemen and Commissioned Officers including ECOs/SSCOs in prescribed proforma from competent authority.

ii) Central/UT Government Employees/Servants in prescribed proforma from competent authority issued after the date of advertisement.
iii) Persons seeking age relaxation under special provision/ order.

j) Persons already in Regular Government service, whether in permanent or temporary capacity other than casual/adhoc/daily wages/hourly paid/contract basis are however required to submit a declaration that they have informed in writing to their Head of Office/Department that they have applied for the selection.

k) Certificate(s) in respect of claim regarding Professional Registration, Language, Publications, NET, GATE, Conference, and Internship.

l) Documentary support for any other claim(s) made.

NOTE: If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted.

v) **IMPORTANT :** CANDIDATES ARE ADVISED TO FILL THEIR CORRECT AND ACTIVE E-MAIL ADDRESSES IN THE ONLINE APPLICATION AS ALL CORRESPONDENCE WILL BE MADE BY THE COMMISSION THROUGH E-MAIL ONLY. INTERVIEW SCHEDULE AND REQUIREMENTS WITH REGARD TO COPIES OF CERTIFICATES TO BE SUBMITTED IN RESPECT OF CLAIMS MADE IN THE ONLINE APPLICATION WILL BE E-MAILED IN DUE COURSE TO THE CANDIDATES IN THEIR REGISTERED E-MAIL ID AND WILL ALSO BE POSTED ON THE WEBSITE OF THE COMMISSION.

vi) After submitting the Online Application, the candidates are required to take out a print out of the finally submitted Online Recruitment Application.

vii) The candidates will not be allowed to withdraw their application after the submission of the same.

viii) Candidates are <u>not required</u> to submit to the Commission the printouts of their online applications or any other document either by post or by hand. They will be required to bring with them the printouts of their online applications and the documents mentioned in para 7 below if called for interview.

ix) The candidates are advised to submit the Online Application well in advance without waiting for the closing date.

x) **Candidate should have details of one Photo ID Card viz. Aadhaar Card / Voter Card (EPIC) / PAN Card / Passport / Driving License / Any other Photo ID Card issued by the State / Central Government. The details of this Photo ID Card will have to be provided by the candidate while filling up the Universal Registration (URN) profile. This Photo ID Card will be used for all future reference and the candidate is advised**

to carry this Photo ID Card while appearing for Recruitment Test (RT) / Personality Test.

xi) **Applicants are strongly advised to use their Aadhaar Card as the ID document for easy, effortless, and seamless verification and authentication of ID and other details.**

3. LAST DATE FOR SUBMISSION OF APPLICATIONS:

The closing date for submission of online recruitment application through website **is 1800 Hrs on 18-12-2026**.

4. APPLICATION FEE:

(a) Candidates (Except Female/SC/ST/Persons with Benchmark Disability Candidates who are exempted from payment of fee) are required to pay a fee of Rs. 25/- (Rupees Twenty five) by using Visa/Master/Rupay Credit/Debit Card/UPI Payment or by using internet banking facility of any Bank.

(b) Applicants must opt for available online Debit/Credit Card/UPI Payment or Internet Banking payment mode upto the closing date/time.

(c) No fee for SC/ST/PwBD/Women candidates of any community. No "fee exemption" is available to OBC/EWS/Unreserved male candidates and they are required to pay the full prescribed fee.

(d) Applications without the prescribed fee would not be considered and summarily rejected. No representation against such rejection would be entertained.

(e) **Fee once paid shall not be refunded under any circumstance nor can the fee be held in reserve for any other examination or selection.**

5. CONCESSIONS & RELAXATIONS:

(a) The upper age limit in case of Ex-Servicemen and Commissioned Officers including ECOs/SSCOs shall be relaxed by five years subject to the condition that on the closing date for receipt of applications the continuous service rendered in the Armed Forces by an Ex-Serviceman is not less than six months after attestation. This relaxation is also available to ECOs/SSCOs who have completed their initial period of assignment of five years of Military Service and whose assignment has been extended beyond five years as on closing date and in whose case the Ministry of Defence issues certificates that they will be released within 3 months on selection from the date of receipt of offer of appointment. Candidates claiming age relaxation under this para would be required to produce a certificate in the prescribed proforma to the Commission.

NOTE: Ex Servicemen who have already secured regular employment under the Central Govt. in a Civil Post are permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the Central Govt. However, such candidates will not be eligible for the benefit of reservation, if any for Ex-Servicemen in Central Govt. jobs.

(b) In order to qualify for the concession under (a) above, candidates concerned would be required to produce a certificate that they have been released from the Defence Forces. The certificate for Ex-Servicemen and Commissioned Officers including ECOs/SSCOs should be signed by the appropriate authorities specified below and should also specify the period of service in the Defence Forces:-

(i) In case of Commissioned Officers including ECOs/SSCOs:

Army: Directorate of Personnel Service, Army Headquarters, New Delhi.
Navy: Directorate of Personnel Services Naval Headquarters, New Delhi.
Air Force: Directorate of Personnel Services, Air Headquarters, New Delhi.

(ii) In case of JCOs/ORs and equivalent of the Navy and Air Forces:

Army: By various Regimental Record Offices.
Navy: Naval Records, Bombay
Air Force: Air Force Records, New Delhi.

(c) Age relaxation for Central Government employees:

The upper age limit is relaxable for Central/U.T. Govt. Servants up to 5 years as per instructions issued by the Govt. of India from time to time. (10 years for persons belonging to Scheduled Castes/Scheduled Tribes and 8 years for persons belonging to other Backward Classes in respect of the posts reserved for them in accordance with the instructions issued by the Government of India). This relaxation will be admissible to Government servants with 3 years continuous service in Central Government and working in posts which are in the same line or allied cadre and where a relation could be established that the service already rendered in that particular post will be useful for the efficient discharge of the duties of the post to which recruitment is being made. Decision in this regard will rest with the Commission. A candidate claiming to belong to the category of Central Government servant and thus seeking age relaxation under this para would be required to produce a Certificate in the prescribed proforma issued after the date of advertisement from his/her Employer on the office letter head to the effect that he/she is a regularly appointed Central Government Servant and not on casual/adhoc/daily wages/hourly paid/contract basis employee.

(d) Age relaxation to Persons with Benchmark Disabilities (PwBD):

i) Age relaxation of 10 years (This implies that Scheduled Castes/Scheduled Tribes category candidates would get maximum 15 years age relaxation including 5 years meant for their respective categories. Similarly OBC candidates would get maximum upto 13

years including 3 years age relaxation meant for OBC category) in upper age limit shall be allowed to persons suffering from (a) blindness and low vision, (b) deaf and hard of hearing (c) Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims, Muscular Dystrophy, Spinal Deformity and Spinal Injury without any associated neurological/limb dysfunction, (d) Autism, intellectual disability, specific learning disability and mental illness, (e) Multiple disabilities from amongst persons under clauses (a) to (d) in the posts identified for each disability in case of direct recruitment to all civil posts/services under the Central Government identified suitable to be held by persons with such disabilities, subject to the condition that maximum age of the applicant on the closing date shall not exceed 56 years. The age concession to the persons with disabilities shall be admissible irrespective of whether the post is reserved for persons with disabilities or not, provided the post is identified suitable for the relevant category of disability.

ii) Relaxation of age limit would be permissible to such persons who have a minimum of 40% disability.

iii) If a person with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.

iv) The above provisions will not be applicable to a post/service for which other specific provision regarding age relaxation is made by notification.

v) The definition of different categories of disabilities, for the purpose of age relaxation, will be same as given in the Schedule {Clause (22) of Section 2} of the Act "The Rights of persons with Disabilities Act, 2016.

(e) Facility of scribe for candidates appearing in RTs/CBRTs to Persons with Benchmark Disabilities (PwBD):

Persons with Benchmark Disabilities in the categories of blindness, locomotor disability (both arm affected-BA) and cerebral palsy will be provided the facility of scribe if desired by the person. In case of other categories of Persons with Benchmark Disabilities as defined under Section 2 (r) of the RPWD Act, 2016, the facility of scribe will be provided on production of a certificate to the effect that the person concerned has physical limitation to write and scribe is essential to write on his/her behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Health Care Institution as per proforma available under segment 'Recruitment' followed by the Forms of Certificates (link https://upsc.gov.in/recruitment/recruitment-performas) on Commission's Website. Candidates have discretion of opting for his/her own scribe or request the Commission for the same. The details of the scribe i.e. whether own or the Commission's and details of the scribe (in case the candidate is bringing his/her own scribe), will be sought at the time of filling the application form online. The qualification of the scribe should not be more than the minimum qualifications required for the post.

6. Centres for Recruitment test (RT)/Combined Recruitment Test (CRT)

In cases where a Recruitment Test (RT) or Combined Recruitment Test (CRT) forms part of the selection process, the test will ordinarily be conducted at the following centres:

Ahmedabad, Bhopal, Chennai, Delhi, Dispur (Guwahati), Jaipur, Jammu, Kochi, Kolkata, Lucknow, Mumbai, Nagpur, Port Blair, Ranchi, and Visakhapatnam.

Note: The list of test centres is subject to change. Any such changes will be notified to candidates through the Commission's website prior to the conduct of the Recruitment Test (RT) or Combined Recruitment Test (CRT).

7. Candidates shortlisted for interview on the basis of the information provided in the online applications submitted by them will be required to send self-attested copies of documents/relevant certificates in support of the claims made in the application as and when demanded by the Commission.

WARNING

CANDIDATES WILL BE SHORT-LISTED FOR INTERVIEW ON THE BASIS OF THE INFORMATION PROVIDED BY THEM IN THEIR ONLINE APPLICATION AND THEIR PERFORMANCE IN THE RECRUITMENT TEST (RT), IF HELD. THEY MUST ENSURE THAT SUCH INFORMATION IS TRUE. IF AT ANY SUBSEQUENT STAGE OR AT THE TIME OF INTERVIEW ANY INFORMATION GIVEN BY THEM OR ANY CLAIM MADE BY THEM IN THEIR ONLINE, APPLICATIONS IS FOUND TO BE FALSE, THEIR CANDIDATURE WILL BE LIABLE TO BE REJECTED AND THEY MAY ALSO BE DEBARRED EITHER PERMANENTLY OR FOR A SPECIFIED PERIOD BY THE :

- **COMMISSION FROM ANY EXAMINATION OR SELECTION HELD BY THEM.**
- **CENTRAL GOVERNMENT FROM ANY EMPLOYMENT UNDER THEM.**

8. DOCUMENTS/ CERTIFICATES TO BE PRODUCED AT THE TIME OF INTERVIEW.

The printout of the online application, along with the original documents/certificates submitted with the application form as referred to in para 2 above, must be produced at the time of the interview. These should be accompanied by self-attested copies and any other items specified in the interview summon letter. Failure to present these documents will result in the candidate being disqualified from appearing in the interview, and in such cases, the candidate will not be eligible for reimbursement of travelling expenses by the Commission.

9. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding this discrepancy should be submitted.

A candidate who is or has been declared by the Commission to be guilty of:

a) obtaining support of his/her candidature by any means, or

b) impersonating, or

c) procuring impersonation by any person, or

d) submitting fabricated documents or documents which have been tampered with, or

e) making statements which are incorrect or false or suppressing material information, or

f) resorting to any other irregular or improper means in connection with his/her candidature for the selection, or

g) using unfair means during the test, or

h) writing irrelevant matter including obscene language or pornographic matter, in the script(s), or

i) misbehaving in any other manner in the examination hall, or

j) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their test, or

k) bringing mobile phone/Communication device in the examination Hall/Interview room.

l) attempting to commit or, as the case may be, abetting the Commission of all or any of the acts specified in the foregoing clauses, may, in addition to rendering himself/herself liable to criminal prosecution, be liable:

i) to be disqualified by the Commission from selection for which he/she is a candidate, and/or

ii) to be debarred either permanently or for a specified period:-

- by the Commission from any examination or selection held by them
- by the Central Government from any employment under them, and

iii) if he/she is already in service under Government to disciplinary action under the appropriate rules.

10. HELPDESK FOR CANDIDATE:

The Commission has established a dedicated helpline to assist the candidates during the application process. Candidates seeking clarification, guidance, or assistance related to the application process or examination/recruitment details can contact the helpline no. **011-24041001 or 011-40303444** or email ID – **upscsoap@nic.in**. The helpline will be operational from 10:00 A.M. to 5:30 P.M. on all working days during the application window. Applicants may utilize this service for any issues relating to the application process, including payment of fee, uploading of documents, etc.

11. MOBILE PHONES BANNED:

The use of any mobile phone (even in switched off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or Bluetooth device or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device in the UPSC examination/Interview Hall is strictly prohibited. Any infringement of these instructions shall entail disciplinary action including ban from future examinations/recruitment.

Candidates are advised in their own interest not to bring any of the banned item including bags, mobile phones or any valuable/costly items to the venue of the examination/Interview Hall, as **no** arrangement for safe-keeping will be made at the venue of the examination/Interview Hall. Commission will not be responsible for any loss in this regard.

12. FACE AUTHENTICATION FOR CANDIDATES AT THE EXAMINATION VENUE/INTERVIEW HALL

In order to ensure a secure and smooth examination process, all candidates will be required to undergo face authentication at the examination venue/Interview Hall mandatorily. Candidates are advised to enter the examination venue/Interview Hall well in time for face authentication/identity verification and frisking.

13. OTHER INFORMATION/INSTRUCTIONS:

a) Government strives to have workforce which reflects gender balance and women candidates are encouraged to apply.

b) All candidates whether in Government service or in Government owned industrial or other similar organisations or in private employment should submit their applications online directly to the Commission. Persons already in Regular Government service, whether in permanent or temporary capacity other than casual/adhoc/daily wages/hourly paid/contract basis are however required to submit a declaration that they have informed in writing to their Head of Office/Department that they have applied for the selection.

c) The date for determining the eligibility of all candidates in every respect shall be the closing date for submitting the Online Recruitment Application on the website https://upsconline.nic.in

d) In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the Online Recruitment Application is liable to be rejected.

e) **Payment of Commission's contribution towards travel allowance to the outstation candidates appearing for interview at UPSC:**

1. As per SR 132, and guidelines available on the Commission's website https://upsc.gov.in/forms-downloads, the candidates appearing for Interview at UPSC will be granted contribution towards travelling expense for appearing in the interview which will be restricted to Second / Sleeper Class train fare (Mail/Express). In case candidates perform journey by any other mode / class, the same will be dealt and restricted to Second / Sleeper Class train fare (Mail/Express).

2. Therefore, the Candidates coming from outside Delhi should bring duly filled in two copies of TA bill forms, available at the link https://upsc.gov.in/forms-downloads {Travelling Allowance Form (for candidates only)} in respect of both ways journeys and hard copies of the tickets to facilitate settlement of Commission's contribution towards travel expenses on the date of the personality tests / Interview. Therefore, the candidates are advised to bring the hard copies of the tickets invariably. In case the candidates fail to bring the hard copies, tickets may be sent through email at accounts1.upsc@gov.in WELL-IN-ADVANCE before entering the Commission's premises.

3. The commission's contribution towards to and fro journey, may be paid though online mode only and transferred directly to their respective Bank Account. Hence, Candidates are advised to bring any one of the following instrument while appearing for interview at UPSC:-

i. Form of application form for payment through NEFT available at the link https://upsc.gov.in/forms-downloads {Form of application form for payment through NEFT (for candidates only)}
ii. Bank Pass Book front page
iii. Copy of Bank Cancelled Cheque.

f) The Summoning of candidates for interview conveys no assurance whatsoever that they will be selected. Appointment orders to selected candidates will be issued by the Government.

g) Candidates must be in sound bodily health. They must, if selected, be prepared to undergo such medical examination and satisfy such medical authority as Government may require.

h) Candidates will be informed of the final result in due course through UPSC website/ Employment News and any interim enquiries about the result are therefore, unnecessary and will not be attended to. The Commission does not enter into correspondence with the candidates about reasons for their non-selection for interview/appointment.

i) The Commission may grant higher initial pay to candidates adjudged meritorious in the interview.

j) Canvassing in any form will disqualify a candidate.

Formats of **PRESCRIBED PROFORMA** for various certificates have been made available in the Commission's official Website https://upsc.gov.in under Heading Recruitment followed by Forms of Certificates (link https://upsc.gov.in/recruitment/recruitment-performas). Candidates may download the same and fill up accordingly.