NATIONAL PRODUCTIVITY COUNCIL

(DPIIT, Ministry of Commerce & Industry, Government of India)

Utpadakta Bhavan, 5-6 Institutional Area, Lodhi Road, New Delhi-110003

Recruitment for the posts of Technical Assistant (Accounts) and Technical Assistant

Advt. No. NPC/TA/1/2026 **Dated: 28.11.2026**

DETAILED ADVERTISEMENT

National Productivity Council (NPC), established in 1958, is an autonomous organization under the Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India. NPC provides consultancy, research and training services in productivity to Government and to public and private sector organizations and is a constituent of the Asian Productivity Organization (APO), Tokyo.

NPC invites online applications for the posts of **'Technical Assistant (Accounts)'** and **'Technical Assistant'** (Group 'B', Pay Level-6 of the 7th CPC Pay Matrix: Rs. 35,400–1,12,400). These posts are in the promotion quota and are being filled by direct recruitment from the open market under the 'failing which' provision, as eligible officials are not available in the feeder cadre.

Candidates must apply **ONLINE ONLY** at **https://npcrecruitments.in**. Online registration opens on **28.11.2026** at **10:00 hrs** and closes on **28.12.2026** at **17:00 hrs**. The advertisement is also available at https://www.npcindia.gov.in/NPC/User/Notification_Career.

1.0 Post-wise and Category-wise Vacancies

S.No.	Post	No. of Posts	Category-wise
1.	Technical Assistant (Accounts)	10	UR-6, OBC (NCL)-2, SC-1, EWS-1*
2.	Technical Assistant	5	UR-4, OBC (NCL)-1*

*One post in each is earmarked for PwBD with Locomotor Disability – One Arm (OA) or One Leg (OL). PwBD candidates of any category may apply against the earmarked post and will be adjusted against the category to which they belong.

Abbreviations: UR – Unreserved; OBC (NCL) – Other Backward Classes (Non-Creamy Layer); SC – Scheduled Caste; ST – Scheduled Tribe; EWS – Economically Weaker Sections; PwBD – Persons with Benchmark Disabilities; OA – One Arm; OL – One Leg; CPC – Central Pay Commission; MCQ – Multiple Choice Questions; NOC – No Objection Certificate.

The number of vacancies is provisional and may vary.

Candidates of a category for which no vacancy is reserved in a post (ST for both posts; SC and EWS for Technical Assistant) may apply against the unreserved vacancies of that post, without age relaxation.

There is no reservation for Ex-Servicemen in these posts.

2.0 Eligibility Criteria

2.1 Who can Apply

Only Indian nationals possessing the essential qualification and experience given below are eligible.

2.2 Qualification and Experience

	Technical Assistant (Accounts)	**Technical Assistant**
Essential Qualification	Degree in Commerce	Degree in Arts/Science/Commerce/Management
Experience	5 years' experience in accounts, finance, audit, taxation or budget work in Central/State Government, a Public Sector Undertaking or an autonomous body	5 years' experience in administrative or office work, such as noting and drafting, establishment, procurement, or records and file management, in Central/State Government, a Public Sector Undertaking or an autonomous body
Desirable Qualification	Post Graduate in Commerce or Pass in Intermediate Examination of Institute of Chartered Accountants/Institute of Cost Accountants	Post Graduate degree in any discipline

2.3 Age Limit

30 years as on the closing date of online registration (28.12.2026), i.e. candidates should have been born not before 29 December 1996. The upper age limit is relaxable as under:

Category	**Relaxation in upper age limit**
OBC (NCL)	3 years
SC	5 years
PwBD (OA/OL)	10 years (13 years for OBC (NCL) and 15 years for SC)
Departmental candidates (regular NPC employees with at least 3 years' continuous service in the same or allied cadre)	Up to 5 years
Contractual employees of NPC	Equal to the number of years of contract service in NPC, up to a maximum of 5 years, subject to Note (iii)

Note (i) Relaxation for OBC (NCL), SC and PwBD is admissible only against the vacancies reserved/earmarked for them. Candidates of these categories applying against unreserved vacancies will not get age relaxation.

Note (ii) Relaxations are not cumulative, except PwBD relaxation over and above the category relaxation. There is no age relaxation for EWS.

Note (iii) Conditions for the relaxation to contractual employees of NPC:

(a) The relaxation is available to a candidate who has served NPC on contract during the five years immediately before the closing date, i.e. from 29.12.2021 to 28.12.2026, whether or not the candidate is working in NPC on the closing date.

(b) Contract service means engagement directly by NPC (Headquarters, Regional Directorates or AIP, Chennai) on a contractual basis, in any designation (including Consultant). Service through an outsourcing agency or manpower supplier, or as intern or apprentice, will not be counted.

(c) Service will be counted in years reckoned backwards from the closing date (29.12.2025 to 28.12.2026, 29.12.2024 to 28.12.2025, and so on, up to 29.12.2021 to 28.12.2022). A year will be counted if the candidate was engaged by NPC for at least 180 days in that year. Breaks in service do not matter; qualifying years are added together. The relaxation will be equal to the number of years so counted.

(d) This is a one-time relaxation, available only for this advertisement.

(e) It will not be added to any other age relaxation, including PwBD. A candidate eligible for more than one relaxation will get only the highest one.

(f) The candidate must upload a certificate from the Head of the NPC office concerned, showing the periods of engagement and the number of days engaged in each year counted under (c).

2.4 Crucial Date and Experience

i. The closing date of online registration is the crucial date for age, qualification, experience and category.

ii. The degree must be from a recognised University/Institution.

iii. Only full-time paid experience gained after acquiring the essential qualification will be counted. Internship, articleship, apprenticeship, part-time or honorary work will not be counted. Experience must be supported by certificate(s) from the employer showing the period of service, post held and duties performed.

iv. Candidates with foreign degrees must hold an equivalence certificate from the Association of Indian Universities.

v. Certificates in a language other than Hindi or English must be accompanied by a self-attested translation. Candidates whose name differs across documents must produce a Gazette notification or affidavit.

3.0 Reservation

a. SC/ST

The caste/tribe must appear in the Central List of SC/ST of the respective State. The certificate must be in the latest format prescribed by the Government of India and show the date of issue and the name of the caste as spelt in the Central List.

b. OBC (Non-Creamy Layer)

The caste must appear in the Central List of OBCs. Candidates must furnish an OBC (Non-Creamy Layer) certificate in the format prescribed for Central Government posts, issued on or before the closing date (28.12.2026). OBC candidates in the creamy layer should apply as UR.

c. EWS

Candidates must furnish an Income and Asset Certificate for the financial year 2026-27 (based on income of the financial year 2025-26), in the prescribed format, issued by the competent authority on or before the closing date (28.12.2026). Persons covered under reservation for SC, ST or OBC are not eligible under EWS.

d. PwBD

i. Only candidates with Locomotor Disability – One Arm (OA) or One Leg (OL), of not less than 40%, certified by a Disability Certificate/UDID card issued under the Rights of Persons with Disabilities Act, 2016, can claim the earmarked post and PwBD age relaxation.

ii. Scribe and compensatory time: PwBD candidates who have a limitation in writing may avail a scribe in the Phase-I examination and the Phase-II Descriptive Examination, as per the guidelines of the Department of Empowerment of Persons with Disabilities, Government of India, for written examinations of persons with benchmark disabilities. Candidates with OA/OL must upload a certificate of limitation to write, in the format at Annexure-II, issued by the Chief Medical Officer, Civil Surgeon or Medical Superintendent of a Government health care institution. A candidate may bring an own scribe or request that a scribe be provided; the choice must be indicated in the online application. An own scribe must have a qualification lower than the minimum essential qualification for these posts and must not be a candidate in this examination, and the candidate must submit a Letter of Undertaking in the format at Annexure-III at the examination centre. Candidates eligible for a scribe will be allowed compensatory time of 20 minutes per hour of examination, whether or not they avail the scribe. In the Digital Competency (IT Practical) Test, compensatory time will be allowed but no scribe.

4.0 Physical Fitness

Final selection and joining are subject to the candidate being found medically fit. The medical certificate should be from a Medical Board/Civil Surgeon/District Medical Officer or equivalent authority and must be submitted at the time of joining.

5.0 Application Process

Applications will be accepted ONLINE ONLY at **https://npcrecruitments.in**. Candidates should use only this exact address; NPC is not responsible for any other website. Candidates should read this advertisement carefully and check their eligibility before applying.

Before you begin: keep ready a valid e-mail ID and mobile number (active until the recruitment is completed), the scanned documents listed below, and details of education and of each spell of experience (employer, post, from–to dates, duties).

Step 1: Registration – Register with name, date of birth and gender exactly as in the Class X certificate, e-mail ID and mobile number, and verify them by OTP. The registration number and password will be sent to the registered e-mail ID and mobile number.

Step 2: Application – Log in and fill in: (a) personal details and category; (b) post(s) applied for – a candidate may apply for one or both posts through a single application, and must indicate the first-preference post if applying for both; (c) educational qualifications with year, university and percentage; (d) desirable qualification, if any; (e) experience, spell by spell; (f) age-relaxation claim, if any; (g) choice of Phase-I examination centre; (h) PwBD and scribe/compensatory time option, if applicable; (i) upload the documents listed below; (j) preview, edit if needed, and save.

Step 3: Fee Payment – Pay the fee online through debit/credit card (VISA/MasterCard/RuPay) or Internet Banking. Bank charges, if any, are payable by the candidate.

Category	**Applied for**	**Fee (Rs.)**
UR / OBC (NCL) / EWS (male candidates)	One post – Technical Assistant or Technical Assistant (Accounts)	**1,000/-**
UR / OBC (NCL) / EWS (male candidates)	Both posts	**2,000/-**
Women (all categories), SC, ST, PwBD	One or both posts	**Exempted**

The fee once paid is not refundable. An application is complete only after payment of the fee (where payable). If more than one application is submitted for the same post, only the last complete application will be considered.

Step 4: Final Submit – Accept the declaration and click “Final Submit”. No change is allowed after Final Submit. Download and keep the application PDF.

Payment problems: If the amount is debited but the status shows unpaid, wait 48 hours before paying again, and contact the helpline.

Correction window: No correction window will be given after Final Submit.

Documents to be uploaded:

S.No.	Document	File type	Max. size
1.	Colour photograph (passport size), taken not earlier than 3 months before the date of application	jpg/png	500 KB
2.	Signature	jpg/png	500 KB
3.	Proof of Date of Birth (Birth Certificate or Class X certificate)	jpg/pdf	500 KB
4.	Class XII certificate and mark sheet (single file)	jpg/pdf	500 KB
5.	Graduation degree and mark sheets, in chronological order (single file)	jpg/pdf	2.5 MB
6.	Post Graduate degree / CA or CMA Intermediate pass certificate (if any)	jpg/pdf	500 KB
7.	All experience certificates, in chronological order (single file)	jpg/pdf	1 MB
8.	SC/ST/OBC (NCL)/EWS certificate (if applicable)	jpg/pdf	500 KB
9.	PwBD certificate/UDID card, and certificate of limitation to write (Annexure-II) if opting for a scribe (if applicable)	jpg/pdf	500 KB
10.	Identity proof (Aadhaar / Voter ID / Passport / Driving Licence)	jpg/pdf	500 KB
11.	NOC from present employer (for candidates in Central/State Government, PSU or autonomous body). If the NOC is not available by the closing date, upload proof that the employer has been informed, and produce the NOC at document verification.	jpg/pdf	500 KB
12.	NPC contract service certificate (only for candidates claiming age relaxation as contractual employees of NPC – Note (iii) under para 2.3)	jpg/pdf	500 KB

Photograph and signature:

i. Photograph: passport-size colour photograph, taken not earlier than 3 months before the date of application, against a light (preferably white) background; 139 pixels (width) × 179 pixels (height); 200 dpi; not more than 500 KB.

ii. Signature: signed on white paper with Dark Blue or Black ink pen; 140 pixels (width) × 60 pixels (height); 200 dpi; not more than 500 KB.

iii. Photograph or signature that is unclear, or does not meet these specifications, may lead to rejection of the application.

Other instructions:

i. Keep a PDF copy of the submitted application. It need not be sent to NPC.

ii. For help in filling the online form, call the **Helpline +91-6393905801** given on the portal.

iii. Admission to any phase of the examination is provisional. If a candidate is found at any stage to be ineligible, or to have furnished false information or suppressed a material fact, the candidature will be cancelled; if already appointed, the appointment is liable to be terminated after due process.

iv. Canvassing in any form will lead to disqualification.

v. e-Admit Cards: Separate e-Admit Cards for Phase-I and Phase-II will be available on **https://npcrecruitments.in** two to three weeks before the examination, and candidates will also be informed by e-mail/SMS. No Admit Card will be sent by post.

vi. Corrigenda, notices and results will be published only on **https://npcrecruitments.in** and **https://www.npcindia.gov.in**. Candidates should visit these regularly.

vii. Queries may be sent to recruitment@npcindia.gov.in with the subject "Technical Assistant (Accounts) and Technical Assistant-2026". For technical issues with the online form, use the subject "Technical Assistant (Accounts) and Technical Assistant-2026 – Technical Issue – <subject>". No postal communication will be entertained.

viii. Use of unfair means, impersonation, or carrying a mobile phone or any electronic device into the examination hall will lead to cancellation of candidature and debarment from future NPC recruitments.

ix. Candidates must carry the e-Admit Card and an original photo identity card to each examination. Detailed instructions will be given in the e-Admit Card.

6.0 Selection Process

6.1 Scheme of Examination

Phase	Paper	Marks	Duration	Nature
Phase-I (Preliminary)	Computer-based MCQ test – separate paper for each post	120	120 min	Screening
Phase-II (Main)	(a) Descriptive Examination (pen-and-paper) – separate paper for each post	100	120 min	Final merit
	(b) Digital Competency (IT Practical) Test – common for both posts	100	60 min	Qualifying

i. The medium of examination is **English**.

ii. There is no interview.

6.2 Examination Centres

Phase-I will be held at: New Delhi, Mumbai, Bengaluru, Kolkata, Chennai, Hyderabad, Guwahati, Gandhinagar, Chandigarh, Jaipur, Kanpur, Patna and Bhubaneswar. Candidates may choose one Phase-I centre. A centre will be operated only if a minimum number of candidates choose it; all 13 centres may therefore not be operated. Candidates of a centre not operated, or of a centre that is full, will be allotted the nearest available centre. No request for change of centre will be entertained. Phase-II will be held at one or more centres, which will be intimated in the e-Admit Card. NPC may add, delete or change centres. No TA/DA will be paid for attending the examination or document verification.

6.3 Phase-I: Preliminary Examination

A separate MCQ paper will be held for each post in separate shifts. Candidates who have applied for both posts will appear in both papers. Each paper will be as under:

Section	Subject	Questions	Marks
1	General Awareness	20	20
2	Mental Ability & Reasoning	20	20
3	Numerical Ability, Data Interpretation & Basic Computer Knowledge	20	20
4	English Language	20	20
5	Domain Knowledge of the post (Annexure-I, Part B)	40	40
	Total	**120**	**120**

i. Duration: 120 minutes. Each question carries 1 mark.

ii. Negative marking: 0.25 mark will be deducted for each wrong answer. No marks will be deducted for unanswered questions.

iii. Provisional answer keys will be published on the portal. Objections may be submitted online, with supporting reference, within the period notified. No fee will be charged. The final answer keys will be binding.

iv. Phase-I is a screening test. Its marks will be used only for shortlisting for Phase-II and for resolving ties (para 6.5), and will not be counted in the final merit.

v. Candidates will be shortlisted for Phase-II, post-wise and category-wise (including PwBD), in the ratio of 1:12 of the vacancies, i.e. 120 for Technical Assistant (Accounts) and 60 for Technical Assistant. All candidates securing the same marks as the last shortlisted candidate will also be shortlisted. Reserved-category candidates who qualify on merit without availing any relaxation will be counted against unreserved vacancies.

6.4 Phase-II: Main Examination

A. Descriptive Examination

i. A separate paper of 100 marks and 120 minutes for each post, based on the syllabus at Annexure-I, Part B. The examination will be held in pen-and-paper mode. The number of questions and marks for each question will be shown in the question paper.

ii. The final merit will be based on the marks in this paper. There is no provision for re-evaluation.

B. Digital Competency (IT Practical) Test

Common for both posts; practical test on computer on MS Office 2019 or later, with English (India) keyboard; 60 minutes; 100 marks; qualifying in nature. Candidates must secure the qualifying marks in each package:

Package	Maximum Marks	Qualifying Marks
MS-Word	40	20
MS-Excel	40	20
MS-PowerPoint	20	10

C. Candidates shortlisted for both posts will appear in both descriptive papers and take the IT test once.

6.5 Merit List

i. The merit list for each post will be prepared category-wise on the basis of marks in the Phase-II Descriptive Examination of that post, from among candidates who qualify in the Digital Competency Test.

ii. A candidate in the merit lists of both posts will be offered the first-preference post if within its zone of selection, and will then not be considered for the other post. If not within the zone of selection for the first-preference post, the candidate will be considered for the other post. A candidate who declines or does not join the post offered forfeits the claim to both posts.

iii. In case of equal marks, preference will be given in the following order: (1) possession of a desirable qualification; (2) higher marks in the Phase-I paper of that post; (3) older age.

iv. NPC may maintain a reserve list as per Government of India instructions. The reserve list will be valid for one year from the date of declaration of the result.

v. Shortlists, results, marks and category-wise cut-off marks will be published on the portal and the NPC website.

6.6 Document Verification and Appointment

i. Original documents of candidates in the zone of selection will be verified before the offer of appointment. A candidate found ineligible will not be appointed, and the next candidate in merit will be considered.

ii. Appointment is subject to medical fitness, verification of character and antecedents, and (for candidates in service) a relieving order from the present employer at the time of joining.

7.0 Other Information

7.1 Remuneration

Pay Level-6 of the 7th CPC Pay Matrix (Rs. 35,400–1,12,400) plus allowances as admissible under NPC rules. Pension: National Pension System, as applicable in NPC.

7.2 Probation

Two (2) years.

7.3 Posting

Selected candidates are liable to be posted at NPC Headquarters or any of its offices anywhere in India.

7.4 Joining Time

Selected candidates must join on the date given in the offer of appointment, failing which the offer may be cancelled.

7.5 Induction Programme

Selected candidates will undergo an induction training programme at NPC Headquarters, New Delhi or AIP, Chennai.

7.6 NPC's Right

NPC reserves the right to cancel, restrict or modify the recruitment process, if the need arises, before the issue of offers of appointment.

The decision of NPC on eligibility, acceptance or rejection of applications, and all matters relating to the recruitment, shall be final.

7.7 Legal Jurisdiction

Any legal proceedings arising out of this advertisement can be instituted only in New Delhi, and the Courts/Tribunals at New Delhi alone shall have jurisdiction.

7.8 Important Dates

Event	**Date**
Opening of online registration.	28.11.2026
Closing of online registration and fee payment.	28.12.2026
Phase-I examination, Technical Assistant (Accounts)/Technical Assistant.	24.01.2027 (tentative)
Phase-II examination descriptive paper (s).	13.03.2027 & 14.03.2027 (tentative)
Common Digital Competency (IT Practical) Test.	13.03.2027 & 14.03.2027 (tentative)

Exact examination dates will be notified on the portal and in the e-Admit Cards. In case of any variation between the English and Hindi versions, the English version will prevail.

(Vijay Kumar)

Group Head (Admin.)
National Productivity Council, New Delhi

ANNEXURE-I – SYLLABUS

A. Phase-I: Sections 1 to 4 (common to both posts)

1. General Awareness: Questions to test the candidate's general awareness of the environment and its application to society, including current events and matters of everyday observation and experience in their scientific aspect, as expected of an educated person. Questions will also relate to India and its neighbouring countries, especially History, Culture, Geography, Economic Scene, General Policy and Scientific Research.

2. Mental Ability and Reasoning: Verbal and non-verbal questions on Semantic Analogy, Symbolic Operations, Symbolic/Number Analogy, Trends, Figural Analogy, Space Orientation, Semantic Classification, Venn Diagrams, Symbolic/Number Classification, Drawing Inferences, Figural Classification, Punched Hole/Pattern Folding and Unfolding, Semantic Series, Figural Pattern Folding and Completion, Number Series, Embedded Figures, Figural Series, Critical Thinking, Problem Solving, Emotional Intelligence, Word Building, Social Intelligence and related topics.

3. Numerical Ability, Data Interpretation and Basic Computer Knowledge: Number Systems – computation of whole numbers, decimals and fractions, relationships between numbers. Arithmetic – percentage, ratio and proportion, square roots, averages, simple and compound interest, profit and loss, discount, partnership business, mixture and alligation, time and distance, time and work. Statistical charts – tables and graphs, histogram, frequency polygon, bar diagram, pie chart. Basic Computer Knowledge – history and generations of computers, classification of computers, CPU, ALU, GPU, control unit, computer memory (RAM, ROM), input-output devices, peripherals, MS Office.

4. English Language: Spot the error, fill in the blanks, synonyms, homonyms, antonyms, spelling correction, idioms and phrases, one-word substitution, sentence improvement, active-passive voice, direct-indirect narration, sentence rearrangement, passage rearrangement, cloze passage and comprehension.

B. Domain Knowledge (Phase-I Section 5) and Phase-II Descriptive Examination

Technical Assistant: Candidates will prepare a note and draft on a given subject, and answer questions, to assess communication skills in English, application of office procedure as per the Central Secretariat Manual of Office Procedure (CSMOP), and knowledge of rules and regulations, including:

- Fundamental Rules and Supplementary Rules
- Central Civil Services (Leave) Rules, 1972
- CCS (Conduct) Rules, 1964
- CCS (Classification, Control and Appeal) Rules, 1965
- General Financial Rules, 2017
- General Provident Fund Rules
- Grievance handling – CPGRAMS / PG Portal

- Government e-Marketplace (GeM)
- Right to Information Act, 2005

Technical Assistant (Accounts): Candidates will prepare a note and draft on a given subject, and answer questions, on:

i. Financial Accounting: accounting as a financial information system; Accounting Standards (depreciation, inventories, research and development costs, long-term construction contracts, revenue recognition, property, plant and equipment, contingencies, foreign exchange transactions, investments, government grants); cash flow statements; earnings per share; accounting for share capital; preparation and presentation of final accounts.

ii. Cost Accounting: nature and functions; installation of cost accounting system; cost concepts (income measurement, profit planning, cost control, decision making); job, process and activity-based costing; volume-cost-profit relationship; incremental analysis; differential costing; cost control and reduction; budgeting; standard costing and variance analysis; responsibility accounting; divisional performance measurement.

iii. Taxation: Income Tax – definitions, basis of charge, incomes excluded from total income, computation of income of individuals under various heads, set-off and carry-forward of losses, deductions from gross total income, TDS; salient features of Goods and Services Tax (GST).

iv. Auditing: company audit; audit of divisible profits; dividends; special investigations; tax audit.

v. Legal Aspects of Business: Indian Contract Act, 1872; Companies Act, 2013; Information Technology Act, 2000.

C. Digital Competency (IT Practical) Test

1. MS-Word: document templates, page setup, designs, headers and footers, background, hyperlinks, bookmarks, printing options; formatting text, paragraphs and sections; tables and lists; graphic elements; managing document changes and security; mail merge.
2. MS-Excel: worksheets and workbooks; custom data formats and validation; charts, shapes and objects; conditional formatting; tables, styles, sorting and filtering; formulas and functions (mathematical, logical, text, statistical, date-time and lookup); pivot tables and pivot charts.
3. MS-PowerPoint: creating, formatting and managing presentations in different views; text, shapes, images, tables, charts, SmartArt and media; themes, transitions and animations.

ANNEXURE-II

Certificate regarding physical limitation in an examinee to write

(See para 3.0(d)(ii))

This is to certify that I have examined Mr./Ms. _____ (name of the candidate with disability), a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/o / D/o _____, a resident of _____ (village/district/state), and to state that he/she has a physical limitation which hampers his/her writing capability owing to his/her disability.

Signature: _____

Chief Medical Officer / Civil Surgeon / Medical Superintendent of a Government health care institution

Name and Designation: _____

Name of Government Hospital / Health Care Centre, with seal: _____

Place: _____ Date: _____

Note: The certificate should be given by a specialist of the relevant stream/disability (for locomotor disability, an orthopaedic specialist or a specialist in Physical Medicine and Rehabilitation).

ANNEXURE-III

Letter of Undertaking for using own scribe

(See para 3.0(d)(ii))

I, _____, a candidate with _____ (name of the disability), appearing for the _____ (Phase-I / Phase-II Descriptive Examination) of the recruitment for the post(s) of Technical Assistant (Accounts) / Technical Assistant, Advt. No. NPC/TA/1/2026, bearing Roll No. _____ at _____ (name of the centre) in the district _____, _____ (state). My qualification is _____.

I do hereby state that _____ (name of the scribe) will provide the service of scribe for the undersigned for taking the aforesaid examination.

I do hereby undertake that his/her qualification is _____. In case it is subsequently found that his/her qualification is not as declared by the undersigned, or is not lower than the minimum essential qualification for the post, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with disability)

Name: _____

Place: _____ Date: _____

Photograph and photo-identity details of the scribe: _____