

Regulation for Granting Promotion to the University Employees

The University may grant regular promotion to the Non-Teaching employees after completion of minimum tenure as per rules of Govt. of Bihar on the vacant post available as per applicable roster.

- (i) The 50% post of Lower Division Clerks and Record Assistants will be filled up among the regular Attendants of the University after holding a limited examination. They will be allowed weightage @ 60% for seniority and 40% on the marks obtained in the limited examination. The roster provisions regarding reservation will remain applicable in this case.
- (ii) The Vice-Chancellor will constitute a University Promotion Committee who will hold limited examination, and will decide the modus operandi of limited examination and recommend the panel of suitable candidate.
- (iii) The Junior Office Assistant will be eligible for promotion on the vacant post of Office Assistant after completion of minimum prescribed length of service provided vacant posts are available as per reservation roster.

Similarly, Office Assistants/Library Assistants will be allowed promotion on the post of Office Assistant (Sr.)/Library Assistant (Sr.) after completion of minimum prescribed length of service subject to the availability of posts as per applicable roster.

- (iv) Assistant Warden will be allowed promotion on the post of Warden after completion of minimum ten years of regular/confirmed service subject to the availability of post.

The Vice-Chancellor will constitute a University Promotion Committee who will examine and recommend for the promotion of Junior Office Assistant/Office Assistant/Library Assistant and Assistant Warden.

- (v) The regular/confirmed employees working on single post or the employees who couldn't be granted regular promotion will be entitled for the benefit of MACP after completion of 10, 20 and 30 years of regular service. If the employee after getting MACP is granted regular promotion no additional pay fixation benefit will be admissible to him/her.
- (vi) Reservation will be applicable as per Govt. of Bihar rules.
- (vii) In case of any confusion it may be solved according to the provisions laid down by Govt. of Bihar.

Approved by the Finance Committee and Executive Committee at its meeting held on 06.02.2021.