

DELHI DEVELOPMENT AUTHORITY
PERSONNEL BRANCH - III
B-316, B-Block, 3rd Floor,
INA Vikas Sadan, New Delhi - 110023



दिल्ली विकास प्राधिकरण
व्यक्तिगत शाखा-3
बी 316, बी ब्लॉक, विकास सदन
आईएनए विकास सदन, नई दिल्ली - 110023

No. PERS/PIII/0030/2025/F2/-AD(II)-(P)-III/654

Date: 17/2/2026

CIRCULAR- 10/2026

Sub: Limited Departmental Examination for the post of Stenographer Grade-C/PA in Level-7 in Pay Matrix as per 7th CPC (Pay Band-2 with Grade Pay of Rs. 4600/- in 6th CPC).

In continuation to this office Circular no. 126/2025 dated 29.12.2025, it is notified that the Limited Departmental Examination for the post of Stenographer Grade-C/PA in the Pay Band-2 of Rs. 9300-34800/- with Grade Pay of Rs. 4600/- (Level 7 in Pay Matrix as per 7th CPC) will held on 11.03.2026 (Tentative) as per the schedule given below:-

S. No.	Paper	Date(Tentative)	Time(Tentative)			Examination Venue
			Batch-1	Batch-2	Batch-3	
1.	Paper-I Stenography Skill Test (Duration-5 minutes at the speed of 100 w.p.m. for English/Hindi)	11.03.2026	10:00 A.M.	11:30 AM	2:00 PM	C-1/317,318 (Computer Training Rooms), 3 rd Floor, Vikas Sadan, INA.
	Paper-II Typing Speed Test (Duration-10 minutes at the speed of 40/35 w.p.m. in English/Hindi)		11:00 A.M.	12:30 P.M.	3:00 PM	

3. If the eligible candidate **wishes to change his/her preference of Skill Medium (English/Hindi)** for both Stenography Skill Test and Typing Speed Test for the LDE-2026 from that mentioned in application form, may submit his/her response till 24.02.2026 by 5:00 PM. No request will be entertained thereafter.

4. The eligible candidates are also directed to collect their admit card from Personnel Branch-III, Room No. 316, 3rd Floor, Vikas Sadan, New Delhi on 10.03.2026 (A/N).


(Pushap Lata Handa)
Dy. Director (PB)-III

Copy to for information:

1. All HOD'S, DDA,
2. OSD to VC, DDA,
3. PS to Commissioner (Pers.),
4. PS to Director (P)-II, DDA,
5. All Branch Officers of the Authority with the request to bring the Circular to the notice of the eligible employees working under them.
6. Dy. Director (Vig.)-I/Reservation Cell, DDA
7. Notice Boards, Vikas Sadan/Vikas Minar, etc.

Copy to for necessary action:

1. Dy. Director (Trg.), DDA, with a request to make required arrangements in Computer Training Room, C-1/317, and Training Hall, C-1/318, 3rd Floor, Vikas Sadan, INA, to conduct the Stenography Skill Test and Typing Speed Test for the post of Stenographer Grade-C/PA on aforementioned dates.
2. Dy. Director (Systems), DDA, with a request to make required arrangements for conducting Stenography Skill Test and Typing Speed Test for the post of Stenographer Grade-C/PA on the aforementioned dates as per schedule and to upload the circular on DDA website.
3. Dy. Director (Welfare), DDA, with a request to make necessary arrangements for refreshment, Lunch, etc. at the exam venue on the days of the examination for staff on Examination duty.
4. EE/Elect. Division-11, DDA, with the request to ensure proper functioning of CCTV cameras in and outside exam venue on the day of the examination and uninterrupted power supply in the Room No. C-1/317, 318, 3rd Floor, Vikas Sadan, INA.
5. EE/SMD-IV, DDA, for making necessary arrangements regarding cleanliness and upkeep of Room No. C-1/317 and C-1/318, 3rd Floor, Vikas Sadan, INA, on the Exam date (i.e. 11.03.2026) and necessary arrangements of drinking water.
6. Chief Security Officer, with the request to depute security personnel not below the rank of Assistant Security Officer and two Security Guards(one male and one female), for frisking of candidates and ensuring necessary security arrangements, etc.


17/02/26
(Manjeet Ranga)
Asstt. Director (PB)-III