



ONLINE EXAMINATION - RECRUITMENT OF HINDI (RAJBHASHA) OFFICERS

INFORMATION HANDOUT

This handout contains details pertaining to various aspects of the online exam you are going to undertake and important instructions about related matters. You are advised to study the handout carefully as it will help you in preparing for the examination.

The online examination will comprise the following objective type test as stated below:

Structure of the test – Hindi (Rajbhasha) Officers

Sr. No.	Name of the Test/Section (Not in sequence)	Type of test	Number of Questions	Maximum Marks	Medium of Exam	Duration for each test/section (Separately timed)
1	Test of Reasoning	Objective	40	40	English & Hindi	35 Minutes
2	Test of English Language	Objective	40	40	English	35 Minutes
3	Test of General Awareness	Objective	40	40	English & Hindi	25 Minutes
4	Test of Translation (English to Hindi and Hindi to English)	Objective	40	40	English/ Hindi	25 Minutes
5	Test of Hindi and English grammar/ vocabulary & knowledge of Act/ Rules regarding Official Language implementation	Objective	40	40	English & Hindi	30 Minutes
6	Test of Hindi Language (Essay, Précis, Comprehension & Letter Writing)*	Descriptive	04	50	Hindi	60 Minutes
TOTAL (Aggregate)			204	250		210 Minutes

*Questions will be shown on screen and candidates will have to type answers using a keyboard. For Hindi typing, the candidates should have knowledge of the following key-board layout:

i. Inscript

ii. Remington (GAIL)

The total time for the test is 210 minutes; however you may have to be at the venue for approximately 270 minutes including the time required for logging in, collection of the call letters, going through the instructions etc. All questions will be provided in English and Hindi except for Test of English Language and Hindi Language. Tests are separately timed. You can attempt any question in a particular test during the time allotted to that test only. All the objective questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **You have to select the most appropriate answer and 'mouse click' that alternative which you feel is appropriate/ correct. The alternative/ option that you have clicked on will be treated as your answer to that question. There will be penalty for wrong answers marked by you. For every wrong answer marked by you, 1/4th of the marks assigned to that question will be deducted as penalty.**

The Scores of Online Examination will be obtained by adopting the following procedure:

- Number of questions answered correctly by a candidate in the objective test is considered for arriving at the Corrected Score after applying penalty for wrong answers.
- The Corrected Scores so obtained by a candidate are made equivalent to take care of the minor difference in difficulty level, if any, in each of the objective tests held in different sessions to arrive at the Equated Scores*

*Scores obtained by candidates on test are equated to the base form by considering the distribution of scores of all the forms.

(iii) Test scores on total is reported with decimal points upto two digits.

For Test of Hindi Language - Questions will be displayed on the screen of your computer. Answers are to be typed using the keyboard. Before starting typing of answers to questions in Descriptive Paper please check all key functions of the keyboard. You will get 60 minutes to answer the questions.

Please note that the types of questions in this handout are only illustrative and not exhaustive. In the actual examination you will find questions of a higher difficulty level on some or all of these types and also questions on the types not mentioned here.

Some sample questions are given below.

TEST OF REASONING

- Q.1.** Some leaders are dishonest. Neelam is a leader. Which of the following inferences definitely follows from these two statements ?
(1) Neelam is honest (2) Neelam is dishonest
(3) Some leaders are honest (4) Leaders are generally dishonest
(5) Neelam is sometimes dishonest
- Q.2.** If the letters of the following alphabet interchange positions, so that A takes the place of Z and Z takes the place of A; B takes the place of Y and Y takes the place of B and so on, what will be the 13th letter from the right ?
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
(1) M (2) N (3) O (4) L (5) Other than those given as options
- Q.3.** If the first and the second letters in the word 'DEPRESSION' were interchanged, also the third and the fourth letters, the fifth and sixth letters and so on, which of the following would be the seventh letter from the right ?
(1) R (2) O (3) S (4) I (5) Other than those given as options
- Q.4.** In a row of girls, if Seeta who is 10th from the left and Lina who is 9th from the right interchange their seats, Seeta becomes 15th from the left. How many girls are there in the row?
(1) 16 (2) 18 (3) 19 (4) 22 (5) Other than those given as options
- Q.5.** If the letters in the word TOPS can be rearranged to form a meaningful word beginning with O, the last letter of that word is your answer. If more than one such word can be formed, M is the answer and if no such word can be formed, X is the answer.
(1) T (2) P (3) M (4) S (5) X

TEST OF ENGLISH LANGUAGE

This is a test to see how well you know English. Your English language ability would be tested through questions on grammar, vocabulary, sentence completion, synonyms, antonyms, comprehension of a passage, etc. Study and answer the sample questions given below:

Directions: Pick out the most appropriate word from amongst the words given below each sentence to complete it meaningfully.

- Q.1.** He quickly glanced the book to find what it said about the Indian economy.
(1) at (2) through (3) in (4) to (5) over
- Q.2.** The counsel urged the court to down the obnoxious law.
(1) enact (2) enforce (3) cancel (4) strike (5) declare
- Q.3.** The local official the Minister of the situation.
(1) explained (2) warned (3) apprised (4) told (5) intimated

Directions : Read each sentence to find out whether there is any grammatical error in it. The error, if any, will be in one part of the sentence. The number of that part of the sentence is your answer. If there is no error, the answer is (5).

- Q.4.** I am twenty / two years old / when I first / joined the bank. No error
(1) (2) (3) (4) (5)
- Q.5.** To the Hindus / the Ganga is / holier than / any other river. No error
(1) (2) (3) (4) (5)

- Q.6. Of all the teachers / in our school / our class teacher / were very strict. No error
(1) (2) (3) (4) (5)

TEST OF GENERAL AWARENESS

- Q.1. To combat the menace of money laundering, which of the following financial institutions has introduced the 'Know Your Customer' Scheme ?
(1) IDBI (2) RBI (3) NABARD (4) SIDBI (5) Other than those given as options
- Q.2. OSCAR awards are given for best performance in which of the following field ?
(1) Films (2) Literature (3) Sports (4) Science (5) Social Service
- Q.3. Which of the following stands for I in RBI ?
(1) India (2) International (3) Insurance (4) Income (5) Institute
- Q.4. 'Mandi House' is _____
(1) Prime Ministers' Residence
(2) a prize winning film directed by Shyam Benegal
(3) the office of the Director General of Doordarshan
(4) the head office of the Ministry of Commerce
(5) the place where the Central Production Centre of Doordarshan is located.
- Q.5. Vishwanathan Anand is associated with which of the following games ?
(1) Badminton (2) Golf (3) Chess (4) Billiards (5) Basket Ball
- Q.6. The famous Gomateshwar idol is in which of the following states ?
(1) Maharashtra (2) Madhya Pradesh (3) Uttar Pradesh (4) Orissa (5) Karnataka
- Q.7. The famous Ayodhya temple is located on the bank of the river _____
(1) Ganga (2) Godavari (3) Sarayu (4) Ban Ganga (5) Narmada
- Q.8. The Unit for measuring intensity of 'Noise' is called _____
(1) Knot (2) Calorie (3) Ohm (4) Joule (5) Decibel

Test of Translation (English to Hindi and Hindi to English)

- प्र.1. इस प्रश्न में अंग्रेजी का एक वाक्य दिया गया है। उसके बाद दिए गए विकल्पों में से उस विकल्प को चिह्नित कीजिए जिसमें अंग्रेजी वाक्य का सबसे उपयुक्त हिंदी अनुवाद हो।
Banks are permitted to determine their own lending rates for their credit limits
(1) बैंकों को अपनी ऋण सीमाओं के लिए अपनी उधार दरों को स्वयं निर्धारित करने की अनुमति दी गई थी
(2) बैंक स्वयं ऋण सीमाओं के लिए अनुमत ऋण दरों को निर्धारित कर सकते थे
(3) बैंक उनकी ऋण सीमा के लिए ऋण दरों को निर्धारित करने की अनुमति प्राप्त कर लेते थे
(4) बैंक अनुमति लेकर अपनी ऋण सीमा के लिए अपनी ब्याज दरों को निर्धारित कर सकते थे
(5) बैंकों इतने सक्षम थे कि ऋण सीमा और उसकी ब्याज दर निर्धारित कर लें
- प्र.2. इस प्रश्न में हिंदी का एक वाक्य दिया गया है। उसके बाद दिए गए विकल्पों में से उस विकल्प को चिह्नित कीजिए जिसमें हिंदी वाक्य का सबसे उपयुक्त अंग्रेजी अनुवाद हो।
भुगतान एवं निपटान प्रणालियां समग्र आर्थिक कार्यकुशलता को सुधारने में महत्वपूर्ण भूमिका निभाती हैं
(1) Payment are settled in systematic manner so that economy gets boost
(2) Payment and Settlement systems play an pivotal role in correcting economic efficiency
(3) Settlement of payment and systems are necessary for overall economic efficiency
(4) Payment and Settlement systems play an important role in improving overall economic efficiency
(5) Payment and Settlement methods play very important role in growth of overall economic efficiency

Test of Hindi and English grammar / vocabulary & knowledge of Act / Rules regarding Official Language implementation

- प्र.1. नीचे दिये गये प्रत्येक प्रश्न में एक वाक्य दिया गया है जिसमें दो रिक्त स्थान दिये गये हैं। वाक्य के नीचे पाँच उत्तर विकल्प सुझाये गये हैं जिनमें से प्रत्येक में दो-दो शब्द दिये गये हैं। आप वाक्य को पढ़ कर तय कीजिये कि किस उत्तर विकल्प के दोनों शब्द उसी क्रम से वाक्य के रिक्त स्थानों को इस प्रकार पूर्ण कर सकते हैं कि वह एक अर्थपूर्ण वाक्य बन जाए। उस उत्तर विकल्प का क्रमानुसार ही आपका उत्तर है।

तुम चाहो तो उनकी इस _____ को चुटकियों में हल कर सकती हो, पर तुम ऐसा क्यों करने लगी; तुम्हारा तो उनके साथ जन्मजात _____ है।

- (1) बात, शत्रुता (2) समस्या, बैर (3) परेशानी, मित्रता (4) चिंता, दुश्मनी (5) अनिच्छा, उलझन

- प्र.2. नीचे दिये गये प्रश्नों में से हरेक में एक वाक्य दिया गया है जिसे (1), (2), (3) और (4) भागों में बांटा गया है। वाक्य को पढ़ कर ज्ञात कीजिये कि वाक्य में शब्दों के गलत प्रयोग, वर्तनी या व्याकरण की कोई त्रुटि तो नहीं है। त्रुटि अगर होगी तो वाक्य के किसी एक ही भाग में होगी। इस भाग का क्रमांक ही आपका उत्तर है। अगर वाक्य त्रुटिहीन है तो उत्तर (5) दीजिये अर्थात् 'त्रुटि नहीं'।

चालीस लडकों का एक मिला जुला / ठहाका उठा था और / कक्षा की छत पे टकरा कर /

- (1) (2) (3)

सब का सब एकदम मेरे भीतर उतर गया था।

त्रुटि नहीं

- (4) (5)

- Q.3. Read each sentence to find out whether there is any grammatical or idiomatic error in it. The error, if any, will be in one part of the sentence. The number of that part is the answer. If there is no error, the answer is '5'. (Ignore the errors of punctuation, if any).

Most of the third world / country are experiencing / the ethnic or communal problem /

- (1) (2) (3)

in varying degrees.

No error

- (4) (5)

- Q.4. Pick out from the words given below each sentence the word which would complete the sentence correctly and meaningfully.

Continuous unemployment has induced in the people a kind of _____ which is most depressing.

- (1) laziness (2) encouragement (3) satisfaction (4) anger (5) awakening

- प्र.5. संविधान सभा ने _____ में सर्वसम्मति से यह निर्णय लिया था कि संघ की भाषा हिंदी होगी।

- (1) 1976 (2) 1963 (3) 1955 (4) 1952 (5) 1949

- प्र.6. राजभाषा के संबंध में राष्ट्रपति की ओर से प्रथम आदेश किस सन् में जारी किया गया था ?

- (1) 1952 (2) 1948 (3) 1947 (4) 1962 (5) दिए गए विकल्पों को छोड़कर अन्य

Essay, Précis, Comprehension & Letter Writing

- प्र.1. निम्न में से कोई एक पर निबंध लिखिए:

- भारत में निरक्षरता मूल रूप से नष्ट करने के लिए तीन कारगर उपाय। अपने सुझाए गए उपाय कैसे कारगर साबित होंगे यह समझाइए।
- हमेशा कहा जाता है की कम्प्यूटरीकरण से बेरोजगारी में बढ़ोतरी हुई है। क्या आप इससे सहमत हैं? समझाइए।

- प्र.2. निम्न हिन्दी परिच्छेद का अंग्रेजी में सार लिखिए:

जैसे कि खाद्य सुरक्षा को अंतराष्ट्रीय स्तर पर समझा जाता है उसमें संतुलित आहार, साफ पीने का पानी, पर्यावरणीय स्वच्छता और प्राथमिक स्वास्थ्य के देखभाल की भौतिक, आर्थिक और सामाजिक पहुंच शामिल होती है। ऐसी परिभाषा बाजार में भोजन की उपलब्धता, आवश्यक भोजन को खरीदने का सामर्थ्य और शरीर में खाने को अवशोषित तथा उपयोग करने की क्षमता पर समवर्ती ध्यान शामिल करेगी। इस कारण खाद्य सुरक्षा में खाद्य और अखाद्य कारक (अर्थात् पेय, जल, पर्यावरणीय स्वास्थ्य और प्राथमिक स्वास्थ्य संबंधी देखभाल) शामिल हैं। राष्ट्रीय खाद्य सुरक्षा विधेयक, 2011 की मंशा को लोक सभा समिति की रिपोर्ट में उल्लिखित किया गया है जो यह व्यक्त करता है कि "खाद्य सुरक्षा का तात्पर्य व्यक्तिगत स्तर पर घरेलू मांग और किफायती दर पर खाने की पर्याप्त मात्रा हेतु पहुंच है।" तदंतर राष्ट्रीय खाद्य सुरक्षा अधिनियम, 2013 पारित किया गया था। दवाओं और उपकरणों हेतु यह स्वास्थ्य सुरक्षा और मेक इन इंडिया का समाधान करता है।

प्र.1. निम्न में से कोई एक पर पत्र लिखिए:

- अपने छोटे भाई को भारत में परिवहन क्षेत्र में गए दशकों में कैसे बदलाव हुए हैं इस बारे में समझाते हुए पत्र लिखिए।
- अपने बीमा कंपनी के शाखा प्रबंधक को ग्राहक सेवा का दावा निपटाते हुए आया हुआ कोई अच्छा अनुभव का कथन कीजिए। (अपने अनुभव या पढ़ी हुई जानकारी पर आधारित)

(A) Details of the On-line Examination Pattern:

- (1) The examination would be conducted Online i.e. on a computer.
- (2) All questions will be provided in English and Hindi except for Hindi and English Language test.
- (3) All the questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **The candidate has to select the most appropriate answer and 'mouse click' that alternative which he/ she feels is appropriate/ correct. The alternative/ option that is clicked on will be treated as the answer to that question. Answer to any question will be considered for final evaluation, only when candidates have submitted the answers by clicking on "Save & Next" or "Mark for Review & Next".**
- (4) The clock has been set at the server and the countdown timer at the top right corner of your screen will display the time remaining for you to complete the exam. When the clock runs out the exam ends by default - you are not required to end or submit your exam.
- (5) The question palette at the right of screen shows one of the following statuses of each of the questions numbered:



You have not visited the question yet.



You have not answered the question.



You have answered the question.



You have NOT answered the question, but have marked the question for review.



The question(s) "Answered and Marked for Review" will be considered for evaluation.

The Marked for Review status simply acts as a reminder that you have set to look at the question again. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*

- (6) To select a question to answer, you can do one of the following :
 - (a) Click on the question number on the question palette at the right of your screen to go to that numbered question directly. Note that using this option **does NOT save your answer** to the current question.
 - (b) Click on **'Save & Next'** to save answer to current question and to go to the next question in sequence.
 - (c) Click on **'Mark for Review and Next'** to save answer to current question, mark it for review, and to go to the next question in sequence.
- (7) To select your answer, click on one of the option buttons.
- (8) To change your answer, click another desired option button.
- (9) To save your answer, you MUST click on **Save & Next**.
- (10) To deselect a chosen answer, click on the chosen option again or click on the **Clear Response** button.
- (11) To mark a question for review click on **Mark for Review & Next**. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*
- (12) To change an answer to a question, first select the question and then click on the new answer option followed by a click on the **Save & Next** button.
- (13) **ONLY Questions that are saved or marked for review after answering will be considered for evaluation.**
- (14) Sections will be displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section you will view will be highlighted.

- (15) After clicking the **Save & Next** button on the last question for a section, you will automatically be taken to the first question of the next section.
- (16) You can move the mouse cursor over the section names to view the status of the questions for that section.
- (17) You cannot shuffle between tests during the examination as all tests are separately timed.
- (18) The candidates are requested to follow the instructions of the "Test Administrator" carefully. If any candidate does not follow the instructions / rules, it would be treated as a case of misconduct/ adoption of unfair means and such a candidate would be liable for debarment from appearing for examinations for a period as decided by National Insurance Co. Ltd.
- (19) The candidates may ask the Test Administrator about their doubts or questions only before the commencement of the test. No query shall be entertained after the commencement of the examination.
- (20) After the expiry of 210 minutes, the candidates will not be able to attempt any question or check their answers.
- (21) **Please note:**
 - (a) **Candidates will not be allowed to "finally submit" unless they have exhausted the actual test time.**
 - (b) **Under no circumstances should a candidate click on any of the 'keyboard keys' once the exam starts as this will lock the exam.**

During Objective Type Tests, Do not click on 'Keyboard Keys', as this will lock the exam.

Details of the On-line Examination Pattern for Descriptive Paper ADMINISTRATIVE OFFICERS – (HINDI) :

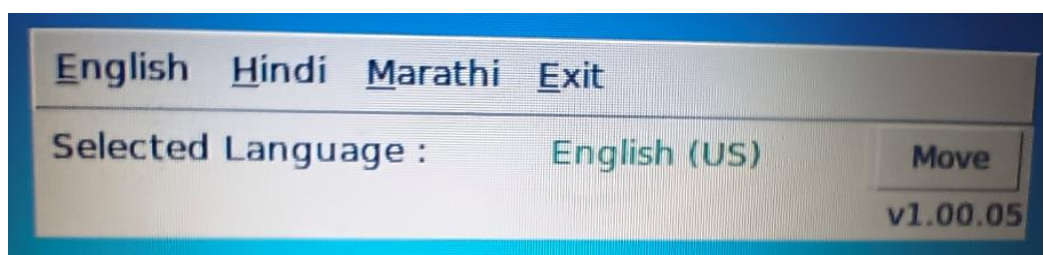
Please note for Descriptive type paper:

- a) No separate login is required to take the test.
- b) This test will start automatically upon auto-submission of objective tests.
- c) Questions will be displayed on computer monitor.
- d) Only one question will be displayed at a time.
- e) "While typing if you press the 'Space bar' and then press the 'Enter' key, the cursor will not move to next line. However if you press the 'Enter' key immediately after the last word, the cursor will move to the next line. You should also note in case the 'Space bar' / 'Enter' key is pressed multiple times in a single instance only a single keystroke (i.e. one space and one enter to the next line) will be taken by the system."

Descriptive paper will be administered immediately after the objective paper.

IMPORTANT :

Although the panel as shown below appears in Objective paper (or elsewhere where not applicable) as well, it is to be used in the Descriptive paper only.



Kindly read the following instructions very carefully

- This panel will be visible with Language Selection option which is to be used during the descriptive paper. **PLEASE DO NOT CLICK ON "EXIT"** at any point during the examination.
- Use the panel provided to select Hindi Language for answering Descriptive Question.
- **Do not click on the "Exit" button** on the panel at any point during the examination.
- Keyboard layout will be available only in English. Candidates should have the knowledge of Inscript or Remington (GAIL) mapping on the keyboard to answer the questions of Descriptive paper in Hindi.

[B] General Instructions :

- (1) Please note date, Reporting time and venue address of the examination given in the call letter.
- (2) You may visit the venue one day before the Online Examination to confirm the location so that you are able to report **on time** (as printed on the call letter) on the day of the examination. Latecomers will not be allowed.
- (3) The call letter should be brought with you to the examination venue along with your recent passport size photograph duly pasted on it. (Preferably paste the same photograph as was as uploaded).
- (4) You must scrupulously follow the instructions of the Test Administrator and National Insurance Co. Ltd. Representative at the examination venue. If you violate the instructions you will be disqualified and will be asked to leave the examination venue.
- (5) No use of calculators (separate or with watch), books, note books or written notes, cell phones (with or without camera facility) or any other electronic device will be allowed during the examination.
- (6) Please bring the call letter with your photograph affixed thereon, currently valid Photo identity proof in original and a photocopy of the same ID proof which you bring in original - **THIS IS ESSENTIAL. The call-letter along with photocopy of photo identity proof duly stapled together are to be submitted to the invigilator at the end of exam.** Currently valid photo identity proof may be PAN Card/Passport/Driving License/Voter's Card with photograph/ Bank Passbook with photograph/Photo Identity proof issued by a Gazetted Officer on official letterhead /Photo Identity proof issued by a People's Representative on official letterhead/Valid recent Identity Card issued by a recognised College/ University/Aadhaar Card/E-Aadhaar Card with a photograph/Employee ID/Bar Council Identity card with photograph. **Please Note - Ration Card and Learner's Driving License will NOT be accepted as valid ID proof for this exam.** Please note that your name as appearing on the call letter (provided by you during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof you will not be allowed to appear for the exam. In case of candidates who have changed their name will be allowed only if they produce Gazette notification/their marriage certificate/affidavit.
- (7) Biometric data (thumb impression) and photograph will be captured before the start of examination at the examination venue. Decision of the Biometric data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates. Refusal to participate in the process of biometric data capturing / verification on any occasion may lead to cancellation of candidature. With regards to the same, please note the following :
 - (a) If fingers are coated (stamped ink/mehndi/coloured...etc), ensure to thoroughly wash them so that coating is completely removed before the examination day.
 - (b) If fingers are dirty or dusty, ensure to wash them and dry them before the thumb impression (biometric) is captured.
 - (c) Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.
 - (d) If the primary finger (thumb) to be captured is injured/damaged, immediately notify the concerned authority in the test centre.(Any failure to observe these points will result in non-admittance for the examination).
- (8) Your responses (answers) will be analysed with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted in this regard, it is inferred/concluded that the responses have been shared and scores obtained are not genuine/valid, your candidature may be cancelled. Any candidate who is found copying or receiving or giving assistance or engaging in any behaviour unbecoming of a candidate will not be considered for assessment. National Insurance Co. Ltd. may take further action against such candidates as deemed fit by it.
- (9) You should bring with you a ball-point pen. You can bring ink stamp pad (blue/black) with you. A sheet of paper will be provided which can be used for rough work or taking down the question number you would like to review at the end of the test before submitting your answers. After the test is over you **MUST** handover this sheet of paper along with the Call Letter and photocopy of photo identity proof to the invigilator.
- (10) The possibility of occurrence of some problem in the administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problems, which may include movement of candidates, delay in test. The conduct of a re-exam is at the absolute discretion of the test conducting body. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.

- (11) If the examination is held in more than one session, the scores across various sessions will be equated to adjust for slight differences in difficulty level of different test batteries used across sessions. More than one session is required if the nodes capacity is less or some technical disruption takes place at any centre or for any candidate.
- (12) Anyone found to be disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of test contents in any form or any information therein in whole or part thereof or by any means verbal or written, electronic or mechanical or taking away the papers supplied in the examination hall or found to be in unauthorised possession of test content is likely to be prosecuted.
- (13) Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process of the National Insurance Co. Ltd. in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect.
- (14) Please read instructions related to Social Distancing given below.

INSTRUCTIONS WITH REGARD TO SOCIAL DISTANCING

1. Candidate is required to report at the exam venue strictly as per the time slot mentioned in the Call Letter. Latecomers will not be allowed to take the test.
2. Mapping of 'Candidate Roll Number and the Lab Number' will NOT be displayed outside the exam venue, but the same will be intimated to the candidates individually at the time of entry of the candidate to the exam venue.
3. Items permitted into the venue for Candidates
Candidates will be permitted to carry only following items with them into the venue:
 - a. Mask
 - b. Personal hand sanitizer (50 ml)
 - c. A simple pen and ink stamp pad (blue/black)
 - d. Exam related documents (Call Letter and Photocopy of the ID card stapled with it, ID Card in Original)
 - e. In the case of Scribe Candidates - Scribe form duly filled and signed with Photograph affixed.**No other Items are permitted inside the venue.**
4. Candidate should not share any of their personal belonging/material with anyone.
5. Candidate should maintain safe social distance with one another.
6. Candidate should stand in the row as per the instructions provided at venue.
7. If a candidate is availing services of a scribe, then scribe also should bring their own Mask.
8. On completion of examination, the candidates should move out in an orderly manner without crowding as instructed by the venue staff.

WISH YOU GOOD LUCK!