

HARYANA PUBLIC SERVICE COMMISSION, PANCHKULA

**Written Test for the posts of Agricultural Development Officer
(Administrative Cadre) to be held on 16.10.2022 from 10:00 AM to 12:00 Noon**

INSTRUCTIONS FOR THE CANDIDATES

The candidate must carefully read the following instructions in addition to general instructions of Advt. No. 14/2022 and information for candidates. Failure to comply with these instructions will render him / her liable to such punishment as the Commission may deem fit to impose.

1. Entry to the Examination Centre is strictly permissible against the Admit Card alongwith one original ID Proof.
2. Bringing of **Mobile Phone, Bluetooth, Tablets, Pager or any other Electronic Device etc.** and having **Wrist watches, any kind of Jewellery (Nose pin, Bangles, Neckless / Chain, Ring / Ear-ring etc.), Purse, Belt, Water Bottles etc.** and articles such as **Books, Notes & Loose Sheets etc.** to the Examination Centre is strictly prohibited. Hence, candidates are advised not to bring the above items to the Examination Centre as the safe keeping of the same cannot be assured. The Commission will not be responsible for any loss in this regard.
3. Only Blue / Black Ball Point Pen is allowed. Use of pencil is strictly prohibited.
4. Bio-metric attendance is compulsory for all the candidates. Candidates without Bio-metric attendance will be considered as Absent.
5. Please note that **Entry** into the Examination Centre will be started at **08:30 AM**. Entry will be closed **10 minutes before** the schedule commencement of the Examination. **No candidate will be allowed to enter in the Examination Hall after 09:50 AM.**
6. **The candidates are not permitted to sit on any seat other than the seat allotted to them against their Roll. Numbers. Violation would have serious consequences.**
7. The candidates will not be allowed to leave their seats during first half time of the paper even for going to toilets.
8. Your admission to the Written Test is provisional & subject to fulfilment of all the conditions of eligibility. All the candidates are being allowed provisionally, without adjudging their eligibility as per advertisement, at this stage. If, at a later stage you are not found eligible, your candidature will be cancelled without any notice.
9. No candidate will be permitted to leave the Examination Hall before completion of the full time of the test and till the OMR (Answer) Sheet is collected by the Invigilator.
10. **The candidate must write his / her Roll Number & Name in the space provided for the purpose on the OMR (Answer) Sheet and the Question Booklet.** The candidate must not write anything on the Question Booklet / OMR (Answer) Sheet except where space has been provided.
11. Candidate must preserve the candidate's copy of OMR Sheet returned by the Invigilator.

12. In case of copying, both the candidates (the one who is copying and the other who is allowing to copy) will be disqualified or any other punishment be given as the Commission may deem fit.
13. A signal will be given at the beginning of the Test and then candidates may start writing their answers.
14. Silence must be observed in the Examination Hall.
15. **Smoking in the Examination Hall and in the precincts of the Centre is strictly prohibited.**
16. (i) Canvassing in any form will disqualify a candidate.
(ii) A candidate, who makes accusations or insinuation against rival candidates or the Commission as a whole, Chairman or Member of the Commission or its officials etc. may be disqualified.
(iii) A candidate who is found knowingly to have furnished any particulars which are false or to have suppressed material information will be disqualified, and if appointed, will be liable for dismissal. He will also be liable for proscription from all Government Service and to criminal prosecution.
17. **Scribe / Extra Time for PwBD category candidates of Haryana:**
 - i) An extra / compensatory time of @ 20 minutes per hour will be allowed in each paper to the Persons with Benchmark Disabilities (Blind and Low vision or Locomotor Disability), only on production of a Medical Certificate issued by Medical Board constituted by the Chief Medical Officer of the concerned district, and after issuing permission by the Commission in this regard.
 - ii) The PwBD (Blindness and Low vision) candidates who want the help of a scribe to write his/her paper will have to apply to the Commission for the permission of a scribe separately well in time i.e. at least 10 days prior to the commencement of the Examination.
 - iii) The candidate has to make his / her own arrangement of a scribe.
 - iv) The scribe should be a studying-student upto 10+2 and his/her photo & other particulars should be duly verified by the Principal of the Institution in which the student is studying. No online request for a scribe will be accepted by the Commission.

The PwBD (Blindness and Low vision) candidates who want only extra time (without the help of a scribe) will have to apply to the Commission for the permission for extra time well in time.
 - v) PwBD candidates suffering from Locomotor Disability who want extra / compensatory time will have to apply to the Commission for permission. Such candidates will be allowed **extra time @ 20 minutes per hour** for Examination, on production of medical certificate issued by a Medical Board, clearly stating therein that the candidate's writing ability is severally affected due to his / her disability.
 - vi) It should be noted that no such permission in the above cases will be granted by the Centre Supervisor.

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18. **Re-evaluation or rechecking is not allowed as the OMR (Answer) Sheets will be scanned by the Computer.**
19. The candidates of those categories against which no post was advertised, shall be considered against the vacancies of General Category if they fulfill all the conditions of eligibility as meant for General category candidates, except fees.
20. The candidate must abide by any further instructions which may be given to him / her by the Supervisor of the Examination centre. If the candidate fails to do so or indulges in disorderly or improper conduct, he / she will render himself liable to expulsion from the Test or such other punishment as the Commission may deem fit to impose.
21. Calculator shall not be allowed during the Test.
22. **Scheme / Pattern of Recruitment Test:-**
 - (i) The question paper of recruitment test will be 100 Multiple Choice Questions (MCQs) with 100 maximum marks based on the syllabus as published vide announcement dated 05.09.2022 which is available on the Commission's website.
 - (ii) The question paper will be in **English language only**.
 - (iii) Duration of recruitment test will be two hours and **all questions carry equal marks**.
 - (iv) **For each wrong answer, one fourth (0.25) marks shall be deducted.**
 - (v) **If a question is not attempted, darken the corresponding bubble below # in the OMR Sheet, failing which one-fourth (0.25) mark will be deducted.**
 - (vi) The weightage of the recruitment test will be 87.5% and that of viva-voce will be 12.5%.
 - (vii) The candidates to the extent of two times (including bracketed candidate, if any) of the total number of posts advertised will be shortlisted for interview.
 - (viii) No candidate shall be called for the interview / viva-voce unless he/she obtains at least 50% qualifying marks in the recruitment test for unreserved category and 45% marks for all reserved category.
 - (ix) No extra time will be given for darkening the # circle.

Secretary
Haryana Public Service Commission
Panohkula