

SYLLABUS FOR THE POSTS ADVERTISED AGAINST
ADVTISEMENT NO. 02/2020-ADMN.(R)

APPLICABLE TO ALL POSTS

- i. The duration of examination for all the posts will be – 02hrs.
- ii. The questions will be objective type for all the posts.
- iii. There will be written examination followed by Interview for the post of Scientist ‘B’. 80% weightage will be given to written examination and 20% to interview.
- iv. There will be negative marking of 0.25 for each wrong answer.
- v. For rest of the posts selection will be based on the merit of the written examination and there will be no interview.
- vi. Skill test of those candidates will be held for the posts of Data Entry Operator @ 8000 key depression per hours and for Lower Division Clerk typing test on computer @ 35wpm in English and 30wpm in Hindi.
- vii. Guidelines for Use of a Scribe / Paper Writer for visually handicapped/ orthopedically handicapped candidates are mentioned at the end of the syllabus part.

SYLLABUS FOR THE POSTS OF SCIENTIST 'B'

General subjects

- Environmental Laws
- International Environmental Treaties
- Climate Change
- General mathematics
- General Knowledge, Science
- Mental Ability
- English

Stream	Number of Posts	Syllabus (Subject Specific)
Chemical, Civil and Environmental Engineering	10	<p><u>CHEMICAL ENGINEERING</u> Engineering Mathematics, Process Calculations and Thermodynamics, Fluid Mechanics and Mechanical Operations, Heat Transfer, Mass Transfer, Chemical Reaction Engineering, Instrumentation and Process Control, Plant Design and Economics & Chemical technology</p> <p><u>CIVIL ENGINEERING</u> Building Materials, Solid Mechanics, Structural Analysis Design of Steel Structures, Design of concrete and Masonry Structures, Construction Practice, Planning and Management</p> <p>Flow of Fluids, Hydraulic Machines and Hydro Power -Fluid Mechanics, Open Channel Flow, Pipe Flow -Hydraulic Machines and Hydro Power Hydrology and Water Resources Engineering</p> <p>Environmental Engineering -Water supply Engineering, Waste Water Engineering -Solid Waste Management -Air, Noise Pollution and Ecology</p> <p>Geo-technical Engineering and Foundation Engineering - Geo-technical Engineering -Foundation engineering</p> <p>Surveying and Geology -Surveying & Geology</p> <p>Transportation Engineering -Highways</p>

		<p><u>ENVIRONMENTAL ENGINEERING</u></p> <p>Engineering & Environmental Surveying, Engineering Chemistry & Microbiology, Engineering Economics Water Engineering: Design & Application, Engineering Geology, GIS & Remote Sensing, Waste Water Engineering; Design and Application, Instrumentation Techniques for Environmental Monitoring, Solid Waste Management, Air Pollution & Control, Hydrology & Ground Water Engineering, Vibration Analysis & control of Noise Pollution, Industrial Waste Management, Environmental Impact Assessment & Audit, Soil Pollution & Remediation, Planning and Design of environmental Engg. Works, Water Resources System, Climate Change & CDM, Environmental toxicology & Risk Assessment, Ecology and Bio-monitoring techniques, Hazardous & Biomedical Waste Management, Surface & Ground Water Pollution Advance Surveying, Environmental Law and Policy, Water and Soil Conservation, System Simulation & Modelling, Irrigation and Drainage Engineering, Environment and Sustainable Development, Disaster Management, Non-Conventional Energy Systems</p>
Mechanical Engineering	01	Fluid Mechanics, Thermodynamics and Heat transfer, IC Engines, Refrigeration and Air Conditioning, Turbo Machinery, Power Plant Engineering, Renewable Sources of Energy, Engineering Mechanics, Engineering Materials, Mechanisms and Machines, Design of Machine Elements, Manufacturing, Industrial and Maintenance Engineering & Mechatronics and Robotics
Mining Engineering	01	Engineering Mathematics, Mine Development and Surveying, Geo-mechanics and Ground Control, Mining Methods and Machinery, Surface Environment, Mine Ventilation, and Underground Hazards, Mine Economics, Mine Planning, Systems Engineering
Natural Science and Agricultural Science	01	<p><u>PHYSICS</u></p> <p>Classical Mechanics Quantum Mechanics Electromagnetic Theory and Electrodynamics Nuclear and Particle Physics Laboratory course Statistical Mechanics Radiation Theory Atomic and Molecular Physics</p>

CHEMISTRY

Inorganic Chemistry

Metal Complexes, supra-molecular and photo-inorganic chemistry, Group theory and chemistry of d&f block elements, inorganic reaction mechanisms & catalysis and bio-inorganic chemistry, Chemistry of boron and silicon compounds & ligand field theory, Spectral techniques in inorganic chemistry, Organ transition metal chemistry and advanced bio-inorganic chemistry, analytical techniques, inorganic materials & nuclear and radiochemistry.

Organic Chemistry

Stereochemistry and reactive intermediates, spectroscopy and organic synthesis, photochemistry & pericyclic reactions and chemistry of life processes, newer synthetic reactions and reagents & heterocyclic chemistry.

Physical Chemistry

Quantum Chemistry, Statistical mechanics, thermodynamics, kinetics and macromolecules, molecular structure, spectroscopic and diffraction methods, irreversible thermodynamics, transport phenomena & surface phenomena and fast reactions, advanced molecular spectra, crystal structure, macromolecules, computational methods in chemistry, physical chemistry of materials.

ENVIRONMENTAL SCIENCE

Introduction to Environmental Sciences, Social perspectives on environment, Environment, development & sustainability, Methodologies for environmental studies, Environmental impact and risk assessment, Pollution and health, Urban ecosystems

Natural resources: conservation and management , Atmosphere and global climate change, Natural & managed ecosystems, Biodiversity and conservation biology, Soil biology, Ecotoxicology and environmental health, Environmental biotechnology, Environmental chemistry, Environmental hazards, Hydrology and water resources, Environmental geology, Systems analysis and modelling, Environmental engineering

LIFE SCIENCES

Plant Sciences: Classification, Bryophytes, Pteridophytes, Gymnosperms, Angiosperms, Vascular system in plants, Economic important of plants, Photosynthesis, Photoperiodism, Vernalization, and Biogeochemical cycle, Animal Sciences: Classification, Characteristics of

invertebrates and vertebrates, anatomy and physiology of different system of humans, nerve impulse transmission, endocrinology, human diseases Apoptosis and cancer, inherited diseases, animal cell culture, Applied Biology: Cell and Molecular Biology, Principles of Biochemistry, General Microbiology, Genetics, Techniques in Microbiology, Biofertilizer and Compost Technology, Immunology, Biosafety, Bioethics & IPR, Microbial Diversity, Microbial Physiology and Metabolism, Soil and Agriculture Microbiology, Food and Dairy Microbiology, Fermentation, Environmental Microbiology, Biostatistics and Bioinformatics, Microbial Genetics and Genomics, Industrial Microbiology & Biotechnology, Medical Microbiology and Virology, Plant and Animal Pathology, Microbial Ecology, Instrumental methods

AGRICULTURE SCIENCE

Ecology and its relevance to man, natural resources, their sustainable management and conservation. Physical and social environment as factors of crop distribution and production. Agro ecology; cropping pattern as indicators of environments. Environmental pollution and associated hazards to crops, animals and humans. Climate change - International conventions and global initiatives. Greenhouse effect and global warming. Advance tools for ecosystem analysis - Remote sensing (RS) and Geographic Information Systems (GIS).

Cropping patterns in different agro-climatic zones of the country. Impact of high yielding and short-duration varieties on shifts in cropping patterns. Concepts of various cropping and farming systems. Organic and Precision farming. Package of practices for production of important cereals, pulses, oil seeds, fibres, sugar, commercial and fodder crops.

Important features and scope of various types of forestry plantations such as social forestry, agro-forestry, and natural forests. Propagation of forest plants. Forest products. Agro forestry and value addition. Conservation of forest flora and fauna.

Weeds, their characteristics, dissemination and association with various crops; their multiplications; cultural, biological, and chemical control of weeds. Soil- physical, chemical and biological properties. Processes and factors of soil formation. Soils of India. Mineral and organic constituents of soils and their role in maintaining soil productivity. Essential plant nutrients and other beneficial elements in soils and plants. Principles of soil fertility, soil testing and fertilizer recommendations, integrated nutrient management. Bio

		<p>fertilizers. Losses of nitrogen in soil, nitrogen-use efficiency in submerged rice soils, nitrogen fixation in soils. Efficient phosphorus and potassium use. Problem soils and their reclamation. Soil factors affecting greenhouse gas emission.</p> <p>Soil conservation, integrated watershed management. Soil erosion and its management. Dry land agriculture and its problems. Technology for stabilizing agriculture production in rain fed areas. Water-use efficiency in relation to crop production, criteria for scheduling irrigations, ways and means of reducing runoff losses of irrigation water. Rainwater harvesting. Drip and sprinkler irrigation. Drainage of waterlogged soils, quality of irrigation water, effect of industrial effluents on soil and water pollution. Irrigation projects in India.</p> <p>Farm management, scope, importance and characteristics, farm planning. Optimum resource use and budgeting. Economics of different types of farming systems. Marketing management - strategies for development, market intelligence. Price fluctuations and their cost; role of co-operatives in agricultural economy; types and systems of farming and factors affecting them. Agricultural price policy. Crop Insurance.</p> <p>Agricultural extension, its importance and role, methods of evaluation of extension programmes, socio-economic survey and status of big, small and marginal farmers and landless agricultural labourers. Training programmes for extension workers. Role of Krishi Vigyan Kendra's (KVK) in dissemination of Agricultural technologies. Non Government Organization (NGO) and self-help group approach for rural development.</p> <p>Cell structure, function and cell cycle. Synthesis, structure and function of genetic material. Laws of heredity. Chromosome structure, chromosomal aberrations, linkage and cross-over, and their significance in recombination breeding. Polyploidy, euploids and aneuploids. Mutations - and their role in crop improvement. Heritability, sterility and incompatibility, classification and their application in crop improvement. Cytoplasmic inheritance, sex-linked, sex-influenced and sex-limited characters.</p> <p>History of plant breeding. Modes of reproduction, selfing and crossing techniques. Origin, evolution and domestication of crop plants, centre of origin, law of homologous series, crop genetic resources conservation and utilization. Application of principles of plant breeding, improvement of crop plants. Molecular markers and their application in plant improvement. Pure-line selection, pedigree, mass and recurrent selections,</p>
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		<p>combining ability, its significance in plant breeding. Heterosis and its exploitation. Somatic hybridization. Breeding for disease and pest resistance. Role of interspecific and intergeneric hybridization. Role of genetic engineering and biotechnology in crop improvement. Genetically modified crop plants.</p> <p>Seed production and processing technologies. Seed certification, seed testing and storage. DNA finger printing and seed registration. Role of public and private sectors in seed production and marketing. Intellectual Property Rights (IPR) issues, WTO issues and its impact on Agriculture.</p> <p>Principles of Plant Physiology with reference to plant nutrition, absorption, translocation and metabolism of nutrients. Soil - water- plant relationship.</p> <p>Enzymes and plant pigments; photosynthesis- modern concepts and factors affecting the process, aerobic and anaerobic respiration; C3, C4 and CAM mechanisms. Carbohydrate, protein and fat metabolism. Growth and development; photoperiodism and vernalization. Plant growth substances and their role in crop production. Physiology of seed development and germination; dormancy. Stress physiology - draught, salt and water stress.</p> <p>Major fruits, plantation crops, vegetables, spices and flower crops. Package practices of major horticultural crops. Protected cultivation and high tech horticulture. Post harvest technology and value addition of fruits and vegetables. Landscaping and commercial floriculture. Medicinal and aromatic plants. Role of fruits and vegetables in human nutrition.</p> <p>Diagnosis of pests and diseases of field crops, vegetables, orchard and plantation crops and their economic importance. Classification of pests and diseases and their management. Integrated pest and disease management. Storage pests and their management. Biological control of pests and diseases. Epidemiology and forecasting of major crop pests and diseases. Plant quarantine measures. Pesticides, their formulation and modes of action.</p> <p>Food production and consumption trends in India. Food security and growing population - vision 2020. Reasons for grain surplus. National and international food policies. Production, procurement, distribution constraints. Availability of food grains, per capita expenditure on food. Trends in poverty, Public Distribution System and Below Poverty Line population, Targeted Public Distribution System (PDS), policy implementation in context to globalization. Processing constraints. Relation of food production to National Dietary</p>
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		<p>Guidelines and food consumption pattern. Food based dietary approaches to eliminate hunger. Nutrient deficiency - Micro nutrient deficiency : Protein Energy Malnutrition or Protein Calorie Malnutrition (PEM or PCM), Micro nutrient deficiency and HRD in context of work capacity of women and children. Food grain productivity and food security.</p>
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SYLLABUS FOR THE POSTS OF JUNIOR SCIENTIFIC ASSISTANT

Physics

- Mechanics
- Electricity and Magnetism
- Waves and Optics
- Thermal Physics
- Analog Systems and Applications
- Atmospheric Physics

Chemistry

- Atomic Structure & Chemical Bonding
- Coordination Chemistry
- States of Matter & Ionic Equilibrium
- Chemical Thermodynamics and its Applications
- Phase Equilibria and Electrochemical Cells
- Conductance & Chemical Kinetics
- Quantum Chemistry & Spectroscopy
- Basics and Hydrocarbons
- Biomolecules
- Spectroscopy

Mathematics

- Differential Calculus
- Differential Equations
- Real Analysis
- Algebra

Zoology

- Principles of Ecology
- Cell Biology
- Physiology: Controlling and Coordinating Systems
- Fundamentals of Biochemistry
- Physiology: Life Sustaining Systems
- Biochemistry of Metabolic Processes

Botany

- Biodiversity (Microbes, Algae, Fungi and Archegoniate)
- Plant Ecology and Taxonomy
- Plant Anatomy and Embryology
- Plant Physiology and Metabolism

SYLLABUS FOR THE POSTS OF SENIOR TECHNICIAN

Diploma in Instrumentation	04	<ul style="list-style-type: none">• Basics of measurement systems• Mechanical measurement• Transducers• Signals and Systems• Network theory• Analog Electronics• Digital Electronics• Industrial Instrumentation• Process Instrumentation
Diploma in Electronics	01	<ul style="list-style-type: none">• Electronic devices and circuits• Network theory• Analog Electronics• Digital Electronics• Signals and systems• Microprocessor and Microcontrollers• Communication Engineering• Control Systems
Diploma in Mechanical	01	<ul style="list-style-type: none">• Synchronous machine• Generation, Transmission and Distribution• Basic Electronics• Theory of Machines & Machine Design• Engineering Mechanics & Strength of Materials• Properties of Pure Substances• Laws of Thermodynamics• Air Standard Cycles for IC engines• Rankine cycle of steam• Properties & Classification of Fluid• Fluid statics• Measurement of Fluid pressure• Fluid Kinematics• Dynamics of ideal fluids• Measurement of Flow rate basic principles• Hydraulic turbines• Centrifugal Pumps• Classification of Steels

SYLLABUS FOR THE POSTS OF JUNIOR TECHNICIAN

1. General Science and Mathematics of 10th standard
2. Hand tools and its importance.
3. Classification and uses of chisels, files and vices, micrometer, depth gauge. types of cutting tools.
4. Shaping.
5. Slotting machine, its tools and sprocket cutting calculations.
6. Forging tools, types and its importance.
7. Lathe operation, its tools, angles and uses. CNC and conventional.
8. Milling machine operation, types of milling.
9. Indexing and calculation of various types of indexing.
10. Gear introduction, spur gear calculations, curves and their uses, gear tooth of different forms.
11. Grinding machine types, specifications and their parts, types of abrasives and their uses.
12. Thread and screw cutting on lathe.
13. Pillar drill machine and its applications.
14. Interchangeability – Limits, fits, tolerances and allowances.
15. Cutting speed and feed for various machining operations, calculation of machining time.
16. Lubricants and coolants.
17. Quality Control types and measurements of testing, gear and error.
18. Engineering Drawing.
19. Workshop Science and Calculation.
20. Heat treatment processes such as annealing, normalizing, tempering, hardening. CNC operations.

SYLLABUS FOR THE POSTS OF JUNIOR LABORATORY ASSISTANT

GENERAL SYLLABUS

- **General Mathematics**
- **Current Affairs** - Sports, Indian Politics, COVID-19 disease, Environmental Issues, Indian Economy, General Science, Geography, Rivers, Lakes, Seas and Forests
- **General Chemistry, Physics, Biology** - 12th Standard course
- **Mental Ability** - Number Series, Alphabet Series, Data Interpretation, Coding-Decoding, Analogy, Cubes and Dice, Arithmetical Reasoning, Statements & Conclusions, Number Ranking and Statements & Arguments.
- **General English** - Sentence Completion, Substitution, Error Correction (Phrase in Bold), Passage Completion, active voice and passive voice, synonyms, Fill in the blanks, Sentence Arrangement and Joining Sentences.

SUBJECT SPECIFIC

Atomic Structure, Periodicity of Elements, Noble Gases.

Basics of Organic Chemistry, Aliphatic Hydrocarbons, Aromatic Hydrocarbons, Alcohols, Phenols, Ethers, Carboxylic Acids, Carbohydrates.

Phase Equilibrium, Chemical Equilibrium, Conductance, Photochemistry, Magnetism.

Titrimetric Analysis, Qualitative and Quantitative Aspects of Analysis, Optical Methods of Analysis, Separation Techniques.

SYLLABUS FOR THE POST DATA ENTRY OPERATORS

General Knowledge: Current Affairs, Sports, Indian Politics, COVID-19 disease, Environmental Issues, Indian Economy, General Science, Geography, Rivers, Lakes, Seas and Forests.

Mental Ability: Number Series, Alphabet Series, Data Interpretation, Coding-Decoding, Analogy, Cubes and Dice, Arithmetical Reasoning, Statements & Conclusions, Number Ranking and Statements & Arguments.

English: Sentence Completion, Substitution, Error Correction (Phrase in Bold), Passage Completion, active voice and passive voice, synonyms, Fill in the blanks, Sentence Arrangement and Joining Sentences.

Computer Knowledge: Windows, MS Office (Word, PPT, Excel Spread sheet), The hardware of personal Computer, Computer Basics, Operating Systems and Internet.

Hindi : Synonyms, Antonyms, Grammar, Vocabulary, Idioms & Phrases, One word substitutes.

Mathematics: Permutation and Combination, Time and Work, Volume and Surface Area, Decimal Fraction, Numbers, Problems based on H.C.F & L.C.M, Simple Interest, Average, Probability, Compound Interest and Ratio and Proportion.

SYLLABUS FOR THE POST LOWER DIVISION CLERK

General Knowledge: Current Affairs, Sports, Indian Politics, COVID-19 disease, Environmental Issues, Indian Economy, General Science, Geography, Rivers, Lakes, Seas and Forests.

Mental Ability: Number Series, Alphabet Series, Data Interpretation, Coding-Decoding, Analogy, Cubes and Dice, Arithmetical Reasoning, Statements & Conclusions, Number Ranking and Statements & Arguments.

English: Sentence Completion, Substitution, Error Correction (Phrase in Bold), Passage Completion, active voice and passive voice, synonyms, Fill in the blanks, Sentence Arrangement and Joining Sentences.

Computer Knowledge: Working knowledge on MS Office (Word, PPT, Excel Spread sheet) and Internet surfing.

Hindi : Synonyms, Antonyms, Grammar, Vocabulary, Idioms & Phrases, One word substitutes.

Mathematics: Permutation and Combination, Time and Work, Volume and Surface Area, Decimal Fraction, Numbers, Problems based on H.C.F & L.C.M, Simple Interest, Average, Probability, Compound Interest and Ratio and Proportion.

SYLLABUS FOR THE POSTS OF MULTI TASKING STAFF

General Knowledge: Current Affairs, Sports, Indian Politics, COVID-19 disease, Environmental Issues, Indian Economy, General Science, Geography, Rivers, Lakes, Seas and Forests.

Mental Ability: Number Series, Alphabet Series, Data Interpretation, Coding-Decoding, Analogy, Cubes and Dice, Arithmetical Reasoning, Statements & Conclusions, Number Ranking and Statements & Arguments.

English: Sentence Completion, Substitution, Error Correction (Phrase in Bold), Passage Completion, active voice and passive voice, synonyms, Fill in the blanks, Sentence Arrangement and Joining Sentences.

Hindi : Synonyms, Antonyms, Grammer, Vocabulary, Idioms & Phrases, One word substitutes.

**GUIDELINES FOR Use of a Scribe / Paper Writer for Visually handicapped/
Orthopedically handicapped CANDIDATES[whose writing speed is affected by Cerebral
Palsy] for MTs written examination scheduled on 22nd July 2012.**

A **SCRIBE/PAPER WRITER**, to write the written test / examination, on behalf of a **Visually Handicapped (VH) candidate [Blind] and Orthopedically Handicapped (OH) candidate [whose writing speed is affected by Cerebral Palsy]**, may be used. In all such cases where a Scribe is used, the following rules will apply:

- ❖ The candidate will have to arrange his/ her own Scribe at own cost and inform the Centre Head beforehand.
- ❖ The academic qualification of the Scribe should be one grade lower than the eligibility criteria stipulated for the post, i.e. where the eligibility criteria stipulated is graduation, the qualification should not be more than HSC/XIIth /PUC.
- ❖ Both the candidate as well as the Scribe will have to give a suitable undertaking **AS PER FORMAT ATTACHED** that the Scribe fulfils all the stipulated eligibility criteria. In case it later transpires that the scribe did not fulfill any of the laid down eligibility criteria or had suppressed material facts, the candidature of the applicant will stand cancelled, irrespective of the result of the written examination.
- ❖ Candidates who use a Scribe will be eligible for extra time @ 20 minutes for every hour of the examination i.e. total time allowed – 4 hours (from 10 Am to 2 PM).

Please fill up the **DECLARATION** and submit the same to the Centre Head.

DECLARATION

1. We, the undersigned, Shri/Smt/Kum. _____ **eligible candidate** for the written examination for recruitment of Management Trainees to be held on 07.08.2011 Registration number-----, Roll Number - , AND

Shri/Smt/Kum. _____ **writer (scribe)** for the eligible candidate, do hereby declare that: -

- i) The candidate is **blind/low vision** or affected by **cerebral palsy** with **locomotor impairment and his/her writing speed is affected** and he/she needs a writer (scribe) as permissible under the Government of India rules governing the recruitment of Physically Challenged persons.
- (ii) The scribe is identified by the candidate at own cost and is as per own choice.
- (iii) The scribe fulfils the following criteria: He/She is **one grade junior** to the candidate Grade (whether graduate, post graduate etc).

Candidate	Scribe

Particulars of Scribe	
(i) Name of last examination passed in his/her academic stream	
(ii) Marks memo of his/her qualification secured	

Copy of academic certificate/ mark sheet of the Scribe is enclosed in support of the above.

- 2. As per the rules, the candidate availing services of a scribe is eligible for extra time of 20 minutes for every hour of the written examination.
- 3. We jointly understand that the Scribe shall only record the answer as suggested by the candidate and shall not import his/ her knowledge/ make any gesture/ sound or movement to indicate correctness or otherwise of any answer option.
- 4. We undertake to comply with the directions of the invigilator at the centre and try not to disturb other examinees.

5. Any misconduct committed by the scribe shall amount to a misconduct committed by the eligible candidate who is using the scribe and is liable for disciplinary action as may be deemed appropriate.

6. We hereby declare that all the above statements made by us are true and correct to the best of our knowledge and belief. We also understand that in case it is detected at any stage of recruitment that we do not fulfill the eligibility norms and/or that the information furnished by us is incorrect/false or that we have suppressed any material fact(s), the candidature of the applicant will stand cancelled, irrespective of the result of the written test(s). If any of these shortcomings is/are detected even after the candidate's appointment, his/her services are liable to be terminated. In such circumstances, both Signatories will be liable to criminal prosecution.

Given under our signature:-

Signature of the Scribe

Signature of the Candidate

Postal address:

Roll No.:
Postal address:

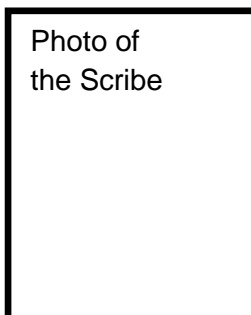
Reg. No:

STD Code:Phone No.....

STD Code:..... Phone No.....

Mobile No:

Mobile No:



Signature of Invigilator