

INSTRUCTIONS FOR CANDIDATES

- 1) Mobile phones, gadgets, Tabs, calculators and any other unfair means which Help the candidates in solving paper are strictly prohibited and not allowed.
- 2) Mobile phones and any other unfair materials, if found during personal search at the main gate shall result into rejection of candidature and if such material is found etc inside the examination hall from candidates such shall lead to cancellation of his/her paper.
- 3) Serial No. mentioned in list of eligible candidates shall be his/her Roll No. throughout the recruitment proceedings, i.e. Screening test, Descriptive test/written test and interview for the post of process server (BPS-05), Naib Qasid (BPS-03) and Chowkidar (BPS-03).
- 4) The schedule of the test/interview will also be communicated to the candidates on given mobile numbers.
- 5) Bring original CNIC and without CNIC shall not be allowed to enter in examination Hall.
- 6) Arrive at the examination venue at least 20 minutes before the start of examination.
- 7) Candidate's identity card or other valid photo identification must be visible on your desk during the entire examination.
- 8) If anything in the examination question paper is unclear, candidate can contact the invigilator.
- 9) The paper must be written with a black or blue ballpoint pen. Candidates are not allowed to use a gel pen, ruler pen, pencil, or other writing instruments.
- 10) The candidate shall not be allowed in the examination hall once the test start unless the competent authority permits it on the basis of genuine grounds.
- 11) Bring Clipboard and pen etc and original documents at the time of interview.
- 12) Bring original CNIC and all documents at the time of interview.
- 13) All the candidates are directed to maintain peace and discipline during whole exam process, violator(s) shall be proceeded under the law.
- 14) Smoking is prohibited in the examination hall.
- 15) Any kind of communication by words or gestures between two candidates inside the examination hall is strictly prohibited and may result in cancellation of the paper of the one held responsible.
- 16) For inviting invigilator's attention, please raise your hands and do not leave your seat.
- 17) Before leaving examination hall, submit your answer sheet, to the judicial officer (Judge) concerned, taking answer sheet out of examination hall shall lead to the disqualification of the candidate.
- 18) All those who have either been declared ineligible or their candidature rejected for any reason are not allowed to appear in the examination. Therefore, they are directed not to bother the management.
- 19) If a situation is not covered in the above instructions, or regulations, the invigilator shall report the case to the Departmental Selection Committee (DSC) for appropriate order.
- 20) Candidates, who have applied for the post of process server against the minority quota, may bring their identification certificate from authorized department.

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Mansehra