

भारतीय
खाद्य
निगम



FOOD
CORPORATION
OF INDIA

आइ.एस.ओ. 9001:2000 प्रमाणित

ONLINE RECRUITMENT EXAMINATION FOR CATEGORY II POSTS (PHASE - II)

(with reference to Advertisement No. Advt No.02/2019-FCI Category-II published in employment news on 28.09.2019)

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 on-line examination will comprise the following objective type multiple choice tests as stated below :

Manager (General), (Depot), (Movement)

PAPER – I				
Sr. No.	Name of the Test	No. of Qs.	Max. Marks	Duration
1.	Reasoning	30	30	90 minutes
2.	Computer Awareness	30	30	
3.	General Awareness, Management & Current affairs	30	30	
4.	Data analysis	30	30	
	TOTAL	120	120	

Manager (Accounts), (Technical), (Civil Engineering), (Electrical/Mechanical)

PAPER – I				
Sr. No.	Name of the Test	No. of Qs.	Max. Marks	Duration
1.	Reasoning	30	30	90 minutes
2.	Computer Awareness	30	30	
3.	General Awareness Management & Current affairs	30	30	
4.	Data analysis	30	30	
	TOTAL	120	120	
PAPER – II				
5.	Professional Knowledge**	60	120 (Each question carries 02 marks)	60 minutes

**** Separate test for each post.**

Manager (Hindi)

PAPER – III				
Sr. No.	Name of the Test	No. of Qs.	Max. Marks	Duration
1.	General Hindi	40	40	90 minutes
2.	General English	20	20	
3.	General Awareness, Management & Current affairs	20	20	
4.	General Intelligence	20	20	
5.	Computer Awareness	20	20	
	TOTAL	120	120	
PAPER – IV				
6.	Descriptive Paper	<ul style="list-style-type: none">• 01 passage for Translation– Hindi to English (30 Marks)• 01 Precis Writing in English (30 Marks).• 01 passage for Translation – English to Hindi (30 Marks)• 01 Essay in Hindi (30 Marks)	120	90 minutes

You may have to be at the venue for atleast one hour more than total duration of the exam which includes the time required for logging in, collection of the call letters, going through the instructions etc. All tests except Language based tests will be provided in English and Hindi. You can attempt any question within the total time for the paper. All the objective type 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 no penalty for wrong answers marked by you.**

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

- (i) Number of questions answered correctly by a candidate in each objective test is considered for arriving at the Corrected Score.
- (ii) 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 any test are equated to the base form by considering the distribution of scores of all the forms.

- (iii) Scores on total is reported with decimal points upto two digits.

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. Difficulty level of the questions will correspond to the Manager level posts.

Some sample questions are given below.

REASONING / GENERAL INTELLIGENCE

Q.1-2. Read the following information to answer the given question:

Each of the six people viz. A, B, C, D, E and F has a different height. D is the second shortest. E is taller than F and B but shorter than C. B is not the shortest. C is not the tallest.

Q.1. Who amongst the following is the third tallest?

- (1) C (2) B (3) A (4) E (5) F

Q.2. If B is 164 cm tall and the second tallest person is 167 cm tall, what is the possible height of E (in cm)?

- (1) 162 cm (2) 166 cm (3) 169 cm (4) 148 cm (5) 170 cm

Q.3-4. These questions consists of a question and two statements numbered I and II given below it. You have to decide whether the data given in the statements are sufficient to answer the question. Read both the statements and choose the most appropriate option.

- (1) The data in statement **I alone** are sufficient to answer the question, while the data in statement II alone are not sufficient to answer the question
(2) The data in statement **II alone** are sufficient to answer the question, while the data in statement I alone are not sufficient to answer the question
(3) The data **either** in statement I alone or statement II alone are sufficient to answer the question
(4) The data even in both statements I and II together are **not** sufficient to answer the question
(5) The data in **both** statements I and II together are necessary to answer the question

Q.3. Five boxes, P, Q, R, S and T are kept one above the other. Which box is kept second from the top?

- (I) R is kept second from the bottom. No box is kept between R and T. Only two boxes are kept between T and P.
(II) As many boxes are kept above S as below S. Only one box is kept between S and Q. P is kept immediately below Q.

Q.4. Amongst L, M, N, O, P and Q sitting in a straight line with equal distance between each other and facing north. Who sits at the extreme left end of the line?

- (I) More than three people sit between L and P. N sits second to the left of Q. Q is neither an immediate neighbour of P nor L.
(II) Only three people sit to the left of Q. O sits to the immediate left of Q. Only one person sits between O and L.

GENERAL ENGLISH

Q.1-2. Choose the appropriate word for each blank that best fits the meaning of the sentence.

Q.1. He neglects attending lectures though college is quite _____ his house.

- (1) far (2) away (3) further (4) near (5) distant

Q.2. The police stormed in and _____ the hostages.

- (1) shot (2) captured (3) buried (4) informed (5) freed

Q.3-6. 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 is the answer. If there is no error, the answer is (5) i.e. 'No Error'. (Ignore the errors of punctuation, if any).

Q.3. A small piece / of bread is / better than / having nothing to eat.

- (1) (2) (3) (4) No Error (5)

Q.4. Your television set / is superior to / our television set / by all respects.

- (1) (2) (3) (4) No Error (5)

Q.5. I have been / living in Hyderabad / at my uncle / since my birth.

- (1) (2) (3) (4) No Error (5)

Q.6. My brother-in-laws / who live in Mumbai / have come / to stay with us.

- (1) (2) (3) (4) No Error (5)

Q.7. Direction : In each of the following questions, select from amongst the five alternatives, the word nearest in meaning to the word given in capitals.

- LETHAL (1) light (2) dangerous (3) deadly
(4) cruel (5) thoughtless

GENERAL HINDI

प्र.1. नीचे दिये गये प्रश्न में एक वाक्य दिया गया है जिसके कुछ अंश रेखांकित कर दिये गये हैं। इस रेखांकित भाग में भाषा व्याकरण या शब्दों के गलत प्रयोग जैसी कोई त्रुटि हो सकती है। वाक्य के नीचे चार विकल्प सुझाये गये हैं जिनमें से कोई एक वाक्य के रेखांकित अंश के स्थान पर रख देने से वह वाक्य की त्रुटि दूर कर उस वाक्य को एक सार्थक वाक्य बना देता है। वह विकल्प कौनसा है यह ज्ञात कीजिये और उसे ही उत्तर के रूप में अंकित कीजिये। यदि रेखांकित अंश में कोई त्रुटि नहीं है और उसे बदलने की आवश्यकता नहीं है, तो उत्तर (5) होगा अर्थात् 'संशोधन आवश्यक नहीं'।

राजू की सारी बात नाना चुप्पी लगा कर सुनते रहे।

- (1) मौन व्रत धारण किये गुनते रहे (2) चुपचाप गुनगुनाते रहे
(3) ध्यानपूर्वक सुनते रहे पर बोले कुछ नहीं (4) ने यों सुनी जैसे वह किसी और से बात कर रहा हो
(5) संशोधन आवश्यक नहीं

प्र.2-3. 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।

प्र.2. जिस गाँव में बूढ़ा बूढ़ी रहते थे। / उस गाँव को और आस पास की / अनेक गाँवों को एक दैत्य /
(1) (2) (3)
बहुत परेशान करता था। त्रुटी नहीं
(4) (5)

प्र.3. चट्टान के ऊपर / एक जहरीला साँप सो रहा था / और उसके मुँह से /
(1) (2) (3)
विष की एक एक बूँदें टपक रही थी। त्रुटी नहीं
(4) (5)

प्र.4-5. नीचे दिये गये प्रत्येक प्रश्न में एक वाक्य दिया गया है जिसमें दो रिक्त स्थान दिये गये हैं। वाक्य के नीचे पांच 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 जाये। उस उत्तर विकल्प का क्रमांक ही आपका उत्तर है।

प्र.4. 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.5. विमान की इस देरी के कारण आपको जो _____ हुई उसके लिये हमें _____ हैं, कह देने मात्र से ही यात्रियों की परेशानी तो दूर नहीं हो जाती है।
(1) असुविधा, खेद (2) देरी, चिंता (3) चिंता, दुःख (4) विलंब, खुशी (5) दुविधा, खेद

COMPUTER AWARENESS

Q.1. Every component of your computer is either _____
(1) software or CPU / RAM (2) hardware or software
(3) application software or system software (4) an input device or output device
(5) Other than those given as options

Q.2. The function of CPU is _____
(1) to provide external storage of text
(2) to create a hard copy
(3) to create a new software
(4) to read, interpret and process the information and instruction
(5) Other than those given as options

- Q.3.** Oracle is _____
 (1) Application Software (2) Date Base (3) Antivirus Software
 (4) Programme (5) Other than those given as options
- Q.4.** Which of the following is the shortcut to print a word document ?
 (1) Press 'Ctrl + P' Keys together (2) Press 'Ctrl + F' Keys together
 (3) Press 'Shift + P' Keys together (4) Press 'Shift + Print' Keys together
 (5) Press 'Tab + Print' Keys together

There may be some other types of questions also.

GENERAL AWARENESS, MANAGEMENT & CURRENT AFFAIRS

- Q.1.** '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.2.** Monetary policy is concerned with _____
 (1) changes in the supply of money
 (2) buying and selling of financial instruments
 (3) reducing unemployment
 (4) changes in the supply of money & reducing unemployment
 (5) Other than those given as options
- Q.3.** Mr. Jair Bolsonaro who was the chief guest at 2020 Republic day celebrations is the president to which of the following countries ?
 (1) Brazil (2) Argentina (3) Uruguay (4) Kenya (5) Other than those given as options
- Q.4.** Which of the following is NOT a recognised key skill of management ?
 (1) Conceptual skills (2) Human skills (3) Technical skills
 (4) Writing skills (5) None of those given as options

DATA ANALYSIS

Q.1-3. Directions : Given below is a table showing Different Number of Candidates Appeared and Qualified in an Examination from Different Schools Over the Years.

School	2015		2016		2017	
	Appeared	Qualified	Appeared	Qualified	Appeared	Qualified
A	400	128	344	86	256	64
B	326	163	520	442	635	254
C	250	35	120	36	325	130
D	450	207	360	162	215	43
E	560	84	444	111	384	192

- Q.1.** In 2017, out of total number of disqualified candidates from school A, one-fourth were female. If double this number of females could not qualify the exam in 2015 in school A, how many male candidates **did not** qualify the exam in 2015?
 (1) 176 (2) 96 (3) 148 (4) 211 (5) 134
- Q.2.** What is the ratio between the disqualified candidates from School E in 2016 to that disqualified from School D in 2015?
 (1) 37:22 (2) 42: 17 (3) 37:27 (4) 33:13 (5) 27:29
- Q.3.** From which of the following schools did least percent candidates qualify in 2017?
 (1) A (2) B (3) C (4) D (5) E
- Q.4.** Sohanlal purchased 120 reams of paper at Rs. 100 per ream. The expenditure on transport was Rs. 480. He had to pay an octroi duty of 50 paise per ream and the coolie charges were Rs. 60. What should be the selling price of each ream if he wants a profit of 20% ?
 (1) Rs. 126 (2) Rs. 115.50 (3) Rs. 105 (4) Rs. 120 (5) Other than those given as options

- Q.5.** The interest on a certain deposit at 9% per annum is Rs.405 in one year. How much will be the additional interest in one year on the same deposit at 10% per annum ?
(1) Rs. 40.50 (2) Rs. 450 (3) Rs. 855 (4) Rs.45 (5) Other than those given as options

PROFESSIONAL KNOWLEDGE

Questions shall be based on the syllabus given below :

I. Manager (Accounts) (Post Code-D) :

- 1. Basic Accounting concept including preparation of books of accounts and Accounting Standards.**
- 2. Financial Management:**(a) Analysis of Financial statement (b) Budgeting & Budgetary control (c) Working Capital management (d) Capital Budgeting & Ratio Analysis.
- 3. Taxation:** (a) Income Tax including filing of return, TDS, Advance Tax etc.(b) Goods & Services Tax.
- 4. Auditing:** (a) Auditing Concepts and Methods (b) Internal & External Audit of Companies.
- 5. Commercial Laws :** (a) Contract Act (b) Companies Act (c) Sales of Goods Act (d) Negotiable Instrument Act (e) Consumer Protection Act (f) RTI Act.
- 6. Basic of Computers :** (a) Operating System (b) Browsers (c) Email (d) Memory (Internal, External, portable) (e) Chats (f) Office (Word, PowerPoint, Excel) (g) Networks.

II. Manager (Technical) (Post Code-E) :

- 1. Agricultural-** Statistics of Indian Agriculture (Cereals & Pulses), Food & Agriculture Microbiology, Nutrition (Animal & Plant), Postharvest care of Cereals & Pulses, Food grain Protection, Agriculture Extension.
- 2. Biotechnology-** Microbes: Beneficial & Harmful, Genetic Engineering, Biotechnological Principles, Economic Biotechnology, Pathogens & Control, Recent trends.
- 3. Entomology-** Basic Entomology, Economic Entomology, Beneficial and harmful insects, integrated Post Management (IPM), Storage Grain Insect pest, Vertebrate Pests.
- 4. Chemistry-Physical Chemistry :** Structure of Atoms, Chemical Bonding, Radioactivity; Inorganic Chemistry, Periodic Table, Basics Metals & Non-metals, Organic Chemistry, Basics of alkanes, alkenes, alkynes, alcohols, aldehydes and acids , Biochemistry (Carbohydrates, Proteins & Fats).
- 5. PFA Act, 1964, Food Safety and Standards Act, 2006/ Food Safety and Standards Regulations 2011, Right to information Act, 2005**

Manager (Civil Engineering) (Post Code-F) :

- 1. Engineering Materials & Construction Technology**
Selection of site for the construction, Planning and orientation of buildings, Ventilation and air conditioning, acoustics. Building and highway materials, Stones, Bricks timber, Lime, Cement Mortar, Plain and reinforced Cement Concrete, Bitumen, Asphalt.
- 2. Building Materials:** Stone, Lime, Glass, Plastics, Steel, FRP, Ceramics, Aluminium, Fly Ash, Basic Admixtures, Timber, Bricks and Aggregates Classification, properties and selection criteria, Cement etc.
- 3. Construction Practice, Planning and Management:** Construction Planning, Equipment, site investigation, Tendering Process and Contract Management, Quality Control, Productivity, Operation Cost; Land acquisition, Labor safety and welfare.
- 4. Surveying**
Surveying, Leveling, temporary and permanent adjustments of levels and Theodolite, Use of theodolite, tachometry. Trigonometrically and Triangulation survey. Contours and contouring, Computations of areas and volumes.

5. Soil/Geotechnical Engineering

Classification of soil , Field identification tests , water content, specific gravity, voids ratio, porosity, Soil permeability and its determination in the laboratory and field, Darcy's law, Flow nets its Characteristics. Local and general shear failures, design Criteria for shallow foundation, Plate load test, Stability of simple slopes.


6. **Highway and bridges:** Classification of road land width, Flexible pavements, WBM courses, sub base, sand bitumen base course, crushed cement concrete base / sub-base course. Prime and tack coats, surface dressing, Asphaltic concrete, seal coats etc.
7. **Structural Analysis:** Strength of materials, Bending moments and shear force, Analysis of determinate and indeterminate structure, Suspended Cables, Concepts and use of Computer Aided Design.
8. **Design of steel structures:** Principles of working stress methods, Design of tension and compression members, Design of beams and beam column connections, built-up sections, Girders, Industrial roofs, Principles of Ultimate load design.
9. **Design of Concrete and Masonry Structures :** Limit state design for bending, shear, axial compression and combined forces; Design of beams, Slabs, Lintels, Foundations, Retaining walls, Tanks, Staircases.
10. **Estimating, Costing and Valuation:** estimate, analysis of rates, earthwork, Brick, RCC work shuttering, Painting, Flooring, Plastering flexible pavements, Tube well, isolates and combined footings, Steel Truss, Piles etc. Valuation- Value and cost, scrap value, salvage value, assessed value, sinking fund, depreciation and obsolescence, methods of valuation.


IV. Manager (Electrical Mechanical Engineering) (Post Code-G) :


Thermodynamics, Heat Transfer, Refrigeration and Air-conditioning, Theory of Machines, Machine Design, Strength of Materials, Engineering Materials, Production Engineering , Industrial Engineering, Production Planning and Control Material handling, Electrical Circuits, Network theorems, EM Theory, Electrostatics, Material Science (Electric Materials), Electrical Measurements, Elements of Computation Power Apparatus and Systems (Power System: Power generation; Thermal, Hydro, Nuclear & Solar power production and Transmissions), Electro mechanics, Control Systems, Electronics and Communications, Estimation and costing, Use of computers.


(A) Details of the On-line Examination Pattern for objective type tests.

- (1) The examination would be conducted on-line i.e. on a computer.
- (2) All tests except Language based tests will be provided in English and Hindi.
- (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 test. 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 :
- 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.
 - Click on **'Save & Next'** to save answer to current question and to go to the next question in sequence.
 - 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) Questions that are saved or marked for review after answering will ONLY be considered for evaluation.**
- (14) Test name(s) will be displayed on the top bar of the screen. Questions in a test can be viewed by clicking on the test name. The test you will view will be highlighted.
- (15) After clicking the **Save & Next** button on the last question for a test, you will automatically be taken to the first question of the (next) test.
- (16) You can shuffle between tests during the examination.
- (17) 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 FCI.
- (18) 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.
- (19) After the expiry of total duration of the test, the candidates will not be able to attempt any question or check their answers. The answers of the candidate would be saved automatically by the computer system even if he/ she has not clicked the "Submit" button.
- (20) Please note :**
- Candidates will not be allowed to "finally submit" unless they have exhausted the actual test time.**
 - Under no circumstances should a candidate click on any of the 'keyboard keys' once the exam starts as this will lock the exam.**

Details of the On-line Examination Pattern for Subjective Part for Manager (Hindi) :

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:

- Inscript
- Remington (GAIL)

No keyboard other than Inscript and Remington (GAIL) shall be provided for Hindi typing.

B] General Instructions:

- (1) Please note date, 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. Late comers will not be allowed.
- (3) The call letter should be brought with you to the examination venue along with your recent photograph duly pasted on it. (Preferably the same photograph as was as uploaded).
- (4) Eligible PwBD candidates using their own Scribe in the examination are required to submit 'Scribe Declaration Form' as per Annexure-F given in the detailed advertisement, on the day of examination at Examination Venue.
- (5) You must scrupulously follow the instructions of the Test Administrator and the FCI Representative at the examination venue. If you violate the instructions you will be disqualified and will be asked to leave the examination venue.
- (6) No use of calculators (separate or with watch), books, note books scales, algorithm tables or written notes, cell phones (with or without camera facility), or any other electronic device will be allowed during the examination.
- (7) Please bring 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. Please hand over call letter alongwith photocopy of photo identity proof duly stapled together to the invigilator. Currently valid photo identity proof may be PAN Card/ Passport/ Permanent Driving Licence/ Voter's Card/ Bank Passbook with photograph/ Photo Identity proof issued by a Gazetted Officer on official letterhead alongwith photograph/ Photo Identity proof issued by a People's Representative on official letterhead alongwith photograph/ 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.**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 examination. In case of candidates who have changed their name will be allowed only if they produce Gazette notification/their marriage certificate/affidavit. Photo ID should be valid as on the day of the examination.
- (8) Biometric data (thumb impression) and photograph will be captured twice at the examination venue i.e. before the start of examination and after completion of examination. 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)
- (9) In order to save time on frisking (Metal Detectors will be used), the candidates are advised to follow the below mentioned dress code:
 - Light clothes which cannot be used for hiding any instruments or communication devices.
 - Half sleeves but not having big buttons or any badge, brooches etc. which could be used to hide the communication device, Bluetooth, camera, etc.
 - Slippers, sandals and not the shoes/socks.However, candidates coming in customary/ religious dresses and PwBD candidates should report at the centre well in advance prior to reporting time for frisking.

- (10) 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. FCI may take further action against such candidates as deemed fit by it.
- (11) Ball point pen will be provided at the venue. Candidates should not bring any stationary items such as pens, pencils, erasers, sharpners etc. to the exam venue. A sheet of paper will be provided at the venue 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** hand over this sheet of paper to the Test Administrator before leaving the venue.
- (12) 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 problem, which may include movement of candidates, delay in test. Conduct of a re-exam is at the absolute discretion of 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.
- (13) 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 are required if the nodes capacity is less or some technical disruption takes place at any centre or for any candidate.
- (14) 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.
- (15) 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. If such instances go undetected during the current selection process but are detected subsequently, the candidature of such candidates shall be cancelled and further action shall be taken as deemed fit.

IMPORTANT POINTS TO REMEMBER

- (i) You are advised to bring with you your call letter with photo affixed thereon and photo ID card in **Original** and photocopy as mentioned in Point 7 of General Instructions above.
- (ii) Ball point pen and rough sheets will be provided at the venue. Candidates should not bring any stationary items such as pens, pencils, erasers, sharpners etc. to the exam venue.

WISH YOU GOOD LUCK