

UNION PUBLIC SERVICE COMMISSION

COMPUTER BASED TEST FOR RECRUITMENT TO 39 POSTS OF MEDICAL OFFICER IN THE DEPARTMENT OF MEDICAL AND PUBLIC HEALTH, UNION TERRITORY OF DADRA & NAGAR HAVELI.

Dear candidate,

Please find enclosed the following documents/instructions:

- (i) GENERAL AND SPECIFIC INSTRUCTIONS

PLEASE VERIFY THE e-ADMIT CARD AND CAREFULLY READ THE INSTRUCTIONS:

TIME TABLE

DATE & DAY INDIAN STANDARD TIME		SUBJECT & SUBJECT CODE
16.06.2013 (10.00 A.M TO 12.00 NOON)		Medical Science (01)
Activity Description	Time	
Candidates reporting at the Centre venue	8.30 A.M	
Authenticating the ADMIT CARD and registering the candidate	8.30 A.M Onwards	
Candidates Entry closed @ Main ENTRANCE	9.15 A.M.	
Registration Closed	9.30 A.M.	
Candidates will be allowed inside the Lab from	9.30 A.M onwards	
Candidates will open the secure browser & read instructions	9.50 A.M to 09.55 AM	
PASSWORD Announcement & TEST START TIME	10.00 A.M	
TEST END TIME	12.00 P.M	
Candidates moved out in orderly manner	12.00 PM to 12.15 PM	

Candidates Entry Instructions

- Candidates must queue outside the entry gate and enter in an orderly manner.
- While entering, the candidates must show their Admit Cards to the security at the Main Gate.
- Candidates are allowed to enter the Test Venues and registration would start from 8.30 A.M. onwards.
- Candidates shall NOT be allowed entry into the test venue after 09.15 A.M., under any circumstances.
- The candidates registration closes at 9.30 A.M..
- Entry to Computer Labs starts at 9.30 A.M..

I. Scheme of the Test:

- (i) The test will be of two hours duration and will carry a maximum of 100 marks.
- (ii) The test will be an objective type with multiple choice answers.
- (iii) The level of the question papers will be MBBS standard.
- (iv) The medium of the Test will be English only.
- (v) There will be penalty for wrong answers. Every wrong answer will carry a deduction of one-third of the marks assigned to that question. If no answer is marked for a question, there will be no penalty for that question.

II. Syllabus of the Test:

- (i) General Ability and General Awareness
- (ii) General Medicine
- (iii) Paediatrics
- (iv) Surgery
- (v) Gynaecology & Obstetrics
- (vi) Preventive & Social Medicine

IMPORTANT NOTES:

(A) YOU MUST TAKE THE TEST AT THE TEST VENUE INDICATED IN THE e-ADMIT CARD ONLY. IF YOU APPEAR AT ANY OTHER TEST VENUE, YOUR CANDIDATURE IS LIABLE TO BE CANCELLED.

(B) YOU ARE DIRECTED TO UNDERTAKE THE RECRUITMENT TEST AT YOUR OWN RISK I.E. AFTER VERIFYING YOURSELF THAT YOU FULFILL THE QUALIFICATIONS AS PRESCRIBED IN THE ADVERTISEMENT, AND YOUR ADMITTANCE TO THE TEST IS PURELY 'PROVISIONAL'.

YOURS' FAITHFULLY

**Sd/-
UNDER SECRETARY (SPC)
UNION PUBLIC SERVICE COMMISSION**

INSTRUCTIONS TO CANDIDATES

PLEASE READ CAREFULLY THE FOLLOWING INSTRUCTIONS. VIOLATIONS OF ANY INSTRUCTION WILL RENDER THE CANDIDATE LIABLE TO SUCH ACTION AS THE COMMISSION MAY DEEM FIT TO TAKE. **(THE CANDIDATES ARE ADVISED TO BRING THIS COPY OF INSTRUCTIONS TO THE RECRUITMENT TEST HALL FOR REFERENCE).**

e-ADMIT CARD:

1. Immediately on downloading of the e-Admit Card, the candidate should check it very carefully and bring to the notice of the Union Public Service Commission the discrepancies, if any, without loss of time. Special attention may be paid to the subject of the Test. Efforts will be made to upload the revised e-Admit Card(s) at the earliest in case of discrepancies. He/she must read carefully the Important Instructions mentioned on page No. 2 of e-Admit Card. He/she must bring his/her e-Admit Card to the Examination Hall to secure Admission. "Candidates who do not have clear photographs on the e-admit card will have to bring a photo identity proof viz. Adhar Card, Driving License, Passport, Voter I Card etc. and two passport size photographs for appearing in the Recruitment Test with an undertaking."
- 1.1 The candidate is responsible for the safe custody of the e-Admit Card. In the event of one's e-Admit Card being used by any other person for securing admission to the Test, the onus lies on the candidate to prove that he/she has not secured the service of an impersonator and the candidature will be cancelled and he/she will be liable for disciplinary action.
- 1.2 The candidate should note that the name in the e-Admit Card might have been abbreviated due to technical reasons. No correspondence in this regard will be entertained by the Commission.
- 1.3 The candidate must bring the Printout of e-Admit Card to the Examination Hall.
- 1.4 After registration, the candidate would be allocated Lab Number and Computer Number.

DEMO

In order to familiarize themselves with Computer Based Test, the candidates are advised to go through the demo of the Computer Based Test on the UPSC website www.upsc.gov.in.

TEST LAB RULES

- No candidate will be allowed to leave the Test Lab during the test.
- No candidate is allowed to leave his/her seat without permission of the invigilator.
- Candidate should sign the Attendance List provided by the invigilator.

ITEMS ALLOWED AND NOT ALLOWED

- The candidates are advised to bring their own black pen and pencil. One paper shall be provided for rough work.
- ELECTRONIC OR ANY OTHER TYPE OF CALCULATORS, LOG TABLES, SLIDE RULES, CELLULAR/MOBILE PHONES/PAGERS OR ANY OTHER EQUIPMENT CAPABLE OF BEING USED AS A COMMUNICATION DEVICE ARE NOT ALLOWED INSIDE THE PREMISES WHERE THE TEST IS BEING CONDUCTED. ANY INFRINGEMENT OF THE ABOVE INSTRUCTIONS SHALL ENTAIL DISCIPLINARY ACTION INCLUDING BAN FROM FUTURE TEST.
- Candidates are advised not to bring any valuables/costly items to the test lab, as safe keeping of the same cannot be assured. Commission will not be responsible for any loss in this regard.

INSTRUCTIONS DURING THE TEST

- Test time period is: 120 minutes i.e. 2 hours.
- Before the Test, the candidate will be asked to read the instructions. Immediately after reading of instructions, the log-in page for the test will appear. Candidates will have to enter their roll number as user ID and password announced by the invigilator in the Test log-in page.

- The candidates need to immediately start the Test by entering the Password as soon as it is announced by the Invigilator.
- In the event of the Test being disrupted, the candidate should immediately inform the invigilator. The invigilator will help the candidate to re-login to the test by clicking on the orange button below Resume button on the left of the Exam Name. This will start the exam from where it had stopped.
- Numbered list of all questions will appear at the right side of the screen.
- Keep a close watch on "Time Left" while appearing for the test.
- Question once attempted, it would be final. However, answer can be changed at any time during the Test before final submission including unattempting the question using 'deselect' button.
- This test carries negative marking. For every wrong answer, 0.33 marks will be deducted.
- The 'submit' button would be activated only when you have viewed all the questions at least once.
- You will be automatically stopped from answering questions when the time of test is over and the test will auto-submit.

- Candidates should not carry any books, paper, mobile phone or any other electronic item to the test venue. UPSC will not be responsible for the safekeeping of such item.
- Impersonation (to assume the identity of another with intent to deceive) and Plagiarism (the use and submission of other people's work for assessment as though it were one's own) is forbidden.

- Candidates must not, on any pretext whatsoever speak to or have any communication with any other Candidates; such communication will be regarded as a breach of the Test regulations.

- Candidates in the Test venue, who is found to have unauthorized materials in his/her possession, shall be deemed to be in breach of the test regulations. All breaches of test regulations shall be considered to constitute unfair practice. In case any candidate is found to be indulging in unfair practice, he will be debarred from this and future exams of UPSC and/or liable for disciplinary action.

- At the conclusion of the test, candidates must remain quietly seated and must not communicate with one another till the entire test time has elapsed.

- No candidate shall be permitted to leave Test Lab till expiry of the allotted time.

- No candidate shall be allowed to go to the toilet during the last 30 minutes of the Test.

- The candidate must abide by the instructions and such further instructions as may be given by Supervisor/Invigilator of the Test. If the candidate fails to do so or indulges in disorderly or improper conduct, he/she will render himself/herself liable to expulsion from the Test and/or such other punishment as the Commission may deem fit to impose.

- The candidate will furnish such necessary and correct information as may be required from him/her in the Test Lab by the Invigilator/Assistant Supervisor/Supervisor/other persons so authorized.

GENERAL

The candidate must note that his/her admission to the Test is strictly “Provisional”. The mere fact that an e-Admit Card has been issued to him/her does not imply that the candidature has been finally cleared by the Commission or that the entries made by the candidate in his/her application for the Test have been accepted by the Commission as true and correct. The candidate must note that the Commission take up the verification of eligibility conditions i.e. age, educational qualifications, community etc. with reference to original documents only of those candidates who qualify in the Recruitment Test. Unless the candidature is formally confirmed by the Commission, it continues to be “Provisional”. The candidate must also note that if subsequent to the issue of e-Admit Card, ineligibility is detected at any stage before or after the Test or if the conditions prescribed in the Rules and Instructions given in the advertisement or any other additional information/documents called for at any stage are not complied with within the time specified therein, the candidature would be rejected.

Travelling and other expenses must be borne by the candidate himself/ herself. The Commission do not make arrangements for boarding and lodging of any candidate.

IMPORTANT INSTRUCTIONS FOR PH CANDIDATES:

Out of 39 posts, 02 posts are reserved for Physically Handicapped Persons viz. Orthopedically Handicapped/Locomotor Disability/Cerebral Palsy with One Leg Affected (OL) (Right or Left) or One Arm Affected (OA) (Right or Left) from any community. At this stage, candidates are being admitted to the Recruitment Test based on the data furnished by the candidates in the Online Recruitment Application (ORA) system. All the candidates, who have claimed themselves as PH candidates, are, therefore, advised to make themselves sure that they belong to the PH categories as mentioned in the Advertisement No. SPL/51/2013 (Item No. 01, Vacancy No. 13015101712) published on 12.01.2013. The candidates must note that if subsequent to the issue of e-Admit Card, ineligibility is detected at any stage, the candidature would be rejected.

Mobile Phones and such IT Gadgets are banned in the test venue
