



Department of Revenue & Disaster Management  
( Govt. of Haryana)

New Secretariat Building Haryana, Sector 17, Chandigarh-160017

**WEBSITE**

**GOVERNMENT OF HARYANA**

**Revenue and Disaster Management Department, Haryana**

**NOTICE FOR CANDIDATES FOR WRITTEN EXAMINATION  
FOR THE POST OF PUBLIC RELATIONS AND AWARENESS GENERATION  
OFFICER AGAINST ADVERTISEMENT MADE ON 24.09.2018**

It is notified for the information of all concerned that Department of Revenue and Disaster Management will hold written examination of fifty questions and carry 100 marks i.e. 2 marks for each question ( OMR Sheet based ) for the post of Public Relations and Awareness Generation Officer as per the scheduled given below:-

<b>Sr. No.</b>	<b>Name of the post</b>	<b>Date , Time and Venue of examination</b>
1.	Public Relations and Awareness Generation Officer	10.03.2019 at 11:00 AM to 12:30PM Directorate Land Records Office, Bays 25-26, Sector 4, Panchkula

Admit Card for written examination of the candidates will be emailed to the candidates on the email address provided by them. Candidates are advised to read the instructions as mentioned below carefully and follow the same strictly. Request for change of date of Examination/Examination center will not be entertained by the Department. No separate information will be sent to the candidates by the Department through Post.

**IMPORTANT INSTRUCTIONS FOR THE CANDIDATES FOR WRITTEN EXAMINATION WHICH SHOULD BE GONE THROUGH BEFORE COMING FOR EXAMINATION.**

1. Candidate must bring the follows:-
  - i. Admit card
  - ii. Recent colored photo pasted on admit card duly attested by Gazetted Officer
  - iii. One identify proof with photo like Driving License, Voter Card, Aadhar Card, Passport etc. at the Examination Centre failing which candidate will not be allowed to enter in the Examination Centre.
2. The Admit card is provisional and subject to fulfillment of advertised eligibility conditions on the cutoff date. The candidate should ensure that he/she possesses the requisite qualifications etc. and fulfils all the eligibility conditions for the said post as per advertisement on the cutoff date. In case, at any stage, it is found that candidate does not fulfill the essential eligibility conditions, his/her candidature shall be immediately cancelled without assigning any reason or notice besides taking such other action as



deemed appropriate by the department. No claim/compensation shall be admissible in this regard.

3. Candidate should reach the examination centre by 10:00 AM to enable frisking by Security staff and to enable the Invigilator to check the admit card and get the attendance marked and thumb impression in the attendance sheet and complete other formalities. No entry shall be allowed after 10:30 AM. Candidate shall not be allowed to leave the examination centre before the end of examination.
4. At the start of the examination and within first five minutes, candidates are advised to ensure that all pages of your test booklet are properly printed and test booklet is not damaged in any manner. In case of any discrepancy the candidate should immediately report the matter to the invigilator for replacement of test booklet. No claim in this regard will be entertained after five minutes of start of examination.
5. Candidate shall put his/her Left Thumb Impression (Male) and Right Thumb Impression (Female) on attendance sheet, on declaration column in the OMR answer sheets.
6. Candidates are warned not to fold, tear, destroy or make any stray marks on the OMR Answer Sheets. Use of Eraser, Nail, Blade, White Fluid/whitener etc. to smudge scratch or damage in any manner the OMR Sheet during Examination is strictly prohibited. Candidature/OMR Sheet of candidates using Eraser, Blade, Nail or White Fluids/Whitener to smudge, scratch or damage in any manner the Answer Sheets shall be cancelled.
7. Each question has four alternative answer of which only one is correct. For each question, darken only one circle on original copy only of OMR Sheet which ever you think is the correct answer on the OMR answer sheet with only Blue/Black Ball Pen. **Candidates are requested to bring Blue/Black Ball Pen with them.** Pencil should not be used for darkening the circle. If, more than one circle is found darkened, that answer will not be evaluated. Further, if a candidate darken more than one circle and smudge/ scratch any place in any manner with Eraser, Nail, Blade, White Fluid/Whitener etc. Then in such circumstances OMR Sheet/Answer Sheet and candidature of the candidate shall be cancelled. The candidate himself/herself will be solely responsible for this.
8. Candidates are warned not to carry any mobile phone, any type of watch, belt, wear ornaments like ring, chain, earring etc., electronic or communication device, Pen, Pencil, Eraser, Sharpner and correcting Fluid in the examination centre. If any candidate is found possessing any such item, he/she will not be allowed to enter in the examination centre. Candidate found possessing mobile phone and any other aiding material/device as mentioned above in the examination room will be treated serious violation and it will amount to cancellation of the candidature.



Department of Revenue & Disaster Management  
( Govt. of Haryana)

New Secretariat Building Haryana, Sector 17, Chandigarh-160017

9. Candidate should put his/her signature and thumb impression on the Admit Card at the places printed for it in the presence of Invigilator in the Examination Hall.
10. The written examination will be supervised by doing frisking before allowing entry into Examination Centre, using CCTV Cameras, etc. in the Examination Hall/Examination Centre to stop copying and impersonation etc.
11. Candidates shall not be allowed to go to the toilet/washroom during first and last thirty minutes of the examination.
12. No candidate will be allowed to leave the OMR sheet blank. If any OMR sheet is found blank. It shall be crossed by the invigilator with his/her signature and mentioning "Cancelled" on it.
13. After the examination over, the candidates shall handover the OMR Sheet to the invigilator.
14. PHC candidates who need writer/scribe are advised to contact Superintendent (DMC) for Additional Chief Secretary & Financial Commissioner to Govt., Haryana, Revenue & Disaster Management, Deptt, Haryana New Secretariat, Sector 17, Chandigarh before 07<sup>th</sup> March, 2019 alongwith all required documents i.e Admit card of the candidate, PHC certificate of the candidate issued by medical board, two latest photographs of writer, Photo I'D proof of writer, certificate of studying form school of the writer etc.
15. The above instructions are already available at Department of Revenue and Disaster Management website i.e. [www.revenueharyana.gov.in](http://www.revenueharyana.gov.in). The candidate has to comply with the instructions mentioned above, instructions given in advertisement or instructions printed on Admit card Question booklet, OMR/Answer Sheet etc. Therefore, the candidates are again advised to read and understand the instructions carefully given by the department from time to time for written examination/interview through department website. If a candidate does not comply with the above instructions than he/she will be solely responsible for the consequences.

Superintendent (DMC)

Place:- Chandigarh  
Dated 26.02. 2019

for Additional Chief Secretary & Financial Commissioner to Govt.,  
Haryana, Revenue & Disaster Management, Deptt