

## GENERAL INSTRUCTION FOR THE CANDIDATES

- 1) Candidates should invariably bring the following at the time of reporting for the examination along with Admit Card sent by this Institute .

At least one valid photo bearing identity proof in ORIGINAL with clear photograph.

1. Passport.
  2. Aadhaar card/print out of e-Aadhar (colour),
  3. Driving licence,
  4. Service ID card issued to employees by Central Govt/State Govt/PSUs
  5. ID card issued by University/College/School.
  6. Voter's ID card,
  7. PAN card,
  8. Ex-servicemen discharge book issued by Ministry of Defence,
  9. Any other photo identity proof issued by Central/Govt. Govt.
- 2) No candidate will be allowed to leave the examination hall before the completion of the examination time for any reason without permission from the exam functionaries. Once a candidate leaves the hall without the permission of the exam functionaries, he/she shall not be allowed to re-enter the examination hall and his/her candidature shall be cancelled.
  - 3) Candidates shall be permitted to appear in the exam only at the venue as specified in the Admit Card.
  - 4) Candidature of candidates is purely provisional. It is advised that candidates should satisfy themselves that they fulfil all the eligibility conditions, If at any stage, it is found that a candidate does not fulfil any of the eligibility conditions, his/her candidature shall be cancelled.
  - 5) Prohibited items such as electronic watches, books, pens, paper chits, magazines, electronic gadgets ( mobile phones, Bluetooth devices, head phones, pen/buttonhole/spy cameras, scanner, calculator, storage devices etc) are strictly not allowed in the examination hall, If any such items is found in the possession of a candidate in the examination hall, his/her candidature is liable to be cancelled and legal/criminal proceedings could be initiated against him/her. He/she would also be liable to be debarred from appearing in future examinations of the Institute.
  - 6) Candidates are advised not to bring bags and prohibited items into the examination hall. In case they bring such item, they would have to make any arrangement for safe custody of any such item.
  - 7) Candidates should ensure that they do not indulge in any unfair means and shall also not take to each other after commencement of the exam and during its entire duration.
  - 8) Candidate must strictly abide by the Instructions given by the Exam Functionaries ( Centre supervisor/Invigilator, etc)

*Kul*  
25/01/2021  
DIRECTOR

IFGTB-COIMBATORE.

**GUIDELINES/PROCEDURES TO BE FOLLOWED BY CANDIDATE DURING  
WRITTEN EXAMINATION AS PART OF MEASURE FOR CONTAINMENT OF  
COVID-19 PANDEMIC**

Institute of Forest Genetics & Tree Breeding (IFGTB), Coimbatore will implement social distancing norms during the conduct of Written Examination to the posts of Lower Division clerk and Multi Tasking Staff in adherence to the Govt. of India guidelines in the present scenario of Covid-19 ensure health and safety of the candidates. Appropriate precautionary measures have been taken by the IFGTB for fair and transparent conduct of examination without compromising on the safety of examiners and examinees. Candidates are required to adhere to the guidelines for social distancing and hygiene in their own interest. Non-adherence of social distancing norms and the following guidelines may lead to strict action against the erring candidate. The candidates are required to note and follow the following instructions:

- 1) In the light of Covid-19 pandemic, the candidates are advised to reach the venue of the examination well before gate closure time so as to avoid last minute crowding at the entry gates .
- 2) On reaching the examination venue, candidates are advised to follow social distancing norms and maintain distance of 6 feet between two candidates.
- 3) Candidates are required to carry Hand Sanitizers (small bottle) with them and sanitise their hands frequently during the entire examination. Candidates may also use Hand gloves at their discretion.
- 4) Basic Screening of temperature will be carried out for all candidates at entry points.
- 5) Only asymptomatic candidates will be allowed to enter.
- 6) Candidates would be allowed entry only if they are using face cover/masks. The face covers/masks have to be worn throughout the written examination except while Identity verification.
- 7) Entry of persons accompanying the candidates will be restricted in the premises.
- 8) Candidates who have underlying conditions (pregnant woman, co-morbid conditions, chronic ailments, etc.,) are advised to take extra precautions while attending written examination.
- 9) Maintaining a minimum distance of 2 mts/ 6 feet between candidates will be mandatory. All candidates should follow Social distancing norms during written examination process.
- 10) Besides, any other instructions/guidelines issued by the Central/State Govt. Authorities as a preventive measure to curb spread of COVID-19 pandemic may also be strictly followed.

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*25/01/2021*

DIRECTOR  
IFGTB-COIMBATORE.