E-ADMIT CARD FOR COMBINED COMPUTER BASED RECRUITMENT TEST FOR :

Recruitment to 01 Post of Administrative Officer in Central Sheep Breeding Farm (CSBF), Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture and Farmers Welfare. [Advertisement no. 14/2018, Item No. 01, Vacancy No.18071401428, published on 28.07.2018 with the closing date of submission of Online Applications being 23:59 Hrs. on 16.08.2018]

AND

Recruitment to 08 Posts of Administrative Officer in Border Roads Organisation (BRO), Ministry of Defence. [Advertisement no. 18/2018, Item No. 01, Vacancy No.18091801422, published on 22.09.2018 with the closing date of submission of Online Applications being 23:59 Hrs. on 11.10.2018]

NOTICE

Union Public Service Commission will be conducting a combined Computer Based Recruitment Test (CBRT) for the above mentioned post on 11.08.2019 (Sunday) in the Forenoon Session from 09:30 AM to 11:30 AM at nine centres all over India. Candidates' reporting time at the centre venue: 08:00 AM. The Commission has uploaded the e-Admit Cards for the Combined Computer Based Recruitment Test for the convenience of the admitted candidates (or the reasons/grounds for rejection of application in respect of rejected applications) on its Website (http://www.upsc.gov.in). The candidates are advised to download their e-Admit Cards and take a printout thereof. The admitted candidates will have to produce the printout of their e-Admit Cards at the allotted venue for appearing in the Recruitment Test (CBRT). The candidates who do not have clear photographs on the e-admit card will have to bring two passport size photographs for appearing in the Recruitment Test with an undertaking alongwith original photo identity proof such as Aadhar Card, Driving License, Passport, Voter ID etc. No paper Admit Card will be issued for this Recruitment Test by the Commission.

The candidates are advised to take a printout of the e-Admit Card. In case of any discrepancy, the same may be communicated to the Commission at the earliest to enable the Commission to take a decision in the matter. In case of any difficulty, the candidates may contact UPSC Facilitation Counter at Telephone No. 011-23381125, 23385271 and 23098543 between 10.00 A.M to 05.00 P.M on all working days.

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UNION PUBLIC SERVICE COMMISSION
RECRUITMENT BRANCH
SPECIAL CELL-II SECTION

Subject: Combined Computer Based Recruitment Test for Recruitment to

(i)   01 Post of Administrative Officer in Central Sheep Breeding Farm (CSBF), Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture and Farmers Welfare. [Advertisement no. 14/2018, Item No. 01, Vacancy No.18071401428, published on 28.07.2018 with the closing date of submission of Online Applications being 23:59 Hrs. on 16.08.2018] , and

(ii)   08 Posts of Administrative Officer in Border Roads Organisation (BRO), Ministry of Defence. [Advertisement no. 18/2018, Item No. 01, Vacancy No.18091801422, published on 22.09.2018 with the closing date of submission of Online Applications being 23:59 Hrs. on 11.10.2018]

TIME TABLE

DATE & DAY INDIAN STANDARD TIME	SUBJECT & SUBJECT CODE
11.08.2019 from 09:30 AM to 11:30 AM (Sunday)	**GENERAL ABILITY TEST (01)**
Combined Computer Based Recruitment Test (CBRT) for the posts of (i) Administrative Officer in Central Sheep Breeding Farm (CSBF), Ministry of Agriculture and Farmers Welfare and (ii) Administrative Officer in Border Roads Organisation (BRO), Ministry of Defence.	

Activity Description	Time
Candidates reporting at the Centre venue	**08.00 A.M**
Authenticating the ADMIT CARD and registering the candidates	**08.00 A.M onwards**
Candidates will be allowed inside the Lab from	**08.00 A.M onwards**
Candidates Entry closes at Main ENTRANCE	**08.45 A.M**
PASSWORD Announcement	**09.20 A.M**
Candidates will open the secure browser & read instructions	**09.20 A.M. to 09.30 A.M.**
TEST START TIME	**09.30 A.M.**
TEST END TIME	**11.30 A.M.**
Candidates to move out in an orderly manner	**11.30 A.M to 11.45 A.M.**

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 08.00 A.M. onwards.
- ➢ Entry to Computer Labs starts at 08.00 A.M.
- ➢ Candidate's entry shall NOT be allowed into the test venue after 08.45 A.M, under any circumstances.
- ➢ The candidates registration closes at 09.00 A.M.

I.   Scheme of the Test:

(a)   The test will be of two hours duration.

(b)   All questions will carry equal marks.

(c)   The test will have objective type questions with multiple choices of answer.

(d)   The questions in Part A of the syllabus will be set in English only and the questions in Part B of the syllabus will be set both in English and Hindi.

(e)   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.

(f)   The Test will carry a maximum of 300 marks.

II.   Syllabus of the Test:

Part A: General English: To test the candidates' understanding of English Language and workmanlike use of words.

Part B: General Ability: To test the General awareness of the candidates about:

1.   Indian Union and International Affairs including Current Affairs.

2.   Personnel Management and Industrial Relations.

3.   General Mental Ability.

4.   General Science.

5.   Computer Awareness & Basic knowledge of office automation software such as WORD/EXCEL .

6.   Office Management and Procedure.

IMPORTANT NOTES:

(A)   The candidate must take the test at the test venue indicated in the e-admit card only. If the candidate appears at any other test venue, his/her candidature is liable to be cancelled.

(b)   As for candidates shortlisted in the combined CBRT, the scrutiny would be done on the basis of documents uploaded by them at the time of filling of Online Application (ORA) for the subject post. However, candidates may be asked through e-mail to furnish the deficient documents, if required. Their documents will be scrutinized and those candidates who fulfil all the eligibility conditions of the posts shall be called for interview.

(c)   The candidates are directed to undertake the recruitment test at their own risk i.e. after verifying that they fulfil the qualifications as prescribed in the advertisement, and their admission to the test is purely 'provisional'.

(Shailesh Kumar)
UNDER SECRETARY (SPC-II)
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. The candidates who do not have clear photographs on the e-admit card will have to bring two passport size photographs for appearing in the Recruitment Test with an undertaking alongwith original photo identity proof such as Aadhar Card, Driving Licence, Passport, Voter ID etc.

2. 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.

3. 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.

4. The candidate must bring the Printout of e-Admit Card to the Examination Hall.

5. **The candidates are required to register themselves on Biometric System to capture their Biometric Data for attendance before commencement of the test; therefore, they are advised not to apply any external matters like Mehandi, Ink etc. on their Hands/Feet.**

6. 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 available 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.

ITEMS ALLOWED AND NOT ALLOWED

- The candidates are advised to bring their own pencil and pen containing blue or black ink.

- ELECTRONIC OR ANY OTHER TYPE OF CALCULATORS, LOG TABLES, SLIDE RULES, CELLULAR/MOBILE PHONES/BLUETOOTH 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 WHICH MAY INCLUDE BAN FROM FUTURE TESTS/EXAMINATIONS.

- Candidates are advised not to bring any valuables/costly items to the Test Lab, as safe keeping of the same cannot be assured. The Commission will not be responsible for any loss in this regard.

INSTRUCTIONS DURING THE TEST

- ➢ Duration of the Test is 120 minutes i.e. 2 hours.
- ➢ Candidates of certain categories of disabilities like candidates with Locomotor disability and Cerebral Palsy (LDCP) where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment) candidates appearing in the CBRT of 2 hours duration shall be allowed compensatory time @20 minutes/hour i.e. Total 40 minutes, apart from allowing the help of scribe, wherever opted for in Online Recruitment Application (ORA) Form.
- ➢ Password will be announced at 09.20 A.M. Candidates will open the secure browser & read instructions from 09.20 A.M to 09.30 A.M. However, candidate will not be allowed to start their Test before 09.30 A.M. even if they read instructions before 09.30 A.M. as the time is synchronized with Server. Candidates will have to enter their roll number as user ID and password announced by the invigilator in the Test log-in page.
- ➢ Rough worksheets will be provided to the candidates on demand.
- ➢ 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. 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 un-attempting the question using 'Clear Response' button.

- 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.
- 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) 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 have indulged in breach of the test regulations. Any breach of test regulations shall be considered to constitute unfair practice. In case any candidate is found to be indulging in unfair practice, he/she will be liable to be debarred from this and future Tests/Exams of UPSC and/or disciplinary action.
- At the conclusion of the test, candidates must remain quietly seated and must not communicate with one another.
- 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 does not make arrangements for boarding and lodging of any candidate.

IMPORTANT INSTRUCTIONS FOR PH CANDIDATES:

(i)   08 Posts of Administrative Officer in Border Roads Organisation (BRO), Ministry of Defence.

Of the eight posts, one post is reserved and suitable for Physically Challenged Persons viz. Orthopaedically Handicapped / Locomotor Disability / Cerebral Palsy with disability i.e. One arm affected (Right or Left) **(OA).**

At this stage, candidates are being admitted to the combined Computer based 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 Advertisement No. 18/2018, Item No. 01 published on 22.09.2018.

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/Bluetooth devices and such IT Gadgets are banned in the test venue**

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UNION PUBLIC SERVICE COMMISSION
DHOLPUR HOUSE, SHAHJAHAN ROAD

New Delhi, the dated: 17.07.2019

To

 Dear Candidate/s

Subject: Recruitment to 08 Posts of Administrative Officer in Border Roads Organisation, Ministry of Defence. - Reg. Fictitious Fee Candidates.
[Advt. No. 18/2018, Vacancy No. 18091801422]
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        Confirmation has NOT been received from the Bank Authorities regarding payment of Fees of Rs. 25/- for the above mentioned post. Therefore, in accordance with the provisions contained in Union Public Service Commission's Advertisement No. 18/2018, Vacancy No. 18091801422, published on 22.09.2018 with closing date of submission of Online Application being 23:59 Hrs. on 11.10.2018 for recruitment to 08 Posts of Administrative Officer in Border Roads Organisation, Ministry of Defence, your application has been rejected. Appeal against the rejection, if any, may be made along with the documentary* evidence by speed post or by hand to Under Secretary (SPC-II), U.P.S.C, Shahjahan Road, New Delhi- 110069.   Appeal against such rejection should be received in the Commission's office within 07 days not later than 23.07.2019. On receipt of documentary proof of genuine fee payment, your application will be considered for revival.

The application/s rejected for non-payment of examination Fee/ fictitious fee are as under:

Sl. No.	Appl. No.	Name
1	16110208255	KANTA PRASAD SAHU

Documents* :-

i)   Please submit the Bank pay-in-slip through which payment has been deposited by you in the State Bank of India if the fee has been paid through cash mode;
OR

ii)   If you have paid the fee through debit /credit card or though internet banking or authorized State Bank of India then please send the copy of your debit/credit card statement or Bank Account Statement as the case may be. On receipt of any representation against above rejection, process for revival of application will be initiated.
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UNION PUBLIC SERVICE COMMISSION
ADDENDUM – NOTICE TO CANDIDATES

Reference Union Public Service Commission's :

(i) Advertisement no. 14/2018, Item No. 01, Vacancy No.18071401428, published on 28.07.2018 with the closing date of submission of Online Applications being 23:59 Hrs. on 16.08.2018 for Recruitment to 01 Post of Administrative Officer in Central Sheep Breeding Farm (CSBF), Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture and Farmers Welfare.

(ii) Advertisement no. 18/2018, Item No. 01, Vacancy No.18091801422, published on 22.09.2018 with the closing date of submission of Online Applications being 23:59 Hrs. on 11.10.2018 for Recruitment to 08 Posts of Administrative Officer in Border Roads Organisation (BRO), Ministry of Defence.

The Commission has decided to conduct a COMBINED COMPUTER BASED RECRUITMENT TEST (CBRT) for short-listing the candidates for interviews for the above mentioned posts **on 11.08.2019 (SUNDAY)) (FORENOON SESSION) from 09:30 AM to 11:30 AM.   (CANDIDATE'S REPORTING TIME AT EXAM CENTRE IS 08:00 AM)** as under :

Centre of Test	Centre Code
Bhopal	04
Kolkata	06
Delhi (including NCR)	08
Dispur (Guwahati)	09
Chennai	12
Nagpur	13
Lucknow	26
Jammu	34
Port Blair	37

NOTE-I: INTIMATION ABOUT VENUE OF THE COMPUTER BASED RECRUITMENT TEST WILL BE COMMUNICATED TO THE CANDIDATES IN DUE COURSE.

NOTE-II: CBRT AND INTERVIEW CARRIES A 75:25 WEIGHTAGE FOR CANDIDATES SHORTLISTED THROUGH THE COMPUTER BASED RECRUITMENT TEST AND THOSE WHO QUALIFY IN THE INTERVIEW

NOTE-III: NO REQUEST FOR CHANGE OF TEST CENTRE WILL BE ENTERTAINED.

I.   Scheme of the Test:

(a)   The test will be of two hours duration.
(b)   All questions will carry equal marks.
(c)   The test will have objective type questions with multiple choices of answer.
(d)   The questions in Part A of the syllabus will be set in English only and the questions in Part B of the syllabus will be set both in English and Hindi.
(e)   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.
(f)   The Test will carry a maximum of 300 marks.

II.   Syllabus of the Test:

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3.   General Mental Ability.
4.   General Science.
5.   Computer Awareness & Basic knowledge of office automation software such as WORD/EXCEL .
6.   Office Management and Procedure.

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