

INSTRUCTIONS TO FILL THE RESPONSES IN THE OMR ANSWER SHEET

- Candidate must write his name in **BLOCK letters** in the box provided in the top of the answer sheet using **BLUE/BLACK BALL POINT PEN** only, for example

ANANT KUMAR

- Candidate must write his roll number in the box printed on the top.
- In box no.3 write the booklet series number i.e. the series number on the question paper i.e. either A or B or C.
- The booklet series A or B or C, as given on the question paper (to be provided in the examination hall) must be written in the prescribed box.
- Candidate must put his **signatures** in the box provided in the omr answer sheet.
- Do not write anything in the box provided for invigilator signatures.
- Each answer sheet must be signed by the invigilator in the space printed in the OMR answer sheet and invigilator has to codify the booklet series i.e. either A or B or C as per the question booklet provided to each candidate.
- Ensure that candidate has written his roll number in the prescribed rectangle, for example if roll number is 912008 or 910103 then candidate must write it as example given below, at sr.no 9(a), 9(b), respectively.
- Encoding of roll number must be in the provided format, for example

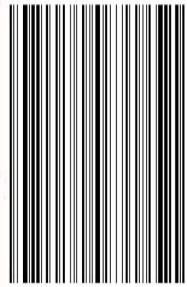

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- Only one response to be selected & marked. In case more than one response is marked for a single question or no response is marked for a question, no marks will be given for that question.
- While marking the answer in the answer sheet candidate should darken the circle corresponding to the choice in full with blue or black ball pen only and no part of the circle should be left unfilled.
- Erasing or changing of answer is not allowed.
- Do not use HB pencil or Gel Ball Pen. Only blue or black ball pen must be used for marking responses.
- Rough work not be done on the OMR answer sheet.
- There is no **negative marking** for wrong answers.
- Candidate mark answer/responses only on the OMR answer sheet given to the candidate in the examination hall.
Responses marked on the test booklet or any paper other than the answer sheet shall not be examined for which the candidate himself will be responsible.
- Do not fold or file or tag or pin-up or staple OMR answer sheets.

P.T.O.....

H.P. PRISONS & CORRECTIONAL SERVICES DEPARTMENT

RECTANGLES AND CIRCLES TO BE FILLED IN BLUE / BLACK BALL POINT PEN ONLY.

NAME OF THE CANDIDATE (IN BLOCK LETTERS)		ROLL NUMBER	BOOKLET SERIES																																																																		
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17	A	B	C	D	47	A	B	C	D
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27	A	B	C	D	57	A	B	C	D
28	A	B	C	D	58	A	B	C	D
29	A	B	C	D	59	A	B	C	D
30	A	B	C	D	60	A	B	C	D

DO NOT WRITE IN THIS AREA

SAMPLE