

GUIDELINES FOR QUESTION PAPER SETTER (for 70% & 100% quota)

1. As per existing instructions, the PHOD/CHOD of the Department concerned will set the question paper. As per IREM para 204.2, the question paper for the written examination should have a practical bias, i.e. it should be designed to test the ability of candidates to tackle the practical problems they are likely to face rather than their theoretical knowledge.

1.1 Written examination will consist of 'ONE PAPER' with maximum marks of 100 and qualifying marks will 60. The distribution of marks will be as under:

(a) Technical subject including official language policy	: 70 marks
(b) Establishment and Financial rules	: <u>30 marks</u>
Total	: 100 marks
Qualifying marks	: 60 marks.

Best amongst failure scheme for candidates belonging to reserved categories (ST/ST) will be applicable for non-safety category posts only.

1.2 10% marks of total marks allotted marks will be on the subject of Official Language Policy and Rules, which will not be compulsory to attempt.

1.3 In terms of RBE No. 53/2019 dated 19.03.2019, the written examination for selections against 70% quota shall have 100% objective type Multiple Choice Question only, each question will carry equal marks. In the English as well as Hindi versions of Question papers, every question should have four options numbered as A, B, C, D (only Capital letters) and answers to such questions by the candidates should invariably be given in Capital Letters.

1.4 Since questions on the subject of Official Language Policy and Rules will not be compulsory to attempt, it is suggested that Question Paper should consist of 110 questions and two blocks of 10 questions should be made. Question numbers 101 to 110 (10 questions) should be on Official Language and Question numbers 91 to 100 on Technical subject. Candidate may attempt either question numbers 91 to 100 or 101 to 110. If candidate attempts questions of both blocks (91 to 100 and 101 to 110), such answers will not be evaluated. Suitable instructions should be given on question paper for this. A sample of answer sheet is also enclosed.

1.5 To ensure the authenticity of the answers to Multiple Choice Questions, no corrections of any type (viz. Cutting, overwriting, scoring off a ticked answer & ticking another answer, erasing, modifying the answer in any way) will be permitted. Zero marks will be awarded in such cases of corrections.

1.6 There shall be negative marking for incorrect answers. One-third of the marks allotted for each question will be deducted for every wrong answer.

2. Paper should be bilingual (Hindi and English).

3. It is the duty of the question setter to keep the question paper secret till the Conducting Officer in the examination hall opens it. All precautions should be made to keep the papers secret while Xeroxing/typing/ translating etc.

4. The question setter should sign on each page of question booklet.

5. The required number of question papers should be kept in sealed cover and be handed over to the Dy. CPO/Gaz. after taking proper receipt with time, date, place and clear signature.

6. It is duty of question setter to hand over the model answers to the evaluator to facilitate him while checking the answer books quickly and correctly through Dy. CPO/Gaz.

7. The question setter should remain in the examination hall at the beginning of examination for any clarification regarding question papers.
