

Himachal Pradesh Public Service Commission
Himachal Pradesh Administrative Service Competitive
(Main) Examination-2023
(Instructions to Candidates)

The candidate must read the following instructions. Failure to observe any instruction will render him / her liable to such action as the Commission may deem fit to take under the facts and circumstances:-

Note: Examinations conducted by the Himachal Pradesh Public Service Commission come under the purview of Himachal Pradesh Prevention of Malpractice Act, 1984.

1. H.P. Administrative Service Competitive (Main) Examination is being conducted by the H.P. Public Service Commission for all provisionally admitted candidates who have been declared qualified in Preliminary Examination.
2. The date sheet for the H.P. Administrative Service Competitive (Main) Examination-2023 is as under:-

Sr. No.	Date of Exam	Subjects	Timings
1	13-12-2023	English Hindi	09:00 AM to 12:00 Noon 02.00 P.M. to 05.00 P.M.
2	14-12-2023	Essay	10:00 AM to 01:00 PM
3	15-12-2023	General Studies-I	10:00 AM to 01:00 PM
4	16-12-2023	General Studies-II	10:00 AM to 01:00 PM
5	17-12-2023	General Studies-III	10:00 AM to 01:00 PM
6	18-12-2023	Optional-I	10:00 AM to 01:00 PM
9	19-12-2023	Optional-II	10:00 AM to 01:00 PM

Note:
No candidate shall be admitted to the Examination Hall/ Room after scheduled time of the commencement of the Paper. No candidate will be permitted to leave the examination Hall until the expiry of full time of examination.

3. The scheme of Main examination is already mentioned at Sr. No. K. of the advertisement No. 6/5-2023 dated 18-05-2023 (available on the official website of the Commission) of H.P. Administrative Service Competitive Examination-2023.
4. No candidate shall be considered to have qualified the written examination unless he/she obtains atleast 40% marks in each compulsory papers of Hindi and English and 45% marks in the aggregate (excluding compulsory papers of Hindi & English).
5. The marks obtained in the Compulsory Papers of English and Hindi will not be counted for overall ranking though it would be necessary to obtain 40% marks in each of these papers to qualify.

- 6. The candidate shall enter the examination Hall / Room 30 minutes before the scheduled time for the commencement of the Examination. The Question- Cum-Answer Booklet / Answer Booklet will be supplied to him/her by the Invigilator 05 minutes before the actual time prescribed for the commencement of the paper.**
- 7. The candidate must write his Roll No. and other details only in the space provided in the Question-cum-Answer Booklet/Answer Sheet. Do not disclose your identity in any manner such as by writing Roll No., Name, Mobile Number, Address etc inside the Question-cum-Answer Booklet/Answer Sheet.**
- 8. The candidate shall not bring any article such as loose paper, books, notes, programmable calculators, slide rules etc. into the examination hall/ Room. He / She is also not permitted to carry pager, mobile phone or any other type of gadget / electronic device in the Examination Hall / Room. Any infringement of these instructions will entail disciplinary action including ban from future examinations.**
- 9. Candidates are advised not to bring any valuables / costly items in the examination hall / room, as safe keeping of the same cannot be assured. Commission will not be responsible for any loss in this regard. The candidates are allowed to carry only permitted examination articles i.e. Pen / Pencils / Admit Cards / Identity Proof / Copies of Photographs.**
10. Use of Scientific (non-programmable type) calculators is allowed and if considered necessary may be brought by candidates. Programmable type calculators are, however, not allowed in this examination.
11. The candidate who has disability of 40% or more and is not in position to read or write shall have the discretion of opting for his / her own scribe/ reader by making prior request in writing along with disability certificate issued by the competent medical board in support of his/ her claim to the Controller of Examination 07 days before the examination/test. Such candidate who will avail the assistance use of scribe/reader shall be given 20 minutes per hour, compensatory time.
12. You have been provisionally admitted to appear in H.P. Administrative Service Competitive (Main) Examination-2023 is being conducted by the Commission from 13-12-2023 to 19-12-2023 and your candidature is liable to be rejected if you are found to be ineligible for the above mentioned Main Examination at any stage of the selection process or thereafter. No representation against such rejection will be entertained by the Commission.
13. Your admission to this Main Examination is purely provisional. The candidate should ensure that they fulfill all eligibility conditions for admission to Main Written Examination. The admission letter does not imply that your candidature has finally been approved / cleared by the Commission or that the entries made by you in your online application for the Main examination have been accepted by the Commission as true and correct.
- 14. No candidate shall be admitted to the Examination Hall/ Room after scheduled time of the commencement of the Paper in each session. No candidate will be permitted to leave the examination Hall until the expiry of full time of examination.**

15. You should bring your e- admit card downloaded from the website of the Commission in the examination centre. The candidate should paste self attested latest passport size photograph on the admission letter-cum-identity card in the space provided for the purpose. No candidate will be allowed / entertained to appear in the Examination without his/ her e- admit card with photograph. Discrepancy, if any, in the e- admit card be brought to the notice of the Commission.
16. You are responsible for safe custody of e- admit card and that, in the event of your e-admit card being used by any other person for securing admission to this examination, the onus lies upon you only to prove that you have not procured the services of an impersonator.
17. The candidate should note that his/her 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.
18. Smoking and taking tea is strictly prohibited inside the examination Hall / Room.
19. The candidate must abide by the instructions as may be given by the Centre Supervisor / invigilator of the examination.
20. The candidate will furnish such necessary and correct information as may be asked for, from him/ her in the examination hall by the Invigilator/ Deputy Supervisor/ Centre Supervisor.
21. While going to the toilet the candidate should turn his/her Answer Book / Question- Cum-Answer Booklet upside down.
22. The candidate must cross the page(s) left blank in his/her Answer Book / Question- Cum-Answer Booklet or Supplementary Answer Book, as the case may be, after attempting the last question during the allotted time in each paper of examination. All parts of a question should be attempted at one place.
23. Category claimed by you in your online application as well as shown in your e- admit card will not be allowed to be changed after the conduct of the Examination.
24. Re-evaluation or rechecking of Answer Book / Question- Cum-Answer Booklet is not permissible nor the Commission enter into correspondence in this regard.
25. No candidate shall go outside the examination hall / room for any purpose, whatsoever, without prior permission of the Centre Supervisor.
26. No candidate shall go to the toilet during the last 10 minutes of the examination.
27. The candidate should note that he / she should not stand near or loiter in and around the examination Hall / Room after being permitted to leave on conclusion of the examination in each session.

28. A candidate is allowed to appear only in the examination centre allotted to him / her.

29. No T.A / D.A. will be paid for appearing in the Competitive Examination.

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Secretary,
H.P. Public Service Commission.