

**COVID-19 Guidelines for Paper-II for the post of Office Assistant,  
Pharmacist, Stenographer, Senior Assistant (Regular) and Junior  
Assistant (Regular and Contract)**

**The candidates for all the examinations should follow the following preventive measures looking into the covid-19 norms of Govt. of India:**

1. No candidate shall be allowed to enter the premises without proper face- masks.
2. The candidates may also bring their own gloves and face shield for better protection of COVID-19.
3. After examination, the candidates should not dispose off their used masks, gloves and face shields within the institute premises.
4. The candidates can carry drinking water in transparent water bottles. **NO DRINKING WATER WILL BE SUPPLIED TO THE CANDIDATES.**
5. The candidates must also bring a small bottle of sanitizer to sanitize their hands frequently.
6. All candidates will be thermally scanned at the entrance of the institute and if their body temperature is found above normal, they should wait for 10 mins in shade and have another thermal scanning done. If still the candidate is found to have high temperature, the case will be reported to the Exam coordinator.
7. Any personal belongings like, mobile phones, calculators, smart watches, pouches, carry bags, food items, etc. are **not allowed in the examination hall**. If brought, these items should be kept at a proper place as directed by the authorities at the candidate's own risk. The institute will not be responsible for any loss or damage to their belongings.
8. The candidates should maintain at least 2 yards of social distancing from each other as prescribed by the Government.