

**Instructions for the Candidates – Downloading Admit Card and General Guidelines for the Written Exam for CMD(OG) Recruitment**

1. All eligible candidates are being sent Admit Cards in original through Registered/ Speed Post to their address of correspondence as mentioned in their initial application form.
2. If candidate finds any discrepancy in the address, only then, they can take a color print out of admit card from the website <https://erecruitment.andaman.gov.in> and present same along with affixed passport size clear photograph along with proofs for identity, address (Aadhaar Card) and Date of Birth (X or XII Marksheet) to verification desk at the examination venue.
3. In order to access Admit Card, Candidate is required to feed his aadhaar number (as mentioned in the application form) on the website <https://erecruitment.andaman.gov.in> (link provided on the website [www.andaman.gov.in](http://www.andaman.gov.in)). On erecruitment portal, admit cards can be accessed from "Admit Card" command button on the top right side of the website.
4. All candidates are hereby advised to make necessary arrangements to reach examination venue in time to avoid rejection of entry due to late reporting.
5. No candidate will be permitted to enter after the Gate closing time under any circumstances or reasons.
6. Candidates should invariably bring following at the time of reporting for the examination: -
  - (a) Call letter.
  - (b) At least one valid photo bearing identity proof in **ORIGINAL** with clear photograph. Eligible photo identity proofs such as Passport, Aadhaar Card, Driving License, Voter's ID Card, PAN Card, Ex-Servicemen Discharge Book issued by Ministry of Defence, PwBD certificate issued by the Competent Authority, if claiming the relaxation under PwBD category, any other Photo Identity Proof issued by Central Govt./ State Govt. (Ration card and Learners Driving License will not be considered as valid Identity proof).
  - (c) Face mask.
  - (d) Hand sanitizer (small transparent bottle).
  - (e) Printout of COVID-19 Self Declaration Form provided with Call letter.
  - (f) Black Pen, Pencil, Eraser and pencil sharpener and **Writing Board**
7. No candidate would be allowed to enter the Exam Venue, without identity verification and he/ she will be allowed to leave the examination venue only after the completion of examination.
8. Candidate shall be permitted to appear in the exam only at the venue as specified in the call letter.
9. Candidates are not allowed to carry any personal belongings including electronic devices, mobile phone and other material such as watches, books, pens, paper chits, Bluetooth devices, headphones, pen/buttonhole, spy cameras, calculator etc. are strictly prohibited inside the examination venue. If any such item is found in the possession of a candidate in the examination hall, his/ her candidature is liable to be cancelled and legal/

criminal proceedings could be initiated against him/ her. He/ she would be also liable to be debarred from appearing in future examinations of the Indian Navy as per extant rules.

10. Candidates must strictly adhere to instructions and orders issued by the conducting staff at Examination venue i.e. Provost/ Invigilators etc.

11. Eligible PwBD candidates are entitled for compensatory time of 20 minutes per hour and assistance of scribe. Candidates opting for the own scribe must note that the qualification of the scribe should be one step below the qualification of the candidate else same will be disqualified to give the examination. Such candidates shall be required to submit details of the own scribe in proforma placed at attachment. In addition, the scribe has to produce a valid ID proof (as per the list given at para-3) in original.

12. One eyed candidates and partly blind candidates, who are able to read the normal Question Paper set with or without magnifying glasses who wish to write/ indicate the answer with the help of magnifying glasses, will be allowed to use the same during the Examination and will not be entitled to a Scribe, such candidates will have to bring their own Magnifying Glass to the Examination venue.

13. Candidates should check Answer sheets carefully and bring the discrepancies, if any, to the notice of the Invigilator before the examination.

14. You are to make your own arrangement for lodging, boarding and transportation for attending the test at Port Blair. No arrangement will be made by the recruitment officials.

15. Taking away the Question Paper/ Answer sheet from the examination hall is **Not Permitted**.

16. No Candidate should adopt any unfairmeans, or indulge in any unfair examination practices.

17. Though arrangement will be made to maintain Social Distancing, candidates are advised to follow COVID-19 guidelines strictly, even while travelling to appear for the examination. In case any candidate develops any symptoms similar to that of COVID-19 they should refrain from attending the examination and follow the isolation as per MHA guidelines on COVID-19.

18. If you are selected the place of initial posting will be at Naval Units in A&N Island under the administrative control of Headquarters, Andaman & Nicobar command.

**For any assistance please call – 03192-248511**