

THE GAUHATI HIGH COURT AT GUWAHATI

(THE HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL PRADESH)

No. HC.XXX VII-47/2013/4034 /R.Cell Dated Guwahati the 14th day of June, 2013

From: Sri Raktim Duarah
Registrar (Admin.)-cum-In Charge, Recruitment Cell
Gauhati High Court, Guwahati-1

To: **The District & Sessions Judges, Goalpara / Dhubri / Kokrajhar / Bongaigaon / Barpeta / Nalbari / Darrang, / Udalguri / Sonitpur/ North Lakhimpur / Dhemaji / Dibrugarh / Tinsukia / Sivasagar / Jorhat / Golaghat / Nagaon / Morigaon / Karimganj / Hailakandi/ Cachar.**

Sub: Guidelines for conducting examination and collection & return of exam materials in connection with Direct Recruitment of Staff in the Establishments of Subordinate Judiciary, Assam.

Sir / Madam,

With reference to the subject cited above, I am directed to inform you that the Hon'ble High Court has been pleased to hold written examination (Objective type) in connection with direct recruitment of staff in the establishments of all the Subordinate Judiciary in the state of Assam on **30-06-2013 (Sunday) from 11.00 am to 1.00 pm.**

For smooth conduct of the examination, the district Judge shall ensure the following:-

a) depute one Judicial officer who shall reach the Recruitment Cell, Gauhati High Court positively **on 28-06-2013** at 11 A.M to collect exam materials with an official vehicle having capacity to carry one relatively big Trunk containing materials such as question papers, OMR answer scripts, attendance register, sticker for seat pasting, instructions to invigilators and other related exam materials from the recruitment Cell, Gauhati High Court.

b) In view of certain anomalies noticed in the seat plan forwarded by few examination centres, all the District Judges and examination In-Charge are requested to **arrange pasting of the sticker containing roll numbers** as prepared and forwarded by recruitment cell under the direct supervision of one judicial officer nominated by district judges so as to avoid any confusion in conducting examination.

c) The assigned judicial officer shall ensure that the **Room Numbers of respective venues** are prominently displayed in front of control room or wherever convenient as well as at the entrance of every room enabling the candidates to find out their allotted Rooms. The officer shall also ensure that **the room layout of the respective venues are to be prepared by the concerned examination centre In-Charge much before so as to display it prominently near the entrance of the examination centre.**

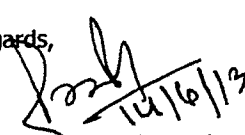
d) After holding examination **on 30-06-2013** the district Judges are to return the answer scripts (OMR Sheets both used and unused) after checking/rechecking with attendance register in separate packets supplied by High Court along with other exam materials to the Gauhati High Court latest by **02-07-2013** for completing the remaining works of evaluation of answer scripts and declaration of results etc. by High Court.

The Judicial Officers entrusted for collection and return of exam materials will be treated as on duty and will be entitled to T.A. /D.A. as admissible under the rules.

If any further clarification/communication is required in this regard, please contact Joint Registrar (Recruitment), Gauhati High Court over phone No.0361-2733661 & 9435355651.

I, therefore, request you to do the needful at your end please.

Regards,


Registrar (Admin.)-cum-In
Charge, Recruitment Cell
Gauhati High Court

Enclosed: As stated above.

Memo No. HC.XXX VII-47/2013/4035-4037 /R.Cell Dated Guwahati the 14th day of May, 2013

Copy to:

1. System Analyst for uploading in the official website of Gauhati High Court immediately.
2. CA to Registrar General, Gauhati High Court.
3. Order File.