भारतीय खाद्य निगम
FOOD CORPORATION OF INDIA

मुख्यालय
नई दिल्ली
Headquarters
New Delhi

१६-२०, बाराखम्बा लेन, नई दिल्ली-११०००१, दूरभाष-४३५२७६९७, ४३५२७६९८
16-20, BARAKHAMBA LANE, NEW DELHI-110001, PHONE : 43527697, 43527698

CALL LETTER FOR ONLINE RECRUITMENT EXAMINATION FOR CATEGORY II POSTS (PHASE - I)

(With reference to Advertisement No. Advt. No.02/2022-FCI Category-II published in Employment News on 03.09.2022)

Post applied for : MANAGER (GENERAL)
REGISTRATION NO.: 2170107063
ROLL NO. : 1621002982
EMAIL ID: gagandeep68749@gmail.com
NAME AND ADDRESS :
GAGANDEEP V N
8 BRUNDAVANANILAYA
OLD PATAKI GODOWN BUILDING
HEGGANAHALLI
BENGALURU URBAN
KARNATAKA
560091

Zone applied for: SOUTH ZONE
VENUE CODE: 13065
VENUE OF EXAMINATION:
ION DIGITAL ZONE IDZ THIGALARAPALYA MAIN ROAD
SPRING SOLUTIONS 47/1 11TH CROSS BALAJI NAGAR PEENYA
2ND STAGE BENGALURU 560058
PWBD: NO
Scribe assistance opted from FCI as per Application: NO
Own Scribe Assistance Opted As Per Application : NO

Login ID : **1621002982**
Password :**75533254**

DATE OF EXAMINATION: **17/12/22 Saturday**
REPORTING TIME :**08:00 AM**

Category : **GEN/UR**

PLEASE AFFIX YOUR RECENT PASSPORT SIZE COLOUR PHOTOGRAPH & SIGN ACROSS

Madam / Sir,

With reference to your Application for the above recruitment, you are hereby admitted provisionally to the online examination on the date and time at the venue mentioned above. **Please bring this call letter with your recent photograph affixed thereon, photocopy of the ID proof stapled with call letter and same currently valid Photo identity proof in original. - THIS IS ESSENTIAL. This call-letter alongwith photocopy of photo identity proof duly stapled together are to be submitted at the end of exam by putting it in the designated drop-box. Currently valid photo identity proof may be PAN Card/Passport/Permanent Driving Licence/Voter's Card with photograph/Bank Passbook with photograph/Photo Identity proof issued by a Gazetted Officer on official letterhead alongwith photograph/Photo Identity proof issued by a People's Representative on official letter head alongwith photograph/Valid recent Identity Card issued by a recognized College/University/Aadhaar Card/E-Aadhaar Card with a photograph/Employee ID in original/Bar Council Identity card with photograph. Please Note - Ration Card and Learner's Driving License will NOT be accepted as valid ID proof for this purpose.** You must report at the examination venue 30 minutes before the time as printed on this call-letter. Candidates reporting later than the time mentioned above will not be allowed to appear for the online examination. The candidates will not be allowed to leave the examination hall without the permission of the test administrator.

Handwriting Sample (to be copied from screen as instructed)

Left Thumb Impression (in the presence of the invigilator at the time of examination)	Candidate's Signature (To be signed in the presence of the invigilator at the time of examination)	Invigilator's Signature (Candidate's signature and left thumb impression obtained in my presence and photograph verified by me)

IMPORTANT: Your photograph affixed on the call letter should match the one uploaded in the online application form, failing which you may not be allowed to appear for the examination. Registration at the exam venue will be done by photo capture. Photo captured will be matched with the photo uploaded by you in the application (as printed in the call letter). You must NOT change your appearance from the photo uploaded by you. Your signature should tally with the signature uploaded. In case of

discrepancy, you will not be allowed to appear for the examination.

Candidates coming without stipulated currently valid photo ID card <u>in original</u> (bearing exactly same name as given above) and photocopy of the same ID proof stapled with the call letter will not be allowed to take the test. Photo ID should be valid as on the day of exam. Please note that your name as appearing on the call letter (provided by you during the process of registration) should exactly match the name as appearing on the photo identity proof. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof you will not be allowed to appear for the exam.

The examination will be conducted online. You will be required to enter USER ID and Password to enter the On-Line exam site. Please ensure that your name and other details which will subsequently appear on the screen are correct. Disclosure of User ID & Password to third party shall be at the risk & responsibility of the candidate. In case of discrepancy, please inform the Invigilator.

➢ Please print & read the attached instructions from next page carefully. This (Call-Letter) is a computer generated document & does not require signature.

INSTRUCTIONS

1. The examination will be conducted online. You will be required to enter Login ID and Password to enter the On-Line exam site. Please ensure that your Name and other details which will subsequently appear on the screen are correct. In case of any discrepancy, please inform the invigilator.

2. **You are required to bring this call letter along with photo affixed thereon and currently valid photo identity proof in original and photocopy of the photo identity proof. Please note that your name as appearing on this call letter (provided by you during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof you will not be allowed to appear for the exam. In case of candidates who have changed their name will be allowed only if they produce Gazette notification/their marriage certificate/affidavit.**

3. **An Information Handout giving information about the type of examination is available on the website of FCI htttp:/fci.gov.in. Please download the Information Handout and study it carefully.**

4. Candidates should put their Left Thumb Impression <u>clearly</u> and sign in the respective space provided on the call-letter in the presence of the invigilator.

5. Ball point pen and rough sheets will be provided at the venue. Candidates should not bring any stationary items such as pens, pencils, erasers, sharpeners etc. to the exam venue.

6. The candidates applying for the examination should ensure that he/she fulfills the eligibility conditions for admission to the examination. The admission at all stages of the examination for which he/she is admitted viz online test will be purely provisional, subject to his/her satisfying the eligibility conditions. If on verification at any time before or after the online test, it is found that the candidate does not fulfill any of the eligibility condition, his/her candidature for the examination shall stand cancelled without any notice or further reference. <u>Hence, the candidate is provisionally permitted to appear for the online test.</u> Issue of this call letter for the online test <u>neither constitutes an offer of employment with FCI nor</u> does it confer any right of Acceptance of candidature and should not be construed as an acknowledgement of fulfilling the eligibility criteria.

7. **Candidates will have to appear for the online examination at their own cost.**

8. **Your responses (answers) will be analysed with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted in this regard, it is inferred/concluded that the responses have been shared and scores obtained are not genuine/valid, your candidature may be cancelled and/or the result withheld.**

9. **You should reach the examination venue 30 minutes before the reporting time as printed on this call-letter. Candidates arriving late will not be permitted to appear for the on-line examination.**

10. Use of books, notebooks, calculators, watch calculators, pagers, algorithm tables, mobile phones, scanning devices, any electronic gadget etc. is not permitted in this examination. Candidates are advised not to bring any of the banned items including pagers to the venue of examination as safety arrangement cannot be assured. Any candidate found resorting to any unfair means or malpractice or any misconduct while appearing for the examination including giving/receiving help to/from any candidate during the examination will be disqualified. **The candidate should be vigilant to ensure that no other candidate is able to copy from his/her answers. After AarogyaSetu status display at the entry gate, candidates will be required to switch off their mobile phones, and deposit it at the designated location, to be collected while exiting. In case a candidate does not have smart phone, he/she will have to bring in a signed declaration to this effect (declaration is provided along with this Call Letter) and show the same to the Security Guard at the entry into the exam venue. (If candidate is availing services of a scribe, then Scribe should also follow the same instructions).**

11. Any request for change of post/date/session/centre/venue will not be entertained.

12. You may please note that this call-letter does not constitute an offer of employment with FCI.

13. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to their selection/recruitment shall be considered as DISQUALIFICATION.

14. Please note that a candidate is allowed to appear only once in the online examination. Multiple appearance in online examination will result in cancellation of candidature. In case more than one call letter has been generated, candidates are advised to appear only once on the date and at the time mentioned on the respective call letter. All other call letters are to be surrendered.

15. The possibility for occurrences of some problem in the administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problem, which may include the conduct of another examination if considered necessary. Decision of the test conducting body in this regard shall be final. Candidates not willing to accept such change shall lose his/her candidature for this exam.

16. Anyone found to be disclosing, publishing reproducing, transmitting, storing or facilitating transmission and storage of test contents in any form or any information therein in whole or part thereof or by any means verbal or written, electronic or mechanical or taking away the papers supplied in the examination hall or found to be in unauthorised possession of test content is likely to be prosecuted.

17. Persons with Disabilities (PwBD) should contact the Test Centre Administrator of the test venue at least 30 minutes before the time of examination for assistance in seating, if needed.

18. The Govt. of India, Ministry of Social Justice & Empowerment OM F. No. 34-02/2015-DD-III, dated: 29th August, 2018 provides that "*In case the candidate is allowed to bring his own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking examination*." Accordingly, the PwBD candidates using the

assistance of their own Scribe must ensure that the qualification of Scribe is one step below their qualification. **In case it is found that the qualification of the Scribe is equivalent to or higher than the qualification of the candidate, his/her candidature shall be summarily rejected. Eligible PwBD candidates using their own Scribe in the examination are required to submit" Scribe Declaration Form' as per Annexure-F given in the detailed advertisement, on the day of examination at Examination Venue.**

19. **Scribe shall be provided to only those candidates who have opted for the same in the Application form.** PwBD candidates appearing in the examination who are eligible for scribe and have opted for assistance of Scribe from FCI in their application form, may contact the FCI Regional Office of the State well in advance, in which their Examination Centre is situated, so as to meet the scribe **two days** before the examination to check and verify whether the scribe is suitable or not. The address & email ids of FCI Regional Offices are available on FCI website i.e. http://fci.gov.in/contactUs.php.

20. All the candidates with benchmark disabilities who are eligible for availing the facility of scribe will be allowed additional time of 20 minutes per hour as compensatory time whether they use the facility of scribe or not.

21. **In case discrepancies, if any, regarding the candidate's particulars in this Call letter should be reported at http://cgrs.ibps.in latest by one week before the scheduled exam date.**

22. **Please read instructions related to Social Distancing mode of Exam given on next page.**

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SOCIAL DISTANCING MODE CONDUCT OF EXAM RELATED INSTRUCTIONS

1. **Candidate is required to report at the exam venue strictly as per the time slot mentioned in the Call Letter. Late comers will not be allowed to take the test.**

2. **Mapping of 'Candidate Roll Number and the Lab Number' will NOT be displayed outside the exam venue, but the same will be intimated to the candidates individually at the time of entry of the candidate to the exam venue.**

3. Items permitted into the venue for Candidates

    Candidates will be permitted to carry only certain items with them into the venue.

    a. **Mask (WEARING A MASK is COMPULSORY)**

    b. **Personal transparent water bottle (Candidate should bring his / her own water bottle)**

    c. **Personal hand sanitizer (50 ml)**

    d. **Exam related documents (Call Letter and Photocopy of the ID card stapled with it, ID Card in Original.)**

    e. **Call Letter should be brought with the Photocopy of the Photo ID stapled with it. Original ID (same as Photocopy) is also to be brought for verification. The name on the ID and on the Call Letter should be exactly the same.**

    f. **In case of Scribe Candidates - Scribe form duly filled and signed with Photograph affixed.**

    No other Items are permitted inside the venue.

4. **Candidate should not share any of their personal belonging/material with anyone**

5. **Candidate should maintain safe social distance with one another.**

6. **Candidate should stand in the row as per the instructions provided at venue.**

7. **If candidate is availing services of a scribe, then scribe also should bring their own Mask, sanitizer (50ml) and transparent water bottle. Wearing a mask is compulsory. Both candidate and Scribe will require to be wearing Mask.**

8. **A Candidate must have AarogyaSetu App installed on his mobile phone. The AarogyaSetu status must show candidate's risk factor. A candidate/scribe will have to display this status to the Security Guard at the entry into the exam venue. In case a candidate/scribe does not have a smart phone, he/she will have to bring in a signed declaration to this effect (declaration is provided along with this Call Letter) and show the same to the Security Guard at the entry into the exam venue. Candidates/scribe with Moderate or High Risk Status on AarogyaSetu App will not be allowed entry. In case any of the responses in declaration suggest COVID 19 infection/symptoms, the candidate will not be permitted inside the exam venue. (If candidate is availing services of a Scribe, then Scribe should also follow the same instructions).**

9. **After Aarogya Setu status display at the entry gate, candidates/scribe will be required to switch off their mobile phones, and deposit it at the designated location, to be collected while exiting.**

10. **All candidates (and Scribe, if applicable) will be checked with Thermo guns at the entry point for temperature. In case, any person is observed to be having above normal temperature (> 99.14° F) or displaying any symptoms of the virus, they will not be allowed entry into the venue.**

11. In candidate registration:

    a. **Candidate registration will be done through photo capture. Photo captured will be matched with the photo uploaded by you in the application (as printed in the call letter). You must NOT change your appearance from the photo uploaded by you.**

    b. **Photograph will be taken while candidate is standing.**

    c. **Seat number will be given to the candidate.**

12. Rough sheet, call letter and ID proof management

    - **Rough sheet(s) kept at each candidate desk will be used by candidate.**

    - **Candidate must follow the instructions related to dropping the call letter with the ID proof copy in the boxes provided at the exit of lab/venue while leaving or at the designated place. Those candidates who avail the services of Scribe should submit Scribe form also along with the Call Letter and ID proof copy**

    - **Candidate must drop the rough sheets, call letter, ID proof copy in the boxes provided at the exit of lab/venue mandatorily while leaving or at the designated place indicated by Exam officials.**

13. Post Examination Controls

    - **On completion of examination, the candidates should move out in an orderly manner without crowding as instructed by the venue staff.**

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We are concerned about your health, safety & hygiene. In the interest of your well-being and that of everyone at the venue, you are requested to declare if you have any of the below listed symptoms by using a ✓ (Yes, I have) or ✘ (No, I do not have).

Self-Declaration

Cough ☐

Fever ☐

Sore Throat / Runny Nose ☐

Breathing Problem ☐

Body Ache ☐

I have NOT been in close contact with a person suffering from Covid 19 and am NOT under mandatory quarantine.

I may be subject to legal provision/action as applicable for hiding any facts on Covid 19 infections related to me and causing health hazard to others.

I am aware FCI has taken measures as per advisories of Government of India related to norms of social distancing and sanitization at the Examination Venue.

I'm asked to fill this Self-Declaration, since I do not have "Aarogya Setu" App on my mobile phone.

I'm certifying that I've NOT tested Positive for the Corona virus or identified as a potential carrier of the COVID-19 virus.

Candidate Name : _____

Candidate Roll No : _____

Date of Exam : _____

Exam Venue Name : _____

Signature of Candidate : _____

(In case candidate is using Scribe Services and Scribe does not have Aarogya Setu App, Self-Declaration Form is to be filled by the Scribe also).