



**HCM Rajasthan State Institute of Public Administration**

Jawaharlal Nehru Marg, Jaipur-302 017.

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No: F.11 (18) RIPA/ Exam/RAS/Institutional/2018-20/15781-90

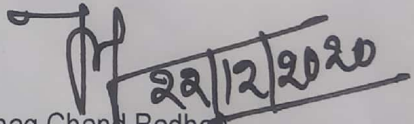
Date : 22/12/2020

**Office Orders**

Officers of RAS (Batch-2019) Institutional Exam December, 2020 are advised to follow the Instructions given below during their Institutional Examination to be conducted from 28<sup>th</sup> -30<sup>th</sup> December, 2020 (in 2 sessions) to stay safe in view of COVID-19 Outbreak :-

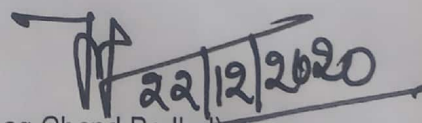
- All Examinees will report directly to Room No. 17, 18, 27 and 34 Patel Bhawan at 9.00AM to ensure their Exam related formalities. Examinees are requested to wear the ID Cards issued by the Department. Crowding at the entrance is not allowed.
- Thermal Scanning of each candidate would be done outside the exam rooms & Examinees are requested to sanitize their hands before entering the exam room. Touch free hand sanitizer machine is also placed at entrance.
- Occupy the designated seat in the allotted room (copy enclosed) wherein your name/roll number is mentioned.
- You can Carry your own Water Bottles & Lunch. Coupons for packed Lunch will be available at the counters outside the Patel Bhawan.
- Additional packed drinking water facility will also be available outside your exam room.
- Carry your own mask & hand sanitizer (small size).
- Maintain Social Distancing & avoid forming groups inside the campus. Examinees are requested to keep the interaction bare minimum amongst themselves at the campus.
- No Visitors are allowed inside the campus.
- Vehicles to be parked in the parking slots outside the Patel Bhawan only. Not to park your vehicles at any other place in the Campus.
- No movement is allowed towards Nehru Bhawan. Keeping in mind the COVID pandemic, you are requested not to undertake any unnecessary visit.
- Examinees are requested to have their meal on the designated table in the room. Packed Lunch will be distributed inside the room, for those opting for coupons.
- Consult a Doctor immediately if you feel Sick, Medical Facility is also available inside the campus.
- Examinees are requested to ensure that they do not have any Covid symptoms.

Please ensure that all guideline of the COVID-19 pandemic are strictly followed.

  
(Dr. Bhag Chand Badhar)  
Additional Director (Admn.)

Copy forwarded to the following for information and necessary action :-

1. PS Director General, HCM RIPA, Jaipur
2. PS Additional Director General, HCM RIPA, Jaipur
3. APS Additional Director ( Adm.), HCM RIPA, Jaipur
4. Joint Director (Admn.), HCM RIPA, Jaipur
5. OIC Campus/Hostel, HCM RIPA, Jaipur
6. Care Taker Cell, HCM RIPA, Jaipur
7. All Examinees, RAS Institutional Exam 2020
8. Guard file.

  
(Dr. Bhag Chand Badhar)  
Additional Director (Admn.)