

## **ANDHRA PRADESH PUBLIC SERVICE COMMISSION: VIJAYAWADA**

Qualifying test in “proficiency in office automation with usage of computers and associated software” conducted by APPSC.

### **GENERAL INSTRUCTIONS**

**To the 24 candidates as per the list hosted on commission’s website on Date:  
10/05/2018**

#### **GR-II Recruitment – Notification No: 18/2016**

1. The candidates have to report 30 minutes before commencement of qualifying test, to record their biometric impression on biometric system and then only they will be permitted to occupy their allotted seats.
2. The candidates are not allowed to bring any electronic devices such as mobile / cell phones calculators, tablets, IPAD, Blue tooth, pagers, electronic watches pens pencils etc., to the examination hall.
3. Candidates are expected to behave in orderly and disciplinary manner and are prohibited from communicating, consulting or conversing with others causing disturbance and adopting agitation tactics.
4. The candidates should bring their original main hall ticket and I.D Proof and after getting verified they are allowed to the computer lab. Bring two passport size photos, if the photo on hall ticket is not clear.
5. The total Duration of the test is 30 Minutes and the candidates should not leave the examination hall till expiry of the full time.
6. Candidates trying to use unfair means shall be disqualified. The penal provisions of Act 25/97 published in the AP Gazette no 35 part-IV-B Extraordinary Dt.21.08.1997 shall be invoked if malpractice and unfair means are noticed at any stage of examination.
7. Any infringement of the above instructions shall entail disciplinary action on the candidate which may include debarment from appearing any of future tests of APPSC.

8. Violation of any of the instruction may lead to invalidation besides penal action. Rules of punishment are governed by the Regulation PME notified vide Go.Ms.No. 385 GAD (Ser-A) Dept., Dt.18.10.2016 with regard to Malpractice/Misbehavior in the examinations conducted by the APPSC is also applicable. For details, candidates shall refer to the G.O av
9. ailable on website of APPSC.
10. Vide G.O. Ms. No.134 &133 ,dt12/05/2014 ,the candidates of direct recruitment applied for certain post codes as notified in the recruitment should qualify the test to get appointment to the said post.
11. At the end of the examination, a zip file of the folder shall be created and mailed to [secy.appsc@gmail.com](mailto:secy.appsc@gmail.com) . The time taken for mailing would not be counted as part of the examination time.