

## INSTRUCTIONS TO CANDIDATES

1. The written examination for the post of Sub Inspector of Excise and Excise Inspector shall be held as per the schedule detailed below:

Post	Paper	Date	Timings
Sub-Inspector of Excise	Paper – I	17/11/2013 (Sunday)	10:00 a.m. to 01:00 p.m.
	Paper - II		03:00 p.m. to 05:00 p.m.
Excise Inspector	Paper – I	24/11/2013 (Sunday)	10:00 a.m. to 01:00 p.m.
	Paper – II		03:00 p.m. to 05:00 p.m.

2. Candidates are advised to report atleast one hour before the scheduled time of commencement of the examination and not later than half an hour after commencement of the examination. Candidates reporting later than half an hour from commencement of the examination shall be debarred from appearing for the examination.

3. The sitting arrangement and examination hall allotted to the candidate shall be displayed on the Notice Board outside the examination centre. Candidates are advised to note down their Seat Number allotted to them (as displayed on the website) and verify their sitting arrangement, and proceed to the examination hall allotted.

4. Mobile Phones, Calculators or computing devices and other electronic gadgets are strictly prohibited inside the examination hall.

5. Only blue ink / ball pen is to be used for writing the answers. Black lead pencil may be used for drawing figures, diagrams and graphs. Use of any other colour pencil / pen is strictly prohibited.

6. Disclosing of identity on the answer book (except in the space provided) in any form is strictly prohibited.

7. **The candidate shall produce a Photo Identity Proof to the Competent Authorities before entering the examination hall and during the examination.**

The following photo identity documents shall be permitted as proof of identification, viz. -

- (i) Valid Passport;
- (ii) Valid Driving Licence;
- (iii) Electoral Photo Identity Card (EPIC);
- (iv) Aadhar Card / Letter or UID Enrolment Receipt;
- (v) Passbook of Nationalised / Commercial Banks or Post Office having photo affixed duly signed by the designated Bank / Postal Authority;
- (vi) Valid Photo Identity Card issued by the employer or State / Central Government or the recognised educational institution where the candidate is working or studying as the case may be;
- (vii) Valid Residence Certificate issued by the Competent Authority on which the photo is affixed duly stamped and signed by the issuing authority;
- (viii) PAN card;

**NOTE:** The candidate is required to carry along a photo copy of the proof of identification (duly self attested in the presence of the Invigilator/Supervisor) alongwith the original proof of identification. It may be noted that only one amongst the above referred documents shall be accepted as proof of identification.

**The candidate shall**

8. Enter Seat number and other particulars in the space provided on main answerbook and supplement.
9. Verify that Supervisor has signed in the appropriate space in the main answerbook and also the supplements.
10. Not be allowed to leave the examination hall during the first one hour and also the last 15 minutes of the examination.
11. Not indulge in any malpractices like:
  - i. Carrying written material into the examination hall;
  - ii. Communicating in any manner with other candidates in the examination hall;
  - iii. Passing slips of paper, answerbooks or supplements to other candidates;
  - iv. Impersonating another candidate;
  - v. Attaching currency notes to the answerbook;
  - vi. Copying from another candidate or helping another candidate;
  - vii. Leaving the examination hall with answerbook without submitting it to the supervisor;
  - viii. Causing disturbances in the examination hall by any means or modes of action.
12. Abide by the rules of discipline and conduct.
13. Stop writing on the answerbook after the ringing of the final bell.
14. Not leave the seat till all answer books are collected by the Supervisor.
15. For the information of the candidates, the scheme and syllabus for the examination has been notified by the Government vide Notification No. CE/1/5/2012-13/EST/94 dated 12/04/2013, is reproduced as under :

(a) **Pattern of examination for direct recruitment to the post of Inspector of Excise** shall be as under:

Subject	Maximum Marks allotted	Minimum qualifying marks
<b>Paper (I)</b> <b>Duration:- 03 hours</b> <b>Paper type: Subjective (80%) &amp; Objective (20%)</b>  <u><b>English and General Knowledge</b></u> a) Report Writing b) Comprehension c) Précis d) Business Communication e) Essay / Composition f) Grammar g) General Knowledge	<b>100</b>	<b>50</b>
<b>Paper (II)</b> <b>Duration:- 02 hours</b> <b>Paper type: Objective (100%)</b>  <b>Reasoning Ability / Mental Ability &amp; Aptitude:</b> To ascertain how well the candidate can think. It contains questions of various kinds. It will be partly verbal, that is based on or is related to figures and drawings as well as non verbal <b>Quantitative Aptitude:</b> to ascertain how quickly the candidate is in working at numerical calculations. There may be some graphs and tables in this test. These questions will be related to topics on Number System, HCF, LCM, Simplification, Decimal Fractions, Ratio and Proportions, Percentage, Time and Distance, Time and Work, Profit and	<b>100</b>	<b>60</b>

<p>Loss, Averages, Simple and Compound Interest, Mensuration (2D and 3D), Algebra, Data Interpretation etc.</p> <p><b>General Awareness:</b> to ascertain a candidates' general awareness of environment around him and its application to society. The questions will be designed to test the candidate's knowledge of the current events and of such matters of everyday observation and experience as may be expected of an educated person, including topics on Life Sciences, Chemistry, Physics, etc. There may also be questions on Geography &amp; History of Goa and India, culture heritage, freedom struggle etc.</p>		
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(b) **Pattern of examination for direct recruitment to the post of Sub Inspector of Excise** shall be as under:

Subject	Maximum Marks allotted	Minimum qualifying marks
<p><b>Paper (I)</b>  <b>Duration:- 03 hours</b>  <b>Paper type: Subjective (80%) &amp; Objective (20%)</b></p> <p><b>English and General Knowledge</b></p> <p>a) Report Writing  b) Comprehension  c) Précis  d) Business Communication  e) Essay / Composition  f) Grammar  g) General Knowledge</p>	100	50
<p><b>Paper (II)</b>  <b>Duration:- 02 hours</b>  <b>Paper type: Objective (100%)</b>  <b>Reasoning Ability / Mental Ability &amp; Aptitude:</b> To ascertain how well the candidate can think. It contains questions of various kinds. It will be partly verbal, that is based on or is related to figures and drawings as well as non verbal  <b>Numerical Ability:</b> to ascertain how quickly the candidate is in working at numerical calculations; so as to test the ability of arithmetical computation of whole numbers, decimals and fractions and relationship between numbers. The questions would be based on arithmetical concepts and relationship between numbers and not on complicated arithmetical computations  <b>General Awareness:</b> to ascertain a candidates' general awareness of environment around him and its application to society. The questions will be designed to test the candidate's knowledge of the current events and of such matters of everyday observation and experience as may be expected of an educated person, including topics on Life Sciences, Chemistry, Physics, etc. There may also be questions on Geography &amp; History of Goa and India, culture heritage, freedom struggle etc.</p>	100	60