



Speed Post

राष्ट्रीय सीमा शुल्क, उत्पाद शुल्क एवं नार्कोटिक्स अकादमी
भारत सरकार, वित्त मंत्रालय, राजस्व विभाग
नासेन कॉम्प्लैक्स, सैक्टर-29, फरीदाबाद-121008

NATIONAL ACADEMY OF CUSTOMS EXCISE & NARCOTICS
Government of India, Ministry of Finance, Department of Revenue
NACEN Complex, Sector-29, Faridabd-121008

फोन /Telephone : 0129-2504652-54

फैक्स / Fax : 0129-2504632

F.NO. VI / ESTT /36 / 04 / 2012 – NACEN /

Departmental Examination for District Opium Officer / Superintendent in Narcotics
Department(CBN) at Gwalior for the year 2015-16. Date of exam. 7,8 , 9, 10, 11 December,2015.

The Departmental Examination for District Opium Officer / Superintendent in Narcotics
Department(CBN) at Gwalior for the year 2015-16 is decided to be conducted as per the following
schedule.

Date/Day	Time	Name of the papers	Total Marks	Remarks
Monday 07/12/2015	1000-1300 hrs 3 hrs	Paper-I International & National Laws of Narcotics	100	Books permitted for item No. 7 to 10 of Board's Notification
Tuesday 08/12/2015	1500-1700 hrs 2 hrs	Paper-III Administration	100	With books except for item No 5 of Board's Notification
Wednesday 09/12/2015	1000-1300 hrs 3 hrs	Paper-II Narcotics Control (Policy & Procedures)	100	Books permitted for item No. 4 to 8 of Board's Notification
Thursday 10/11/2015	1500-1700 hrs 2 hrs	Paper-V Hindi	100	-----
Friday 11/12/2015	1000-1300 hrs 3 hrs	Paper-IV Law	100	With Books
Paper-VI- Viva Voce- The date/time and modalities shall be framed by CBN, Gwalior in consultation with NACEN, Faridabad.				

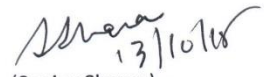
The Board's notification published in gazette of India, Part II Sec. 3, Sub-sec. (i) vide G.S.R.
2017 dated 20/12/2008 on the examination which is an regular annual events is already with CBN,
Gwalior for reference.

The question papers shall be both in English and Hindi. The candidates have the option to
write the answers either in English or Hindi.

Instruction for the examinations

1. The Cadre Controlling Authority shall authorize an officer to be the Supervisor, who will function as the overall in-charge of conducting the examination. He/She will be responsible to maintain secrecy and to conduct the examination in free and fair manner. He is required to select one Invigilator to conduct the exam smoothly and to send by hand / special messenger / speed post to NACEN Hqrs. the answer sheets and the attendance sheets arranged serially according to the allotted Roll No in sealed cover immediately after the examination. On receipt of the sealed outer cover, the authorized officer at CBN, shall open it instantly and then acknowledge by Fax to NACEN on Fax No. 0129-2504632 / 15 or by email on email ID No. nacenfbd.ist@gmail.com the receipt of the five sealed inner envelopes containing the question papers. The five sealed inner envelopes containing the set of question papers must not be opened before five minutes of the beginning of the respective papers as per examination schedule.
2. The work will require the Supervisor / Invigilator to allot Roll Numbers to the candidates, to make the seating arrangement for the officer who will appear at the examination , supply of standard stationery like answer sheets/ books(if with books) etc.
3. The Invigilator and the Supervisor shall maintain confidentiality, impartiality & discipline in conduct of the examination and ensure that any unfair means or cheating is not occurring in and around the examination centre which can give some extra advantage to some and thus prejudicial to others. The whole exercise shall be designed and conducted to do justice to the deserving only. **He / She can cancel the examination of the centre or that of a candidate, if he/she is convinced that any unfair means were used in the examination process. NACEN HQRS. reserves the right to cancel the examination in whole or part or to recommend disciplinary actions against the Supervisor / Invigilator, if required.**
4. The answer sheet shall contain either in printed form or by affixing rubber stamp the following particulars like 1)The Name of the examination, 2) Roll No. 3) Name of the centre, 4) Date & Time of examination, 5) Name of the paper & subject, 6) No of loose answer sheets used, 7) Signature of the invigilator(on verification that all the information are correctly filled in by the candidates), 8) marks obtained, 9) Signature of the Examiner. **The examinations shall be cancelled if the candidates write their names or use any sign / symbols / signatures etc in the answer sheets which will hint the identification of the candidates in any way.**
5. It shall also be notified to the candidates either in printed form or in affixed rubber stamp in the front part of the answer sheet that any attempt to disclose their names / identity and any indulgence of unfair means like copying from unauthorized sources or talking with anybody on the answer clues inside or outside the examination hall at the examination hour or any behavior of the candidates that may be considered to be cheating by the Invigilator / Supervisor , NACEN shall render their examination null and void.

6. The eligibility of the candidates shall be ascertained by the Cadre Controlling Authority and any clarification other than conducting the examination shall not be entertained by this office. Any correspondence on the process/ conduct of examination may be made **with Sh. S.K.Dutta, Assistant Director (Exam) or to Sh. J.R.Meena, Superintendent(Exam), NACEN, Sec-29, Faridabad – 121008, Ph. No – 0129-2504612.**
7. NACEN shall publish the marks obtained by the candidates and the result, as the custodian of establishment records, in consultation with the Recruitment Rules and the instructions, if any in force, granting relaxations to the SC, ST & OBC candidates by the Ministry / Board from time to time, shall be declared by the **Cadre Controlling Authority or anybody duly authorized by CCA** with an intimation to this office for record.
8. The date and time of examination & opening time is also printed on the inner envelops.
9. In case of books **combination of with or without examination**, separate answer sheets shall be issued for writing with-books part and the answer sheets shall be collected first at the beginning of the examination hour and the whole examination hall shall be cleared of the books/written matters in preparation of the without-book part and new answer sheets shall be issued for this without-book part. **Both the with-book and without book-answer sheet of each candidate shall be tagged together. The Invigilator shall sign both the answer sheets in the process of the examination after verification of all entries along with the entries of the words in bold letters 'with-book' & 'without-book', at the top of the answer sheets.**
10. Use and carrying of Mobile phone and any such electronic gadget in or around the examination hall by the candidates is strictly prohibited at the time of examination and shall be treated as adoption of unfair means.
11. Candidates are not allowed under any circumstances to go out of the hall in the first one hour even on completion/submission of the paper and only one person is allowed to be out under reasonable plea after the **first one hour during the examination period.**


13/10/15

(Sanjay Sharan)

Additional Director (Exam)

F.No. VI/ESTT/36/04/2012-NACEN

Dated 13/10/2015

Copy to:-

1. The Assistant Narcotics Commissioner, Central Bureau of Narcotics, 19, The Mall, Morar, Guwalior-474006 for information and taking necessary action please. This is with reference to his request letter vide his F.No. II(12)4/Deptl. Exam/2015-3181 dated 21.09.2015.


13/10/15

Additional Director (Exam)