

U. T. Administration of Daman & Diu
O/o. the Block Development Officer,
District Panchayat Campus, Dholar,
Moti Daman.

No. BDO/DMN/VPS/2016-17/141
FTS :- 193/BDODMN/2016

Dated :- 23/06/2016

NOTICE

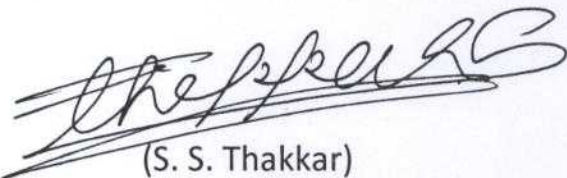
The Examination for the Post of Village Panchayat Secretary is scheduled to be held on 03rd July, 2016 at Shree Machhi Mahajan English Medium School, Nani Daman. The Call letters along with the DATA SHEET for Candidates has been dispatched to the concerned Candidates, the DATA SHEET (with Documents Copies) has to be submitted by 25/06/2016. **The Candidates should keep Admit Card with them, it has been noted that some candidates has sent Admits Card with Data Sheet, such candidates are required to visit BDO Office, Daman to get Duplicate Admit Card.**

The candidates who are unable to submit DATA SHEET on or before 25/06/2016 are required to bring the DATA SHEET (available on Official Website) at the time of Examination along with Self Attested Photocopies (Xerox) of all the Documents i.e. Education, Date of Birth proof, OBC/Domicile etc.

Those Candidates who have already submitted the Data Sheet along with Documents DOES NOT require to bring the Documents at the time of Examination.

All candidates must bring the ID Proof & Admit Card at the time of Examination.

Those Candidates who has not received Admit Card can visit the **O/o. Block Development Officer, Daman** to collect the Admit Card from 27/06/2016 to 01/07/2016 between 10:00 to 17:00 Hours.



(S. S. Thakkar)

Block Development Officer,
Daman.

Encl :- Data Sheet. & Instructions .

To :- The SIO, NIC, Daman to upload on Official Website.

DATA SHEET

(for those candidates who are unable to submit Data Sheet before
25/06/2016, to be brought at the **TIME OF EXAMINATION** along with
Self Attested Photocopies of Documents)

DATA OF CANDIDATE

ROLL NO. _____

Name and Address of Candidate with PIN Code & Telephone / Mobile No.

1. **Date of Birth :-** _____

2. **Age as on 28/12/2015 :** _____

3. **Educational Qualifications :-**

Sr No.	Qualification	Total Marks	Marks Obtained	Percentage	Class /Div / Grade
1.	SSC				
2.	HSC				
3.	Computer Knowledge				
3.	Degree				
4.	Master Degree				
4.	Diploma in Rural Work (if any)				
5.	Other Qualification				

4. Photocopies of the following Documents should be enclosed with this Sheet.

The Candidate should bring the following Documents (SELF ATTESTED) at the time of Examination.






- Educational Certificates i.e. SSC, HSC, Computer Cert., Graduation etc.
- Date of Birth Proof (Birth Certificate / LC / SSC Certificate etc.) Any One of these.
- ID Proof.
- Caste Certificate (OBC), if applicable / claiming.
- Domicile Certificate issued by the Mamlatdar, Daman/Diu.

Note : Computer Knowledge has marks weightage, hence, you are requested to write computer qualifications (in computer knowledge field above), which is highest in order. For example : if candidate has computer certificate of 3 months and also done BCA, then the candidate should mention BCA in computer knowledge.

Signature of the Candidate

INSTRUCTIONS FOR CANDIDATE

1. You are requested to bring the Admit Card by Affixing recent Passport Size Photograph duly self attested. No Candidate shall be allowed inside the Examination Hall without Admit Card.
2. All candidates should remain present in the Examination Hall 30 Minutes before the commencement of the Examination. No Candidate will be allowed to enter the Examination after the 15 Minutes of Commencement of the Examination.
3. No Mobile Phone / Calculator or any other communication devices are allowed inside the Examination Hall.
4. Do not put any sign in any part of the Answer Sheet or else the Answer Sheet / OMR will not be evaluated.
5. Write Your Roll No clearly at place provided in the Answer Sheet.
6. Any Candidate found doing any kind of malpractice, such as copying from other source / Candidate etc. or bringing any type of book or written material in the Exam Hall or found talking to other Candidate will not be allowed to continue the Exam and will be treated as ineligible.
7. (a) Answer Sheet will be in OMR Format.
(b) Mark your answer in appropriate space provided in the answer sheet for the question you are answering by darkening the Oval fully and completely.
(c) Mark should be dark & completely fill the Oval as shown below :-

WRONG	WRONG	WRONG	WRONG	RIGHT
				
- (d) Use Black / Blue Ball Point Pen Only.
- (e) There should be no Stray Marks on the OMR Sheet.
8. The Examination will be of 2 Hours and 15 Minutes Duration, which includes the Para Writing in Hindi and Gujarati Language of 25 Words Each.
9. The Questions will be in English and Hindi Language only.
10. There will be NO Negative Marking.
11. You will be treated as Ineligible, in case you do not fulfill the Eligibility Criteria during the Entire Examination Process.