

NEXT IAS**Ethics Enhancer Test 2024**

(To be filled by candidate)

TEST CODE : EE2403**Test No. : 03**Name of Candidate: SRASIT KUMAR Mobile No.

Roll No. : Start Time End Time.....

Date of Examination: 3/9/24 Medium : English Hindi

Q. No.	Maximum Marks	Marks Obtained
1.(a)	10	
1.(b)	10	
2.(a)	10	
2.(b)	10	
3.(a)	10	
3.(b)	10	
4.(a)	10	
4.(b)	10	
5.(a)	10	
5.(b)	10	
TOTAL MARKS - 100		

Q. No.	Maximum Marks	Marks Obtained
6.(a)	10	
6.(b)	10	
6.(c)	10	
7.	20	
8.	20	
9.	20	
10.	20	
11.	20	
12.	20	
TOTAL MARKS - 150		

GRAND TOTAL -/ 250

EVAL CODE: EVAL DATE:

GENERAL INSTRUCTIONS

- Immediately on receipt of the QCA booklet, please check that this QCA booklet does not have any misprint or torn or missing pages or items, etc. If so, get it replaced by a fresh QCA booklet.
- Candidates must mention all relevant details like Name, Email, Roll No, Mobile, etc. in the space allocated.
- Candidate is expected to attempt all 12 questions within the given timeline.
- Answers must be written in the medium authorized at the time of admission.
- Candidates must write answers for the specific question under the respective question itself. Any answer written outside the space allotted may not be given credit.
- Please write neatly. Avoid illegible writing.
- Do not write/mark irrelevant matters in the QCAB.

सामान्य निर्देश

- QCA पुस्तिका प्राप्त होने पर कृपया तुरंत जांच लें कि इस QCA पुस्तिका में कोई पृष्ठ या सामग्री आदि गलत छपी हुई या फटी हुई या गायब तो नहीं है। यदि ऐसा है, तो इसे एक नई QCA पुस्तिका से बदल लें।
- अभ्यर्थियों को सभी प्रासंगिक विवरण जैसे नाम, ईमेल, रोल नंबर, मोबाइल नंबर आदि का आवंटित स्थान पर उल्लेख करना होगा।
- अभ्यर्थियों से अपेक्षा की जाती है कि वह आवंटित समय-सीमा के भीतर ही सभी 12 प्रश्नों के उत्तर-लेखन का प्रयास करें।
- प्रत्येक उत्तर, प्रवेश के समय चुनी गयी भाषा के माध्यम में ही लिखे जाने चाहिए।
- अभ्यर्थियों को विशिष्ट प्रश्न के उत्तर संबंधित प्रश्न के नीचे ही लिखने होंगे। आवंटित स्थान के बाहर लिखे गए किसी भी उत्तर को क्रेडिट नहीं दिया जाएगा।
- कृपया साफ-सुथरा लिखें। अपठनीय लेखन से बचें।
- QCAB में अप्रासंगिक तथ्यों को न लिखें / न ही चिह्नित करें।

REMARKS:

Student Concerns / Query

1

.....

.....

.....

2

.....

.....

.....

3

.....

.....

.....

Evaluator's Feedback / Response

1

.....

.....

.....

2

.....

.....

.....

3

.....

.....

.....

MARKING SCHEME *

Marks Per Ques	Below Average	Average	Above Average
10 Marks	Below 3.00	3.00 - 3.75	4.00 and above
15 Marks	Below 4.50	4.50 - 5.75	6.00 and above

* Subject to change without prior notice.

IMPORTANT QR CODES



Topper's Copy



Common mistake and Correct Filled QCAB



Copy Scanner App



Next IAS Test Centre Location

MACRO COMMENTS

The Purpose of evaluation@nextias.com is to provide constructive suggestions on 'How to improve Answer Writing and thereby score better marks.

STRENGTHS OF THE CANDIDATE

AREAS OF IMPROVEMENT



IMPROVEMENT SUGGESTIONS

13
1(a)

Political leaders are often indulged in biased manner for political advantage & securing their "vote banks".

No, I don't think they are ethically justified:

1) Utilitarian Approach guides for maximum welfare of people. When politicians are working of their communities, utilitarian ethics are violated.

Ex. > Politicians should ensure social & economic upliftment for all & not just their communities.

(2) Deontological Approach: declares the

duty of politicians towards all citizens & not just certain few.

Ex) Politicians take "oath to" "serve India" & not their community.

3. Virtue Ethics : fosters impartiality, fairness, love to all. Partial behaviour violates virtue ethics.

Ex) Schemes like MGNREGA target SC/ST/women more, and not a certain community.

Thus, political bias for vote bank is not justified by any schools of ethics.

Q(6)

Human beings make decision making on the basis of their virtues, duty & consequences.

However, when intuition comes in play virtue ethics is considered most suitable.

1. Virtue guide conscience: which ~~are~~ plays role in quick decision making.
2. Virtues are more permanent: to humans, as duty & consequences may change.
↳ Bring uniformity in intuition.
3. Virtues are learnt by observation: which allows us to replicate the desired results from past.

Ex) In honesty had led to positive results in past, its high possibility human would show honesty in future decisions.

However, deontological & consequentialist theorists also play role in intuition:

- 1.) Helps a person approach a problem multidimensionally: reassures the virtue decision making.
- 2.) Helps in predicting future and take pragmatic decisions.
- 3.) Helps a person uphold law & utility: when making decision.

Thus, although intuition & virtue both are internal & most important in decisions, duty & consequences also influence intuitive decision making.

2(a)

Formal codes are external documents that guide behaviour of civil servants at work place.

Five ethical attributes are →

1. Impartiality: in service delivery & decision making for welfare of maximum people.
2. Integrity: to stay away from corrupt practices.
3. Efficiency: as civil servants are often required to work under heavy workload.
4. Transparency: to ensure the public trust is intact in governance.
5. Dedication to service: "Nishtha" towards serving the nation

and citizens.

II. They can be developed by:

1. Better education curriculum: which fosters tolerance, integrity
2. Incentivise performance: fosters efficiency & dedication.
3. Training & Capacity enhancement: to ensure efficiency & transparency in administration.
4. Increase role of civil society organisations: to ensure transparency, integrity & efficiency.
5. Better role models

Civil servants thus needs to be ethically intelligent for proper disposal of duty.

2cb)

Public servant, due to their different roles have various responsibilities:

- (1) Political Responsibility: responsibility & accountability towards government & ministers.
- (2) Professional Responsibility: is towards one's department, and the citizens who a public servant is required to serve.
- (3) Personal Responsibility: is towards one's family, parents, friends. It is common to almost all individuals irrespective of their position.

In case of conflict, I would prioritise professional responsibility above all:

1. Better justice to duty is done if a public servant remains committed to professional responsibility as per John Rohr in his book "Ethics for Bureaucrats"

Ex) Civil servant must not indulge in partial behaviour, which may be pressurised by political class.

2. Impartiality & Objectivity are fostered if a public servant ~~doesn't~~ keeps his personal responsibility separate from professional one.

Ex) Public servant must award a tender to the most deserving bidder, and not to one's friend or family member.

Professional responsibility allows one to impart duties efficiently, fairly, impartially and compliant with law of the land.

3CV

Act of conscience in civil service refers to an action that is based on one's conscience or inner compass.

① Act of conscience is not influenced by conduct rules or law, but by one's virtues.

② Such act may be in conflict with duty or even consequences.

Ex ^{Extra use} ~~Discussion~~ of food grains meant Midday meal for starving families in an area.

↳ It is against duty, as grains are being used for unintended purpose.

↳ However, it is an act of conscience, based on love, empathy

II. Basis of acts of conscience could be:

1. Feelings & compassion as per Bentham influence our ethical decision making.
2. Care ethics approach by Gilligan takes precedence over deontological ethics.
3. Courage to follow one's conscience.
4. Respect for human dignity: as the conscience won't allow its violation.
5. Indian values like Prema (Love), Ahimsa (non-violence), Satya (truth).
↳ These values ensure that no person's ~~is~~ human rights are violated.

Acts of conscience in civil services make them more human as opposed to Weber's Impersonal bureaucracy.

3 (b)

Educational institutions like schools & colleges are the most important institutions for ethical decision making after family.

I. Role of Educational Institutions.

Positive.

1. Teamwork is fostered in group projects.
2. Respect for rules & authority: through uniform, school timings
3. Tolerance: as schools have children from all social backgrounds.
4. Efficiency & hardwork: to pass exams, complete projects.

Negative.

1. Cheating: due to focus on marks over education is taught.

2. Bullying: also is learnt in schools.

II. Effectiveness of current educational paradigms

↳ Current scenario is not very effective because:

1. Marks based education is promoted & not value-based.

2. School teacher's absenteeism: fosters corrupt behaviour in children.

3. Sometimes, caste discrimination is also observed. This reduces tolerance.

4. Teachers are partial towards good students, fostering anger & mistrust in weaker students.

New Education Policy, 2020 focuses on value education is step in right direction

4(a)

Administrators have persuasion as a key role in their jobs to change mindset of people & foster good practices.

I. Ethical Challenges during persuasion to promote social & health interventions

1. Against traditional practices: when modern health interventions are included.

Ex: Thousands of years old traditional practices are lost to modern interventions.

2. Against diversity & pluralism: as similar interventions are enforced on a nation wide level.

Ex: Uniform Civil Code is said to be threat against tribal cultural practices.

3. May lead to alienation of some sections of society & a pushback against schemes

Ex. Tribals may feel modern education would alienate their young people

4. Arrogance & impatience on part of administrators could lead to resistance

5. Poor service delivery after intervention would discourage ~~tribals~~ ^{people}

Ex. No water in taps despite promise could lead revert back to old practices by villagers.

Ethical challenges needs to be resolved by participatory, inclusive interventions and empowerment of rural people.

4(b) Right to Information is a fundamental right under Art. 19 of constitution.

I. Impact of RTI on ethical accountability.

Positive

1. RTI allowed more transparency by allowing citizens to seek information.
2. More caution on part of civil servants during decision making
3. Fairness & Impartiality is increased due to scrutiny in processes like contract allocation, project completion.

Negative.

1. Lack of political will in appointing Information Commissioner has reduced its impact.
2. Frivolous RTI Applications has led to huge pendency

II. Effectiveness of RTI

1. It uncovered scams like Commonwealth scam, 2G scam, Coal scam.
2. It increased transparency in recruitment processes & discrepancies in exams.
3. It tried to make public ~~servi~~ office more accountable to people.

However it has also:

1. Lead to policy paralysis: as civil servants are reluctant to take innovative steps
2. Increased red tapism: and follow of extensive procedures.

RTI act as a sunshine act has played role in uncovering scams, but few challenges has reduced utility over-the years.

5(a)

Public administrations have a duty to maintain high quality service delivery to ensure the welfare of people is done effectively.

I. Ethical implications

1. Deontological mandate: as duty is the foremost parameter in ethical decision making,
2. Uphold human dignity: as often the beneficiaries are very vulnerable
3. Efficiency & dedication to service. is maintained by high quality service delivery.
4. Reduce corruption: stopping misutilisation of public funds.
5. Participatory governance & inclusivity is increased.

II. Probity influences efficiency & responsiveness by:

1. Professional Uprightness: ensures that professional duties towards marginalised are fulfilled.
2. Personal integrity: reduces corruption, ensuring effective service delivery.
3. Accountability & Transparency to beneficiaries is increased.
↳ This also increases responsiveness towards marginalised people.
4. Feedback & bottom-up approach: increases inclusivity & pragmatism during service delivery.
↳ makes it more targeted.

Probity is necessary to maintain highest standards of public administration.

5(b)

Corporate governance is the set of mechanisms & rules^{by} which corporates ~~are~~ function.

I. Role of regulatory frameworks

Regulatory frameworks like CSR rules, waste management rules, tax & compliance norms are applicable on corporates.

①. They maintain ethical standards by encouraging accountability & transparency. They also ensure sustainability & principle of no-harm through above rules. Public trust is also upheld due to institutions like SEBI, CCI

② However, often fraudulent practices are found despite such frameworks.

Bribery, corruption & political-corporate nexus are seen. Financial statements rigging & unfair practices to show more profits are observed by corporates.

II. Change in Framework for ethics & innovation.

1. Participation from various stakeholders: corporates, civil society organisations, citizens in formulation of policies.
2. Learn from global best practices: like EU, US to ensure ethical innovation.
3. Sandbox technique: by applying policies in a small area to judge its impact
corporates are necessary for nation's development, but not at the cost of citizen's rights & national sovereignty.

(6a)

J.S. Mill in the quotes show a disparity between consequentialist & virtue ethics.

Desires, are based in pleasure & greater good. These desires drive a man to be corrupt. But as per Mill, ~~the~~ desires are not the root cause of ill behaviour, ~~it~~ it is the weakness in conscience.

If a person is a man of integrity, no matter how big the hedonistic pleasures & desires are, he would never indulge in corrupt practices. On the other hand, even if the pleasures are too

small, a man with poor conscience would indulge in it. ~~Heavens~~

Ex. Despite being presented with an opportunity to earn billions, Vaghebo (CEO of Merck) released a ~~drug~~ life-saving drug for Africa at very less prices. On the other hand, an alcohol addict would indulge in drinking despite diminishing pleasure.

However, in cases of extreme necessity, even men of conscience falter. If a person hasn't eaten for too long due to poverty, he may indulge in stealing for his survival.

Desires, in general are just temporary & men of conscience would always place it below virtues.

6(b)

Dr. Ambedkar through this quote explains the components of a just society.

According to the quote, a just society is one with tolerance, benevolence & a sense of respect towards others.

He explains that ascending sense of reverence for others would provide the voice to even most disadvantaged sections of the society.

Reduction in contempt would dilute the boundaries a society has divided itself into. It would reduce hate towards each other & increase tolerance.

Creation of a compassionate society means a society based on love. As per Schopenhauer, compassion is the root of all ethics.

So, when a society's ethics are based on compassion, respect and tolerance the society would be called just.

In contemporary scenario, it means respect for all people in our society, reduce contempt based on caste, religion & gender needs to be mixed with an already present Indian ethos of love. This would create a just society as envisioned by Dr. Ambedkar.

6(c)

Mahatma Gandhi by this quote emphasises on the value of Humility.

According to him, no human is perfect and does everything right.

But as long as one is ~~mind~~ mindful of his limitations, he can function well in society.

Arrogance in one's wisdom & strength however is disastrous. Hitler's Germany was a strong nation, but arrogance ~~was~~ while attacking Russia led to its demise. He was not wise enough & looked

humility about his limitations.
He also failed to ~~to~~ learn from
mistakes of others as Napoleon
had made the same mistake
in a century ago.

Keeping one's ego in
check & the belief that one
can always learn something
should be what drives a man.
Confidence in one's ability can
do wonders, but overconfidence
would surely lead to perils.

7

This case shows a situation where health of civilians is impacted, but solution measures are opposed by workers.

(a)

Q Issues in the situation

Social Issues

1. Poor health of civilians
2. ~~low~~ Threat of loss of jobs of workers.
3. Disrupt life of workers

Economic Issues

1. No enough funding for PSU
2. Lack of emphasis on safety measures.

Environmental Issues

1. Pollution has led to loss of plants & animals.

2. Untreated wasteful discharge of effluents.

Ethical Issues.

1. Poor living conditions is issue of corporate governance
2. Protest from workless, but factory is causing human dignity issues

(b)

Options available

1. Allow the plant to continue at old location: this would continue production, but health & environment challenges would persist.
2. Continue with relocation: would see losses & stopped production in short run, but would be safer for people & workers.

3. Meet with workers and assure them high speed & cheap transport through buses. They can also ~~so~~ explain the long-term implications of the presence of unit near their houses. I ~~was~~ ~~they~~

(C)

How to prioritise health?

Following steps should be taken in light of option 3 above:

1. Consensus building: by explaining workers the impact on healths of their families.

2. Assure better connectivity, from PSU's buses. 30 km transit should only take 1-1.5 hr extra on round trip. Thus, health here take priority with respect to transit time.

3. Engage Civil Society organisations to explain & convince workers.

Ethical Principles

- ① Compassion & tolerance: in dealing with workers.
- ② Persuasion & attitude change
- ③ Respect for human dignity & health, which is violated currently.
- ④ Inclusivity in decision making
Workers may be less aware about the impact of the unit, and it is the duty of officers to explain it to them.

8.

This case is related to bid rigging in public office, and maintaining accountability to ~~pro~~ citizens.

(a)

Ethical Issues

1. Bid rigging & collusion: would have led to corruption in department
2. Lacksaidical approach: of director to not take up any action despite information.
3. Erosion of Public Trust: due to bid rigging.
4. Lying & ~~not~~ not taking responsibility: is being encouraged by senior to reduce any punishments

5. Transparency & accountability in investigation could be compromised if information is withheld.

(b)

Potential Ethical & Professional Consequences

Ethical Consequences

1. Dishonesty: by concealing information
2. Protect oneself despite mistake
3. Lack of dedication to service, as probity is affected.
4. Reduced transparency

Professional Consequences

1. If the act of concealing information is revealed later, it may lead to stricter punishment.

2. Despite no active part in rigging, in future, I would be accused of being a party.
3. May lead to suspension, retrenchment ~~or~~ or even imprisonment.

(C)

In this situation, I would tell my superior that I would divulge the information & he should also do the same.

I would use Kant's Deontological approach and Utilitarian approach.

① Deontology : declares that one should be dedicated to duty.

↳ Despite earlier lapse in duty, it is still the right thing to own up for one's mistake.

2. Utilitarian approach: which would require protection of self. I would still divulge the information as consequence of getting caught after concealing information is far too grave.

In both cases, despite mistake one should own it, to avoid any further erosion of ethics.

9

This case poses a dilemma between adherence to duties vs accepting a benevolent ~~self~~ action, but it led to misutilisation of funds.

a)

Issues Involved

1. Social Issues

(a) Lack of education facility for students.

2. Governance Issue

(b) Lack of separate funds for promotion of education.

3. Economic issue

↳ Diversion of funds may lead to extra funds needed for roads.

↳ May reduce the quality of road made in less funds.

4. Ethical Issues

- (a) Dedication to duty of audit officer may be questioned if he ~~let~~ doesn't take any action.
- (b) Misappropriation of fund by DM by using his discretion.

(b)

Audit officer needs to balance his duties to government vs his larger duty to humanity & community. He should balance it by:

1. Thorough investigation of money used ~~to~~ in school construction to ensure no embezzlement.
2. Talk to local community: if the school was actually required.
3. Talk to DM: and ask him

for detailed account for diverted funds.

According to me, Utilitarian Approach should be followed here -

Once the Audit Officer verifies that no corruption took place, and the school has actually ~~improved~~ improved education standards,

he can let it go. Utilitarian approach ~~is~~ strives for maximum welfare for maximum number of people, and it was fulfilled in this case.

(C)

Consequences for misallocation of funds:

1. DM could be suspended & action can be taken against him.

2. lesser funding for projects for
district, as such funds used
for school would be considered
excess.

3. However, this may also increase
awareness about poor education
facilities in the district.

Yes, Audit officer needs to think
about all scenarios as if he
outrightly ~~is~~ reported without any
investigation, it would lead to
problems for DM & district as a whole

10
(a)

SP in this case needs to take both short & long term steps to ensure amicable conflict resolution.

⊗) Short term goal

- (1) Reduce human animal conflict
- (2) End protests

long term goal

- (1) Empowerment of tribals to not rely on forests
- (2) Protection of protected areas.

SP should practice patience & pragmatism in dealing with situation. He can ensure goals are met by:

- (1) Meeting tribal communities, and assuring them of alternate

provisions to ensure standards of living.

(2) Talk to civil society organisations to improve trust between tribals & administration.

(3) Talk to State Minister & leaders assuring them of best possible solution, while asking local politicians to not politicise the issue.

(b)

Ethical issues include:

(a) Loss of home for tribals

(b) Protection of environment & wildlife is not ~~for~~ fulfilled.

(c) Politicisation of issue by local politicians.

(d) Vote bank politics by minister as he sees tribals as their voters.

(e) Human Dignity issues as tribals would lose access to their land, home, economic subsistence

Ethical Dilemmas

Respect for environment and protection under law is in conflict with the rights of tribals. Moreover soft handedness on tribals would lead to no punishment from minister, but lead to complication of issue.

(c) Course of SP should be:

- (1) Investigate & seek report on tribals - their lands, food, jobs etc
- (2) Talk to tribals & assure them of alternate avenues to meet

their needs.

- (3) Utilise NGOs to increase trust with tribals
- (4) Request government for alternate land reallocation, poultry & other food producing avenues to ensure food security. Ask for schools & job opportunities for tribals.

This case is similar to one in Arunachal Pradesh where the govt. took above steps to ensure inclusive development

11. (a)

Ethical issues in the situation include:

- (a) Possible misappropriation of funds and corruption
- (b) Dedication to duty & follow orders of seniors.
- (c) Directive that Standard Procedures can be bypassed.
- (d) Expedition of project due to upcoming elections.
- (e) Partisan behaviour by Chief Secretary as he is pressuring due to upcoming elections

Ethical Dilemma here includes dedication to duty & follow orders by chief secretary v/s upholding procedural integrity. One hand the completion would lead to upliftment

of marginalised section, but would mean that corruption in the process continues.

(b) Options available to CDO

- (1) Continue project focussing on completion
- (2) Wait for audit process and investigation of utilization of funds.
- (3) Meetings with both Chief Secretary and Anti-Corruption Unit, trying to explain ~~the~~ each side.

CDO should choose 3rd course of action:

- 1) He should first meet Anti-Corruption unit to understand the exact areas where discrepancies are observed.

2) Next, CDO should convince them to continue those areas of project which are not under suspicion.

3.) After this he should meet Chief Secretary about the situation
↳ explaining that certain portions of projects ~~can~~ need to be stopped.

This approach would also free funds & manpower from various domains of project. Hence, the Anti-Corruption Unit can continue their investigation & at the same time other parts would be expedited due to more resources. This would reduce the need for over stepping procedures in other parts of projects.

(C)

Civil Servants can prioritise by:

- (1) Consult other seniors & seek advice.
- (2) Seek legal advice & know consequences of each
- (3) Meeting with ~~parties~~ authorities to explain situation.

☛ Kant's Deontology should be followed in this case because the domain of situation is completely professional. One should maintain probity to ensure integrity of service delivery remains intact

12(a)

Business ethics issues present are:

(a) Greenwashing by company to portray false environment friendly approach.

(b) Corruption & Nepotism by Chief Scientist

(c) Aggressive campaign to discredit NGO by company

(d) Erosion of public trust both in company & BIS.

(e) Data Fudging by Chief Scientist in report leading to academic & professional disintegrity.

(f) Conflict of Interest: as Chief Scientist has shares in company.

(b)

Steps following steps should be taken to prevent conflict of interest

- (1) Full disclosure of one's assets, ~~increase of it~~ including shares, rental property, real estate etc.
- (2) Disclosure about family members and their positions
- (3) Strict laws in cases of non-disclosure
- (4) Training & clear policy on what constitutes conflict of interest.

In case of decisions where conflict of interest were not declared, immediate retrenchment after investigation should be done.

Stringent provisions are required as regulatory bodies are extremely

necessary to maintain high standards of scrutiny & their integrity should be impeccable.

(c) Companies need to focus on ethical responsibility over pure profit making. Most countries, including India follow mixed economy & believe in ethical & social responsibility. Any violations would lead to strict actions, and profitability would anyway be impacted. They should follow ethical responsibility because:

- (1) Uphold high standards of Corporate Governance
- (2) Showcase responsibility, improving brand image

Ex: Tatas due to their ethicality & philanthropy have strong brand image.

3. Continue customer's trust

4. To avoid actions from government

Corporates need to lead by example in maintaining ethical responsibility, which increasing innovations & profits

Space for Rough Work

Space for Rough Work

IMPORTANT INSTRUCTIONS

CANDIDATES SHOULD READ THE UNDERMENTIONED INSTRUCTIONS CAREFULLY. VIOLATION OF ANY OF THE INSTRUCTIONS MAY LEAD TO PENALTY.

DONT'S

1. Do not write your name or registration no. anywhere inside this Question-cum-Answer Booklet.
2. Do not write anything other than the actual answers to the questions anywhere inside your QCA Booklet.
3. Do not tear off any pages from your QCA Booklet, if you find any page missing do not fail to notify the supervisor/invigilator.
4. Do not leave behind your QCA Booklet on your table unattended, it should be handed over to the invigilator after conclusion of the exam.

DO'S

1. Read the Instructions on the cover page and strictly follow them.
2. Write your registration number and other particulars, in the space provided on the cover of QCA Booklet.
3. Write legibly and neatly. Do not write in bad/illegible handwritings.
4. For rough notes or calculation, the last two blank pages of this booklet should be used. The rough notes should be crossed through afterwards.
5. If you wish to cancel any work, draw your pen through it or write "Cancelled" across it, otherwise it may be evaluated.
6. Handover your QCA Booklet personally to the invigilator before leaving the examination hall.

SPECIAL REQUEST FOR CANDIDATE AVAILING ONLINE FACILITY

1. Scan the QCA booklet properly. We suggest the uses of the app CAM scanner (Scan QR code in page 2) based on our previous experiences.
2. Please scan the QCA booklet in ample light. Copies scanned under moderate light can hamper evaluation quality.
3. Any page/pdf having shadow needs to be rescanned. Please make sure that the pdf that you upload is as clean as possible.
4. **Candidates not using the QCA booklet** must mention their details on the front page. And leave the next page blank for the macro comments. It must be understood that the answer should start from Page no. 3 in of the scanned pdf.
5. Candidates not using the QCA booklet must follow the sequence of the answer as per the question paper.
6. Please check the sequence of the answer and total number of pages in the scanned version. Make sure it is in consonance with the physical version of the same.

महत्वपूर्ण निर्देश

अभ्यर्थियों को निम्नलिखित निर्देशों को ध्यानपूर्वक पढ़ना चाहिए। किसी भी निर्देश का उल्लंघन करने पर दण्डित किया जा सकता है।

क्या न करें-

1. इस प्रश्न-सह-उत्तर पुस्तिका के भीतर कहीं भी अपना नाम या पंजीकरण संख्या न लिखें।
2. अपनी QCA पुस्तिका में कहीं भी प्रश्नों के वास्तविक उत्तरों के अलावा कुछ भी न लिखें।
3. अपनी QCA पुस्तिका से कोई भी पृष्ठ न फाड़ें, यदि आपको कोई पृष्ठ गायब लगे, तो पर्यवेक्षक/निरीक्षक को सूचित करना न भूलें।
4. अपनी QCA पुस्तिका को अपनी टेबल पर न छोड़ें, परीक्षा समाप्त होने के पश्चात इसे निरीक्षक को सौंप देना चाहिए।

क्या करें-

1. कवर पृष्ठ पर दिए गए निर्देशों को ध्यान पूर्वक पढ़ें और उनका सख्ती से पालन करें।
2. QCA पुस्तिका के कवर पृष्ठ पर दिए गए स्थान पर अपना पंजीकरण नंबर और अन्य विवरण लिखें।
3. स्पष्ट और पठनीय तरीके से लिखें। खराब/अपठनीय लिखावट में न लिखें।
4. रफ नोट्स या गणना के लिए, इस पुस्तिका के अंतिम दो खाली पृष्ठों का उपयोग किया जाना चाहिए। रफ नोट्स को बाद में क्रॉस कर देना चाहिए।
5. यदि आप किसी कार्य को रद्द करना चाहते हैं, तो उस पर अपना पेन चलाएं या उस पर "रद्द" लिखें, अन्यथा उसका मूल्यांकन किया जा सकता है।
6. परीक्षा हॉल छोड़ने से पहले अपनी QCA पुस्तिका व्यक्तिगत रूप से निरीक्षक को सौंप दें।

ऑनलाइन सुविधा का लाभ उठाने वाले अभ्यर्थियों के लिए विशेष अनुरोध

1. QCA पुस्तिका को ठीक से स्कैन करें। हम चाहेंगे कि आप स्कैनिंग के लिए कैमस्कैनर ऐप (CAM SCANNER) का प्रयोग करें। (यह कोई प्रमोशन नहीं है)।
2. कृपया QCA पुस्तिका को पर्याप्त रोशनी में स्कैन करें। कम रोशनी में स्कैन की गई पुस्तिकाएं, उनके मूल्यांकन की गुणवत्ता को बाधित कर सकती हैं।
3. स्कैन के दौरान छायी वाले किसी भी पृष्ठ/पीडीएफ को फिर से स्कैन किया जाना चाहिए। कृपया सुनिश्चित करें कि आपके द्वारा अपलोड की गई पीडीएफ यथा संभव स्पष्ट हो ।
4. QCA पुस्तिका का उपयोग नहीं करने वाले उम्मीदवारों को अपना विवरण पहले पृष्ठ पर देना चाहिए और मैक्रो टिप्पणियों के लिए अगला पृष्ठ खाली छोड़ दें। यह समझना चाहिए कि उत्तर स्कैन की गई पीडीएफ में पृष्ठ नंबर 3 से शुरू होना चाहिए।
5. QCA पुस्तिका का उपयोग नहीं करने वाले उम्मीदवारों को प्रश्नपत्र के अनुसार उत्तर के अनुक्रम का पालन करना चाहिए।
6. कृपया स्कैन किए गए संस्करण में उत्तर के अनुक्रम और कुल पृष्ठों की संख्या की जाँच करें। सुनिश्चित करें कि यह उसी के भौतिक संस्करण के अनुरूप है।