

**HIGH COURT OF MANIPUR
AT IMPHAL**

NOTIFICATION

Imphal, the 15th September, 2020

No.HCM/R-5/2019-Estt.(II)Pt./

In view of the COVID-19 pandemic, this is to inform to all the concerned that the Manipur Judicial Service Grade - I Recruitment Examinations conducted by the High Court of Manipur shall follow the Standard Operating Protocol (SOP) annexed as **ANNEXURE – I**.

All the Candidates and the Examination Coordinating Team should follow the SOPs in **ANNEXURE - I** to prevent the spread of COVID-19.

Further, all candidates appearing in the said Recruitment Examination should submit self declaration in the format annexed as **Annexure – II**.

Sd/-
(A. GUNESHWAR SHARMA)
REGISTRAR GENERAL
HIGH COURT OF MANIPUR

Imphal, the 15th September, 2020

Endt. No.HCM/R-5/2019-Estt.(II)Pt./ 13151-62

Copy to:-

1. The Secretary, MPSC, Imphal.
2. The Director of Information & Public Relations, Govt. of Manipur – for the favour of wide publicity.
3. All Jt. Registrars, High Court of Manipur.
4. The Deputy Secretary, MPSC, Imphal.
5. All Deputy Registrars, High Court of Manipur.
6. The Principal Private Secretary to Hon'ble the Chief Justice, High Court of Manipur – for kind information to His Lordship.
7. The Private Secretary to Hon'ble Mr Justice L.S. Jamir, Judge, High Court of Manipur – for kind information to His Lordship.
8. The Private Secretary to Hon'ble Mr Justice Kh. Nobin Singh, Judge, High Court of Manipur – for kind information to His Lordship.
9. The Private Secretary to Hon'ble Mr Justice M.V. Muralidaran, Judge, High Court of Manipur – for kind information to His Lordship.
10. The Private Secretary to Hon'ble Mr Justice A. Bimol Singh, Judge, High Court of Manipur – for kind information to His Lordship.
11. The Private Secretary to the Registrar General, High Court of Manipur
12. The Private Secretary to the Registrar (Judl.), High Court of Manipur.
13. The System Analyst, High Court of Manipur.
- He is requested to upload the same to the Official Website of the High Court of Manipur
14. Concerned File/Guard File/Notice Board.

A. Guneshwar Sharma
REGISTRAR GENERAL
HIGH COURT OF MANIPUR

HIGH COURT OF MANIPUR

Standard Operating Protocol (SOP) for the Manipur Judicial Service Grade – I Written Examination, 2020

- 1) All the candidates have to follow the instructions given in the SOP strictly for the purpose of appearing the examination. The Examination Coordinating Team (including Supervisor, Assistant Supervisor and Invigilator etc.) should ensure maintaining this Examination Protocol/SOP;
- 2) Sanitize the Examination Halls before and after the Examination without fail;
- 3) Candidates entering the Examination premises shall be scanned with Thermal Scanner. If any candidate is found having temperature beyond the specified range ($\geq 99^{\circ}\text{F}$), a separate room shall be allotted to such candidate for appearing the examination. The same shall be informed to the High Court Medical Officer by the Examination Coordinating Team;
- 4) Candidates should submit self declaration that they are not advised for Home Quarantine and are not from a Containment Zone (in the format annexed as **Annexure – II** in the notification no. HCM/R-5/2019-Estt.(II)Pt./13151 dated 15th September, 2020). If they are under Home Quarantine or are from Containment Zone, then they shall be seated in a separate room. Candidates are advised to be free to inform the fact only to the Coordinating Team;
- 5) All the staffs involving in the coordination of the Examination shall be supplied face mask, face shield and hand gloves. PPE shall also be supplied to all Invigilators and other staff who will come in direct contact with the candidates;
- 6) Candidates shall maintain physical distancing of at least 6 feet (2 meters) while in queue for entering/exiting the Examination premises or Hall. Candidates are also advised to strictly follow the social distancing norm;
- 7) All the staffs involving in the coordination of the Examination shall be scanned with Thermal Scanner. If any staff is found having temperature beyond the specified range he/she shall not be allowed to conduct his/her duty and any staff from a Containment Zone or are under Home Quarantine shall not be allowed to enter the Examination premise for duty;
- 8) No other person except the Candidate, Invigilators, and Staffs is allowed to enter the Examination premises where examination is conducting;
- 9) Proper hand sanitizing facility shall be provided in front of the examination hall. All the Candidates and Staffs should enter the Examination Hall only after sanitizing their hands. Hand washing facility shall be available in the washroom;
- 10) All the staffs involving in the coordination of the Examination should also wash their hands and sanitize themselves well before entering the Examination Halls;
- 11) Candidates are advised to reach the Examination Venue at least one hour before the schedule timing of the Examination;
- 12) Candidates should compulsorily wear face Mask in the Examination Halls. Besides, face mask candidates are allowed to wear face shield also;
- 13) Sitting arrangement has to be done as one candidate in one table with a gap of one table between two candidates;
- 14) Coordinating Team should ensure the sanitization of question packets and Answer Booklets;
- 15) Candidates shall be strictly allowed to bring only Admit Card and other required stationeries inside the Examination premises. All other belongings including Mobile phone, bag, book etc. shall not be allowed inside the Examination premises and the Exam Coordinating Team shall not be responsible for safeguarding such items whatsoever;
- 16) Candidates are not allowed to exchange pen, pencil, eraser, scale, drinking water etc. in the Examination Hall;
- 17) Candidates are not allowed to roam around the premises;
- 18) If any problem occurs (related to Health, Declaration of Containment Zone, Restriction in movement due to COVID 19 issue etc.) during the examination it should be brought to the Notice of the Examination Coordinating Team on time.

PARTICULARS

1. Name _____
2. Father's/Husband's Name _____
3. Address _____

4. Contact Number _____
5. Whether you are from a Containment Zone as on 18-09-2020 (Yes/No) _____
6. Whether you are under Home Quarantine as on 18-09-2020 (Yes/No) _____

SELF DECLARATION

I Shri/Smt/Km (Name of the Candidate) _____

do hereby declare that the above information is true to the best of my knowledge and if any of the information given above is found incorrect, I agree with the decision of the Controller of Examination.

Signature of the Candidate