



राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Excellence in Assessment



INFORMATION BULLETIN

**NATIONAL HIGHWAYS AUTHORITY OF INDIA [NHAI]
(NHAI RE-2022)**

FOR

**RECRUITMENT OF DEPUTY MANAGER [FINANCE &
ACCOUNTS] AND JUNIOR HINDI TRANSLATOR**

**DATE OF COMPUTER BASED TEST : 03 APRIL 2022
[SUNDAY]**

GENERAL PROCEDURES/GUIDELINES/INFORMATION

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Sd/-
Senior Director (Exam)
National Testing Agency

Sd/-
DGM (Admn/HR)
National Highways Authority of India

ABOUT NATIONAL TESTING AGENCY (NTA):

The Ministry of Education, Government of India (GOI), has established National Testing Agency (NTA) as an independent, autonomous, and self- sustained organization to conduct efficient, transparent, and international standardized tests in order to assess the competency of candidates. Some of the key objectives of NTA are:

- (i) To conduct efficient, transparent, and international standardized tests in order to assess the competency of candidates for admission.
- (ii) To undertake research on educational, professional, and testing systems to identify gaps in the knowledge systems and take steps for bridging them.
- (iii) To produce and disseminate information and research on education and professional development standards.

ABOUT NATIONAL HIGHWAYS AUTHORITY OF INDIA [NHAI] :

National Highways Authority of India (NHAI) is India's premier highway infrastructure creator entrusted with developing, maintaining, and managing National Highways. It is a statutory body under the administrative control of the Ministry of Road Transport and Highways. NHAI was constituted by an Act of Parliament in 1988 to take over the development and maintenance of the National Highway system from the Central Government, which was responsible for planning, approval of design, estimates, monitoring, etc., of National Highway projects and the state PWDs which executed them. NHAI became operational in February 1995.

1. IMPORTANT INFORMATION AT A GLANCE

Post(s) : Deputy Manager (Finance & Accounts) and Junior Hindi Translator	
Date of Exam	03 APRIL 2022
Mode of Exam	Online (Computer Based Test)
Exam City Intimation	Announced vide Public Notice dated 25.03.2022
Examination Centre	To be announced through Admit Card
Downloading of Admit Cards for written examination	To be announced later through Public Notice on official website.
Display of provisional answer keys on website for inviting objections	
Relevant Website(s)	www.recruitment.nta.nic.in

1. The National Testing Agency (NTA) invited Applications on behalf of National Highways Authority of India (NHAI) for the following Post in NHAI:

- i) DEPUTY MANAGER (FINANCE & ACCOUNTS) (Group-A) in Level 10 of Pay Matrix of 7th CPC (Pre-revised : Pay Band-3 : Rs. 56100-177500/- + Grade Pay of Rs. 5400/-).
- ii) JUNIOR HINDI TRANSLATOR (Group –B) Level 6 of 7th CPC Pay Matrix (Pre-revised: PB-2 Rs. 9300- 34800 with Grade Pay of Rs. 4200/-) with Central DA on Direct recruitment basis in NHA.
- iii) **Mode/Pattern of the exam for the Post of Deputy Manager (Finance & Accounts):**

Post/Stage	Date & Shift	Part/Pattern	Part/Pattern
Deputy Manager (Finance & Accounts)	03/04/2022 Single Day/ Single Shift Total Duration : 09:00 a.m. to 12:20 p.m.	Part-I : Multiple Choice Objective Questions MCQ : 100 MCQs at Degree Level Marks : 100 (1 mark for each question) a. General English b. General Math c. General Knowledge d. Reasoning & Mental Ability	Part-II : Multiple Choice Objective Questions MCQ : 100 MCQs at Degree Level Marks : 100 (1 mark for each question) i. Corporate Accounting ii. Income Tax & Corporate Tax iii. Cost Accounting iv. Practice of Auditing v. Management Accounting vi. Financial Accounting vii. Accrual Accounting viii. Budgeting
<p>i) The CBT test will be conducted in two parts, i.e. Part-I and Part-II. Both parts will carry 100 questions each.</p> <p>ii) Qualifying marks of Part II of CBT will be 30% for General/OBC/EWS candidates, whereas it would be 20% for SC, ST and PWD candidates.</p> <p>iii) There will be negative marks at the ratio of 1:4, i.e. 1 mark to be deducted for 4 incorrect answers (0.25 mark for one incorrect answer).</p> <p>iv) The Examination duration is 3 hrs 20 minutes for attempting Part-I and Part-II both.</p>			

- iv) **Mode/Pattern of the exam for the Post of Junior Hindi Translator [JHT] :**

Post/Stage	Date & Shift	Part/Pattern/Timing
Junior Hindi Translator	03/04/2022 Single Day/ Single Shift 09:00 a.m. to 10:40 a.m.	Part-I : Multiple Choice Objective Questions (CBT) MCQ : 100 MCQs at Degree Level Marks : 100 (1 mark for each question) Duration : 01 Hour 40 Minutes (100 Minutes) Understanding of the languages in English and Hindi; and its literature, correct use of words, phrases and idioms.

		The questions will be of degree level.
i)	The CBT Test will be conducted in one part only which will carry 100 questions. There will be negative marks at the ratio of 1:4, i.e. 1 mark to be deducted for 4 incorrect answers (0.25 mark for one incorrect answer).	
ii)	The shortlisted candidates on merit basis after CBT at the ratio of 1:10 will be called for Translation Test in New Delhi.	
iii)	The date & time and venue for the Test will be communicated in the Call Letter, which will be issued online through the above-mentioned recruitment portal of NTA.	

2. SCHEME OF EXAMINATION / SYLLABUS_ : FOR THE POST OF DEPUTY MANAGER (FINANCE & ACCOUNTS)

Part I (100 MCQs at Degree Level, 1 mark for each question, 100 Minutes Duration)

- a. General English
- b. General Math
- c. General Knowledge
- d. Reasoning & Mental Ability

Part II (100 MCQs at Degree Level, 1 mark for each question, 100 Minutes Duration)

- i. Corporate Accounting
- ii. Income Tax & Corporate Tax
- iii. Cost Accounting
- iv. Practice of Auditing
- v. Management Accounting
- vi. Financial Accounting
- vii. Accrual Accounting
- viii. Budgeting

2.1 QUESTION PAPER(S) MEDIUM : The **Question Paper(s)** will be in English and Hindi.

2.2 SCHEME OF EXAMINATION / SYLLABUS : FOR JUNIOR HINDI TRANSLATOR

PART I (COMPUTER BASED EXAMINATION) (100 MCQs, 1 Mark for each question – 100 Minutes).

Understanding of the languages in English and Hindi; and its literature, correct use of words, phrases and idioms. The questions will be of degree level.

2.3 CITIES FOR EXAM CENTRES FOR CBT : - Ahmedabad-Gandhinagar, Bengaluru, Bhopal, Bhubaneswar, Chandigarh, Chennai, Dehradun, Delhi & NCR, Guwahati, Hyderabad, Jaipur, Jammu, Kochi, Kolkata, Lucknow, Mumbai, Patna, Raipur, Siliguri and Vijayawada.

(Note: NTA reserves the right to change any of the above mentioned Cities that may have been opted by any candidate in his/ her Online Application Form, at a later stage due to logistic reasons and may allot another City to him/her from his/ her choices of Cities, given in the Online Application Form.)

3. GENERAL CONDITIONS FOR THE APPLICANTS:

- 3.1 Applicants should possess the prescribed qualification and experience for the respective post as on the closing date of application. Shortlisted candidates would be required to produce specific certificates in Original as per eligibility conditions.
- 3.2 Those who are in employment with State/Central Govt./PSU/Autonomous Bodies, etc. must submit a "NO OBJECTION CERTIFICATE" from their respective employers at the time of verification of documents. Failure to submit by due date will lead to cancellation of candidature.
- 3.3 Canvassing in any form will be a disqualification.
- 3.4 In case of any dispute/ambiguity that may occur in the process of selection, the decision of the NHAJ shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the advertisement.
- 3.5 Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Delhi Courts only.
- 3.6 Intimation to the concerned candidates regarding admit card, date/time/place of CBT, Interview shall be given online through Recruitment Portal (<https://recruitment.nta.nic.in>) and Public Notice.
- 3.7 The number/category/recruitment mode of posts advertised may increase/decrease/change, and the NHAJ reserves the right not to fill up some or all posts advertised, if the circumstances so warrant.
- 3.8 The NHAJ reserves the right to offer the post at a level lower than that advertised/applied, or on contract/deputation basis, depending upon the qualifications, experience and performance of the candidate, wherever applicable.
- 3.9 In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an appointment letter, the NHAJ reserves the right to modify/withdraw/cancel any communication

made to the applicant.

- 3.10 In anticipation of the huge number of applicants, scrutiny of the eligibility criteria etc. could not be undertaken at the time of Recruitment Examination. Therefore, the applications shall be accepted provisionally. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible as per advertisement to be published/uploaded by NTA on the aforesaid portal, before appearing in the exam. Otherwise their candidature will be cancelled at any stage if any information or claim is not found substantiated including when the scrutiny/verification of documents is undertaken by the NHAI.
- 3.11 Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material / information while submitting the application and self-certified copies/testimonials.
- 3.12 Based on the declaration made by the candidate in their Online Registration Form/Application Form, they will be provisionally declared eligible to appear in the Recruitment Examination in Computer Based Test (CBT) mode. All Selection will be made in order of merit. Qualified/selected candidates are subject to multi stage document verification. If anyone is found not fulfilling the prescribed qualification/experience etc. claimed and any other eligibility criteria as per the advertisement published/uploaded, at any stage of process, his/her candidature will be treated as cancelled without any further notice.
- 3.13 Candidates will be allowed to appear in the test provisionally. Mere appearing in the CBT/Interview (as the case may be) and qualifying the test is not the criteria for calling for Interview. It will be subject to fulfillment of all eligibility qualification/conditions and verification of documents. Further, in case it is found that the documents/information submitted by the candidate are false or the candidate has suppressed relevant information, the services/candidature of the candidate shall be terminated without prejudice to any other action initiated by the NHAI.
- 3.14 No TA/DA will be paid to the Candidate(s) by NHAI or NTA for appearing in the CBT/ Interview / Physical Document Verification/ Joining (post selection).
- 3.15 All selected Candidates shall have to get their original documents as claimed in the online application form verified at NHAI with submission of two sets of photocopies of the same.
- 3.16 The offer of appointment shall be issued only after successful verification of the requisite documents by NHAI.
- 3.17 If it is found at any stage of the recruitment process or even after appointment that a successful Candidate has furnished incorrect information/ document(s) as mentioned/ claimed in his / her online

application form in support of eligibility criteria [(essential qualification(s), experience, category certificate /PwD certificate, etc. (wherever applicable)], his / her candidature / appointment (as the case may be) shall be forfeited and he / she shall be liable for penal actions as per law.

- 3.18 Queries about information already available in the Advertisement and Frivolous queries will not be replied to.
- 3.19 It is the absolute responsibility of the candidate to ensure that he/she fulfills the eligibility criteria as notified and has fully complied with the procedural requirements and time limits stipulated for submission of on-line application and remittance of application fee. Any deviations from the procedures notified would result in cancellation of candidature and no representation on the matter will be entertained.
- 3.20 Based on the declaration made by the candidate in their Online Registration Form/Application Form, they will be provisionally declared eligible to appear in the Recruitment Examination in Computer Based Test (CBT) mode. All Selection will be made in order of merit. Qualified/selected candidates are subject to multi stage document verification. If anyone is found not fulfilling the prescribed qualification/experience etc. claimed and any other eligibility criteria as per the advertisement published/uploaded, at any stage of process, his/her candidature will be treated as cancelled without any further notice.
- 3.21 Candidates will be allowed to appear in the test provisionally. Mere appearing in the CBT/Interview (as the case may be) and qualifying the test is not the criteria for calling for Interview. It will be subject to fulfillment of all eligibility qualification/conditions and verification of documents. Further, in case it is found that the documents/information submitted by the candidate are false or the candidate has suppressed relevant information, the services/candidature of the candidate shall be terminated without prejudice to any other action initiated by the NHAI.
- 3.22 Canvassing in any form will be a disqualification.
- 3.23 In case of any dispute/ambiguity that may occur in the process of selection, the decision of the NHAI shall be final.
- 3.24 **Submission of any False Information or suppression of any Material Information will result in cancellation of candidature, apart from such other action under law, as may be taken against the candidate concerned.**
- 3.25 Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Delhi Courts only.

4. ADMIT CARD AND INSTRUCTIONS

INTIMATION OF EXAM CITY ALLOTTED

- i) About 05 days before the exam, name of the city where the candidates are required to take the exam will be intimated to them, on line at www.recruitment.nta.nic.in.
- ii) Candidates are required to be in touch with the above mentioned website for communication in this regard. Candidates can accordingly plan their travel to the exam city. The venue of the exam, i.e. the exam centre will be made known to the candidates by way of Admit Card
- iii) No request for change of exam city will be entertained under any circumstances.

4 (a) Admit Card for the Examination

- (b) The candidates have to download their Admit Card from the official website www.recruitment.nta.nic.in. and appear for the NHA RE-2022 at the given Examination Centre on Date, Time of examination as indicated in their Admit Card.
- (c) Physical Admit Cards will not sent by post.
- (d) Candidates are required to keep with them at least one Identity proof (Photo-Identity Card viz U.I.D., Voter I.D. Card, Driving License, Passport, PAN Card, Bank's Passbook copy with photograph thereon) along with the Admit card issued to the candidate and shall produce the same on demand at the time of Examination at the Centre.
- (e) No candidate will be allowed to appear at the Examination Centre, on Date and Time other than that allotted to him/her in his/her Admit Card.
- (f) In case candidates are unable to download Admit Cards from the website, they may approach the NTA **Help Line between 10:00 am and 5:00 pm** or **write to NTA at nhai@nta.ac.in**
- (g) The candidates are advised to read the instructions on the Admit Card carefully and follow them during the conduct of the Examination.

5. CONDUCT OF THE EXAM

1. Candidates are advised to go through the instructions printed on Admit Card carefully before going for the Examination and follow them strictly. Candidate must carefully check the particulars/photograph/ signatures/ Post detail etc. shown in the Admit Card and Confirmation Page.
2. The Admit Card is issued provisionally to the candidate, subject to his/her satisfying the eligibility criteria. Issuance of Admit Card/ Appearing in the Test does not confer any right of appointment/selection. Appointment/Selection is subject to final verification at various stages by the National Highways Authority of India [NHA].
3. If it is found that the candidate has furnished any false/fabricated information

or has concealed the truth, National Highways Authority of India [NHAI] reserves the right to reject/cancel/terminate the candidature/selection/appointment at any stage, including post appointment stage.

4. No Candidate will be allowed to appear at the Examination Centre, on Date and Time other than that allotted to him/her in his/her Admit Card.
5. Scribes for PWBD candidates will be provided by NTA. Candidates who require the facility of Scribe may e-mail to nhai@nta.ac.in. PWBD candidates will be provided an extra time of 20 minutes per hour, as per Govt. of India orders. PWD candidates must bring PWD Certificate issued by the Competent Authority, if claiming relaxation.
6. Visually challenged candidates may use magnifying glasses which they have to arrange at their own end. No examination material shall be provided in Braille Script.
7. As a precaution for COVID-19, the candidate must reach the Centre at the time as indicated against Reporting/Entry time at Centre, on the Admit Card.
8. No candidate shall be permitted to enter after the Gate Closing Time
9. No candidate shall be permitted to leave the Examination Room/ Hall before the end of the Examination.
10. On completion of the Examination, please wait for instructions from Invigilator and do not get up from your seat until advised. The candidates will be permitted to move out, one at a time only after completion of Examination.
11. All candidates are required to download and read carefully, the Instructions and Advisory for COVID-19 given with the Admit Card and strictly adhere to them.
12. This Admit Card consists of three pages (**Page 1** contains the Centre details and **Self Declaration (Undertaking) form** regarding COVID-19, **Page 2** has “**Important instruction for candidates**” and **Page 3** has “**Advisory for candidates regarding COVID-19**”. **The candidate has to download all three pages.**
13. The Admit Card is provisional, subject to satisfying the eligibility conditions as given in the Advertisement & Guidelines.
14. **Candidates are advised to verify the location of the test venue, a day in advance so that they do not face any problem on the day of the test.**
15. If religion/customs require you to wear specific attire, please visit Centre early for thorough checking and mandatory frisking.
16. No Candidate would be allowed to enter the **Examination Centre, without Admit Card and Undertaking, Valid ID Proof and proper frisking.** Frisking through Handheld Metal Detector (HHMD), will be carried out without physical touch.
17. **Candidates will be permitted to carry only the following items with them into the Examination venue :**
 - a) Personal transparent water bottle, b) Personal hand sanitizer (50 ml), c) A simple transparent Ball Point Pen, d) Admit Card along with Self Declaration (Undertaking) downloaded from the NTA website (a clear printout on A4 size paper) duly filled in, e) Additional 02 passport size photograph for pasting on the Attendance Sheet f) Original valid ID proof.
18. Before reaching the Centre, candidates must enter required details in the Self Declaration (Undertaking) in legible handwriting, paste the Photograph

and put thumb impression at the appropriate place on the Admit Card. They should ensure that their Left-Hand Thumb Impression is clear and not smudged.

19. Candidate must carry "Any one of the original and valid Photo Identification Proof issued by the Government" — PAN card/Driving License/Voter ID/ Passport/ Aadhaar Card (With photograph)/ E-Aadhaar/ Ration Card/ Aadhaar Enrolment No. with Photo. All other **ID/Photocopies of IDs** Even if attested/scanned photo of IDs in the mobile phone will NOT be considered as a valid ID Proof.
20. Candidates are NOT allowed to carry any other personal belongings including electronic devices, mobile phone to the Examination Centre. Examination Officials will not be responsible for the safekeeping of personal belongings and there will be no facility for storage of such personal belongings.
21. Shoes/footwear with thick soles and garments with large buttons are NOT permitted.
22. Blank paper sheets for rough work will be provided in the examination Hall/Room. Candidates must write their Name and Roll Number at the top of each of the sheet(s) and must drop the sheet/s in the designated drop box without fail, before leaving the Examination Hall/Room.
23. Duly filled in Admit Card must be dropped in the designated drop box while leaving the examination Hall/Room. Failure to do so may result in the non-evaluation of your answers.
24. No Candidate should adopt any unfair means or indulge in any unfair examination practices. All the Examination Centres are under surveillance of CCTV and equipped with Jammers.
25. If a candidate is found using any Unfairmeans/ mal-practices in the examination, his/her candidature is liable to be cancelled and action/legal action as deemed fit will be initiated against him/her.
26. Candidates are advised to check updates on NTA's website, i.e. www.recruitment.nta.nic.in regularly. They should also check their mailbox on the registered E-mail address and SMS in their registered Mobile No. for latest updates and information regarding the Examination.
27. For any clarification/assistance, you can write to NTA at nhai@nta.ac.in or call at Helpline number 011-40759000.
28. The exam will start exactly at the time mentioned in the Admit Card and an announcement to this effect will be made by the invigilator.
29. For those who are unable to appear on the scheduled date of exam for any reason, re-exam shall not be held by NTA/NHAI under any circumstances.
30. The candidates are to be governed by the Rules and Regulations/Instruction of the NTA with regard to their conduct in the Examination Hall. All cases of Unfair Means will be dealt with as per rules.
31. The **NHAI/NTA** reserves the right to withdraw permission, granted inadvertently if any, to any candidate who is not eligible to appear in NHAI RE-2022" even though the Admit Card had been issued.
32. In case of any ambiguity in interpretation of any of the instructions/ terms/ rules/criteria regarding determination of Eligibility/Conduct of Examination/ Registration of Candidates/Information/contents of Information bulletin, contained therein, the interpretation of NHAI/NTA shall be final and binding

6. PROHIBITED MATERIALS

- Candidates are not allowed to carry any textual material, Calculators, Docu Pen, Slide Rules, Log Tables and Electronic Watches with facilities of calculator, printed or written material, bits of papers, mobile phone, Blue-tooth devices, pager or any other electronic gadget/ device etc.
- The candidates are prohibited from bringing any kind of electronic gadgets/device in the examination room/hall.
- If any candidate is in possession of any of the above item, his/ her candidature will be treated as Unfair Means and lead to cancellation of the current examination and may also debar the candidate for future examination(s) and the material will be seized.
- Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited.
- Candidates are NOT allowed to carry Instruments, Geometry or Pencil box, Handbag, Purse, any kind of Paper/ Stationery/ Textual material (printed or written material), Eatables (loose or packed), Mobile Phone/ Earphone/ Microphone/ Pager, Calculator, DocuPen, Slide Rules, Log Tables, Camera, Tape Recorder, Electronic Watches with facilities of calculator, any metallic item or electronic gadgets/ devices in the Examination Hall/Room. Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited.
- All appearing candidates shall be strictly required to adhere to Covid-19 preventions guidelines

Note: Diabetic students will be allowed to carry eatables like sugar tablets / fruits (like banana / apple / orange) and transparent water bottle to the examination hall. However, they will not be allowed to carry packed foods like chocolate / candy / sandwich etc.

- i) Possession by a candidate of any of the above-mentioned barred items will be treated as an act of Unfair Means (UFM) and may lead to cancellation of his/her candidature in the Examination and may also involve debarring the candidate for future examination(s), subject to the final decision of NHAJ.
- ii) **Applications of candidates submitting false and fabricated information may be rejected and such candidates may also be further debarred from appearing in future Examinations conducted by NHAJ.**

7. PROVISIONS RELATING TO PERSONS WITH DISABILITY (PWD):

- (i) *As per Section 2(t) of the RPwD Act, "Persons with Disability (PwD)" means a person with long term physical, mental, intellectual, or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others.*
- (ii) According to Section 2(r) of the RPwD Act, 2016, "*persons with benchmark disabilities*" means a person with not less than forty percent (40%) of a specified disability where specified disability has not been

defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.

- (iii) The “**specified disabilities**”, which are included in the Schedule of the RPwD Act, are as follows:

S. No.	Category	Type of Disability	Specified Disability
1.	Physical Disability	Locomotor Disability	a. Leprosy cured person, b. cerebral palsy, c. dwarfism, d. muscular dystrophy, e. acid attack victims.
		Visual Impairment	a. blindness, b. low vision
		Hearing Impairment	a. deaf, b. hard of hearing
		Speech & Language Disability	Permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.
2.	Intellectual Disability		a. specific learning disabilities/perceptual disabilities: (Dyslexia, Dysgraphia, Dyscalculia, Dyspraxia & Developmental Aphasia) b. autism spectrum disorder
3.	Mental Behaviour		a. mental illness
4.	Disability caused due to	i. Chronic Neurological Conditions	a. multiple sclerosis b. Parkinson’s disease
		ii. Blood disorder	a. Haemophilia, b. Thalassemia, c. Sickle cell disease
5.	Multiple Disabilities		More than one of the above specified disabilities including deaf blindness

Facilities for PwD candidates to appear in the exam

As per the guidelines issued by the Department of Empowerment of Persons with Disabilities (Divyangjan) under Ministry of Social Justice & Empowerment, following facilities will be made available to Persons with Benchmark Disability:

- a. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, holding a disability certificate in the format prescribed in Annexure- V, the facility of scribe/reader/lab assistant shall be given, if so desired by the person.

- b. In the case of other category of person with benchmark disability the provision of scribe/reader/lab assistant can be allowed on production of certificate to the effect that the person concerned has physical limitation to write and scribe is essential to write examination on his/her behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Govt. Healthcare Institution as per Profoma at Annexure-V.
- c. **NTA will arrange for providing scribe to such candidates based on the requirement indicated in their Application Form. The candidate will not be permitted to bring his/her own scribe.**
- d. *Compensatory time* of half an **hour(30 minutes)** for the Examination of 1.5 **hours** duration, whether such candidate uses the facility of Scribe or not.

8. UNFAIR MEANS PRACTICES AND BREACH OF EXAMINATION RULES

DEFINITION : *Unfair Means (UFM) Practice* is an activity that allows a candidate to gain an unfair advantage over other candidates. It includes, but is not limited to:

- i. *Being in possession of any item or article which has been prohibited or can be used for unfair practices including any stationery item, communication device, accessories, eatable items, ornaments or any other material or information relevant or not relevant to the Examination in the paper concerned;*
- ii. *Using someone to write Examination on his / her behalf (impersonation) or preparing material for copying;*
- iii. *Writing the Exam at an Exam Centre other than the one allotted to him / her.*
- iv. *Writing questions or answers on any material other than on the OMR answer sheet given by the Centre Superintendent for writing answers*
- v. *Tearing answer sheet, any page of the exam booklet etc;*
- vi. *Taking away the answer sheet out of the exam hall/room*
- vii. *Smuggling out answer sheet or part thereof*
- viii. *Leaving the OMR answer sheet blank*
- ix. *Erasing or obliterating any information printed on the OMR answer sheet*
- x. *Providing incorrect information on the answer sheet*
- xi. *Making false claims by manipulating the responses in OMR answer sheet uploaded on website for challenge before or after declaration of result*
- xii. *Making an approach or attempting to influence the outcome of the result after the examination*
- xiii. *Violating Examination rules or any direction issued by NTA in connection with this Exam;*
- xiv. *Assisting other candidate to engage in malpractices, giving or receiving assistance directly or indirectly of any kind or attempting to do so;*
- xv. *Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the Examination time in the Examination Centre;*
- xvi. *Threatening any of the officials connected with the conduct of the Examination or threatening any of the candidates;*
- xvii. *Using or attempting to use any other undesirable method or means in*

- connection with the examination;*
- xviii. *Manipulation and fabrication of online documents viz. Admit Card, Rank Letter, Self-Declaration, etc.;*
 - xix. *Forceful entry in /exit from Examination Centre/Hall;*
 - xx. *Use or attempted use of any electronic device after entering the Examination Centre;*
 - xxi. *Affixing/uploading of wrong/morphed photographs/signatures on the Application Form/Admit Card/Proforma;*
 - xxii. *Creating obstacles in smooth and fair conduct of examination.*
 - xxiii. *Any other malpractices declared as Unfair Means by the NTA.*

PUNISHMENT FOR USING UNFAIR MEANS (UFM) PRACTICES:

During the course of or before or after the examination, if a candidate is found indulged in any of the practices as defined above, he/she shall be **deemed to have used Unfair means practice(s) and booked under UNFAIRMEANS (U.F.M.) Case.**

A candidate who is found to have adopted an act of unfair means, may, in addition to rendering himself/herself liable to criminal prosecution, be liable

- To be disqualified from the examination / scrutiny for which he/she is a candidate
- To be debarred either permanently or for a specified period from any exam or recruitment conducted by NHAI/NTA
- To be terminated from service, if he/she is already in Govt. service.

9. MARKING SCHEME

- (i) *Each MCQ will consist of a question followed by 4 options.*
- (ii) *The candidate needs to choose one option corresponding to the correct answer or the 'most appropriate answer'.*
- (iii) *Each correct answer shall carry One (01) Mark.*
- (iv) *There will be negative marks at the ratio of 1:4, i.e. 1 mark to be deducted for 4 incorrect answers (0.25 mark for one incorrect answer). If a question is found to be incorrect or ambiguous or having more than one answer during the Key Challenge, only those candidates who have attempted the question and chosen one of the correct answers shall be given the mark. No marks will be given for questions un-answered/un-attempted.*
- (v) *In case a question is wrong or none of the options is correct, the question will be dropped.*

10. ANSWER KEY CHALLENGE

DISPLAY OF ANSWER KEY FOR CHALLENGE:

- a) The NTA will display provisional Answer Key of the questions, giving an opportunity to the candidates to challenge, in case of any doubt in the answer key on the website

www.recruitment.nta.nic.in For exact date of display of Answer Key, candidates may regularly check updates on NTA official website after the examination.

- b) The online window for the purpose will be open for a period of 3 days. Candidates will be given an opportunity to make online challenge, within a specified period, against the provisional Answer Key on payment of non-refundable processing fee of Rs.200/- per answer challenged.
- c) The following category of challenges SHALL NOT be entertained: -
- i. Any challenge submitted through email or in hardcopy by post or by hand
 - ii. Any challenge submitted without payment of requisite fee;
 - iii. Any challenge submitted before/ after specified period that to be specified in the Public Notice to be issued regarding Answer Key Challenge of NHA1 RE-2022.
- d) Challenges made by the candidates will be verified by the NTA with the help of panel of subject experts. If found correct, the answer key will be revised accordingly. Based on the revised Final Answer Key, result will be prepared and declared.
- e) The Answer Keys after the challenges, as settled by the panel of Subject Experts, will be treated as final and no further grievances shall be entertained after the declaration of result.
- f) There shall be no intimation to any candidate in response to his/ her answer key challenge, if the same has been rejected by the Subject Expert(s), as the Final Answer Keys will be published on the website(s).

11. **DECLARATION OF RESULTS**

- I) Results of the written exam will be processed on the basis of the answer keys finalized by experts. .
- II) Merely appearing in the written exam of NHA1 RE-2022 does not confer any right to the candidate for selection/appointment.

12. **RE-CHECKING/RE-EVALUATION OF CBT :**

- i) **There is no provision for re-checking/re-evaluation of the CBT. No correspondence in this regard will be entertained.**

13. **GENERAL INSTRUCTIONS**

- 1) Information such as his/ her Name, Contact details/ Address, E mail ID, Category, PwD Status, Educational Qualification details, Date of Birth, etc. provided by the candidate in the Online Application Form shall be treated as FINAL.
- 2) In case it is found at any time in future that the Candidate has used / uploaded the photograph and signature of someone else in his/ her Application Form / Admit Card or he/she has tampered his/her Admit Card / result, these acts of the candidate shall be treated as Unfair Means (UFM).
- 3) In case, it is detected at any stage of recruitment that a candidate does not fulfill

the eligibility norms and/or that he/she has suppressed/twisted or truncated any material facts, his/her candidature shall stand cancelled without giving any reasons and notice to the candidate concerned. If any of these shortcomings is detected even after appointment, their services may be liable to be terminated and he/she may be liable for criminal proceedings as decided by the NHAJ.

- 4) **In case a candidate is found providing incorrect information or the identity is proved to be false at any time in the future, the candidate may face penal action as per the law applicable.**
- 5) No request for refund of fee once remitted by the candidate will be entertained by NHAJ/NTA under any circumstances. Candidates shall appear in the examination at their own cost at the allotted Examination Centre on the Date / Shift and time indicated in their respective Admit Cards, which would be issued in due course through official Website. The NHAJ/NTA shall not be responsible for any loss/ injury caused to the candidates in course of appearing in the examination.
- 6) Candidates must keep a copy of the on-line Application Form, E-Admit Card and at least 04 (four coloured passport size photograph identical with the photograph uploaded in Online Application Form.
- 7) Application Form of candidates who do not fulfill the eligibility criteria shall be rejected.
- 8) It is to be noted that if a candidate has been allowed to appear in the NHAJ RE-2022, it does not imply that the candidate's eligibility has been verified. It does not vest any right with a candidate for appointment. The eligibility is subject to final verification by the Competent Authority. The candidate shall satisfy his/her eligibility before applying and shall be personally responsible in case he/she is not eligible to apply as per the given eligibility criteria on the last date for submission of Application Form.
- 9) Selection of a candidate in the Examination is provisional, subject to being found otherwise eligible for selection. Candidates are required to keep with them at least one identity proof (Photo-Identity Card viz Aadhar Card, Voter I.D. Card, Driving License, Passport, PAN Card, Bank's Passbook copy with photograph thereon) along with the admit card issued to the candidate and shall produce the same on demand at the time of examination at the center.
- 10) Any attempt on the part of a candidate to enlist support directly or indirectly for his/her candidature shall disqualify him for appointment.
- 11) If any incomplete or false information is given, then the candidate will be solely responsible for the same and on the basis of false and incomplete information, the Application Form shall be rejected at any stage of the selection without giving any reasons/notice. On furnishing any false certificates or indicating wrong category/sub-category regarding caste in the application form or in case of any other default, NHAJ may reject the candidature at any stage of the selection and may take all necessary action.
- 12) Furnishing of false, wrong or inaccurate information may lead to cancellation of the candidature of the Applicant and /or his / her Result, forfeiture of the certificate and even prosecution in appropriate cases.
- 13) Canvassing in any form and use of unfair means (U.F.M.) during the examinations shall disqualify the candidature of the applicant.
- 14) Selection of the candidates shall be purely on the merit basis in a transparent way. Hence, the Candidate has to be careful of touts, who promise to get them selected unlawfully on illegal considerations/means.
- 15) Candidate must disclose the details in the Online Application Form, if any

criminal proceeding has been initiated against him/her or First Information Report (FIR) is lodged against him/her. Concealment of any fact(s) may disqualify and entail cancellation of his/her candidature.

- 16) The Result of the Candidates who indulge in Unfair Means (UFM) Practices shall not be declared (and may be cancelled).
- 17) Information uploaded on the website shall not be provided to the candidate or any other person under R.T.I. Act, 2005. The information uploaded on the website shall remain for a specific period only. Therefore, the candidates are advised to download the uploaded information and keep up with them for future. In due course of conduct of examination or recruitment process or in midway of process, neither any application under Right to Information Act, 2005 shall be entertained nor information shall be provided. Factual information under R.T.I., Act shall be provided only after declaration of final result. Inferential questions or Speculative questions shall not be answered in RTI.
- 18) No application under Right to Information Act 2005 with regard to marks scored by the candidates **shall be entertained as the same shall be made available on the official website in due course of time after declaration of final result.**
- 19) The candidates have to strictly follow the Instructions regarding COVID-19 as detailed in this Information Bulletin.

14. MISCELLANEOUS PROVISIONS

CAUTION NOTICE

- I) Candidates are advised to refer to NTA website www.recruitment.nta.nic.in and the Advertisement published by NTA for authentic information and periodic updates made thereon regarding the NHA1 RE-2022.
- II) Candidates are advised not to be allured by various claims of any party or person for qualifying NHA1 RE-2022. Candidates are advised to bring any such information to the notice to NTA by e-mail on nhai@nta.ac.in.

15. Non-Disclosure Agreement (NDA)

- i) Usage of Data and Information: NTA/NHA1 shall use the data provided by the Candidate for the purpose of this Recruitment.
- ii) The NHA1 RE-2022 of NHA1 are proprietary Examination(s). Hence, the contents of these Examination(s) are confidential, proprietary and are owned by NTA/NHA1 at and explicitly prohibits any organization/institution/undertaking/entity or any candidate or any other person from publishing, reproducing or transmitting any or some contents of this test, in whole or in part, in any form or by any means, verbal or written, electronic or mechanical or through Hangouts, Blogs etc. using either one's own account or proxy account(s), for any purpose.

By registering for the NHA1 RE-2022, candidates are covered by Non-Disclosure Agreement (NDA). As per NDA, candidates cannot disclose any question or contents of question paper in part or otherwise with any person or party or website or such other media/publication. Any act in breach of the NDA shall be liable for penal action as per law. Kindly note that this is a punishable

offence and shall lead to cancellation of candidature.

Violation of any act or breach of the same shall be liable for penal action as per Law and cancellation of the candidature of the applicant for future examinations, subject to the final decision of the NHAI.

16. CORRESPONDENCE WITH NTA :

i) Relevant correspondence shall be addressed by **E-mail only** at nhai@nta.ac.in.

ii) Any query which is ambiguous, anonymous, frivolous, vague, repetitive and irrelevant shall not be entertained.

iii) Any query from any person claiming to be a representative, associate or assignee of the applicant / candidate shall not be entertained.

iv) The following information shall not be revealed by phone or email:

- i. Internal documentation/status.
- ii. Internal decision making process of NTA or of the NHAI. Any claim or counter claim in this respect is not entertainable.
- iii. Date & venue of any Internal Meeting or name of any Officer/ Official dealing with it, either of NTA or NHAI.
- iv. Any other information which in the opinion of NTA or **NHAI** cannot be revealed.

17. Legal Jurisdiction

- i) All disputes pertaining to the conduct of the NHAI RE-2022 including Results shall fall within the jurisdiction in Delhi Courts only.

INSTRUCTIONS REGARDING COVID-19

NTA will implement Social Distancing measures as per Government of India guidelines in current scenario of COVID-19 to ensure health and safety of the candidates. Adequate measures are being implemented for the safety of all without compromising the high standards, sanctity, and fairness in the conduct of the Examination. Candidates are also required to adhere to Guidelines and processes for Social Distancing and hygiene to ensure safety & health of their own and fellow candidates. For safety purposes, NTA strongly advises candidates not to bring prohibited items or anything other than permitted items. However, in the case of an unavoidable situation, there will be an arrangement to store the bags at Centre at the owner's risk.

Preparation at the Centre :

1. Standard Operating Procedures for implementing safety precautions and for maintaining the required standard of hygiene will be implemented. Before the test starts, Seating Area including monitor keyboard, mouse, webcam, desk and the chair will be thoroughly sanitized. All door handles, staircase railing, lift buttons, etc. will be disinfected.
2. The gap between 2 seats will be maintained as per GOI guidelines
3. Hand Sanitizer will be available at entry and inside the exam venue at various places for candidates and Centre staff to use.
4. Thermo guns will be used to check the body temperature of candidates.
5. Bar code readers will be used at the entry point to scan Bar code on the Admit Card. The room/hall number will be informed to the candidates at this point.
6. Rough sheets (2 in number) will be kept on all desks before the start of the exam by invigilators wearing gloves to ensure hygiene
7. It is ensured that all the processes are touch-free, to the maximum possible extent, to ensure Social Distancing norms.
8. Candidates are expected to reach Centre as per the Reporting/Entry time at Centre given in the Admit Card to avoid any crowding at the Centre at the time of entry and to maintain social distancing.

Pre-Exam Preparation :

1. Candidate to check Reporting/ Entry time at Centre given on the Admit Card and to reach Centre as per Reporting Time only to avoid any crowding at the Centre at the time of entry and to maintain social distancing.
2. Candidate should fill Admit card and Undertaking completely and properly, as per instructions.
3. Candidates will be permitted to carry only certain items with them into the venue as mentioned in Point 17 of "Important Instructions to Candidates" on Page 2.

At the time of Entry :

1. Candidates need to maintain a space of at least 6 feet from each other at all times. Queue manager/ropes and Floor Marks will be arranged outside the Centre.
2. Lab number will not be displayed outside the Centre to avoid any crowding at any one place in any situation.
3. Candidates will be required to sanitize hands by washing with soap and/or with Hand Sanitizer before entry in Centre. Hand sanitizer will be available at various locations in the Centre

4. Candidate should bring duly filled in Admit Card and Undertaking as per instructions.
5. Do not bring prohibited items to the exam Centre as there are no arrangements available for safekeeping your belongings. Please refer Point-17 of IMPORTANT INSTRUCTIONS FOR CANDIDATES given on Page-2 for permitted items.
6. At the time of entry, the filled-in Undertaking on Admit Card and body temperature (using Thermo Guns) will be checked and Centre staff will guide you to your lab after contact-free frisking and document verification. If the body temperature is higher than the COVID-19 norms, Candidate would be required to take the exam in a separate room. Candidates are required to strictly adhere to instructions provided by Centre staff.
7. Please observe that no-one will be denied permission to appear in the Examination unless he/ she violates the COVID-19 directives/advisories of Government (Central/State) applicable on the day of Examination and instructions mentioned in the Admit Card.

During Examination :

1. Candidates need to wear their own mask before entry. The candidate will be requested to remove the mask worn by him/ her, if asked by the Invigilator in the test room.
2. A4 size sheets will be kept at each candidate's desk for use by the candidate for Rough work. If Additional sheets are required for rough work by the candidate, the same shall be made available on demand
3. Before the test starts, seating area including monitor keyboard, mouse, webcam, desk and the chair will be thoroughly sanitized. Candidates can further sanitize the same with sanitizers that will be made available in the Examination lab/room/hall.
4. Candidates are required to past a passport size photograph and sign on the Attendance Sheet after sanitizing hands with sanitizer.

After Examination :

1. On completion of the test, the candidates will be permitted to move out in an orderly manner, one candidate at a time. Please wait for instructions from invigilator and do not get up from your seat until advised.
2. Candidate must drop the Admit Card and Rough Sheets in the drop boxes after displaying to the staff available next to drop box while leaving the exam Hall/Room. If any candidate misses the dropping Admit Card and Rough Sheet/s in boxes, action (which also includes disqualification from the Examination) can be taken against him/her.

ANNEXURE

Certificate regarding physical limitation to write in an examination

Certificate No. _____ Dated _____

This is to certify that Mr./Ms.

Aged _____ Years, Son/Daughter of _____

Affix Passport size Photograph of the candidate (same as uploaded on the Online Application Form) duly attested by the issuing authority

Mr./Mrs. _____ R/o _____

_____, with NHAI RE-2022 Application No. _____ and NHAI RE-2022 Roll _____

No _____, has the following Disability (name of the Specified Disability) _____ in (percentage) of _____ (in words)

(in Figures).

- Please tick on the "Specified Disability"

(Assessment may be done on the basis of Gazette of India. Extraordinary, Part-II, Section 3 Sub-section (ii), Ministry of Social Justice and Empowerment)

S. No.	Category	Type of Disability	Specified Disability
1.	Physical Disability	Locomotor Disability	a. Leprosy cured person, b. cerebral palsy, c. dwarfism, d. muscular dystrophy, e. acid attack victims.
		Visual Impairment	a. blindness, b. low vision
		Hearing Impairment	a. deaf, b. hard of hearing
		Speech & Language Disability	Permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.
2.	Intellectual Disability		a. specific learning disabilities/perceptual disabilities: Dyslexia, Dysgraphia, Dyscalculia, Dyspraxia & Developmental Aphasia) b. autism spectrum disorder
3.	Mental Behaviour		a. mental illness
4.	Disability caused due to	i. Chronic Neurological Conditions	a. multiple sclerosis b. Parkinson's disease
		ii. Blood disorder	a. Haemophilia, b. Thalassemia, c. Sickle cell disease
5.	Multiple Disabilities		More than one of the above specified disabilities including deaf blindness

This is to further certify that he/she has physical limitation which hampers his/her writing capabilities to write the Examination owing to his/her disability.

Signature

Name: _____

Chief Medical Officer/ Civil Surgeon/ Medical Superintendent
Government Health Care Institution with Seal

