

<b>MSS</b> <i>EXAMINATION UNIT</i>	<b>EXAMINATIONS</b>	Sec.No : CL-4.0 Date of Issue: 2015.01.01 Rev. No: 02 Rev. Date: 2016.09.22 Reviewed by : MR Approved by : DGMS
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### ***CHECK LIST -04***

**1. Input**

Documents

- Application
- Letter of eligibility
- Admission Card
- Identity of candidate
- Question papers
- Examiner and Assistant
- Exam Hall
- Instruction Booklet
- Blank writing sheets
- Facilities for Oral Exam (if relevant)

**2. Operation**

Checklist

- Correction of answer scripts
- Compliance with marking scheme
- Assessment of marking by Independent
- Examiner and re-correction if necessary
- Performance at Oral Test.

**3. Output**

- Results categorized as Pass/Fail/Referred  
And approved by Director General.

**4. Please refer examination procedure for further details.**