



223

GOVERNMENT OF MEGHALAYA
MEGHALAYA STATE RURAL LIVELIHOODS SOCIETY

(The Nodal Agency of Govt. of Meghalaya for Implementing NRLM, Ministry of Rural Development, Govt. of India)
Montfort Building, 2nd Floor, Dhanketi, Shillong-793001

✉: msrls2011@gmail.com

🌐: msrls.nic.in


☎: 0364-2502130

ANNEXURE 1:

**STANDARD OPERATING PROCEDURE - PREVENTIVE MEASURES/ PROTOCOLS
FOR CONDUCTING THE EXAMINATION**

- As per the directives of the Ministry of Home Affairs, Govt. of India (Vide letter No. D.O. No.40-3/2020/DM-I(A) dated 20th May, 2020), provision of thermal screening facility at the Examination Centres is mandatory.
- Examination Halls as well as toilets and washbasins must be cleaned and sanitized properly prior to every examination.
- Candidates as well as the functionaries should sanitize their hands before entering the Examination Halls. For this, water, liquid hand-wash and/or sanitizers are to be made available at the entrance.
- Candidates as well as the functionaries should sanitize their shoes in the mat provided.
- Invigilators, including Staff of MSRLS, should wear gloves at all times, especially during distribution and/or collection of Question papers and Answer Script.
- Candidates should sanitize their hands every time they come back after answering the call of nature. For this, hand sanitizers may be placed in every Examination Halls.
- Candidates must carry their own hand sanitizers and use it often. Candidates must also bring their own drinking water.
- Use of masks/covers shall be mandatory for all candidates at the examination centres. Only for identification of candidates by the invigilators, the candidates may be asked to remove masks for a brief period.
- Candidates should not be allowed to gather in groups before and after examinations.
- Maintain proper seating arrangements of 1.5 meters (about 2 arm's length) on all sides.
- Spitting in examination premises should be strictly avoided.
- Use tissue/handkerchief to cover nose and mouth while sneezing and coughing.
- Avoid touching eyes, nose and mouth.
- Avoid touching door knobs and railings while climbing the staircases, etc.
- Candidates must bring their own instruments such as pen, pencil, erasers, etc. sharing of these items amongst candidates must be prevented.
- Arrange closed bins to throw used tissues.
- Windows and doors of the examination halls should be kept open whenever possible to make sure that the room is well ventilated.
- In cases where candidates are having symptoms of cough, fever and sore throat or who have hand contact with primary contacts recently should inform the authority concerned in advance, so that necessary arrangement can be made. Such candidates may be provided with a separate room for examination and should not be allowed to be in contact with other candidates. The Officer-in-Charge shall report the same to the State Health Authorities or Helpline 1075 immediately. The candidate(s) shall however be allowed to sit for the examination if so desires.
- The Officer-in-Charge shall seek the assistance and cooperation of the respective District Administration and Police Department for the smooth conduct of examination.




Shri. S. Sharma, IAS, Chief Executive Officer
Deputy Secretary, C&RD Deptt., GOM
and CEO, MSRLS.