

EMPLOYEES PROVIDENT FUND ORGANISATION

ADMIT CARD

Exam Code: Stenographer -PROB 2025/ I

Stenographer Probationary Examination, 2025/I , 18th -19th September 2025

Date:

Roll No. :

Candidate name :

Category :

Examination Center :

Photograph to be pasted and
signed across

PAPERS IN WHICH CANDIDATE IS REQUIRED TO APPEAR

Sl.No.	Date of Exam	Subject	Paper	Time
1.				
2.				
3.				
4.				

Signature of the Candidate

Signature of the Issuing Authority

Name (in Block Letters) _____

Official Seal:

Instructions:

1. Please ensure that you read the "Instructions for the Candidates" carefully and follow the same during the examination.
2. Candidates found talking to one another, looking at each other's papers etc. during the course of examination shall be debarred from the examination. Any query etc. should be addressed to the Invigilators present in the room.
3. Candidates shall remain seated in complete silence after the completion of the examination till the answer paper is handed over to Invigilator.
4. Any candidates found talking, writing or leaving their seats after completion of the examination before the permission is granted by the Invigilator will be liable to be debarred from the examination.
5. Any candidate found with Mobile Phone, Blue Tooth or any other electronic Device inside the Examination Hall will be debarred from the examination in addition to disciplinary action.

Note: - Use only Blue ball Pen for answering the question.

Please be seated 15 minutes prior to commencement of examination.

EMPLOYEES' PROVIDENT FUND ORGANISATION

Stenographer Probationary Examination, 18th-19th September, 2025

STATEMENT OF CANDIDATES WHO APPEARED FOR THE EXAM

Centre: _____

1. Date :
2. Time :
3. Paper No. :
4. Subject :
5. No. of candidates due to appear :
6. No. of candidates Appeared :
7. No. of Absentees :

S.No.	Roll No.	Present / Absent
1.		
2.		

Detail of each candidate (Present/Absent)

NOTE: Indicate **ABSENT** in RED INK/**PRESENT** in blue ink

Date:

(Nodal Officer)

Signature

Seal

EMPLOYEES' PROVIDENT FUND ORGANISATION

Stenographer Probationary Examination, 18th-19th September, 2025

ATTENDANCE SHEET OF CANDIDATES WITH THEIR SIGNATURE

-

Examination Centre _____

Time:

Date:

Subject:

Paper No.:

S. No.	Roll No.	Full Name (Sh./Smt./Kum.)	Dated initial of the Candidates
1.			
2.			

Date:

(Nodal Officer)

Signature

Seal

EMPLOYEES' PROVIDENT FUND ORGANISATION

Stenographer Probationary Examination, 18th-19th September, 2025

CERTIFICATE REGARDING SEALING OF QUESTION PAPER CUM ANSWER BOOKLETS

Examination Centre: _____

Certified that Question Paper cum Answer Booklets of Stenographer (Probationary) Examination held on _____ for Paper No. _____ in respect of Probationary Examination for Stenographer were packed and sealed in our presence in the Examination Hall immediately after the Examination.

1. _____

(Nodal Officer)
Signature

2. _____

(Invigilator)
Signature

3. _____

(Observer)
Signature

Date :

**(Nodal Officer)
Signature
Seal**

EMPLOYEES' PROVIDENT FUND ORGANISATION

Stenographer Probationary Examination, 18th-19th September, 2025

**CERTIFICATE REGARDING CONDUCT OF EXAMINATION WITH TOTAL OBJECTIVITY,
FAIRNESS AND PROPER SUPERVISION.**

Examination Centre: _____

Certified that the Stenographer Probationary Examination, Paper_____ held on (date) _____ at (Centre)_____ has been conducted at the concerned center with total objectivity, fairness and under strict supervision.

1. Certified that no unauthorized person/ staff member was found loitering in the vicinity of the examination hall during the course of the examination.
2. Certified that no candidate was found using unfair means.
3. Details on cases of unfairness, if any, with Roll No. (Separate Report to be enclosed).
4. Certified that the answer booklets as per the existing instructions were sealed in the presence of the Board of Examination for being handing over to the Officer nominated for the purpose of the evaluation.

Date:

**(Nodal Officer)
Signature
Seal**

EMPLOYEES' PROVIDENT FUND ORGANISATION

Stenographer Probationary Examination, 18th-19th September, 2025

Examination Centre_____

SEATING ARRANGEMENT PLAN

DATE: _____

PAPER NO.: _____

PAPER_____ (Subject)

(Please show seating plan of Exam Hall)

No. of Candidates:

No. of Absentees: (Roll Nos._____)

Date:

(Nodal Officer)
Signature
Seal

EMPLOYEES' PROVIDENT FUND ORGANISATION

Stenographer Probationary Examination, 18th-19th September, 2025

**ATTENDANCE SHEET OF BOARD OF EXAMINATION, CENTRAL OBSERVER AND
INVIGILATORS**

Centre _____

Name & Designation

Signature

1. _____
(Nodal officer)

2. _____
(Invigilator/s)

3. _____
(Observer)

4. _____
(Central Observer)

Date:

**(ACC)
Signature:**

Seal:
