DISTRICT LEGAL SERVICES AUTHORITY
JAYASHANKAR BHUPALPALLY
NOTICE
Regarding recruitment of Steno-Typist
NOTIFICATION NO.01/2026, Dated:18.09.2026.

INSTRUCTIONS TO THE CANDIDATES ON WRITTEN EXAMINATION

1. The candidates must note that his/her admission to the examination is more provisional. The mere fact that an Admission has been issued to him/her does not imply that his/her candidature has been finally cleared by the Institution or that the entries made by the candidate in his/her application have been accepted by the Institution as true and correct.

2. The question paper consists of 40 questions, with each question carrying one mark. The duration of the examination is 45 minutes. There are no negative marks. The candidates shall answer the multiple-choice questions by writing the corresponding option, i.e., A, B, C and D, in the bracket ( ) provided in the question paper against the respective question number.

3. The candidates should go through the instructions given carefully.

4. Candidates shall write their answer to each question at the relevant place single time only. Corrections will not be accepted and no mark will be given to the correct answer, if it is corrected.

5. The candidates should satisfy the Invigilator of his identity with reference to the signature and photographs.

6. The candidates should occupy their respective seats 15 minutes before the commencement of the examination and will not to be allowed after 10 minutes of the scheduled time. They should not leave the examination hall till expiry of duration. Loaning and interchanging of articles among the candidates are not permitted in the examination hall. Cell phones, Pagers, Calculators or any type of electronic devices are strictly prohibited in the examination hall.

7. The candidates are expected to behave in orderly and disciplined manner while writing the examination. If any candidate takes away Answer Sheet, the candidature will be rejected and in case of impersonation/ disorder/ rowdy/ behavior during Written Examination, necessary action will be initiated, apart from disqualifying appointment in future. Merit is the only criteria that decides the selections. Candidates trying to use unfair means shall be disqualified from the selection. No correspondence whatsoever will be entertained from the candidates. The candidature and conditions specified here are subject to latest rules/ orders come into force during the process of recruitment.

8. The Institution would be analyzing the responses of a candidate with other appeared candidates to detect patterns of similarity. If it is suspected that the responses have been

shared and the scores obtained are not genuine/ valid, the Institution reserves the right to cancel his/ her candidature and to invalidate in Answer Sheet.

9. Wherever Written Examination is held only those candidates who are totally blind and candidate whose writing speed is affected by CEREBRAL PALSY, can use the scribe at the Written Examination. In all such cases where a scribe is used, the following rules will apply.

    (a) The scribe should be from an academic discipline other than that of the candidate and the academic qualification of the scribe should be one grade lower than the stipulated eligibility criteria.

    (b) The candidate as well as the scribe will have to give a suitable undertaking confirming the rules applicable.

10. Candidates shall bring EXAMINATION PADS for written test.