



IDBI BANK LTD., "IDBI TOWER", WTC COMPLEX, CUFFE PARADE, MUMBAI - 400 005

**IDBI BANK RECRUITMENT OF ASSISTANT MANAGER - 2019  
CALL LETTER FOR THE ONLINE EXAMINATION -17.05.2019**

ROLL NO./USER ID : 1411000847  
PASSWORD : 72920196  
NAME AND ADDRESS  
AMBRISH DADHWAL  
VPO DATARPUR  
TEH MUKERIAN  
DISTT HOSHIARPUR  
HOSHIRAPUR  
PUNJAB  
144222

REGISTRATION NO. : 67019820  
VENUE OF EXAMINATION :  
ION DIGITAL ZONE IDZ MOHALI  
PLOT NO E-260 B A PHASE 8 B  
SECTOR 74 FOCAL POINT NEAR OLD  
SBI BUILDING INDUSTRIAL AREA  
SAS NAGAR MOHALI PUNJAB 160055

DATE OF EXAMINATION : 17/05/19 Friday  
REPORTING TIME : 01:30 PM

AFFIX YOUR RECENT  
PASSPORT SIZE  
PHOTOGRAPH WHICH  
SHOULD MATCH WITH  
THE ONE UPLOADED IN  
THE ONLINE  
APPLICATION.



Madam / Sir,

**RECRUITMENT OF ASSISTANT MANAGER - 2019 IN IDBI  
BANK**

**Photograph affixed should match the uploaded photograph.  
In case of discrepancy, the uploaded photo only will be  
considered for identification purpose.**

With reference to your on-line application for the above recruitment, please appear for the examination at your own expense on the date, time and venue mentioned above, subject to the terms and conditions given below. **Please bring this call letter with your photograph affixed thereon, photo identity proof in original and a photocopy - THIS IS ESSENTIAL.** Please hand over this call-letter and photocopy of photo identity proof duly stapled together to the invigilator. Please write your Roll. No. and Reg. No. on the photocopy of the photo ID Proof.

Left Thumb Impression (in the presence of the invigilator at the time of examination)	Candidate's Signature (To be signed in the presence of the invigilator at the time of examination)	Invigilator's Signature (Candidate's signature and left thumb impression obtained in my presence and photograph verified by me)

Yours faithfully,

Asst. Gen. Manager (HR)

Your signature should tally with the signature uploaded. In case of discrepancy, you will not be allowed for the examination.

The examination will be conducted online. You must enter your User ID and Password, which are printed on this call letter, to enter the online exam site. Your name and other details will appear on the screen after login. Please verify and ensure correctness of these details. Disclosure of User ID & Password to third party shall be at the risk & responsibility of the candidate. **Please read the instructions given on the next page and also information handout available on our Bank's website [www.idbi.com](http://www.idbi.com) carefully.**

## INSTRUCTIONS

1. **Your admission to the examination is strictly provisional.** The mere fact that the call letter has been issued to you does not imply that your candidature has been accepted by the Bank or that the entries made by you in your on-line application for examination have been accepted by the Bank as true and correct. You may please note that the Bank will take up the verification of eligibility conditions i.e. age, educational qualifications, experience and status (i.e. Scheduled Caste/Scheduled Tribe/Other Backward Class/Persons with Benchmark Disability/Ex-Serviceman etc.) with reference to original documents only at the time of interview of candidates who are qualified in the examination on the basis of the marks obtained by them. You may therefore please note that if at any stage, it is found that you do not satisfy the eligibility criteria as given in the Bank's advertisement, or the information furnished by you in the application is incorrect, your candidature is liable to be cancelled forthwith, with such further action as the Bank would like to take.
2. You should ascertain exact location of the venue well in advance of the date of examination
3. **You must reach the venue of examination by the time mentioned above. Please note that if you will report after the reporting time you will not be allowed in the examination hall nor shall be permitted to leave the examination hall till the time for the test is over and the test administrator has given permission to leave. The test will begin after completion of the formalities like checking of attendance, obtaining signature on the call letter and collection of call letters alongwith photo identity proof etc. The Bank will not be responsible for any delay or disruption in transport.**
4. You must bring the call letter alongwith the photo identity proof such as PAN Card/Passport/Permanent Driving Licence/Voter's Card with photograph/Bank Passbook with photograph/Photo Identity proof issued by a Gazetted Officer on official letterhead /Photo Identity proof issued by a People's Representative on official letterhead/Valid recent Identity Card issued by a recognised College/University/Aadhar/E-Aadhar Card with a photograph /Employee ID in original/Bar Council Identity card with photograph. **Please note that your name as appearing on the call letter (provided by you during the process of registration) should exactly match the name as appearing on the photo identity proof. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof you will not be allowed to appear for the exam. The photocopy of photo identity proof should be submitted along with the call letter, to the invigilators in the examination hall failing which he/she will not be permitted to appear for the test.**
  - **Ration Card and Learner's Driving License will NOT be accepted as valid ID proof.**
  - **In case of candidates who have changed their name will be allowed only if they produce original Gazette notification/their original marriage certificate/affidavit in original.**
5. Biometric data (Right thumb impression) and photograph will be captured twice at the examination venue i.e. before the start of exam and after completion of exam. Decision of the Biometric data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates. **Refusal to participate in the process of biometric data capturing / verification on any occasion may lead to cancellation of candidature.** With regards to the same, please note the following :
  - (a) If fingers are coated (stamped ink/mehndi/coloured...etc), ensure to thoroughly wash them so that coating is completely removed before the exam day.
  - (b) If fingers are dirty or dusty, ensure to wash them and dry them before the finger print (biometric) is captured.
  - (c) Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.
  - (d) If the primary finger (Right thumb) to be captured is injured/damaged, immediately notify the concerned authority in the test centre.(Any failure to observe these points will result in non-admittance for the examination)
6. You should also bring a ball point pen with you to the examination hall.
7. Please note that if you adopt any unfair means or malpractice or commit any misconduct while appearing for the examination, your candidature is liable to be summarily cancelled; moreover you may be liable to penal action. **If you are found resorting to any unfair means including giving/receiving help to/from any candidate during the test you will be disqualified. (You should be vigilant to ensure that no other candidate is able to copy from your answers).** Your responses (answers) will be analysed with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted in this regard, it is inferred/concluded that the responses have been shared and scores obtained are not genuine/valid, your candidature may be cancelled. Any candidate who is found copying or receiving or giving assistance or engaging in any behaviour unbecoming of a candidate will not be considered for assessment. The Bank may take further action against such candidates as deemed fit by it.
8. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection, process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process of the Bank in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect.
9. You should strictly comply with the directions given to you by the test administrator/invigilator. If any candidate is found disregarding these directions he/she will be liable to be debarred from the test.
10. Following items will not be allowed inside the examination centre:-

Any stationery item like textual material (printed or written), bits of papers, Geometry/Pencil Box, Plastic Pouch, Calculator, Scale, Writing Pad, Pen Drives, Log Table, Electronic Pen/Scanner, Any communication device like Mobile Phone, Bluetooth, Earphones, Microphone, Pager, Health Band etc. Other items like Goggles, Handbags, Hair-pin, Hair-band, Belt, Cap, Any watch/Wrist Watch, Camera, Any metallic item, Any eatable item opened or packed, water bottle, Any other item which could be used for unfair means for hiding communication devices like camera, blue tooth devices etc.

All ornaments like Ring, Earrings, Nose-pin, Chain/Necklace, Pendants, Badge, brooch etc. will be thoroughly checked. Any candidate who is found either copying or receiving or giving assistance will be disqualified.
11. Anyone found to be disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of test contents in any form or any information therein in whole or part thereof or by any means verbal or written, electronic or mechanical or taking away the papers supplied in the examination hall or found to be in unauthorised possession of test content is likely to be prosecuted.
12. **An "Information Handout" booklet giving information about the type of test you will be taking is available on the Bank's website. Please download the booklet and study it carefully.**
13. You will have to affix your signature and left thumb impression, in the space provided, in the presence of the Invigilator.
14. Guidelines and Declaration Form for PWBD candidates using the services of a Scribe can be downloaded from Bank's website.

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