





# STATE BANK OF INDIA

Central Recruitment and Promotion Department, Corporate Centre,  
Atlanta Building, 3<sup>rd</sup> Floor, Nariman Point, Mumbai - 400 021.

**ADVERTISEMENT No. CRPD/CR/2021-22/09**  
**RECRUITMENT OF JUNIOR ASSOCIATES (CUSTOMER SUPPORT AND SALES)**  
**CALL LETTER FOR ONLINE PRELIMINARY EXAMINATION**

**PLEASE NOTE :** After the examination, you are required to keep this call letter safely alongwith copy of attached Photo ID proof (both duly authenticated / stamped) by Exam officials and bring both documents at the time of main examination (if shortlisted).

Registration No.:	1991023570	
Candidate's Name:	SHALINI KASHYAP	
Exam Date:	10/07/21 Saturday	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 5px; margin-right: 10px;"> <p>PLEASE AFFIX YOUR <b>RECENT</b> PASSPORT SIZE COLOUR PHOTOGRAPH (same as uploaded in the online application form) &amp; SIGN ACROSS (Please keep 8 copies of the same for future use) 2 additional photographs to be brought for this examination.</p> </div>  </div> <p align="center">Photograph affixed should match the uploaded photograph (As printed). In case of discrepancy, the uploaded photo only will be considered for identification purpose</p>
Reporting Time*:	01:00 PM	
Roll No./ User ID:	1811000765	
Password:	85080094	
Exam Venue Address: (Code)	ION DIGITAL ZONE IDZ SHAHPUR F.F.STARTUPS PLOT NO 18/18 OPP ASA RAM SENIOR SECONDARY PUBLIC SCHOOL AMBALA DELHI HWY AMBALA CANTT AMBALA 133001 (13058)	

Madam / Sir,

With reference to your application for the above post, we are pleased to inform that you have been called for Online Preliminary Examination. 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, a photocopy of photo identity proof stapled with it and same (currently valid) photo ID in original and 2 additional photographs - THIS IS ESSENTIAL.
- Currently valid photo identity proof may be 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 - Ration Card and Learner's Driving License will NOT be accepted as valid ID proof.
- Please Note- Candidates reporting without 2 additional photographs will not be allowed to appear for the examination. Candidates must bring glue for pasting photos on attendance sheets.
- You must report at the examination venue 15 minutes before the reporting time.
- \*Taking into account the Social Distancing norms, email and sms will be forwarded to you a day prior to the examination specifying the exact time of reporting to avoid over-crowding at the venue. However, we are providing you the common reporting time in the call letter. If you do not get any intimation prior to the exam, you should follow the Reporting Time printed in the call letter.
- Late comers will not be allowed to take the test. Candidate will not be permitted to leave the examination hall till the time for the test is over and/or permission to leave the hall is given by the test administrator.
- Your photograph affixed on the call letter should match the one uploaded in the online application form, failing which you will not be allowed to appear for the examination.
- Registration at the exam venue will be done through photo capture. Photo captured will be matched with the photo uploaded by you in the application (As printed in the call letter). You must NOT change your appearance from the photo uploaded by you.
- Your signature should tally with the signature uploaded. In case of discrepancy, you will not be allowed to appear for the examination.

**Handwriting Sample (to be copied from screen as instructed)**

I have brought and attached my \_\_\_\_\_ ID with number \_\_\_\_\_  
(Aadhar/ PAN/ DL etc.)

<b>Candidate's Signature</b> (To be signed in the presence of the invigilator at the time of examination)	<b>Invigilator's Signature</b> (Candidate's signature obtained in my presence and photograph verified by me)	<b>Bank Official's Signature</b> (I have verified the call letter and ID proof presented by the candidate as above)

Yours faithfully,

Asst. General Manager

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 3rd party shall be at the risk & responsibility of the candidate. Please read the instructions given in the next page and also the information handout (acquire yourself booklet) available in our website <https://www.sbi.co.in/careers> or <https://bank.sbi/careers> carefully.

➤ Please print and read the attached instructions from the next page carefully.

**TWO PAGES INSTRUCTIONS + ONE PAGE DECLARATION****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 Castes/Scheduled Tribes/Other Backward Class/ Economically Weaker Section /Physically Challenged/ Ex-servicemen etc.) with reference to original documents only at pre joining document verification stage 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. There will be negative marks for wrong answers in the objective tests. 1/4th of mark assigned for question will be deducted for each wrong answer. If a question is left blank, i.e. no answer is given by the candidate, there will be no negative marks for that question.
3. You must bring the call letter along with (currently valid) photo identity proof (such as PAN Card/Passport/ Permanent Driving License/Voter's Card with photograph/Bank passbook with photograph/Photo Identity proof with photograph issued by a Gazetted Officer (on official letterhead)/Photo Identity proof issued by a People's Representative along with a photograph (on official letterhead)/Identity Card issued by a recognised College/ University/Aadhar/E-Aadhar Card with a photograph /Bar Council ID Card with photograph/Employee ID) in original as well as a photocopy. 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. 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.
4. Call letter and ID proof management:  
Call letter of Preliminary Exam will not be collected at the examination venue. However, it will be duly authenticated/ Stamped by the exam officials. Candidate needs to retain the call letter (along with authenticated/stamped copy of the ID proof) safely. Candidates who will be called for Main Exam will be required to bring this call letter along-with Main Exam call letter and other requisite documents as per information provided in the "acquaint yourself booklet" and call letter of main examination. You must bring 2 additional photographs (same as pasted in call letter) with you to the examination centre. Candidates reporting without 2 additional photographs will not be allowed to appear for the examination. Candidates must bring glue for pasting photos on attendance sheets.
5. The candidates must reach the venue of examination by the time specified in the email and SMS forwarded to you a day prior to the examination. In case you do not get any intimation prior to the exam, you should follow the reporting time printed on the call letter. Late comers will not be allowed to take the test. Candidates will not 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 photo capture etc. The Bank will not be responsible for any delay or disruption in transport.
6. You should also bring stationery such as pencils, glue, eraser and ball point pen with you to the examination hall.
7. Photograph will be captured at the examination venue. The photo captured will be matched with the photo uploaded by the candidate in the application. You must NOT change your appearance from the photo uploaded by you.
8. 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. The Bank would be analyzing the responses of a candidate with other appeared candidates to detect patterns of similarity. On the basis of such an analysis, if it is found that the responses have been shared and scores obtained are not genuine/valid, the Bank reserves the right to cancel his/her candidature.
9. Following items are not allowed inside the examination centre:-  
Any stationary 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 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 (only transparent water bottle is allowed), Any other item which could be used for hiding communication devices like camera, blue tooth devices etc.  
After AarogyaSetu status display at the entry gate, candidates will be required to switch off their mobile phones, and deposit it at the designated location, to be collected while exiting.  
You are advised to avoid wearing ornaments like Ring, Earrings, Nose-pin, Chain/Necklace, Pendants, Badge, brooch etc.
10. The candidates are advised to follow the following dress code:
  - light clothes which cannot be used for hiding any instruments or communication devices.
  - half sleeves but not having big buttons or any badge, brooches etc. which could be used to hide the communication device, blue tooth, camera, etc.
  - slippers, sandals and not shoes.
 However, candidates coming in customary/ religious dresses should report at the centre at least 20 minute prior to reporting time for proper checking.
11. 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).
12. 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.
13. 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 unauthorized possession of test content is likely to be prosecuted.
14. An Acquaint Yourself 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.
15. You will have to affix your signature in the space provided in the call letter, in the presence of the Invigilator.
16. Please note that a candidate is allowed to appear only once for the examination. Multiple appearances will result in cancellation of candidature. In case more than one call letter has been generated, you are advised to appear for only against the last successful registration on the date and at the time mentioned on the respective call letter. All other call letters are to be surrendered.
17. Guidelines and Declaration Form for PWD candidates using the services of a Scribe can be downloaded from Bank's website.
18. Please read instructions related to Social Distancing mode of Exam given on next page.

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**SOCIAL DISTANCING MODE CONDUCT OF EXAM RELATED INSTRUCTIONS**

- 1 Candidate is required to report at the exam venue strictly as per the time slot mentioned in the Call Letter AND/OR informed via SMS/Mail on their registered mobile number/mail prior to exam date. It is expected that candidate strictly adhere to this time slot – as entry into the exam venue will be provided based upon the individual's time slot ONLY. Candidates should report atleast 15 minutes before the Reporting time indicated on the call Letter.
- 2 Mapping of 'Candidate Roll Number and the Lab Number' will NOT be displayed outside the exam venue, but the same will be intimated to the candidates individually at the time of entry of the candidate to the exam venue.
- 3 Items permitted into the venue for Candidates  
Candidates will be permitted to carry only certain items with them into the venue.
  - a. Mask (WEARING A MASK is COMPULSORY)
  - b. Gloves
  - c. Personal transparent water bottle (Candidates should bring their own water bottle)
  - d. Personal hand sanitizer (50 ml)
  - e. A simple pen, pencils, erasers and glue.
  - f. Exam related documents (Call Letter and Photocopy of the ID card stapled with it, ID Card in Original, 2 additional photographs). Original ID (same as Photocopy) is also to be brought for verification. The name on the ID and on the Call Letter should be exactly the same.
  - g. In case of Scribe Candidates - Scribe form duly filled and signed with Photograph affixed.  
No other Items are permitted inside the venue.
- 4 Candidate should not share any of their personal belonging/material with anyone
- 5 Candidate should maintain safe social distance with one another.
- 6 Candidate should stand in the row as per the instructions provided at venue.
- 7 If candidate is availing services of a Scribe, then Scribe also should bring their own Gloves, N95 Mask, Sanitizer (50ml) and transparent water bottle. Wearing a Mask is compulsory. Both candidate and Scribe will require to be wearing N95 Mask.
- 8 A Candidate must have AarogyaSetu App installed on his mobile phone. The AarogyaSetu status must show candidate's risk factor. A candidate will have to display this status to the Security Guard at the entry into the exam venue. In case a candidate does not have a smart phone, he/she will have to bring in a signed declaration to this effect (declaration is provided along with this Call Letter) and show the same to the Security Guard at the entry into the exam venue. Candidates with Moderate or High Risk Status on AarogyaSetu App will not be allowed entry. In case any of the responses in declaration suggest COVID 19 infection/symptoms, the candidate will not be permitted inside the exam venue. (If candidate is availing services of a Scribe, then Scribe should also follow the same instructions.)
- 9 After AarogyaSetu status display at the entry gate, candidates will be required to switch off their mobile phones, and deposit it at the designated location, to be collected while exiting
- 10 All candidates (and Scribe, if applicable) will be checked with Thermo guns at the entry point for temperature. In case, any person is observed to be having above normal temperature (> 99.14° F) or displaying any symptoms of the virus, they will not be allowed entry into the venue.
- 11 In candidate registration:
  - a. Candidate registration will be done through photo capture. Photo captured will be matched with the photo uploaded by you in the application. You must NOT change your appearance from the photo uploaded by you.
  - b. Photograph capture will be done while candidate is standing.
  - c. Seat number will be given to the candidate.
- 12 Rough sheet, call letter and ID proof management
  - Call letter of Preliminary Exam will not be collected at the examination venue. However, it will be duly authenticated/Stamped by the exam officials. Candidate needs to retain the call letter (along with authenticated/stamped copy of the ID proof) safely. Candidates who will be called for Main Exam will be required to bring this call letter along-with Main Exam call letter and other requisite documents as per information provided in the "acquaint yourself booklet" and call letter of main examination. You must bring 2 additional photographs (same as pasted in call letter) with you to the examination centre. Candidates reporting without 2 additional photographs will not be allowed to appear for the examination.
  - Rough sheet(s) kept at each candidate desk will be used by candidate.
  - Those candidates who avail the services of Scribe should submit Scribe form in the boxes provided at the exit of lab/venue while leaving or at the designated place.
  - Candidate must drop the rough sheets in the boxes provided at the exit of lab/venue while leaving or at the designated place indicated by Exam officials.
- 13 Post Examination Controls
  - On completion of examination, the candidates will be permitted to move out in an orderly manner one candidate at a time. Please wait for instructions from invigilator and do not get up from your seat until advised.

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## **Self-Declaration**

We are concerned about your health, safety & hygiene. In the interest of your well-being and that of everyone at the venue, you are requested to declare if you have any of the below listed symptoms by using a ✓ (Yes, I have) or ✗ (No, I do not have).

Cough	<input type="checkbox"/>
Fever	<input type="checkbox"/>
Sore Throat / Runny Nose	<input type="checkbox"/>
Breathing Problem	<input type="checkbox"/>
Body Ache	<input type="checkbox"/>

I have NOT been in close contact with a person suffering from Covid 19 and am NOT under mandatory quarantine

I may be subject to legal provision/ action as applicable for hiding any facts on Covid 19 infections related to me and causing health hazard to others.

I am aware SBI has taken measures as per advisories of Government of India related to norms of social distancing and sanitization at the Examination Center.

I'm asked to fill this Self-Declaration, since I do not have "Aarogya Setu" App on my mobile phone.

I'm certifying that I've NOT tested Positive for the Corona virus or identified as a potential carrier of the COVID-19 virus.

Candidate Name : \_\_\_\_\_

Candidate Roll No : \_\_\_\_\_

Date of Exam : \_\_\_\_\_

Exam Center : \_\_\_\_\_

Name : \_\_\_\_\_

Signature of Candidate : \_\_\_\_\_

(In case candidate is using Scribe Services and Scribe does not have Aarogya Setu App, Self-Declaration Form is to be filled by the Scribe also)