

CIVIL SERVICE COMMISSION

YOU MUST RETAIN THIS PAPER AND PRODUCE IT IN THE EXAMINATION ROOM WHEN REQUIRED BY THE SUPERVISOR

Name HOPKINS, PETER ALBERT.

Number in the Examination **218**

ASSISTANT PREVENTIVE OFFICERS

OPEN COMPETITION

SEPTEMBER, 1957

TIME TABLE OF THE WRITTEN EXAMINATION

Day	Hour	Paper	Place
Friday, 13 September, 1957	10 to 11	English Paper 1	Public Library, Alexandra Road, Swansea. (near High Street Station)
	11. 5 to 12.35	General Paper 1	
	2 to 3.15	English Paper 2	
	3.20 to 4.35	Arithmetic	
	4.40 to 5.40	General Paper 2	

You must bring a fountain pen, or an ordinary pen and a bottle of ink. For the paper in Arithmetic you should bring a pencil, a rubber, and a ruler divided on the edges into inches and tenths, twelfths, and sixteenths of an inch, and into centimetres and millimetres. You should make sure that your work can be easily read by the examiners by writing clearly, spacing the lines, and using good pens and ink; failure to write legibly will lead to loss of marks.

You should attend not later than ten minutes before the time fixed for the beginning of the first paper and you should attend punctually for every other test taken. If you are late you will be admitted to the examination, and the circumstances reported to the Commissioners by the Supervisor; but you cannot be given credit for the time lost, and if any other candidate has left the examination before you arrive the Commissioners may be unable to allow you any marks for the paper.

The interviews will probably begin in November, 1957. Candidates who reach the qualifying standard in the written examination will be informed of the day, time, and place in due course.

ATTENTION IS CALLED TO THE NOTICES ON THE BACK OF THIS PAPER

[TURN OVER]

## CIVIL SERVICE EXAMINATIONS

### NOTICES

1. You will be required, before going to your seat, to leave behind your hat, and any books, papers, etc., the use of which is not expressly allowed. A separate room is usually provided for this purpose, and reasonable precautions are taken to safeguard the property of candidates; but the Civil Service Commissioners can accept no liability for loss or damage, and you are expressly warned to keep any valuables in your own custody. Instructions regarding any special instruments or articles which you will need are printed overleaf below the Time Table. If none is specified none is required. Normally you may take pen-knives, pencils, india-rubbers, etc., into the room, but the Supervisor may, where necessary, forbid the use of any such article.

2. You may not leave the examination room until half an hour after the beginning of any paper.

3. If you wish to leave the examination room temporarily during a paper, you must obtain permission from the Supervisor.

4. You must remain in your place until you have handed your work to the Supervisor or his Assistant. None of it should be left on your desk. You are not allowed to leave the examination room during the last five minutes of a paper.

5. Silence must be maintained during the examination. The Supervisor will exclude from the examination any candidate causing noise or disturbance.

6. You may not, without express permission, remove from the examination room, or mutilate, any paper or other material supplied.

7. If you obtain any irregular assistance from books, papers, etc., or from other candidates, or if you give such assistance to other candidates, or allow them to see your papers, you are liable to be disqualified from this examination, and from any other examination held by the Civil Service Commissioners. If you do not comply with these instructions, or with any others given orally by the Supervisor, printed on question papers, etc., you are also liable to be disqualified; the Commissioners will feel bound to disqualify any candidate who gains, or could gain, an advantage over other candidates, whether he intended to or not.

8. You will be known by the number assigned to you on the Order for Admission, and you must write this number (not your name) on every answer book or separate sheet of paper which you hand in. You should quote this number, as well as the reference number of the examination (197/57), in any communication you may address to the Civil Service Commission about the examination.

9. If you are suffering from an infectious or contagious disease you cannot, in the interests of other candidates, attend this examination centre. You should report the circumstances to the Civil Service Commissioners at once; in writing if there is time, if not by telegram or telephone (REGent 6010 Extension 111).

If you have been in contact with a person suffering from an infectious or contagious disease, you should not attend this examination centre unless your doctor or local medical officer of health advises you that you may do so without risk to other candidates.

10. If there are circumstances which affect your work, or which you think it necessary to bring to the Commissioners' notice, you should report them to the Supervisor, or write at once to the Civil Service Commission. The Commissioners cannot consider such circumstances after the Table of Results has been issued (unless they are such as to justify the cancellation of the examination or the disqualification of one or more candidates).

In view of the possible difficulty which candidates may experience in getting a meal in the neighbourhood of the examination room, they would be well advised to bring their lunch with them or to make other special arrangements.

Subject to the discretion of the Supervisor of the examination, candidates will be allowed (where this is practicable) to eat their lunch either in the waiting room or in the examination room. They must be careful to leave no litter on the premises.