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No -15/2/2019 / DD (Exam)/ 820
Govt. of India
Ministry of Home Affairs
Department of Official Language
Hindi Teaching Scheme
Office of Deputy Director (Examination)

East Block -7 , Floor-6 Rama Krishna
Puram,
New Delhi-110066

Date: 25 JUN 2021

To

All Joint Directors/All Deputy Directors/Overall Officer-in-charge,
Hindi Teaching Scheme/Correspondence Wing, Central Hindi Training Institute

Subject: -Schedule of examination for Hindi Praveen / Pragya / Pragya Banking / Prabodh and Parangat to be held in November,2021

Sir / Madam ,

The Hindi Praveen/ Pragya / Pragya Banking / Prabodh and Parangat examinations conducted by the Examination Wing under the Department of Official Language in the third/fourth week of the month of May and November every year. Examination centers are set up at All India level for conducting these examinations. In each session, results of examinations of regular / private / correspondent candidates appearing in these exams are declared within one month from the date of completion of the examination.

In connection with the Hindi language examination to be conducted during November, 2021, it is informed that a "PRANALI" (System) has been developed under the supervision/guidelines of the Department of Official Language so that the transparency in training system is maintained and effective monitoring of the same can be ensured. Since January 2018, the examination system has been linked to "PRANALI". It is requested that all Regional Joint Directors/ Deputy Directors are requested to follow the guidelines issued by the Central Hindi Training Institute vide its letter No. 12/6/2016 H.T.S.(HQs)/127 dated 10 January, 2018 during the examinations to be conducted in November,2021. It may be ensured as per following guidelines -

1. The details of the trainees of various training programme will be uploaded in the "PRANALI" by the faculty member that is Hindi Pradhyapak/Assistant Director and the same will be sent to the Examination Wing after the verification by concerned Regional Joint Directors /Deputy Director/DD(T/S)/Correspondence. Now manual form of any trainee will not be accepted by the Examination Wing. The examination will be conducted only for those trainees whose details for training programme are accordingly filled/uploaded in the "PRANALI".
2. All the Regional Joint Directors/Deputy Directors and their associates Assistant Directors will ensure by personal monitoring that all the data in the "PRANALI" uploaded by each faculty members is complete and correct.
3. The last date for trainee registration in the "PRANALI" for the session July-November has been fixed as on 31 August, 2021 and the verified data is to be sent to Joint Director/Deputy Director (Exams) by 12 September, 2021. After the registration of data, all the Regional Joint Directors/Deputy Directors are requested to ensure that the DD (Exams) has been immediately informed of the same by E-mail. After the last date has lapsed, the details of any trainee cannot be filled in and the concerned faculty members and the Monitoring Officers will be responsible for that.

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The following are the Postal address and e-mail IDs of the Regional Offices:

- (1) Joint Director/
Deputy Director (North-Central)
Hindi Teaching Scheme,
East Block-7, Level-6
R.K. Puram, New Delhi-110066
ddhts-nc-dol@nic.in
For the offices located at Delhi,
Haryana, Punjab, Rajasthan, Himachal Pradesh,
Jammu Kashmir, Madhya Pradesh, Uttar
Pradesh, Chhattisgarh, Uttarakhand, Union
Territory of Chandigarh.
- (2) Joint Director/
Deputy Director (South)
Hindi Teaching Scheme,
E-3, C Block, Rajaji Bhawan,
Besant Nagar, Chennai-600090
ddhts-south-dol@nic.in
For the offices located at Tamil Nadu,
Andhra Pradesh, Kerala, Telangana and the
Union Territory of Pudducherry
- (3) Joint Director/
Deputy Director (East),
Hindi Teaching Scheme,
18th Floor, Nizaam Palace Complex, 234/4,
Acharaya Jagdish Chander Bose Road
Kolkata-700020
ddhts-east-dol@nic.in
For the offices located at West Bengal,
Orissa, Bihar, Jharkhand and Union
Territory Andaman & Nicobar
- (4) Joint Director/
Deputy Director (West),
Hindi Teaching Scheme,
Kendriya Sadan, C Wing, 6th Floor,
ddhts-west-dol@nic.in
For the offices located at Maharashtra,
Gujarat, Karnataka, Goa, Union Territory of
Daman div and Dadra Nagar Haveli
- (5) Joint Director/
Deputy Director (North-Eastern),
Hindi Teaching Scheme,
Eastern Frontier Railway Headquarters,
Malligaon, Guwahati -II (Assam).
ddhts-ne-dol@nic.in
For the offices located at Assam,
Arunachal Pradesh, Manipur, Mizoram,
Meghalaya, Nagaland, Sikkim and
Tripura
- (6) Dy. Director/
Assistant Director-in-charge
Central Hindi Training Institute
Department of Official Language,
Ministry of Home Affairs, 2-A, Prithviraj Road,
New Delhi-110011
adptracharchti-dol@nic.in
- (7) Dy. Director
Hindi Teaching Scheme, A Wing, 5th Floor,
17th Main, Kendriya Sadan, Bengaluru – 5600034
Chti1137@nic.in
- (8.) Dy. Director
Hindi Teaching Scheme, Room No.-403, 6-8/32,
Fourth Floor, , C.G.O. Towers, Kavadi guda,
Secunderabad – 500080 (Telangana)
Chti1147@nic.in

4. On-line examinations of Prabodh, Praveen, Pragya are also being conducted under Hindi Teaching Scheme. As per directions of the competent authority no online examination will be conducted till further instructions due to adverse circumstances out of COVID-19.

5. As per the rules to pass the examination the candidates have to obtain/secure at least 35 and above marks in each question paper and in internal assessment / oral examination. Less than 35 marks in any one question paper, result will be declared as supplementary.

6. The registration of the trainees for the 5 days short term Hindi language training programme(validation course) will also be done through Regional Joint Directors/Deputy Directors and the same should be informed to Joint Director/Deputy Director (Examination) by e-mail.

7. The change of examination center will be done through Regional Joint Directors/Deputy Directors and information of the same will be given by the Regional Joint Directors/Deputy Directors to the Examination Wing by e-mail as new admit card will be issued for change of center. The applicant will have to apply 15 days before the due date of the scheduled examination. Failing which, the application for change of center will not be considered.

8. **Only After uploading the details of the examination fee of the trainees under the "PRANALI" by the faculty member admit cards will be issued by the Deputy Director (Examination).**

9. All faculty members can take out the prints of the admit cards from "PRANALI" before two weeks from the date of exams.

10. No fee is payable by the Central Govt. employees for Prabodh, Praveen,Pragya and Parangat Hindi Language examination. An examination fee of Rs. 100/- is payable for Prabodh, Praveen, Pragya and Pragya Banking by all the personnel of Public sector Undertakings/Corporations, nationalized Banks/Bodies etc. owned or controlled by Government of India. No examination fee is payable for the Parangat examination.

11. **Examination fee can be deposited online on SBI's website www.onlinesbi.com by taking the following steps. (It is mandatory to send the acknowledgement receipt of the payment made through online mode to Joint Director/Deputy Director (Exams), Hindi Teaching Scheme, New Delhi).**

Steps for depositing the fee online :-

1. First open the SBI's website www.onlinesbi.com and click on sub title **State Bank Collect** and then **agree** to all the terms & condition, then **proceed** further.
2. On page **State Bank Collect**, select **All India** in **State of Corporate/Institution** and then select **Govt. Department** in **Type of Corporate/Institution** and click on **GO**.
3. In the **Govt. Department Name**, submit on **HINDI TEACHING SCHEME, DEPT. OF OFFICIAL LANGUAGE MHA**.
4. Select **Hindi Teaching Scheme** in **Select Payment Category**. One form will be opened immediately after this selection.
5. Fill up this form and click on **Submit** button. After this submission, please **confirm** your filled in details and then make the **payment**.
6. After making the payment, print its receipt, take a photocopy of this receipt and send it to the O/o Deputy Director (Exams), Hindi Teaching Scheme, East Block-7, Level-6, R.K. Puram, New Delhi-110066.

(It is mandatory to send the acknowledgement receipt of the payment made through online mode, to Joint Director/Deputy Director (Exams), Hindi Teaching Scheme, New Delhi).

Only in the most compelling Circumstances the payment of fee can be made by mode of demand draft. The Draft should be in favour of Deputy Director(Examination), Hindi Teaching Scheme, New Delhi. Filling the details of draft in "PRANALI" is mandatory. The registration will be accepted only after the Filling details of draft in "PRANALI" otherwise the Hall Tickets would not be generated.

Schedule of examinations November,2021

Name of Course Exam	Question Paper	Day	Date	Time
Praveen	Ist	Monday	15.11.2021	10.00 AM To 1.00 PM
Praveen	IIInd	Monday	15.11.2021	2.00 PM To 5.00 PM
Praveen	oral	Tuesday	16.11.2021	10.00 AM To 5.00 PM
Pragya/ banking	Ist	Tuesday	16.11.2021	10.00 AM To 1.00 PM
Pragya/ banking	IIInd	Tuesday	16.11.2021	2.00 PM To 5.00 PM
Pragya/ banking	oral	Wednesday	17.11.2021	10.00 AM To 5.00 PM
Prabodh	Ist	Wednesday	17.11.2021	10.00 AM To 1.00 PM
Prabodh	IIInd	Wednesday	17.11.2021	2.00 PM To 5.00 PM
Prabodh	oral	Thursday	18.11.2021	10.00 AM To 5.00 PM
Parangat	Ist	Thursday	18.11.2021	10.00 AM To 1.00 PM
Parangat	IIInd	Thursday	18.11.2021	2.00 PM To 5.00 PM

12. The Regional Joint Directors/Deputy Directors /faculty members will fill up all the information pertaining to the Center Superintendent on the "PRANALI". The faculty members will ensure that center superintendent is a **Gazetted Officer** and he/she is **posted in the same city**, and there is no possibility of his/her being on **transfer/leave** during examination period. Officers of Undertakings/Corporations may also be appointed as center superintendent provided he/she is equivalent to Gazetted Officer.

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13. The faculty member should also upload the details of center superintendent on the "PRANALI" and the same is to be forwarded to DD (Exams) through the Regional Joint Director/Deputy Director so that further timely action pertaining to examinations (appointment letter of center superintendent, questions-papers and examination material) can be taken.

14. All the Regional Joint Directors/Deputy Directors/Officer in overall charge, are requested to send the details of expenditure to be incurred during the examination Center rent, wherever required including honorarium and contingency/miscellaneous expenses etc. In addition to this, they are also requested to send details of **bank account number, IFSC Code, name of Bank/Branch of the concerned center superintendent** by 9.10.2021 positively so that advance amount can be drawn.

15. The payment of the bills pertaining to examination will be made from the bank account of the center superintendent only through the E-Payment. Therefore, it is mandatory to send the details of center superintendent's account number, name of bank/branch, IFSC Code, mobile number and E-mail ID along with the bills so that the payment procedure prescribed by Govt. of India can be adhered to. A photocopy of the cancelled cheque may also be sent for smooth transaction.

16. Keeping in the view the odd situation arisen due to COVID-19 November- 2021 session examinations for Praveen, Pragya, Pragya banking, Prabodh and Parangat, examination will be conducted similarly in decentralized mode as November-2020 examination. The examinees of the previous session would not be reregistered for training as per the directions insisted in the para 2 of the letter No. 07/05/2018-हिशियो(मु.)/1004 dated 07 June, 2021 of Director, Central Hindi Training Institute. So, keeping in view the odd situation arisen due to covid-19, the examinees of postponed examination by the approval of competent authority of May, 2021 can appear in November, 2021 examination.

Special Guidelines for Correspondence Courses


(A) (The candidates who had to appear in May, 2021 postponed examination due to COVID-19 can appear in May, 2021 examination. Examination will be organized keeping in view of social distancing in the normal conditions of COVID-19.

(B) The trainees who were declared supplementary in the examination conducted during November, 2020 will appear in November, 2021 but their details **needs not to** be upload again in the "PRANALI" and those who will not appear in supplementary examination to be conducted during Nov, 2021 they will have to appear as a private trainee for all the three papers in the coming examinations. Re-registration not be essential but regional offices have to forward registration data to the Joint Director/Deputy Director Exam.

(C) An examination fee of Rs. 10/- is to be paid through bank Demand Draft by all the personnel of Public Undertakings/corporations, nationalized banks/bodies etc. owned or controlled by Government of India who are appearing for supplementary examination. Demand Draft should be drawn in favour of Deputy Director (Exam), Hindi Teaching Scheme, payable at New Delhi.

(D) Those personnel of the correspondence course who will/would not appear in the examination for some reasons or got failed in the examination, such candidates can fill the examination forms as a private candidate for the upcoming examination. **This information is to be provided to all such trainees that "as a private candidate they have to appear for an oral examination also."**

Yours Sincerely


(Ajai Malik) 25/06/2021
Dy. Director (Exam)
chti 1141

Remarks:

1. Keeping in the view the odd situation arisen due to COVID-19 November- 2021 session examinations for Praveen, Pragya, Pragya banking, Prabodh and Parangat examination will be conducted in decentralized mode similarly as November-2020 examination.
2. **All the offices concerned are requested to convey their e-mail address so that future correspondence can be made through e-mail.**

Copy to –

1. Director, Central Hindi Training Institute, Department of Official Language, MHA, New Delhi.
2. Director(Training), Department of Official Language, MHA, Fourth Floor, N.D.C.C-II Building, B Wing, Jai Singh Road, New Delhi.
3. Director(Implementation), Department of Official Language, MHA, N.D.C.C.-II, Fourth Floor, N.D.C.C-II Building, B Wing, Jai Singh Road, New Delhi With the request that Please circulate this to Chairman of all the Town Official Language Committees (TOLICs) through all regional Implementation Offices.