

### **Important Instructions Re- Checking for SAS (Part-I)**

1. Rechecking form and fee for re-checking can be sent only through email on email id: [hipaexambranch@gmail.com](mailto:hipaexambranch@gmail.com) or by hand/by post, within a span of 20 days after the declaration of the result (i.e 17.04.2025 - 5 pm). Proof of fee paid must attached with application. Without attachment of fee paid proof, Rechecking will not be considered. No consideration on applying through any other source/medium.
2. Re-checking fee Rs. 1000/- per answer-book as per instructions uploaded on the HIPA web site. The details of bank Accounts are as under:  
**Name of Bank: Punjab National Bank**  
**Account Name: Haryana Institute of Public Administration**  
**A/C No: 08892010030260**  
**Account type: Saving**  
**IFSC Code: PUNB0088910**  
**Branch Address: SCF-62, Sector-17, Gurugram**
3. Incomplete Rechecking form/ form received without fee will be directly rejected and no further claim of the candidate will be acceptable in this matter and no fee will be refunded.
4. Only one Rechecking form should be filled by the candidate for one or more than one subjects. Fee deposited is non-refundable.
5. In re-checking, **if any unchecked question / part of the question or any totalling mistake found will be considered. There is no provision of re-evaluation of answer sheets in this exam.**
6. If any change in the marks due to **totalling mistake or any unchecked question / part of the question, Candidate will be informed** through email and revised result will be declared by Treasury and Accounts Department, Government of Haryana.



Examination Branch,  
HIPA, Gurugram

Email id: [hipaexambranch@gmail.com](mailto:hipaexambranch@gmail.com)

B

**Re-checking form**

1. Roll No: \_\_\_\_\_

2. Name: \_\_\_\_\_

3. Designation: \_\_\_\_\_

4. Address: \_\_\_\_\_

\_\_\_\_\_

5. Mobile No \_\_\_\_\_

6. Email id: \_\_\_\_\_

7. In which paper, you want to re-check your answer sheets. ( ✓ )

- (i)    Precis and Drafting
- (ii)   Commercial Bookkeeping
- (iii)   CSR
- (iv)   Audit and Financial Regulations
- (v)    Local Rules and PWD code

8. Fee deposit details:

Amount: \_\_\_\_\_ Transaction ID: \_\_\_\_\_

Date: \_\_\_\_\_

9. Proof of fee Paid attached - Yes/No

10. Reason for Apply for Rechecking :-

- (i)    Unchecked question number(s) (if any)
- (ii)   *Unchecked part of the question number(s)* (if any)
- (iii)   Totalling mistake

**Signature of candidate**