

**THE GAUHATI HIGH COURT AT GUWAHATI**  
(HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL PRADESH)

**NOTIFICATION NO. 01**  
Dated Guwahati, the 12<sup>th</sup> May, 2026

**GUIDELINES FOR INSPECTION OF EVALUATED ANSWER SCRIPTS OF  
DESCRIPTIVE TYPE WRITTEN EXAMINATIONS**  
*(Under the Right to Information Act, 2005)*

1. Inspection of evaluated answer scripts shall be allowed only after declaration of final result.
2. Only the examinee can apply for inspection of his/her own evaluated answer scripts.
3. No examinee can apply for inspection of evaluated answer scripts of any other examinee.
4. No third party will be allowed to inspect answer scripts of any examinee.
5. Applications for inspection of answer scripts shall be entertained within a period of 6 (six) months from the date of declaration of final result.
6. No application shall be considered unless it is submitted in the prescribed format along with the prescribed fee and requisite enclosures.
7. Applications received beyond the prescribed period will be summarily rejected and no communication will be entertained.
8. The applicant examinee shall have to pay inspection fee of Rs. 500/- per answer script.
9. The applicant examinee shall be informed about the date and time of inspection at the premises of the Principal Seat of the Gauhati High Court. No TA/DA will be provided to the applicant examinee.
10. The applicant examinee shall produce his/her ID card and Admit card before inspecting the answer script.
11. The inspection shall be arranged under the supervision of authorized person(s).
12. For examinations up to 2 (two) hour duration, a total of 30 minutes per answer script will be allotted for inspection.
13. For examinations exceeding 2 hour duration, a total of 60 minutes per answer script will be allotted for inspection.
14. The applicant examinee will not be allowed to carry mobile phones/ digital devices etc. at the time of inspection.

  
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15. No one will be allowed to assist the applicant examinee during inspection of the answer script.
16. The applicant examinee shall not be allowed to take notes or copy any part of the answer script or write anything in the answer script at the time of inspection.
17. Answer scripts which are under re-evaluation/scrutiny shall not be made available for inspection.
18. Under no circumstances fee for inspecting the answer script once paid be refunded.
19. During inspection, the relevant portion of the answer script bearing the identity of the evaluator will not be shown.
20. If the applicant examinee is found to have indulged in any unfair means during inspection, he/she will be liable for necessary action as deemed fit by the competent authority.
21. After inspection the applicant examinee shall submit an acknowledgement to the effect that he/she has inspected the answer script(s).
22. The information so obtained by the applicant examinee through inspection shall be for his/her exclusive and relevant use. The applicant examinee shall not provide the information to any third party to dispute or challenge the quality of assessment or quantum of marks assigned to the answers therein.
23. Evaluated answer scripts shall be preserved for a period of 3 years from the date of publication of final result.
24. Answer scripts involving matters which are *sub-judice* or involving litigation in any forum shall be retained till conclusion of the litigation proceedings.

By Order,

Sd/- Raktim Duarah  
**REGISTRAR GENERAL**

Memo No. No. HC.XXXV –14/2026-27/ 7 / RTI, dated 12<sup>th</sup> May, 2026.

Copy to:-

1. The Registrar (Vigilance/ Judicial/ Administration/ Establishment), Gauhati High Court, Guwahati.
2. The Registrar, Gauhati High Court, Kohima Bench, Kohima / Aizawl Bench, Aizawl/ Itanagar Permanent Bench, Naharlagun.

3. The Secretary, Gauhati High Court Legal Services Committee, Gauhati High Court, Guwahati.
4. The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
5. The Joint Registrar (\_\_\_\_\_), Gauhati High Court, Guwahati.
6. The Deputy Registrar (\_\_\_\_\_), Gauhati High Court, Guwahati.
7. The Asstt. Registrar (\_\_\_\_\_), Gauhati High Court, Guwahati.
8. The Special Officer, Translation Wing, Gauhati High Court, Guwahati.
9. The Librarian-cum-Research Officer, Gauhati High Court, Guwahati.
10. The Private Secretary to Hon'ble Mr. /Mrs. Justice \_\_\_\_\_, Judge, Gauhati High Court, Guwahati.
11. The Project Manager, Gauhati High Court, Guwahati. *He is requested to upload this Notification in the website of the Gauhati High Court.*
12. The Sr. Systems Officer, Gauhati High Court, Guwahati.
13. The Administrative Officer (Judicial), \_\_\_\_\_ Section, Gauhati High Court, Guwahati.
14. The C.A. to the Registrar General, Gauhati High Court, Guwahati.
15. The C.A. to the Registrar (Judicial), Gauhati High Court, Guwahati.
16. The C.A. to the Registrar (Admn.), Gauhati High Court, Guwahati.
17. The C.A. to the Registrar (Estt.), Gauhati High Court, Guwahati.

  
**REGISTRAR GENERAL**