

**Common Recruitment Examination and Basic Law and
National Security Law Test to be held in June / July 2022
Contingency and Precautionary Measures at Examination Centres
Guidelines for Candidates**

The Civil Service Examinations Unit (CSEU) will implement a series of contingency and precautionary measures during the Common Recruitment Examination and Basic Law and National Security Law Test to be held in June / July 2022 to ensure the health and well-being of candidates, invigilators and examination personnel. Candidates should pay attention to the following important points when taking the examination:

Before leaving for the centre

1. Candidates must check their body temperature, perform the COVID-19 rapid antigen test (RAT), complete and sign the “Candidate’s Declaration Form on Health” before leaving for the centre on the examination day. The declaration form has been sent to candidates together with the notification e-mail. Candidates should take a photo of their negative RAT result for record purposes and retain the photo for random check. **Candidates refusing to follow the instructions, making a false, incomplete or misleading declaration may receive a penalty or even be disqualified from the examination.**
2. Candidates with symptoms of COVID-19, which include but not limiting to the following, **must not** go to the examination centre. They are advised to consult a doctor promptly.
 - (i) Fever (body temperature at or higher than 38°C); or
 - (ii) Presence of acute respiratory tract infection symptoms such as cough or shortness of breath; or
 - (iii) Sudden loss of sense of taste or smell.
3. Candidates **must not** go to the examination centre if they are subject to any of the following conditions on the day of examination:
 - (i) are undergoing compulsory quarantine (including StayHomeSafe Scheme and home isolation); or
 - (ii) are waiting to complete the last COVID-19 compulsory testing or awaiting test result of the last COVID-19 compulsory testing; or
 - (iii) have not completed the COVID-19 RAT or have received a positive RAT result; or
 - (iv) have not complied with the prevailing Vaccine Pass requirements*.
4. Candidates are reminded to take their body temperature, perform the COVID-19 RAT and bring their completed “Candidate’s Declaration Form on Health” and surgical mask(s) to the examination centre. Candidates should bring additional mask(s) for spare use. **(Note : Candidates are allowed to wear CuMask+™ but not masks or respirators with valves in the examination centres as respiratory droplets can be dispersed through the valve thus exposing other people to the risk of possible infections.)**
5. To protect the health of members of the public and to comply with the relevant statutory requirements and administrative instructions, candidates are **required to use the “LeaveHomeSafe” mobile application (LHS app) and comply with the prevailing Vaccine Pass requirements*** for entering the examination centres. Person-in-charge of the premises may request candidates to present their vaccination record or Exemption Certificate and the relevant QR code, including that saved in LHS app or shown on mobile applications such as “iAM Smart” or “eHealth”, or the QR code shown on their paper vaccination record. Candidates are therefore advised to download the LHS app in advance, save their vaccination record or Exemption Certificate in LHS app and use it to scan the QR code before entering the buildings/premises concerned. Candidates who fail to save the vaccination record, Exemption Certificate or other exemption proof in LHS app should bring their paper record with QR code to the examination centres for verification. Candidates who refuse to use the LHS app and/or fail to comply with the Vaccine Pass requirements will not be admitted to the buildings/premises concerned, hence, the examination centres located at these buildings/premises. Candidates who are unable to comply with the prevailing Vaccine Pass requirements on the examination day because of special circumstances may approach us for special consideration.
6. Please arrive at the examination centre at the time specified in the notification e-mail. Candidates who have completed the procedures of body temperature taking and health declaration will be allowed to enter the examination centres.

* Please refer to the thematic webpage at www.coronavirus.gov.hk/eng/vaccine-pass.html for details.

Before the examination

7. Body temperature screening will be set up at the designated location of the examination centres. Before entering the examination centre, candidates must (i) put on their own surgical mask properly (with the nose, mouth and chin fully covered) ; (ii) use alcohol sanitizer-gel of their own or that placed in front of the entrance to sanitise their hands thoroughly; (iii) disinfect their shoe soles by stepping on the floor mats sprayed with bleach at the entrance of the examination centres, if provided; and (iv) let invigilators check on the spot whether they have completed and signed the “Candidate’s Declaration Form on Health”, and they will take the body temperature of candidates with a forehead thermometer. If necessary, candidates may rest a while before having their body temperature re-taken. Candidates who have a fever will be required to leave the examination centre and they are advised to consult a doctor promptly. **The above procedure will be strictly enforced by the invigilators/staff of the examination venue.**
8. Candidate who pass the body temperature screening and health declaration check mentioned in paragraph 7 above will receive a sticker. He/she must put the sticker on an eye-catching position of his/her clothes. Candidate with the sticker shown will be exempted from the relevant body temperature screening and health checking procedures when attending the next examination paper. Otherwise, he/she must re-take his/her body temperature and present the completed and signed “Candidate’s Declaration Form on Health” before re-entering the examination centre. Invigilators will collect the completed declaration form when they verify the identity of the candidates.
9. Candidates should raise their awareness of the prevention of COVID-19 in the examination centres and should avoid talking with others.

During the examination

10. The CSEU has adopted spatial separation of seating arrangement in the examination centres in accordance with the advice from the Centre for Health Protection. The CSEU will optimise the use of space of the examination centres and/or reduce the number of seats in a bid to space out candidates as far as practicable.
11. Candidates are required to put on a surgical mask properly and should not remove it during the examination. Those who refuse to put on their masks will be regarded as having breached the examination rules mentioned in the “Guidance Notes for Candidates of Common Recruitment Examination and Basic Law and National Security Law Test to be held in June/ July 2022”. Invigilators may ask candidates to remove their masks temporarily during the taking of attendance in order to verify their identities while maintaining an appropriate social distance.
12. Candidates with serious sneezing/persistent coughing may be arranged by the Presiding Invigilator to sit at the reserved seats of the examination centre in order to minimise disturbance to other candidates. The time lost in the examination will not be compensated.

During the sessional break

13. Candidates should put on their surgical mask properly, wash their hands with liquid handwash regularly and should avoid talking with others during the sessional break. They should go to the open areas (and should avoid going to the crowded areas) in the examination centre as far as possible.
14. Candidates have the duty of keeping the examination centre clean, particularly when using the toilets.

Candidates fall sick during the examination (fever / vomit)

15. If a candidate is unwell, he/she can summon an invigilator, and he/she will be accompanied to the toilet or other suitable location of the centre for rest. The invigilator may request to re-take the body temperature of the candidate. If the candidate is found to have a fever (body temperature at or higher than 38°C), the invigilators will ask the candidate to go home and consult a doctor as soon as possible.

After the examination

16. At the end of the examination, candidates should follow the instructions of the Presiding Invigilator in leaving the examination centre in batches, so as to avoid crowding at the exits.

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