

**CHARTERED ACCOUNTANTS' EXAMINATIONS,  
REPORT OF UNFAIR MEANS CASE [UFM]**

**(A) GENERAL DETAILS**

EXAM DATE		EXAM. CENTRE NO.	
NAME OF THE CANDIDATE		ROLL NO. OF THE CANDIDATE	
COURSE AND PAPER NO.		TIME (WHEN CAUGHT)	

**(B) UFM DETAILS**

<b>NATURE OF THE UFM (Please tick)</b>	
Possession of Mobile Phone / any other electronic gadgets [Kindly furnish the below mentioned details and fill (C) below] – to be confiscated and sent to ICAI Exam Department	
Possession of materials relevant to the examination – [To be confiscated and sent to ICAI Exam Department]	
Copying from / interacting with fellow candidate.	
Misbehaved with invigilator or other exam functionaries.	
Left Examination Hall without submitting Answer Booklets / OMRs Sheet	
Tearing of any page of the Answer Book(s)	
Any other (Please specify)	

**(C) UFM – If the candidate is found in possession of mobile phone or any other electronic gadgets, the same should be confiscated and send to ICAI exam department along with this report. (Annexure 18)**

<b>DETAILS REQUIRED</b>	
Name and make of the Mobile/ Device:	
Instrument Number, (if any):	
Password, if any:	
Mobile number /Alternate Mobile Number of the candidate:	
Whether Mobile/ electronic device was found in switch on/off mode? (Switch on / Switch Off Mode)	
Whether the candidate was found using the same? <b>(Yes / No)</b>	
Whether any WhatsApp/ any other social media message related to the exam has been made regarding the paper? <b>(Yes / No)</b>	

(Observer / Special Observer)

(Chief Invigilator)

(Centre Superintendent)

Date:

Time:

Whether there is any exam related matter/ document found in the Mobile/ Electronic device? <b>(Yes / No)</b>	
Whether photographs of Question Paper found in Mobile phone / other electronic Gadgets confiscated from student. <b>{Yes/ No}</b>	
Whether the candidate found guilty of circulation of the question paper to any other number/WhatsApp/telegram group or channel etc. <b>(Yes / No)</b>	

**(D) WITNESSES DETAILS [Signature of the neighboring candidates be taken]**

<b>Details of the Witness</b>	<b>Name</b>	<b>Roll No</b>	<b>Reg No</b>	<b>Signature</b>
Details of First Witness				
Details Second Witness				
Name of the Room Invigilator with report		<b>NA</b>	<b>NA</b>	

**(E) ADMINISTRATIVE FORMATTILITIES TO BE DONE/COURSE OF ACTION**

<b>S. No.</b>	<b>To be done</b>
1.	Student be given Answer Booklet afresh and be allowed to complete the examination. She/He may be allowed to appear in the subsequent examinations.
2.	The answer booklets (2 in numbers) relevant to the unfair means case, candidate's explanation, room invigilator's report, Centre Superintendent report, Observer /Special Observer report, material / device confiscated, witness statement, etc. along with Annexure 18 duly signed by the exam functionaries to be sent to us in duly sealed separate envelope through <b>Speed Post only addressed to CA Anand Kumar Chaturvedi, Joint Secretary, Exams, The Institute of Chartered Accountants of India, ICAI Bhawan, A- 29, Sector 62, Noida -201309 (U. P.)</b>
3.	<b>Kindly note that you have to mandatorily confiscate the UFM material/Device and send it to us along with UFM report by Speed Post.</b>

**(F) ANY OTHER OBSERVATION YOU WISH TO SHARE WITH US**

(Observer / Special Observer)

(Chief Invigilator)

(Centre Superintendent)

Date:

Time: