

ConvenerNo. 2513
Date: 02/01/19

To

Dr. Sangeeta Rani
The Convener/ Examiner,

Subject: Request for setting of question papers by the Board of Examiners (paper setters) for the following forthcoming Undergraduate Courses Examinations Nov/Dec, 2019 for the Academic Year 2019-2020 regarding :-

- (i) FYUP (B. Tech) Semester Examination - III / V / VII Semester
- (ii) Three Years Semester Examination - I / III / V Semester
- (iii) Three Years Semester Examination CBCS for SOL - I Semester

Sir/Madam,

1. This is to state that question papers for the above mentioned forthcoming Under Graduate Courses are required to be set in line with the Executive Council Resolution No. 05 dated 01/05/2003. The said E.C. Resolution is reproduced below:-

"Examination and evaluation / revaluation work be mandatory for all College and University teachers and, as far as possible, question papers be set by a Board of Examiners. Appointment of Head Examiner/Additional Examiners be rotated on the basis of seniority from amongst the teachers who are teaching the concerned course".

2. The Board of Examiners consisted of the following teachers is constituted where you will be acting as the Convener / Examiner.

- | | |
|---------------------------|-----------------------------------------------------------------------------------|
| 1. Examiner
161-A : | <u>Dr. Sangeeta Rani (Bharati)</u> (Convener)
9811335071 / 9811120455 |
| 2. Examiner
161-B : | <u>Dr. Pooja Sharma (Bharati)</u> Dr. Rajna
9811228481 / 9811228481 |
| 3. Examiner
161-C : | <u>Dr. Neetu Jaisinghani (ABC)</u> (VI) |
| 4. Examiner
(If any) : | <u>9811228487 / 9811228481</u> |

content of that corresponding set of Question Paper in Microsoft Word Format in the form of a CD. Please note that hand written scanned copy of the question papers will not be accepted under any circumstances.

- (ix) There will be separate envelopes- for each set of question paper and it's CD. The seenvelopes should be signed and sealed separately and put inside a larger envelope and signed and sealed again by the Board of Examiners. The envelopes must be superscribed with the following details :

- (a) Name of the Department : Hindi
(b) Name of the Course : B.A. (Hons.) / B.A. (Prog.) / B.Com. (Prog.)
/ B.A. (Prog.) Functional Hindi /
B.A. (Hons.) Hindi Patrakarita

- (c) Name of the Paper : Radio

- (d) Semester : V

- (e) Unique Paper Code : 205522

Such sealed packet should be handed over to the Head of the Department by the convener of the Board of Examiners immediately on completion of the exercise. The Board of Examiners would be entirely responsible for this exercise.

You would be required to submit the remuneration bill for the members of the Board of Examiners to the Head of Department. Necessary proforma for settlement of claim/settlement of advance along with guidelines of remuneration payable to the teachers in this regard is enclosed herewith for appropriate usage Appendix-III. However, conveyance charges for maximum 03 visits would be allowed to the Examiner / convener per paper. Matters relating to South Delhi Campus should be taken up with the Deputy Registrar, Examinations (South Delhi Campus) as such matters are separately dealt by the Examination Office of the South Delhi Campus.

The last date of submission of the question papers is 15/10/17. It should be ensured that the question paper reaches the Head of the Department by the stipulated date to ensure timely conduct of the examination under reference.

No. 1545
Date: 06/3/19

To

Dr. Anita
The Convener/ Examiner,

Subject: Request for setting of question papers by the Board of Examiners (paper setters) for the following forthcoming Undergraduate Examination to be held in May / June 2019 for the Academic Year 2018-19 :-

- (i) Three year Semester Examination - II / IV / VI
- (ii) Erstwhile FYUP Semester Examination - IV / VI / VIII

Sir/Madam,

1. This is to state that question papers for the above mentioned forthcoming Under Graduate Courses are required to be set in line with the Executive Council Resolution No. 05 dated 01/05/2003. The said E.C. Resolution is reproduced below:-

"Examination and evaluation / revaluation work be mandatory for all College and University teachers and, as far as possible, question papers be set by a Board of Examiners. Appointment of Head Examiner/Additional Examiners be rotated on the basis of seniority from amongst the teachers who are teaching the concerned course".

2. The Board of Examiners consisted of the following teachers is constituted where you will be acting as the Convener / Examiner.

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|---------------|----------------------------------|------------|
| 1. Examiner : | <u>Dr. Anita (RD)</u> | (Convener) |
| 441-A | | 9811126554 |
| 2. Examiner : | <u>Dr. Sangeeta Rani (Bfast)</u> | |
| 441-B | | 9811120455 |
| 3. Examiner : | <u>Dr. Sai Vinod (SVC)</u> | |
| 441-C | | 9818014874 |
| 4. Examiner : | <u>/</u> | |
| (If any) | | |

3. This Board of Examiners would be responsible for setting of question papers as per following details: