

F. No. Ex-Eva/348/ 2205
11/ January, 2017

To

The Head/ Chairperson
Department of B.A. (Prog.) Committee
University of Delhi
New Delhi.

Subject: Request for setting of question papers by the Board of Examiners (paper setters) for forthcoming Undergraduate Annual Examinations, May / June, 2017 for the Academic Year 2016-17- regarding

Sir/Madam,

1. This is to state that question papers for the forthcoming U.G. Annual Examination (May / June - 2017) 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. You are requested to constitute a Board of Examiners separately for each paper, consisting of three teachers. Preferably, the senior most of the three teachers would act as the convener of the board. Further, a Moderation Committee would be constituted to moderate these question papers from among the list of such teachers as recommended by the committee of courses of studies of the Department.
3. The Board of Examiners so appointed would be responsible for setting of the theory question papers for the subject / paper specified as listed in the CD in **Annexure – I**. The Board of Examiners shall be required to set question paper for the theory component of the practical examination, if any, according to the scheme of examination of the subject concerned as well.
4. **The question papers set by a Board of Examiners must be moderated by the Moderation Committee at the departmental level before sending to the examination branch.** The moderation committee should be directed especially to take care of the course content/syllabus, scheme of examinations, unique paper codes, number of question paper required etc.
5. The four schemes of Undergraduate examination **viz. three year semester mode, erstwhile FYUP Semester mode and Annual mode are running simultaneously**, therefore the boards of examiners are required to be instructed to set question papers distinguishing clearly the mode for which paper setting is to be