



UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695 034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)

(Re-accredited by NAAC with 'A++'-Grade)

EB - V/2024

02.05.2024

From

The Controller of Examinations

To

Sri/Smt. Dr. Fairoos C

Assistant Professor

T K M College of Arts And Science, Kollam

Sir/Madam,

Sub: Sixth Semester BA/B.Sc/B.Com CBCSS/Career Related Degree Examinations, April 2024 - Appointment of Examiners for Valuation - reg.

You are appointed as Additional Examiner for the valuation of answer scripts of the above mentioned Examination. You are requested to report for duty at the Centralised Valuation Camp as per the **detailed schedule and venue noted below.**

The appointment is offered on the distinct understanding that you have no immediate relative appearing for this examination. You should surrender this appointment order to the Camp Officer/Administrative Officer when you report for duty. You must strictly adhere to the rules, regulations & instructions regarding Valuation issued by the University from time to time.

In case you are transferred to any college outside the University before the commencement of the CV Camp, the appointment now offered will be treated as cancelled. Proper interaction should be maintain between Additional and Chief examiners for smooth conduct of valuation. Total number of answer scripts is distributed equally among the examiners without any subject/paper specification.

In the case of any lapse on your part in accepting this assignment, the University will be constrained to take deterrent action, against you as per Section 80A (1) & (2) of the Kerala University Act, 1974 and the matter will be reported to the Collegiate Education Department, Thiruvananthapuram for initiating disciplinary action without further notice.

Yours faithfully,

Controller of Examinations

Subject	Physics
Chairman	Dr. Lynnette Joseph, Assistant Professor, Bishop Moore College, Mavelikara, Alappuzha, Mobile No: 9847103951, E-Mail ID : lynnettejohn@gmail.com
Venue of CV Camp	CV Camp 05: SN College, Kollam
Administrative Officer	Sri. Rejitha S S, Section Officer, BSc IV Section, Mob: 9605207636
Date of Commencement of Valuation	* 08.05.2024 (CBCSS) * 14.05.2024 (CR)

* 'REQUESTS FOR EXEMPTION FROM VALUATION MAY BE FORWARDED THROUGH PRINCIPAL, ONLY FOR GENUINE CASES AND ALSO WITH PROPER SUBSTITUTION'.

(Ref:- Item No. 35.100.10 of the minutes of the meeting of the Syndicate held on 10.05.2018.)

'Action will be initiated against the teachers who do not report to the valuation camps on the first day of valuation' as per the minutes of the meeting of the Syndicate on 31.08.2018.]

[P.T.O]

The camps shall operate as Centralized Valuation Camps adhering to the schedule given below.

Schedule of Valuation

Date to Report CV Camp (Chairman / Deputy Chairman / Chief Examiners)	08/05/2024 (CBCSS only) 14/05/2024 (CR only)
Date to Report CV Camp (Additional Examiners)	From 09/05/2024 (CBCSS) From 15/05/2024 (CR)
Date of publication of results	*27/05/2024*

* The Centralized Valuation Camps shall operate from 09:30 AM to 04:30 PM on all working days.

* The Chief Examiners shall be entrusted to collect and distribute the answer scripts to the Additional Examiners and also to return the answer scripts to the Camp AOs daily.

Chief Examiners should evaluate five answer scripts on the first day of valuation.

* Chairman / Deputy Chairman / Chief Examiners of concerned subjects should be present on all days at the CV Camps to co-ordinate the valuation process till the completion of valuation.

* The Chairman/Deputy Chairman shall hand over the attendance registers at 11:00 AM & 03:00 PM on all days. The details of teachers who have not reported to the CV Camp should be informed daily to the Administrative Officers concerned.

* Remuneration Bills (along with Data Sheet if there is no Beneficiary ID) shall be submitted by the Examiners through Chairman / Deputy Chairman concerned.