

Office of the Principal  
M. C. College, Barpeta

Ref. No. MCC/VI Sem/Intex/23/04

Date 17/05/2023

To

Prof. Daisy Barhna, Asst Prof  
Dept of Zoology, Madhab Choudhury College, Barpeta

Sub: Appointment as Internal/External Examiner for BA/BSc Semester II / IV / VI CBCS  
Practical Examination, 2023

Sir / Madam

I have been authorized by the Controller of Examinations, Gauhati University, Guwahati to appoint you as the Internal / External Examiner in the subject of Zoology (Hons) in connection with the BA / BSc semester II / IV / VI CBCS (Practical Examination, 2023 to be held at M.C. College, Barpeta on 29/05/23 (Morning + A.M.) As per guidelines issued by the Controller of Examinations, you are also requested to prepare the question papers(s) of the concerned courses in consultation with the external examiner. In this regard, internal examiner will contact you.

Necessary remuneration will be paid as per University's approved rate after satisfactory completion of the examination.

Your kind cooperation is highly solicited.

Yours faithfully



Principal

M.C.College, Barpeta

Principal,  
Madhab Choudhury Col...  
Barpeta

Memo No. ....

Date .....

Copy to

- 1) The Controller of Examinations, Gauhati University for his kind information
- 2) The Principal

He/She is requested to release .....  
for conducting the Practical Examination on the date(s) and Venue as stated above

- 3) Office File



OFFICE OF THE CONTROLLER OF EXAMINATIONS

# BHATTADEV UNIVERSITY

(A State University Established by an Act of Assam Legislative Assembly)

Pathsala-781325, Barpeta (Assam)

Memo No. Bhatt.U/COE/Examiner/Sem...../20....

Date: 30.05.2019

From:

Controller of Examinations

E-mail: coe@bhattadevuniversity.ac.in

Ph. 7886403452(M)

Strictly Confidential

To:

Daisy Bhanu  
Shankar Chandray College

### Sub: Appointment as Examiner / Scrutinizer for Theory Papers)

Sir/Madam,

As directed by the Honourable Vice-Chancellor of Bhattadev University, I have the honour to inform you that you have been appointed as an Examiner/Scrutinizer for ..... paper of ..... Examination, 20..... In case, any of your relation is/are appearing in the said examinations, the matter may be pointed out to the Controller of Examinations immediately before accepting this appointment. You are requested to kindly take note of the following points

1. You are requested not to disclose anyone the name of the center from which answer scripts have been allotted to you by the Controller of Examinations. If you are approached by a candidate or by anyone, on behalf of a particular candidate, to divulge his/ her results or do unwarranted favor, please report the matter immediately to the under signed with the Roll Nos. of the concerned candidates.
2. The Examiners must evaluate the scripts at the department/ college concerned.
3. The marks with answer scripts must be submitted to the Controller of Examinations after the work is over.
4. The marks awarded should be legibly recorded in English in the answer scripts question wise on the left margin and also should be shown on the cover page of the script. These marks should be entered in the concerned marks feils Roll Number wise.
5. A wrong answer should never be crossed, if it deserves zero mark, then zero should be awarded against the answer. Grammatical/ spelling mistakes or other mistakes can be underlined for indication.
6. To maintain the Academic Calendar for greater interest of the students of this University you should submit the evaluated scripts right on schedule.
7. You will be paid remuneration by the undersigned on completion of your stipulated works as per rules of the University

Anticipating your kind co-operation

#### Enclosures:

1. Mark's feils)
2. Blank Envelope
3. Question Paper
4. Remuneration Bill Form
5. Security Slip

Yours faithfully,

Controller of Examinations  
Bhattadev University

◌

# OFFICE OF THE PRINCIPAL Madhab Choudhury College, Barpeta

Ref. No. \_\_\_\_\_

Date: 13-12-22

To

Daisy Brahma, Asstt. Professor,

Department of Zoology, M.C. College, Barpeta

Sub: Appointment as ~~Internal~~ Examiner for BSc Semester III CBCS (Honours course) Examination-2022

Sir/Madam,

I have been authorized by the Controller of Examinations, Gauhati University, Guwahati to appoint you as the Internal Examiner in the subject of **Zoology** in connection with the BSc Semester III CBCS (Honours) Examination-2022 to be held at *M.C. College, Barpeta* on <sup>15<sup>th</sup> Dec 2022</sup> 15<sup>th</sup> of December, 2022. As per guidelines issued by the Controller of Examinations, you are also requested to prepare the question paper(s) of the concerned courses in consultation with the external examiner.

Necessary remuneration will be paid as per University's approved rate after satisfactory completion of the examination.

Your kind cooperation is highly solicited.

Yours faithfully,



Principal

PRINCIPAL

M. C. COLLEGE, BARPETA

M C College, Barpeta

Memo No. \_\_\_\_\_

Date: \_\_\_\_\_

Copy to:

- 1) The Controller of Examinations, Gauhati University for his kind information.
- 2) The Principal

\_\_\_\_\_  
is requested to endorse \_\_\_\_\_ for conducting the BSc. III  
Examinations on the dates and terms as stated above.

# OFFICE OF THE PRINCIPAL Madhab Choudhury College, Barpeta

Ref No M.C.C./IV. Sem/2022/03

Date: 03/09/2022

To

**Daisy Brahma, Asstt. Prof**

**Department of Zoology, M.C. College, Barpeta**

**Sub: Appointment as Internal Examiner for BSc Semester IV CBCS (GE+R) Examination-2022 (Practical)**

Sir/Madam,

I have been authorized by the Controller of Examinations, Gauhati University, Guwahati to appoint you as the internal Examiner in the subject of Zoology in connection with the BSc Semester IV CBCS Examination-2022 to be held at M C College, Barpeta on 6<sup>th</sup> September, 2022. As per guidelines issued by the Controller of Examinations, you are also requested to prepare the question paper(s) of the concerned courses in consultation with the External examiner. In this regard, internal examiner will contact you.

Necessary remuneration will be paid as per University's approved rate after satisfactory completion of the examination.

**Date of Examination: 8<sup>th</sup> September, 2022**

Your kind cooperation is highly solicited.

Yours sincerely,



Principal

M C College, Barpeta



OFFICE OF THE CONTROLLER OF EXAMINATIONS  
**BHATTADEV UNIVERSITY**  
(A State University Established by an Act of Assam Legislative Assembly)  
Pathsala-781325, Barpeta (Assam)

Memo No. Bhatt.U/COE/Examiner/Sem. 6<sup>th</sup> /2023

Date: 30.05.2023

From

Controller of Examinations  
E-mail: [coe@bhattadevuniversity.ac.in](mailto:coe@bhattadevuniversity.ac.in)  
Ph. 7086403452(M)

Strictly Confidential

To

*Daisy Bishma*  
*Madhab Choudhury College*

Sub: Appointment as Examiner / Scrutinizer for Theory Paper

Sir/Madam,

As directed by the Honourable Vice-Chancellor of Bhattadev University, I have the honour to inform you that you have been appointed as an Examiner/Scrutinizer for SEM paper of SEM Examination, 2023. In case, any of your relation is/are appearing in the said examinations, the matter may be pointed out to the Controller of Examinations immediately before accepting this appointment. You are requested to kindly take note of the following points.

1. You are requested not to disclose anyone the name of the center from which answer scripts have been allotted to you by the Controller of Examinations. If you are approached by a candidate or by anyone, on behalf of a particular candidate, to divulge his/ her results or do unwarranted favor, please report the matter immediately to the under signed with the Roll Nos. of the concerned candidates.
2. The Examiners must evaluate the scripts at the department/ college concerned.
3. The marks with answer scripts must be submitted to the Controller of Examinations after the work is over.
4. The marks awarded should be legibly recorded in English in the answer scripts question wise on the left margin and also should be shown on the cover page of the script. These marks should be entered in the concerned marks foils Roll Number wise.
5. A wrong answer should never be crossed; if it deserves zero mark, then zero should be awarded against the answer. Grammatical/ spelling mistakes or other mistakes can be underlined for indication.
6. To maintain the Academic Calendar for greater interest of the students of this University you should submit the evaluated scripts right on schedule.
7. You will be paid remuneration by the undersigned on completion of your stipulated work as per rules of the University.

Anticipating your kind co-operation.

Enclosures:

1. Marks foils(s)
2. Blank Envelope
3. Question Paper
4. Remuneration Bill Form
5. Scrutiny Slip

Yours faithfully,

*[Signature]*  
Controller of Examinations  
Bhattadev University



OFFICE OF THE PRINCIPAL  
**BAOSI BANIKANTA KAKATI COLLEGE**

P.O. : NAGAON DIST. : BARPETA (ASSAM) PIN - 781311

ACCREDITED "B" GRADE BY NAAC (2<sup>nd</sup> CYCLE)

Affiliated to Gauhati University

Estd : 1971

Website : [www.bkcollege.co.in](http://www.bkcollege.co.in) Email ID : [principalbk@gmail.com](mailto:principalbk@gmail.com) Call : 9435111624

To

Daisy Brahma

Assistant Professor


N.C. College, Barpeta

Sub: Appointment

Sir/Madam,

With reference to the subject cited above you are appointed as an external/internal  
examiner in the subject Zoology paper 20-116/BC-401 on  
2019-2020 in connection with ongoing BA/BSc 4<sup>th</sup> (CBCS) semester examination  
2022

Your cooperation is highly solicited for smooth conduct of the examination

  
08/9/2022  
Officer in Charge

BA/BSc 4<sup>th</sup> (CBCS) semester examination, 2022

Principal  
Bansi Banikanta Kakati College  
Nagaon, Barpeta



OFFICE OF THE PRINCIPAL  
**BAOSI BANIKANTA KAKATI COLLEGE**

P.O. : NAGAON DIST. : BARPETA (ASSAM) PIN - 781311

ACCREDITED "B" GRADE BY NAAC (2<sup>nd</sup> CYCLE)

Affiliated to Gauhati University

Estd : 1971

Website : [www.bbkccollege.co.in](http://www.bbkccollege.co.in) Email ID : [principalbbkc@gmail.com](mailto:principalbbkc@gmail.com) Cell : 9435111624

To


Daisy Brahma  
Assistant Professor  
M.C. College, Barpeta

Sub: Appointment.

Sir/Madam,

With reference to the subject cited above you are appointed as an external/internal examiner in the subject Zoology paper 30-146/20-2022 on 20.09.2022 in connection with ongoing BA/BSc 4<sup>th</sup> (CBCS) semester examination 2022

Your cooperation is highly solicited for smooth conduct of the examination

  
08/9/2022  
Officer in-Charge

BA/BSc 4<sup>th</sup> (CBCS) semester examination, 2022

Principal  
B B K College  
Nagaon (Barpeta)



OFFICE OF THE CONTROLLER OF EXAMINATIONS  
**BHATTADEV UNIVERSITY**

(A State University Established by an Act of Assam Legislative Assembly)

Pathsalu-781325, Barpeta (Assam)

Mem. No. Bhatt.U.COE/Examiner/Sem.\_\_\_\_/20\_\_\_\_

Date: 20/05/23

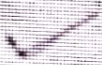
From:

Controller of Examinations  
 E-mail: [coe@bhattadevuniversity.ac.in](mailto:coe@bhattadevuniversity.ac.in)  
 Ph. 9866045214

**Strictly Confidential**

To:

Dr G. B. Baruah



Sub: Appointment as Examiner / Scrutinizer for Theory Paper(s)

Respected Sir,

As directed by the Honourable Vice-Chancellor of Bhattadev University, I have the honour to inform you that you have been appointed as an Examiner/Scrutinizer for 24 SA part GROUP C of Examination, 2023. In case, any of your relation is/are appearing in the said examinations, the matter may be pointed out to the Controller of Examinations immediately before accepting this appointment. You are requested to kindly take note of the following points:

1. You are requested not to disclose anyone the name of the center from which answer scripts have been allotted to you by the Controller of Examinations. If you are approached by a candidate or by anyone, on behalf of a particular candidate, to divulge his/her results or do unwarranted favor, please report the matter immediately to the under signed with the Roll Nos. of the concerned candidates.
  2. The Examiners must evaluate the scripts at the department/college concerned.
  3. The marks with answer scripts must be submitted to the Controller of Examinations after the work is over.
  4. The marks awarded should be legibly recorded in English in the answer scripts question wise on the left margin and also should be shown on the cover page of the script. These marks should be entered in the concerned marks book Roll Number wise.
  5. A wrong answer should never be crossed, if it deserves zero mark, then zero should be awarded against the answer. Grammatical/spelling mistakes or other mistakes can be underlined for indication.
  6. To maintain the Academic Calendar for greater interest of the students of this University you should submit the evaluated scripts right on schedule.
- You will be paid remuneration by the undersigned on completion of your stipulated work as per rules of the University.

Anticipating your kind co-operation

**Enclosure:**

1. Marks Book
2. Mark Exchange
3. Question Paper
4. Remuneration Roll Form
5. Security Key

Yours faithfully

Controller of Examinations  
 Bhattadev University



Office of the Principal  
**BARNAGAR COLLEGE, SORBHOOG**  
P.O. - Barnagar College, Via- Sorbhog, Pin- 781317  
Dist. - Barpeta (Assam)  
Accredited 'B' Grade by NAAC (Cycle-II)

From:  
Dr. B.K. Chakravorty  
M.A., Ph.D.  
Principal



Phone: 8811817692(M)  
Email: barnagarcollege@yashou.in

Date: 21/5/23

To,

Dr. Jaydev Mandal  
Assistant Professor,  
Department of Zoology,  
M C College, Barpeta

Sub: Appointment as External Examiner for B.Sc. Practical Examination, 2023

Sir,

I have been authorized by the Gauhati University, Guwahati to appoint you as the External Examiner in the subject of Zoology in connection with the B.Sc Practical Examination 2023 to be held at Barnagar College on 12 & 13 June, 2023. Necessary remuneration will be paid as per University approved rate after satisfactory completion of the examination.

Your kind cooperation is highly solicited.

Yours faithfully

Principal  
Barnagar College, Sorbhog

Principal  
Barnagar College  
Sorbhog

Copy to: 1. The Controller of Examinations, GU, for his kind information  
2. Office file

Rotate (Ctrl+R)



OFFICE OF THE PRINCIPAL  
BAOSI BANIKANTA KAKATI COLLEGE  
P.O. - NAGAON, DIST. BARPETA (ASSAM), PIN- 781111  
Accredited "B" Grade by NAAC (2<sup>nd</sup> Cycle)  
Affiliated to Gauhati University

Website: www.bbkccollege.com

Email ID: principalbbkc@gmail.com

Mob. No: 9435111624

Date: 09/06/2023

To

\*Dr. Mr./Mrs./Ms. Jaydev Maniata  
Associate Assistant Professor in ZOOLOGY  
M.C. College, Barpeta

**Sub:** Appointment of External/Internal Examiner of B.A./B.Sc. 4<sup>th</sup> Semester (Honours/Regular)  
Practical Examination, 2023

Sir/Madam,

I am pleased to inform you that you have been appointed External/Internal Examiner in  
the subject of ZOOLOGY (HONOURS/REGULAR) 41016-P of B.A./B.Sc. 4<sup>th</sup> Semester  
(Honours/Regular) Practical Examination, 2023 to be held on 15/06/23

With regards

09/06/2023

(Dr. Pradip Das)

Principal

B.B.K. College,

Nagaon, Barpeta

Principal

B.B.K. College

Nagaon, Barpeta



OFFICE OF THE PRINCIPAL  
**BAOSI BANIKANTA KAKATI COLLEGE**

P.O. : NAGAON DIST. : BARPETA (ASSAM) PIN - 781311

ACCREDITED "B" GRADE BY NAAC (2<sup>nd</sup> CYCLE)

Affiliated to Gauhati University

Estd : 1971

Website : [www.bbkccollege.co.in](http://www.bbkccollege.co.in) Email ID : [principalbbkc@gmail.com](mailto:principalbbkc@gmail.com) Cell : 9435111824

Date : 08.09.2022

To,

Dr/Mr/ Ms. Jaydev Mandal

Associate/ Assistant Professor in Zoology

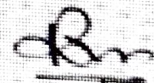
M.C. College Barpeta

Sub:- Appointment of External/Internal Examiner of B.Sc./ B.A. 2<sup>nd</sup> Semester (Honours/General) Practical Examination, 2022.

Sir/ Madam,

I am pleased to inform you that you have been appointed External/ Internal Examiner in the subject of Zoology of B.Sc/ B.A. 2<sup>nd</sup> semester/ (Honours/ General) Practical Examination 2022 to be held on 10.09.2022.

Thanking you.

  
08/9/2022  
Principal

B.B.K College, Nagaon,  
Barpeta  
Principal  
B.B.K College  
Nagaon (Barpeta)



OFFICE OF THE PRINCIPAL  
**BAOSI BANIKANTA KAKATI COLLEGE**

P.O. : NAGAON DIST. : BARPETA (ASSAM) PIN - 781311

ACCREDITED "B" GRADE BY NAAC (2<sup>nd</sup> CYCLE)

Affiliated to Gauhati University

Estd : 1971

Website : [www.bbcollege.co.in](http://www.bbcollege.co.in)  Email ID : [principalbbkce@gmail.com](mailto:principalbbkce@gmail.com)  Cell : 9435111624

To,

✓ Dr/Mr/ Ms. Jaydev Mandal

Associate/ Assistant Professor in .....

..... M. C. College, Barpeta

Sub:- Appointment of External/ Internal Examiner of B.Sc/ B.A. .... 1st ..... Semester  
(Major/ General) Practical Examination, 20 23...

Sir/ Madam,

I am pleased to inform you that you have been appointed External/ Internal Examiner  
in the subject of ZOOLOGY..... of B.Sc/ B.A. .... 1st ..... semester/ (Major/  
General) Practical Examination 20 22 to be held on .... 04.02.2023 .....

Thanking you.

02/02/2023  
Principal

B.B.K College, Nagaon,  
Barpeta  
Principal  
B B K College  
Nagaon (Barpeta)

Office of the Principal  
M. C. College, Barpeta

Ref No M.C.C./M.L. Examiners/IX/23/05

Date: 14/06/2023

To

Prof. R. Suargiary

Dept. of Zoology, Madhab Choudhary College, Barpeta

Subject: Appointment of Internal & External Examiners for M.A. Honors Semester II / IV / VI CBCS  
Practical Examination, 2023

Sir / Madam

I have been authorized by the Controller of Examinations, Gauhati University, Guwahati to appoint you as the Internal / External Examiner in the subject of Zoology, Hons. & S.B.C. in connection with the BA / BSc semester II / IV / VI CBCS (Practical Examination, 2023) to be held at M.C. College, Barpeta on 16/06/2023. As per guidelines issued by the Controller of Examinations, you are also requested to prepare the question papers(s) of the concerned courses in consultation with the external examiner. In this regard, internal examiner will contact you.

Necessary remuneration will be paid as per University's approved rate after satisfactory completion of the examination.

Your kind cooperation is highly solicited.

Yours faithfully



Principal

M.C. College, Barpeta  
Principal,  
Madhab Choudhary College,  
Barpeta

Memo No. M.C.C./M.L. Examiners/IX/23/05

Date: 14/06/23

Office of the Principal  
M. C. College, Barpeta

Ref. No.....

Date: 08/06/23

To

Prof. R. Sarmah, Dept. of Zoology,  
Madhab Choudhury College

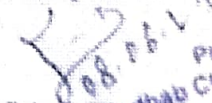
Sir / Madam

I have been authorized by the Controller of Examinations, Gauhati University, Guwahati to appoint you as the Internal / External Examiner in the subject of Zoology in connection with the BA / BSc semester II / IV / VI CBCS (Practical Examination, 2023 to be held at M.C. College, Barpeta) on 30/06/23. As per guidelines issued by the Controller of Examinations, you are also requested to prepare the question paper(s) of the concerned courses in consultation with the external examiner. In this regard, internal examiner will contact you.

Necessary remuneration will be paid as per University's approved rate after satisfactory completion of the examination.

Your kind cooperation is highly solicited.

Sincerely Yours

  
Principal,  
Madhab Choudhury College,  
Barpeta

M.C. College, Barpeta

Memo No.....

Date.....

Copy to

- 1) The Controller of Examinations, Gauhati University for his kind information
- 2) The Principal

He/She is requested to release .....  
for conducting the Practical Examination on the date(s) and Venue as stated above.

3) Office File

ZONE -A/09  
 BA 4<sup>TH</sup> SEMESTER FINAL EXAMINATION, 2022.  
 B R K COLLEGE, NAGAON, BARPETA

M. C. COLLEGE

Sl. No	Name of Examiner	Subject & Paper	No of Scripts	Pkt. No	Date of Return	Remarks
01		GGY-HC-4016	64	01	12-10-22	
02		GGY-HC-4016	81	02	12-10-22	
03		GGY-HC-4026	81	03	12-10-22	
04		GGY-HC-4026	63	04	12-10-22	
05		GGY-HC-4036	81	05	12-10-22	
06		GGY-HC-4036	63	06	12-10-22	
07		GGY-SE-4014/4034	36	07	12-10-22	
08		GGY-SE-4014/4024	32	08	12-10-22	
09		GGY-HG/RC-4016/4026	94	09	12-10-22	
10		GGY-HG/RC-4016/4026	94	10	12-10-22	
11		POL-HG/RC-4016	177	26	12-10-22	
12		POL-HG/RC-4016	137	16	12-10-22	

ZONE -A/09

*Received*  
*Dr. B. B. Barua*

Signature of the Zonal Officer  
 ZONE - A/09

*Dr. B. B. Barua*  
 28/10/2022

BA 4<sup>TH</sup> SEMESTER FINAL EXAMINATION, 2022.  
B B K COLLEGE, NAGAON, BARPETA

M. C. COLLEGE

Sl.No	Name of Examiner	Subject & Paper	No of Scripts	Pkt. No	Date of Return	Remarks
13		POL-HG/RC-4016	165	17	12-10-22	✓
14		ENG-HC-4026	128	03	12-10-22	✓
15		ENG-HC-4026	100	04	12-10-22	✓
16		ENG-HC-4026	103	07	12-10-22	✓
17		HIS-HC-4016	125	01	12-10-22	✓
18		HIS-HC-4016	130	02	12-10-22	✓
19		PHI-HC-4026	96	03	12-10-22	✓

Signature of the Zonal Officer  
ZONE - A/09

Zonal Officer  
B.B.K. College  
Zone - A/09

*[Signature]*  
28/9/2022



B.Sc.5th SEMESTER EXAMINATION , 2023

B.B.K.COLLEGE ZONE, S/02

REMUNERATION OF EXAMINERS / SCRUTINISERS.

NAME OF THE COLLEGE : M.C. COLLEGE, BARPETA

Sl. No	Name of Examiner & Scrutinizers	Dept	Total no. of Scripts Examined	Total no of Scripts Scrutinized	Remuneration	
					Examiner	Scrutinizer
01	Dr.Riju Sarma	Zoo	80	00	80x17= 1360/-	00
02	Prof. Karabi Das	GGY	17+03	00	17x22+3x17= 425/-	00
03	Dr.Arzuza Khatun	GGY	19+12	36	19x22+12x17=622/-	36x4 = 144/-
04	Dr. K.Buragohain	GGY	18	31	18x22= 396/-	31x4= 124/-
05	Prof. Dharitri Teron	GGY	18	20	18x22= 396/-	20x4= 80/-
06	Prof. M. Saharia	BOT	31	00	31x17= 527/-	00
07	Dr.Rashmi Jyoti Das	CHE	61	00	61x17= 1037/-	00
08	Dr.Sameeran Kr.Das	CHE	49	61	49x22= 1078/-	61x4= 244
09	Dr. Sanjib Deuri	CHE	00	49	00	49x4= 196/-
10	Prof. Archana Das	PHY	77	00	77x22= 1694/-	00
11	Prof. P. Purukayastha	PHY	79	00	79x22= 1738/-	00
12	Prof. Brojen Das	PHY	17	00	17x22= 374/-	00
13	Prof. Nabajyoti Baro	MAT	54	70	54x22= 1188/-	70x4= 280/-
14	Prof. D.Pathak	MAT	70	54	70x22= 1540/-	54x4= 216/-

Signature of the  
B.B.K. College

82G2+X9W, Muslimpatty, Barpeta, Bhera,  
Longitude



OFFICE OF THE CONTROLLER OF EXAMINATIONS  
**BHATTADEV UNIVERSITY**  
(A State University Established by an Act of Assam Legislative Assembly)  
Pathsala-781325, Barpeta (Assam)

Memo No. Bhatt.U/COE/Examiner/Sem...../20..../

Date: 24.05.22

From:

Controller of Examinations  
E-mail: [coe@bhattadevuniversity.ac.in](mailto:coe@bhattadevuniversity.ac.in)  
Ph. 7086403452(M)

Strictly Confidential

To

DR. Rupam Borthakur

**Sub: Appointment as Examiner / Scrutinizer for Theory Paper(s)**

Sir/Madam,

As directed by the Honourable Vice-Chancellor of Bhattadev University, I have the honour to inform you that you have been appointed as an Examiner/Scrutinizer for UG 6th Sem paper Assam 172 Goll of Examination, 2023. In case, any of your relation is/are appearing in the said examinations, the matter may be pointed out to the Controller of Examinations immediately before accepting this appointment. You are requested to kindly take note of the following points:

1. You are requested not to disclose anyone the name of the center from which answer scripts have been allotted to you by the Controller of Examinations. If you are approached by a candidate or by anyone, on behalf of a particular candidate, to divulge his/ her results or do unwarranted favor, please report the matter immediately to the under signed with the Roll Nos. of the concerned candidates.
2. The Examiners must evaluate the scripts at the department/ college concerned.
3. The marks with answer scripts must be submitted to the Controller of Examinations after the works is over.
4. The marks awarded should be legibly recorded in English in the answer scripts question wise on the left margin and also should be shown on the cover page of the script. These marks should be entered in the concerned marks foils Roll Number wise.
5. A wrong answer should never be crossed; if it deserves zero mark, then zero should be awarded against the answer. Grammatical/ spelling mistakes or other mistakes can be underlined for indication.
6. To maintain the Academic Calendar for greater interest of the students of this University you should submit the evaluated scripts right on schedule.
7. You will be paid remuneration by the undersigned on completion of your stipulated works as per rules of the University.

Anticipating your kind co-operation.

**Enclosures:**

1. Marks foil(s)
2. Blank Envelope
3. Question Paper
4. Remuneration Bill Form
5. Scrutiny Slip

Yours faithfully,

Controller of Examinations  
Bhattadev University