

## MANGALORE UNIVERSITY,

No. MU/EXB/CR.06/2022-23/B.Com./E20

Office of the  
Registrar (Evaluation),  
Mangalagangothri-574 199.  
Date: 04.03.2023

Sir/Madam,

Sub: B.Com. Degree examinations of **February 2023**  
Central Valuation – Appointment of Examiners - reg.

The Central Valuation of answer scripts pertaining to **B.Com.** Degree examinations of **February 2023** will be held at the Centre given below :

<u>Name of the Centre</u>	<u>Name of the Custodian</u>
<b>Besant Women's College Kodialbail, MANGALORE.</b>	<b>THE PRINCIPAL Besant Women's College, Kodialbail MANGALORE.</b>

You are appointed as an examiner for the valuation in the subject **B.Com.** and you will have the valuation work at the centre mentioned above.

The Central valuation commences at 9.30 am on 10.03.2023 at the centre and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 10.03.2023 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalised before the commencement of valuation and given to the other valuers.

Your appointment is subject to satisfying the conditions stipulated in the enclosed proforma. You are requested to return the enclosed form duly filled by return post.

As per Government Order No. ED 100 UNE 2000, Dated August 8, 2000 and Section 73 & 74 of the KSU Act 2000 communicated to all the affiliated colleges and P.G. Departments of this University vide this office Circular No. MU/RE/EXB/S1/2001-02, dated 20.10.2001 discharge of examination work is mandatory on the part of the teachers.

You have to maintain the discipline at the valuation centre and also punctuality in timings in addition to observe the following points:

1. Please issue all the scripts in the bundles allotted to you to the valuers, and make sure that all the scripts are valued.
2. Check the correct number of M.L. Sheets & Marks Sheet of the first bundle issued to a valuer, before issuing another bundle, and please see that **M.L. Sheets & Marks Sheet are not inserted in the bundle.**
3. Wrongly mixed scripts in the bundles and the malpractice case scripts, if found any be sent to the University immediately and separately.
4. You are requested to prepare the scheme of valuation, which will be required at the time of revaluation.
5. **You are also requested to produce salary particulars certified by the Principal of the concerned colleges along with the copy of the PAN card at the time of payment.**

Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines is appended for further perusal.

Yours faithfully,

  
REGISTRAR (EVALUATION)

To :

**Ms. Roopa Shetty K.**  
**Lecturer**  
**Sri Sharada College**  
**Basrur, Kundapura-576211.**

Copy to: The Principal, Sri Sharada College, Basrur, Kundapura-576211.

Note: Valuers/Examiners travelling in AC bus are requested to compulsorily attach bus fare ticket and also to mention the Basic Pay in the T.A. bill at the time of payment.

04/03/23