



KOLHAN UNIVERSITY, CHAIBASA

(EXAMINATION DEPARTMENT)

Ref. No.: NC/KU/CE/994-997/20

Dated: 08/07/2020

OFFICE ORDER

*In the light of Office Order No. KU/R/488/2020 dated 08/07/2020 this is for **information to all concerned** that the Officers, Principal / Prof in-charge, Centre Superintendent, Faculty, Non-teaching staff under KU (including Data Centre) who are involved in Examination / Evaluation / Internal Marks posting work, should remain in the Headquarter and they should be called for, in order to complete the examination related work in the office as and when required for filling up of examination forms and examination related purpose. They should keep in touch with their Controlling Officers every day and to follow the direction. In order to publish the result of different examinations and to conduct the final semester/ Annual examinations as per advisory of UGC/MCI/DCI/NCI/Government of Jharkhand it should be treated as mandatory. Further, the following points are to be noted by the concerned officers/ staff/ examinees as **Standard Operating Procedure for Examinations** during COVID-19 pandemic;*

FOR EXAMINEES

- 1. The Final MDS Annual Examination, 2020 and 3rd Professional MBBS Part II Supplementary Examination, 2020 will be held as per schedule, i.e., from 14/07/2020 & 15/07/2020 respectively at the respective examination centers as per programme.*
- 2. Mobile Phone, Electrical Appliances etc. are strictly restricted for the examinees in the Examination Hall Campus.*
- 3. Fresh mask should be used by all examinees and Each examinee should carry sanitizer pouch/small bottle for their personal use & maintain social distancing.*

FOR CENTRE SUPER-INTENDENT, OFFICERS, INVIGILATORS & NON-TEACHING STAFF

- 4. Safety measures including sanitization of Examination Hall & related portion of premises, ensuring physical distancing, mask wearing, hand washing etc.*
- 5. Sanitizer bottles should be arranged at the entry gate, examination rooms, staff/observer room, etc.*
- 6. Fresh mask and gloves are to be used by exam functionaries.*
- 7. All the washrooms should be cleaned and disinfected.*
- 8. Examinee seating area should be thoroughly sanitized (desk and the chair) after every session.*
- 9. Cleanliness and hygienic conditions as per safety and health advisories of the Jharkhand Government Departments are to be maintained at all places.*
- 10. Avoid crowding at entry and exit points.*
- 11. Adequate arrangements for safe drinking water is to be made in the campus.*
- 12. Keeping in view of the physical distancing, Institutions should meet the proper arrangement for examination. Minimum distance between two students should be 2 (two) metres.*

Sd/-
Controller of Examinations
Kolhan University, Chaibasa

Memo No. NC/KU/CE/994-97/20

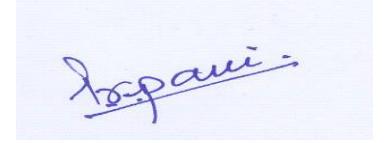
Dated: 08/07/2020

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1. Principal/ Centre Super-intendent, All Colleges under Kolhan University, Chaibasa
2. Office of the VC/Registrar/ FO for information to VC/Registrar/ FO
3. The Editor- (a). PrabhatKhaber, New Jain Market, Chaibasa
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(j). Inext, Jamshedpur.

For favour of publication in their respective daily, free of cost, if desired.

4. In File.



Controller of Examinations
Kolhan University, Chaibasa