

**CONFIDENTIAL**No. \_\_\_\_\_  
Date: 19/7/17To Dr. Rashmi Wardhan  
The Convener/Examiner,  
SHC  
New DelhiSubject: Request for setting of question papers by the Board of Examiners  
(paper setters) for the forthcoming Undergraduate Examinations;Examinations held in the month of : May/June  
Nov./Dec. 2017

- i) CBCS Semester
- ii) Erstwhile FYUP
- iii) Semester Examination
- iv) Annual Examination

Sir/Madam,

1. With reference to the above cited subject matter, I would like to take this opportunity to convey the decision of the University for setting of question papers by a Board of Examiners for the forthcoming Undergraduate Examinations in accordance with the Executive Council Resolution No. 05 dated 01-05-2013 which reads as under:-

*"Examination and evaluation / revaluation work be mandatory for all Colleges 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. The Board of Examiners, consisted of the following teachers is constituted, where you will act as the Convener/Examiner :-

1. Examiner : Dr. Rashmi Wardhan (SHC) (Convener)
2. Examiner : Dr. Archana Burman (IHE)
3. Examiner : Dr. Vandana Malhotra (SVC)
4. Examiner : \_\_\_\_\_
- (If any)

No. 19.09.2017  
Date: 19.09.2017

To Dr. Rashmi Vardhan (SHC)  
The Convener/Examiner,  
SHC, NEW DELHI

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2. Examiner
3. Examiner
4. Examiner  
(If any)

Dr. Rashmi Vardhan (SHC)  
Dr. Ritika Kher (IHE)  
Dr. Anita Mangla (DRC)  
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