

No. \_\_\_\_\_  
Date: 22/2/2017

To  
Dr. Nitika Kaushal  
The Convener/Examiner,  
SVC  
New Delhi

Subject: 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 2017  
 Nov./Dec. \_\_\_\_\_

- 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. Nitika Kaushal (Convener) (SVC)
  - 2. Examiner : Dr. Savita Bansal (IHE)
  - 3. Examiner : Dr. Renu Bawaja (SHC)
  - 4. Examiner : \_\_\_\_\_
- (If any)