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Savitribai Phule Pune University



CO-ORDINATION SECTION
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Date: 08 May 2018

Patil Anita Keshav (9922367767)

Padmashree Dr. Vitthalrao Vikhe Patil Foundation
Padmashri Dr. Vitthalrao Vikhe Patil College of
Engineering, Ahmednagar Addr: Vilad Ghat MIDC Post
Office Ahmednagar Ta: Ahmednagar Dist: Ahmednagar

Subject : Appointment of External Senior Supervisor (Observer) for University Examination/s to be held in First half of the year, 2018

Sir/ Madam,

Referring to the above mentioned subject, I am directed to inform you that the University has appointed you as External Senior Supervisor, which is also referred as Observer for University Examination under the provision of Maharashtra Public Universities Act 2016, section (48) (1) (d) and ordinance 8 (4). The details of your place of work is as follows :

Centre and Place of Examination

S.G.R. Education Foundation G.H. Rasoni College of Engineering and Management Addr: Gat No 1030 At/Post-Chas Tal: Ahmednagar Dist: Ahmednagar, Pincode: 414008

Name of Examination	Duration of the Appointment	
	From	To
All Exams conducted during this duration	16 May 2018	26 May 2018

It is brought to your notice that, it is legally bounded duty for you to attend this work. The Maharashtra Public Universities Act 2016, section (48) (4) reads as follows :

"It shall be obligatory on every teacher and on the non-teaching employee of the Universities, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the university and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the university or colleges or institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher, as may be prescribed by Statutes."

Hence it is brought to your notice that this duty is compulsory and failing to report will attract the action under Maharashtra Public Universities Act 2016, section (48) (4) coupled with Statute - 431 : "Grounds for taking any disciplinary action against a teacher" and Statute - 431 (iii) "Willful and persistent neglect of duty"

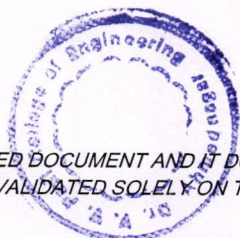
In addition to your duties as External Senior Supervisor you are also the Observer and representative of Director, B.E.E., Savitribai Phule Pune University, and you will be responsible for Director, B.E.E. You should take guidance only from Director, B.E.E. It is your bounded duty as representative of Director, B.E.E. to ensure copy free and orderly conduct of examinations. If there are any irregularities committed by college, it is your duty to bring them to the notice of Director, B.E.E. In some examination centres Police Bandobast is also provided. This will be at your disposal and you should take round with police constable to ensure there is no copying at the centre. Further at some centres videographers are provided. They will also be at your disposal. Videographer should do videography in examination hall as well as outside under your supervision and ensure copy free examination or no any other examination unfair means.

Needless to say that the entire work organization of University examinations is a team work and requires full support and co-operation for every corner, to make it success. I am confident that you will continue to extend your full support and co-operation in this task and oblige.

Thanking You,

Copy f.w.c.s. for information and necessary action to :

Yours Faithfully,
Director, Board Of Examinations and Evaluation



Dr. Vitthalrao Vikhe Patil
PRINCIPAL
College of Engineering
Ahmednagar

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