

MINUTES

A Committee was constituted by Dean (Examination) to study the applicability of examination remuneration to various categories of staff working in the Examination Wing for payment of remuneration. The committee comprised of the following:-

1. Dr. Ajay Kumar Arora, O.S.D. (Exam), Chairman
2. Sh. S. K. Dogra, Joint Registrar (Exam) – Member
3. Sh. Sharad Kumar Sant, Deputy Registrar (Finance) – Member
4. Sh. Hem Chand Pandey, Assistant Registrar (Exam) – Member
5. Sh. Rajiv Saini, Assistant Registrar (Exam) – Member Secretary

A meeting of the committee was held on 16<sup>th</sup> June, 2021 in the Committee Room of the OSD Examination.

The following members were present :-

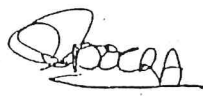
1. Dr. Ajay Kumar Arora, O.S.D. (Exam), Chairman
2. Sh. S. K. Dogra, Joint Registrar (Exam) – Member
3. Sh. Sharad Kumar Sant, Deputy Registrar (Finance) – Member
4. Sh. Hem Chand Pandey, Assistant Registrar (Exam) – Member
5. Sh. Rajiv Saini, Assistant Registrar (Exam) – Member Secretary


The above committee met on 16<sup>th</sup> June, 2021 to re-examine the applicability of examination remuneration to various categories of staff working in the Examination Wing. After due deliberations, the committee recommended that the recommendations made in the meeting held on 23.12.2020 may be treated as withdrawn and proposed the following:-


1. As per E.C. Resolution No. 45 (27) Dated 01.07.2011, the remuneration may be allowed to the following categories of staff engaged for the work of Examination :-
  - a. Examination Staff engaged in the Conduct of the Examination.
  - b. Examination Staff engaged in the distribution of question papers at the examination centres.
  - c. Examination Staff engaged in the work of question paper setting and evaluation work.
  - d. Examination Staff engaged in the dispatch / delivery of packets of scripts to the Central Evaluation Centres / residence of examiners centrally from the University Office.
  - e. Examination Staff of the office of the Dean/O.S.D. Examination engaged in the examination work / activities.


16/6/21


- f. Staff working in University Stores engaged in Examination work specifically required to assist during Physical mode of examination.
  - g. As per past practice, Canteen Staff deployed for the examination duty may also be considered as the services of Canteen are required to provide refreshment to the staff of Examination Branch during Physical mode of Examinations.
  - h. As per past practice, Staff of the Finance Branch dealing with Examination work may also be considered.
2. The person otherwise performing the job of a particular category in his/her official capacity should only be engaged for the similar work in the examination related activities. Any one engaged to perform the duties of a category higher other than his/her category, will be paid according to the rates applicable to the later category i.e. the category to which he/she belongs and not the higher category.
  3. The remuneration may be paid at the same rates as are applicable to the corresponding categories of staff engaged at the Examination Centres.
  4. The Categories of staff who are entitled for lump-sum remuneration will not be paid any extra remuneration.
  5. The remuneration to the examination staff may be paid as per relevant E.C. Resolution, as applicable, for revision of rates of remuneration payable to different levels for the conduct of Examination in the University, latest revised rates being as notified by University vide Notification no. Exam-VII/Conduct/01/2016-17/430 dated 12.06.2017 consequent on due approval vide E.C. Resolution no. 13 dated 03.07.2017 / 14-15.07.2017.
  6. The number of persons / session for each category of staff to be engaged for examination work from Examination Branch, University store and canteen staff may be determined by the Dean (Examination).
  7. The number of persons / session for each category of staff to be engaged for examination work from Finance Branch may be determined by the Finance Officer.

  
Sh. S. K. Dogra,  
Joint Registrar (Exam)  
(Member)

  
Sh. Sharad Kumar Sant  
Deputy Registrar (Finance)  
(Member)

  
Sh. Hem Chand Pandey  
Asstt. Registrar (Exam)  
(Member)

  
Sh. Rajiv Saini  
Asstt. Registrar (Exam)  
(Member Secretary)

  
Dr. Ajay Kumar Arora  
O.S.D. (Exam)  
(Chairman)