

UNIVERSITY COLLEGE MANGALORE

ವಿಶ್ವವಿದ್ಯಾನಿಲಯ ಕಾಲೇಜು ಮಂಗಳೂರು

A Constituent College of Mangalore University

(Reaccredited by NAAC with 'A' Grade and College with Potential for Excellence)

Office of the Principal,
U.P. Malya Road, Hampanakatta
Mangalore 575 001



ಪ್ರಾಂಶುಪಾಲಕಛೇರಿ,
ಯು.ಪಿ. ಮಲ್ಯಾರಸ್ತೆ, ಹಂಪನಕಟ್ಟೆ
ಮಂಗಳೂರು 575 001

Email: ucmangalore1@gmail.com Phone No: 0824 2424760 website: <https://universitycollegemangalore.com>

Criterion 1: Curricular Aspects

Key Indicator – 1.1 Curricular Planning and Implementation

Metric 1.1.3(QIM): Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

List of supporting enclosures

Sl. No.	Particulars of samples
1.	Year – wise letter from the affiliating University inviting the faculty for Assessment Evaluation

Sushale
NAAC Coordinator
NAAC Coordinator
University College
Mangalore

Ananya
Principal
PRINCIPAL
University College, Mangalore

UNIVERSITY COLLEGE MANGALORE

U.P.Malya Road, Hampanakatte, Mangalore – 575001

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

- 1. Academic council/BoS of Affiliating university**
- 2. Setting of question papers for UG/PG programs**
- 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
- 4. Assessment /evaluation process of the affiliating University**

Year	Name of the Teacher Participated	Name of the body in which fulltime teacher participated
2020-21	Dr K R Shani	Central valuation of Mangalore University in Political Science
	Dr Latha A Pandit	Central valuation of Mangalore University in Political Science
	Dr. Sudha N Vaidya	Central valuation of Mangalore University in B.Com
	Dr. Yathish Kumar	Central valuation of Mangalore University in M.Com
	Smt Aruna Kumary	Central valuation of Mangalore University in B.Sc
	Dr Gayathri N	Central valuation of Mangalore University in Sociology
	Dr. Kumaraswamy	Valuer in Histroy And Archaeology for Semester Examination of Mangalore University
	Dr Suma T Roadnavara	Central valuation of Mangalore University
	Dr. Shobha	Central valuation of Mangalore University
	Dr Bharathi Prakash	Central valuation of Mangalore University
	Dr. Subramanya Bhat S	Central valuation of Mangalore University in Mathematics
Dr. Subhashini Srivatsa	Central valuation of Mangalore University in B.Com	

MANGALORE UNIVERSITY

No. MU/EXB/CR.01/2021-2022/E02

Office of the Registrar (Evaluation),

Mangalagangothri-574 100

Date: 26.10.2021

Sir/Madam,

Sub: B.A. degree examinations of September - October 2021 Central Valuation - Appointment of Examiners - reg.



The Central Valuation of answer scripts pertaining to B.A. degree examinations of September - October 2021 will be held at the Centre given below

Name of the Centre	Name of the Custodian
UNIVERSITY COLLEGE, MANGALURU-575001	The Principal UNIVERSITY COLLEGE, MANGALURU-575001

You are appointed as an examiner for the valuation in the subject **B.A. Political Science** and you will have the valuation work at the center mentioned above.

The Central valuation commences at 9.30 am on 29.10.2021 at the center and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 29.10.2021 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalized before the commencement of valuation and given to the other valuers.

Your appointment is subject to satisfying the conditions stipulated in the enclosed proforma. You are requested to return the enclosed form duly filled by return post.

As per Government Order No. ED 100 UNE 2000, Dated August 8, 2000 and Section 73 & 74 of the KSU Act 2000 communicated to all the affiliated colleges and P.G. Departments of this University vide this office Circular No. MU/RE/EXB/S1/2001-02, dated 20.10.2001 discharge of examination work is mandatory on the part of the teachers.

You have to maintain the discipline at the valuation center and also punctuality in timings in addition to observe the following points:

1. Please issue all the scripts in the bundles allotted to you to the valuers, and make sure that all the scripts are valued.
2. Check the correct number of M.L Sheets of the first bundle issued to a valuer, before issuing another bundle, and please see that M.L Sheets are not inserted in the bundle.
3. Wrongly mixed scripts in the bundles and the malpractice case scripts, if found any be sent to the University immediately and separately.
4. You are requested to prepare the scheme of valuation, which will be required at the time of revaluation.
5. You are also requested to produce salary particulars certified by the Principal of the concerned colleges along with the copy of the PAN card at the time of payment.

Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines is appended for further perusal.

Yours faithfully,

REGISTRAR (EVALUATION)

To:

Dr. Shani K.R.
Associate Professor
University College,
Mangalore - 575 001

Dr. Shani K.R.
PRINCIPAL
University College, Mangalore

Copy to: The Principal University College, Mangalore - 575 001

Note:

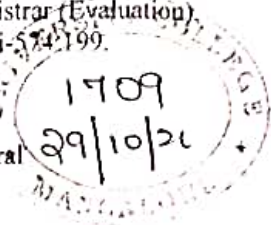
- 1) Valuers/Examiners travelling in AC bus are requested to compulsorily attach bus fare ticket and also to mention the Basic Pay in the T.A. bill at the time of payment.
- 2) Valuers are requested to enclose cancelled cheque leaf at the time of registration.

MANGALORE UNIVERSITY

Valuation orders

No. MU/EXB/CR.01/2021-2022/E02

Office of the Registrar (Evaluation),
Mangalagangothri-574199.
Date: 26.10.2021



Sir/Madam,

Sub: B.A. degree examinations of September - October 2021 Central Valuation - Appointment of Examiners - reg.

The Central Valuation of answer scripts pertaining to B.A. degree examinations of September - October 2021 will be held at the Centre given below

Name of the Centre	Name of the Custodian
UNIVERSITY COLLEGE, MANGALURU-575001	The Principal UNIVERSITY COLLEGE, MANGALURU-575001

You are appointed as an examiner for the valuation in the subject B.A.Political Science and you will have the valuation work at the center mentioned above.

The Central valuation commences at 9.30 am on 29.10.2021 at the center and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 29.10.2021 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalized before the commencement of valuation and given to the other valuers.

Your appointment is subject to satisfying the conditions stipulated in the enclosed proforma. You are requested to return the enclosed form duly filled by return post.

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4. You are also requested to produce salary particulars certified by the Principal of the concerned colleges along with the copy of the PAN card at the time of payment.

KA
23/10/21

Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines is appended for further perusal.

Yours faithfully,

REGISTRAR (EVALUATION)

To: **Dr. Latha A. Pandith**
Associate Professor
University College,
Mangalore - 575 001

Arasimye
PRINCIPAL
University College, Mangalore

Copy to: The Principal University College, Mangalore - 575 001

Note :

- 1) Valuers/Examiners travelling in AC bus are requested to compulsorily attach bus fare ticket and also to mention the Basic Pay in the T.A. bill at the time of payment.
- 2) Valuers are requested to enclose cancelled cheque leaf at the time of registration.

21

①

MANGALORE UNIVERSITY

ATTENDANCE CERTIFICATE

This is to Certify that Sri / Smt. Dr. Sudha N. Vaidya.....
University College, M'lore.
did the valuation work at this Centre from.....27/09/2021...
11 days
to...08/10/2021.. (both days inclusive) and has valued / Supervised
the valuation of..... $\begin{matrix} (V) & (R) \\ 120 & + & 50 \end{matrix}$170..... answer script.

Date : 08/10/2021

Centre : Dr. P. Dayananda Pai -
P. Salksha Pai Gf Gc
Castrol, M'lore



Signature of
Dr. P. Dayananda Pai / P. Salksha Pai
Custodian / Chairman / Chief Examiner
GOVERNMENT ENGINEERING COLLEGE
GARSTREE, MANGALURU - 575 001


PRINCIPAL
University College, Mangaluru

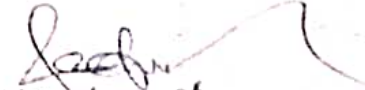
MANGALORE  UNIVERSITY

ATTENDANCE CERTIFICATE

This is to Certify that Sri / Smt. DR. YATHISH KUMAR
did the valuation work at this Centre from 03-11-2020
to..... (both days inclusive) and has valued / Supervised
the valuation of M.COM IV Semester answer script.


PRINCIPAL
University College, Mangalore

Date : 03-11-2020


Signature of

ATTENDANCE CERTIFICATE

2020-21
(✓)

This is to Certify that Sri / Smt. DR. YAMINI KUMAR

did the valuation work at this Centre from 26-12-2020

to..... (both days inclusive) and has valued /

Supervised the valuation of M.Com (Final) Distance
education
examinations
answer script.

D. Vasu

PRINCIPAL
University College, Mangalore

Date : 28-12-2020

Centre : COMMERCE

[Signature]

Signature of
Custodian / Chairman / Chief Examiner

MANGALORE  UNIVERSITY

ATTENDANCE CERTIFICATE

This is to Certify that Sri/ Smt. Aruna Kumary.....
did the valuation work at this Centre from...02-11-2020...
to...06-11-2020... (both days inclusive) and has valued / Supervised
the valuation of...30+30 (reviewed)..... answer script.

Date : 06-11-2020

Centre : Canara College,
Mangalore

Prasanna

Signature of
Custodian / Chairman / Chief Examiner
Custodian / Chairman / Chief Examiner
Central Valuation Office
Canara College
Mangalore

Arasimya
PRINCIPAL
University College, Mangalore

MANGALORE  UNIVERSITY

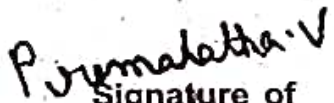
ATTENDANCE CERTIFICATE

This is to Certify that Sri / Smt. Aruha Kumary
did the valuation work at this Centre from 27.09.2021
to 04.10.2021 (both days inclusive) and has valued / Supervised
the valuation of Script Valued - 25 [BSCPHC308]
Script Reviewed - 50 = 75 answer script.

Date : 04.10.2021

Centre : Canara College


PRINCIPAL
University College, Mangalore


Signature of
Custodian / Chairman / Chief Examiner
Principal
Canara College
Mangaluru - 575 003

MANGALORE UNIVERSITY

No. MU/EXB/CR08/2020-2021/E02

Office of the Registrar (Evaluation),
Mangalagangothri-574 199.

Date: 24.09.2021

Sir/Madam,

**Sub: B A degree examinations of April/May 2021 Central
Valuation – Appointment of Examiners - reg.**

The Central Valuation of answer scripts pertaining to B.A. degree examinations of April/May 2021 will be held at the Centre given below

Name of the Centre	Name of the Custodian
University College, Hampankatta, Mangalore-575 001	The Principal University College, Hampankatta, Mangalore-575 001

You are appointed as an examiner for the valuation in the subject SOCIOLOGY and you will have the valuation work at the center mentioned above.

The Central valuation commences at 9.30 am on 27.09.2021 at the center and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 27.09.2021 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalized before the commencement of valuation and given to the other valuers.

Your appointment is subject to satisfying the conditions stipulated in the enclosed proforma. You are requested to return the enclosed form duly filled by return post.

As per Government Order No. ED 100 UNE 2000, Dated August 8, 2000 and Section 73 & 74 of the KSU Act 2000 communicated to all the affiliated colleges and P.G. Departments of this University vide this office Circular No. MU/RE/EXB/S1/2001-02, dated 20.10.2001 discharge of examination work is mandatory on the part of the teachers.

You have to maintain the discipline at the valuation center and also punctuality in timings in addition to observe the following points:

1. Please issue all the scripts in the bundles allotted to you to the valuers, and make sure that all the scripts are valued.
2. Check the correct number of M.L Sheets of the first bundle issued to a valuer, before issuing another bundle, and please see that M.L Sheets are not inserted in the bundle.
3. Wrongly mixed scripts in the bundles and the malpractice case scripts, if found any be sent to the University immediately and separately.
4. You are requested to prepare the scheme of valuation, which will be required at the time of revaluation.
5. You are also requested to produce salary particulars certified by the Principal of the concerned colleges along with the copy of the PAN card at the time of payment.

Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines is appended for further perusal.

Yours faithfully,

REGISTRAR (EVALUATION)

To:

Dr. Gayathri
Assistant Professor
University College,
Mangalore 575 001

Copy to: The Principal University College, Mangalore 575 001

Note :

- 1) Valuers/Examiners travelling in AC bus are requested to compulsorily attach bus fare ticket and also to mention the Basic Pay in the T.A. bill at the time of payment.
- 2) Valuers are requested to enclose cancelled cheque leaf at the time of registration.


PRINCIPAL
University College, Mangalore

MANGALORE UNIVERSITY
Department of History & Archaeology

Revised list of Paper Setters and Valuers for M.A. I and III Semester Examinations of August/September, 2021

Papers Code	Paper Title	Scheme of Valuation	
		I SEMESTER	II Valuation
		I Valuation	II Valuation
HAH- 401	Historiography	Dr. Kumaraswamy	Dr. Ganapathi Gowda
HAH- 402	Principles and Methods of Archaeology	Dr. Meenakshi M.M	Dr. Ganapathi Gowda
HAH- 403	Ancient History of India up to the Mauryas	Dr. Ganapathi Gowda	Dr. Kumaraswamy
HAS- 404	Introduction to Paleography and Epigraphy.	Dr. Ganapathi Gowda	Dr. Meenakshi M.M
HAS- 405	Social and Economic History of India (up to 1206 C.E)	Dr. Kumaraswamy	Dr. Meenakshi M.M
		III SEMESTER	
HAH - 501	History of Indian Archaeology	Dr. Meenakshi M.M,	Dr. Ganapathi Gowda
HAH - 502	History of India from Post Mauryan to Delhi Sultanate.	Dr. Kumaraswamy	Dr. Meenakshi M.M
HAH - 503	Modern Europe	Dr. Meenakshi M.M	Dr. Kumaraswamy
HAS - 504	Indian Numismatics	Dr. Ganapathi Gowda	Dr. Meenakshi M.M
HAE - 506	Historical and Cultural Tourism	Dr. Ganapathi Gowda	Dr. Kumaraswamy

APPROVED

Anasuya
PRINCIPAL
University College, Mangalore

28/10/2021
REGISTRAR (EVALUATION)
MANGALORE UNIVERSITY
MANGALAGANGOTRI

[Signature]
Co-ordinator
Department of P.G. Studies in
History and Archaeology
University College, Mangalore - 575 001

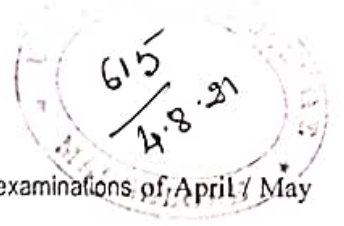
MANGALORE UNIVERSITY

No. MU/EXB/CR.3/2019/2020/E02

Office of the Registrar (Evaluation),
Mangalagangothri-574 199,
Date: 30.07.2021

Sir/Madam,

Sub: U.G. degree examinations of April / May 2021 Central
Valuation – Appointment of Examiners - reg.



The Central Valuation of answer scripts pertaining to U.G. degree examinations of April / May 2021 will be held at the Centre given below:

<u>Name of the Centre</u>	<u>Name of the Custodian</u>
University College Mangalore 575001	The Principal University College Mangalore 575001

You are appointed as an examiner for the valuation in the subject **Hindi** and you will have the valuation work at the center mentioned above.

The Central valuation commences at 9.30 am on 03.08.2021 at the center and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 03.08.2021 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalized before the commencement of valuation and given to the other valuers.

Your appointment is subject to satisfying the conditions stipulated in the enclosed proforma. You are requested to return the enclosed form duly filled by return post.

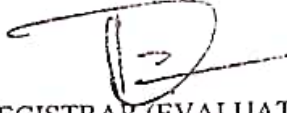
As per Government Order No. ED 100 UNE 2000, Dated August 8, 2000 and Section 73 & 74 of the KSU Act 2000 communicated to all the affiliated colleges and P.G. Departments of this University vide this office Circular No. MU/RE/EXB/SI/2001-02, dated 20.10.2001 discharge of examination work is mandatory on the part of the teachers.

You have to maintain the discipline at the valuation center and also punctuality in timings in addition to observe the following points:

1. Please issue all the scripts in the bundles allotted to you to the valuers, and make sure that all the scripts are valued.
2. Check the correct number of O.M.R. Sheets and 'A' forms of the first bundle issued to a valuer, before issuing another bundle, and please see that 'A' forms are not inserted in the bundle.
3. Kindly Shade the OMR with extra care.
4. Wrongly mixed scripts in the bundles and the malpractice case scripts, if found any be sent to the University immediately and separately.
5. You are requested to prepare the scheme of valuation, which will be required at the time of revaluation.
6. You are also requested to produce salary particulars certified by the Principal of the concerned colleges along with the copy of the PAN card at the time of payment.

Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines is appended for further perusal.

Yours faithfully,


REGISTRAR (EVALUATION)

To: **DR. Suma T. Rodannavara**
Associate Professor
University College
Mangalore - 575 001


PRINCIPAL
University College, Mangalore

Copy to: The Principal University College Mangalore - 575 001

Note :

- 1) Valuers/Examiners travelling in AC bus are requested to compulsorily attach bus fare ticket and also to mention the Basic Pay in the T.A. bill at the time of payment.
- 2) Valuers are requested to enclose cancelled cheque leaf at the time of registration.

KR
21/8/21

S1
2
31/8/21

MANGALORE  UNIVERSITY

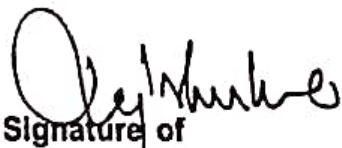
ATTENDANCE CERTIFICATE

This is to Certify that Sri / Smt. Dr. Suresh T.R......
did the valuation work at this Centre from...02-11-2020.....
to.....04-11-2020. (both days inclusive) and has valued / Supervised
the valuation of.....48..... answer script.

HNS 553(B) - 16
MNH 552 - 16
Dissertation - 16
48

Date : 04-11-2020

Centre : Dr. P. Dr. P. S. U. F. O. C.,
Cassinet, Mangalore.


Signature of
Custodian / Chairman / Chief Examiner
DR. P. DAYANANDA PALP SATHISHNA PAI
GOVERNMENT FIRST GRADE COLLEGE MANGALORE
CAR STREET MANGALORE KARNATAKA


PRINCIPAL
University College, Mangalore

MANGALORE UNIVERSITY

Accredited by NAAC with 'A' Grade

No. MU/EXB/CR.4/2018-19/E5

Office of the
Registrar (Evaluation),
Mangalagangothri-574 199.
Date: 22.10.2020

Sir/Madam,

Sub: B.Sc. degree examinations of September/October 2020
Central Valuation – Appointment of Examiners - reg.

The Central Valuation of answer scripts pertaining to B.Sc. degree examinations of September/October 2020 will be held at the Centre given below :

<u>Name of the Centre</u>	<u>Name of the Custodian</u>
Canara College, Mangalore - 575003.	The Principal Canara College, Mangalore - 575003.

You are appointed as an examiner for the valuation in the subject Botany and you will have the valuation work at the centre mentioned above.The Central valuation commences at 9.30 am on 02.11.2020 at the centre and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 02.11.2020 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalised before the commencement of valuation and given to the other valuers.

Your appointment is subject to satisfying the conditions stipulated in the enclosed proforma. You are requested to return the enclosed form duly filled by return post.

As per Government Order No. ED 100 UNE 2000, Dated August 8, 2000 and Section 73 & 74 of the KSU Act 2000 communicated to all the affiliated colleges and P.G. Departments of this University vide this office Circular No. MU/RE/EXB/S1/2001-02, dated 20.10.2001 discharge of examination work is mandatory on the part of the teachers.You have to maintain the discipline at the valuation centre and also punctuality in timings in addition to observe the following points:

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3. Kindly Shade the OMR with extra care.
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Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines are appended for further perusal.



PRINCIPAL

University College, Mangalore



Yours faithfully,
REGISTRAR (EVALUATION)

To:

Dr. Shobha

MANGALORE UNIVERSITY

No. MU/EXB/CR.4/2018-19/E5

Office of the
Registrar (Evaluation),
Mangalagangothri-574 199.
Date: 29.10.2021

Sir/Madam,

Sub: B.Sc. Degree examinations of Sep/Oct 2021
Central Valuation – Appointment of Examiners - reg.

The Central Valuation of answer scripts pertaining to B.Sc. degree examinations of Sep/Oct 2021 will be held at the Centre given below :

<u>Name of the Centre</u>	<u>Name of the Custodian</u>
Canara College, Mangalore - 575003.	The Principal Canara College, Mangalore - 575003.

You are appointed as an examiner for the valuation in the subject **Botany** and you will have the valuation work at the centre mentioned above.

The Central valuation commences at 9.30 am on 29.10.2021 at the centre and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 29.10.2021 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalised before the commencement of valuation and given to the other valuers.

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Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines are appended for further perusal.

Yours faithfully,

REGISTRAR (EVALUATION)

To:

Dr. Shobha
University College
Mangalore - 575001.

Arasuya
PRINCIPAL
University College, Mangalore

MANGALORE  UNIVERSITY

ATTENDANCE CERTIFICATE

This is to Certify that Sri / Smt. Dr. Bharathi Prakash
did the valuation work at this Centre from 02-11-2020
to 07-11-2020 (both days inclusive) and has valued / Supervised
the valuation of 102 answer script.

Date : 10-11-2020

Centre : Canara College,
Mangalore

K. S. Lakshmi

Signature of
Custodian / Chairman / Chief Examiner
Custodian / Co-ordinator
Central Valuation Cell
Canara College
Mangalore

D. S. Srinivas
PRINCIPAL
University College, Mangalore

MANGALORE  UNIVERSITY

ATTENDANCE CERTIFICATE

This is to Certify that Sri / Smt. Subramanya Bhat
did the valuation work at this Centre from... 02-11-2020
to... 09-11-2020 (both days inclusive) and has valued / Supervised
the valuation of... Chairman answer script.

Date : 09-11-2020

Centre : Canara College
Mangalore

Parabatte V
Signature of
Custodian / Chairman / Chief Examiner
Custodian / Co-ordinator
Central Valuation Centre
Canara College
Mangaluru

D. Vasu
PRINCIPAL
University College, Mangalore

MANGALORE UNIVERSITY
(Accredited by NAAC with 'A' Grade)

No. MU/EXB/CR.05/2020-21/B.Com./E20

Office of the
Registrar (Evaluation),
Mangalagangothri-574 199,
Date: 23.10.2020

Sir/Madam,

Sub: B.Com. Degree examinations of Sept./Oct. 2020
Central Valuation – Appointment of Examiners - reg.

The Central Valuation of answer scripts pertaining to B.Com. (BCMCMC 365 – Cost and Management Accounting - VI) Degree examinations of Sept./Oct. 2020 will be held at the Centre given below :

<u>Name of the Centre</u>	<u>Name of the Custodian</u>
Dr. P. Dayananda Pai Sathish Pai Govt. First Grade College, CARSTREET, MANGALORE.	THE PRINCIPAL Dr. P. Dayananda Pai Sathish Pai Govt. Fr. Gr. College, CARSTREET, MANGALORE

You are appointed as an examiner for the valuation in the subject B.Com.(BCMCMC 365 – Cost and Management Accounting - VI) and you will have the valuation work at the centre mentioned above.

The Central valuation commences at 9.30 am on 27.10.2020 at the centre and will be held on all days including the General holidays except the Sundays. All the Examiners will have to report to the Custodian of the Centre on 27.10.2020 at 9.00 a.m.

The Chief examiner will determine the scheme of valuation which will have to be finalised before the commencement of valuation and given to the other valuers.

Your appointment is subject to satisfying the conditions stipulated in the enclosed proforma. You are requested to return the enclosed form duly filled by return post.

As per Government Order No. ED 100 UNE 2000, Dated August 8, 2000 and Section 73 & 74 of the KSU Act 2000 communicated to all the affiliated colleges and P.G. Departments of this University vide this office Circular No. MU/RE/EXB/SI/2001-02, dated 20.10.2001 discharge of examination work is mandatory on the part of the teachers.

You have to maintain the discipline at the valuation centre and also punctuality in timings in addition to observe the following points:

1. Please issue all the scripts in the bundles allotted to you to the valuers and make sure that all the scripts are valued.
2. Check the correct number of O.M.R. Sheets and 'A' forms of the first bundle issued to a valuer, before issuing another bundle, and please see that 'A' forms are not inserted in the bundle.
3. Kindly Shade the OMR with extra care.
4. Wrongly mixed scripts in the bundles and the malpractice case scripts, if found any be sent to the University immediately and separately.
5. You are requested to prepare the scheme of valuation, which will be required at the time of revaluation.
6. You are also requested to produce salary particulars certified by the Principal of the concerned colleges along with the copy of the PAN card at the time of payment.

Needless to say that everything about this appointment and also the nature of work assigned is strictly confidential. The Central Valuation guidelines is appended for further perusal.

Yours faithfully,

REGISTRAR (EVALUATION)


PRINCIPAL
University College, Mangalore

To:

Ms. Subhashini Srivatsa
University College
Hampanakatta, Mangalore - 575 001.

Copy to: The Principal, University College, Hampanakatta, Mangalore – 575 001.

- Note: 1) Valuers/Examiners travelling in AC bus are requested to compulsorily attach bus fare ticket and also to mention the Basic Pay in the T.A. bill at the time of payment.
2) Valuers are requested to enclose cancelled cheque leaf at the time of registration.