



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

No.CBSE/AFF./Adv- /2017

Dated 18th December, 2017

To: The Heads of all Affiliated Schools

Sub: Nomination and Deployment of Regular Teachers for the Evaluation of Answer Scripts of Secondary and Senior Secondary School Certificate Examinations-2018 –reg.

The Board would be conducting AISSE and AISSCE Examinations in March, 2018 for Secondary and Senior Secondary Level. Smooth and efficient conduct of class X and XII Examinations along with declaration of result in time and with accuracy has always been the foremost endeavour of the Board. To ensure quality and error free evaluation of the answer booklets, the Board requires a large number of experienced and trained teachers to complete the whole process in a time bound manner.

CBSE has always strived to ensure that the conduct of Board Examinations and declaration of results should enjoy the complete confidence and trust of the public at large. Therefore, it is important to address some of the critical issues that have a bearing on the process of evaluation. The Board has relied on the schools to depute and relieve regular and experienced teachers for evaluation work. However, it has been observed in the past that the schools are not cooperating with the Board in nominating/deputing and relieving their regular and experienced teachers for Board's Evaluation Process for full duration. The directions of the Board in this regard are not being followed by the school in letter and spirit.

In this regard, attention is invited to **Rule 13 sub clause 4** of Affiliation Bye-Laws of the Board which stipulates that "the building and furniture of affiliated Institutions shall be placed at the disposal of the Board for conducting any examination and spot evaluation free of charge. **The Management and the Principal shall cooperate with the Board in the conduct of examinations and evaluation of scripts.** If asked by the Board, the school shall provide at least one examiner in each subject offered by the school and more than one, if more than 200 students have been sent for the examination. In case they fail to do so, the Board shall have the right to take appropriate action including initiating action for disaffiliation of the school".

Further, Rule 17.2(a) (xi) of Affiliation Bye-Laws also states that the affiliation of the school may be withdrawn by the Board, in case of any misconduct in connection with the admissions/examinations/any other area.

Therefore, schools affiliated with CBSE are hereby directed as follows:-

- i. Ensure that all teachers, teaching classes IX to XII, for all subjects, register themselves, on the examination portal and fill the teachers database.
- ii. Relieve all those teachers for evaluation of answer script who are identified by CBSE for this purpose.
- iii. Ensure that all teachers identified as evaluators of answer script are given no other teaching or school related work during the evaluation days so that they can focus completely on evaluation, thereby raising quality of evaluation.
- iv. Ensure that all teachers undergo requisite training for pre-evaluation as mandated by CBSE

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- v. It will be the Board's prerogative to identify/select CNS/Head Examiners and Examiners from amongst the data received by the Board.
- vi. The schools who have uploaded only partial data of teachers are also required to ensure that complete data is uploaded within stipulated time.
- vii. This data must be uploaded by all affiliated schools on or before 05.01.2018 on Examination portal of CBSE.

Non-compliance of the above directions will be seen as a misconduct in connection with examinations and the Board will be compelled to take strong action including penalty and/or further action of disaffiliation under Rule 17.2 (a)(xi) of Affiliation Bye-Laws.

Anurag Tripathi
(Anurag Tripathi)
Secretary

Copy for information and compliance:

- i. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi – 110016.
- ii. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi
- iii. The Director of Education, Delhi, Chandigarh, Arunachal Pradesh, Sikkim, Port Blair.
- iv. The Director, Secondary Education Department of all States.
- v. The Director, Central Tibetan School Administration, Ess Ess Plaza, Community Centre, Sector-3, Rohini-85.
- vi. PS to Chairperson, CBSE
- vii. The Director (IT), CBSE, Delhi – for uploading the Circular on CBSE Website.
- viii. The Joint Secretary (Co-ordination), CBSE, Delhi
- ix. The Deputy Secretary (A&L), CBSE, Preet Vihar, Delhi.
- x. All Regional Directors / Regional Officers of CBSE- for dissemination of the circular and guidelines to all affiliated schools in their respective region.
- xi. The PRO, CBSE, Delhi for appropriate dissemination and publicity.
- xii. The Research Officer (Technical), Affiliation, CBSE – for further circulation.
- xiii. Guard File.

(Secretary)