



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)



CBSE/Coord/OECMS/2023-24

12/03/2024

To

**The Principal/Centre Superintendents,
Schools fixed as Examination Centres by CBSE,
Session 2023-24.**

(Through CBSE website)

Subject: Daily updation of the data in OECMS by Exam Centres- regarding

Madam/Sir,

It has been observed that many examination centres are still not updating the examination data in the OECMS portal despite the instructions issued in this regard.

As already communicated vide clause 3.47 of the Guidelines for Centre Superintendents, all the Centre Superintendents have to compulsorily update the information in the OECMS portal. This information is not only used for day-to-day monitoring of conduct of examinations but will also be used for calculating the amounts payable to various functionaries by Integrated Payment System (IPS). It has however been observed that information on OECMS portal is pending for updation from many centres.

You are aware that Board's Annual Examinations have commenced w.e.f. 15/02/2024. This Examination is a gigantic exercise involving Lakhs of functionaries at various levels. Proper maintenance and online updation of records related to day-to-day examinations are of utmost importance for better management and supervision of examinations and also for payment of functionaries through IPS.

It may be understood that the OECMS is not merely for submission of absentee statement. **In case the school does not submit information for a particular day on OECMS, the payment for that particular day will not be calculated in IPS.** The OECMS data is to be submitted daily even if there is no absentee at the centre.

In the absence of correct and updated OECMS data for all the days of examinations at the centre, the payment of various examination functionaries through IPS will not be possible

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It is therefore once again directed that the activity of updation/submission of data is to be done on the OECMS on daily basis. In case of centres where outside Centre Superintendents have been appointed, the centre school will make all arrangements for updation of OECMS data on daily basis.

All Centres/Centre Superintendent may note for strict compliance.



(Dr Sanyam Bhardwaj)
Controller of Examination

Copy to-

1. **Regional Directors/Officers with the request to ensure that all the examination centers update the OECMS data on the portal for each day of examination at the exam centre.**
2. **Web-admin for uploading on the CBSE website**