



NO.EX-I/APT/CUST/UG /EXAMS/ AUG/SEPT 2023.

Pareeksha Bhavana,  
Jnana Bharathi Campus,  
Bangalore- 560 056.  
Dated: 05-08-2023.

To,  
The Principal/Chief Superintendent,  
of U.G. (Semester Scheme)  
Bangalore University Examinations August/September 2023.

Sir/Madam,

Sub: Appointment of **Custodian** for Receiving and Scanning Center Digital Evaluation Process of **All UG Courses of II & IV semester (Repeaters) and VI Semester (Freshers & Repeaters) (CBCS) (One-Time Measure Students 2004-05 onwards)** Examinations for **August/September 2023**.

Ref: Approval of the Hon'ble Vice-Chancellor dated: 05-08-2023.

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With reference to the above, I wish to state that the Custodian for Receiving Answer Scripts Bundles of **All UG Courses** of II & IV semester (Repeaters) and VI Semester (Freshers & Repeaters) (CBCS) BA/BSW/BVA/ B.Com/B.Com (Honors)/B.Com (Insurance & Actuarial Studies)/ B.Com (Logistic & Chain Supply Management/ DDM/BVA (TS/TA)/B.Sc (Interior Design & Decoration)/B.Com. (Tourism & Travel Management)/BA/B.Com (Vocational Course) /BBA/BBA (Aviation Management)/BHM/B.Sc/BCA/B.Sc. (Fashion & Apparel Design)/B.Sc (Forensic Science)/B.Voc(Food Processing Nutraceuticals) II Sem (Fr)/ B.Voc. Food Technology & Quality Management) II sem (Fr)/B.Voc (Communication English)/BASLP II, IV & VI Sem(Freshers & Repeaters)/BHM II & IV sem (Repeaters), VI & VIII sem (Freshers & Repeaters) (One-Time Measure Students 2004-05 onwards) Examinations of **August/September 2023**. is as mentioned below :

**Dr. Pushpa. M., Custodian, housed at 3<sup>rd</sup> floor, Pareeksha Bhavana, Bangalore University, Gandhi Bhavan Road, Jnanabharathi Campus, Bengaluru-560056 - All UG Courses of II & IV semester (Repeaters) and VI Semester (Freshers & Repeaters) (CBCS) (One-Time Measure Students 2004-05 onwards).**

Hence, all the Chief Superintendents of UG **August/September 2023** Examinations are hereby requested to make their own arrangements for sending the answer book bundles along with required documents immediately on completion of the examination to the Pareeksha Bhavan as mentioned above.

While sending the answer book bundles, please follow the instruction mentioned below. Please ensure that the bundles are addressed and delivered to the above said Custodians.

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**NOTE:**

1. All the Chief Superintendents are requested to handover the OMR of all Non core subjects to Ex-III, OMR Section, 2<sup>nd</sup> Floor, Pareeksha Bhavana, Bangalore University, Gandhi Bhavan Road, Jnanabharathi Campus, Bengaluru-560056.
2. **Tagged College Principal/Vice-Principal/ Head of the Department must present in the Examination Center at least 30 minutes before and 30 minutes after commencement of the examination.**
3. It is observed that the staff other than Principal/Vice-Principal are entrusted the work of Chief Superintendents. It is directed that the only Principal/Incharge Principal /Vice-Principal shall perform the responsibility as Chief Superintendents.
4. The Chief Superintendent shall be present at the Examination Center before the commencement of the Examination Center until the examination is over and the answer papers are sent to the University.
5. It is also observed that some colleges are not packing the Answer Script as mentioned in below note (i.e as per QP Code). It is directed to follow instruction strictly otherwise disciplinary action will be initiated.

Yours faithfully

**REGISTRAR (EVALUATION)**

**Note: Instructions to bundle the Answer Scripts:**

**A. Bundle the Answer Scripts on Question Paper Code (QP Code) basis, each bundle should have Answer Scripts of same QP code ;**

**B. Mention the following information's on the bundles:**

1. Question Paper Code (QP code)
2. College Code and Name
3. No. of scripts
4. Course Code
5. Semester
6. Paper Code & Paper Title

**Copy to:**

1. Dr. Pushpa. M., Principal, Shanti Dhama College, Sunkadakatte, Mgadi Main Road, Bangalore – 560091.
2. All the Chairpersons BOE UG Aug/Sept 2023 Exams.
3. The Deputy Registrar / Assistant Registrars, (Exams) BUB .
4. The Finance Officer, Bangalore University, Bangalore.
5. P.S. to Vice-Chancellor/P.S. to Registrar (Eva) / P.A.to Finance Officer, BUB.
6. Sri. B. Rajkumar, System Analyst, Digital Valuation Unit, Pareeksha Bhavana, BUB.
7. Smt. Sujatha, System Analyst, e-Governance Center, JBC, BUB.
8. Sri. Mahesh, Inhawk, Pareeksha Bhavan, BUB.
9. The Suptd-EX- IX (Conf. Sc.)/ Suptd-EX-III,-for arrangements of Vehicles/Refreshments to Digital Evaluation Centers, if any, from time to time.