

DYAL SINGH COLLEGE: LODI ROAD: NEW DELHI

«SNO»

DSC/ADMN/

27-11-2017

Dear Dr./Mr./Mrs./Ms. «NAME»,

As you are aware that the University semester Examinations are commencing from 30 Nov 2017, the duty list of the teaching staff for the University semester Examination November/December 2017 is being notified. May I request you to accept the position of Deputy Superintendent of the Examination on the days given below. If you are unable to report on duty on any particular day, please apply for leave in advance so that alternate arrangement is made well in time.

If you have University Examination Script Evaluation duty clashing with invigilation duty, inform the college along with letter of appointment as examiner for exemption of invigilation duty or arrange for mutual exchange of duty.

Kindly note down following duties assigned to you.

Morning Duties: - «MORNING» - 2017

«mduty»duties

Evening Duties: - «EVENING» - 2017

«eduty»duties

Total duties: «TOTAL»

Reporting time to the Superintendent is 45 minutes before the commencement of the Examination, i.e., 8:45 a.m. for the morning session at 01:45 p.m. for the evening session.

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Principal / Superintendent Examinations.

27-11-17

SNO	NAME	DEPT	P/T	ST	MORNING	Evening	MDUTY	EDUTY	TOTAL
1	POONAM BHINDRA	BOTANY	P	PR	14/12,15/12,16/12,18/12,		4	0	4
2	ROMA KATYAL	BOTANY	P	PR		04/12,05/12,06/12,07/12,	0	4	4
3	A.K.BHAGI	CHEMISTR	P	PR		12/12,13/12,14/12,15/12,	0	4	4
4	KIRAN PAL SINGH	CHEMISTR	P	PR		12/12,14/12,15/12,18/12,	0	4	4
5	SWARITA GOPAL	CHEMISTR	P	PR	13/12,	08/12,20/12,21/12,	1	3	4
6	ALKA GUPTA	CHEMISTR	P	PR	01/12,	01/12,	1	1	2
7	ANIL KUMAR NAIN	CHEMISTR	P	PR	09/12,16/12,	09/12,16/12,	2	2	4
8	SUNIL KUMAR	COMMERC	P	PR	07/12,09/12,12/12,13/12,15/12,18/12,		6	0	6
9	SHISH PAL SINHMAR	COMMERC	P	PR	01/12,05/12,07/12,09/12,12/12,21/12,		6	0	6
10	THIRUMOORTHY.R	COMMERC	P	PR		12/2,13/12,14/12,15/12,18/12,19/12,	0	6	6
11	ANITA GOEL	COMPUTER	P	TH	12/12,13/12,		2	0	2
12	VIJAY PAL	HINDI	P	TH	08/12,09/12,11/12,	08/12,09/12,11/12,	3	3	6
13	ARUN PAL SINGH	MATHEMAT	P	PR	30/11,01/12,04/12,05/12,		4	0	4
14	SANDEEP MEHTA	PHYSICAL	P	TH	04/12,05/12,06/12,09/12,12/12,15/12,		6	0	6
15	VINOD KUMAR PALIWAL	PHYSICS	P	PR		04/12,05/12,08/12,19/12,	0	4	4
16	RAVINDER SINGH	PUNJABI	P	TH	01/12,04/12,05/12,07/12,11/12,13/12,		6	0	6
17	V.P.AGGARWAL	ZOOLOGY	P	PR		30/11,06/12,14/12,18/12,	0	4	4
18	SANJIV MULLICK	ZOOLOGY	P	PR	30/11,01/12,	30/11,	2	1	3
19	PRIYA VRAT ARYA	ZOOLOGY	P	PR	19/12,20/12,21/12,23/12,	08/12,	4	1	5
20	POOJA VIJ	HISTORY	P	TH	30/11,04/12,	01/12,	2	1	3

Sign
27.11.17

Signature