

UNIVERSITY OF DELHI

EXAMINATION WING

OPEN BOOK EXAMINATION (OBE) - SECOND PHASE W.E.F. 14.09.2020

ADVISORY FOR COLLEGES/DEPARTMENTS REGARDING COVID-19 FOR PHYSICAL MODE OF EXAMINATION AS PER THE DATESHEET/SCHEDULE NOTIFIED BY THE EXAMINATION BRANCH, UNIVERSITY OF DELHI

In adherence to the Standard Operating Procedure (SOP) for conduct of examinations of MHRD dated 06.07.2020 as issued by the UGC on 08.07.2020 for the Universities in view of COVID-19 pandemic, the colleges will implement social distancing measures and maintain standard of hygiene as per the Government of India guidelines in the current situation of COVID-19 to ensure the health and safety of the students appearing for the second phase of Open Book Examination (OBE) scheduled to be held from 14.09.2020 onwards in compliance of the order passed by the Hon'ble High Court of Delhi dated 17.08.2020 and 27.08.2020 in W.P. (C) No. 3199/2020:

1. The candidates appearing for the examination shall submit a self-declaration (undertaking) before entering the examination centre.
2. Queue manager/ropes and Floor masks will be arranged outside the centre to ensure that the candidates maintain a space of at least 6 feet from each other at all the time.
3. Thermo guns for Temperature check of candidates and all staff on duty should be ensured.
5. All staff on examination duty must wear the face masks.
6. Gap between two seats should be maintained as per the Standard Operating Procedure (SOP) for conduct of examinations of MHRD dated 06.07.2020 as issued by the UGC on 08.07.2020
7. Candidate Seating Area (desk and the chair) to be thoroughly sanitized before the start of each shift of examination.
8. Manual attendance will be taken from the students with signature, unique paper code (of the particular paper), date and session of examination after completion of each session of examination while maintaining a safe distance.
9. A tray/drop box to be provided in each room for the students to keep their answer sheets after completion of the examination for each session in the presence of the invigilator maintaining a safe distance. The tray/drop box should be sanitized thoroughly before the commencement of each session of examination.

10. Seating plan of allotted students along with Room No. may be communicated to the students appearing for the examination as per the date and session in one day advance through registered e-mail/whatsapp to avoid enquiry at the time of entry and start of examination.
11. It should be ensured that all the processes are touch free, to the maximum possible extent, to ensure Social Distancing norms.
12. On completion of a shift, the candidates should be permitted to move out in an orderly manner one candidate at a time.
13. Advisory notice boards to caution the candidates about Social Distancing precautions to be positioned at suitable locations within and near the centre.

NOTE: No candidate shall be allowed for examination without Admission Ticket/Admit Card as per the information filled in the examination form


Dean(Examinations)

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1. Candidate to check Reporting/Entry time at Centre given in the Admit Card and to reach as per Reporting time only to avoid any crowding at the centre at the time of entry to maintain social distancing.
2. The candidate must enter the required details in the Self Declaration (Undertaking) in legible handwriting to be submitted at the entry point at the centre.
3. The candidates must bring their own papers (plain/ruled A4 Size Paper) for writing their answers during the examination. **(Refer point no.20 of Notification dated 28.08.2020 uploaded on the University Website)**
4. The candidates must carry their personal Hand Sanitizer, Gloves, Face Masks, Transparent Water Bottle etc. **(Refer point no.22 of Notification dated 28.08.2020 uploaded on the University Website)**. No eatable items shall be allowed to be carried inside the examination premises.
5. The candidates must compulsorily wear the face mask.
6. In case of PwD candidate availing a scribe, both the candidate and scribe must wear the masks.
7. The candidates need to adhere to the seating plan at the examination room/hall to sit at a safe distance from each other as per the social distancing norms as per the Standard Operating Procedure (SOP) for conduct of examinations of MHRD dated 06.07.2020 as issued by the UGC on 08.07.2020
8. On completion of a shift, please wait for the instructions from the invigilator and do not get up from your seat until advised.


Dean(Examinations)

UNIVERSITY OF DELHI

NAME OF THE COLLEGE/DEPARTMENT _____

SELF DECLARATION (UNDERTAKING) TO BE FILLED IN BY THE STUDENTS APPEARING IN PHYSICAL MODE FOR THE SECOND PHASE OF OBE EXAMINATION AT COLLEGE/DEPARTMENT AS PER THE DATESHEET NOTIFIED BY THE EXAMINATION BRANCH

I, _____ resident of _____, do hereby, declare the following (please tick, wherever it is applicable to you, otherwise leave blank):

1. I have not been suffering from flu-like symptoms of fever, cough, breathlessness, sore throat/runny nose, body ache in the last 14 days
2. I have not been in close contact with a confirmed case of the COVID-19
3. I have not been in close with a person suffering from COVID-19 and am not under mandatory quarantine

I have read the instructions and notices related to this examination available on the official website of University of Delhi www.du.ac.in and the advisory for candidates regarding COVID-19

Candidate's Signature