



No. EX/ICC/2024-25/6

**CIRCULAR:-**

The Directors/Heads of the Various Departments of the University, Principals/Directors of Affiliated/Conducted Colleges and the Heads of the recognized Institutions are hereby informed that, the University is in the process of pre-examination work for the examinations to be held in the First and Second half of the year 2025. The appointments of the members of the Joint Chief Conductor will be made in due course.

They are therefore, requested to recommend the names on or before 31<sup>st</sup> January 2025 at least 3 (Three) 10% of total no. of approved teachers which is higher, Senior Most having experience of more than 10 years working in degree college and those who will be available to work as a Joint Chief Conductor during Examination time.

They are further requested to take a note of the following points while recommending the name/s of faculty members to be appointed as Joint Chief Conductor: -

1. It is compulsory to send the names for Joint Chief Conductors by all the affiliated college.
2. The Joint Chief Conductor duty is compulsory during examination period.
3. The Heads of University Departments shall send the names of their faculty members for the said purpose. Since examination work is mandatory as per the Maharashtra Public Universities Act, 2016.

To furnish the above information kindly go to the following Link:

<https://forms.gle/nFrdpyEQgadXRuS39>

**NOTE: - The names of the Principals//C Principals be not recommended for appointment as a Joint Chief Conductor**

*YGRaundale*

(Dr. Pooja Raundale)  
Director,

Board of Examinations & Evaluation

Mumbai- 400 098

Date: 04<sup>th</sup> January, 2024

To,

The Directors/Heads of the various departments of the University, Principals/Directors of Affiliated, Conducted Colleges and the recognized Institutions.

*YGRaundale*

(Dr. Pooja Raundale)  
Director,

Board of Examinations & Evaluation