



THE WEST BENGAL COUNCIL OF RABINDRA OPEN SCHOOLING

Head Office: BikashBhavan (2nd Floor, East Block),
Bidhannagar, Kolkata-700091.

Memo no: 10/WBCROS/BB/2022

Date: 06/01/2022

Special Instructions for Madhyamik Pariksha (Secondary Examination), December 2021

In continuation of the previous instruction, vide memo no. 09/WBCROS/BB/dated. 06/01/2022 the Co-ordinator of all Study Centres under WBCROS are requested to follow the instructions –

- i) As per Govt. order no. 1230-SE/EE/SED/13037/63/2021-ELEMN SEC dated 23.12.2021 issued by School Education Department, Govt. of West Bengal, all examinations regarding M.P (SE), December 2021 will be held through **own Study Centre of their candidates in the following system where guardians/candidates would collect the question papers & Blank answer Script from their respective Study Centres, write answers at their home and submit the answer scripts on the next day to the Study Centres.**
- ii) No candidates will be allowed to sit for the examination hall in Study Centre's premises i.e. no candidate is allowed to write their answer scripts at the premises of the study centre. If found that any candidate(s) is/are allowed to sit for the examination hall in Study Centre's premises, the Examination of said subject(s) or entire examination of the candidates(s) will be treated as cancelled by the council.
- iii) No written answer scripts will be received /collected without showing his/her Admit Card.
- iv) Guardians/Candidates will sign in D.R at the time of submission of written answer script in the bottom of the printed Examinee's name in subject wise respective candidates of D.R.
- v) Subject wise Question Paper(s) will be sent by WBCROS to the Study Centre one day before the respective subject wise examination e-mail of the Study Centre.
In this context, all Co-ordinators of all Study Centres are requested to **collect & store (keep) the same (Question Papers) maintaining confidentiality in your own custody** and distribute the same (Question papers) to the guardians/examinees in proper Examination's date & time.
It is also further requested to the Co-ordinators of all Study Centre kindly collect & store (keep) the written subject wise answer scripts till the end of all examinations in your own custody maintaining confidentiality & it will be collected /submitted within 2 days after the end of all examinations at our official warehouse (RamendraSundar,TantujBhavan, DD-18/4, 6th floor, Bidhannagar, Kolkata-700064.)
- vi) All Co-ordinators, examinees & learners under the WBCROS are requested to follow our **website (www.wbcros.in)** in **EXAMINATION icon of the Title Bar** regarding the (i) Exam Schedules (ii) Exam Instructions (iii) Blank Answer scripts (iv) Sp. Exam Notices (v) Exam Question papers etc. for the M.P (SE) December 2021. It is also further requested to the Co-ordinators to kindly follow the e-mail id of your study centre day to day on & from 08/01/2022
- vii) Onwards up to end of all examinations of M.P(S.E.), December 2021 regularly maintaining confidentiality in your own safe custody.
- viii) Regarding said exam Help Desk no – 033-2358-7102/ 033-2321-3261/9903520937/9903520984/9903621956/9903520947
- ix) AS per our Financial Support & Assistance given to the Study Centre for conducting M.P (SE), December 2021 vide memo no 363B/WBCROS/2021 dated 18/09/2021 respectively, it is informed that the Study Centre which has total no. of candidates of all subject is above or equal to 20 will be given Financial Support & Assistance on their incurred expenditure on per day basis as per our Financial Instruction or actual expenses incurred by them whichever is lower.
- x) All Co-ordinator/officer-in-Charge of examination centres are requested to seal & pack all subject wise & exam wise written Answer scripts in A4 size envelope along with Top sheets (Provided by Council)and send the examination report through email (enclosed scanned subject wise Top Sheet) day to day i.e. next day after the end of commencement date of said exam.

Secretary

The West Bengal Council of Rabindra Open Schooling