



Guru Gobind Singh Indraprastha University
USS Examination Centre

Notice – Examination Duty Chart (3) for the End Term Examination May- June- July 2024 for the period 25.06.2024 till 07.07.2024

24.06.2024

In continuation of the Notice dated 24.05.2024, the Duty Chart (3) for the End Term Examination May- June- July 2024 for the period 25.06.2024 till 07.07.2024 are notified here in the attached duty chart from page nos. 1 to 4.

We are happy to note that, except for the very few cases of absence, there has been commendable cooperation of the esteemed teachers in the conduct of the examination and the undersigned records sincere appreciation and gratitude for the same. For the convenience of the teachers, whereas the mutual exchange of duties may be done with due intimation to the Examination Centre, any request for adjustment of duties at the level of Examination Centre may be difficult to accommodate.

The End Term Examinations have been scheduled in two shifts; morning shift from 10:00 AM to 01.00 PM and the afternoon session from 2:00 PM to 5:00 PM. The esteemed teachers, whose duties are assigned here in below, should necessarily report at the Examination Control Room at Hall No. 411, Fourth Floor, C Block, for invigilation duties at least 30 minutes before the scheduled time for commencement of examinations. Any delay or non-reporting for invigilation duties, *inter-alia*, may unmanageably disturb the smooth and orderly conduct of examinations and so except for the extreme emergencies or unavoidable exigencies, the same should be avoided.

For any clarification including intimation for the mutual interchange of duties etc. the concerned teachers may talk/ communicate to Dr. Neelu Mehra, Associate Professor (USLLS), Dy. Centre Superintendent at her mobile/ WhatsApp no. 9013502691.

Prof. Anuj Kumar Vaksha
Centre Superintendent
USS Examination Centre @ USLLS

Copy to:-

1. All the Deans, USSs at Dwarka Campus with request for needful circulation among the concerned teachers
2. Controller of Examination - I.
3. Head, UITS with request for uploading/ notifying this notice on University website.
4. Executive Engineer, UWD, with request to ensure continuous electricity and water supply and AC facilities during the schedule / period of examination.
5. AR to Registrar for information to Registrar please
6. Security Officer, with request to ensure needful security arrangements at the examination centres and their entry points.

Examination Dates	25.06.2024		26.06.2024		27.06.2024	28.06.2024	29.06.2024		30.06.2024	
Shift and Reporting Time	M-9:30 AM	E- 1:30 PM	M-9:30 AM	E- 1:30 PM	M-9:30 AM	M-9:30 AM	M-9:30 AM	E- 1:30 PM	M-9:30 AM	E- 1:30 PM
USBT										
Prof. N. Raghuram				√			√			
Dr. Ravi Kant										
Dr. Gitanjali Jiwani	√		√							
USCT										
Dr. Rakesh Angeera									√	
Dr. Singdha Acharya										√
Dr. Vinita Khandekar					√				√	
Mr. Vinay Sah										√
Dr. Sweta Gupta			√						√	
Dr. Uplabdhii Tyagi								√		
Dr. Umesh Singh	√						√	√		
USMS										
Dr. Divya Verma				√						
Dr. Amit Sharma					√					
Dr. Shilpa Jain			√							
Ms Sinthiya							√			
Dr. Shitika								√		
Dr. Praveen Kumar										
USLLS										

Examination Dates	25.06.2024		26.06.2024		27.06.2024	28.06.2024	29.06.2024		30.06.2024	
Shift and Reporting Time	M-9:30 AM	E- 1:30 PM	M-9:30 AM	E- 1:30 PM	M-9:30 AM	M-9:30 AM	M-9:30 AM	E- 1:30 PM	M-9:30 AM	E- 1:30 PM
Dr. Vandana Singh						√				
Dr. M. Sakthivel										
USE										
Dr. Tulika Bansal		√								
USHHS										
Dr. Prarthna Agarwal Goel			√					√		
USICT										
Prof. Anurag Jain									√	
Dr. Parijat Mathur		√					√			
Dr. Shiv Ram Meena								√		
USBAS										
Dr. Leena Khanna									√	
Dr. Anjana Bagga										√
TOTAL	2	2	4	2	2	1	4	5	5	3

Examination Dates	02.07.2024	04.07.2024	06.07.2024		07.07.2024
Shift and Reporting Time	M-9:30 AM	M-9:30 AM	M-9:30 AM	E- 1:30 PM	E- 1:30 PM
USBT					
Prof. N. Raghuram					
Dr. Ravi Kant					
Dr. Gitanjali Jiwani					
USCT					
Dr. Rakesh Angeera			√		
Dr. Singdha Acharya			√		
Dr. Vinita Khandekar					
Mr. Vinay Sah					
Dr. Sweta Gupta					
Dr. Uplabdhii Tyagi					
Dr. Umesh Singh					
USMS					
Dr. Divya Verma			√		
Dr. Amit Sharma				√	
Dr. Shilpa Jain					
Ms Sinthiya					
Dr. Shitika		√	√		
Dr. Praveen Kumar	√			√	
USLLS					

Examination Dates	02.07.2024	04.07.2024	06.07.2024		07.07.2024
Shift and Reporting Time	M-9:30 AM	M-9:30 AM	M-9:30 AM	E- 1:30 PM	E- 1:30 PM
Dr. Vandana Singh					
Dr. M. Sakthivel				√	
USE					
Dr. Tulika Bansal					
USHHS					
Dr. Prarthna Agarwal Goel					
USICT					
Prof. Anurag Jain					√
Dr. Parijat Mathur					
Dr. Shiv Ram Meena				√	
USBAS					
Dr. Leena Khanna					
Dr. Anjana Bagga					
TOTAL	1	1	4	4	1