

Directorate of
Higher Secondary Education,
Housing Board Buildings,
Santhi Nagar,
Thiruvananthapuram-1.

No. Ex-II/(2)/16466/HSE/10

Dated : 09/09/2010

CIRCULAR

Sub:- First Year Higher Secondary Examination September 2010 – General instructions - reg.

Ref:- Notification No. Ex.II (1)/53388/HSE/09 dated 09.07.2010.

Higher Secondary Plus One Improvement Examination will commence from 22.09.2010. In connection with the conduct of Examination, the following instructions should be strictly adhered to

The Chief Superintendents shall make necessary arrangements for the smooth conduct of the Examination. He/She shall be present at the concerned Examination centre for receiving the Examination materials which shall be kept in his or her safe custody. Care should be taken to ensure that the Examination is conducted as per Examination Manual.

If by any unavoidable circumstances, the Chief Superintendent of Government and Aided Schools fails to report duty on any day, he or she should make substitute arrangements from one of the senior teachers of their schools, even if he or she is posted to some other school than the Chief Superintendent. In the case of unaided schools, the Deputy Chief Superintendent should act as the Chief Superintendent and the senior most Assistant Examiner posted to that school shall act as the Deputy Chief Superintendent.

If a deputy chief fails to attend the duty, the senior most Assistant Superintendent posted in that centre shall act as the Deputy Chief. All the arrangements made should be reported through mail to jdexamdhse@gmail.com on that day itself.

The Camp Officers, Camp Clerks and the Administrative Officers posted in the CV Camps are exempted from the Examination work. The Chief Superintendents of the concerned centres are directed to make substitute arrangements as per the instructions above.

Sd/-

SECRETARY
Board of Higher Secondary Examinations
KERALA

To

1. All Higher Secondary School Principals / Chief Superintendents / Deputy Chief Superintendents.