



# West Bengal Board of Primary Education

Acharya Prafulla Chandra Bhavan, DK 7/1, Sector II, Bidhannagar, Kolkata 700091

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No. 103/BPE/D.El.Ed./2019

Date: 22/05/2019

## **NOTIFICATION**

With reference to our notification No. 100/BPE/D.El.Ed./2019 Dated – 20/05/2019, it is to notify for all concerned that the D.El.Ed. Part - I (Theoretical papers) for the session 2017-2019 (Regular Candidates) and session 2015-2017/2016-2018 (Continuing/Supplementary Candidates) will be conducted as per the schedule published under the afore-mentioned Memo of West Bengal Board of Primary Education.

The Instructions and guidelines for conducting the said examination are given below:

There will be a District Level Committee for smooth conduct of the above-mentioned examination in each district comprising the following members:


a) District Magistrate or his Nominee	Chairman of the Committee
b) Chairperson, District Primary School Council	Vice-Chairman of the Committee
c) District Inspector of Schools (PE)	Member-Secretary
d) District Inspector of Schools (SE)	Member
e) Principal of concerned District Institute of Education and Training (DIET)	Member
f) Principal(s) of Primary Teachers' Training Institutes of the concerned districts	Member
g) Officer(s)-in-Charge of Examination Centre	Member
h) One Local Medical Practitioner	Member
i) Officer-in-Charge of nearest Police Station	Member
j) Principal/ Lecturer-in-Charge/ Headmaster/ Headmistress of Venue Institute	Member

The said committee will discharge the following functions:

- I. Selection of Officer-in-Charge of the Centres;
- II. Selection of Personnel for invigilation duty from amongst the staff of the Venue – Institute or others whom/which the Committee deems fit;
- III. The Committee shall decide on the general procedures to be adopted for smooth conduct of the examination in each Centre;
- IV. The Committee will help and guide the Officer-in-Charge and Centre Superintendent in the matter of conducting the examination and other allied matters for smooth conduct of theoretical examinations;
- V. The Committee will extend all sorts of co-operation and help to keep vigilance in the Examination Centre during examination and deal seriously with any sort of irregularity, if found to occur;
- VI. The Officer-in-Charge of each center will be appointed by the District Inspector of Schools (PE) of the concerned District from among the S.I. or A.I. of Schools in consultation with the District Committee under the approval of the West Bengal Board of Primary Education.
- VII. The remuneration of such Officer-in-Charge is Rs. 750/- (Rupees seven hundred fifty) only for each Centre.
- VIII. The Head of the Venue-Institution will normally act as the Centre Superintendent
- IX. The remuneration of each Centre Superintendent is Rs. 750/- (Rupees seven hundred fifty) only per Centre.
- X. The District Committee may impose a "Centre Fee" not exceeding Rs. 250/- (Rupees two hundred fifty) only on each candidate to meet the contingent expenditure for conducting the examination. This 'Centre Fee' may be collected from the examinees and accounted for appropriately.
- XI. The said Centre Fee, to be imposed by the District Committee, will have to be spent on the following items:
  - a) Remuneration of the Officer-in-Charge @ Rs750/- (Rupees seven hundred fifty) only per centre.
  - b) Remuneration of the Centre Superintendent @ Rs. 750/- (Rupees seven hundred fifty) only per centre.
  - c) Remuneration to the invigilator @ Rs. 125/- (Rupees one hundred twenty five) only per invigilator per half (one invigilator for 25 candidates and when the number of candidates exceeds the next 10, another invigilator up to 50 and so on).
  - d) Arrangement and re-arrangement of seats.

- e) One person @ Rs. 80/- (Rupees eighty) only per day for supply of drinking water.
  - f) Purchase of papers and other stationery articles etc.
  - g) Two Gr. 'D' staff @ Rs. 80/- (Rupees eighty) only per day for packing and binding answer-scripts and other works.
  - h) One person may be engaged for Cleaning and sweeping work for each Centre and his remuneration will be Rs. 80/- (Rupees eighty) only per day.
  - i) Honorarium of custodian of confidential paper @ Rs. 750/- (Rupees seven hundred fifty) only.
  - j) Any other contingent expenditure as deemed fit and proper
  - k) To meet the Bank Charge for preparing draft etc. where as necessary.
  - l) One person may be engaged for clerical work for each centre on remuneration @ Rs. 100/- (Rupees one hundred) only per day.
- XII. The accounts of income-expenditure for each centre shall be audited by an Auditor to be appointed by the District Committee within three months after the examination is over.
- XIII. The District Inspector of Schools (PE) is to forward the copy of the Audit Report to this Board within a month thereafter.

All the Principals/HODs/Lecturers-in-Charge of the DIETs & Primary Teachers' Training Institutes are requested to co-operate with the Committee or the concerned District Inspector of Schools (PE) who is the Member Secretary of the District level Examination Committee.

  
(Dr. R.C. Bagchi)  
Secretary

**No. 103/1(1110)/BPE/D.El.Ed./2019**

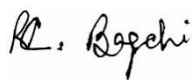
**Date: 22/05/2019**

**Copy forwarded for information and necessary action to the:**

- 1) Secretary, Department of School Education, Govt. of West Bengal, Bikash Bhavan, 6<sup>th</sup> Floor, Salt Lake, Kolkata – 700 091.
- 2) Commissioner of School Education, West Bengal, Bikash Bhavan, 7<sup>th</sup> floor, Salt Lake, Kolkata – 700 091.
- 3) Deputy Director of School Education (Basic), West Bengal, Bikash Bhavan, 7<sup>th</sup> floor, Salt Lake, Kolkata – 700 091.
- 4) District Magistrate, District .....
- 5) Superintendent of Police, ..... District.
- 6) Commissioner of Police, Kolkata Police, Lalbazar, Kolkata.
- 7) Chairperpson, ..... District Primary School Council.
- 8) District Inspector of Schools (PE), ..... District.
- 9) District Inspector of Schools (SE), ..... District.
- 10) Officer-in-Charge of Examination Centre, .....
- 11) C.M.O.H, ..... District.
- 12) Treasury Officer, .....Disrtrict.
- 13) Officer-in-Charge, .....Police Station.
- 14) The Principal/HODs/Lecturer-in-Charge/Teacher-in-Charge ..... DIET/Govt./Govt. Aided/Govt. Spon. and Self-Financed Private PTTIs, Dist. ....

He/She is requested to co-operate with the District Committee as well as the District Inspector of Schools (PE), of concerned district for smooth conduct of said D. El. Ed. Part-I 2017-2019. He/She is also requested to note the following directions and attach due importance and urgency to the same.

- o The Centre-Fee be collected from the examinees @ Rs. 250/- (Rupees two hundred fifty) only per candidate and the total amount of Centre Fees be handed over to the Officer-in-Charge of the concerned Examination Centre on the 1<sup>st</sup> day of examination.
- o Internal marks of D. El. Ed. Part – I 2017-2019 of the candidates of each DIET/Govt./Govt. Aided/Govt. Spon. and Self-Financed Private PTTI be prepared as per the proforma available in the Website: [www.wbbpe.org](http://www.wbbpe.org) for submission in duplicate (hardcopy) along with softcopy in Excel format to the Examination Section of the West Bengal Board of Primary Education, Acharya Prafulla Chandra Bhavan, DK-7/1, Sector-II, Salt Lake, Kolkata – 700 091 on or before June 30, 2019 positively.

  
(Dr. R.C. Bagchi)  
Secretary