



क्षेत्रीय कार्यालय, दिल्ली

केन्द्रीय माध्यमिक शिक्षा बोर्ड

पी.एस.1-2, इन्स्टीट्यूशनल एरिया, आई०पी० एक्सटेंशन, पटपड़गंज, दिल्ली-110 092

Regional Office - Delhi

Central Board of Secondary Education

PS 1-2, Institutional Area, I.P. Extension, Patpar Ganj, Delhi-110 092

तार : सेनबोसेक, दिल्ली

Gram CENBOSEC Delh

फोन Phone : 22239177

फैक्स Fax : 22248

वेब साईट Web site : www.cbse.n

ई-मेल Email : rodelhi.cbse@n

CENTRAL TEACHER ELIGIBILITY TEST (CTET) - FEB 2015

P.S.- 1 - 2, Institutional Area, I.P. Extension, Patparganj, Delhi - 110092

Phones: 22240104 Fax : 22240103 E-mail: ctet@cbse.gov.in

CONFIDENTIAL

NO.F.10/CBSE/CTET/EXAM/OBS/FEB-2015/F151421 /085

03/02/2015

N K GOEL

PROFESSOR

GUJARAT TECHNICAL UNIVERSITY

Subject: APPOINTMENT AS OBSERVER FOR CENTRAL TEACHER ELIGIBILITY TEST (CTET) TO BE HELD ON 22nd FEBRUARY 2015(SUNDAY)

Dear Sir/Madam:

The Competent Authority of the Board is pleased to appoint you as Observer for Central Teacher Eligibility Test to be held on 22 FEBRUARY 2015(SUNDAY) at city GHAZIABAD. You are requested to reach the destination at least one day before the day of examination and inform of your arrival to the Coordinator/Centre Superintendent of the concerned city appointed by the CBSE. Otherwise alternate arrangement will be made by the city Coordinator/Centre Superintendent by appointing another person in your place.

The City Coordinator, CBSE Representative(s) and Centre Superintendent(s) of the city/town will conduct the briefing meeting on 21st February 2015 at 11.00 AM, or at any other mutually agreed time to review and discuss the entire preparation for smooth and fair conduct of examination along with the observer appointed by the CBSE. In this meeting, you will be informed about the centre where you will have to perform the duty of observer. Without attending this compulsory meeting, you will not be able to perform your duty judiciously. Therefore, you are requested to attend this meeting positively. The venue and timings of the meeting may please be ascertained from the Coordinator or from the Centre Superintendent.

You are requested to read and adhere to the Guidelines carefully for Centre Superintendents, Invigilators and Observers for CTET - FEBRUARY 2015. Please accompany the confidential material from the delivery place which will be intimated to you in the briefing meeting on 21st February 2015 and ensure your presence at the centre till examination is over. The question paper packets must be opened in your presence as per instructions. The answer scripts must be counted personally and packed in your presence as soon as the examination is over and escort the Answer Sheets bundles to the collection centre that will also be informed in the above said meeting. Please send the detailed report on the conduct of CTET Examination immediately after the completion of the whole process along with a certificate as per appendix "O" of the guidelines that you have personally counted the answer sheets so as to reach on or before 28.02.2015.



क्षेत्रीय कार्यालय, दिल्ली

केन्द्रीय माध्यमिक शिक्षा बोर्ड

पी.एस.1-2, इन्स्टीट्यूशनल एरिया, आई०पी० एक्सटेंशन, पटपड़गंज, दिल्ली-110 092

Regional Office - Delhi

Central Board of Secondary Education

PS 1-2, Institutional Area, I.P. Extension, Patpar Ganj, Delhi-110 092

तार : सेनबोसेक, दिल्ली-92

Gram CENBOSEC, Delhi-92

फोन Phone : 22239177-80

फैक्स Fax : 22248990

वेब साईट Web site : www.cbse.nic.in

ई-मेल Email : rodelhi.cbse@nic.in

The following documents are enclosed. You are requested to go through them carefully and take necessary action accordingly.

- (i) Important points / duties related to CTET for Observers
- (ii) Information Bulletin & Guidelines for Centre Superintendents/Invigilators and Observers for CTET - FEB 2015.
- (iii) Your Photo ID (Please paste your photograph at the prescribed place).
- (iv) Honorarium Bill Form, TA/DA* bill and Reports Proforma

* You are requested to furnish the details of your bank account as per bank record in TA/DA bill as the payment of your TA/DA claim will be remitted by NEFT/RTGS directly in your bank account.

Needless to mention that CTET being prestigious and high stake Examination, the Authority of the Board, therefore, expect that you would be very alert and careful throughout the conduct of the exam to ensure that the examination is conducted absolutely smooth and fair.

Further, you are requested to mention reference code number allotted to you for all future correspondence. You are also requested to enclose the appointment letter with your bill for speedy payment. Air Journey will not be permitted in any case.

Encl : As stated above

Yours sincerely,

(P.I. SABU)
DIRECTOR (CTET, JNVST & MISC. EXAMS)

Name of the City Co-ordinator

MRS JYOTI GUPTA , PRINCIPAL
DELHI PUBLIC SCHOOL

SITE NO 3
MEERUT ROAD
CHAZIABAD

201003
Tel (O):0120 2711399
Mobile :9717861133