



क्षेत्रीय कार्यालय, दिल्ली

# केन्द्रीय माध्यमिक शिक्षा बोर्ड

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Regional Office - Delhi

Central Board of Secondary Education

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CENTRAL TEACHER ELIGIBILITY TEST (CTET) - FEB 2015

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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.

