



VIDYA VIHAR INSTITUTE OF TECHNOLOGY

MARANGA, PURNEA

INVIGILATION DUTY CHART FOR PHASE-II MID SEM EXAM OF B.TECH 4TH SEM 2022-26

Reporting time - 03:00 PM

1st Sitting 03:20 PM to 05:20 PM

SR. NO.	DATE	CLASS ROOM	1ST SITTING	Signature
1	25-11-2024 (Monday)	Hall - 1 (AB-1)	Er. Aashish Priyadarshi	
			Er. Pawan Bharti	
2	26-11-2024 (Tuesday)	Hall - 1 (AB-1)	Mr. Kinkar Prasad Pandit	
			Miss Pooja Rani	
3	27-11-2024 (Wednesday)	Hall - 1 (AB-1)	Mr. Vikas (Bio)	
			Er. Aashish Priyadarshi	
4	28-11-2024 (Thursday)	Hall - 1 (AB-1)	Er. Himanshu Nr. Prasad	
			Er. Krishna Kumar	
5	29-11-2024 (Friday)	Hall - 1 (AB-1)	Er. Aashish Priyadarshi	
			Mr. Kinkar Prasad Pandit	
6	30-11-2024 (Saturday)	Hall - 1 (AB-1)	Mr. Vikas (Bio)	
			Miss Pooja Rani	
7	02-12-2024 (Monday)	Hall - 1 (AB-1)	Er. Pawan Bharti	
			Er. Himanshu Nr. Prasad	

Key Instructions:

1	All faculty members listed on the duty chart are requested to sign both the exam duty chart and the students attendance sheet without fail for proper record-keeping and to ensure the integrity of the process.
2	All faculty members listed in the duty chart are requested to fulfill exam duties during their free periods.
3	Students are not allowed to leave the exam room within the first 1 hour and 30 minutes, except for temporary leave.

Your cooperation is crucial for the smooth conduct of the Mid Semester Examination-October' 2024. Please review your duty chart carefully and inform the examination office of any changes or emergency leave at least one day before your scheduled duty.


Signature of ACOE




Signature of COE