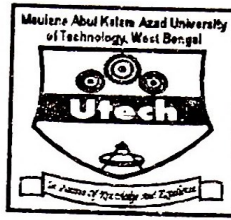


MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

BF-142, SALLAKE, SECTOR-I, KOLKATA-700 064



COE/EVAL/IC.....

Prof.....*Dr. G. K. Bagchi*.....was engaged in confidential assignment in the C.O.E.'s Section of Maulana Abul Kalam Azad University Of Technology, West Bengal during *15/1/2018 - 18/1/2018, 25/1/18, 27/1/2018*. University thanks the above mentioned faculty member and the respective college as well for this contribution in this important academic activity. The above mentioned period may be treated as "ON DUTY" by the competent authority.

Checked & prepared by :

*[Signature]*  
For C.O.E.'s Office *27/1/18*

*Naider Ali*

Controller of Examinations

Controller of Examinations (OSD)  
Maulana Abul Kalam Azad University  
of Technology, West Bengal  
(Formerly known as WBUT)  
BF-142, Sector-I, Salt Lake, Kolkata-64

To :

The Principal / Director

*Dr. B. C. Roy Pharmacy College*

College Code : *189*



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL  
(FORMERLY KNOWN AS WEST BENGAL UNIVERSITY OF TECHNOLOGY)  
BF-142, SALT LAKE, SECTOR-1, KOLKATA-700064**

TO:  
Name **Prof. G K BAGCHI**  
College Code **189**

Sub: **Head Examiner for Odd Semester Examination, 2017-18**

Sir/Madam,

I am pleased to inform you that you have been appointed as a Head Examiner for the Odd Semester Examination, 2017-18 conducted by Maulana Abul Kalam Azad University of Technology, West Bengal. The centralized evaluation of the coded answer scripts will be conducted from 04.01.2018 at the venue : **RCC INSTITUTE OF INFORMATION TECHNOLOGY**. The relevant particulars are given below:

Examination	Paper Code	Paper Name	Date of Evaluation
B.PHARM	PT 103	Pharmaceutical Chemistry /Inorganic Pharmaceutical Chemistry	Jan 4, 2018
B.PHARM	PT 106	Pharmaceutics (Dispensing Pharmacy)	Jan 4, 2018
B.PHARM	PTB 101	Remedial Biology	Jan 4, 2018
B.PHARM	PT 301	Pharmaceutical Analysis	Jan 8, 2018
B.PHARM	PT 304	Pharmaceutical Chemistry(organic chemistry)	Jan 8, 2018
B.PHARM	PT 305	Anatomy,Physiology & Health Education (aphe)	Jan 8, 2018
B.PHARM	PT 503	Pharmaceutical Chemistry(Medicinal Chemistry)	Jan 11, 2018
B.PHARM	PT 507	Pharmaceutical Engineering	Jan 11, 2018
B.PHARM	PT 702	Pharmacognosy	Jan 15, 2018
B.PHARM	PT 703	Pharmaceutical chemistry(Medicinal Chemistry)	Jan 15, 2018
B.PHARM	PT 708	Pharmacology	Jan 15, 2018
B.PHARM	PT 709A	Packaging Technology	Jan 15, 2018
B.PHARM	PT 709B	Advanced Pharmacognosy	Jan 15, 2018
B.PHARM	PT 709C	Pharmaceutical Marketing Management	Jan 15, 2018

It may be noted that the University normally follows a Centralized Evaluation System. The following tasks would have to be undertaken by you as Head Examiner:

1. To arrange for written instruction to examiner for ensuring the uniformity of the standard of marking in answer-scripts.
2. To **Supervise the evaluation of answer-scripts by putting signature at the allotted space on all answer-scripts as also by random sampling of answer-scripts.**
3. To arrange for scrutiny of answer-scripts so as to ensure that answer of each question is marked and the totals are correctly calculated and entered into the mark-sheets.
4. To take such other responsibility as will be necessary for smooth running of the process of evaluation of answer scripts.
5. As per examination rule, you are requested to re-check/re-evaluate 10 % of the total scripts.

The remuneration to the Head Examiner will be made as per University norms.

Hope you will accept the assignments and send your consent at an early date. For any clarification do not hesitate to contact the undersigned.

Thanking you,

*Haider Ali*  
**Controller of Examinations (OSD)**