

**Sardar Patel University Mandi**  
“CONDUCT BRANCH”

No. 1/2022/SPU/Mandi/Conduct-3959-3968

Dated: 01.04.2025

The Principal

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Subject:- Creation of Examination Centre and Appointment of Sr. Centre Superintendent for the UG (BA, B.Sc., B.Com., Prakshastri, Shastri) 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Year & Diploma in Yoga Studies Annual Examination to be held in April/May, 2025.

Sir / Madam,

It is to inform that your college has been created as an Examination Centre for the conduct of UG (BA, B.Sc., B.Com., Prakshastri, Shastri) 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Year & Diploma in Yoga Studies Examination to be held in April/May, 2025-

MAIN CENTRE		CLUBBED CENTRE
<b>DISTRICT CHAMBA</b>		
1.	Govt. College <b>Bharmour</b> , Distt. Chamba (HP)	
2.	Govt. College <b>Bhanikhet</b> , Distt. Chamba (HP)	
3.	Govt. College <b>Chamba</b> , Distt. Chamba (HP)	1. SD Sanskrit College, Chamba (HP)
4.	Govt. College <b>Chowari</b> , Distt. Chamba (HP)	
5.	Govt. College, <b>Pangi at Killar</b> , Distt. Chamba (HP)	
6.	Govt. College <b>Salooni</b> , Distt. Chamba (HP)	
7.	Govt. College <b>Tissa</b> , Distt. Chamba (HP)	
8.	Govt. College <b>Sihunta</b> , Distt. Chamba (HP)	
9.	Govt. College <b>Lylh Kothi</b> , Distt. Chamba (HP)	
10.	Govt. College <b>Bhalei</b> , Distt. Chamba (HP)	
11.	Govt. College <b>Telka</b> , Distt. Chamba (HP)	
12.	DAV College Banikhet, Distt. Chamba (HP)	
<b>DISTRICT KANGRA</b>		
13.	Pt. Sant Ram Govt. College <b>Baijnath</b> , Distt. Kangra	
14.	Pt. Anant Ram S.D. Govt. College <b>Baroh</b> , Kangra	
15.	W.R.S. Govt. College <b>Dehri</b> , Distt. Kangra (HP)	
16.	Govt. College <b>Dhaliara</b> , Distt. Kangra (HP)	
17.	Govt. College <b>Dadasiba</b> , Distt. Kangra (HP)	
18.	Govt. College <b>Kotla Behar</b> , Distt. Kangra (HP)	
19.	Govt. College <b>Dharamshala</b> , Distt. Kangra (HP)	
20.	Govt. College <b>Takipur</b> , Distt. Kangra (HP)	
21.	Govt. College <b>Shahpur</b> , Distt. Kangra (HP)	
22.	Govt. College <b>Haripur (Guler)</b> , Distt. Kangra (HP)	
23.	Govt. College <b>Indora</b> , Distt. Kangra (HP)	1. Minerva college of Arts, Science & Commerce, Indora, Distt. Kangra (HP) 2. FD Degree College Mand Miani, Kangra
24.	Kanwar Durga Chand Memorial Govt. College <b>Jaisinghpur</b> , Distt. Kangra (HP)	
25.	Govt. College <b>Jawlamukhi</b> , Distt. Kangra (HP)	1. Sri Maa Skt Mahavidyala, Jawlamukhi
26.	Govt. College <b>Nagrota Bagwan</b> , Distt. Kangra (HP)	1. Trigarat Sanskrit MahaVidyala, Kangra 2. Shri Govind Jeevan Sanskrit Mahavidyala Parour, Kangra
27.	Govt. College <b>Naura</b> , Distt. Kangra (HP)	
28.	Govt. Arya Degree College <b>Nurpur</b> , Distt. Kangra	
29.	S.C.V.B. Govt. College <b>Palampur</b> , Distt. Kangra (HP)	
30.	S.V.N.G. G C <b>Shivnagar</b> , Jaisinghpur, Kangra	

MAIN CENTRE		CLUBBED CENTRE
31.	Govt. College <b>Thural</b> , Distt. Kangra (HP)	
32.	Govt. College <b>Lanj</b> , Distt. Kangra, H.P.	
33.	Govt. College <b>Khundian</b> , Distt. Kangra, H.P.	
34.	Govt. College <b>Nagrota Surian</b> , Distt. Kangra, H.P	
35.	Govt. College <b>REY</b> , Distt. Kangra, H.P.	
36.	Govt. College <b>Rakkar</b> , Distt. Kangra, H.P.	
37.	Govt. College <b>Dehra</b> , Distt. Kangra, H.P.	
38.	Govt. Degree College <b>Matour</b> , Distt. Kangra, H.P.	
39.	Govt. Degree College <b>Multhan</b> , Distt. Kangra, H.P.	
40.	Govt. College <b>Majheen</b> , Distt. Kangra, H.P.	
41.	Govt. College <b>Jawali</b> , Distt. Kangra, H.P.	
42.	Govt. College <b>Rirkmar</b> , Distt. Kangra, H.P.	
43.	Govt. College <b>Sukhbhatoli</b> , Distt. Kangra, H.P.	
44.	<b>KLB DAV COLLEGE</b> , Palampur Distt. Kangra, H.P	
45.	<b>MCM DAV COLLEGE</b> , Kangra Distt. Kangra, H.P	
46.	<b>GGSDS College</b> Rajpur, Palampur, Distt. Kangra	

DISTRICT KULLU		
47.	Govt. College <b>Banjar</b> , Distt. Kullu (HP)	
48.	Govt. College <b>Gadagusain</b> , Distt. Kullu (HP)	
49.	JLN Govt. College <b>Haripur at Manali</b> ,	
50.	Govt. College <b>Kullu</b> , Distt. Kullu (HP)	1. Sri Vyas SKt Mahavidyala, Kullu 2. Shri. Lal Devi Annapurna Skt. College
51.	Govt. College <b>Sanj</b> , Distt. Kullu (HP)	
DISTRICT LAUHAL & SPITI		
52.	Govt. College <b>Kukumseri</b> , Distt. Lahual & Spiti (HP)	
DISTRICT MANDI		
53.	Govt. College <b>Bassa (Gohar)</b> , Distt. Mandi (HP)	
54.	Govt. College <b>Baldwara</b> , Distt. Mandi (HP)	
55.	Govt. College <b>Drang at Narla</b> , Distt. Mandi (HP)	
56.	Govt. College <b>Dharampur</b> , Distt. Mandi (HP)	
57.	R.G.M. Govt. College <b>Jogindernagar</b> , Mandi (HP)	
58.	Govt. College <b>Karsog</b> , Distt. Mandi (HP)	
59.	Govt. College <b>Lad Bharol</b> , Distt. Mandi (HP)	
60.	Vallabh Govt. College <b>Mandi</b> (HP)	
61.	Govt. College <b>Nihri</b> , Distt. Mandi (HP)	
62.	Govt. College <b>Panarsa</b> , Distt. Mandi (HP)	
63.	Govt. College <b>Riwalsar</b> , Distt. Mandi (HP)	
64.	Govt. College <b>Sandhol</b> , Distt. Mandi (HP)	
65.	Govt. College <b>Saraj at Lambathach</b> , Teh. Thunag,	
66.	Govt. College <b>Sarkaghat</b> , Distt. Mandi (HP)	
67.	M.L.S.M. College <b>Sundernagar</b> , Distt. Mandi (HP)	
68.	Govt. College <b>Kotli</b> , Distt. Mandi (HP)	
69.	Govt. College <b>Dehar</b> , Distt. Mandi (HP)	
70.	Govt. College <b>Thachi</b> , Distt. Mandi (HP)	
71.	Govt. College <b>Chattri</b> , Distt. Mandi (HP)	
72.	<b>Govt SKT college Sundernagar</b> , Distt. Mandi	

The examinations are commencing from **4th April, 2025** and the date-sheet is displayed on the website of the University i.e. **www.spumandi.ac.in**. **You are appointed as Sr. Centre Superintendent** for these examinations. Further appointment of staff for conduct of these exams will be made at your level as per the university norms. **(if, not appointed by the University).**

The norms for appointment of staff for conduct of examinations and remuneration to be paid are as follows:

SN	Designation	Particulars	Remuneration per session (in Rs.)
01.	Senior Superintendent	One in an Examination Centre	Rs. 350/- plus Rs. 700/- for opening and closing of centre
02.	Centre Superintendent	One in an Examination Centre. Additional will be appointed beyond the strength of 800 candidates.	Rs. 325/- plus Rs. 650/- for opening and closing of centre
03.	Deputy Superintendent	One in an Examination Centre. Additional will be appointed beyond the strength of 800 candidates.	Rs. 275/- plus Rs. 550/- for opening and closing of centre
04.	Assistant Superintendent / Invigilator	One admissible for every 30 candidates and part thereof in a centre or seating capacity less than 40 candidates per Room/Hall	Rs. 250/- per session
05.	Clerk with Senior Superintendent	One in an Examination Centre. Additional will be appointed beyond the strength of 800 candidates.	Rs. 200/- per session
06.	Clerk with centre Superintendent	One in an Examination Centre. Additional will be appointed beyond the strength of 800 candidates.	Rs. 200/- plus Rs. 400/- for opening and closing of centre
07.	Daftri	One in an Examination Centre	Rs. 100/- plus Rs. 90/- for opening and closing
08.	Waterman	One each on student strength of every 100 or part thereof.	Rs. 100/- per session
09.	Safai Karamchari	One in an Examination Centre	Rs. 100/-
10.	Chowkidar	One in an Examination Centre	Rs. 100/- per day from the date of receipt of Question Papers

**For the convenience of Superintendent the examination Dates are printed on Question Paper Packets as per issued date sheet. In case if there will be any changes in Date Sheet subsequently. In that case the dates printed on the question paper packet be tallied with changed dates of Date Sheet. Therefore, every day in every session please ensure that the correct question paper packet is opened. It must be ensured personally by Centre Superintendent and Senior Superintendent.**


The 40 Pages Answer booklets have been already sent to your examination centre. It is requested to keep the Answer Booklets in safe custody. The record of daily use of Answer Booklets be prepared properly to avoid any misuse. At the end of all the examination the consolidated record of Answer Booklets be sent to this university along with last Packet.

- The Question Papers will be sent to you before the start of examination.
- You are requested to please check the Question Papers with your demand and number of students appearing in all the subjects.
- Daily management of Question Papers be done as per norms.

- Used Answer Booklets packets in sealed cloth bag are to be sent to:

**Er. Haneet Rana, Assistant Registrar,  
SPU Mandi (HP)-175001**  
through insured parcel.


- Evening Packet to be kept in custody and is to be sent along with next day's Packet.
- Date-sheet is available on University website i.e. www.spumandi.ac.in
- Attendance List will be available on Principals' Desk which is to be provided to Superintendent.
- Cut List will be available on Principals' Desk which is to be provided to Superintendent.
- Instructions of Superintendent, Deputy Superintendent and other staff will be sent to your in due course.
- Please provide Account No. & IFSC Code of your institution so that contingency advance can be sent to you.

  
**Controller of Examinations**

**Endst. No. 3959-3968 Dated Mandi 1<sup>st</sup> April, 2025**

Copy to:-

01. The Dean Academic Affairs, SPU Mandi (HP) – 175001
02. The Registrar, SPU Mandi (HP) – 175001
03. The Finance Officer, SPU Mandi (HP) – 175001
04. All the Principals of Govt. / Aided / Private Colleges concerned.
05. Coordinator Examination, SPU Mandi (HP) – 175001
06. The Assistant Registrar (Examination) , SPU Mandi (HP) – 175001
07. Nodal Officer Website, SPU Mandi (HP) – 175001
08. PS to Hon'ble VC, SPU Mandi (HP) – 175001
09. Guard file.

  
**Controller of Examinations**