

29th May 2026

RC- Varanasi

Orientation of Exam Centre Superintendents for TEE June, 2026

Regional Centre Varanasi organized the Orientation of Exam Centre Superintendents for TEE June, 2026 on 29th May 2026, Friday at 4:00 PM through Google Meet.

Dr. U. N. Tripathi, Regional Director presented a Powerpoint presentation and discussed all the guidelines/instructions issued by IGNOU HQrs for conducting TEE June, 2026 and also briefed about online delivery of Question papers through Online (OQPDS), online Samarth Portal for download attendance sheet, others files & format and daily attendance monitoring. In this exam, RC has established one new exam centre at Azamgarh (48065) and Dr. Mohd. Zahid will be acting as Exam Centre Superintendent for the first time.

All the exam centre superintendents confirmed that confidential material for TEE June, 2026 has been received. Dr. U. N. Tripathi told that room-wise seating arrangement is to be displayed at the entrance of each room at exam centre and question papers must be kept in safe custody of the exam centre Superintendent only. Dr. Tripathi also instructed that the guidelines/instructions issued by Ministry of Social Justice and Empowerment (MoSJE) for disabled students are to be followed and permission for scribe is to be taken from the Regional Director only as per format.

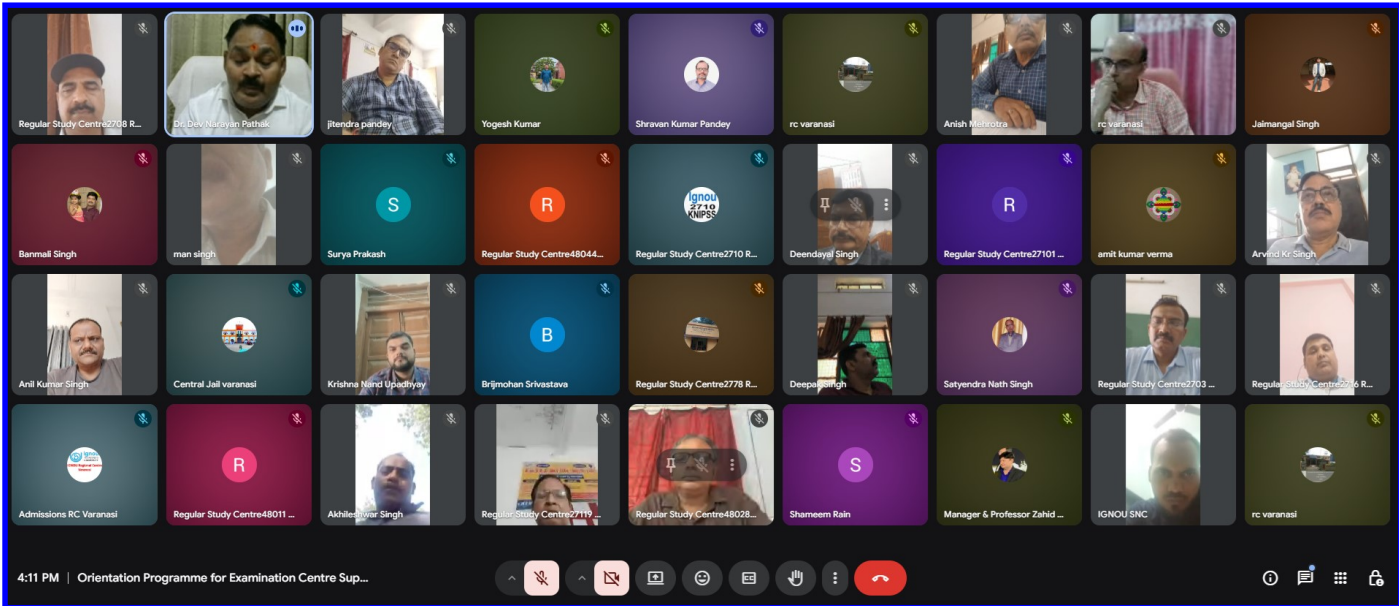
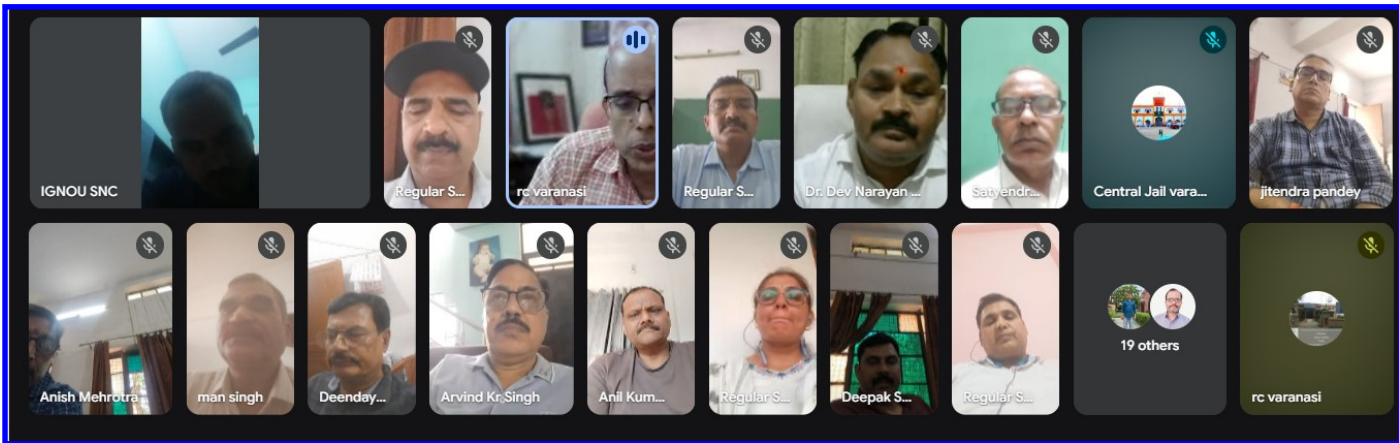
All exam Centre superintendents must submit daily online attendance through Samarth Portal. If any issue arises during the exam, the examination superintendent must inform the Regional Director or RC officials immediately. At the end of this meeting, queries related to exams by Exam Centre Superintendents were replied by Dr. U. N. Tripathi.

In this Orientation meeting, Dr. Dev Narayan Pathak, ARD, Examination Incharge welcomed participants, Regional Director Dr. U N Tripathi, Exam Centre Superintendents, their PTFs and RC Academics & staff. Shri Banmali Singh, Dy. Registrar also briefed about released advances for TEE to all exam centres by the Regional Centre and bill must be submitted within 10 days after completion of examination. Total 38 participants including 17 Examination Centre Superintendents and their part time staff, RC Academics, officials attended this meeting.



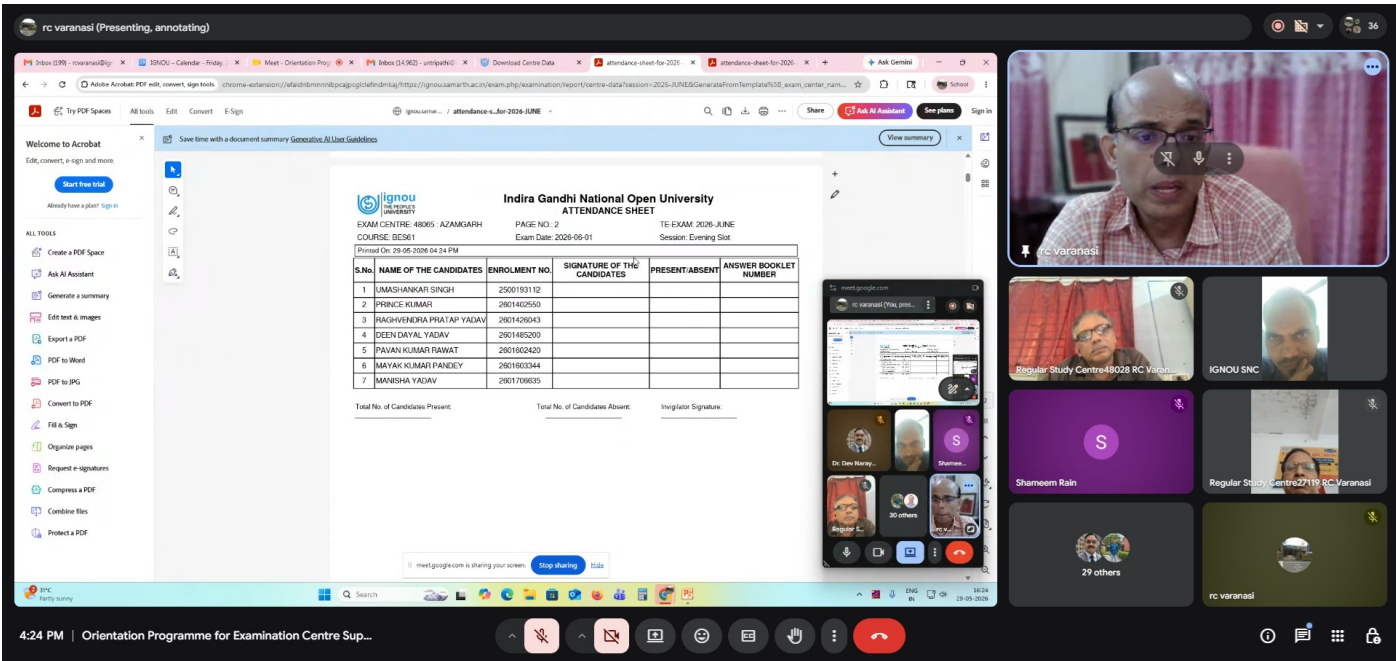
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rc varanasi (Presenting, annotating)

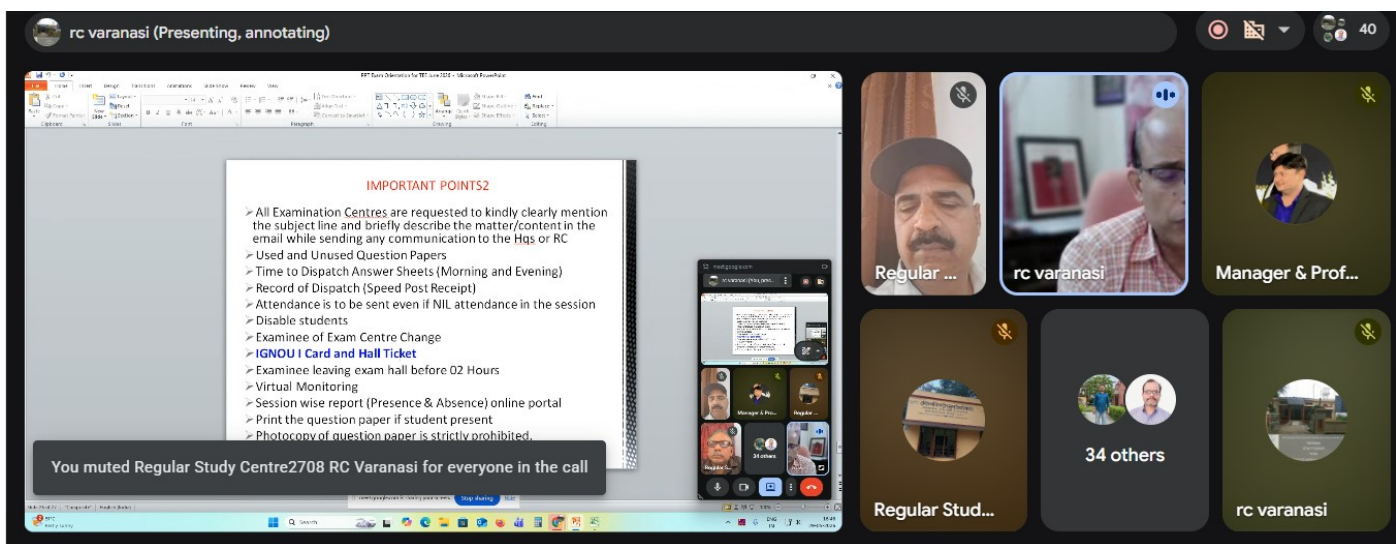
Indira Gandhi National Open University
ATTENDANCE SHEET

EXAM CENTRE: 480K5, AZAMGARH PAGE NO.: 2 TE-EXAM: 2026-JUNE
COURSE: BE561 Exam Date: 2026-06-01 Session: Evening Slot

S.No.	NAME OF THE CANDIDATES	ENROLMENT NO.	SIGNATURE OF THE CANDIDATES	PRESENT/ABSENT	ANSWER BOOKLET NUMBER
1	JAMSHANKAR SINGH	2500193112			
2	PRINCE KUMAR	2801402550			
3	RAGHUVENDRA PRATAP YADAV	2801428043			
4	DEEN DAYAL YADAV	2801485200			
5	PAVAN KUMAR RAWAT	2801802420			
6	MAYAK KUMAR PANDEY	2801803344			
7	MANISHA YADAV	2801709635			

Total No. of Candidates Present: _____ Total No. of Candidates Absent: _____ Inspector Signature: _____

4:24 PM | Orientation Programme for Examination Centre Sup...



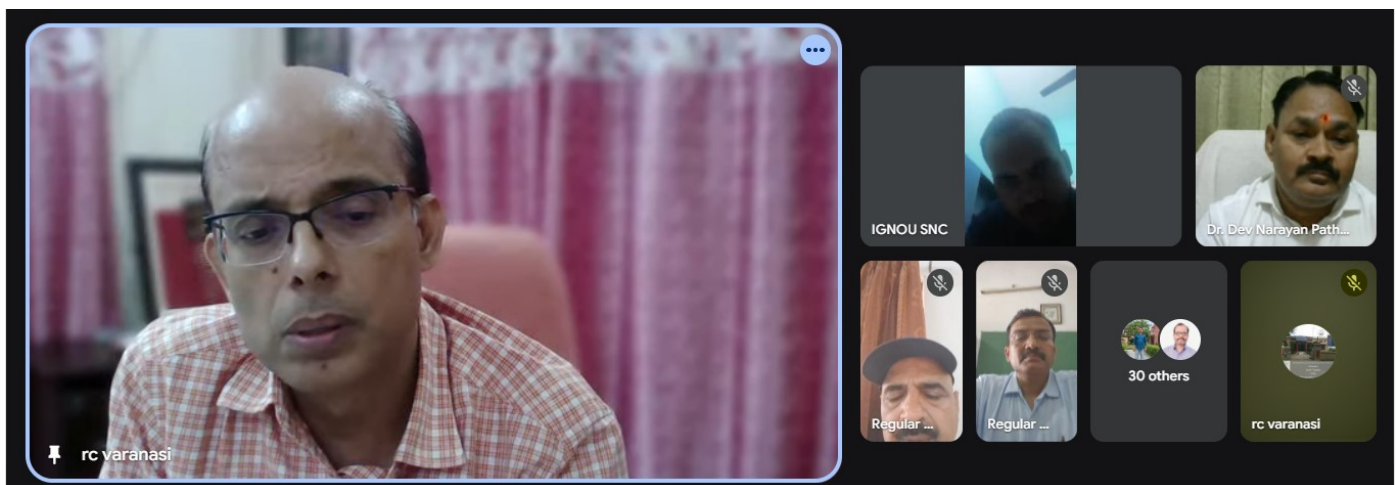
rc varanasi (Presenting, annotating)

IMPORTANT POINTS2

- All Examination Centres are requested to kindly clearly mention the subject line and briefly describe the matter/content in the email while sending any communication to the Hqs or RC
- Used and Unused Question Papers
- Time to Dispatch Answer Sheets (Morning and Evening)
- Record of Dispatch (Speed Post Receipt)
- Attendance is to be sent even if NIL attendance in the session
- Disable students
- Examinee of Exam Centre Change
- IGNOU I Card and Hall Ticket**
- Examinee leaving exam hall before 02 Hours
- Virtual Monitoring
- Session wise report (Presence & Absence) online portal
- Print the question paper if student present
- Photocopy of question paper is strictly prohibited.

You muted Regular Study Centre2708 RC Varanasi for everyone in the call

Regular ... rc varanasi Manager & Prof... 34 others Regular Stud... rc varanasi



rc varanasi

IGNOU SNC Dr. Dev Narayan Path... Regular ... Regular ... 30 others rc varanasi