

## UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)  
No.: 28941

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
<b>Dr. H.P. Samant</b>		Chairperson & Moderator	9820374534 hrishikesh.samant@xaviers.edu
<b>Dr. Shweta Gurav</b>		Item Setter	9527529993 shweta.gurav@xaviers.edu
<b>Dr. Ashwin Pundalik</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Item Setter	9422523494 ashwin.pundalik@xaviers.edu
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Item Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Gautam Bandyopadhyay</b>		Item Setter	9892849106 gautambandyopadhy@xaviers.edu

Dear Sir/Madam,

1. I am directed by the Board of Examinations to appoint you as a Convener/Member of the panel of resource persons for generating Multiple Choice Questions in the subject of **Science And Technology** under the Faculty of **PET1856 / Geology** for the online **Ph.D. Entrance** which will be conducted on 23rd December 2018.
2. Your panel is required to generate 250 multiple choice questions based on the post graduate syllabus of your subject in English and / or in Marathi language.
3. Your panel may be required to generate 250 multiple choice questions based on the subject of Research Methodology and General Awareness. Please note that the questions for this subject shall have to be common for the PET in all subjects of all the Faculties.
4. Any change in the address should be communicated to the Convener as well as to the Thesis Section and Appointment Unit of Examinations Section of the University.
5. **Please note that your appointment as resource person is as per the provisions of Section 48 (4) of the Maharashtra Public universities Act 2016 and hence shall be obligatory on your part.**
6. You are requested to communicate amongst yourself immediately and also to the Dy. Registrar, Thesis Section on receipt of this letter to conduct the meeting for setting of question paper in the said subject.
7. You are requested to communicate any change in your service (change of college), address for communication and contact numbers immediately to the Appointment Unit or Thesis Section of Examination House of University.
8. University authority has decided to conduct Ph.D. Entrance Online Test in first instant. The guideline for the same had been prepare by expert committee appointed by **Hon. Vice Chancellor.**

9. A meeting in this regard will be scheduled shortly and communicated to you accordingly. The purpose of this meeting is to discuss and decide about the modalities of framing the expected Multiple Choice Questions for the PET 2018. Regarding the software to be used for this purpose; method of preparing and entering and moderating such questions and assessment of answers; declaration of results and such other matters relating to PET shall be presented in this meeting.
10. You are therefore, requested to kindly attend the meeting without fail.

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

## UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTING)  
No.: 16923

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9819946002 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) appointed you to jointly act as Paper Setter, Moderator & Examiner and/or Translator mentioned against your name for the following course/subject for the examinations to be held in First Half 2018.

Faculty	Science And Technology
Program No. & Name of the Examination	S0124 / S.Y.B.Sc. Semester - IV (Choice Base)
Subject	S2182 / Geology : Paper I
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-

**\* For repeater examinations, Chairperson of the subject is hereby requested to confirm with Manuscript Unit before finalizing Paper Setters meeting about exact number of sets required.**

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact Numbers of Manuscript Unit:-

1. Office of the Manuscript Unit - 26543411


2. Control Room - 26534263 / 26534266
3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in

- B. Please note that as per directives of the Committee constituted by the Government, University is preparing Question Papers Banks, hence it is necessary to set the Question Paper marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers (as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time provided to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujrathi/ Hindi version of the question-paper in sealed envelope wherever required along with the same.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")

8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.

## UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)  
No.: 32206

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
<b>Dr. Shweta Gurav</b>		Paper Setter	9527529993 shweta.gurav@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter, Moderator & Examiner and/or Translator as mentioned against your name for the following course/subject for the examinations to be held in First Half (Summer) 2019.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00143 / S.Y.B.Sc. (Sem. III) (Choice Base)
Subject (Paper Code)	79512 / Geology: Paper I
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

**\* For repeater examinations, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting.**

**\*\* You are requested to bring soft/hard copy of this letter while reporting to university for Paper Setting.**

**# The University has introduced ECS payment facility to Paper Setter's. You are therefore, requested to fill in the bank details in the enclosed form and submit the same at time of Paper Setting.**

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact numbers of Manuscript Unit:-
1. Office of the Manuscript Unit - 26543411
  2. Control Room - 26534263 / 26534266
  3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in
- B. As per directives of the Committee constituted by the Government, the University is preparing Question Paper Bank hence, it is necessary to set the Question Papers as marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers ( as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujarathi/ Hindi version of the question-paper in sealed envelope wherever required.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to **register yourself for Online Assessment through OSM login from the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of

Examination Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on [appunit@exam.mu.ac.in](mailto:appunit@exam.mu.ac.in)**

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.



## UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)  
No.: 32208

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
<b>Dr. Shweta Gurav</b>		Paper Setter	9527529993 shweta.gurav@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter, Moderator & Examiner and/or Translator as mentioned against your name for the following course/subject for the examinations to be held in First Half (Summer) 2019.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00143 / S.Y.B.Sc. (Sem. III) (Choice Base)
Subject (Paper Code)	79542 / Geology: Paper III
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

**\* For repeater examinations, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting.**

**\*\* You are requested to bring soft/hard copy of this letter while reporting to university for Paper Setting.**

**# The University has introduced ECS payment facility to Paper Setter's. You are therefore, requested to fill in the bank details in the enclosed form and submit the same at time of Paper Setting.**

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact numbers of Manuscript Unit:-
1. Office of the Manuscript Unit - 26543411
  2. Control Room - 26534263 / 26534266
  3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in
- B. As per directives of the Committee constituted by the Government, the University is preparing Question Paper Bank hence, it is necessary to set the Question Papers as marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers ( as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujarathi/ Hindi version of the question-paper in sealed envelope wherever required.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to **register yourself for Online Assessment through OSM login from the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
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Examination Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on [appunit@exam.mu.ac.in](mailto:appunit@exam.mu.ac.in)**

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
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## UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan,  
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**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)  
No.: 32207

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
<b>Dr. Shweta Gurav</b>		Paper Setter	9527529993 shweta.gurav@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter, Moderator & Examiner and/or Translator as mentioned against your name for the following course/subject for the examinations to be held in First Half (Summer) 2019.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00143 / S.Y.B.Sc. (Sem. III) (Choice Base)
Subject (Paper Code)	79527 / Geology: Paper II
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

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1. Office of the Manuscript Unit - 26543411
  2. Control Room - 26534263 / 26534266
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- B. As per directives of the Committee constituted by the Government, the University is preparing Question Paper Bank hence, it is necessary to set the Question Papers as marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers ( as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujarathi/ Hindi version of the question-paper in sealed envelope wherever required.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to **register yourself for Online Assessment through OSM login from the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of

Examination Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on [appunit@exam.mu.ac.in](mailto:appunit@exam.mu.ac.in)**

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.

**UNIVERSITY OF MUMBAI**



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)  
No.: 21576

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com

Dear Sir/Madam,

- I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) are appointed to jointly act as Paper Setter, Moderator & Examiner and/or Translator as mentioned against your name for the following course/subject for the examinations to be held in Second Half 2018.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00144 / S.Y.B.Sc. (Sem. IV) (Choice Base)
Subject & Paper ID	78812 / Geology: Paper I
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-

**\* For repeater examinations, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting.**

**\*\* You are requested to bring soft/hard copy of this letter while reporting to university for Paper Setting.**

**# The University has introduced ECS payment facility to Paper Setter's. You are therefore, requested to fill in the bank details in the enclosed form and submit the same at time of Paper Setting.**

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact numbers of Manuscript Unit:-
1. Office of the Manuscript Unit - 26543411
  2. Control Room - 26534263 / 26534266
  3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in
- B. As per directives of the Committee constituted by the Government, the University is preparing Question Paper Bank hence, it is necessary to set the Question Papers as marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers ( as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujarathi/ Hindi version of the question-paper in sealed envelope wherever required.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanataacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of



Examination Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.







**UNIVERSITY OF MUMBAI**



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)  
No.: 21577

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com

Dear Sir/Madam,

- I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) are appointed to jointly act as Paper Setter, Moderator & Examiner and/or Translator as mentioned against your name for the following course/subject for the examinations to be held in Second Half 2018.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00144 / S.Y.B.Sc. (Sem. IV) (Choice Base)
Subject & Paper ID	78842 / Geology: Paper II
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-

**\* For repeater examinations, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting.**

**\*\* You are requested to bring soft/hard copy of this letter while reporting to university for Paper Setting.**

**# The University has introduced ECS payment facility to Paper Setter's. You are therefore, requested to fill in the bank details in the enclosed form and submit the same at time of Paper Setting.**

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact numbers of Manuscript Unit:-
1. Office of the Manuscript Unit - 26543411
  2. Control Room - 26534263 / 26534266
  3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in
- B. As per directives of the Committee constituted by the Government, the University is preparing Question Paper Bank hence, it is necessary to set the Question Papers as marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers ( as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujarathi/ Hindi version of the question-paper in sealed envelope wherever required.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of

Examination Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.







## UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)  
No.: 24643

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) are appointed to jointly act as Paper Setter, Moderator & Examiner and/or Translator as mentioned against your name for the following course/subject for the examinations to be held in Second Half 2018.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00143 / S.Y.B.Sc. (Sem. III) (Choice Base)
Subject & Paper ID	79527 / Geology: Paper II
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-

**\* For repeater examinations, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting.**

**\*\* You are requested to bring soft/hard copy of this letter while reporting to university for Paper Setting.**

**# The University has introduced ECS payment facility to Paper Setter's. You are therefore, requested to fill in the bank details in the enclosed form and submit the same at time of Paper Setting.**

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact numbers of Manuscript Unit:-
1. Office of the Manuscript Unit - 26543411
  2. Control Room - 26534263 / 26534266
  3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in
- B. As per directives of the Committee constituted by the Government, the University is preparing Question Paper Bank hence, it is necessary to set the Question Papers as marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers ( as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujarathi/ Hindi version of the question-paper in sealed envelope wherever required.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanataacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of



Examination Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.

<p><b>UNIVERSITY OF MUMBAI</b>  Appointment Unit, Examination House M. J. Phule Bhavan,  Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p><b>CONFIDENTIAL</b>  (LETTER OF APPOINTMENT FOR PAPER SETTING)  No.: 8674</p>

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairman & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com,deepak.sahu@somaiya.edu
<b>Prof. Ashwin Pundalik</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9422523494 ashwin.pundalik@xaviers.edu

Dear Sir/Madam,

- I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) the Board of Studies recommended your name and Board of Examination approved vide item No. 8 dated 6th September, 2017 appointed you to jointly act as Paper Setter, Moderator & Examiner and/or Translator mentioned against your name for the following course/subject.

Faculty	Science And Technology
Program No. & Name of the Examination	S0121 / F.Y.B.Sc.(CBCGSS) (R-2016) SEMESTER - I
Subject	S1644 / Geology: Paper I
Date of Exam	21/11/2017
Number of sets required	6
Remark	-

2.

- The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact Numbers of Manuscript Unit:-

- Office of the Manuscript Unit - 26543411
- Control Room - 26534263 / 26534266
- Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in

- B. Please note that as per directives of the Committee constituted by the Government, University is preparing Question Papers Banks hence it is necessary to set the Question Paper marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers (as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time provided to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujrathi/ Hindi version of the question-paper in sealed envelope wherever required along with the same.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the third day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will**

be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.

9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,  
**Director,**  
**Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.

## UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTING)  
No.: 16923

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Dr. Jyoti Sharma</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9819946002 jyotilko@gmail.com
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) appointed you to jointly act as Paper Setter, Moderator & Examiner and/or Translator mentioned against your name for the following course/subject for the examinations to be held in First Half 2018.

Faculty	Science And Technology
Program No. & Name of the Examination	S0124 / S.Y.B.Sc. Semester - IV (Choice Base)
Subject	S2182 / Geology : Paper I
Date of Exam	As per actual time-table published by the university.
Number of sets required *	6
Remark	-

**\* For repeater examinations, Chairperson of the subject is hereby requested to confirm with Manuscript Unit before finalizing Paper Setters meeting about exact number of sets required.**

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact Numbers of Manuscript Unit:-

1. Office of the Manuscript Unit - 26543411

2. Control Room - 26534263 / 26534266
3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in

- B. Please note that as per directives of the Committee constituted by the Government, University is preparing Question Papers Banks, hence it is necessary to set the Question Paper marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers (as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time provided to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujrathi/ Hindi version of the question-paper in sealed envelope wherever required along with the same.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the seventh day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")

8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.



## UNIVERSITY OF MUMBAI

Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

### CONFIDENTIAL

(LETTER OF EXAMINER'S APPOINTMENT FOR THEORY EXAMINATION)

No.: 71220

To,

**Dr Bobby Mathew**

ST. XAVIERS COLLEGE

9892334254

bobby.mathew@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f), the Board of Studies recommended your name and the Board of Examinations & Evaluation (BOEE) approved the same at its meeting held on 23 rd March, 2018 vide item No. 2, appointed you as EXAMINER for the following course/subject held in First Half 2018. You may also be appointed as Moderator by the Chairperson of the subject as per the requirements. A meeting in this regard will be called by the Chairperson. Date and time will be communicated to you by the Deputy Registrar, CAP of this University.

Faculty	Science And Technology
Program No. & Name of the Examination	S0125 / Third Year B. Sc. (Semester V) (CBSGS) (60:40 & 75:25)
Subject	S0998 / Geology: Paper II -Evolution and Classification of Igneoc Rocks.
Name of the Chairperson	Dr. Bobby Mathew - 9892334254 bobby.mathew@xaviers.edu
Remark	-

2.

- A. You are requested to put yourself in communication immediately with regard to the work pertaining to the commencement of the assessment to Deputy Registrar, CAP Centre, Examination House :-

1.	Office of the Dy. Registrar, CAP Centre	022 26543038
2.	Faculty of Science & Technology and Interdisciplinary	022 26530284 / 022 26543034 / 022 26543036
3.	Faculty of Commerce & Management	022 26543035
4.	Faculty of Humanities	022 26543038

- B. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any**



**affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**

- C. If any teacher wants to reject their appointment on Medical ground or if any Blood relatives (The term relative includes: - Wife, husband, son, Daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law) appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. I am further to request you to kindly **report to the Central Assessment Program (CAP)/ Cluster Centre from the 7th day of conduct of the examination** in which your appointment has been made and complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
4. You are requested to communicate any change in your service (College & Residence), as well as, Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
5. The Copy of the letter is forwarded to the Deputy Registrar, Central Assessment Process (CAP) Department for information and further necessary action with a request to conduct meeting and allotment of assessment accordingly

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

Dy. Registrar, CAP Unit.

**UNIVERSITY OF MUMBAI**

Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**

(LETTER OF EXAMINER'S APPOINTMENT FOR THEORY EXAMINATION)

No.: 25106

To,

**Dr Bobby Mathew**

Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.

9892334254

bobby.mathew@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f), the Board of Studies recommended your name and the Board of Examinations & Evaluation (BOEE) approved the same at its meeting held on 6th September, 2017 and 14th November, 2017 vide item No. 8 and 4 respectively, appointed you as EXAMINER for the following course/subject held in Second Half 2017. You may also be appointed as Moderator by the Chairperson of the subject as per the requirements. A meeting in this regard will be called by the Chairperson. Date and time will be communicated to you by the Deputy Registrar, CAP of this University.

Faculty	Science And Technology
Program No. & Name of the Examination	S0125 / Third Year B. Sc. (CBSGS) (75:25) Semester V
Subject	S0998 / Geology: Paper II -Evolution and Classification of Igneocyc Rocks.
Name of the Chairperson	Dr Bobby Mathew - 9892334254 bobby.mathew@xaviers.edu
Remark	-

2.

- A. You are requested to put yourself in communication immediately with regard to the work pertaining to the commencement of the assessment to Deputy Registrar, CAP Centre, Examination House :-

1.	Office of the Dy. Registrar, CAP Centre	022 26543038
2.	Faculty of Science & Technology and Interdisciplinary	022 26530284 / 022 26543034 / 022 26543036
3.	Faculty of Commerce & Management	022 26543035
4.	Faculty of Humanities	022 26543038

- B. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized**

**institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**

- C. If any teacher wants to reject their appointment on Medical ground or if any Blood relatives (The term relative includes: - Wife, husband, son, Daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law) appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. I am further to request you to kindly **report to the Central Assessment Program (CAP)/ Cluster Centre from the 7th day of conduct of the examination** in which your appointment has been made and complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
4. You are requested to communicate any change in your service (College & Residence), as well as, Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
5. The Copy of the letter is forwarded to the Deputy Registrar, Central Assessment Process (CAP) Department for information and further necessary action with a request to conduct meeting and allotment of assessment accordingly

Yours faithfully,  
**Director,**  
**Board of Examination & Evaluation**

C. C. to :-

Dy. Registrar, CAP Unit.

<p><b>UNIVERSITY OF MUMBAI</b>  Appointment Unit, Examination House M. J. Phule Bhavan,  Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p><b>CONFIDENTIAL</b>  (LETTER OF APPOINTMENT FOR PAPER SETTING)  No.: 7687</p>

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairman & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com
<b>Prof. Ashwin Pundalik</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9422523494 ashwin.pundalik@xaviers.edu

Dear Sir/Madam,

- I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) the Board of Studies recommended your name and Board of Examination approved vide item No. 8 dated 6th September, 2017 appointed you to jointly act as Paper Setter, Moderator & Examiner and/or Translator mentioned against your name for the following course/subject.

Faculty	Science And Technology
Program No. & Name of the Examination	S0122 / F.Y.B.Sc. (CBCGSS) (R-2016-17) Semester - II
Subject	S1912 / Geology: Paper II
Date of Exam	10/10/2017
Number of sets required	6
Remark	-

2.

- The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact Numbers of Manuscript Unit:-

- Office of the Manuscript Unit - 26543411
- Control Room - 26534263 / 26534266
- Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in

- Please note that as per directives of the Committee constituted by the Government, University is preparing Question Papers Banks hence it is necessary to set the Question Paper marked in Column no. 1.

- The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers (as the case may be quoted in serial no. 1)**

**along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time provided to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujrathi/ Hindi version of the question-paper in sealed envelope wherever required along with the same.**

- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the third day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**

10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,  
**Director,**  
**Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.

<p><b>UNIVERSITY OF MUMBAI</b>  Appointment Unit, Examination House M. J. Phule Bhavan,  Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p><b>CONFIDENTIAL</b>  (LETTER OF APPOINTMENT FOR PAPER SETTING)  No.: 7677</p>

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairman & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com,deepak.sahu@somaiya.edu
<b>Prof. Ashwin Pundalik</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9422523494 ashwin.pundalik@xaviers.edu

Dear Sir/Madam,

- I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) the Board of Studies recommended your name and Board of Examination approved vide item No. 8 dated 6th September, 2017 appointed you to jointly act as Paper Setter, Moderator & Examiner and/or Translator mentioned against your name for the following course/subject.

Faculty	Science And Technology
Program No. & Name of the Examination	S0122 / F.Y.B.Sc. (CBCGSS) (R-2016-17) Semester - II
Subject	S1896 / Geology: Paper I
Date of Exam	06/10/2017
Number of sets required	6
Remark	-

2.

- The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact Numbers of Manuscript Unit:-

- Office of the Manuscript Unit - 26543411

2. Control Room - 26534263 / 26534266
3. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in

- B. Please note that as per directives of the Committee constituted by the Government, University is preparing Question Papers Banks hence it is necessary to set the Question Paper marked in Column no. 1.
- C. **The Chairpersons are requested to submit THREE/ FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers (as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time provided to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujrathi/ Hindi version of the question-paper in sealed envelope wherever required along with the same.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for the smooth conduct of the examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**
- F. If anyone wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the third day of conduct of the examination** in which your appointment has been made and complete the assessment/moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject.
6. You are requested to communicate any change in your service (College & Residence) as well as Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")



8. **Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).**
11. **For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on below mentioned E-mail address:-**

Humanities	appointmentunit_arts@exam.mu.ac.in
Science & Technology (for Science Group)	appointmentunit_science@exam.mu.ac.in
Commerce & Management (Commerce Group)	appointmentunit_commerce@exam.mu.ac.in
Science & Technology (for Engineering Group)	appointmentunit_engg@exam.mu.ac.in
Science & Technology (for Pharmacy, Architecture & MCA)	appointmentunit_tech@exam.mu.ac.in
Interdisciplinary	appointmentunit_finearts@exam.mu.ac.in
Humanities (for Law Group)	appointmentunit_law@exam.mu.ac.in
Commerce & Management (Management group)	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,  
**Director,**  
**Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of their college, for Examination work.
2. Dy. Registrar, Manuscript Unit.



## UNIVERSITY OF MUMBAI

Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

### CONFIDENTIAL

(LETTER OF EXAMINER'S APPOINTMENT FOR THEORY EXAMINATION)

No.: 51805

To,

**Dr Bobby Mathew**

ST. XAVIERS COLLEGE

9892334254

bobby.mathew@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f), the Board of Studies recommended your name and the Board of Examinations & Evaluation (BOEE) approved the same at its meeting held on 6th September, 2017 and 14th November, 2017 vide item No. 8 and 4 respectively, appointed you as EXAMINER for the following course/subject held in Second Half 2017. You may also be appointed as Moderator by the Chairperson of the subject as per the requirements. A meeting in this regard will be called by the Chairperson. Date and time will be communicated to you by the Deputy Registrar, CAP of this University.

Faculty	Science And Technology
Program No. & Name of the Examination	S0126 / T. Y. B. Sc. (Sem - VI) (Credit Based Semester & Grading System) (75/25 Pattern)
Subject	S1171 / Geology: Paper II - Sedimentary & Metamorphic Petrology.
Name of the Chairperson	Dr Bobby Mathew - 9892334254 bobby.mathew@xaviers.edu
Remark	-

2.

- A. You are requested to put yourself in communication immediately with regard to the work pertaining to the commencement of the assessment to Deputy Registrar, CAP Centre, Examination House :-

1.	Office of the Dy. Registrar, CAP Centre	022 26543038
2.	Faculty of Science & Technology and Interdisciplinary	022 26530284 / 022 26543034 / 022 26543036
3.	Faculty of Commerce & Management	022 26543035
4.	Faculty of Humanities	022 26543038

- B. **Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action.**

**In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.**

- C. If any teacher wants to reject their appointment on Medical ground or if any Blood relatives (The term relative includes: - Wife, husband, son, Daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law) appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai.
3. I am further to request you to kindly **report to the Central Assessment Program (CAP)/ Cluster Centre from the 7th day of conduct of the examination** in which your appointment has been made and complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
4. You are requested to communicate any change in your service (College & Residence), as well as, Tel No. & E-mail address, for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
5. The Copy of the letter is forwarded to the Deputy Registrar, Central Assessment Process (CAP) Department for information and further necessary action with a request to conduct meeting and allotment of assessment accordingly

Yours faithfully,



**Director,  
Board of Examination & Evaluation**

C. C. to :-

Dy. Registrar, CAP Unit.

**UNIVERSITY OF MUMBAI**

Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**  
(LETTER OF APPOINTMENT FOR PAPER SETTING)  
No.: 5267

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairman & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com
<b>Prof. Ashwin Pundalik</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9422523494 ashwin.pundalik@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that the Board of Examinations has appointed you as per the Maharashtra University Act, 1994 u/s 32 (5) to jointly act as Paper Setter, Moderator & Examiner and/or Translator mentioned against your name in the following course/subject.

Faculty	Science
Program No. & Name of the Examination	S0125 / Third Year B. Sc. (Semester V) (CBSGS) (60:40 & 75:25)
Subject	S1034 / Geology:Paper I-Stratigraphy and Geology of India Part - I.
Date of Exam	04/05/2017
Number of sets required	3
Remark	-

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact Numbers of Manuscript Unit:-

1. Assistant Registrar (Manuscript Unit) - 2653 6247
2. Office of the Manuscript Unit - 26543411
3. Control Room - 26534263 / 26534266
4. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in

- B. Please note that as per directives of the Committee constituted by the Government, University is preparing Question Papers Bank hence it is necessary to set Question Paper marked in Column no. 1. The University may use Question Papers available in the Question Paper Bank.

- C. **The Chairpersons are requested to submit THREE/FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers (as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time provided to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujrathi/ Hindi version of the question-paper in sealed envelope wherever required along with the same.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for smooth conduct of examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. Please note that as per the provision made in Maharashtra University Act, 1994 u/s 32 (5) g It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated conducted or autonomous college or recognized institution to render necessary assistance and service in respect of examination of the University. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action.
- F. If anyone wants to reject their appointment on Medical ground or Any Blood relation relative attending University Examination then they can submit their request with documentary evidence through proper channel to the Controller of Examination, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the third day of conduct of the examination** in which your appointment has been made and complete the assessment work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 72 of Maharashtra Universities Act, 1994 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question paper in the said subject.
6. You are requested to communicate any change in your service ( College & Residence ) as well as Tel No. & E-mail address for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, Daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **The utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of Concerned College for information with a request to relieve the concerned teacher of your college for Examination work as per provision made in Maharashtra University Act, 1994 u/s 32 (5) g.**
11. **For any query/difficulty about your appointment, you can communicate to the**

**Controller of Examinations on below mentioned E-mail address:-**

Arts Faculty	appointmentunit_arts@exam.mu.ac.in
Science Faculty	appointmentunit_science@exam.mu.ac.in
Commerce Faculty	appointmentunit_commerce@exam.mu.ac.in
Engineering Faculty	appointmentunit_engg@exam.mu.ac.in
Technology Faculty	appointmentunit_tech@exam.mu.ac.in
Fine Arts Faculty	appointmentunit_finearts@exam.mu.ac.in
Law Faculty	appointmentunit_law@exam.mu.ac.in
Management Faculty	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,  
**Offg. Director, Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of your college, for Examination work.
2. Dy. Registrar, Manuscript Unit.

**UNIVERSITY OF MUMBAI**

Appointment Unit, Examination House M. J. Phule Bhavan,  
Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

**CONFIDENTIAL**

(LETTER OF APPOINTMENT FOR PAPER SETTING)

No.: 5266

To,

NAME	ADDRESS	ROLE	CONTACT
<b>Dr. Bobby Mathew</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairman & Paper Setter	9892334254 bobby.mathew@xaviers.edu
<b>Prof. John Dsouza</b>	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
<b>Prof. Deepak Sahu</b>	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 sahudeepak0@gmail.com
<b>Prof. Ashwin Pundalik</b>	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9422523494 ashwin.pundalik@xaviers.edu

Dear Sir/Madam,

1. I am pleased to inform you that the Board of Examinations has appointed you as per the Maharashtra University Act, 1994 u/s 32 (5) to jointly act as Paper Setter, Moderator & Examiner and/or Translator mentioned against your name in the following course/subject.

Faculty	Science
Program No. & Name of the Examination	S0125 / Third Year B. Sc. (Semester V) (CBSGS) (60:40 & 75:25)
Subject	S0998 / Geology: Paper II -Evolution and Classification of Igneocy Rocks.
Date of Exam	26/04/2017
Number of sets required	3
Remark	-

2.

- A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the Manuscript Unit of Examination Section within 1 Week after receipt of this Appointment letter. Below are the contact Numbers of Manuscript Unit:-

1. Assistant Registrar (Manuscript Unit) - 2653 6247
2. Office of the Manuscript Unit - 26543411
3. Control Room - 26534263 / 26534266
4. Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in

- B. Please note that as per directives of the Committee constituted by the Government, University is preparing Question Papers Bank hence it is necessary to set Question Paper marked in Column no. 1. The University may use Question Papers available in the Question Paper Bank.

- C. **The Chairpersons are requested to submit THREE/FOUR/SIX/EIGHT/TEN DIFFERENT SETS of question papers (as the case may be quoted in serial no. 1) along with answer key in a separate sealed envelope to the MSS UNIT, Room No. 60, 3rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai - 400 098 within the stipulated time provided to you by Manuscript Unit on receipt of this letter with D.T.P./Proof Correction and if necessary they should also submit Marathi/ Gujrathi/ Hindi version of the question-paper in sealed envelope wherever required along with the same.**
- D. You are requested to be present on the day of examination of your paper of the Examination in the Examination Control Room, Third Floor, M.J. Phule Bhavan, Vidyanagari, Sanatacruz (East), Mumbai - 400098, for smooth conduct of examination. The Question paper will be selected by using auto selection from the Question Bank. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control room on the day and time of examination.
- E. Please note that as per the provision made in Maharashtra University Act, 1994 u/s 32 (5) g It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated conducted or autonomous college or recognized institution to render necessary assistance and service in respect of examination of the University. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action.
- F. If anyone wants to reject their appointment on Medical ground or Any Blood relation relative attending University Examination then they can submit their request with documentary evidence through proper channel to the Controller of Examination, University of Mumbai.
3. A copy of each of the pamphlet entitled 'General instructions to paper-setters and examiners' And 'Special instructions to paper-setters and examiners' will be available in Appointment Unit, Room. No. 51, Second Floor, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai - 400 098. You are requested to collect the same before setting question paper.
4. I am further to request you to kindly **report to the Central Assessment Program (CAP) From the third day of conduct of the examination** in which your appointment has been made and complete the assessment work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in section 72 of Maharashtra Universities Act, 1994 which is mandatory.
5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question paper in the said subject.
6. You are requested to communicate any change in your service ( College & Residence ) as well as Tel No. & E-mail address for faster communication immediately to the Appointment Unit of Examination Section of University through your present College.
7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - "Wife, husband, son, Daughter, grand-son, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law ")
8. **The utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters, which shall be held in the examination house.**
9. **The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/ she is also paper setter for their college prelim examination in the said subject.**
10. **The Copy of the letter is forwarded to the Principal of Concerned College for information with a request to relieve the concerned teacher of your college for Examination work as per provision made in Maharashtra University Act, 1994 u/s 32 (5) g.**
11. **For any query/difficulty about your appointment, you can communicate to the**



**Controller of Examinations on below mentioned E-mail address:-**

Arts Faculty	appointmentunit_arts@exam.mu.ac.in
Science Faculty	appointmentunit_science@exam.mu.ac.in
Commerce Faculty	appointmentunit_commerce@exam.mu.ac.in
Engineering Faculty	appointmentunit_engg@exam.mu.ac.in
Technology Faculty	appointmentunit_tech@exam.mu.ac.in
Fine Arts Faculty	appointmentunit_finearts@exam.mu.ac.in
Law Faculty	appointmentunit_law@exam.mu.ac.in
Management Faculty	appointmentunit_mgmt@exam.mu.ac.in

Yours faithfully,  
**Offg. Director, Board of Examination & Evaluation**

C. C. to :-

1. Principal for information with a request to relieve the concerned teacher of your college, for Examination work.
2. Dy. Registrar, Manuscript Unit.

# University of Mumbai

FACULTY: - **SCIENCE**

SUBJECT: - **Geology**

Date of Submission: - on or before



**URGENT &  
CONFIDENTIAL**  
Examination Section,  
Appointment Unit,  
Vidyanagari, Kalina,  
Santacruz (East),  
Mumbai – 400 098.

App. Unit Tel. No. :652 6204

MSS Unit Tel. No.: 2654 3411/2653 5300

## Ph. D. Entrance Test – May, 2017

No. Exam. / Appt/ PET / 51/ of 2017

Date: 11<sup>th</sup> April,2017

<b>Dr.H.P.Samant</b> St. Xavier's College, Mahapalika Marg, Mumbai - 400001.	(St. Xavier)	<b>Chairman,</b> Paper-setter & Moderator	M: 9820374534 R : C : 22620665 hsamant@gmail.com
<b>Dr. Goutam Bandopadhyay</b> St. Xavier's College, Mahapalika Marg, Mumbai - 400001.	(St. Xavier)	Paper-setter & Examiner	M :9892849106 R : C :22620665 goutam.bandopadhyay@xaviers.edu
<b>Dr. Bobby Mathew</b> St. Xavier's College, Mahapalika Marg, Mumbai - 400001.	(St. Xavier)	Paper-setter & Examiner	M :9892334254 R : C :22620665 booby.mathew@xaviers.edu
<b>Dr.Ashwin Pundalik</b> St. Xavier's College, Mahapalika Marg, Mumbai - 400001.	(St.Xavier)	Paper-setter & Examiner	M :9422523494 R : C : ashwin3009@gmail.com

Dear Madam/Sir,

1. I am directed by the Board of Examinations to appoint you jointly to act as Paper-setter & Examiner in the subject of **Geology** under the Faculty of **SCIENCE** for the Ph.D. Entrance Test which will be conducted in **May, 2017**.
2. **Dr.H.P.Samant** is the **Chairman** in the subject of the panel of examiners with whom you are requested to put yourself in communication immediately with regards to the work pertaining to this examination.
3. I am to request you to submit **three (03) different sets of questions papers jointly** as per the guidelines given and the pattern enclosed herewith at an earliest i.e., **on or before** on the above mentioned address.
4. I am further to request you to kindly complete the assessment work within ten days from the date of receipt of answer-books and submit the mark-list along with assessed answer-books to the office of the Controller of Examination, Examinations Section, so as to enable this office to declare the result of the said examination within 10 days, as mentioned in the Vice Chancellor's Directions vide No. VCD/ 2414 of 2010.

Cont./ -