

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.: 36876

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav	000 DEPARTMENT OF GEOLOGY ST XAVIR COLLEGE MUMBAI	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	1S00142 / F.Y.B.Sc. (Sem. II) (Choice Base)
Subject (Paper Code)	77212 / 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**

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.: 36877

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav	000 DEPARTMENT OF GEOLOGY ST XAVIR COLLEGE MUMBAI	Paper Setter	9527529993 shweta.gurav@xaviers.edu

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Faculty	Science And Technology
Program No. & Name of the Examination	1S00142 / F.Y.B.Sc. (Sem. II) (Choice Base)
Subject (Paper Code)	77260 / 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

*** 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.**

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Appointment letter. Below are the contact numbers of Manuscript Unit:-

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

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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).**
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Yours faithfully,



**Director,
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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.: 34946

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Bobby Mathew	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav	000 DEPARTMENT OF GEOLOGY ST XAVIR COLLEGE MUMBAI	Paper Setter	9527529993 shweta.gurav@xaviers.edu

Dear Sir/Madam,

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Faculty	Science And Technology
Program No. & Name of the Examination	1S00144 / S.Y.B.Sc. (Sem. IV) (Choice Base)
Subject (Paper Code)	78812 / 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.**

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Yours faithfully,



**Director,
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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.: 34947

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Bobby Mathew	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav	000 DEPARTMENT OF GEOLOGY ST XAVIR COLLEGE MUMBAI	Paper Setter	9527529993 shweta.gurav@xaviers.edu

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Faculty	Science And Technology
Program No. & Name of the Examination	1S00144 / S.Y.B.Sc. (Sem. IV) (Choice Base)
Subject (Paper Code)	78842 / 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

*** 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.**

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**Director,
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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.: 34948

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Bobby Mathew	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav	000 DEPARTMENT OF GEOLOGY ST XAVIR COLLEGE MUMBAI	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	1S00144 / S.Y.B.Sc. (Sem. IV) (Choice Base)
Subject (Paper Code)	78872 / 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, 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 **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**

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.: 37767

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00145 / T.Y.B.Sc. (Choice Based) Semester V
Subject (Paper Code)	24251 / Geology: Metamorphic Petrology
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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)
Letter No.: T-2019-20/42268

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00145 / T.Y.B.Sc. (Choice Based) Semester V
Subject (Paper Code)	24251 / Geology: Metamorphic Petrology
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

2.

^ The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the

- 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, Santacruz (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

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.: 37768

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00145 / T.Y.B.Sc. (Choice Based) Semester V
Subject (Paper Code)	24208 / Geology: Precambrian Geology of India
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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)
Letter No.: T-2019-20/42267

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00145 / T.Y.B.Sc. (Choice Based) Semester V
Subject (Paper Code)	24223 / Geology: Igneous Petrology
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

2.

^ The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the

- 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, Santacruz (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

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)
Letter No.: T-2019-20/42269

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00145 / T.Y.B.Sc. (Choice Based) Semester V
Subject (Paper Code)	24208 / Geology: Precambrian Geology of India
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

2.

A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the

- 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, Santacruz (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

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)
Letter No.: T-2019-20/42449

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00135 / THIRD YEAR B. Sc. (CBSGS) (75:25) Semester V
Subject (Paper Code)	24134 / Geology:Paper I-Stratigraphy and Geology of India Part - I.
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

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**

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.: 39079

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00135 / THIRD YEAR B. Sc. (CBSGS) (75:25) Semester V
Subject (Paper Code)	24106 / Geology: Paper II -Evolution and Classification of Igneocyc Rocks.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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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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**

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)
Letter No.: T-2019-20/42450

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00135 / THIRD YEAR B. Sc. (CBSGS) (75:25) Semester V
Subject (Paper Code)	24106 / Geology: Paper II -Evolution and Classification of Igneocy Rocks.
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

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**

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.: 39080

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00135 / THIRD YEAR B. Sc. (CBSGS) (75:25) Semester V
Subject (Paper Code)	24145 / Geology : Paper III - Structural Geology.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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)
Letter No.: T-2019-20/42270

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00145 / T.Y.B.Sc. (Choice Based) Semester V
Subject (Paper Code)	24239 / Geology: Structural Geology
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

2.

^ The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the

- 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, Santacruz (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

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)

Letter No.: T-2019-20/42451

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00135 / THIRD YEAR B. Sc. (CBSGS) (75:25) Semester V
Subject (Paper Code)	24145 / Geology : Paper III - Structural Geology.
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

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**

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.: 39081

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00135 / THIRD YEAR B. Sc. (CBSGS) (75:25) Semester V
Subject (Paper Code)	24150 / Geology : Paper IV - Remote Sensing and Image Processing.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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.: 37769

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00145 / T.Y.B.Sc. (Choice Based) Semester V
Subject (Paper Code)	24239 / Geology: Structural Geology
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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.: 36905

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88662 / Geology: Phanerozoic Geology of India
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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)
Letter No.: T-2019-20/43104

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00136 / T.Y. B.Sc.(Sem.VI)(CBSGS) (75:25)
Subject (Paper Code)	10202 / Geology:Paper I-Stratigraphy and Geology of India Part - II.
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

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**

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)
Letter No.: T-2019-20/43134

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88662 / Geology: Phanerozoic Geology of India
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

2.

^ The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the

- 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, Santacruz (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

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.: 33378

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@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) 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	1S00136 / T.Y. B.Sc.(Sem.VI)(CBSGS) (75:25)
Subject (Paper Code)	10227 / Geology: Paper II - Sedimentary & Metamorphic Petrology.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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.: 36907

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88665 / Geology: Sedimentatry Petrology
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.**

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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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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**

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



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Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416

CONFIDENTIAL
(LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR)
Letter No.: T-2019-20/43105

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 shweta.gurav@xaviers.edu

Dear Sir/Madam,

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Faculty	Science And Technology
Program No. & Name of the Examination	1S00136 / T.Y. B.Sc.(Sem.VI)(CBSGS) (75:25)
Subject (Paper Code)	10227 / Geology: Paper II - Sedimentary & Metamorphic Petrology.
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

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- 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, Santacruz (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.
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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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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.**
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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.: 36904

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88634 / Geology: Engineering Geology
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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)

Letter No.: T-2019-20/43133

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88634 / Geology: Engineering Geology
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

2.

A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the

- 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, Santacruz (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

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.: 36906

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Prof. Deepak Sahu	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	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) 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	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88645 / Geology: Photogrammetry, Photo Interpretation & Fundamentals
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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)
Letter No.: T-2019-20/43107

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00136 / T.Y. B.Sc.(Sem.VI)(CBSGS) (75:25)
Subject (Paper Code)	10252 / Geology : Paper IV - Photogrammetry, Aerial Photointerpretation GIS.
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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- 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.**
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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.
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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**

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)
Letter No.: T-2019-20/43135

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88645 / Geology: Photogrammetry, Photo Interpretation & Fundamentals
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

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**

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)
Letter No.: T-2019-20/42452

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00135 / THIRD YEAR B. Sc. (CBSGS) (75:25) Semester V
Subject (Paper Code)	24150 / Geology : Paper IV - Remote Sensing and Image Processing.
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

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**

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)
Letter No.: T-2019-20/43136

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9920792368 john.desouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@gmail.com
Dr.Shweta Patil	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	952752993 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 during academic year 2019-20 (i.e. for Second Half (Winter) 2019 and First Half (Summer) 2020)*.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00146 / T.Y.B.Sc. (Choice Based) Semester - VI
Subject (Paper Code)	88665 / Geology: Sedimentatry Petrology
Date of Exam	As per actual time-table published by the university.
Number of sets required **	Winter : As per requirement of Manuscript Unit
	Summer : As per requirement of Manuscript Unit
Remark	-
Communication E-mail Id for Appointment purpose only	appunit@exam.mu.ac.in

* Please refer academic council resolution vide item no. 5.2 dated 26th July 2019.

** For examinations held in Winter and Summer, Chairperson of the subject are hereby requested to confirm with Manuscript Unit about exact number of sets required before finalizing Paper Setters meeting. Please note that if question paper sets other than University premises will not be accepted.

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 provide your bank details to the Manuscripts Unit at the time of Paper Setting.

^ No question papers sets will be accepted without Answer Key.

2.

A. The Chairperson is requested to fix the meeting immediately and submit the Question Paper to the

- 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, Santacruz (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

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.: 32237

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav		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	1S00141 / F.Y.B.Sc. (Sem. I) (Choice Base)
Subject (Paper Code)	81112 / Geology: Paper I
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.
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 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.**
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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**

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.: 26756

To,

NAME	ADDRESS	ROLE	CONTACT
Prof. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
Prof. Deepak Sahu	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	1S00141 / F.Y.B.Sc. (Sem. I) (Choice Base)
Subject & Paper ID	81128 / 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.: 32238

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav		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	1S00141 / F.Y.B.Sc. (Sem. I) (Choice Base)
Subject (Paper Code)	81128 / Geology: Paper II
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**

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.: 32207

To,

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

*** 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 **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**

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
Dr. Bobby Mathew	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav		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.**

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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.**
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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.**
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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**

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
Dr. Bobby Mathew	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.dsouza@xaviers.edu
Dr. Shweta Gurav		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, 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 **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**

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

**ELECTRONIC CLEARING SERVICES (CREDIT CLEARING)/
REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS**

*(Note :- Form fill in CAPITAL LETTER with Black Ink only & without any special character e.g. ~ / , ' () * + = ; etc)*

A. DETAIL OF ACCOUNT HOLDER :-

NAME OF ACCOUNT HOLDER

[Grid for Name of Account Holder]

COMPLETE CONTACT ADDRESS

[Grid for Complete Contact Address]

TELEPHONE NUMBER

[Grid for Telephone Number]

e_mail

[Grid for e-mail address]

B. BENEFICIARY'S BANK DEATAIL

BANK ACCOUNT INFORMATION FOR RECEIVING PAYMENT THROUGH RTGS/NEFT

1. BENEFICIARY NAME

[Grid for Beneficiary Name]

2. NAME OF BANK & BRANCH ADDRESS

[Grid for Name of Bank & Branch Address]

3. ACCOUNT No.

[Grid for Account No.]

4. PAN CARD No.

[Grid for PAN CARD No.]

6. IFSC CODE

[Grid for IFSC Code]

7. A/c TYPE (SB/CA/CC) 8. MICR CODE

[Grid for A/c Type]

[Grid for MICR Code]

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

DATE

[Grid for Date]

Signature of Beneficiary

Certified that the particular furnished above are correct as per our records.

(Bank's Stamp)

Signature of Manager of the Bank

1. Please attach a photocopy of cheque alongwith the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enable" then upon its up gradation to "RTGS Enable" branch, please submit the information again in the above proforma to the Department at earliest.

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
Dr. Bobby Mathew	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
Prof. Deepak Sahu	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.: 21578

To,

NAME	ADDRESS	ROLE	CONTACT
Dr. Bobby Mathew	231 Department of Geology, St. Xavier's College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9892334254 bobby.mathew@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter	9820625752 jyotilko@gmail.com
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter	9920792368 john.desouza@xaviers.edu
Prof. Deepak Sahu	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	78872 / Geology: Paper III
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.**

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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.

<p>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21801</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00136 / T.Y.B.Sc.(Sem.VI)(CBSGS)(75:25)
Subject & Paper ID	10202 / Geology:Paper I-Stratigraphy and Geology of India Part - II.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.

- 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
 - 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.
 - 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.**
 - 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, Santacruz (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.
 - 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.**
 - 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.
- 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.
 - 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.
 - 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.
 - 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.
 - 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 ")
 - 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
MANDATE FORM

ELECTRONIC CLEARING SERVICES (CREDIT CLEARING)/
REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS

(Note :- Form fill in CAPITAL LETTER with Black Ink only & without any special character e.g. ~/, ' () * + = ; etc)

A. DETAIL OF ACCOUNT HOLDER :-

NAME OF ACCOUNT HOLDER

Grid for name of account holder

COMPLETE CONTACT ADDRESS

Grid for complete contact address

TELEPHONE NUMBER

Grid for telephone number

e_mail

Grid for e-mail

B. BENEFICIARY'S BANK DEATAIL

BANK ACCOUNT INFORMATION FOR RECEIVING PAYMENT THROUGH RTGS/NEFT

1. BENEFICIARY NAME

Grid for beneficiary name

2. NAME OF BANK & BRANCH ADDRESS

Grid for name of bank & branch address

3. ACCOUNT No.

Grid for account number

4. PAN CARD No.

Grid for PAN card number

6. IFSC CODE

Grid for IFSC code

7. A/c TYPE (SB/CA/CC) 8. MICR CODE

Grid for A/c type

Grid for MICR code

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

DATE

Grid for date


Signature of Beneficiary

Certified that the particular furnished above are correct as per our records.

(Bank's Stamp)

Signature of Manager of the Bank

- 1. Please attach a photocopy of cheque alongwith the verification obtained from the bank.
- 2. In case your Bank Branch is presently not "RTGS enable" then upon its up gradation to "RTGS Enable" branch, please submit the information again in the above proforma to the Department at earliest.

<p>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21751</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00126 / T.Y.B.Sc.(Sem.VI)(CBSGS)(60:40)
Subject & Paper ID	10102 / Geology:Paper I-Stratigraphy and Geology of India Part - II.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.

- 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
 - 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.
 - 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.**
 - 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.
 - 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.**
 - 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.
- 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.
 - 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.
 - 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.
 - 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.
 - 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 ")
 - 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>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21802</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00136 / T.Y.B.Sc.(Sem.VI)(CBSGS)(75:25)
Subject & Paper ID	10227 / Geology: Paper II - Sedimentary & Metamorphic Petrology.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.**

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

**ELECTRONIC CLEARING SERVICES (CREDIT CLEARING)/
REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS**

*(Note :- Form fill in CAPITAL LETTER with Black Ink only & without any special character e.g. ~ / , ' () * + = ; etc)*

A. DETAIL OF ACCOUNT HOLDER :-

NAME OF ACCOUNT HOLDER

COMPLETE CONTACT ADDRESS

TELEPHONE NUMBER

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e_mail

B. BENEFICIARY'S BANK DEATAIL

BANK ACCOUNT INFORMATION FOR RECEIVING PAYMENT THROUGH RTGS/NEFT

1. BENEFICIARY NAME

2. NAME OF BANK & BRANCH ADDRESS

3. ACCOUNT No.

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4. PAN CARD No.

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6. IFSC CODE

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7. A/c TYPE (SB/CA/CC)

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8. MICR CODE

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I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

DATE

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Signature of Beneficiary

Certified that the particular furnished above are correct as per our records.

(Bank's Stamp)

Signature of Manager of the Bank

1. Please attach a photocopy of cheque alongwith the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enable" then upon its up gradation to "RTGS Enable" branch, please submit the information again in the above proforma to the Department at earliest.

<p>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21752</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00126 / T.Y.B.Sc.(Sem.VI)(CBSGS)(60:40)
Subject & Paper ID	10117 / Geology: Paper II - Sedimentary & Metamorphic Petrology.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.

- 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
 - 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.
 - 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.**
 - 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.
 - 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.**
 - 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.
- 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.
 - 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.
 - 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.
 - 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.
 - 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 ")
 - 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>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21753</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00126 / T.Y.B.Sc.(Sem.VI)(CBSGS)(60:40)
Subject & Paper ID	10129 / Geology : Paper III - Engineering and Environmental Geology.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.

- 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
 - 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.
 - 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.**
 - 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.
 - 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.**
 - 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.
- 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.
 - 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.
 - 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.
 - 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.
 - 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 ")
 - 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>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21803</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00136 / T.Y.B.Sc.(Sem.VI)(CBSGS)(75:25)
Subject & Paper ID	10246 / Geology : Paper III - Engineering and Environmental Geology.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.

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 - Office of the Manuscript Unit - 26543411
 - Control Room - 26534263 / 26534266
 - Manuscript Unit E-mail ID - manuscripts@exam.mu.ac.in
 - 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.
 - 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.**
 - 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.
 - 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.**
 - 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.
- 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.
 - 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.
 - 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.
 - 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.
 - 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 ")
 - 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.: 33379

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@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) 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	1S00136 / T.Y. B.Sc.(Sem.VI)(CBSGS) (75:25)
Subject (Paper Code)	10246 / Geology : Paper III - Engineering and Environmental Geology.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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**


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>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p>
<p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21754</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00126 / T.Y.B.Sc.(Sem.VI)(CBSGS)(60:40)
Subject & Paper ID	10134 / Geology : Paper IV - Photogrammetry, Aerial Photointerpretation GIS.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.

- 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
 - 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.
 - 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.**
 - 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.
 - 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.**
 - 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.
- 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.
 - 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.
 - 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.
 - 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.
 - 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 ")
 - 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>UNIVERSITY OF MUMBAI</p>  <p>Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098. Contact No.-26543416</p> <p>CONFIDENTIAL (LETTER OF APPOINTMENT FOR PAPER SETTER/MODERATOR/EXAMINER/TRANSLATOR) No.: 21804</p>

To,

NAME	ADDRESS	ROLE	CONTACT
Prof.AshwinPundalik	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	Chairperson&PaperSetter	9422523494 ashwin.pundalik@xaviers.edu
Prof.JohnDsouza	231 DepartmentofGeology,St.XaviersCollege,MahapalikaMarg,Mumbai-400001.	PaperSetter&Examiner	9920792368 john.desouza@xaviers.edu
Dr.JyotiSharma	95 DepartmentofGeology,K.J.SomaiyaCollegeofArtsandScienceVidyaviharMumbai-400077.	PaperSetter&Examiner	9820625752 jyotilko@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	1S00136 / T.Y.B.Sc.(Sem.VI)(CBSGS)(75:25)
Subject & Paper ID	10252 / Geology : Paper IV - Photogrammetry, Aerial Photointerpretation GIS.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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.

- 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
 - 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.
 - 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.**
 - 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.
 - 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.**
 - 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.
- 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.
 - 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.
 - 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.
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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
MANDATE FORM**

**ELECTRONIC CLEARING SERVICES (CREDIT CLEARING)/
REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS**

*(Note :- Form fill in CAPITAL LETTER with Black Ink only & without any special character e.g. ~/, ' () *+ = ; etc)*

A. DETAIL OF ACCOUNT HOLDER :-

NAME OF ACCOUNT HOLDER

COMPLETE CONTACT ADDRESS

TELEPHONE NUMBER

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e_mail

B. BENEFICIARY'S BANK DEATAIL

BANK ACCOUNT INFORMATION FOR RECEIVING PAYMENT THROUGH RTGS/NEFT

1. BENEFICIARY NAME

2. NAME OF BANK & BRANCH ADDRESS

3. ACCOUNT No.

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4. PAN CARD No.

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6. IFSC CODE

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7. A/c TYPE (SB/CA/CC)

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8. MICR CODE

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I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

DATE

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Signature of Beneficiary

Certified that the particular furnished above are correct as per our records.

(Bank's Stamp)

Signature of Manager of the Bank

1. Please attach a photocopy of cheque alongwith the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enable" then upon its up gradation to "RTGS Enable" branch, please submit the information again in the above proforma to the Department at earliest.

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.: 33380

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
Dr. Ashwin Pundalik	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Chairperson & Paper Setter	9422523494 ashwin.pundalik@xaviers.edu
Prof. John Dsouza	231 Department of Geology, St. Xaviers College, Mahapalika Marg, Mumbai - 400 001.	Paper Setter & Examiner	9920792368 john.dsouza@xaviers.edu
Dr. Jyoti Sharma	95 Department of Geology, K.J.Somaiya College of Arts and Science Vidyavihar Mumbai - 400 077.	Paper Setter & Examiner	9820625752 jyotilko@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) 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	1S00136 / T.Y. B.Sc.(Sem.VI)(CBSGS) (75:25)
Subject (Paper Code)	10252 / Geology : Paper IV - Photogrammetry, Aerial Photointerpretation GIS.
Date of Exam	As per actual time-table published by the university.
Number of sets required *	3
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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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**

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.