



Indira Gandhi National Open University

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**REGIONAL CENTRE – MUMBAI**

**Report of Term End Examinations June 2021**



**Mumbai**  
**Regional Centre**

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**Regional Centre Mumbai**

**Report of Term End Examinations June 2021**

The Regional Centre Mumbai has conducted June 2021 Term End Examination at 08 examination centres and 01 Jail centre successfully from 3<sup>rd</sup> August 2021 to 9<sup>th</sup> September 2021. A total of 5613 students and 22740 examinees have applied and eligible to write the Term End Examinations under RC Mumbai as per the data received from Student Evaluation Division (SED), IGNOU, new Delhi.

S.No	Exam Centre		No. of Students	No. of Examinees
	Code	Name		
1	1601	KJ Somiya College of Arts, Commerce and Science, Vidyavihar Mumbai	1088	4659
2	1603	Sathaye College, Vile Parle Mumbai	1675	6688
3	1615	Tarapur Vidyamandhir, Boisar Tarapur	166	650
4	1632	MES Pillai college of engineering, New Panvel Navi Mumbai	768	3074
5	49018	Pepoles Education Society, Bhiwandi Thane	191	730
6	49033	Dr BMN College of Homescience, Matunga Mumbai	727	3020
7	49035	Central Prison, Chinchpokali Mumbai	7	33
8	49050	Sevasadan College of Education, Ulhasnagar Thane	470	1802
9	49054	Chandrabhansharma College of Arts, Commerce and Science, Powai Mumbai	521	2084
<b>Total</b>			<b>5613</b>	<b>22740</b>

Due to COVID 19 pandemic situation across country, Indira Gandhi National Open University (IGNOU) has decided to conduct TEE June 2021 for final year/semester students of Master's Degree, Bachelor's Degree, Post-Graduate Diploma, Diploma and Certificate Programmes subject to - fulfilling the University norms on admission year and registration validity period. Accordingly, students were informed well in advance and hall tickets uploaded in university website promptly

**Precautionary measures taken by examination centres:**

As per the instructions/guidelines received from the Student Evaluation Division (SED) and Regional Services Division (RSD) time to time the Regional Centre Mumbai has also instructed the examination centre superintends to make all arrangements at examination centres by following

Covid-19 protocol. The Regional Centre has conducted an online orientation programme for the examination centre superintends on 30th July 2021. In this meeting the following issues were discussed extensively and guided all the exam centre superintends

- ✚ COVID 19 protocol as per Govt of India and Maharashtra state government guidelines
- ✚ Sanitization of exam halls
- ✚ Question paper dispatch (online/offline)
- ✚ Safe custody of question papers
- ✚ Printing of attendance sheet
- ✚ Abstract and list of examinees
- ✚ Guidelines for invigilators
- ✚ Deputation of observers by Regional Centre
- ✚ Advance to the exam centres
- ✚ Dispatch of OMR sheets and answer script etc.,

This orientation programme was attended by all the 9 exam centre superintends and their doubts/queries were cleared by the Regional Director(i/c) Dr.E.Krishna Rao.

A WhatsApp group has been created with exam centre superintends and Regional Centre officials to share every session photo, important information, live view of examination halls. The Regional Director(i/c) Dr. E. Krishana Rao has regularly monitored the examination centres and interacted with exam centre superintends through virtual mode.

S.No	Exam Centre	Thermal screening at entrance	Display seating arrangements at entrance and exam halls	Hand sanitizer at entrance and at exam halls	Maintaining physical distance in the entry/exam hall	No mask/no entry	Sanitizing exam halls before after exams
1	1601	Yes	Yes	Yes	Yes	Yes	Yes
2	1603	Yes	Yes	Yes	Yes	Yes	Yes
3	1615	Yes	Yes	Yes	Yes	Yes	Yes
4	1632	Yes	Yes	Yes	Yes	Yes	Yes
5	49018	Yes	Yes	Yes	Yes	Yes	Yes
6	49033	Yes	Yes	Yes	Yes	Yes	Yes
7	49035	Yes	Yes	Yes	Yes	Yes	Yes
8	49050	Yes	Yes	Yes	Yes	Yes	Yes
9	49054	Yes	Yes	Yes	Yes	Yes	Yes

A Google meet was organized on 4<sup>th</sup> August 2021 and 7<sup>th</sup> August 2021 with exam centres. In this meetings Regional Director(i/c) has interacted with the examination centre superintends and

requested to strictly follow the guidelines given by the Government of India and Maharashtra State government in view of Covid-19. Further, all the arrangements at examination centre and examination halls were viewed virtually. It has been observed that all the examination centre have been following protocol of COVID19 issued by the Government of India and Maharashtra State government strictly. All the exam centres are checking temperature of examinees at entry, displayed seating plan in the noticeboard, placed hand sanitizer at entrance as well as in every exam hall entrance and sanitizing exam halls before and after exams

The precaution measures in view of Covid-19 taken by each examination centre with photographs are provided in the following pages.

### **Monitoring of exam centres:**

The exam centres were closely monitored by Dr.E.Krishna Rao, Regional Director(i/c) and other officials of Regional Centre. Every week online interaction was held with exam centre superintends and exam halls were viewed virtually. It is pertinent to note that all exam centres are maintained COVID19 protocol and guidelines of IGNOU strictly for conducting of examinations

S.No	Date of interaction/visit	No. of Exam centres visited/participated	Mode of monitoring	Officials participated from RC
1	03.08.2021	1632	offline	Dr.E. Krishna Rao Regional Director(i/c)
2	04.08.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
3	07.08.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
4	11.08.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
5	17.08.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
6	24.08.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
7	26.08.2021	49033, 49050 and 49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
8	31.08.2021	1632, 49018	Online	Dr.E. Krishna Rao Regional Director(i/c)
9	01.09.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
10	04.09.2021	1601,1603	offline	Dr.E. Krishna Rao Regional Director(i/c)
11	06.09.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)
12	09.09.2021	1601,1603,1615,1632, 49018, 49033,49035,49050,49054	Online	Dr.E. Krishna Rao Regional Director(i/c)

**Dr. E. Krishna Rao**  
**Regional Director(i/c)**  
IGNOU Regional Centre, Mumbai

## **Exam Centre wise details of arrangements in the context of COVID19 pandemic**

### **Exam Centre 1601(KJ Somiya College of commers and arts)**

- Temperature of the student appearing for the exam is checked regularly.
- Sanitizer stand is placed near the entrance of the college for the students.
- Sanitizer Machine and Hand Sanitizers are made available near the exam rooms.
- Social distancing is maintained in the examination room.
- College is making sure that students and invigilators are wearing the mask and following the covid- 19 norms. .
- Students who have a cold and cough have been seated in a separate room for the examination.
- Classrooms, benches, and desks are being cleaned and sanitized regularly.
- Students are allowed to enter and exit the examination centre in queues.
- Filtered water is provided in each classroom for the students.
- To ensure the safety of the students and to avoid the crowd, the college is writing the seating arrangement of the students on the board.
- Direction board is also provided for the students to avoid rush and crowd.
- Two separate entrances are open to avoid crowding.

### **Exam Centre 1603(Sathaye College)**

IGNOU exam centre1603 trained all Invigilators and supporting staff to assist and undertake the work related to safety and health to prevent an outbreak of the pandemic in their campuses. All Safety measures including sanitization of classrooms as well as sanitization at the entrance of the college, thermal screening at the entrance of the college, ensuring physical distancing, face-cover/mask wearing, respiratory hygiene and hand-hygiene etc. maintaining in our centre IGNOU 1603. Proper sanitization at all learning sites should be ensured. Cleaning and regular disinfection of frequently touched surfaces (door knobs, elevator buttons, hand rails, chairs, benches, washroom fixtures, etc.) to be made mandatory in all class rooms, parking areas, other common areas etc. before the beginning of classes and at the end of the day. Teaching materials, computers, laptops, printers, shall be regularly disinfected with 70% alcohol wipe. Sitting places in classes, laboratories, computer labs, libraries etc. should be clearly marked, keeping in view the norms of physical distancing. At least one seat should be left vacant between two seats. Adequate arrangements for safe drinking water should be made on the 3<sup>rd</sup> Floor near the examination venue

provided 2 face covers masks, and personal sanitizer bottle to each Invigilator. Wearing of face cover/ mask by all students and staff should be made compulsory. Proper cleanliness should be maintained inside the entire campus as well as in the classrooms also. An adequate supply of water intoilets and for hand- washing is supervised every day.

Posters and stickers are pasted at appropriate places in the campus to create awareness about the risk of infection from Coronavirus.

### **Exam Centre 1615(Tarapur Vidyamandhir)**

We are following COVID 19 PROTOCOL as per the directions of Government of India.

- Temperature checking at the gate point,
- compulsion of mask,
- keeping sanitizer for the students,
- maintains social distance and sanitization of classes on every day.

### **Exam Centre 1632(MES Pillai College)**

We are following COVID 19 PROTOCOL and made all required arrangements to conduct JUNE 2021 term end examination smoothly. Which includes;

- 1) Temperature checking at entrance gate by security peoples for each candidate coming to exam centre.
- 2) Compulsion of wearing masks during examination.
- 3) Seating arrangements are displayed to entrance gate for students.
- 4) Seating arrangements also displayed class room wise to each class.
- 5) Keeping sanitizer bottles near to class rooms for students and staff.
- 6) Adequate spacing in seating arrangements in each class rooms.
- 7) Daily sanitizing all class rooms used for examination.

#### **Exam Centre 49018(Peoples Education Society)**

With due respect, 49018 would like to inform that we are following all the SOP's guidelines strictly. We have stuck, NO MASK NO ENTRY Pamphlet on the entrance gate and the exam hall rooms. "Mobile is strictly prohibited". We have displayed sitting arrangement on three places i.e. main gate, near hall and on the side wall of Exam Hall. We have made alternate sitting arrangement with proper distance. Temperature is checked daily and Exam is commenced daily on time.

#### **Exam Centre 49033(BMN College of Home science)**

- College Strictly follows Covid-19 precaution measures from the college gate itself. Two Watchman's are deputed at the college gate to check students body temperature and to sanitize hands
- All the exams rooms are sanitized before and after conducting exams
- Sanitizer bottle kept near all the exam rooms door so students sanitize their hand before entering the exam room (Sanitizing twice)
- Each floor only two rooms were allotted as exam rooms.
- Supervisors are informed continuously to wear face mask and sanitize their hand during regular intervals and also ask supervisors to tell students to wear the mask during the exam and till they were in the campus.
- College provide Supervisors face mask and hand gloves daily.
- Our principal checks all the Exam rooms through CCTV Camera from her Cabin.
- Campus manager with his assistance regularly monitor that students should not gather in one place or in Lift.

#### **Exam Centre 49050(Sevasadan College of Education)**

In our exam centre the IGNOU TEE June 2021 has been conducting smoothly as per laid down norms and SOPs.

**Display of seating arrangement-** The seating plan of the room and courses are displaying in the entrance of the gate itself and the corresponding rooms.

**Thermal Checking-** All the staff and examinees are monitored through thermal screening at the entry of floor gate. Wearing of MASK is compulsory to all.

**Foot operated Sanitizer vending, Tap and Room sanitization** - In every floor and toilet the foot operated tap and sanitizers are made available and all are using. The exam rooms and other places are sanitized twice in a day.

**Seating arrangement in rooms-** In our centre examinees are seated by following the SOPs and enough space is provided between them in all direction.

#### **Exam Centre 49054(Chandrabhan Sharama college of arts, commerce and science)**

As per the instructions from Regional center, our college follows all the norms for conducting Exam.

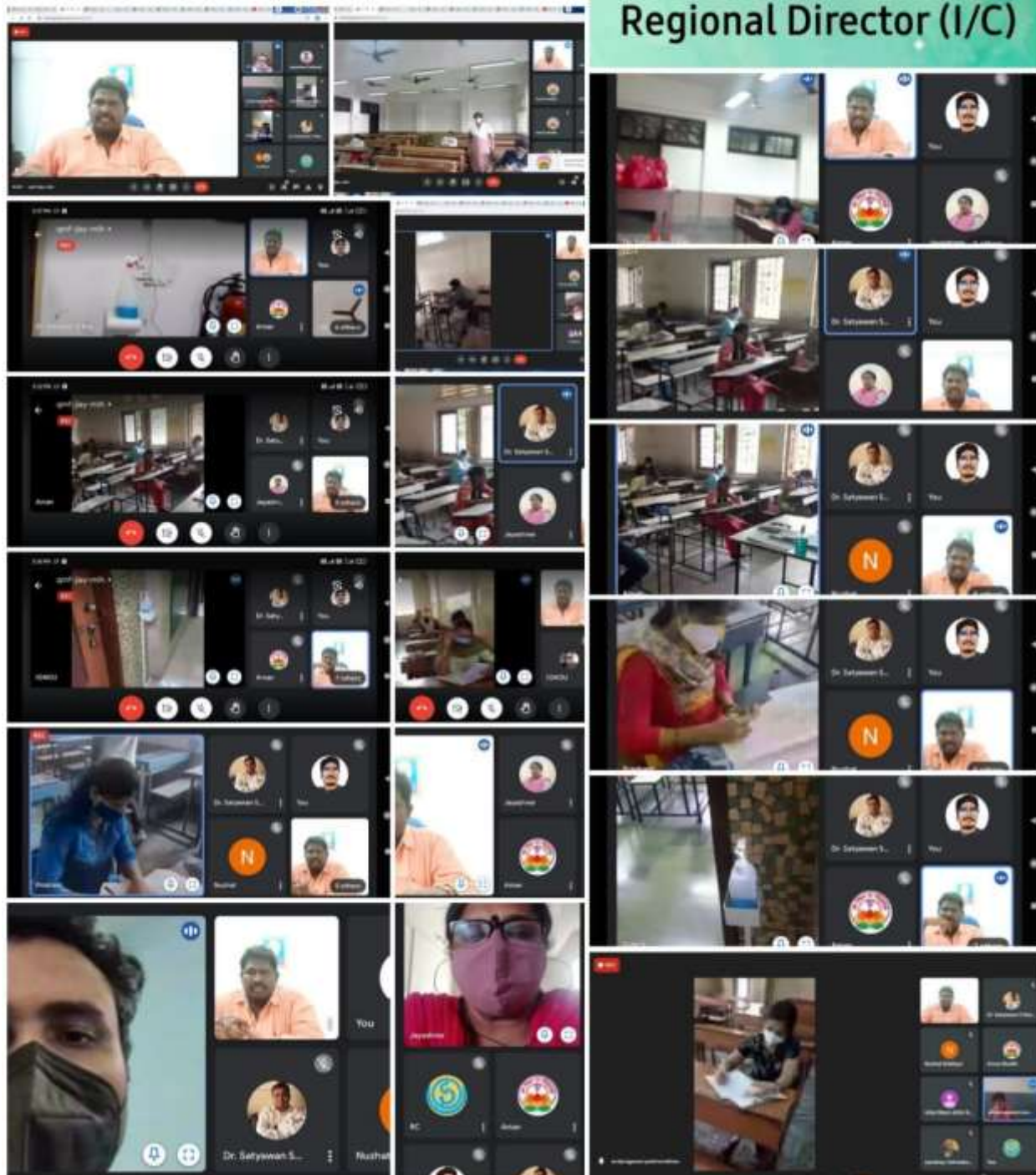
- 1) Temperatures checked at the Entrance of the College, Proper security arrangement
- 2) Sanitizer stand install at Ground Floor for students

- 3) Students not allowed without mask in Classroom
- 4) Seating Arrangements done with proper social distancing
- 5) Invigilators follow proper norms of Covid-19
- 6) After the Exam, in Every Session Room are sanitized.
- 7) Wash room Area and Drinking water are properly arranged for students.
- 8) Sanitizer stand kept at Entrance of each class room.

**-----End of the Report-----**

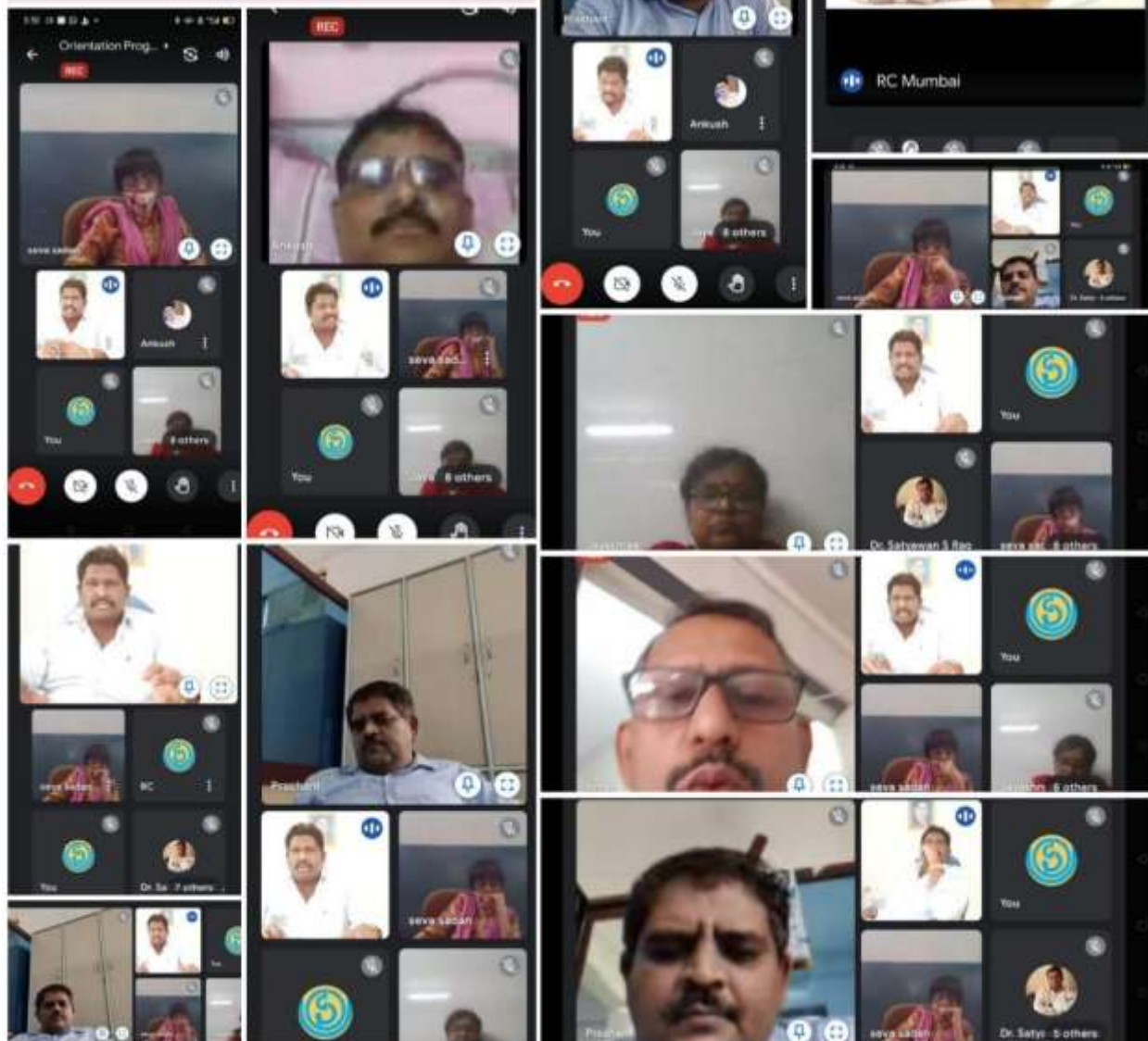


## Virtual Monitoring Of TEE June 2021 By Regional Director (I/C)





## Orientation Programme for Exam Centre Superintendent - TEE June 2021



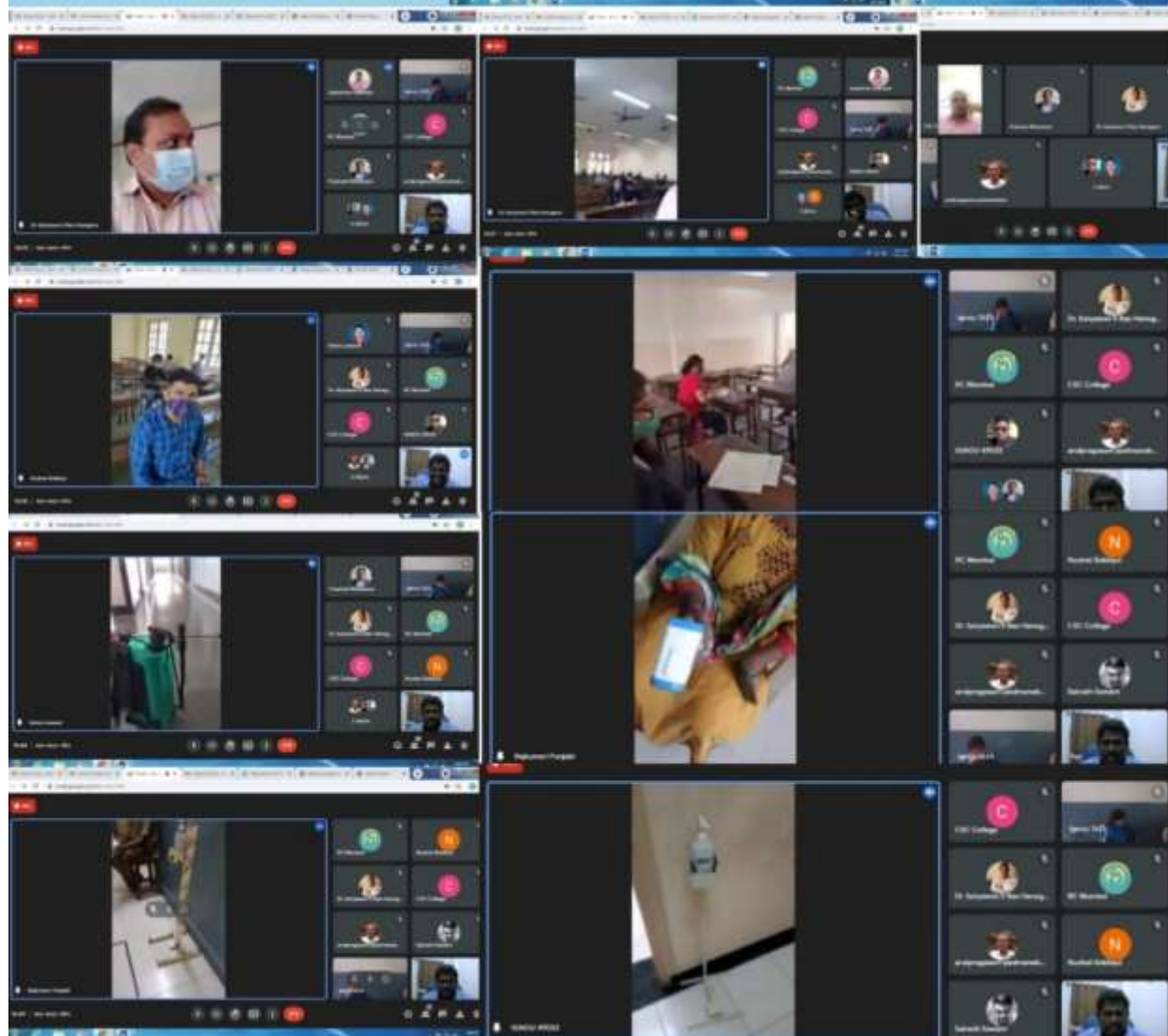


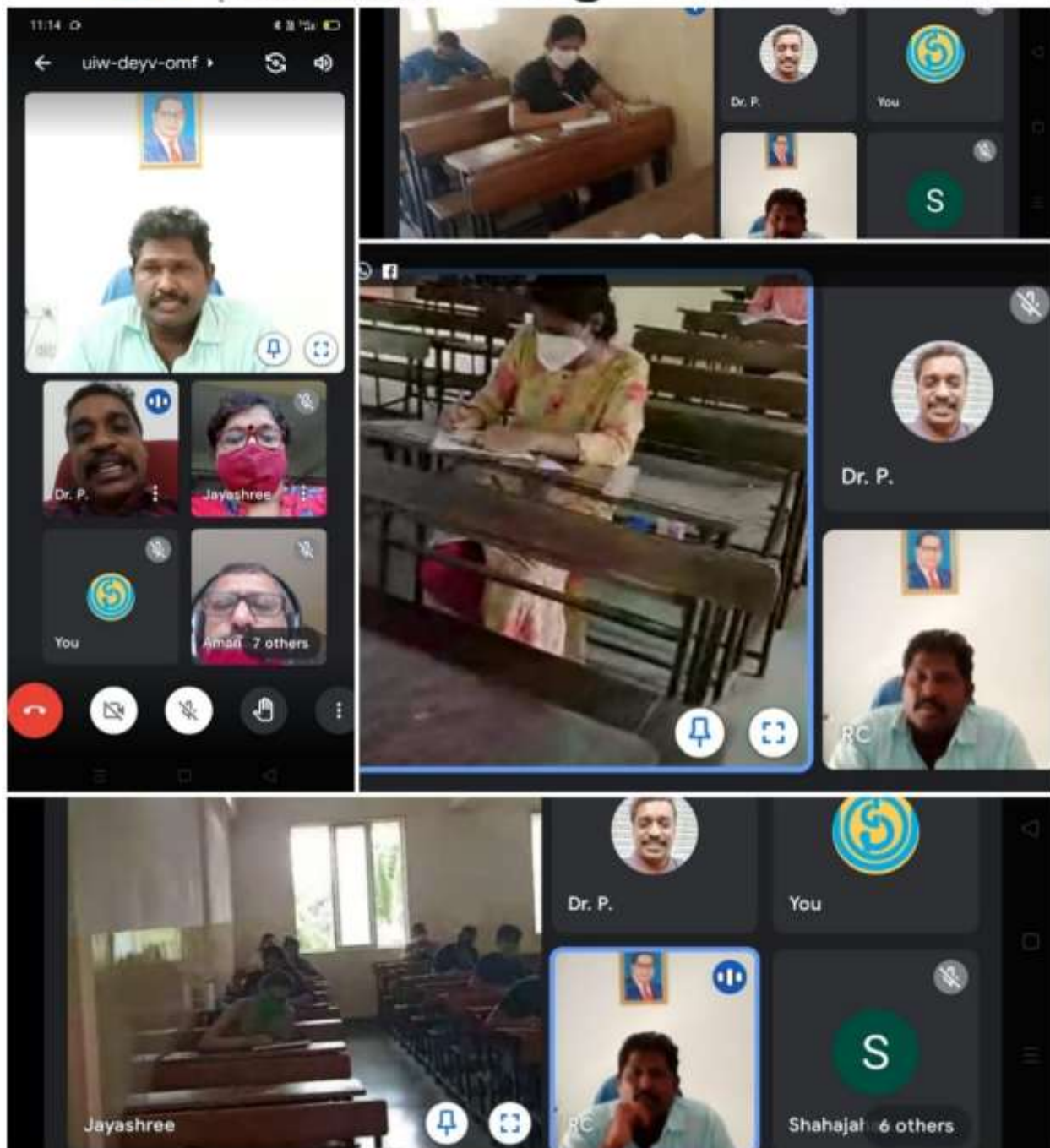
## Monitoring of Examination Centre TEE June 2021



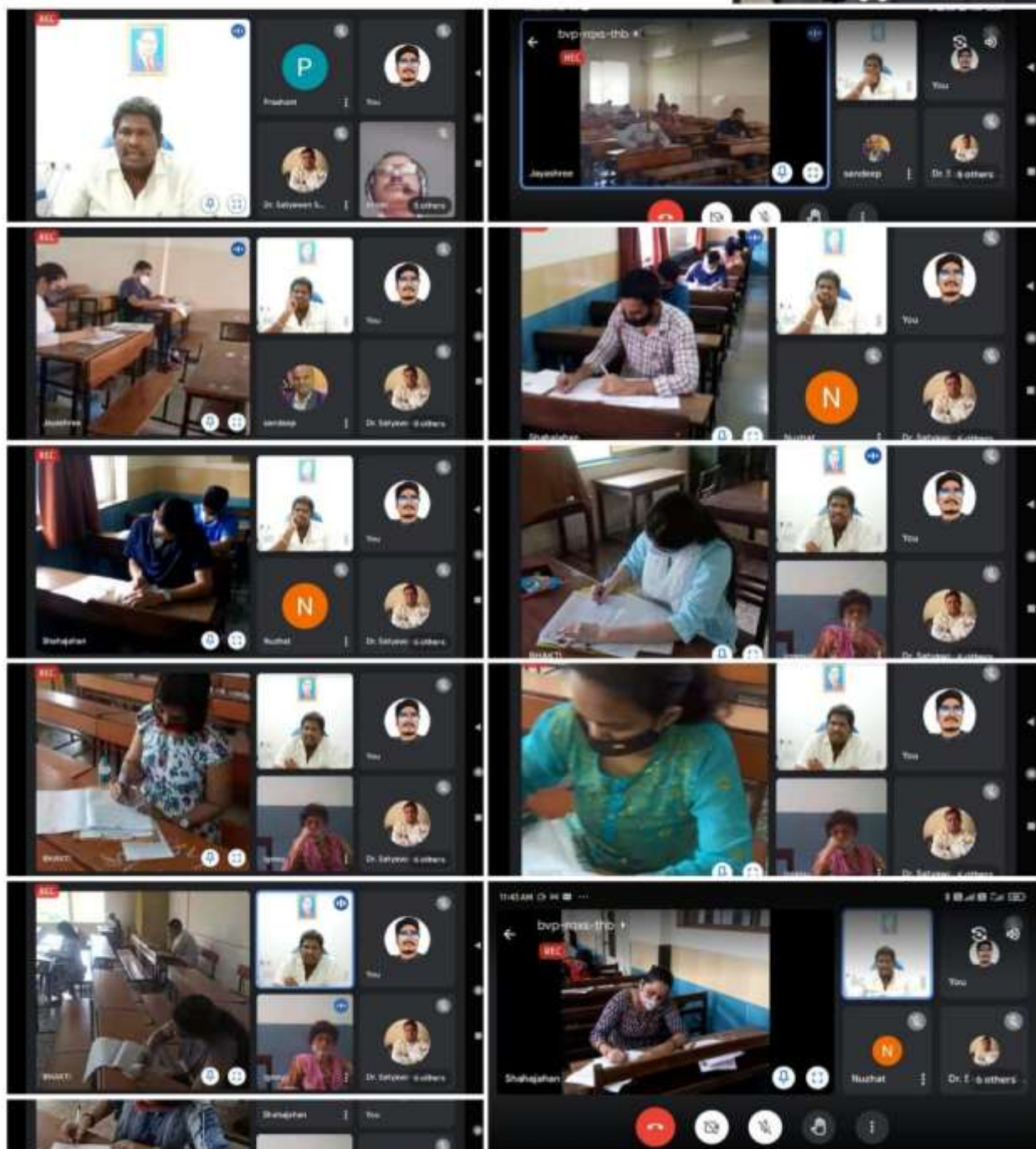


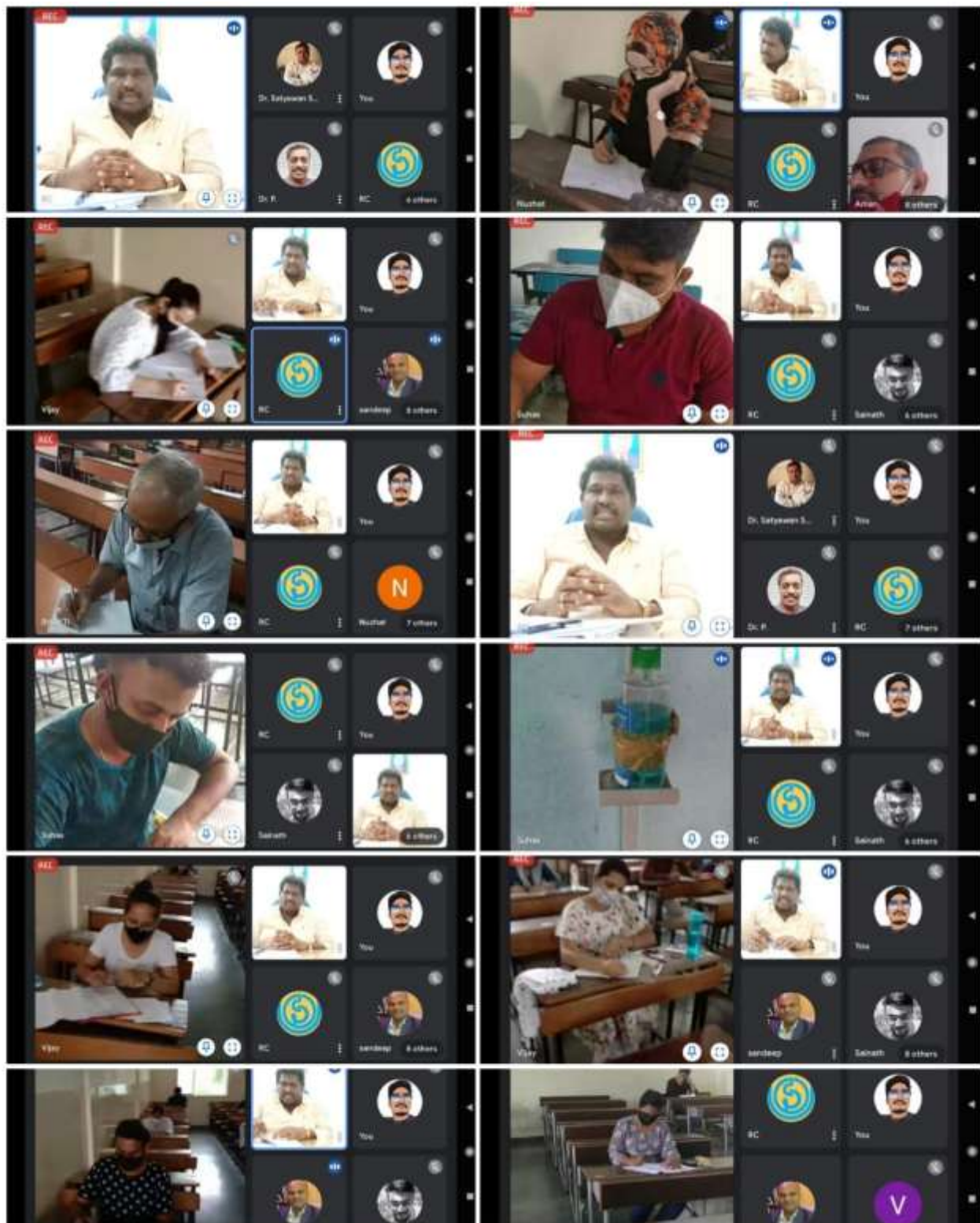
**Monitoring TEE June**  
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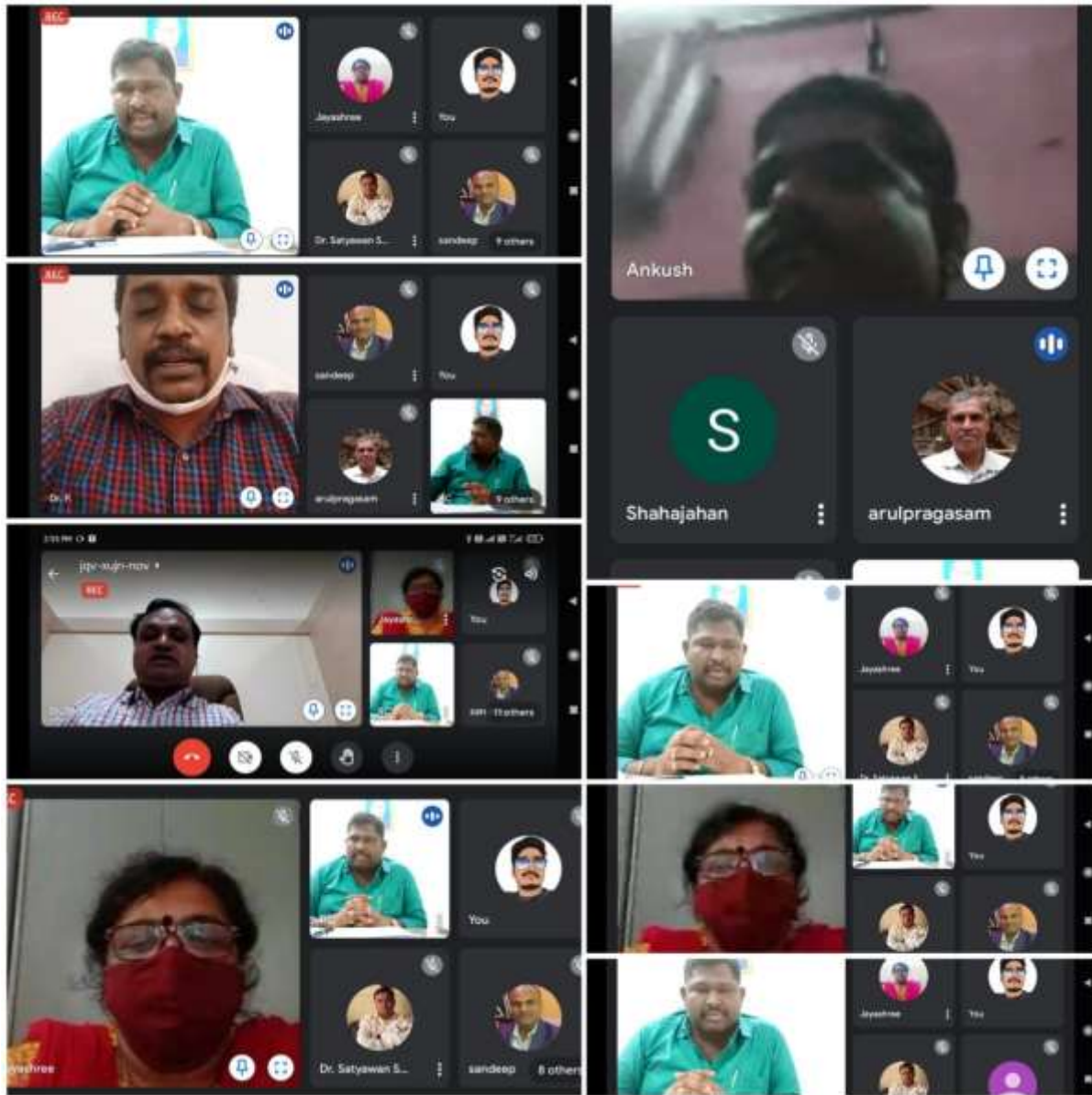












**Thank You !!!**