

**GOVERNMENT OF KARNATAKA  
DRUGS CONTROL DEPARTMENT**

No. DCD/BEA/APR-15/ EXAM/01/2014-15

Board of Examining Authority,  
Govt. College of Pharmacy  
Building, 3<sup>rd</sup> Floor,  
Subbaiah Circle,  
Bangalore-560 027  
Date: 30.03.2015

**IMPORTANT INSTRUCTIONS TO THE PRINCIPALS OF ALL PHARMACY COLLEGES &  
EXAMINATION CENTRES**

- a) Principals of Constituent colleges are requested to send invigilators at the ratio of 1:20 students to their respective examination centres; failing which it will be viewed seriously.
- b) It is the prime responsibility of the examination centres to depute deputy chief superintendent, observer and examination squad for a smooth conduction of the examination by the Board, who have not furnished the details of the three categories, mentioned above; their examination centre may not be considered for future examinations for a minimum of **four exams**. Those who furnished all the detail will be appreciated the by the Board.
- c) Principal of each centre is asked to inform the staff deputed by them to be ready to move to various other centres, as the orders are getting ready and would be sent to them shortly. If any of the deputed staff, fails to report for examination duty, their examination centre will not be considered for future examinations for a minimum of **six exams**.
- d) Please keep looking for the instructions every day and follow them, as trail runs are being made.
- e) Do not waste the Bar-coded answer booklets of absentees. They have to be used in the beginning of the next session or Block-A, etc. and then use the serial no. The absentee's booklets of the afternoon session of 11<sup>th</sup> April 2015 only to be crossed and send back the unused Answer booklets to the Board along with the last bundle of answered booklets of 460(Hospital and Clinical Pharmacy)
- f) Mix the students in each block in the ratio of 5:5 of different colleges, when attached.
- g) No student is allowed to enter the examination hall after issuing the Question Paper and should not allow the student to leave the hall within half an hour with question paper, invigilator has to collect back the question paper and allow them to leave the hall after 9.30am & 2.30pm.
- h) Students have to sit in their allotted seats twenty minutes prior to the scheduled time of examination and enter the details on the second sheet. After verification, the invigilators are asked to affix their signatures.

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MEMBER SECRETARY  
BEA, B'lore

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CHAIRMAN  
BEA, B'lore