

**Confidential**



**SCRUTINEER**

From  
**The Controller of Examinations,**  
University of Calcutta

[ In replying, please quote the  
number and date of this letter ]

Senate House,  
kolkata  
No. Gen: 13/TH/ECO/CC-9/SCRU/0005  
The 08-September-2023

To,  
PROF. SRIPARNA BISWAS  
(DEPARTMENT OF ECONOMICS) NABA BALLYGUNGE MAHAVIDYALAYA  
Res: 27D, BABURAM GHOSH ROAD, KOLKATA-700040  
  
9830749912  
sriparna\_75@yahoo.co.in

Dear Sir / Madam

I have the honour to inform you that you have been appointed pre-publication scrutineer for the academic year: 2023

**B.A/B.Sc Sem IV HONOURS Examination 2023 (under CBCS) SYLLABUS: 2018-2019 CSR-12/18**

**ECONOMICS Paper - ECOA CC-9 INTERMEDIATE MACROECONOMICS-II - Batch: 1**

**Your duties as a scrutineer will be:**

- 1) To see
  - (i) Whether each answer has been marked.
  - (ii) Whether any candidate has been given credit for more than the requisite number of questions, if answered by him/her.
- 2) To check the total marks allotted to each script.
- 3) To verify the transcriptions of marks in the award slips from the answer scripts and make necessary corrections, if required.
- 4) To rectify wrong total in the scripts and make necessary corrections, if required, in award slips also.
- 5) To check whether any candidate has answered excess questions and to cancel the marks obtained in such answers.
- 6) To send the marks properly arranged subject-wise and paper-wise in sealed cover to the "Computer Cell" 2nd floor, Darbhanga Building, C. U. College Street Campus (only in case there is no Head Examiner / Co-ordinator).
- 7) In case unmarked answer/answers is/are found the script/scripts be returned to the concerned Co-ordinator / H. E. / to the Controller of Examinations (in case there is no Co-ordinator /H. E.) with a report mentioning the questions nos, answer/answers to which has/have been kept unmarked.
- 8) To return the scripts not signed by the examiner to the Co-ordinator/H. E./ to the Controller of Examinations (in case there is no Co-ordinator/H. E.) with a forwarding letter.
- 9) In case there is a Co-ordinator / H. E. , he/she may be contacted immediately after getting the appointment letter.

A scrutineer should on no account go beyond the limit of his/her duties specified above for assigned by the concerned H. E. / C. O. Each correction, if any, must be signed.

All matter relating to the scrutiny work should be treated as strictly confidential.

**Name of Head Examiner / Co-ordinator:** GARGI BASU  
**Phone No. / Mobile No :** 9836996320  
**Email Id :** gb.economics@sajaipuricollege.ac.in

University Telephone No.:  
  
2241-0071 ( two lines )  
2241-4984 ( three lines )  
2241-4989 ( two lines )  
2241-2850 ( two lines )  
2257-0030-Direct General Section  
2219-0176-Direct A. P.(Major) Section

**A. P.(Major) : Ext No. 244**  
  
**General : Ext. NO. 296 & 252**  
  
**Computer Cell-I : Ext. No. 230**  
  
**Computer Cell-II : Ext. No. 418**

Yours faithfully,

Controller of Examinations (Acting)