

JHARKHAND UNIVERSITY OF TECHNOLOGY

(Established by Jharkhand University of Technology Act 2011)



Examination Regulation for

B.TECH. PROGRAMMES

With effect from

ACADEMIC YEAR 23-24

Contents

1. INTRODUCTION.....	3
2. ACADEMIC CALENDAR.....	3
3. ADMISSION.....	3
4. ATTENDANCE.....	4
5. COURSE STRUCTURE.....	5
6. REGISTRATION.....	5
7. EXAMINATION.....	6
8. GRADING OF PERFORMANCE IN EXAMINATION.....	7
9. RECORD OF ACADEMIC PROGRESS.....	7
10. GRADUATION REQUIREMENT:.....	8
11. GRADES AFTER COMPLETION OF COURSE.....	8
Punishment:.....	10

1. INTRODUCTION

The provisions contained in these ordinances govern the conditions for policies and procedures for admission in B.Tech. programmes, course structure, conduct of examinations and evaluation of student's performance leading to the degree of Bachelor of Technology (B.Tech). These Ordinances may be revised, updated, amended or modified from time to time through appropriate approval from the vice chancellor/Academic Council, Jharkhand University of Technology (JUT), Ranchi.

1.1 Disciplines: This regulation will be applicable to all the disciplines offered in B.Tech programme as on date.

New disciplines may be added in the future with approval of the Academic Council and Executive Council, Jharkhand University of Technology, Ranchi.

1.2 The provisions of these ordinances shall also be applicable to any new disciplines that will be introduced from time to time and added to the list in Section 1.1.

1.3 Any clause of these ordinances may be changed, as and when required, by approval of the Academic Council of the Jharkhand University of Technology, Ranchi.

2. ACADEMIC CALENDAR

2.1 The academic session is divided into two semesters each of a duration of approximately 90 days having a Monsoon semester and a spring Semester. Each semester shall normally have teaching for 72 to 90 days. Total duration of B.Tech Programme shall be four years, each year comprising of two semesters. The B.Tech programme must be completed within 7 years (i.e. 14 semesters) while for students admitted through lateral entry it is 5 years (i.e. 10 semesters). However as per the NEP-2020 guideline there will be multiple entry and exit option as per the regulation of the course and the same is adopted here as and to the extent required.

2.2 The Jharkhand University of Technology, Ranchi will approve the academic calendar consisting of a schedule of activities for a session inclusion of dates for registration, Mid-semester and End-semester Examination; inter-semester breaks. It will be announced at the beginning of the semester. The academic calendar shall usually provide for at least 90 working days (including examination dates) in each semester, excluding holidays and days when classes are suspended.

3. ADMISSION

3.1 Admission to all course will be made in the Monsoon Semester of each session at the first Year I semester/the Second year III semester (lateral entry) level through the entrance examination conducted by Joint Entrance Examination (JEE)/ Joint Seat Allocation Authority (JoSAA); and lateral entry through the Jharkhand Combined Entrance Competitive Examination Board (JCECEB). However, private engineering colleges will

6-2
follow the AICTE/Government policy for admission. The basic qualification for entry in both levels will be as per AICTE norms.

Basic qualification for admission to all B.Tech. Courses in the first year/ second year through lateral entry will as per the norms of the AICTE/ State Government.

- 3.2 The Institute reserves the right to cancel the admission of any student at any stage of his career on grounds of unsatisfactory academic performance, irregular attendance in classes of indiscipline. (Annexure I)
- 3.3 At the time of admission, the student is required to provide the following documents:
 - a) A certificate for proof of age (10th Board certificate)
 - b) Pass certificate of the qualifying examination.
 - c) College/school leaving certificate. [CLS/SLC]
 - d) Migration certificate(if applicable)
 - e) 02 recent passport size colour photographs.
 - f) Allotment letter of the seat from JoSAA/JCECEB, Board, Ranchi
 - g) Other relevant certificates, if any.
- 3.4 The student is also required to fill up prescribed forms for registration in the Jharkhand University of Technology, Ranchi.
- 3.5 A provisional admission may be permitted if any of the certificates is not produced, except CLC/SLC/Migration and the rest has to be submitted on any other date to be fixed by the institute.

4. ATTENDANCE

- 4.1 For appearing at any semester examination a student must attain a minimum of 75% of the lecture delivered in each theory and each sessional/practical paper. In case a student fails to secure 75% attendance due to valid medical or other grounds but was present on not less than 60% of the working days, may be permitted by the Director/Principal of the Institute /college.
- 4.2 The attendance shall be counted from the date of admission to the college or the start of the academic session, whichever is later.
- 4.3 Attendance sheet will be provided to every teacher for maintaining the monthly attendance of the students and same will be documented in a centralized manner by the Academic office of the respective institute. The principal of the concerned Engineering Institute will look after the whole process and shall produce the attendance record for inspection when required by an appropriate authority.

The marks for the attendance to be calculated as follows:

$$\% \text{attendance} = \frac{\text{Number of classes attended in a course}}{\text{Total number of classes taken in that course}} \times 100$$

Nh

And the marks of attendance would be as

Attendance%	75-80	80-85	85-90	90-95	95-100
Weightage	1	2	3	4	5

5. COURSE STRUCTURE

The curricula for the different degree programmes shall have the approval of the Academic Council and Executive Council of JUT, Ranchi.

6. REGISTRATION

6.1 Every student in an undergraduate programme is required to be present and register for each semester on the date fixed and notified in the Academic Calendar.

The registration process will have 3 components:

- The Physical presence of the student in the campus.
- Payment of semester fees including any unpaid dues of past semesters and
- Selection of courses/subject papers to be studied during the semester

6.2 Registration of students in each semester will be organized by the Academic Section of the Institute. The subject details will be verified by the faculty members of the respective Institute. Payment of dues will be verified by the Academic Section and Account Section. An appropriate semester registration form will be used for this purpose. A list of registered students along with subject details and any other relevant information shall be forwarded by the Director/Principal of the Institute/College to the Academic Section of the JUT.

6.3 A student who does not register till the date specified by the institute/ College/ University due to reasons beyond his control, may be permitted to register by the Dean/Director/Principal of the concerned Institute within the next 5 working days, on payment of a prescribed late fee. Thereafter late registration shall not be permitted, except in special cases, eg. a serious medical problem, a family calamity, etc, with the approval of the Dean/ Director/Principal. Late registration beyond 15 calendar days from the scheduled date of registration shall normally not be permitted. Only those students will be permitted to register who have

- Cleared all Institute and Hostel dues of the previous semesters.
- Paid all required prescribed fees for the current semester.
- Not been debarred from registering for a specified period on disciplinary or any other ground.
- Satisfied the academic requirements and not been struck off from the rolls of the Institute.

6.4 The registration of the students will be done on yearly basis from the University subject for fulfilment of the following conditions:-

- Earned at least 60 % (rounded off to the maximum) of the credit available in that year

Handwritten signature

- To pass a subject a student must obtain a minimum of 21 marks (30%) out of 70 in End Semester Examination and a total of 35% marks with the addition of internal marks.
- Pass marks in practical examinations and projects-50% of the total marks.
- The University will organise a special exam for the outgoing batch students only, to clear their back log papers.
- A candidate may be awarded grace marks up to a maximum of a total of 10 marks, in a maximum of four subjects but not more than three marks in any subject including theory papers, practical, project, seminar, industrial training, and /or aggregate marks in each academic year provided he/she can be declared to have passed the academic year by the award of these marks. The grace marks shall not be added to the aggregate marks.

6.5 A student who has been debarred from appearing at an examination either

- A student who has been debarred from appearing in an examination either as a measure of disciplinary action or for adopting malpractice in an examination, may register for the subject(s) as backlog papers in the following semester.
- Those who have been awarded grade I because of poor attendance or grade F because they failed may register for the subject(s) as backlog papers in the following semester.

7. EXAMINATION

Rubrics for Evaluation of Theory and Practical Subjects of NEP-2020 based syllabus of B.Tech. in Engineering/Technology

A. Theory Subject (Say Full Marks- 100)

- There will be external Examination conducted by University - 70 Marks.
- There will be internal evaluation of 30 Marks which comprises of followings-
 - 1st Mid Semester (when about 40% syllabus is covered) - 10 Marks.
 - 2nd Mid Semester (when about 40% syllabus is covered) - 10 Marks.
 - Two assignments/Class Tests each of 05 Marks (Avg. of Two) - 05 Marks.
 - Attendance in class - 05 Marks.

Total- 30 Marks

B. Practical Subject (Say Full Marks- 100)

- There will be external Examination conducted by University - 40 Marks.
- There will be internal continuous assessment of 60 Marks which comprises of followings-
 - Average of total experiments
 - Mark awarded for design and conduct of experiments - 06 Marks
 - Results - 06 Marks
 - Record submission in regular class - 06 Marks
 - Presentation and Viva-Voce - 12 Marks

Total-30 Marks

- Attendance in Lab - 10 Marks
- Model internal practical examination at the end of semester
(As per internal schedule, two marks for each experiment) - 20 Marks

Grand Total- 60 Marks

NK

8. GRADING OF PERFORMANCE IN EXAMINATION

As a measure of student's performance, an 8-scale grading system using the following letter grades and corresponding grade points per credit shall be followed:

Performance Letter Grade point per credit

Excellent	A+	10
Very Good	A	9
Good	B+	8
Fair	B	7
Average	C+	6
Pass	C	5
Fail	F	0
Incomplete	I	0

Method of Converting percentage marks to grades. The absolute grading system will be used as under. Percentage (%) of marks obtained with Letter Grade:

Percentage obtained /Status	Grade allotted
90 and above	A+
80 and above but less than 90	A
70 and above but less than 80	B+
60 and above but less than 70	B
50 & above but less than 60	C+
35 & above but less than 50	C
Less than 35	F
Incomplete	I

To earn academic credit in a subject, a student should get a grading of "C" or above. Where a prerequisite is specified for a course, a grading of C, or above shall be deemed as satisfying the prerequisite requirement.

9. RECOERD OF ACADEMIC PROGRESS

9.1 Credits shall be assigned to each subject for Lecture, Tutorial and Practical on number of contact hours. Thus in each semester there shall be one credit for one contact hour per week for Lectures and Tutorials, and two contact hours per week for Practical/Laboratory.

Courses like Environmental Science, Professional Ethics, Gender Sensitization lab, etc. Shall be mandatory but are non-credit courses.

9.2 Semester Grade Point Average (SGPA) shall be calculated as under:

$$SGPA = \frac{\sum \text{Respective Semester (Course credit X Grade point)}}{\sum \text{Respective Semester (Course credits)}}$$

The academic progress of the students in each semester shall be maintained in a grade card or transcript, wherein the Letter Grades awarded to students as well as the Grade Points secured by the students in the examinations, shall be entered.

9.3 The transcript was given to the students upon completion of their B.Tech program shall indicate the cumulative Grade Point Average (CGPA) which shall be calculated as follows

NK

$$CGPA = \frac{\sum \text{All Semester (Course credit} \times \text{Grade point) for all courses}}{\sum \text{All Semester (Course credits)}}$$

The CGPA shall be rounded off to one place of decimal. In case a student was awarded an 'F' grade in a subject and subsequently, the student again appeared in an examination for that subject and obtained a better grade, the earlier obtained 'F' grade shall be substituted with the better grade so obtained.

9.4 Credit Adjustment for Lateral Entry Programme

The students entering from the III semester through Lateral Entry Scheme from B.Tech. institutions will be awarded proportionate and equivalent credits and the calculation of SGPA and CGPA will be made from the III and IV semester respectively.

9.5 The university shall follow the following conversion between CGPA and % marks.

$$\% \text{marks} = (CGPA - 0.5) \times 10.0$$

There shall be the provision of a summer programme of 6 weeks duration during long vacations after completion of running regular semester(s) programme once in an academic calendar. There will be no formal classes under this Programme. The End-Semester Examination will be conducted by the Examination Department of JIIT Ranchi.

10. GRADUATION REQUIREMENT:

In accordance to the Credit framework regulation

11. GRADES AFTER COMPLETION OF COURSE

Marks	Passed with
70 % and above with additional 20 credits	First Class with Honours
60 % and above without additional 20 credits	First Class
35 % and above but less than 60% (CGPA not less than 5.0)	Second Class

Handwritten signature

Annexure-I

Penalties to examinees, staff and Intuition for various instances of malpractice

Sr. No.	NATURE OF MALPRACTICE	QUANTUM OF PUNISHMENT
01	Examinee/s making marks / signs, writing Roll Numbers, name or using any other means of disclosing identity with a clear intent of getting illegal / undue benefits.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
02	Examinee making an appeal to the examiner revealing both, one's name and address.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
03	Examinee writing in provocative or abusive and/ or threatening language in the answer-book.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
04	Examinee or his associate/s influencing the Examiner / Moderator/ similar Authority connected with the examination with a clear intent of getting illegal /undue benefits	Cancellation of full performance in the entire examination/s in which the examinee has appeared and debarring him from appearing in subsequent two examinations.
05	Examinee communicating or talking with another Examinee/s during examination session.	Cancellation of the result /performance of the guilty examinee in the subject during which examination candidate was caught
06	Examinee tampering with Answer-books of another examinee inside or outside the examination hall.	Cancellation of the result/performance in the current examination/s of the alleged examinee involved in such action and debarment from appearing in the next 2 examination/s.
07	Examinee caught during the Examination session while copying from the copying Material or Processing such material.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
08	Examinee found exchanging (giving or taking) answer books/ slips of paper with other examinee/s.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.

Min

09	Examinee 'X' found in possession of answer-book/ supplement of another Examinee 'Y' forcibly or without his (Y's) knowledge.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
10	<p>Impersonation:</p> <p>i) Examinee who impersonates.</p> <p>ii) Bonafide examinee who is impersonated</p>	<p>Following actions shall be taken:</p> <p>Cancellation of the performance in present examination/s plus debarment of</p> <p>a) Guilty examinee from appearing in the next three examinations provided he is a confide student of JUT, Ranchi. Further, he should be handed over to the police.</p> <p>b) Matter should be communicated to the employer of the impersonating examinee, provided he is employed and not a Bonafide student of JUT, Ranchi.</p> <p>c) In case the examinee is unemployed and is a student undergoing education with examination authority other the JUT, Ranchi. The information should be given in writing to the concerned examination authority.</p> <p>Cancellation of the performance of such examinee in current full examination plus debarment from appearing in the next three Examinations. Further, he should be handed over to the police and FIR be lodged against the examinee by the Centre Superintendent of the examination centre.</p>
11	Examinee found inserting previously written pages smuggled in from outside, in the answer book	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
12	Examinee found with answer-book/s having two different handwritings, one of the examinee's own and the other of a different Person.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.

Na

13	Cases of mass copying during the examination period, reported from examination centre.	Result of examinee/s involved is to be Withheld for conducting inquiry. Punishment shall be awarded as deemed fit on scrutiny of enquiry report.
14	Cases of copying /mass copying reported by the examiners from Evaluation Centre.	Result of the involved examinees to be With held for conducting inquiry. Punishment shall be awarded as deemed fit on scrutiny of enquiry report.
15	Examinee-attaching currency notes to their answer-book with/ without a request to examiners to assess their answer-books favorably.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
16	Examinee throwing the question paper to the other examinee, after writing the answer/s on it.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
17	Examinee destroying his own answer book or supplement/s.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
18	Examinee smuggling out his own answer book or supplement or blank answer book/s and/or supplement/s.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
19	Free copying or using unfair means, with or without connivance of the management by a group of two or more examinees, during an examination session.	Cancellation of the result /performance of the involved examinees with their debarment from appearing in next one examination along with the punishment as deemed fit on scrutiny of enquiry report.
20	Examinee attempting to send Question Paper out of Examination hall.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.

NA

21	Examinee possessing any weapon, explosives, narcotic drugs and alcoholic drinks in examination hall or bringing any of them in the examination hall or causing any kind of violence in the examination hall.	Cancellation of the result / performance in current examination/s and debarment from appearing in the next five examination/s. A complaint should be lodged with the police by the Officer-in-charge of examination.
22	Examinee possessing mobile phone or any electronics communication gadget or I-pod or any similar device in examination hall.	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
23	Tampering with the certificate of marks or their copies and any other documents issued by JUT, Ranchi.	Cancellation of performance in the examination and debarment of the examinee for next five examinations and filing Police complaint by the concerned Institute/authority against the candidate involved in such activities.
24	Doing mischief or causing deliberate disturbance in examination process (e.g. frequent changes of ink, changing handwriting or its style without permission of Invigilator or Other similar acts).	For the first offence the candidate particular paper will be cancelled. For subsequent offence the candidate will be expelled for one year.
25	All other cases not covered above shall be dealt independently on the basis of merit of the cases reported to JUT, Ranchi.	All such cases to be placed before Duly constituted Committee and punishment be awarded as deemed fit.

NOTE: Cancellation of the performance of current examination means cancellation of the entire performance of that examination. If the examinee has appeared in more than one examination simultaneously, as regular / ex-student and has been found guilty in one of the examinations, his performance in all such simultaneous examinations shall stand cancelled. The term granted to the alleged examinee and sessional / practical / test & assignment marks etc. allotted to him shall remain unaffected, unless specifically cancelled by the penalty awarded.

Further, the candidate shall not be allowed to join any course of the University during the period of punishment.

A police complaint may be lodged against an examinee or a person who is found involved in destroying or attempting to destroy the evidence of the malpractice or answer book / and or supplement or any relevant document.

Handwritten signature

5/8

Annexure II

**PENALTY/PUNISHMENT FORMAL PRACTICE & NEGLIGENCE IN
THE PROCESS OF EXAMINATION BY EMPLOYEES**

Type of Malpractice/ Negligence

- A) Delay in submission of the necessary documents required for declaration of result, issue of B.Tech. Certificates, Preparation of pre-examination documents etc.:**

The cases in this type are delay in submission of mark foils of test, practical, sessional, project and / or theory as well as main seating charts and any other such relevant document which affects the matter as stated above.

Punishment/penalty in above cases:

- 1) Debarring the concerned persons from the JUT, Ranchi work for one year.
- 2) With holding & forfeiting entire remuneration of concerned persons for that examination. If remuneration is already paid, it shall be recovered from concerned person/s.

- B) Submission of documents within correct or false information:**

In this type of malpractice, the cases include scratching the serial number on mark foils and putting different serial numbers to the mark sheets, scratching the proper subject code on the mark foils and putting wrong subject code, filling the marks of candidates in improper mark foils, giving marks to the candidates without conducting the sessional/test examinations, putting the wrong noting on the mark foils, e.g. exemption instead of absent; disallowed instead of exemption; tampering with already written marks, intentionally changing marks etc.

Punishment/penalty in above cases:

- 1) Debarring the concerned Officer-in-charge for the work for two years.
- 2) Withholding & forfeiting entire remuneration of concerned persons for that examination. If remuneration is already paid, recovering the same from concerned person.

- C) Submission of forged & fabricated documents pertaining to the result Declaration, award of B.Tech. etc.:**

The cases under this category are such as filling the mark foils without conducting practical, or any other type of prescribed examination; giving marks for continuous assessment without maintaining proper records prescribed by JUT, Ranchi from time to time; intentionally giving /

nh

awarding marks more than the maximum marks to some of the candidates to create confusion in JUT, Ranchi work; Roll number or making some kind of marking on answer books, deliberately neglecting the wrongly recorded roll number on the answer books by the candidate and accepting the answer books to create trouble in further processing; issuing orders to the examiners other than those appointed by JUT, Ranchi for conducting practical examination, without any information to JUT, Ranchi; deliberately marking examinee who are present for examination as absent in the records of practical examinations; Ranchi and managing for the favorable allotment of marks to the examinees; admitting examinees to the examination without valid hall tickets or without any receipt for payment of examination fees; allowing examinees to examination without submission of examination form and/ or fees; deliberately avoiding the signature on answer books by the invigilators during the conduct of examinations to cause trouble to the examinees.

Punishment/Penalty:

- 1) Debarring the concerned Internal & External Examiner from JUT, Ranchi work for Two years.
- 2) Forwarding all such cases to Government/Employer for further suitable action.
- 3) With holding & for feiting entire remuneration of concerned staff forthat Examination. If remuneration is already paid, recovering the same from the concerned persons.

D) Breach of Rules or Instructions:

In cases of non-maintenance of the record of continuous assessment and awarding the sessional/ test marks, practical marks, etc. at will, without following the norms given by JUT, Ranchi; breach of rules / instructions by internal and external examiners; not following the scheme prescribed by JUT, Ranchi for a particular course; not maintaining the record of blank answer books and other examination stationery provided to the Institution; attempting to motivate candidates to create indiscipline; to support misconduct during the course of examination at examination centre; to

Nh

276

threaten the examination staff such as Controller, Flying squad member / s; causing physical violence to examination staff & damaging property; submitting wrong documents or not submitting the documents to clear the withheld results and motivating candidates to rush to the JUT, Ranchi Office & cause disturbance in office work; not submitting the examiner's mark foils in the prescribed time period given by the JUT, Ranchi. Following Punishment/Penalty/Penalty will be applicable.

Punishment/Penalty:

- 1) Debarring concerned staff of Institute including Principal / Head of Institute etc who are involved in such malpractice from JUT, Ranchi work, for a period of minimum two years.
- 2) Demanding affidavit from management giving undertaking that due care shall be exercised to avoid recurrence of such events in future.
- 4) Forwarding all such cases to Government/Employer for further suitable action.
- 5) Withholding & forfeiting entire remuneration of concerned staff for that Examination. If remuneration is already paid, recovering the same from the concerned persons

E) Nature of Malpractice observed in the Assessment Centers:

The cases under this category are:

- 1) Breach of Government Resolution/s, rules, instructions by the examiner assessing answer book/s, amounting to malpractice/misconduct
 - 2) Not maintaining consistency in the assessment of the answer books; leaving certain questions un-assessed; deliberately making mistakes in summing up the marks; allotting marks arbitrarily and freely, without actually assessing the answer paper.
 - 3) Reporting as "No Change" without actually carrying out due verification.
 - 4) Incorrect transfer of marks from inner pages of answer books to their face sheets.
 - 5) Not transferring marks correctly from the face sheets of answer books to examiner's mark foils.
 - 6) Not duly putting his initials for the corrections in allotted marks, made by the examiner, either in mark sheets or answer books.
 - 7) Assessing the answer books without knowledge of the subject.
 - 8) Intentionally reporting change in marks in verification even though there is no change in marks to give undue benefit to candidate.
- Nh*

Punishment / Penalty: -

- 1) Debarring the concerned examiner/s & staff for 1 to 3 year period considering extent of negligence / malpractice.
- 2) Submitting the matter to the Government/Employer with recommendations of taking severe action against the concerned person, by the appropriate authority.
- 3) Withholding & forfeiting entire remuneration of concerned persons for that year. If remuneration is already paid, it shall be recovered from concerned persons.

F) Unfair practice, breach of rules and breach of instructions by the Evaluation Director:

The cases under this category are:

- 1) Loss of answer books, changing the examination seat numbers of the candidates, hiding or removing the content from the answer papers or adding to the contents to answer book
- 2) Not maintaining the statistical record of answer books received at Evaluation Centre, (assessed / un-assessed).
- 3) Not appointing Head Examiner for checking the total and transfer of marks from the answer books to mark foils.
- 4) Not moderating the initial sample of the new examiner, appointing inexperienced examiner without observing the quality parameters prescribed by JUT, Ranchi.
- 5) Not moderating the initial sample to judge in depth, knowledge of the examiner about the subject concerned, not moderating samples at the end or during the course of assessment for ensuring maintenance of consistency in the assessment by the examiner.
- 6) Not submitting the examiner's mark sheets in the prescribed time period to JUT, Ranchi.
- 7) Not following the quality assurance parameters as prescribed by JUT, Ranchi during the process of assessment of answer books.

Punishment/Penalty:-

- 1) Warning to the Evaluation Director to follow JUT, Ranchi norms.
- 2) Reporting the matter to Government/Employer for appropriate action against the concerned persons for not following Quality Parameters prescribed by JUT, Ranchi.
- 3) Withholding & forfeiting entire remuneration of all concerned persons for that examination / year. If the remuneration is already paid, recovering it from concerned persons.

G) Breach of rules or breach of instructions amounting to malpractice by other staff such as supervisors, sealing supervisor etc in the Evaluation Centre:

The cases under this category are:-

- 1) Loss of answer books, changing the examination seat numbers of the candidates, hiding or removing the content from the answer papers or

Ne

adding to the contents to answer book

- 2) Not maintaining the statistical record of answer books received at Evaluation Centre, (assessed / un-assessed),
- 3) Not submitting the examiner's mark sheets in the prescribed time period to JUT, Ranchi.

Punishment/Penalty:

- 1) Debarring the concerned persons for period of 1 to 3 years from JUT, Ranchi work.
- 2) Reporting the matter to Government/Employer for taking appropriate action against concerned persons & Institute.
- 3) Withholding & forfeiting entire remuneration of all concerned persons. If remuneration is already paid, it shall be recovered from concerned persons.

H) Not following the decision of JUT, Ranchi:

The cases of misconduct /irregularities in this type are:

- 1) Not following or implementing the decisions of JUT, Ranchi.
- 2) Avoiding the payment of financial penalty imposed on the Institute.
- 3) Consistently failing to create and maintain atmosphere conducive to smooth conduct of examination, in the institute.
- 4) Instigating the candidates to boycott or protest or cause disturbance in smooth conduct of examinations in the Institute
- 5) Non-cooperation with JUT, Ranchi or its officers or any person appointed by JUT, Ranchi

Punishment/Penalty:-

- 1) Consider institutes attitude as conflicting, challenging and arrogant towards JUT, Ranchi and impose additional administrative/financial penalty that JUT, Ranchi may impose after due consideration of report of the duly constituted committee.
- 2) Withhold the results of entire Institute for the present / current examination without assigning any reasons thereof.
- 3) Demand from the institute affidavit before "Executive Magistrate "stating that in future the Institute shall follow scrupulously all the Rules, Regulations, Norms, Quality parameters and instructions given by JUT, Ranchi.

Nishant Kumar