

**CIRCULAR**

Sub: SSLC Examination – March 2018 - Centralized Valuation -  
Application for Examiner ship –invited –reg.

Ref: Notification No EX/CGL (1) 38000/2017/CGE dated 25.10.2017.

The centralized Valuation of answer scripts of SSLC Examination March 2018 will be conducted from 05.04.2018 to 20.04.2018.

1. Applications are here by invited from eligible Government and Aided High School teachers those who are teaching in X<sup>th</sup> standard, for the post of Additional Chief Examiner and Assistant Examiners in their respective zones. Applications duly signed in the prescribed format should be submitted to the Head of the School by eligible teachers. Head of the School have to verify and enter the details in the applications in iExaMS portal through HM Login. After submitting the details of each teacher, the print out of the same should be generated. **The same copy will be available at the iExaMS DEO Login also.** A school level summary of application for Additional Chief Examiner and Assistant Examiners will also be available at iExaMS DEO login.
2. 54 Centralized valuation camps are arranged in 4 zones for the smooth conduct of valuation. In each zone, two centralized valuation camps will be held for English, Social Science, Mathematics and one each for other main papers. For Biology there are two camps each in North and South zone. Due to the shortage of teachers for valuation, all eligible High School teachers for Physics, Chemistry, Biology and English will be appointed as Examiners. However they will be given the freedom of choosing the convenient camp in their respective zone for which they will have to apply in the prescribed forms.
3. Please note that there will be no separate Valuation camp for IT paper as the theory paper (written) Examination will be conducted along with the practical examination as per the Order No. GO(Rt)/4610/2012/G.Edn dated 28.09.2012.
4. Govt Girls HS Chalai, Thiruvananthapuram is selected as the Valuation Camp for all Old Scheme except Old scheme Kannada (language), Kannada medium subjects.
5. Through iExaMS portal, HMs have to submit the details of all teachers (exemption to Special teachers who are taking classes in Std X. But for applying for the post of Additional Chief Examiner and Assistant Examiners, teachers should submit separate application to the Head of school.

## **ELIGIBILITY CONDITIONS**

1. Teachers who possess a Graduation/ Post Graduation with B.Ed in the respective subject and is handling classes for the same in Xth standard during the academic year 2017-2018 are eligible to submit application for valuation in that particular subject.
2. All Government School teachers who have completed a minimum of one year of service as H.S.A. on 01.06.2018 can apply for the post of Assistant Examiner. Those in Aided Schools can apply if they completed one year of approved service as on 01.06.2018.
3. Those who have completed a minimum of 15 years of service as HSA as on 01.06.2018 can apply for the post of Additional Chief Examiner. For Physics, Chemistry and Biology the minimum period is limited to 10 years and for English it will be 8 years.
4. For the subjects Physics, Chemistry, Biology and English valuation duty of all eligible teachers is compulsory. Hence, Head of Schools should ensure that all eligible in these subjects in their institution have submitted their details in iExamS. Any lapse in the part of Head of School will be viewed seriously. No relaxation will be allowed on any circumstances.
5. Print out of online application recommended and submitted by Head of School should be kept in the Office.
6. Particulars noted in the application regarding the period of service and number of chances of the teacher has worked as Additional Chief Examiner/ Assistant Examiner in the previous years should be verified by the Head of School with the supportive evidence such as Service Book and registers related to the SSLC examination in the school.
7. Preference will be given to teachers who attended invigilation duty in March 2017 Examination. During online registration, Head of Schools should mark whether the applicant had attended the invigilation duty in last year or not.
8. Teachers who satisfy the eligibility conditions should submit the duly signed application in the prescribed format to the Head of School
9. Online registration by Head of schools through iExaMS HM Login can be done from 21.02.2018 to 28.02.2018. Eligible teachers have to submit the duly signed application in the prescribed format to the Head of Schools on or before 20.02.2018.
10. School wise application details will be available to all DEOs through their iExaMS DEO Login.
11. Those who are due to retire from service on or before 30.04.2018 are not eligible for appointment either as Assistant Examiner or additional Chief examiner.
12. The teachers against whom any disciplinary action and had been initiated in the past years or those who have received memo, notice, charge sheet etc pending finalization of disciplinary action in connection with valuation of answer scripts in CV Camps are also not eligible to apply for valuation. Their applications should not be submitted through iExaMS on any account.

## **ZONALWISE ARRANGEMENT**

**(All papers Except Arabic, Sanskrit, Urdu and Tamil)**

Zone	Educational Districts
NORTH ZONE	Kasaragod, Kanhangad, Kannur, Thaliparamba, Thalassery, Wayanad, Vada kara, Kozhikode and Thamarassery
CENTRAL ZONE	Malappuram, Tirur, Tirurangadi, Wandoor, Palakkad Ottappalam and Mannarkkad
SOUTH CENTRAL ZONE	Chavakkad, Thrissur, Irinjalakkuda, Aluva, Ernakulam, Muvattupuzha, Kothamangalam, Thodupuzha, Kattappana, Kottayam, Pala, Kaduthuruthy, and Kanjirappally
SOUTH ZONE	Cherthala, Kuttanad, Alappuzha, Mavelikkara, Thiruvalla, Pathanamthitta, Kollam, Kottarakkara, Punalur, Attingal, Thiruvananthapuram and Neyyattinkara.

### **Valuation of Answer Scripts of Minor Languages**

#### **I-Arabic and Urdu Language**

Separate Zone arrangements are made for minor languages. Two Centralized Valuation Camps are arranged for the valuation of Arabic, Sanskrit and Urdu papers

Zone	Name of Camp	Revenue Districts
A	SRVMGHSS, Ernakulam.	Thiruvananthapuram, Kollam, Pathanamthitta, Alappuzha, Kottayam, Ernakulam, Idukki, Thrissur, Palakkad, Kozhikode, Kannur, Wayanad and Kasaragod
B	Govt. Achuthan Girls HSS, Chalappuram.	Malappuram

For valuation of Arabic and Urdu papers, teachers working in Malappuram Revenue District including those teaching Arabic in oriental schools should opt only at Govt. Achuthan Girls HSS, Chalappuram and teachers working in other districts including those working in oriental schools opt at SRVMGHSS, Ernakulam.

## **II-Sanskrit Language**

Zone	Name of Camp	Revenue Districts
A	SRVMGHSS, Ernakulam	Thiruvananthapuram, Kollam, Alappuzha, Pathanamthitta, Kottayam, Idukki, Ernakulam, Thrissur
B	Govt. Achuthan Girls HSS, Chalappuram	Palakkad, Malappuram, Kannur, Wayanad, Kozhikode, Kasaragod

In the case of Sanskrit, Teachers including those working in Oriental Schools of Kasaragod, Kannur, Wayanad, Kozhikode, Malappuram and Palakkad Revenue Districts should opt Govt. Achuthan Girls HSS, Chalappuram and teachers including Oriental Schools in other districts have to opt SRVMGHSS, Ernakulam, as the camp for valuation.

## **III. Tamil Papers**

Zone	Name of Camp	Revenue Districts
A	Camps arranged in South Zone (Govt. Girls HS, Chalai TVPM)	Thiruvananthapuram, Kollam, Alappuzha, Pathanamthitta, Kottayam, Idukki, Ernakulam, Thrissur
B	Camps arranged in Central Zone (GVGHSS Chittoor)	Palakkad, Malappuram, Kozhikode, Kasaragod, Kannur, Wayanad

This year, two valuation Camps are arranged for Tamil paper (Both language and Subject papers) as shown above. Tamil teachers working in South Zone and South Central Zone have to opt only Tamil Valuation Camps arranged in South Zone and teachers in Central Zone and North Zone have to opt only Tamil Valuation Camps arranged in Central Zone.

The Examiners will be paid Remuneration as per the existing orders. They will also be paid TA and DA as per G.O (P) No.7/2016/Fin. Dated 20/01/2016. The Valuation Camp will last for 14 days. The working in the

camp will be from 9.30 am to 4.30pm in normal course. Each Examiner will have to value the following number of scripts per day.

English, Social Science and Mathematics- First Language Part I, First Language Part II,	24 Scripts
Hindi/G.K., Physics, Chemistry and Biology	- 36 Scripts

The Examiners will have to make their own arrangements for boarding and lodging, if necessary. However, there is no objection for, using the school buildings allotted by camp Officers for the purpose for the accommodation to teachers.

### **INSTRUCTIONS FOR SUBMITTING ONLINE APPLICATION**

Application for Additional Chief Examiner / Assistant Examiner should be submitted in the prescribed format to the Head of the School duly signed by the eligible teacher.

1. It should be clearly stated in the application form whether it is for the post of Assistant Examiner or Additional Chief Examiner.
2. Head of the School have to verify and enter the details in the applications in iExaMS portal through HM Login (Pre examination menu → Application for Addl. Chief / Asst. Examiner).
3. While entering the PEN, minimum details will be populated in the selected fields of the application. If no data is available against any PEN or no PEN is available for a teacher, it is suggested to enter the details manually by the Head of School.
4. If any editing is required after submitting the details, the same shall be done by using the EDIT button and by entering the PEN.
5. After entering the details of applicants Head of School have to do the Final Submission by clicking the Final Submission button at the bottom of the application submission page in iExaMS.
6. Print out of the application duly signed by the Head of School will be generated after Final Submission of all application.
7. No Editing will be allowed after Final Submission.
8. If any teacher got selection as Assistant Examiner or Additional Chief examiner based on the incorrect details furnished by them, their selection will be cancelled forthwith and disciplinary action will be initiated against the teacher and the Head of the school who submitted it through iExaMS.
10. If sufficient applications for Assistant Examiners/ Additional Chief Examiners are not received for any subject; compulsory appointment will be made from the teachers details available in iExaMS or from the list of qualified teachers furnished by the District Educational Officers concerned from the respective zone.



**SECRETARY**

**SSLC EXAMINATION MARCH 2018**  
**LIST OF CENTRALIZED VALUATION CAMPS**

<b>Sl. No</b>	<b>School Code</b>	<b>Name of Camp</b>	<b>Subject/Paper</b>	<b>DEO</b>
<b>SOUTH ZONE</b>				
1	44035	GBHSS Neyyattinkara 0471- 2222434	Mathematics (Mal/Eng/Tamil Mediums)	Neyyattinkara
2	43083	SMV GHSS Tvpm 0471-2330395	Hindi/Addl. Hindi	Trivandrum
3	43084	GMHSS Thycaud 0471-2323641	Malayalam I	
4	43079	Govt. Girls HS Chalai 0471-2456618	Tamil I & II Fisheries Science (Eng/Mal) General Knowledge (Eng/Mal) Gujarati All Old Sheme except Kannada Language & Kannada Medium	
5	42008	Govt. Girls HSS Attingal 0470-2622597	English/Spl. English/Addl. English	Attingal
6	42058	Govt. Model HSS Varkala 0470-2602278	Chemistry (Mal/Eng/Tamil Mediums)	
7	41010	Amritha Sanskrit HS Parippally 0474-2577515	Social Science (Mal/Eng/Tamil Mediums)	Kollam
8	41031	Boys HS Karunagappaly 0474-2623117	Biology (Mal/Eng/Tamil Mediums)	
9	41032	HS For Girls Karunagappally 0476-2620073	Malayalam II	

10	41056	Govt. Model Boys HS Kollam 0474-26623117	Mathematics (Mal/Eng Mediums)	
11	41090	GVHSS Eravipuram 0470-2792763	Physics (Mal/Eng/Tamil Mediums)	
12	37044	MGM HSS Thiruvalla	Biology (Mal/Eng Mediums)	Thiruvalla
13	36028	Govt. Girls HS Mavelikkara 0479-2302453	Social Science (Mal/Eng Mediums)	Mavelikkara
14	34040	GSMMGHSS SL Puram Cherthala 0478-2862151	English	Cherthala
<b>SOUTH CENTRAL ZONE</b>				
15	33046	ST. Anne's GHSS Kottayam 0481-2562250	Malayalam II	Kottayam
16	31039	St. Mary's HSS Kidangoor 04822-254140	Physics (Mal/Eng Mediums)	Pala
17	32030	St. Dominic's HSS Kanjirappally 04828-202074	English/Spl. English/Addl. English	Kanjirappaly
18	45014	VMBSGVHSS Thalayolaparambu 04829-236240	Mathematics (Mal/Eng Mediums)	Kaduthuruthy
19	29023	GVHSS Thodupuzha 04862-222108	Social Science (Mal/Eng Mediums)	Thodupuzha
20	26029	SRVG (M) VHSS&HSS Ernakulam 0484-2376944	Arabic I & II Sanskrit I & II Urdu	Ernakulam
21	26035	GGHSS Ernakulam 0484-2376078	Mathematics (Mal/Eng Mediums)	

22	25007	Govt. GHSS Aluva 0484-2626493	English	Aluva
23	25012	SNDPHSS Aluva 0484 2621010	Biology (Mal/Eng Mediums)	
24	23010	Govt. Girls HS Chalakydy 0480-2701971	Malayalam I	Irinjalakuda
25	23005	GVHSS Chalakydy 0480-2701754	Chemistry (Mal/Eng Mediums)	
26	22056	Govt. Model Boys HSS Thrissur 0487-2331063	Social Science (Mal/Eng Mediums)	Thrissur
27	22055	Govt. Model Girls HSS Thrissur 0487-2331163	Hindi/Addl. Hindi	
<b>CENTRAL ZONE</b>				
28	21054	GMMGHSS Palakkad 0491-2544747	Social Science (Mal/Eng/Tamil Mediums)	Palakkad
29	21041	GVBHSS Chittur 0492-3222681	Tamil I & Tamil II	
30	21012	GGHS Alathur 0492-2222284	Biology (Mal/Eng/Tamil Mediums)	
31	21055	PMGHSS Palakkad 0491-2539846	English/Spl. English/Addl. English	
32	20016	GHS Pattambi 0466-2213975	Mathematics (Mal/Eng/Tamil Mediums)	Ottappalam
33	51033	MES HSS Mannakkad 04924-224525	Malayalam I	Mannakkad



34	51009	GHS Cherplassery 0466 2282667	Chemistry (Mal/Eng/Tamil Mediums)	
35	18023	GGHS Manjeri 0483-2766754	Malayalam II	Malappuram
36	18133	MMETHSS Melmuri 0483-2731320	Social Science (Mal/Eng Mediums)	
37	18032	GRHSS Kottakkal 0483-2745505	English	
38	19016	Govt. Boys HSS Tirur 0494-2422429	Physics (Mal/Eng/Tamil Mediums)	Tirur
39	50018	DGHSS Tanur 0494-2584682	Hindi/Addl. Hindi	Tirurangadi
40	48035	GMVHSS Nilambur 04931-223140	Mathematics (Mal/Eng Mediums)	Wandoor
<b>NORTH ZONE</b>				
41	16055	GVHSS Payyoli 0496-2602076	Mathematics (Mal/Eng Mediums)	Vadakara
42	16046	GVHSS Boys Koyilandy 0496-2620311	English/Spl. English/Addl. English	
43	17010	GVHSS for Girls Nadakkavu 0495-2768506	Malayalam II	Kozhikkode
44	17001	Govt. Ganapath Boys HS Chalapuram 0495-2302972	Chemistry (Mal/Eng/Kannada Mediums)	
45	17037	Govt. Achuthan Girls HSS Chalappuram 0495 2302909	Arabic, Urdu & Sanskrit	

46	15030	GHSS Kaniyambetta 0493-6286238	Social Science (Mal/Eng Mediums)	Wayanad
47	13005	GVHSS(Sports) Kannur 0497-2700891	Biology (Mal/Eng/Kannada Mediums)	Kannur
48	13004	GVHSS for Girls Kannur 0497-2706590	Hindi/Addl. Hindi	
49	13013	Chowva HSS Kannur 0497-2727552	Mathematics (Mal/Eng/Kannada Mediums)	
50	14003	Govt. HSS for Girls Thalassery 0490-2321962	Physics (Mal/Eng/Kannada Mediums)	Thalassery
51	49005	Moothedath HSS Thaliparamba 0460-2203269	Social Science (Mal/Eng/Kannada Mediums)	Thaliparamba
52	49069	AKAS GVHSS Payyannur 0498-5203037	English	
53	12034	VPPMKPSGVHSS Trikaripur 0467-2210123	Biology Kannada I & II All Old Scheme Kannada Lang. & Kannada medium	Kanhangad
54	12025	Rajas HSS Nileshwar 0467-2283001 04672280480	Malayalam I	

**APPLICATION FOR APPOINTMENT AS ADDITIONAL CHIEF/ASSISTANT EXAMINER OF SSLC**  
**EXAMINATION MARCH - 2018**

Name :  
PEN Number :  
School Code :  
Name of School :  
Date of Birth :  
Mobile No. :  
E-mail Address :  
Address :  
Designation :  
Date of joining in service :  
Date of Retirement :  
Subject handling in Std.X :  
Date of joining as HSA :  
Camp Name :  
Willing to selected as Addl.  
Chief Examiner : Y/N  
Whether you appointed as AE/AC  
in March 2017 : Y/N  
Total number of time you are  
appointed as AE :  
Are you appointed as invigilator  
in March 2017 : Y/N  
Are you handling the above subject  
In current year : Y/N

**DECLARATION**

I hereby declare that all information given me in this application is true, complete and correct to the best of my knowledge and belief.

Place : ..... Signature:  
Date : ..... Name & Designation

**HEAD OF THE INSTITUTION**

I have verified the above data with relevant records and found correct and entered through iexam.

Signature .....

School Seal Name & Designation