



**PONDICHERRY UNIVERSITY**  
(A Central University)  
**EXAMINATION WING – DDE**

**Dr. J. SAMPATH, M.A., B.L, Ph.D.,**  
**CONTROLLER OF EXAMINATIONS**

**University Campus, Kalapet**  
**Puducherry – 605 014.**

REF:PU/CE/DDE(Exam)/DE-3/2013

Date:26.11.2013

To

Deans/HODs  
Schools/ Departments/Centres  
Pondicherry University  
Pondicherry – 14.

Sir,

Sub: PU-DDE-Examination – December 2013 Exam – Appointment of  
University Observers – Reg.

\*\*\*\*\*

With reference to the subject cited above, the University Examinations of DDE are scheduled to be held from 26.12.2013 to 06.01.2014 in the following centres across the country.

<b>(a) Main Centres – Examinations for all courses – December 2013</b>	
1. Pondicherry	2. Chennai
3. Chennai (Loyola College - Twinning)	4. New Delhi
5. Bangalore	6. Cochin
7. Vishakapattinam	8. Mumbai
9. Indore	10. Secunderabad.

The observers for this purpose have to be appointed among the faculty members upto the cadre of **Assistant Professor** of University Schools/Departments/Centres. The Observers, so appointed are expected to be in the Exam halls from opening of Question papers to packing of answer scripts.

I therefore request you to forward the names of the willing faculty members of your Department/Centre in the enclosed format to act as the University Observer in the centre of their choice (option is restricted to a maximum of 2 centres) during the exam days from **26.12.2013 to 06.01.2014**. During these Eleven days of examination period, the observer has the option of taking up the observership for first 6 days either from the beginning of the Exam session (**26.12.2013 to 31.12.2013**) or last 5 days, (**02.01.2014 to 06.01.2014**).

The venue of Examination centres will be hosted in the University Website. The option in the format may kindly be sent to this office on or before **02.12.2013**.

Soliciting your kind co-operation in this regard.

Yours faithfully,

**CONTROLLER OF EXAMINATIONS**

To

Dept: \_\_\_\_\_

The Controller of Examinations  
DDE – Examination Wing,  
Pondicherry University,  
Pondicherry.

Sir,

Sub: PU – DDE – December 2013 Exams – Willingness to visit Exam Centres – Reg.  
\*\*\*\*\*

The following members are willing to be the “Observer” of PU – DDE Exam from  
26.12.2013 to 06.01.2014 and the details are given hereunder:

Sl.No.	Name & Designation with Contact No./ Cell No.	Choices of Exam Centre (2 options)	Proposed date of Visit	
			From	To
1		1. 2.		
2		1. 2.		
3		1. 2.		
4		1. 2.		
5		1. 2.		
6		1. 2.		

This is to be routed through the concerned HOD on or before 02.12.2013

Yours sincerely,

**DEAN/HOD/CO-ORDINATOR**  
(with seal)

Date: