Annexure IV
EXAMINATION RELATED INFORMATION FOR A.Y. 2025 - 2026

For Online Transmission of Question Papers:

Sr. No.	Infrastructure facilities at College	Yes /No
Strong Room :		
1	It must have Single Door Entry/Exit (with Safety Door/Grill for windows)	No
2	Minimum Area shall be 20 x 20 sq. ft.	No
3	Adequate Steel Almirah/Cupboard for storage of Answer Books.	No
4	C.C.T.V. Camera with recording facility that covers entire area or Downloading and Printing of online transmission of Question Paperprocess.	No
5	Latest version Computer (Minimum 4) and Printer (Minimum 4) with Inverter facility, MS Office, PDF Reader, Winrar or Winzip.	No
6	Dual Internet service, Primary with 1:1 dedicated line of 100 mbps speed by class 'A' ISP, and alternate line with 1: dedicated line of 50 mbps speed, by an another Class ISP to ensure uninterrupted downloading facility, with 2(two) static Internet Dongle.	No
7	Adequate Number of Paper Rims for printing Question Papers.	No
8	One Photocopy Machine, UPS Backup.	No
Scanning Room :		
9	Separate Scanning Room for scanning Answer Books after end of Examination Session under CCTV Surveillance. (Laptops and Scanners will be provided by the University Appointed Agency)	No
10	Dual Internet service, Primary with 1:1 dedicated line of 100 mbps speed by class 'A' ISP, and alternate line with 1:1 dedicated line of 50 MPBS speed, by an another Class ISP to ensure uninterrupted downloading facility, with 2(two) static IP's, Internet Dongle.	No

screen Evaluation of Answer Books :

Sr. No.	Infrastructure facilities at College	Yes /No
1	Computers (20) with latest licensed Operating System Software (OSS) with antivirus and firewalls to provide all lock, work station with Computer charts and key board tray.	No
2	Wiring and Networking (with Raw Power Supply and UPS) and one Printer per DEC	No
3	Air conditioners, Bio metric system, CCTV installation, Rest rooms and 24 x 7 security.	No
4	Collapsible gate for the main entrance with Name board and locking facility.	No
5	Dual Internet service, Primary with 1:1 dedicated line of 100 MBPS speedby class ISP, and alternate line with 1 : 1 dedicated line of 50 MPBS speed, by an another Class ISP to ensure uninterrupted downloading facility, with 2(two) static	No
6	Appointment of one Professor /Associate Professor as an Examination Coordinator to Co-ordinate this Online process.	No
7	Separate Evaluation Room for Evaluating the Answer Books under CCTV Surveillance.	No

Signature of Member Signature of Member Signature of Chairman