

## ORDER

Mid Semester Examination for the session 2022-23 of students of II<sup>nd</sup> Year B.Tech., M.Tech., M.Sc., MBA, MCA and Ph.D., is scheduled from **January 06 to January 10, 2023**. The Flying Squad & Invigilation duties are assigned to the following faculty members in dates as indicated against their names. **They are required to report at Examination Control Room on all dates / Shift of their duties on time as stated in the table below.** Kindly go through the followings carefully.

**1- Reporting time for invigilators; before 9:30 AM**

- 1- Keep your mobile phone switched off during examinations.
- 2- Be sincere, punctual and cooperative in smooth conduction of the examination.
- 3- **In case of classes, a proper substitute is to be arranged by the Invigilators & undersigned has to be informed at least a day before through proper channel.**

### **Important Instructions for:**

#### **Flying Squad Members (FSM):**

1. The Flying Squad Team must be available in the Centre during entire period of Examination.
2. They have to take rounds in the Examination halls during conduct of Examination to observe the activities of the Students, Invigilators and ensure that no outsider (except the ones permitted by Controller of Examination [CoE]) can enter the Examination area during Exam duration.
3. If Poor invigilation is noticed in any Examination hall, the matter is to be immediately reported to the Centre Superintendent/ CoE and ensure that proper remedial action is taken forthwith. This may also be recorded in their daily report.
4. **They have to check and ensure No Cell-phone or other electronic gadgets** or unwanted material be taken by the Examinees during the period of examination in to the examination halls.
5. The Flying Squad Members[FSM] have to check that the students are seated as per seating plan. It is to be also checked that the students of same branch do not sit on the right or left side or immediate front or back side of any candidate.
6. The members of Flying Squad/Center Superintendent team shall ensure that the Answer Books of Unfair Means (UFM) Cases are packed separately.
7. **FSM can frisk the Examinees with care to ensure** that there is no Un-wanted material being used by them during the Examination period.

#### **Invigilators:**

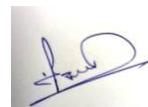
1. Invigilator must report half an hour before Exam time.
2. Invigilators are required to be punctual attentive and to be round of the room so that, during the Examination period, use of Unfair means by the Examinee can be checked.
3. Be always inside the exam room during the invigilation period.
4. Keep your mobile switch off/ on silent mode. Use your mobile only in emergent situation.
5. **Ensure that the students are sitting in their room as per the seating plan.**
6. **Invigilators are required to make an announcement to examinees to check their pockets & belonging so that there should not be any material with them which falls under the category UFM, before handing over the answer books.**
7. **Check the REGISTRATION CARD/ I CARD of Examinee before handing over the unused answer books.**
8. Please ensure that no student leave the room before time.
9. Prepare the Invigilators report & take attendance of Examinees.
10. Carefully collect the answer books subject wise & hand it over to the officials of Exam control room at the end of Examination time.
11. Invigilators can contact Exam cell officials in case of any query or requirement or discrepancy in seating arrangement.

**P.T.O.**

	Name of Invigilator	Dates of duties ( January 06 to January 10, 2023)
		A1-10:00 AM to 11:00 AM, A2-12:00 PM to 01:00 PM
<b>Chemical Engg. Deptt.</b>		
1.	<b>Dr. Bineeta Singh (FSM)</b>	<b>6, 7, 9, 10</b>
2.	Dr. Zeenat Arif	9
3.	Dr. Pranav Chaudhary	9
4.	Dr. Anjali Awasthi	9
5.	Dr. Dan Bahadur Pal	9
6.	Dr. Amit Kumar Pandey	6,7
7.	Dr. Shailesh Kumar	6,7
8.	Dr. Shitanshu Pandey	6,7
9.	Dr. Vijay Kumar Verma	6,7
10.	Mr. Pankaj Kumar Lodhi	6,7
11.	Mr. Ranvijay Singh	6,7
12.	Mr. Avanish Kumar	6,7, 9
<b>Civil Engg. Deptt.</b>		
13.	<b>Mr. Manish Kumar (FSM)</b>	<b>6, 7, 9, 10</b>
14.	Dr. Deepesh Singh	9
15.	Mr. Prathvipati	9
16.	Mr. Jaiprakash Nayak	9
17.	Ms. Kajol Priya	9
18.	Ms. Shivani Koshtha	9
19.	Dr. Kavita Tandon	9
20.	Mr. Pulkit Tiwari	6, 7, 10
<b>Electrical Engg. Deptt.</b>		
21.	<b>Dr. Sanjiv Kumar (FSM)</b>	<b>6, 7, 9, 10</b>
22.	Dr. Afroz Alam	9
23.	Dr. Chandrabhan Vishwakarma	9
24.	Ms. Saumya Shukla	6, 7, 10
25.	Mr. Sundram Mishra	6, 7, 10
26.	Mr. Prashant Kumar	6, 7, 9
27.	Mr. Arvind Kumar Singh	6, 7, 9
<b>Electronics Engg. Deptt.</b>		
28.	Dr. Nand Kishore	9
29.	Dr. Kumar Gaurav	9
<b>Mechanical Engg. Deptt.</b>		
30.	Dr. Virendra Kumar	9
31.	Dr. Rishi Kant	9
32.	Dr. Gaurav Saini	9
33.	Mr. Mayank Shekhar	6, 7
<b>Computer Sc. &amp; Engg. Deptt.</b>		
34.	Dr. Raghuraj Singh	9
35.	Mr. Indresh Kumar Gupta	6, 7
36.	Mr. Amit Gupta	6, 7
37.	Mr. Rajat Mishra	6, 7
38.	Mr. Amlendra Kumar	6, 7

39.	Ms. Parul Pandey	6, 7
40.	Mrs. Sonia Gupta	6, 7
41.	Mrs. Pragya Tripathi	6, 7
42.	Mrs. Priyanka Pandey	6, 7
43.	Mrs. Pooja Agnihotri	6, 7
44.	Mr. Vinay Singh	6, 7, 9
<b>Bio-Chemical Engg. Deptt.</b>		
45.	Ms. Roma Agrahari	9
46.	Dr. Shravan Kumar	6, 7
47.	Mr. Mohit Kumar Yadav	6, 7
48.	Mr. Shashi Kant	6, 7
49.	Dr. Dilip Kumar	6, 7
50.	Mr. Pravin Kr. Sachan	6, 7
<b>Food Technology Deptt.</b>		
51.	Dr. Anurag Singh	9
52.	Mr. Vipul Kumar	9
53.	Dr. Pankaj Jha	6, 7
<b>Plastic Technology Deptt.</b>		
54.	Mohd. Rashid Khan	6, 7
55.	Ms. Nidhi Shukla	6, 7
<b>Oil Technology Deptt.</b>		
56.	Mr. Gaurav Singh	9
57.	Mr. H.S. Sharma	9
58.	Mr. P.C. Gupta	6, 7
59.	Mr. Sameer Singh	6, 7
<b>Paint Technology Deptt.</b>		
60.	<b>Ms. Radha Sachan (FSM)</b>	<b>6, 7, 9, 10</b>
61.	Mr. M.I. Khan	6, 7
62.	Mr. Sunil Mehrotra	6, 7
63.	Mr. Ghanshyam	6, 7
64.	Mr. Brajendra Mohan Singh	6, 7
<b>Humanities Deptt.</b>		
65.	Dr. Om Nath Trivedi	10
66.	Mr. S.M. Qasim	10
67.	Dr. Parul Singh	9
68.	Ms. Neetu	9
69.	Dr. Rajjan Prasad	9
70.	Dr. Avinas Awadh	9
71.	Ms. Ruchi Katiyar	6, 7
72.	Ms. Sanu Rajput	6, 7
73.	Ms. Smrit Yadav	6, 7
74.	Mr. Shiv Bahadur Singh	6, 7
75.	Ms. Tanu Singh	6, 7
<b>Physics Deptt.</b>		
76.	Dr. Braj Bhusan Singh	9
77.	Dr. Suresh Kumar Sharma	6, 7
78.	Dr. Alok Singh	6, 7
<b>Maths Deptt.</b>		
79.	Dr. Uday Pratap Singh	9
80.	Dr. Shivam Shrivastav	9

81.	Dr. Swati Mishra	6, 7
82.	Dr. Chhama Awasthi	6, 7
83.	Dr. Vinod Kumar Yadav	6, 7
84.	Dr. Ashutosh Pandey	6, 7
85.	Dr. Pratibha Mishra	6, 7
<b>Chemistry Deptt.</b>		
86.	Dr. Shaili Pal	9
87.	Dr. Meenakshi Garg	6, 7
88.	Ms. Sadhana Singh	6, 7
89.	Ms. Sweta Pal	6, 7
90.	Dr. Nazrul Hsan	6, 7
91.	Dr. Atul Dubey	6, 7
<b>Leather Technology</b>		
92.	Dr. Pramendra Gaurh	9
93.	Ms. Shipra Sachan	6, 7



**(Pradeep Kumar)**  
Controller of Examinations

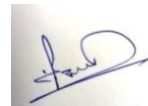
**Office of the Controller of Examinations  
Harcourt Butler Technical University, Kanpur**

No. 391 /COE/ Mid (Odd) Semester Exam /2022-23

Date: December 30, 2022

Copy forwarded for information and necessary action to:

- 1- All HOD s/ All Deans of Schools / Dean, Acad. Affairs / Dean Students Welfare: for information with the request to inform all the faculty members of the Deptt.
- 2- Registrar: for information.
- 3- OSD: for kind information to Hon'ble Vice Chancellor.
- 4- System Manager: for uploading on University website for information to all concerned.



**(Pradeep Kumar)**  
Controller of Examinations