

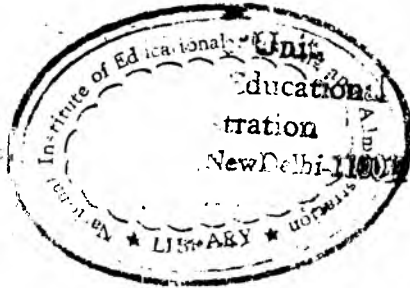
GOVERNMENT OF KARNATAKA

A Note on
How to Combat Malpractices

BPUE

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LCC. No. 42
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BOARD OF PRE-UNIVERSITY EDUCATION IN KARNATAKA

PALACE ROAD: BANGALORE-560001.

HOW TO COMBAT MALPRACTICES

A. Measures taken to combat Malpractices before the conduct of the Examination:

1. There is a Sub-Committee appointed by the Board of Pre-University Education, of which the Vice-Chancellor is the Chairman and 3 to 4 members of the Board as Members. The Secretary of the Board is also there on the Sub-Committee. This Board selects one Chairman and two Members for each subject who are required to set 3 sets of Question Papers, and also prepare Model Answers for these 3 sets of Question Papers prepared. These appointments made are kept as top secret.

2. The Chairman and the Two other paper setters meet together in the Office of the Director of Pre-University Education, prepare these question papers and Model Answers and the same are handed over to the Director in sealed Covers. These sealed covers are kept in the personnel custody of the Director of the Pre-University Education.

3. At the time of sending the question papers for printing, the Director will take out one set of Question Papers at random and take them personally and send them over to the printer.

4. The Question papers are not printed in Karnataka. They are got printed in other States which are far away from Karnataka, to keep the Secrecy. The Question papers are printed and packed in denominations of 10, 50 and 100 and ultimately each packet is sealed.

The Question Papers which are put into the covers will have been got wire stitched at one end of the Question Papers. The Printer will bundle these Question Papers according to the Centres and routes in the presence of the Director of Pre-University Education. The bundle meant for each Centre was being securely tied up with nylon tape. This year the printer has been requested to pack them in deal wood boxes, and supply them to the Office of the Director of Pre-University Education. These boxes will be delivered to the Centres as per schedule and there will be 5 to 6 routes in which these boxes are taken. At the Centre, these boxes are delivered to the Custodian and the Chief Superintendent appointed by the Board, for this purpose. It is the joint responsibility of both these persons to safeguard question papers so that they are not leaked out.

Surprise visits are being paid by the Officers of the Board and the Department of Public Instruction even prior to Examination and also on the days of the Examination. They normally check the question papers packets meant for the subsequent days so as to see that they are not tampered and look into the other aspects of the conduct of the Examination. . . Ultimately then send a report in a proforma the same day.

6. The Chairman and the two Paper Setters will have prepared the question paper either in English or in Kannada to begin with and later on the same Question Papers are rendered to the other language. There is only one College which is having Hindi as the medium

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of instruction. A few Question Papers are to be got translated into the Hindi Language. This work is got done by the printer himself. He gets the translation work done by knowledgeable persons only.

7. In this connection, a meeting was held in the Chambers of Education Minister on 10th July 1981 wherein the Secretaries to Government, Vice-Chancellors, Directors of Public Instruction, Home Secretary, Inspector General of Police and Additional Inspector General of Police were present. The following suggestions were made in the meeting.

- a) There should be a comprehensive reform in the Examination system.
- b) The Teachers and Lecturers entrusted with the task of examination and also the students participating in the examination should be made aware of the duties and responsibilities devolving on them. The invigilation work and the conduct of examinations satisfactorily should be made obligatory on the part of teachers and any infringement thereon should be viewed seriously.
- c) A code of Conduct for the invigilation staff should be evolved and any infringement thereon should be considered as an offence.
- d) Examination Centres should be declared as prohibited areas by allowing access only to those who are connected with the examinations as in the case of elections.
- e) Cases booked by Police for violation of any rules, violence in the Examination Halls etc., should not be withdrawn for any reason.
- f) There should be provision to change the Examination Centre and also to change the invigilators

from one Centre to another wherever there is any need for such a change.

- g) The procedure followed in Andhra Pradesh wherein the Open Book System of Examination is being experimented may be considered to prevent the malpractices in the Examinations.
- h) The rules governing the examinations may be made more stringent.

B. Measures taken to combat malpractices during the conduct of Examination:

1. The Chief Superintendent will have been asked to take out all the materials displayed in the Class Room which would help the students to make use of them while answering the Questions.

2. Each room is supervised by the Invigilator who will have been asked to check up the Admission Tickets of the students, and in case of doubts, the students are got identified by the School concerned. The Invigilator will seriously ask the students to keep all the books, notes, slips, prepared if any, at the reasonable distance from the place where the Examination is being conducted. Sometimes, some Invigilators search the pockets of the candidates and take out the slips if there are any and allow the candidates to enter into the room.

3. The lecturers, the Readers and the Professors who are teaching the +2 Classes are only being appointed as Chief Superintendent and Invigilators and other Staff required for Examination purpose are drawn from

the same College where the Centre is located . There will be relieving Invigilators who give relief to Invigilators to go out for answering, nature call etc. This year, there is a thinking at the Board level and also at the level of the Government either to change the Invigilators and send them to some other Colleges or to ask the students to go and write in other Centres.

4. Seating arrangements are made in such a way that considerable distance is there in between two candidates.

5. Each candidate are supplied with an Admission Ticket wherein several Instructions given as to how the candidates have to behave with regard to Examination. In case they violate these instructions and indulge in any type of malpractice which include talking together will be viewed with all seriousness. In case the error committed is bigger in magnitude, such candidate will not be allowed to write other papers and such candidates will come under malpractice cases.

6. In order to ensure smooth conduct of Examination, the Board of Pre-University Education takes the help of the Department of Police. Normally, the Department of Police will depute two or more constables depending upon the number of students taking Examination in a particular Centre. The Chief Superintendent of the Examination Centre is in overall charge of Examination Centre and is assisted by the Custodian. The Chief Superintendent

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will take maiden steps as are found necessary to meet any untoward situation that may take place.

7. The Examination of Pre-University II Year is held in two sessions. Answer books of the First session are required to be sent to the concerned valuation centres on the same day. The answer books of the Afternoon session have to be sent at the earliest opportunity on the next day.

8. Steps taken to check malpractices after the conclusion of the Examination:

1. The Board is having Central Valuation System. There will be normally 8 Centres in the April Examination and 5 to 6 Centres in the October Examinations. The Camp Officers will be in charge of all the scripts allotted to that Centre. He will arrange the scripts in such a way that it is not known either by the Chief Examiner, or the Deputy Chief Examiners or by the Assistant Examiners as to which books they are going to get for valuation. It is very difficult to locate a particular script for whatever the reasons it is meant for.

The Camp Officer issues required number of answer scripts at the rate of 16 scripts in the forenoon session and another 16 scripts in the afternoon session to the Deputy Chief Examiners. These Deputy Chief Examiners will further distribute them to the Assistant Examiners who will normally be 5 in number under each Deputy Chief Examiner. During the course of the valuation, the Deputy Chief Examiners will scrutinise all the answer scripts

valued by the Assistant Examiners. After the valuation is over, the Assistant Examiners enter the marks in the marks sheets supplied to them and the same are collected in the evening and sent to the Computer Section for punching.

2. Once the marks are sent to the Computer Section, the remaining process will be done by the Computer Section only and no body can meddle with the documents.

3. The pupils and the parents are very particular to secure more marks in Physics, Chemistry, Mathematics, and Biology which lead them either to take the medicine or Engineering. In order to curb the possible malpractice a reviewer is appointed in each subject to review the marks allotted by the Assistant Examiners in case the marks allotted go beyond 70%.

D. Malpractice Cases:

The following figures indicate the number of malpractice cases detected year wise:-

1977	I Year	97
	II Year	82
1978	I Year	178
	II Year	100
1979	I Year	165
	II Year	98
1980	II Year	90
1981	II Year	176

E. Punishment inflicted on the candidates in case of Malpractice:

Candidates found guilty of malpractices in the examination conducted by the Board shall

be punished as shown below. For any other type of malpractices not specified below, the Chairman of the Board shall have the power to impose such penalty as he deems fit.

<u>Nature of Malpractice</u>	<u>Punishments Inflicted</u>
1. Tampering with the entries in the records attached to the applications for admission to the Pre-University Examination conducted by the Board.	Such a candidate should be debarred from taking two Examinations including the ONE to which the candidate sought admission.
2. Possession of a manuscript or literature not relating to the subject of examination in the examination hall/room by a candidate.	A severe warning be given by the Chief Superintendent of the Centre.
3.a) Possession of a manuscript or literature in the Examination hall/room relating to the subject of Examination.	To be sent out of the Examination hall/room and debarred from taking Two Examinations including the one in which he/she commits the malpractice.
b) Copying from manuscripts, books or notes or from answer book of a neighbour.	To be sent out of the Examination hall/room and debarred from taking Two Examinations including the one in which he/she commits the malpractice.
c) Communicating in the Examination hall/room by gestures and/or by conversation with the purpose of committing malpractices.	(i) A Severe warning be given by the Chief Superintendent of the Centre.

<u>Nature of Malpractice</u>	<u>Punishments Inflicted</u>
4. Serious misbehaviour on the part of the candidate in the examination hall/room or in the examination Centre.	Such a candidate be debarred from taking TWO Examinations including the one in which he/she commits the malpractices.
5. Manhandling or resorting to any other kind of violence on the part of the candidate with any of the staff connected with examination at the examination centre.	Such a candidate be debarred from taking examination for three years, i.e. SIX examinations including ONE in which he resorts to manhandling of the staff. In addition the Chief Superintendent should also lodge a Police complaint against the person.
6. Communicating with the examiner through the answer book or otherwise.	Warning to be issued by the Director, Pre-University Education Board. To be debarred from the examination in which he commits the malpractice in the case such communication is of a serious nature.
7. Impersonation at the Examination.	Such a candidate on whose behalf impersonation is made may be debarred from taking the examination for THREE years, i.e. SIX Examinations. The Chief Superintendent of the concerned Centre should lodge a Police complaint against the person who impersonates.

<u>Nature of malpractice</u>	<u>Punishments inflicted</u>
8. Tampering with the Reg. No. name, etc. in the Admission ticket issued by the Board with the intention of committing malpractice.	Such a candidate be debarred from taking TWO examinations including the ONE for which he had tampered the Admission Ticket.
9. Attaching currency NOTE/Notes in the Answer Books.	Such a candidate be debarred from taking ONE Examination in which he/she has attached currency note/notes.
10. Tampering with the answer books of the other candidates in the Examination hall/room.	Such a candidate be debarred for FOUR examinations including the One in which he commits this malpractice.
11. Attempting to send out or take out of the examination hall/room blank answer books or additional sheets and to receive the answer books or sheets from outside the examination hall/room with the object of inserting them in the candidate's answer book.	Such a candidate should be sent out immediately and not allowed to take the examination on subsequent days. He should be debarred from taking TWO examinations including the ONE in which he commits the malpractice.
12. Appealing and promising to offer illegal gratification to Examiners.	Such a candidate should be debarred from taking TWO Examinations including the one in which he/she commits the malpractice.
13. Tampering with entry of the date of Birth, name, Marks and etc., in the II Year Pre-University Course or other Certificate issued by the Board.	Withdrawing the Certificate for TWO years or to recommend disciplinary action against the candidate to the concerned authority, if he is employed or admitted to an educational Institution.

F. Procedure for Inflicting Punishments:

1. Generally Malpractice cases are sent by the Chief Superintendents of Examination Centres to the personal address of the Director of Pre-University Education. In addition to this, some of the cases are detected at the time of valuation centres. The Examiner of the concerned subject will report to the Director of Pre-University Education Board, Bangalore. Sometimes anonymous, Petitions are also received both at the Examination Centre and by the Director of Pre-University Education. On receipt of such petition, immediately centres of Examinations are informed of the contents of the letter over Phone, with instructions to detect the cases immediately. Most of the anonymous Petitions have been found to be true in respect of impersonation cases.

2. After registering the Malpractice cases in the personal section of the Director, files shall be opened for each candidate after noting the nature of offence in a separate Register for each examination. The results of such candidates shall be with-held.

3. Show Cause Notices are issued to the candidates proposing the punishments contemplated to be inflicted. The students will be asked to reply to the Show Cause Notice within 10 days. Some candidates immediately reply to the Show Cause Notice and some avoid to reply. In some cases, students reply after a month.

4. In cases where the students reply to the show cause notice, the manuscript or notes will be compared with each page of the answer book. If the copying has not been proved, the candidate will be debarred from only one examination which he has taken already. If the copying is proved, he shall be debarred from Two Examinations.

5. A proforma is prepared for issuing a Show Cause Notice. Similarly an official Memorandum is also designed to convey the final orders of the Board to the concerned candidates. (Copies enclosed). Although only 10 days are given for the candidate to reply to Show Cause Notice, generally one month is allowed to reply.

6. In cases where impersonation is committed, the Chief Superintendent will report the case to the nearest Police Station under intimation to the Director of Pre-University Education. Such cases will be tried in the Court of Law, by the Police Officers. In addition to this, the Board of Pre-University Education will also issue a Show Cause Notice, proposing to debar the candidate from Six (6) Examinations. If the cases are proved, he will be debarred from SIX (6) Examinations.

7. After receipt of replies, the files pertaining to each malpractice case will be put up to the Director, Pre-University Education for final orders along with facts and evidences.

On verification of the facts and evidences provided, punishments shall be ordered by the Director.

8. After obtaining orders from the Director, the orders will be communicated to the Examination Wing (A) for sending or retaining the Marks Card of the candidates. An intimation will also be sent to the candidate inflicting the Punishment or permitting him to take ensuing Examination.

(S.P. SATISH)
DIRECTOR
PRE-UNIVERSITY EDUCATION
BANGALORE.

Sub. National Systems Unit,
National Institute of Educational
Planning and Administration
11-B, SriAurobindo Marg, New Delhi-110016
DOC. No.....42.....
Date.....22/5/87.....

SHOW CAUSE NOTICE

Sub: Malpractice committed by the candidate Sri.
Son/Daughter of Sri.
bearing Register No. at the
II Year Pre-University Examination
held during in the
subject on
at Centre No. located at
.

- :: -

The Chief Superintendent of the above Centre/
The Chief Examiner in the above subject at the
II Year Pre-University Education, has reported in
his letter No. dated. that the
above candidate has committed the following
malpractice:-

In spite of clear instructions issued to
the candidates by the Room Invigilator and also
instructions indicated in the Admission Ticket
issued to the candidates, he/she has disregarded
the instructions and committed the malpractice for
which the candidate is liable for punishment as
per Rules.

He/She is, therefore, directed to show cause
as to why he/she should not be inflicted the
punishment indicated below:

His/Her explanation should reach this Office
within 10 (ten) days from the date of receipt of
this notice failing which it will be presumed that
he/she has no explanation to offer and action
will be taken to the punishment as proposed in
this notice.

For Director
Pre-University Education.

OFFICIAL MEMORANDUM

Sub: Malpractice committed by the
candidate Sri.
son/Daughter of Sri.
bearing Register No. at
the II Year Pre-University
Examination held during
in the subject on
. at Centre No.
located at

Ref:1) This Office Show Cause Notice
of even No. dated. issued
to the above candidate etc.
2) Letter of reply/explanation
dt. from the above candidate.

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ORDERS THEREON

After careful consideration of all facts, reports, materials and reply/non-reply to the Show-Cause Notice relating to the Malpractice committed by the above candidate, the undersigned is satisfied that the above candidate has committed the Malpractice as indicated in the Show-cause Notice cited under reference (1). So, the following punishment is imposed on the said candidate.

It may be noted that during the period of debarment the candidate is not eligible to appear for II-Year P.U.C. Examination. However, the candidate may appear for examination after the period of punishment.

Director
Pre-University Education.

