

(CO-ORDINATION BRANCH)

No.F.5(46)/2017/CDN/TTE/ 100-103

Dated: 24/03/2021

To,

1. All HODs Polytechnics/ITIs/Degree Colleges under DTTE
2. All Branch Incharges, DTTE (HQ) / BTE.  
TTE (HQ.), Pitampura, Delhi.

**Sub:-Regarding training/orientation of all officers/staff to be deployed as exam functinaries**

Sir/Madam,

I am directed to forward herewith a copy of letter No.F.16 (3)(d)/DSSSB/2017-S.III/760-764 dt. 12/03/2021 alongwith its enclosure received from Additional Chief Secretary Services Department (Branch-III) 7<sup>th</sup> level, B wing, Delhi Secretariat, I.P.Estate, New Delhi, on subject mentioned above for information and further necessary actoin in this regard.

Encl: As above.

Yours faithfully,



(SRIRAMAN C.)  
SECTION OFFCER (CDN)

No.F.5(46)/2017/CDN/TTE/ 100-103  
Copy to :-

Dated: 24/03/2021

1. P.S. to Principal Secretary/P.S. to Director/P.A to Joint Director (TTE).
2. The System Analyst, Computer branch with the request to upload the same to the departments website.



SECTION OFFCER (CDN)

**GOVERNMENT OF NCT OF DELHI**  
**SERVICES DEPARTMENT (BRANCH-III)**  
7<sup>TH</sup> LEVEL, B WING, DELHI SECRETARIAT,  
I. P. ESTATE, NEW DELHI - 110002.  
(http://services.delhigovt.nic.in)

1837/PDI/TTE  
15.3.2021

No. F.16(3)(d)/DSSSB/2017-S.III/ 760-764

Date: 12/03/2021

**OFFICE MEMORANDUM**

**Sub: Regarding training/orientation of all officers/staff to be deployed as exam functionaries**

Diary No. 972  
Date: 18/3/21

Delhi Subordinate Services Selection Board (DSSSB) has resumed the recruitment examinations for various posts under Govt. of NCT of Delhi, its Autonomous Bodies and Urban Local Bodies. Conducting such exams with integrity and impartiality is essential for merit based transparent selection to public service. For thorough supervision of all examination related activities and candidates, the Competent Authority has shortlisted officers/officials of GNCTD to act as overall In-charge/Chief Invigilator/Invigilators & observers.

DSSSB has already sent the appointment orders to all such shortlisted officers. DSSSB is also organizing an orientation/training program for familiarizing the examination activities to the shortlisted officers. The final deployment (Date/Time/Center etc.) of each Officer/staff will be intimated by DSSSB shortly.

These examination duties and orientation/training program need to be undertaken by all Officers/staff with sincerity and discipline, as any lapse can have an adverse impact on integrity and impartiality of the examination and the quality of recruitment. Hence, all the examination related officers and staff should ensure time, discipline, alertness and dedication while performing examination duties. If any Officers/staff refuses to undertake such duties or reports late for duties or remains absent or does not perform duties as per Board's instructions, the Board should recommend disciplinary action against such erring Officer/staff.

Accordingly, all the examination related Officers/staff are hereby directed to undertake the training program and the examination duties with utmost dedication and discipline.

This issues with the approval of Chief Secretary.

  
(SATYA GOPAL)  
ADDL. CHIEF SECRETARY

Date 12/03/2021

No. F.16(3)(d)/DSSSB/2017-S.III/ 760-764

Copy forwarded to the following for information and further necessary action:

1. Staff Officer to Chief Secretary, Govt. of NCT of Delhi.
2. All HODs concerned.
3. PS to the Chairman, DSSSB.
4. PA to Special Secretary-I & II (Services)
5. SO (Coord.) with the direction to upload the order on the official website of Services Department.

  
(SATYA GOPAL)  
ADDL. CHIEF SECRETARY

2  
Dir-CTE

20/3/21  
18-3-21  
PS to DN

JD/CTE  
8/3

DD(CS) (Secy)  
50 (Coord.)

45/CON  
22/03/2021