

PROCEEDINGS OF THE DIRECTOR OF GOVERNMENT EXAMINATIONS,
ANDHRA PRADESH:: VIJAYAWADA
(Present: Sri. A.Subba Reddy, M.Sc,B.Ed.,)

Rc.No. 115/B-1/2020.

Dated: 13 -06-2020.

Sub: SSC Public Examinations, July 2020 – Communication of planner-Orders-Issued-Reg.

The SSC Public Examinations July, 2020 are scheduled to be conducted from 10-07-2020 to 17-07-2020 between 09.30 AM to 12.45 PM throughout the State. The smooth conduct of the SSC Public Examinations naturally calls for considerable caution and vigil.

Therefore, all the D.E.Os and A.C.G.Es in the District should evince personal interest and take all precautionary measures. They should plan and complete all pre-examination works so that no problem would arise at the time of conduct of examinations.

In this regard, the undersigned has developed the schedule for events with indication of dates before which they have to be performed. This is a planner to ensure the timely completion of work.

All the District Educational Officers and Asst. Commissioners are instructed to follow it without fail. Slightest variation and delay in completion of the activities mentioned in the planner would affect the conduct of SSC Examinations.

All the Regional Joint Directors are requested to hold review meetings in their respective offices with all the DEOs and ACGEs under their jurisdiction and review the arrangements made.

Encl: Schedule of events


13/06/2020
DIRECTOR
Government Examinations

To

- All the District Educational Officers in the State.
- All the ACGEs in the State.
- All the RJDSEs in the State.
- Copy submitted to the Commissioner & Director of School Education, A.P., Ibrahimpattanam, Vijayawada for favour of kind information.
- Copy submitted to the Principal Secretary to Government, Secondary Education, A.P. Secretariat, Velagapudi, Amaravati for favour of kind information.


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SCHEDULE OF ACTIVITIES for SSC JULY 2020 – TIME FRAME

Sl. No.	MAIN WORKS TO BE DONE		SUB WORKS	TIME FRAME
01.	Arranging District Collectors meeting with District Officials			15-06-2020 to 18-06-2020
02.	Appointment of Chief Superintendents, Departmental Officers and additional Departmental Officers	1	Preparation of Master list of eligible H.Ms., of Secondary Schools, Senior School Assistants of all Govt. Managed Schools such as ZP, GOVT, MPL, APMS, APRIES, APSWRS, APTWRS, APGAHS, APBCWS, KGBV and Pvt.Aided schools (except Private Management Schools)	15-06-2020
		2	Identification of C.S., & D.Os., Centre wise	
		3	Checking Whether all the centres are covered	
		4	Checking whether C-Class exclusive Self centers are provided with outside experienced H.Ms., as Chief Superintendents & Departmental Officers	
		5	Checking whether troublesome Centers identified are provided with good Chief Superintendents & Departmental Officers. If necessary appoint outside H.M. as Chief Superintendent & Departmental Officers	
		6	Preparation of order copies	17-06-2020
		7	Dispatch of order copies	19-06-2020
		8	Communication of the orders to the concerned	20-06-2020
03.	Appointment of Route Officers, Joint Custodians to storage points and Custodians to C-Category Centres	1	Preparation of list of eligible persons	17-06-2020
		2	M.E.Os shall be appointed as route officers, Selection and approval of appointments joint custodians to storage points and custodians to C-Centres	
		3	Preparation of the Order copies	18-06-2020
		4	Dispatch of the order copies	21-06-2020
04.	Appointment of Invigilators (Change the invigilators for every 03 days)	1	Collection of Particulars of teachers working school wise of all Govt. Managed Schools such as ZP, GOVT, MPL, APMS, APRIES, APSWRS, APTWRS, APGAHS, APBCWS, KGBV, Pvt.Aided and all Primary & Upper Primary schools (except Private Management Schools)	19-06-2020 to 22-06-2020
		2	Selection and approval of invigilators	23-06-2020 & 24-06-2020
		3	Preparation of order copies	25-06-2020 & 26-06-2020
		4	Dispatch of order copies	27-06-2020 & 28-06-2020
05.	Divisional level meetings cum Training Classes	1	Chief Superintendents, Departmental Officers and additional Departmental Officers.	24-06-2020 to 27-06-2020
		2	Route Officers, additional Route Officers, Joint Custodians of Storage points and Custodians of C-Category centers	

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06.	Distribution of confidential material	1	Distribution of confidential material to the storage points set-1	30-06-2020 to 06-07-2020
		2	Distribution of confidential material to the storage points set-2	01-07-2020 to 07-07-2020
		3	Collection of shortages from the route officers	07-07-2020
		4	Meeting shortages from District Bulk – Distribution of shortages	08-07-2020
07.	Issue of Modification orders – Rectification of mistakes – Checking of all arrangements made		All District Educational Officers	29-06-2020 to 01-07-2020
08.	Exclusive meeting with the Officials of APSRTC officials and handing over the routes in which more number of buses need to be arranged specially during examination days			30-06-2020
09.	Communication Plan Prepare and send 03 copies of communication plan to the DGE		All District Educational Officers	02-07-2020


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