

**Institute of Human Resources Development**  
**Prajoe Towers, Vazhuthacaud,**  
**Thiruvananthapuram –14**

**PROCEEDINGS**

IHRD – PGDCA/DDT&OA/DCA – June, 2013 Exam - Valuation of answer scripts – Centralised valuation camp constituted – Orders issued.

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No. DB1/4612/2013/HRD (2)

Dated, Thiruvananthapuram, 9<sup>th</sup> July, 2013

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*Read: - 1. This office notification even no. dtd 22.04.13.*

*2. This office letter of even no. dtd*

**ORDER**

The centralized valuation camp for IHRD PGDCA/DDT&OA/DCA Examination June, 2013 is constituted in the Regional Centre of IHRD, Thiruvananthapuram from 22.07.2013 to 27.07.2013. The duration of valuation of answer scripts in the camp shall be six working days, which is likely to be extended according to necessity.

For the smooth conduct of the camp Smt. Sindhu. K, Deputy Director is posted as Camp Officer. She will engage sufficient officers viz. Camp Co-ordinator, Asst. Camp Officer, Camp Clerk, Camp peons, in the valuation camp for its smooth conduct. The duty of Chief Examiners/ Examiners will also be assigned by the camp officer from the list of staffs posted vide this office letter read 1<sup>st</sup> paper above.

The Camp Officer and Camp Co-ordinator will be responsible for the conduct of the valuation camp and valuation of scripts of the above examinations in the valuation camp. The officials may be assigned duty sufficiently early in order to commence valuation from 22.07.2013 itself.

The Assistant Camp Officer, Camp Clerk and Last grade Servants will assist the Camp Officer and Camp Co-ordinator for the successful conduct of valuation camp.

The Camp Officer will provide the remuneration to the staff posted as per the existing norms (detailed below) utilizing the amount available at the account of Regional Centre including TA/DA. The amount incurred in that account should be refunded as soon as the Camp Officer submit the details of expenditure with supporting documents.

**Eligible remuneration to the staff engaged in the valuation camp.**

1	Camp Officer	Rs.275/- per day of duty
2	Camp Co-ordinator	Rs.200/- per day of duty
3	Asst. Camp Officer	Rs.175/- per day of duty
4	Valuation of scripts in the valuation camp	Rs.8/- per scripts
5	Remuneration of Chief Examiner	Rs.240/- per day of duty in the valuation camp.
6	Camp Clerk	Rs.100/- per day of duty
7	Remuneration to Cashier	Rs.200/- per camp
8	Camp Peon	Rs.75/- per day of duty
9	Special DA to examiners/ Chief Examiners engaged. If (a) Grade I (b) Grade II	Rs.150/- per day of duty Rs.120/- per day of duty

After the valuation camp the Camp Officer and Camp Co-ordinator will submit the mark list to the Director on or before 3.08.2013.

*Sd/-*  
**DIRECTOR**

To

1. The Deputy Director, RC, Thiruvananthapuram.
2. Finance Officer
3. Additional Director
4. Administrative Officer
5. CA-I
6. Finance section
7. S.F
8. O.C

**Forwarded By/ Order**

**Head Clerk**