



OM INSTITUTE OF VOCATIONAL EDUCATION TRAINING (OIVET)

PANCHKULA – 134116 (INDIA)

Room Superintendents (Invigilators) Diary

CENTER.....

EXAMINATION.....

YEAR/MONTH.....

PAPER.....

Room No.	Date	Time	Reg. Number of Candidates assigned From _____ To _____
Name of the Room Superintendent			
No. of Question Paper issued to Room Superintendent			
No. of Answer Books issued to Room Superintendent			
Register Number of Candidates who came late:			
Remarks regarding malpractice, etc:			
Register no. of Absentees			
Total no. of candidates Answer book handed over to chief superintendent:			

Note: The signature of candidates present there in shall be obtained during the first half an-hour of the examination.

CERTIFICATE OF THE ROOM SUPERINTENDENT

Note: The Superintendent shall not sign this certificate unless he has actually read to candidate the instructions given below before the commencement of examination.

I have read the following instructions to candidates before commencement of examination.

"You should follow the instructions printed on the facing sheet of the answer book. You should search your pockets, desks and handover to me any paper, book or note which you may find therein before starting to answer the paper of examination".

Date:

Signature of the Room Superintendent

Room No.....

Paper.....

Sr. No.	*Reg. No. of Candidate	**Answer Books Serial Number	Name in Block Letters	Signature of Candidate Present
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				

Note: *To be entered by the office

**To be entered by the Room Superintendent

Signature of the Room Superintendent