



GOA BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION
(A Corporate Statutory Body Constituted by an Act of State Legislature)
ALTO BETIM – GOA 403 521

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GBSHSE/EXAM/REMU/2014-15/

Date: 25/02/2015

Circular No: 10

To
The Heads of all Secondary and
Higher Secondary Schools
Under the jurisdiction of this Board

Sub: Revised rates in respect of Confidential work.

Sir,

The following are the new rates of remuneration for confidential works of the Board.

The same shall be implemented **w.e.f. 2nd March, 2015.**

**REMUNERATION FOR CONDUCT OF EXAMINATION – THEORY/PRACTICAL
EXAMINATION – SSC/HSSC GBSHSE**

The revised rates of remuneration for the confidential work of the Board are given below.

Nature of Duty	Revised Rates
1. Paper setting work:	
(a) Practical examination:	
Paper setting (with model answer and marking scheme if required)	Rs. 75/-
(b) Theory examination:	
i. Chairperson of Paper Setter Panel(CPSP) (For moderation proof reading and review of question Paper, model answer and marking scheme per set) Paper with duration 2 1/2 hrs Paper with duration 2 hrs Paper with duration 1 1/2 hrs Paper with duration 1 hr or less	Rs. 300/- Rs. 260/- Rs. 230/- Rs. 195/-
ii. Paper setter:(Paper setting with model answer and marking scheme per set) Paper with duration 2 1/2 hrs Paper with duration 2 hrs Paper with duration 1 1/2 hrs Paper with duration 1 hr or less	Rs. 230/- Rs. 200/- Rs. 175/- Rs. 160/-
iii. Translator:(per set) Paper with duration 2 1/2 hrs Paper with duration 2 hrs Paper with duration 1 1/2 hrs	Rs. 110/- Rs. 105/- Rs. 95/-

iv. Writing stencil/typeset with model answer & marking scheme (per set) Paper with duration 2 1/2 hrs Paper with duration 2 hrs . Paper with duration 1 1/2 hrs Paper with duration 1 hr or less (Not admissible if the work is done by the employees of the board)	Rs. 70/- Rs. 65/- Rs. 50 /- Rs. 40/-
v. Supplying typeset/cyclostyled copies of Q.P./Model a answer: Upto 25 copies 25-50 copies 51-100 copies For every next 100 copies (Not admissible if the work is done by the employees of the Board)	Rs. 25/- Rs. 20/- Rs. 25/- Rs. 25/-
vi. Supply of CD Remuneration as in (i)above and exchange blank floppy or actual price of floppy or CD or Rs.20.00 whichever is less	Rs. 25/-
II. Conduct of Examination: (a) Oral Examination; S.S.C. Internal/External Examiner H.S.S.C. Internal/External Examiner	Rs.2.00 per candidate Minimum Rs. 25/- per batch Rs.3.00 per candidate Minimum Rs. 35/- per batch
(b) Practical Examination: (i) Examination: S.S.C. Internal/External Examiner H.S.S.C. Internal/External Examiner	Rs. 2.00 per candidate Minimum Rs. 22/- per batch Rs. 3.00 per candidate Minimum Rs. 35/- per batch
(ii) Laboratory personnel: Subject Expert (Chemistry one only) Laboratory Assistant (one) Laboratory Attendant (one)	Rs. 35/- per batch Rs. 22/- per batch Rs. 22/- per batch

The remuneration shown above includes assessment work of practical answer books. Assessment of oral/practical examination shall be done on the spot. There shall be no assessment of oral /practical examination in theory assessment camps.

iii. Pre and post examination work in practicals:

One internal examiner, one laboratory assistant and one laboratory Attendant in every separate Laboratory during examination work in practicals as per the rates given above. One day shall be allowed for preparation and one day for clearing in every subject involving practicals for one laboratory Assistant and one Laboratory Attendant in every separate Laboratory at SSC/HSSC (General and Vocational) except Stenography, Banking, Geography, Computer Science, Music and subjects having practicals on computer.

iv. **Auditors for practicals examination:**

Auditors for practical examination shall be eligible for only TA/DA and not remuneration.

v. **T.A./D.A. shall be admissible as per Govt. rules:**

Conveyance allowance to persons not entitled for TA/DA shall be paid Rs. 100/- per day or as per Food Bill, as admissible as per Grade Pay, provided original copy of Computerised Bill, with name of Establishment is submitted.

Theory Examination	Revised Rates
(i) Observer	Honarium allowance Rs.200/- Conveyance allowance Rs.150/- per day
(ii) Conductor: with candidates upto 500	Rs. 100/- per session
with candidates 501 - 999	Rs. 110/-per session
with candidates more than 1000	Rs. 125/- per session
Pre and post examination work (lumpsum)	Rs. 300/- (No TA/DA)
(iii) Dy. Conductor; One per sub-center	Rs.70/- per session on actual days of Exam & one session before & one session after Exam.
iv) Block Supervisor:	Rs. 50/- 2 hrs. paper Rs. 50/- 3 hrs. paper
v) Stationery Supervisor cum dispatch Clerk: One per sub-center	Rs. 50/- per session on actual days of Exam & one session before & one session after Exam
vi. Center clerk Cum dispatch clerk: (main center) Center clerk pre-post and during examination upto 500 candidates (Lumpsum) Every additional 500 -1000 candidates	Rs. 300/- (Lumpsum) Rs. 25/-
vii) Despatch Clerk one per sub-centre	Rs. 50/- per session
viii) Medical attendant	Rs. 125 per visit (in case of emergency)
ix) Peon: (main centre)	Rs.30/- per session on actual days of Exam & one session before & one session after Exam.
x) Peon : one per sub centre	Rs.30/- per session on actual days of Exam & one session before & one session after Exam.
xi) Water boy : one per sub centre	Rs. 30/- per session
xii) Bell boy: one per sub centre	Rs. 30/- per session
xiii) Sweeper : one per sub centre	Rs. 30/- per session
xiv) Scavenger: one per sub centre	Rs. 30/- per session

xv) Furniture and other seating arrangements (Lumpsum)	For the entire exam per sub centre
Each sub-centre	Rs. 150/- SSC
With candidates upto 500	Rs. 250/- H.S.S.C.
With candidates upto 501 to 1000	Rs. 350/-H.S.S.C.
With candidates more than 1000	Rs. 450/- H.S.S.C.
xvi) Conductors conveyance and Vehicle charges: per day or actual expenses whichever is less Conductor shall collect the balance stationery from the sub centres on the last day of examination while collecting the answer books. (only for centres having more than one sub centre)	Rs. 700/- per day
xvii) Disbursement of cash: Main centre only	
Upto Rs. 5000.00	Rs. 100/-
Rs. 5001.00 to Rs. 10000.00	Rs. 110/-
Above Rs. 10000.00	Rs. 125/-
(No TA/DA or Conveyance Allowance shall be admissible for conduct of examination)	
xviii) Miscellaneous expenses	Rupee 1/- per candidate at the main centre towards miscellaneous expenses which include stationery charges, xerox charges, etc
ix) Vigilance Committee Members	
Half day	Rs. 140/-
Full Day (Conveyance as approved by the Office of the Board)	Rs. 205/-
Refreshment served during joint meeting of Conductors, Dy. Conductors & Invigilators	Package of Rs. 15/- per head which includes Tea & snacks
Refreshment served during examination	Package of Rs. 15/- per head to the personnel involved for examination work which includes Police Constable
Refreshment for the staff appointed for handing over answerbook / stationary beyond time	Rs. 10/- per head

III. Assessment : Theory Examination

	Revised Rate
(i) Assessment Camp Observer	
(a) If from the same institution (Lumpsum)	Rs. 1,450
(b) If from other institution (No TA/DA)	Rs. 145/- per day
(ii) Chief Moderator (Lumpsum)	Rs. 2,025/-
(iii) Senior Moderator (Lumpsum)	Rs. 1,875/-
(iv) Associate Moderator (Lumpsum)	Rs. 1,800/-
(v) Moderator (Lumpsum)	Rs. 1,700/-
(vii) Senior Examiner :	As per rate of examiner
(a) For Assessment work (b) For Moderation work: With Examiners upto 3 (Lumpsum)	Rs. 330/- Rs. 500/-
(viii) Associate Examiner: Remuneration as examiner for assessment: With 20 or less than 20 answer books (Lumpsum) With more than 20 answer books	Rs. 110/- As per rate of Examiner
(ix) Examiner : (per answer book) Paper with duration 2 1/2 hrs Paper with duration 2 hrs Paper with duration 1 1/2 hrs	Rs. 5/- Rs. 4/- Rs. 3/-
(x) Examiner for assessment of translation passage	Rs. 35/- for 50 passages Rs.01.00 for additional passages
(xi) Joint Moderation :(Lumpsum) Conveyance allowance to persons not entitled for TA/DA shall be	Rs. 150/- (Remuneration) Rs. 90/- per day or as per food bill,as admissible as per Grade Pay,provided original copy of Computerised Bill,with name of Establishment is submitted.

NORMS FOR PENALTIES

	Revised Rate
(1) Minor mistake in question paper setting, translating, moderating, proof reading etc.	5% per mistake as before deduction in remuneration
(2) Minor mistake on part of functionaries during conduct of examination such as not reporting of (i) erasures in seat numbers in answer -books (ii) discrepancies in numbers of supplements (iii) variation in handwriting (iv) missing pages of answer books (v) wide variation (vi) other mistake of similar nature	Rs. 25/- Rs. 25/- Rs. 25/- Rs. 25/- Rs. 25/- Rs. 25/-
(3) Minor mistakes in assessment identified i. during verification of marks in practical/theory like totaling/transferring/etc. ii. parts of answer left unassessed identified during verification of marks	Rs. 35/- Rs. 50/-
(4) The major mistake/serious lapses identified shall be placed before the Executive Council for decision which shall be confirmed by the Board	
(5) The mistake covered under malpractice shall be dealt with by the Executive Council for decision which shall be confirmed by the Board	

(Bhagirath G. Shetye)
Secretary

Copy to:

1. All the members of the Board
2. The Director, Directorate of Education Porvorim Goa
3. All the Section Heads of this Board.