Summative Assessment-I/First Term Examination 2015-16 for classes III to XII is in progress with effect from 22.9.2015. Date sheet of the same is available on the website of the Directorate. For fair and smooth conduct of the exam, all the Zonal & District DDEs are hereby directed to carry out inspection in their zone/district on every exam day and submit the inspection report by 12-10-2015. Inspection Report format is enclosed herewith.

(DR. SUNITA S. KAUSHIK)
Addl. DE (EXAM)

Enclosure: As Above

To

All Zonal & District DDEs through DEL E

Copy to:
1. PS to Secretary (Education).
2. PS to Director (Education).
3. All Regional Directors
4. ADE (IT) to get it placed on DEL E

(SAVITA DRALL)
DDE (EXAM)
# INSPECTION REPORT SUMMATIVE ASSESSMENT-I, 2015

1. Name of School  
2. School ID  
3. Date & time of inspection  
4. Name of Head of School  
5. Tel.No. of School  
6. Mobile No. of HOS  
7.  

<table>
<thead>
<tr>
<th>Class</th>
<th>Subject</th>
<th>Details of Question Papers</th>
<th>Details of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Received</td>
<td>Distributed</td>
</tr>
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<td></td>
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</tbody>
</table>

8. Whether invigilation was Satisfactory / Not satisfactory?  
9. Whether proper cleanliness was maintained?  
10. Whether proper lighting was there?  
11. Whether proper seating arrangements were there?  
12. Whether the supervision of Head of School is found satisfactory in the conduct of the Test? If not, specify the shortcomings and attach copies of documentary proof in support of the same.  

13. Any specific event to be reported.  

**Signature of H.O.S. Team**  
(With Seal)  

**Name, Designation & Signature of Members of Inspection**  
1.  
2.  
3.  
4.