

**KERALA UNIVERSITY OF HEALTH SCIENCES
THRISSUR, KERALA 680596**

Abstract

KUHS- Examination- guidelines for surveillance camera recording of the proceedings of the conduct of examination and restrictions to be imposed inside the examination hall– approved -Orders issued.

Examination Branch

No.163/2019/Exam General

21/10/2019

Read: 1) Minutes of the 23rd meeting of Board of Examinations dt.25.09.2019
2) Minutes of the 57th meeting of Governing Council dt.04.10.2019
3) Order in file no 5358/2018/A2-GC/Ex. Gen/KUHS dt.21/10/2019

Order

On examining the visuals of the surveillance camera video recordings received from different Theory Examination Centres, instances of visuals of suspected malpractices have been noticed.

The Examination Manual states that “Surveillance camera system of the required specifications in working condition” should be there in the examination hall. However, the details of this have not been laid down so far. Many shortcomings in the video recordings of Theory Examination proceedings have been noticed, while examining the CDs received from various Colleges. In the above circumstances the following points with respect to video recording has been laid down before the 23rd meeting of Board of Examinations for its consideration:-

- a. *The video recordings should commence from 9.00 am or in the case of afternoon examination from 1.30 pm covering the Q.P downloading area to the end of examination process.*
- b. *The visuals should be reasonably clear and identifiable. Further verbal announcement if any made before the exam or in the course of exam should be audible.*
- c. *Required number of camera should be used so that the whole examination hall is clearly visible.*
- d. *Colour contrast should be ensured within the examination hall so as to enable clarity of visuals.*
- e. *The CD recording should be sent to University with utmost care.*
- f. *The surveillance camera-data should be backed up and kept safely for a period of six months from the date of Examination.*
- g. *The CD should be written in rated speed: 4x,8x or 16x only.*
- h. *The video footage must be in the standard video format AVI or MP4 only.*
- i. *‘Malpractice’ is defined in Chapter XII of Examination Manual and instance of malpractices are detailed in this chapter. The ultimate purpose of surveillance camera is to detect malpractices being attempted in the Examination Hall.*
- j. *Non-compliance to the above conditions (a) to (h) by any Examination Centre shall be treated as efforts/ attempts of malpractice by violating KUHS Examination Manual and attempts to defeat the vigilance taken by KUHS and shall be viewed seriously, and punished as per rules laid down in the Manual.*
- k. *if it is identified that one or more malpractices is/are attempted to, on examining the CD recordings by KUHS, the entire results of that particular college / Centre will be withheld till the MLEC/Governing Council takes appropriate decision.*

The BoE discussed the matter in detail and decided to **approve the proposal. It was also decided to issue direction to all affiliated colleges to fix sufficient number of wall clocks within**

the examination hall in such a way that the wall clocks can be seen by all the candidates inside the examination hall. Further, it was decided to prohibit Wrist watches and Water bottles inside the theory examination hall, vide paper read as (1) above.

*The 57th meeting of Governing Council held on 04.10.2019 has considered the matter vide its Agenda No. 57.21 and resolved to **approve the decision of the Board of Examinations with a modification “not to permit boxes including pencil boxes and valets, bottles including water-bottles and watches including wrist watches inside the examination hall. It was also decided to permit only ordinary blue/black ball point pens, in the examination hall”**, vide papers read as (2) above*

Vide reference (3) cited above, the Honourable Vice Chancellor has accorded sanction to implement the decision of the Governing Council with respect to the recommendations of the Malpractices and Lapses Enquiry Committee.

The above decisions will be implemented from next examination onwards.

Orders are issued accordingly.

Sd/-

Controller of Examinations.

To

The Principals of all affiliated colleges.

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