

**Guru Nanak Dev University, Amritsar**  
**Superintendent's File**  
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Controller of Examinations

**Special Instructions for Superintendents of Examination Centres**

1. The answer-books in all the subjects shall be forwarded to **Assistant/Deputy Registrar (Secrecy)**, Guru Nanak Dev University, Amritsar-143005.
2. The answer-books in each paper shall be packed in craft-paper, tied crosswise with *sutri* and slip Ec-17 (iii)—be pasted properly. The packet then be placed in cloth cover on which lable Ec-17 (ii)—duly filled in shall be pasted in triplicate Memos for each paper are to be placed *flat* (without folding) in between the *sutri* and craft paper of each packet, and not to be packed inside the packet of answer-books at all.
3. The inner packets should not contain anything like plan of the Hall or any document bearing Superintendent's signature etc., which may give an indication of the identity of the centre of examination.

