

No.EDN-HE (21) B (15) 48/2020-All Type Examinations **08 SEP 2020**

Directorate of Higher Education
Himachal Pradesh

Telephone No.0177-2653120, Extension: 234 Fax: 0177-2812882

E-mail:dhe-sml-hp@gov.in

E-mail:genbr@rediffmail.com

Dated: Shimla-171001 the September, 2020

To

The Principals, Govt. Degree College & Private College,
District Hamirpur & District Shimla, Himachal Pradesh

The Deputy Director of Higher Education, Hamirpur and
Shimla, District Shimla-1

Subject:- Regarding NEET (UG) Examination conducted by National testing Agency.

Please find enclosed herewith a copy of letter no. EDN-A-Gha (7)1/2014 dated: 02-09-2020 & EDN-B-GA (17)-8/2019-L dated: 03-09-2020 alongwith its enclosers received from secretary (Education) to the Government of Himachal Pradesh Shimla-2 on the subject cited above.

In this regard, it is intimated that National Testing Agency has submit the advisory regarding COVID-19 for all Functionaries associated with smooth conduct of NEET (UG) -2020.

You are therefore, directed to take necessary steps in advance as per the Centre Guidelines issued by National Testing Agency for successfully conducting this prestigious/high stake Examination on 13th September 2020 (Sunday), with required safety measures and social distancing in view of COVID-19.

— Sign —

Dr.Parmod Chauhan
Addl. Director of Higher Education (C)
Himachal Pradesh, Shimla-1
Phone No.0177-2656621
E-mail:dhe-sml-hp@gov.in

Shimla-171001 the September, 2020

Endst.No. Even dated

Copy for information and necessary action to:-

1. The Principal Secretary, (Education) to the Govt. of Himachal Pradesh-2 w.r.t. his letter referred as above.
2. The (Dr. Vineet Joshi) Director General, National Testing Agency, Block C-20, 1A/8, Sector -62 Gautam Buddh Nagar, Noida -201309, Uttar Pradesh.
3. Deputy Commissioner Hamirpur & Shimla, Himachal Pradesh information and necessary action please.
- ✓ 4. The Technical Officer (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh with the request to upload the same on Departmental website.
5. Guard file.

Addl. Director of Higher Education (C)
Himachal Pradesh, Shimla-1

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NO. EDN-A-Gha (7)1/2014.
Government of Himachal Pradesh
Department of Higher Education

From

The Secretary (Education) to the
Government of Himachal Pradesh

To

✓ The Director Higher Education
Himachal Pradesh-171001.

DNE	134865
04 SEP 2020	
College	
General	

Dated, Shimla-2 the 4th, Sepctember, 2020.

Subject: - Regarding conduct of NEET (UG) 2020.

Sir,

I am directed to enclose herewith photocopy of letter No. N14(1)/NTA/NEET/CS/2020 dated 16.08.2020 received from Sh. Vineet Joshi, (IAS) Director General, National Testing Agency, Block C-20, 1A/8, Sector 62, IITK Outreach Centre, Gautam Buddh Nagar, Noida-Uttar Praesh (India) on the subject cited above and to request you to look into the matter and take necessary action accordingly.

Yours faithfully,

(Navneet Kapoor)

Joint Secretary (Hr. Edu.) to the,
Government of Himachal Pradesh.

Su. K. Sharma
CP
4/9/20

Smt. Ritu

राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

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D.O. N14 (1)/NTA/NEET/CS/2020

Date: 16.08.2020

Respected Sir,

Kindly refer to my previous D.O. letter of even number dated 19/07/2020 regarding the conduct of NEET (UG) 2020.

As conveyed earlier, the NEET (UG)-2020 is going to be conducted on 13th September 2020 (Sunday), in single shift on the same day across the country, as a uniform entrance examination for admission to all undergraduate medical courses in all medical colleges in the country (including AIIMS and JIPMER), in terms of the provisions of Section 14 of the National Medical Commission (NMC) Act, 2019.

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It may be mentioned that keeping in view the academic interest of large number of students, the Ministry of Home Affairs (MHA) has agreed to the proposal of MHRD for conducting this Entrance Examination as well as other examinations in the month of September 2020. Based on this, the MRHD (now Ministry of Education), Government of India issued OM no. 16-16/2020-U1A dated 06-07-2020 on the above subject, a copy of which was also endorsed to you by the Ministry. Accordingly, it was decided to go ahead with the conduct of this examination on 13th September, 2020.

The list of Examination Centres alongwith the list of City Coordinators of the Exam Cities in your State/UT for this exam is attached, for reference.

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(EDU)
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Advisories are being issued to the Examination Centres for adopting necessary precautions/safety measures in view of Covid-19. A copy of these Advisories is also attached for reference.

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For the smooth conduct of this prestigious/high stake examination, you are requested to issue suitable Instructions to the concerned Department(s)/Authorities/District Administrations to extend necessary cooperation to the Exam Functionaries on the ground, including the following:

- The Examination Centres in the Exam Cities in your State/UT should be allowed to open and operate for all activities before the exam, during the exam and after the exam on 12th, 13th and 14th September, 2020.
- Free movement may be facilitated in the Exam Cities in your State/UT on 12th, 13th and 14th September 2020 for the candidates and their escorts, Exam Personnels (City Coordinator(s)/Observers/Centre Superintendents/Deputy Centre Superintendents/Invigilators/Support Staff) as well as the Staff/Representatives of our Service providers for CCTV/Jammers/Frisking, etc. (Innovatiview, Electronic Corporation of India Limited – ECIL & Bharat Electronics Limited-BEL, etc.), for this

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NATIONAL TESTING AGENCY

Autonomous Organization under the Department of Higher Education, Ministry of Human Resource Development, Government of India
Address for communication: Block C-20, 1A/B, Sector 62, IITK Outreach Centre, Gautam Buddh Nagar, Noida-201309, Uttar Pradesh (India) Tele: 0120-2555250/3946612/6895200 Email: dgoffice@nta.ac.in Website: www.nta.ac.in

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DHE	135059
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Branch	General

No. EDN-B-GA(17)-8/2019-L
Government of Himachal Pradesh
Department of Higher Education

From

The Secretary (Education) to the
Government of Himachal Pradesh

To

✓ The Director, Higher Education,
Himachal Pradesh, Shimla-171001

Dated: Shimla-171002

03-9-2020

Subject: - NEET (UG) September 2020 Examination conducted by NTA.

Sir,

I am directed to forward herewith a photocopy of D.O. letter No.N14(1)/NTA/NEET/SES/2020 dated 21.08.2020 as received from Dr. Vineet Joshi, Director General, National Testing Agency, (MHRD), Department of Higher Education, Government of India on the subject cited above and to request you to take further necessary action in the matter under intimation to this department at the earliest.

Yours faithfully,

[Signature]
Deputy Secretary (Education) to the
Government of Himachal Pradesh

Urgent -
Sh. Rishabh
CS
5/9/20
Rita



55/2020/NTA
02-09-2020
D.O. N14 (1)/NTA/NEET/SES/2020
21st August, 2020

Dear Sir,

- 1) As you may be aware, the National Testing Agency (NTA) has been set up by the Ministry of Education (earlier known as MHRD) as an independent/autonomous body with the Cabinet approval, to function as an independent/autonomous, self-sustained organization for conducting prestigious entrance/fellowship examinations for admission to Educational Institutions.
- 2) The National Testing Agency (NTA) is mandated by the Hon'ble Supreme Court of India, Ministry of Health & Family Welfare and the Ministry of Education to conduct the NEET (UG) entrance examination for admission to all undergraduate medical courses in all medical colleges across the country (including AIIMS and JIPMER).
- 3) NEET (UG) is the largest examination in the whole world in which about 16 lakhs candidates appears on Pan-India basis. *The Centres which are being used for this exam across the States/UTs consist of schools and higher educational institutions (non-medical).*
- 4) Keeping in view the academic interest of large number of students, the Ministry of Home Affairs (MHA) has agreed to the proposal of the Ministry of Education (MHRD) for conducting this Entrance Examination as well as other examinations in the month of September 2020.
- 5) **Accordingly, it has been finally decided to go ahead with the conduct of this examination on 13th September 2020 (Sunday), as permitted by the Hon'ble Supreme Court of India vide order dated 17.08.2020 in W.P (C) No. 812/2020 & 851/2020.**
- 6) Advisories are being issued to the Examination Centres for adopting necessary precautions/safety measures in view of COVID-19, *A copy of these Advisories is also attached for reference.*
- 7) In view of the above, you are requested to issue suitable instructions¹ to the Schools in your State/UT which are *Examination Centres (as per the list enclosed)* to take necessary steps in advance as per the Centre Guidelines issued to them by NTA for successfully conducting this prestigious/high stake examination on 13th September 2020 (Sunday), with required safety measures and social distancing in view of COVID-19. ¹
- 8) A list of City Coordinators (mostly School Principals), who are appointed by NTA for coordination/liasoning with the Examination Centres & Local Administration in the Exam Cities in your State/UT, where this examination is going to be conducted, is enclosed for your ready reference.

I look forward to your support in the successful conduct of this examination.

With regards,

Yours sincerely,

(Dr. Vineet Joshi)

Encl: As above. 29/8

Sh. Rajeev Sharma
Principal Secretary
Department of Education,
Government of Himachal Pradesh, Shimla -171002

S.O. Edu. B
29/08/2020

NATIONAL TESTING AGENCY

(An Autonomous Organization under the Department of Higher Education, Ministry of Human Resource Development, Government of India) Address for communication: Block C-20, 1A/8, Sector 62, IITK Outreach Centre, Gautam Buddha Nagar, Noida-201309, Uttar Pradesh (India) Tele: 0120-2555250/3946612/6895200 Email: dgoffice@nta.ac.in Website: www.nta.ac.in

29/08/2020

Dr. Raj

List of Centres for NEET(UG) 2020 on 13.09.2020

STATE	CITY CODE	CITY	CENTNO	CENTRE ID	CentreName	CentreAddress	CentreLocation	No. of Candidates allotted
Himachal Pradesh	2401	Hamirpur	2401005	NTA-EC-C-03056	MIT COLLEGE OF ENGINEERING & MANAGEMENT, BANI	C/o MIT Campus Bani, P.O - BANI, TEHSIL - BARSAR, DISTT. HAMIRPUR. (H.P.).	https://plus.codes/8J3R GFWX+CC	540
Himachal Pradesh	2401	Hamirpur	2401010	NTA-EC-P-14127	NEW GURUKUL PUBLIC SCHOOL	NEW GURUKUL PUBLIC SCHOOL GOPAL NAGAR (PACCA BHRO) NEAR TARANG FILLING STATION HAMIRPUR (H.P) 177001	https://plus.codes/8J3R PF4W+8G	300
Himachal Pradesh	2401	Hamirpur	2401007	NTA-EC-P-11872	HIM GURUKUL INTL SCHOOL VIL BHALAT HAMIRPUR HP	HIM GURUKUL INTERNATIONAL SCHOOL VILL BHALAT PO HARSOUR TEH BARSAR HAMIRPUR	https://plus.codes/8J3R FFRM+PW	420
Himachal Pradesh	2401	Hamirpur	2401014	NTA-EC-P-14120	ARYAN PUBLIC SCHOOL	Aryan Public Sr.Sec.School Bhota P.O.Aghar Teh.& Distt.Hamirpur	https://plus.codes/8J3R H4C+QF	240
Himachal Pradesh	2401	Hamirpur	2401001	NTA-EC-P-14104	GAUTAM GROUP OF COLLEGES	principal gautam college hamirpur w.no. 10 near bus stand hamirpur	https://plus.codes/8J3R MGPC+FG	900
Himachal Pradesh	2401	Hamirpur	2401013	NTA-EC-P-14160	S.D.Public School Hamirpur (H.P.)	S.D. PUBLIC SCHOOL, WARD NO. 11, SUBHASH NAGAR (NEAR DOSARKA), HAMIRPUR HP	https://plus.codes/8J3R MGCP+X6	240
Himachal Pradesh	2401	Hamirpur	2401008	NTA-EC-S-00931	HAMIRPUR PUBLIC SCHOOL	WARD NO 10, RAM NAGAR, HAMIRPUR HAMIRPUR BYE PASS ROAD HAMIRPUR	https://plus.codes/8J3R MGH9+QC	360
Himachal Pradesh	2401	Hamirpur	2401003	NTA-EC-P-14196	CARRER POINT UNIVERSITY	Career Point University Tikker Kharwar Tehsil Bhoranj, Distt Hamirpur Himachal Pradesh 176041	https://plus.codes/8J3R JFC+5J	600
Himachal Pradesh	2401	Hamirpur	2401009	NTA-EC-S-00471	HIM ACADEMY PUBLIC SCHOOL	VIKAS NAGAR, SALASI, P.O. DARUHI Hamirpur Jhaniari Devi Mandir	https://plus.codes/8J3R PF2J+2M	360
Himachal Pradesh	2401	Hamirpur	2401015	NTA-EC-P-14117	GURUKUL PUBLIC SCHOOL	Gurukul Public school, Gandhi Chowk Hamirpur	https://plus.codes/8J3R MFQM+PH	240
Himachal Pradesh	2401	Hamirpur	2401016	NTA-EC-S-02296	MAHARISHI VIDYA MANDIR PUBLIC SR. SEC. SCHOOL	VILLAGE KUTHAR P.O. BHARMOTI TEHSIL NADAUN DISTT HAMIRPUR	https://plus.codes/8J3R Q983+QX	186
Himachal Pradesh	2401	Hamirpur	2401006	NTA-EC-S-01867	WOODS PARK SCHOOL HAMIRPUR AT BANI	C/O MIT CAMPUS BANI PO BANI TEHSIL BARSAR ,	https://plus.codes/8J3R GFVQ+QC	480
Himachal Pradesh	2401	Hamirpur	2401002	NTA-EC-S-01013	DAV PUBLIC SCHOOL	Darui Darui Darui	https://plus.codes/8J3R PF6R+R9	600
Himachal Pradesh	2401	Hamirpur	2401012	NTA-EC-S-01199	TR DAV PUBLIC SR SEC SCHOOL KANGOO	VPO KANGOO TEHSIL NADAUN DISTT HAMIRPUR KANGOO NEAR PHC	https://plus.codes/8J3R MCPF+QC	300
Himachal Pradesh	2401	Hamirpur	2401004	NTA-EC-S-02898	SEVEN STAR INTERNATIONAL SCHOOL	BANI, TEH. BARSAR, DISTT. HAMIRPUR HP ,	https://plus.codes/8J3R GFVG+39	600
Himachal Pradesh	2401	Hamirpur	2401011	NTA-EC-S-03128	KENDRIYA VIDYALAYA HAMIRPUR	VILLAGE JHANIARA ,	https://plus.codes/8J3R MGX4+3R	300

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List of Centres for NEET(UG) 2020 on 13.09.2020

STATE	CITY CODE	CITY	CENTNO	CENTRE ID	CentreName	CentreAddress	CentreLocation	No. Can allot
Himachal Pradesh	2402	Shimla	2402001	NTA-EC-O-13928	Centre of Excellence, Government Degree College	CENTRE OF EXCELLENCE, GOVT. COLLEGE SANJAULI SHIMLA 171006 HIMACHAL PRADESH	https://plus.codes/8J3V454Q+QC	480
Himachal Pradesh	2402	Shimla	2402004	NTA-EC-O-13842	University Institute of Information Technology	Silverwood Estate, Near Police Chowki, Lower Summerhill, SHimla-5.	https://plus:codes/8J3V446Q+CP	300

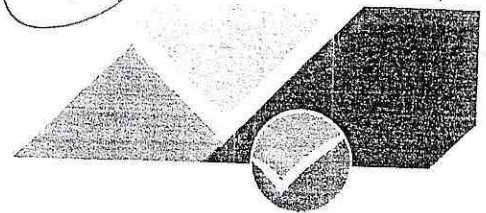
List of City Coordinator for NEET (UG) 2020 on 13.09.2020

TC STATE	CITY CODE	TC CITY	CCID	Name	Mobile	Email	ORGANISATION & ADD	CITY	STATE	PIN
Himachal Pradesh	2401	HAMIRPUR	NTA-TA-C-02328	VISHWAS SHARMA	7018820571	PRINCIDAV@YAHOO.CO.IN	DAV PUBLIC SCHOOL VISHWAS SHARMA, PRINCIPAL, DAV PUBLIC SCHOOL, HAMIRPUR (H.P.)	Hamirpur	Himachal Pradesh	177001
Himachal Pradesh	2402	SHIMLA	NTA-TA-C-02357	Mrs. Vidhupriya Chakravarty	9816654155	rvidhupriyac@gmail.com	ST.THOMAS SCHOOL St Thomas School Near ARTRAC	Shimla	Himachal Pradesh	171003

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Chapter

10 Advisory regarding COVID-19 for All Functionaries

Amidst COVID-19 pandemic, the NTA has drawn up a comprehensive plan for implementation based on relevant Instructions, Guidelines and Orders. This has implications for all functionaries and has been added as a separate chapter. NTA is aware of the challenges and with your support and collaboration will address them in a timely manner.

10.1 Advisory regarding COVID-19 for all Functionaries associated with smooth conduct of NEET(UG)-2020

10.1.1 Background

Conducting Exams in a hassle-free manner is a serious responsibility. NTA has developed a system and processes over a period of time to successfully conduct large scale exams with utmost diligence. There are several norms that need to be adhered to assure the Centre and institutions conducting the exam processes are resilient to various possible disruptions. Hence the need for standard operating procedures (SOP). The SOP acts as a document to set the standard and the operating norms agreed between NTA and the centres conducting the exam.

With the latest pandemic threat, every process needs to be redefined to ensure strict compliance to all the required norms are put in place. This is to additionally assure the safety of both the candidates and all functionaries involved in the conduct of the examination.

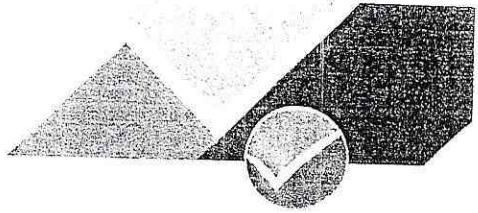
We at NTA, pro-actively worked with health experts and defined the norms for ensuring that the exams can go on with adequate precautions. All the exam processes, procedures have been reviewed and necessary modifications have been incorporated to ensure exams are conducted safely.

10.1.2 The objective of this Advisory is to ensure the following

- ❖ Safe and secure environment for all stakeholders involved in the examination process using touch-free processes wherever needed
- ❖ Maintaining social distancing measures
- ❖ Follow the guidelines and procedures recommended by the Govt
- ❖ Integrate measures with existing processes/ procedures / controls
- ❖ Be on the same page with respect to the actions to be taken by all stakeholders/functionaries towards safe conduct of exams

10.1.3 Scope

Advisory covers the procedures required for NTA to safely organize and conduct NEET (UG)-2020 at its Examination Centres right from the entry of candidates upto their exit



❖ **Inventory management**

Each Examination Centre needs to have the following additional Inventory

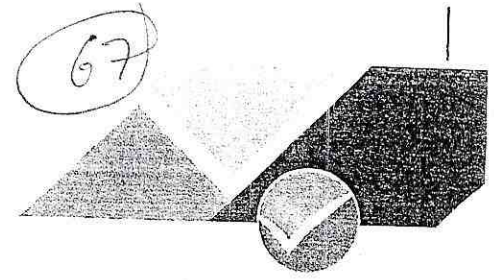
- **Gloves & Masks** for all staff on examination duty
- **Gloves & Masks** for candidates in case they do not come with their own, as a requirement for admission into Examination Centres
- **Hand Sanitizer** at entry and inside the Examination Centres as needed.
- **Spray bottles, Sponges/cloth** for disinfecting items such as desk/table, door handles, etc.
- **Disinfectant liquid with 1% sodium hypochlorite** for spraying in the Examination Centres
- **Disinfectant backpack spray machines for spraying floors, walls, etc**
- Additional cleaning material for washrooms to ensure increased hygiene
- Liquid handwash/soap in washrooms for washing hands
- **Thermo guns** for Temperature check of candidates and all staff on duty
- **Additional notice boards**
- Individual water bottles for staff on duty and for candidates, in case any candidate misses to bring (arrangement for approx. 20% of number of candidates allocated)
- **Rope to make Rope lines and material to make Floor Marks (circle with paint to manage queues outside the entrance gate)**
- **Sanitizing the examination centres and equipping examination functionaries**

❖ **Start of day**

- Spray entire examination centres floors and walls, doors, gates, with disinfectant backpack spray machines
- Fresh mask and gloves to be used by exam functionary after staff verification is done
- Replenish all sanitizer bottles at entry gate, rooms, Registration desks, server room, staff/observer room, etc.
- Replenish all liquid handwash bottles in restrooms and entry gate whenever required
- Candidate Seating Area to be thoroughly sanitized (desk and the chair)
- Clean and disinfect all the washrooms
- Disinfect all door handles, staircase railing, lift buttons, etc.
- Disinfect wheelchairs if present at the examination centres
- Clean all the trash bins

❖ **At end of the day**

- Used gloves and masks should be disposed only in a pedal push covered bin at the Examination Centre and outside the examination room/hall
- Safely dispose off all used masks and gloves discarded at the examination centres or outside the examination centre in trash bin bags at suitable place and as per standard guidelines issued by health authority



❖ **Entry of Candidates as per Time Slot given in Admit Card**

- To avoid crowd at the examination centre entrance due to candidates reaching together, they will be given staggered time slots for reporting. The staggering of time slots will be done to ensure uniform distribution of candidates across rooms during entry at the examination centres.
- A prior communication on this process of staggered entry will be shared with the candidates through admit card and through SMS.
- Security guards at gate should wear masks and gloves as they become the first point of contact for all candidates.

❖ **Ushering Candidate into Separate Registration Rooms**

- Candidate will be ushered in batches of 15 girls and 15 boys in two different Registration Rooms, where thermal scanning will be carried out at the entry followed by frisking and document verification procedures inside the room.
- All processes such as frisking, verification of documents will be done inside the Registration Room.
- The candidate will display the admit card, ID proof and other documents, if any for verification to the Invigilator on duty standing across the table
- Post verification, the Invigilator will locate Candidate's seat in the seat allocation list and inform candidate about his/her room number
- At any point of time the exam functionary would not touch any document of the candidate

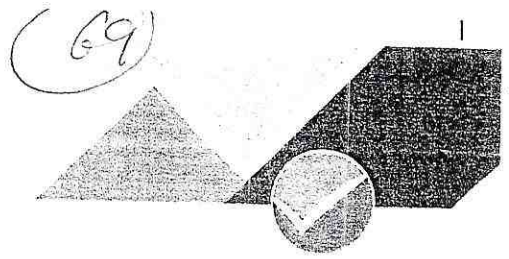
❖ **Use of Thermo Guns**

- All staff members and candidates to be checked with Thermo guns at the entry point for fever. In case, any staff person and candidate is observed to be having above normal temperature ($>37.5^{\circ}\text{C}/99.4^{\circ}\text{F}$) or displaying any symptom of COVID-19 suspect, they will be placed in separate Isolation Room.
- Local Helpline Number for COVID-19 be displayed prominently at the examination centres and used when required
- Regular announcements will be made urging candidates to maintain social distance amongst them as per the social distancing norms. Volunteers/Invigilators will also guide the candidates to maintain social distance.

❖ **Items permitted into the examination room/hall for Candidates**

Candidates will be permitted to carry only these items with them into the examination room/hall:

- Mask on face
- Gloves on hand



- ❖ Candidate must take permission from Invigilator before going for washroom
- ❖ Housekeeping staff manning the washrooms must insist that the candidates wash their hands before leaving the washroom.
- ❖ Drinking water management
- ❖ The practice of water dispenser will be discontinued
- ❖ Personal Water Bottles will be permitted at the table and should be brought by the candidate

10.2.3 Post Examination Controls

- ❖ **Candidate exit from examination centres**
- ❖ **On completion of exam, the candidates should be permitted to move out in an orderly manner – One candidate at a time.**
- ❖ **The gloves and masks should be disposed in a pedal push covered bin at the Examination Centre and outside the examination room/hall only**
- ❖ **Required distance will be maintained without crowding anywhere.**
- ❖ **Volunteers will be present along the exit path to ensure orderly movement of candidates.**
- ❖ **Managing refreshments for exam functionaries and observers**
 - Exam functionaries must bring their own food to the examination centres .
 - Refreshments are allowed only in designated areas and at scheduled times .
 - Refreshments are not permitted in rooms
 - Social Distancing norms must be maintained while having refreshments.
 - No disposable cutleries. Staff will be instructed to bring their own.
- ❖ **Maintain record of all exam functionaries**
 - Record of all exam functionaries will be maintained in the system for future reference and traceability
 - Invigilator records are maintained in the system through staff verification processes

Name and number of other staff such as Housekeeping, Security Guards, etc. will be maintained in a separate digital format as provided by NTA by the Centre Superintendent. No signature will be needed.