

**DYAL SINGH COLLEGE: LODI ROAD: NEW DELHI**

«SNO»

December 03, 2025

DSC/ADMN/

Prof/ Dr./Mr./Mrs./Ms. «NAME»,

As you are aware that the University semester Examinations are commencing from 10<sup>th</sup> December 2025, the duty list of the teaching staff for the University semester Examination Dec-2025/ Jan-2026 is being notified. May I request you to accept the position of «DESIG» of the Examination on the days given below. If you are unable to report for duty on a particular day, you should apply for suitable leave in advance and give at least 24 hours' notice to the Superintendent and arrange for replacement from among your colleagues. You, will, however, complete the requisite number of duties. Additional duties can be assignment later if, required.

If you have University Examination Script Evaluation duty clashing with other University duty, inform the college along with letter of appointment as examiner for exemption of duty or arrange for mutual exchange of duty.

Kindly note down following duties assigned to you as Additional/Deputy Supdt.

**Morning Duties: - «MORNING» - 2025/2026**

«mduty» duties

**Evening Duties: - «EVENING» - 2025/2026**

«eduty» duties

**Total duties: «TOTAL»**

**Reporting time to the Add. / Deputy Superintendent is 45 minutes before the commencement of the Examination, i.e., 8:45 a.m. for the morning session at 01:45 p.m. for the evening session.**

-sd-

Principal / Superintendent Examinations.

Reporting time for morning duty (08:45 am)  
Reporting time for evening duty (01:45 pm)

दयाल सिंह कॉलेज  
(दिल्ली विश्वविद्यालय)  
लोदी रोड, नई दिल्ली-110003

(Examination Duty Dec-Jan, 2025-26)

| S.NO. | CODE       | NAME               | DEPT               | DUTY       | MORNING DUTY |            |            |            |            |            |            | TOTAL | EVENING DUTY |            |            |            |            |   | TOTAL | G.TOTAL |
|-------|------------|--------------------|--------------------|------------|--------------|------------|------------|------------|------------|------------|------------|-------|--------------|------------|------------|------------|------------|---|-------|---------|
| 1     | TS/REG/454 | JASLEEN KAUR       | BOTANY             | ADDL.SUPTD | 15.12.2025   | 17.12.2025 | 18.12.2025 | 19.12.2025 | 22.12.2025 | 24.12.2025 |            | 6     | 12.12.2025   | 19.12.2025 | 26.12.2025 |            |            | 3 | 9     |         |
| 2     | TS/REG/082 | A.K.BHAGI          | CHEMISTRY          | ADDL.SUPTD | 13.12.2025   | 15.12.2025 | 16.12.2025 | 17.12.2025 | 22.12.2025 |            |            | 5     | 13.12.2025   | 15.12.2025 | 16.12.2025 | 17.12.2025 |            | 4 | 9     |         |
| 3     | TS/REG/320 | ALKA GUPTA         | CHEMISTRY          | ADDL.SUPTD | 10.12.2025   | 11.12.2025 | 13.12.2025 | 23.12.2025 | 24.12.2025 | 27.12.2025 |            | 6     | 23.12.2025   | 29.12.2025 | 01.01.2026 |            |            | 3 | 9     |         |
| 4     | TS/REG/350 | NAVNEET MANAV      | CHEMISTRY          | ADDL.SUPTD | 10.12.2025   | 11.12.2025 | 12.12.2025 | 16.12.2025 | 20.12.2025 |            |            | 5     | 10.12.2025   | 11.12.2025 | 12.12.2025 | 16.12.2025 |            | 4 | 9     |         |
| 5     | TS/REG/333 | SHISH PAL SINHMAR  | COMMERCE           | ADDL.SUPTD | 12.12.2025   | 17.12.2025 | 18.12.2025 | 20.12.2025 | 22.12.2025 | 26.12.2025 |            | 6     | 11.12.2025   | 13.12.2025 | 15.12.2025 | 22.12.2025 | 23.12.2025 | 5 | 11    |         |
| 6     | TS/REG/115 | SANDEEP MEHTA      | PHYSICAL EDUCATION | ADDL.SUPTD | 12.12.2025   | 19.12.2025 | 23.12.2025 | 29.12.2025 | 30.12.2025 | 31.12.2025 |            | 6     | 19.12.2025   | 20.12.2025 | 29.12.2025 | 30.12.2025 | 31.12.2025 | 5 | 11    |         |
| 7     | TS/REG/432 | KAMALJIT SINGH     | PUNJABI            | ADDL.SUPTD | 23.12.2025   | 27.12.2025 | 29.12.2025 | 30.12.2025 | 31.12.2025 | 01.01.2026 |            | 6     | 17.12.2025   | 18.12.2025 | 21.12.2025 | 24.12.2025 | 27.12.2025 | 5 | 11    |         |
| 8     | TS/REG/073 | NEERU BHANDARI     | BOTANY             | DY SUPTD   | 10.12.2025   | 15.12.2025 | 18.12.2025 | 23.12.2025 | 30.12.2025 |            |            | 5     | 10.12.2025   | 13.12.2025 | 16.12.2025 | 19.12.2025 |            | 4 | 9     |         |
| 9     | TS/REG/110 | ROMA KATYAL        | BOTANY             | DY SUPTD   | 15.12.2025   | 17.12.2025 | 19.12.2025 | 20.12.2025 | 22.12.2025 |            |            | 5     | 12.12.2025   | 13.12.2025 | 26.12.2025 | 27.12.2025 |            | 4 | 9     |         |
| 10    | TS/REG/101 | KIRAN PAL SINGH    | CHEMISTRY          | DY SUPTD   | 10.12.2025   | 15.12.2025 | 18.12.2025 | 26.12.2025 | 31.12.2025 |            |            | 5     | 10.12.2025   | 15.12.2025 | 16.12.2025 | 30.12.2025 |            | 4 | 9     |         |
| 11    | TS/REG/456 | JYOTI PAUL         | COMMERCE           | DY SUPTD   | 11.12.2025   | 16.12.2025 | 19.12.2025 | 23.12.2025 | 27.12.2025 | 31.12.2025 |            | 6     | 11.12.2025   | 15.12.2025 | 17.12.2025 |            |            | 3 | 9     |         |
| 12    | TS/REG/321 | SHALINI AGGARWAL   | COMMERCE           | DY SUPTD   | 11.12.2025   | 12.12.2025 | 16.12.2025 | 17.12.2025 | 23.12.2025 | 24.12.2025 |            | 6     | 13.12.2025   | 19.12.2025 | 22.12.2025 |            |            | 3 | 9     |         |
| 13    | TS/REG/069 | ANITA GOEL         | COMPUTER SCIENCE   | DY SUPTD   | 11.12.2025   | 12.12.2025 | 17.12.2025 | 20.12.2025 | 22.12.2025 | 27.12.2025 |            | 6     | 19.12.2025   | 23.12.2025 | 27.12.2025 |            |            | 3 | 9     |         |
| 14    | TS/REG/118 | HEMA BANATI        | COMPUTER SCIENCE   | DY SUPTD   | 10.12.2025   | 13.12.2025 | 18.12.2025 | 19.12.2025 | 29.12.2025 |            |            | 5     | 10.12.2025   | 12.12.2025 | 18.12.2025 | 19.12.2025 |            | 4 | 9     |         |
| 15    | TS/REG/078 | KOKILA SEHGAL      | ENGLISH            | DY SUPTD   | 22.12.2025   | 23.12.2025 | 24.12.2025 | 27.12.2025 | 29.12.2025 | 30.12.2025 | 31.12.2025 | 7     | 19.12.2025   | 20.12.2025 | 22.12.2025 | 26.12.2025 |            | 4 | 11    |         |
| 16    | TS/REG/711 | RAJESH KUMAR ABHAY | GEOGRAPHY          | DY SUPTD   | 12.12.2025   | 17.12.2025 | 20.12.2025 | 30.12.2025 | 01.01.2026 |            |            | 5     | 13.12.2025   | 16.12.2025 | 19.12.2025 | 31.12.2025 |            | 4 | 9     |         |
| 17    | TS/REG/125 | VIJAY PAL          | HINDI              | DY SUPTD   | 26.12.2025   | 27.12.2025 | 29.12.2025 | 30.12.2025 | 31.12.2025 | 01.01.2026 |            | 6     | 26.12.2025   | 27.12.2025 | 29.12.2025 | 31.12.2025 | 01.01.2026 | 5 | 11    |         |
| 18    | TS/REG/081 | PUJA VIJH          | HISTORY            | DY SUPTD   | 10.12.2025   | 11.12.2025 | 18.12.2025 | 22.12.2025 | 24.12.2025 | 27.12.2025 | 30.12.2025 | 7     | 23.12.2025   | 29.12.2025 | 30.12.2025 | 01.01.2026 |            | 4 | 11    |         |
| 19    | TS/REG/708 | UMA SHANKER SINGH  | HISTORY            | DY SUPTD   | 10.12.2025   | 12.12.2025 | 15.12.2025 | 17.12.2025 | 20.12.2025 | 22.12.2025 | 23.12.2025 | 7     | 15.12.2025   | 17.12.2025 | 21.12.2025 | 23.12.2025 |            | 4 | 11    |         |
| 20    | TS/REG/113 | ARUN PAL SINGH     | MATHEMATICS        | DY SUPTD   | 10.12.2025   | 12.12.2025 | 17.12.2025 | 19.12.2025 | 23.12.2025 | 24.12.2025 |            | 6     | 11.12.2025   | 13.12.2025 | 17.12.2025 | 31.12.2025 |            | 4 | 10    |         |
| 21    | TS/REG/446 | MANOJ KUMAR        | POLITICAL SCIENCE  | DY SUPTD   | 12.12.2025   | 16.12.2025 | 19.12.2025 | 24.12.2025 | 29.12.2025 | 31.12.2025 |            | 6     | 11.12.2025   | 15.12.2025 | 17.12.2025 | 18.12.2025 | 20.12.2025 | 5 | 11    |         |
| 22    | TS/REG/116 | RAJ KUMAR          | POLITICAL SCIENCE  | DY SUPTD   | 11.12.2025   | 13.12.2025 | 15.12.2025 | 16.12.2025 | 17.12.2025 | 18.12.2025 |            | 6     | 11.12.2025   | 12.12.2025 | 13.12.2025 | 15.12.2025 | 24.12.2025 | 5 | 11    |         |
| 23    | TS/REG/463 | NEETU BHATTACHARYA | ZOOLOGY            | DY SUPTD   | 12.12.2025   | 16.12.2025 | 26.12.2025 | 29.12.2025 | 01.01.2026 |            |            | 5     | 12.12.2025   | 16.12.2025 | 24.12.2025 | 30.12.2025 |            | 4 | 9     |         |

Sd/-  
Prof. V.K.Paliwal  
Superintendent  
(Examination Dec-Jan, 2025-26)