



Board of Secondary Education, Assam  
Guwahati-781021,

[www.sebaonline.org](http://www.sebaonline.org), e-mail: [boardassam@gmail.com](mailto:boardassam@gmail.com)

No. SEBA/EX/ HOLD/75/2023-24/49

Dated, Guwahati, the 26<sup>th</sup> Dec, 2023

To The Inspector General of Police (L & O)  
Assam Police Head Quarter  
Ulubari, Guwahati-781007

Sub : REGARDING HOLDING OF HSLC EXAMINATION, 2024.

Ref : Govt. notification No.396030/1, dated 19/10/2023.

Sir,

With reference to the subject cited above, I am directed to inform you that the High School Leaving Certificate Examination (theory), 2024 will be conducted by the Board of Secondary Education, Assam in the 913 nos. Examination Centres scattered throughout the State with effect from 16<sup>th</sup> February, 2024 as per programme enclosed herewith.

It is fact that without your help and co-operation, it will not be possible to conduct this important public Examination smoothly.

I, therefore, on behalf of the Board, request you kindly to extend your full co-operation in conducting the said Examination smoothly. A list of Examination Centres located throughout the State is enclosed herewith for your ready reference. The following are some pre-examination, during examination and post examination works, for which your active co-operation is extremely necessary.

- 1) The Centre-in-Charge of each PS/POP, where the confidential materials are stored are designated as Security Supervisor and each Centre of Examination pay them honorarium for this purpose.
- 2) The Examination materials like blank Answer Scripts, Additional sheets etc. will be sent to the different Examination Centres through hard top/ covered Vehicle through different routes accompanied by personnel from the Board in the 2<sup>nd</sup> forth night of January, 2024.
- 3) The confidential materials (Question Paper and OMR sheet) of the Examination will be sent in sealed carton from **last week of January, 2024** to the Police Station/ P.O.P. to keep them in safe custody. The Officer-in-charge of the Examination centre entrusted to conduct the Examination will keep a steel Almirah/Trunk in the Police Station/P.O.P. where the confidential sealed carton will be kept. We request to direct all the concerned Officer-in-charge of the Police Station/ P.O.P. to keep such confidential sealed carton in Almirah/Trunk in safe custody and direct them to allow the Officer-in-charge of the Examination centre to enter into the strong room of the Police Station/ P.O.P. Please also direct not to allow any other person except the Officer-in-charge of the Examination Centre to enter into the strong room.

However, in no circumstances the Sealed Cartons of the confidential materials will be opened by any person in PS/P.O.P. The Cartons are packed in accordance with date of examination/shift of the examination. The Sealed Cartons are to be transported to the examination centre with police escort on the day of examination/shift wise in presence of Centre in Charge and Supervising Officer. While storing the Sealed Cartons in strong room as well as while bringing out from the strong room on day of examination, the representative of Officer-In-Charge/ In-Charge of PS/POP must remain present, in order to prevent any mischief.

- 4) The confidential sealed cartons will be sent by vehicle in different routes under police escorts. Two (2) armed Police personnel will be required in each vehicle to escort for carrying the confidential seal cartons safely. We shall inform to commissioner of Police, Guwahati in this regard for providing escort.
- 5) We request you to inform Superintendent of Police of various Districts to deploy Police Personnel in different Examination Centres during examination days to maintain Law and Order, to avoid outside disturbance and for the smooth conduct of the examination as done in the earlier examinations.
- 6) Proper frisking of the candidates are to be done in each centre. The Centre-in-charge will help the police in this regard by providing additional men power, if required.
- 7) We further request you to instruct the Police Station/ P.O.P. to extend all possible help including keeping the confidential materials in safe custody and deployment of Police personnel for the smooth conduct of this public examination. The list of examination centre and their respective PS/POP is sent through mail.

This is submitted for your kind necessary action.

Enclosed :-

- 1) Examination Programme
- 2) Centre List

Yours faithfully,

Secretary,

Board of Secondary Education, Assam,  
Bamunimaidan, Guwahati-21.

Dated, Guwahati, the 26<sup>th</sup> Dec, 2023

Memo No. SEBA/EX/ HOLD/75/2023-24/49-A

Copy To :

- 1) P.S to the Additional Chief Secretary, Home and Political Department, for kind information of the Additional Chief Secretary.
- 2) The Commissioner of Police, Kamrup (M), for kind information and necessary action. List of examination centres and programme are enclosed herewith
- 3) The Secretary to the Govt. of Assam., Dept. of School Education Assam, Dispur.
- 4) The Deputy Commissioner (All) District for kind information.
- 5) The Superintendent of Police (All) District for favour of information & necessary action.
- 6) The Inspector of Schools (All) for information and necessary action. He/She is also requested to hand over copies of this letter enclosed herewith to respective DC/SP.
- 7) All Officer-in-charge of the Examination Centres with a request to contact the concerned Police Station/ P.O.P. personally in this regard. He/She is not authorized to any delegate/ any other person to collect the CONFIDENTIAL SEALED CARTONS from the Police Station/ P.O.P. during the scheduled days of the examination.
- 8) Office File.

Secretary,

Board, of Secondary Education, Assam,  
Bamunimaidan, Guwahati-21.



**ASSAM POLICE HEADQUARTERS  
GUWAHATI, ASSAM**

C.1/2018/VOL-XI/HSLC (eCF 415730)/159

To

- 1) The Commissioner of Police, Guwahati City.
- 2) The All districts Superintendent of Police

Sub.: Regarding holding of HSLC Examination, 2024.

Sir,

In enclosing herewith a copy of letter No. SEBA/EX/HOLD/75/2023-24/49 dated 26-12-2023 alongwith its enclosures received from the Secretary, Board of Secondary Education, Bamunimaidan, Guwahati- 21, I am directed to request you kindly to provide necessary security as requested therein.

Further, you are requested kindly to issue necessary instruction to all O/Cs of P.S. and I/C's of O.P. to ensure security of confidential materials and to follow all instructions as requested by Secretary, Board of Secondary Education, Assam, Bamunimaidan, Guwahati.

Moreover, the O/Cs of PSs and I/Cs of Ops should also be instructed to provide necessary security etc. at examination centres during examination days for the smooth conduct of the examination.

Encio:- As stated above.

Yours faithfully

Signed by

Longnit Terang

Date: 09-01-2024 17:50:05

Asstt. Inspector General of Police (L&O),  
Assam, Guwahati.

Copy alongwith a copy of the above letter is forwarded for favour of kind information and necessary action to :-

- 1) The Addl. Director General of Police(SB) Assam, Kahilipara, Guwahati
- 2) The Inspector General of Police (Security), Assam Kahilipara, Guwahati
- 3) The Inspector General of Police (BTAD), Kokrajhar/ (NER), Tinsukia / (ER) Jorhat/ (CR) Diphu / (WR) Bongaigaon.
- 4) The Deputy Inspector General of Police ( CWR), Guwahati / (NR) Tezpur/ (SR) Silchar
- 3) The Secretary, Board of Secondary Education, Assam, Bamunimaidan, Guwahati-21 for favour of kind information. This has a reference to his SEBA/EX/HOLD/75/2023-24/49 dated 26-12-2023.

e-signed

Asstt. Inspector General of Police (L&O),  
Assam, Guwahati.

opened by any person in front of the cartons are placed in the examination/shift of the examination. The Sealed Cartons are to be transported to the examination centre with police escort on the day of examination/shift wise in presence of Centre in Charge and Supervising Officer. While storing the Sealed Cartons in strong room as well as while bringing out from the strong room on day of examination, the representative of Officer-In-Charge/ In-Charge of PS/POP must remain present, in order to prevent any mischief.