



IGNOU REGIONAL CENTER, ANGUL (CODE 89)
Plat No. 758-759, Similipada Chowk,
Angul 759 122 ODISHA

CIRCULAR-1

IG/RC/Angl/2022

22nd Nov 2022

In view of the last date of submission of assignments (i.e 30th Nov 2022) for TEEs Dec 2022 all the Coordinators / PICs of the LSCs of RC Angul are hereby requested to take the status of receipt of assignments at their centers on day to day basis and submit the consolidated report of total assignments received in the Google link on 1st Dec 2022.

Necessary arrangements with plan of action may also be initiated at your center for processing (**course code wise**) of the assignments and evaluation of assignments utilizing the expertise and services **course wise of approved counselors**, without waiting for the last date of submission, as assignment evaluation is a continuous process and students should get their evaluated assignments within 30days of their submission at the study center.

All Coordinators are requested to start the evaluation of assignments on priority and submit the following status on week to week basis in the Google link

- i) Total assignments received
- ii) Total Assignments allotted to evaluators for evaluation
- iii) Total Assignments evaluated & awards received at the study centre
- iv) Total Assignments awards uploaded in the link
- v) Total Assignments awards Lists submitted to RC

You are requested to kindly ensure that only course wise approved counselors evaluated the assignments of your study center. In case you find, unavailability of approved counselors for certain courses, i) you may identify and utilize services of course wise approved counselors of other LSCs,/ OR ii) you may inform RC those course codes, so that RC will also coordinate with other LSCs, / OR iii) alternatively, you may send those assignments to RC (with a complete list /statement) followed by identifying faculties to empanel them for those courses, to utilize them in future. Processing of assignments and their evaluation should not be hold on for TEEs commences from 2nd Dec 2022. You may write to RC for support and cooperation of any kind to complete the assignment evaluation within the stipulated time limit (within 30 days of their receipt at your center).

Yours sincerely,

(M. K. Dash)

To

All the Coordinators / PICs, IGNOU LSCs, RC Angul