



CENTRAL BOARD OF OPEN SCHOOLING AND EXAMINATION

“Serving under the national framework for open schooling and vocational education, in alignment with the guiding principles of the National Education Policy (NEP) – Government of India.”

C-77 Cluster Place, Peeragarhi- New Delhi 110001

Ph: 9557361231, 9557351231

Ref No: CBOSE/EAM/2025/310

Date: - 20 April 2025

Press Release

CENTRAL EXAMINATION GOVERNANCE & CENTRE COMPLIANCE STANDARDS – 2025

It is hereby notified for the information of all affiliated study centres, regional examination administration units, district monitoring cells, appointed Centre Superintendents, Invigilators, Board Observers, digital governance officers, safety officials, and all examination-related personnel functioning under the Central Board of Open Schooling & Examination (CBOSE), that in alignment with the Ministry of Education, Government of India, and pursuant to the full national rollout of the **National Assessment Reforms – 2025**, the Board is hereby issuing the **Central Examination Governance & Centre Compliance Standards – 2025**.

This Notification shall serve as the principal regulatory document governing the conduct, administration, monitoring, surveillance, integrity, and compliance of all **theory examinations** held under the authority of CBOSE during the entire Academic Year 2025. It supersedes all previous examination-related orders, circulars, manuals, and instructions issued in earlier years.

The Ministry of Education has emphasized that the national examination ecosystem must operate with complete transparency, uniformity, predictability, fairness, and structural accountability. Examination centres must therefore function as strictly regulated public environments where academic sanctity is maintained without compromise. The examination centre shall be treated as a controlled academic zone, and every activity occurring within such premises shall be governed exclusively by the standards notified herein.

Institutions must understand that examination governance is not limited to distribution of question papers or supervision of candidates. Rather, it comprises a complete administrative system involving question paper security, candidate identity verification, invigilator conduct, CCTV surveillance, safety readiness, documentation correctness, data accuracy, seating discipline, incident reporting, and compliance with national protocols. Centres must therefore ensure strict institutional readiness before participating in Board examinations.

Every examination centre must be fully prepared before the commencement of the examination cycle. Physical infrastructure, digital systems, CCTV installation, seating layouts, entry-management protocols, fire safety arrangements, electrical stability, drinking water availability, and accessibility for differently-abled candidates must all be verified. Cleanliness, discipline, and a calm academic environment must be ensured throughout the centre.

The centre shall be under the control of the **Centre Superintendent**, who must be a senior member of the institution with a proven record of integrity and administrative competence. The Superintendent shall bear personal responsibility for question paper security, safe storage, timely opening, orderly distribution, invigilation management, handling of

supplementary sheets, collection of answer books, sealing of packets, and execution of all compliance duties assigned by the Board. The Board reserves the right to take disciplinary action against any Superintendent who fails to comply with these standards.

The strong room shall be treated as a high-security academic vault. All question papers must be stored in sealed packets under dual-lock custody. Keys must be held separately by the Superintendent and the designated Board Observer or authorized signatory. Strong room logs must be maintained with the exact time and purpose of every entry. Any irregularity, damaged seal, or suspicious activity shall be treated as a breach of national examination integrity.

On the day of the examination, all invigilators must report at least one hour before the scheduled start. A mandatory briefing must be conducted covering responsibilities, ethical conduct, instructions for handling candidates, methods of surveillance, emergency protocols, and behaviour expectations. Invigilators must set an example of calm discipline, neutrality, and vigilance. No leniency, distraction, mobile usage, or casual conversation shall be permitted during examination hours.

Candidates may enter the examination hall only after identity verification. Admit Cards must match Aadhaar-linked or MoE-approved digital identity, and seating must follow the pre-approved roll number matrix. Invigilators must check answer book details, ensure correctness of roll numbers, and maintain a transparent distribution and collection process. No candidate may be given supplementary sheets without due verification.

Absolute silence must prevail throughout the examination period. Candidates must be monitored without interruption. Invigilators must continuously walk across the room in a non-disruptive manner, avoiding lengthy standing in one spot or interaction with individual candidates. Any attempt at malpractice, communication between candidates, or possession of unauthorized materials must be reported immediately through an Unfair Means Report.

The question paper packet shall be opened only in the presence of invigilators and observers, at the exact scheduled time, under active CCTV coverage. No question paper may be taken out of the hall before the end of the examination. Surplus question papers must be accounted for and returned as per Board directions.

Every examination hall, corridor, strong room, and administrative area shall be under full **CCTV surveillance**. Cameras must function continuously without interruption. The footage must be preserved for the legally mandated period. Any gap in footage may be treated as a potential compromise. The Board reserves the right to cancel examinations or impose disciplinary action based on surveillance review findings.

After the examination ends, answer books must be collected systematically, verified for roll numbers, bundled in order, sealed in tamper-proof packets, and signed jointly by invigilators and the Superintendent. Packets must then be sent for dispatch as per Board protocol without delay. No answer book may remain unaccounted for under any circumstances.

Centres shall maintain a disciplined environment both inside and outside the examination hall. Loud announcements, external disturbances, unauthorized entry of individuals, public gatherings, or any form of noise or distraction near examination areas is strictly prohibited. The entire campus must remain examination-focused for the entire duration of the schedule.

Special provisions must be made for candidates with disabilities, including accessible seating, ramps, scribes, assistive tools, or extended time as per Ministry guidelines. Such accommodations must be implemented respectfully, without drawing attention or causing discomfort to the candidate.

The Board may conduct **surprise inspections** at any time during the examination cycle. Inspectors may review CCTV footage, strong room logs, seating plans, invigilator behaviour, administrative registers, and physical arrangements. Institutions must extend full cooperation. Refusal, delay, or obstruction shall be recorded as non-compliance.

Examination governance shall also include **AI-assisted monitoring**, analysing attendance patterns, mark distribution trends, time-based anomalies, and unusual behavioural signals captured through CCTV. Centres flagged through AI monitoring may face additional scrutiny.

Institutions must maintain all examination-related documents, including attendance sheets, reports, logs, CCTV archives, and incident files for the specified period. Accurate record-keeping is essential for national verification processes, post-examination audits, and redressal of disputes.

This Notification mandates strict neutrality and ethical conduct from all personnel. Political influence, favoritism, community bias, personal involvement, or undue interference from external individuals shall not be tolerated. Examination work shall be treated as national duty.

Heads of institutions shall be held directly accountable for violations, negligence, or poor conduct of examination processes. Depending on the severity of violations, the Board may impose penalties including warnings, suspension, withdrawal of examination privileges, or cancellation of centre recognition.

This Notification must be displayed prominently on institutional notice boards, administrative offices, examination control rooms, faculty rooms, and all digital communication groups.

This Notification supersedes all previous examination-related governance instructions.

This issues with the approval of the Competent Authority.

Copy with a request to respective Heads of Directorates as indicated below to also disseminate the information to all concerned schools under their jurisdiction:

1. All Regional Directors/Regional Officers of CBOSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions
2. All Joint Directors/Deputy Directors/Assistant Directors, CBOSE
3. In charge IT Unit with the request to put this circular on the CBOSE websites
4. The Assistant Librarian, CBOSE
5. The Public Relations Officer, CBOSE
6. PS to Chairperson, CBOSE
7. SPS to Secretary, CBOSE
8. Guard File



Organization Secretary
Central Board of Open Schooling and
Examination, New Delhi

