

92, Dr. Dadabhai Naoroji Road, Opp CSMT, Mumbai - 400 001.

Tel.: +91 22 2265 2272 / 2270 2997 • Website: www.anjumanihm.com

E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan, Extension Building, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098.

CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR)) Letter No.: T2023-24/72409

NAME	ADDRESS	ROLE	CONTACT & E- MAIL ID
BOKDE SHIRISH KESHAVRAO	897 Apeejay Institute of Hospitality PLOT NO 1 ,SECTOR 10, CBD BELAPUR , NAVI MUMBAI 400614	Chairperson	9987178045 shirish@aih.edu.in
ALMEIDA STEPHAN ALEX	508 Anjuman-I-Islams Institute of Hospitality Management 92DR.D.N. ROAD, NEAR CSMT STATION, C.S.M.T, MUMBAI NA 400001	Paper Setter	9421631888 stephan39@gmail.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter / Moderator / Examiner / Translator as mentioned against your name for the following course/subject, examinations to be held in Second Half (Winter) 2023.

Faculty	Science And Technology	
Program No. & Name of the Examination	1S00416 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (CBSGS) SEMESTER - VI	
Subject (Paper Code)	23306 / / Advanced Front Office.	
Date of Examination	As per actual time-table published by the university.	
Number of sets required *	red * 3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT	
Remark	- 1	
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 7208233175 Interdisciplinary - 7208233265	

- * Please refer academic council resolution vide item no. 5.2 dated 26 th July 2019
- ** Marathi/ Gujarati/ Hindi version of the question paper/answer key should be submitted in Unicode format only .
- ^ No question paper sets will be accepted without Answer Key.

2.

A. The Chairperson is requested to co-ordinate and submit the Question Paper within One week after receipt of this Appointment letter or as per requirement of Manuscript Unit. Below are the communication details of the Manuscript Unit:

Office Contact No: 26534263

> Principal Anjuman-I-Islam

Institute of Hospitality Managem



Anjuman-I-Islam's **Institute of Hospitality Management**

(Affiliated to the University of Mumbai)

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E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

E-mail ID:	manuscripts@exam.mu.ac.in	
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-8779166927 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636	

- B. As per directives received from the University authorities, the University is preparing Question Paper bank hence, it is necessary to set the Question papers as marked in Column No.
- C. The Chairpersons are requested to submit THREE SETS OR DIFFERENT SETS AS PER REQUIREMENTS OF MANUSCRIPTS UNIT OF QUESTION PAPERS (as the case may be quoted in serial no. 1) along with answer key in separate sealed envelope to the MANUSCRIPTS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai -400098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P/Proof Correction and if necessary they should also submit Marathi/ Gujarati/ Hindi version of the question paper in sealed envelope wherever required.
- D. Your presence is mandatory on the day of examination of your paper in the Examination Control Room, Examination House, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400 098, for smooth conduct of the examination. The Question paper will be delivered by the University to the respective centres. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control Room on the day and time of examination.
- E. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.
- F. If any one wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai, within 3 days from
- 3. A copy of each of the pamphlet entitled 'General instructions to Paper-Setters and examiners' and 'Special Instructions to Paper-Setters and Examiners' will be available in Appointment Unit, Examination House, M. J. Phule Bhavan, Extension Building Vidyanagari, Kalina, Santacruz (East), Mumbai - 400 098. You are requested to collect the same before setting the question paper.
- 4. I am further to request you to complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
- 5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject consultation with Manuscript Unit.
- 6. You are requested to communicate any change in your service (College & Residence), as well as, Contact No. & Email address, for faster communication immediately to the Appointment Unit of Examinations Section of University through your present College.
- 7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - Wife, Husband, Son, Daughter, Grand-Son, Grand- Daughter, Father, Mother, Brother, Sister, Nephew, Niece, Uncle, Aunt, First Cousin, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law and Sisterin-law)

8. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question

Principal Anjuman-I-Islam Institute of Hospitality Management

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paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination.

- 9. The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 10. The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
- 11. The copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of the College for Examination work as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 12. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on appunit@exam.mu.ac.in

Yours faithfully.

Dr. Prasad M. Karande, I/c. Director, Board of Examinations & Evaluation

1) The Principal for information, with a request to relieve the concerned teachers of their college for Examination work.

2) The Deputy Registrar, Manuscript Unit.



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UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098.

CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR)) Letter No.: T2022-23/58683

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
BUDKE AJAY SHANKAR	581 Bharati Vidyapeeths Institute of Hotel Management and Catering Technology SECTOR-O8, NEAR RAJIV GANDHI MAIDAN CBD BELAPUR NAVI MUMBAI 400614	Chairperson	9930371660 ajayajay97@gmail.com
PARCHURE RAHUL AJIT	950 Bunts Sanghas Ramanath Payyade College of Hospitality Management Studies Shashi Manmohan Shetty Higher Education Complex, Opp. Buntara Bhavan, Buntara Bhavan Marg 400070	Paper SetterModerator	7045906976 rahulparchure55@gmail.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter and/or Translator as mentioned against your name for the following course/subject, examinations to be held in Second Half (Winter) 2022.

Faculty	Science And Technology	
Program No. & Name of the Examination	1S00415 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (CBSGS) SEMESTER-V	
Subject (Paper Code)	70302 / / Food and Beverage Operations Management. (Rev.)	
Date of Examination	As per actual time-table published by the university.	
Number of sets required *	3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT	
Remark	-	
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 8779166927 Interdisciplinary - 7208233265	

- * Please refer academic council resolution vide item no. 5.2 dated 26 th July 2019
- ** Marathi/ Gujarati/ Hindi version of the question paper/answer key should be submitted in Unicode format only .
- ^ No question paper sets will be accepted without Answer Key.

A. The Chairperson is requested to co-ordinate and submit the Question Paper within One week after receipt of this Appointment letter or as per requirement of Manuscript Unit. Below are the communication details of the Manuscript Unit:

> Principal Anjuman-I-Islam Institute of Hospitality Management Mumbai-01



Anjuman-I-Islam's Institute of Hospitality Management

(Affiliated to the University of Mumbai)

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E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

Office Contact No:	26534263
E-mail ID :	manuscripts@exam.mu.ac.in
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-877916627 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636

- B. As per directives received from the University authorities, the University is preparing Question Paper bank hence, it is necessary to set the Question papers as marked in Column No. 1.
- C. The Chairpersons are requested to submit THREE SETS OR DIFFERENT SETS AS PER REQUIREMENTS OF MANUSCRIPTS UNIT OF QUESTION PAPERS (as the case may be quoted in serial no. 1) along with answer key in separate sealed envelope to the MANUSCRIPTS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai 400098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P/Proof Correction and if necessary they should also submit Marathi/ Gujarati/ Hindi version of the question paper in sealed envelope wherever required.
- D. Your presence is mandatory on the day of examination of your paper in the Examination Control Room, Examination House, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098, for smooth conduct of the examination. The Question paper will be delivered by the University to the respective centres. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control Room on the day and time of examination.
- E. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.
- F. If any one wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai, within 3 days from receipt of this order.
- 3. A copy of each of the pamphlet entitled 'General instructions to Paper-Setters and examiners' and 'Special Instructions to Paper-Setters and Examiners' will be available in Appointment Unit, Examination House, M. J. Phule Bhavan, Extension Building Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098. You are requested to collect the same before setting the question paper.
- 4. I am further to request you to complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
- You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject consultation with Manuscript Unit.
- 6. You are requested to communicate any change in your service (College & Residence), as well as, Contact No. & E-mail address, for faster communication immediately to the Appointment Unit of Examinations Section of University through your present College.

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Anjuman-I-Islam

Institute of Hospitality Management

Principal



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- 10. The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
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Yours faithfully,

Dr. Prasad M. Karande, Offg. Director, Board of **Examinations & Evaluation**

Mumbai-01

C. C. to :-

1) The Principal for information, with a request to relieve the concerned teachers of their college for Examination work.

2) The Deputy Registrar, Manuscript Unit.



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CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR))

Letter No.: T2023-24/72421

NAME	ADDRESS	ROLE	CONTACT & E- MAIL ID
BOKDE SHIRISH KESHAVRAO	897 Apeejay Institute of Hospitality PLOT NO 1 ,SECTOR 10, CBD BELAPUR , NAVI MUMBAI 400614	Chairperson	9987178045 shirish@aih.edu.in
ALMEIDA STEPHAN ALEX	508 Anjuman-I-Islams Institute of Hospitality Management 92DR.D.N. ROAD, NEAR CSMT STATION, C.S.M.T, MUMBAI NA 400001	Paper Setter	9421631888 stephan39@gmail.com

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Faculty	Science And Technology
Program No. & Name of the Examination	1S00426 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (Choice Based) SEMESTER-VI
Subject (Paper Code)	87706 / / Advanced Front Office
Date of Examination	As per actual time-table published by the university.
Number of sets required * 3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNI	
Remark	• *
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 7208233175 Interdisciplinary - 7208233265

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Office Contact No: 26534263

> **Principal** Anjuman-I-Islam Institute of Hospitality Management



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E-mail ID:	manuscripts@exam.mu.ac.in
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-8779166927 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636

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paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination.

- 9. The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
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Yours faithfully,

Dr. Prasad M. Karande, I/c. Director. **Board of Examinations & Evaluation**

C. C. to :-

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2) The Deputy Registrar, Manuscript Unit.



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UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098.

CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR)) Letter No.: T2022-23/55674

To,

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
BUDKE AJAY SHANKAR	581 Bharati Vidyapeeths Institute of Hotel Management and Catering Technology SECTOR-O8, NEAR RAJIV GANDHI MAIDAN CBD BELAPUR NAVI MUMBAI 400614	Chairperson	9930371660 ajayajay97@gmail.com
PARCHURE RAHUL AJIT	950 Bunts Sanghas Ramanath Payyade College of Hospitality Management Studies Shashi Manmohan Shetty Higher Education Complex, Opp. Buntara Bhavan, Buntara Bhavan Marg 400070	Paper SetterModerator	7045906976 rahulparchure55@gmail.com

Dear Sir/Madam.

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Faculty	Science And Technology	
Program No. & Name of the Examination	1S00425 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (Choice Based) SEMESTER-V	
Subject (Paper Code) 70402 / / Food and Beverage Operations Management		
Date of Examination	As per actual time-table published by the university.	
Number of sets required *	3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT	
Remark		
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 8779166927 Interdisciplinary - 7208233265	

- * Please refer academic council resolution vide item no. 5.2 dated 26 th July 2019
- ** Marathi/ Gujarati/ Hindi version of the question paper/answer key should be submitted in Unicode format only .
- ^ No question paper sets will be accepted without Answer Key.

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A. The Chairperson is requested to co-ordinate and submit the Question Paper within One week after receipt of this Appointment letter or as per requirement of Manuscript Unit. Below are the communication details of the Manuscript Unit:

> Anjuman-I-Islam Institute of Hospitality Management



Anjuman-I-Islam's **Institute of Hospitality Management**

(Affiliated to the University of Mumbai)

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Office Contact No:	26534263
E-mail ID :	manuscripts@exam.mu.ac.in
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-877916627 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636

- B. As per directives received from the University authorities, the University is preparing Question Paper bank hence, it is necessary to set the Question papers as marked in Column No. 1.
- C. The Chairpersons are requested to submit THREE SETS OR DIFFERENT SETS AS PER REQUIREMENTS OF MANUSCRIPTS UNIT OF QUESTION PAPERS (as the case may be quoted in serial no. 1) along with answer key in separate sealed envelope to the MANUSCRIPTS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai -400098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P/Proof Correction and if necessary they should also submit Marathi/ Gujarati/ Hindi version of the question paper in sealed envelope wherever required.
- D. Your presence is mandatory on the day of examination of your paper in the Examination Control Room, Examination House, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400 098, for smooth conduct of the examination. The Question paper will be delivered by the University to the respective centres. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control Room on the day and time of examination.
- E. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.
- F. If any one wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai, within 3 days from
- 3. A copy of each of the pamphlet entitled 'General instructions to Paper-Setters and examiners' and 'Special Instructions to Paper-Setters and Examiners' will be available in Appointment Unit, Examination House, M. J. Phule Bhavan, Extension Building Vidyanagari, Kalina, Santacruz (East), Mumbai – 400 098. You are requested to collect the same before setting the question paper.
- 4. I am further to request you to complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
- 5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject consultation with Manuscript Unit.
- 6. You are requested to communicate any change in your service (College & Residence), as well as, Contact No. & Email address, for faster communication immediately to the Appointment Unit of Examinations Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - Wife, Husband, Son, Daughter, Grand-Son, Grand- Daughter, Father, Mother, Brother, Sister, Nephew, Niece, Uncle, Aunt, First Cousin, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law and Sisterin-law)

> Principal Aniuman-I-Islam Institute of Hospitality Management



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- 8. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the
- 9. The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 10. The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
- 11. The copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of the College for Examination work as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 12. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on appunit@exam.mu.ac.in

Yours faithfully,

Dr. Prasad M. Karande, Offg. Director, Board of **Examinations & Evaluation**

C. C. to :-

1) The Principal for information, with a request to relieve the concerned teachers of their college for Examination work.

2) The Deputy Registrar, Manuscript Unit.

Principal Anjuman-I-Islam
Institute of Hospitality Management Mumbai-01

of H



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UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan, Extension Building, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098.

CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR)) Letter No.: T2023-24/84615

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
GEORGE NIXON	898 Don Bosco College D-Wing, DBCL Campus, Premier Automobiles Road Near Vidyvihar station 400070	ChairpersonPaper Setter	9920435444 nixongeorge@hotmail.com
PARCHURE RAHUL AJIT	950 Bunts Sanghas Ramanath Payyade College of Hospitality Management Studies Shashi Manmohan Shetty Higher Education Complex, Opp. Buntara Bhavan, Buntara Bhavan Marg 400070	Paper Setter	7045906976 rahulparchure55@gmail.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter / Moderator / Examiner / Translator as mentioned against your name for the following course/subject, examinations to be held in First Half (Summer) 2024.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00426 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (Choice Based) SEMESTER-VI
Subject (Paper Code)	87710 / / Services Marketing
Date of Examination	As per actual time-table published by the university.
Number of sets required *	3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT
Remark	***
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 7208233175 Interdisciplinary - 7208233265

- * Please refer academic council resolution vide item no. 5.2 dated 26 th July 2019
- ** Marathi/ Gujarati/ Hindi version of the question paper/answer key should be submitted in Unicode format only .
- ^ No question paper sets will be accepted without Answer Key.

A. The Chairperson is requested to co-ordinate and submit the Question Paper within One week after receipt of this Appointment letter or as per requirement of Manuscript Unit. Below are the communication details of the Manuscript Unit:

022 26532034 Office Contact No:

> Principal Anjuman-I-Islam Institute of Hospitality Management



Anjuman-I-Islam's Institute of Hospitality Management

(Affiliated to the University of Mumbai)

92, Dr. Dadabhai Naoroji Road, Opp CSMT, Mumbai - 400 001.

Tel.: +91 22 2265 2272 / 2270 2997 • Website : www.anjumanihm.com E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

E-mail ID :	manuscripts@exam.mu.ac.in
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-8779166927 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636

- B. As per directives received from the University authorities, the University is preparing Question Paper bank hence, it is necessary to set the Question papers as marked in Column No. 1.
- C. The Chairpersons are requested to submit THREE SETS OR DIFFERENT SETS AS PER REQUIREMENTS OF MANUSCRIPTS UNIT OF QUESTION PAPERS (as the case may be quoted in serial no. 1) along with answer key in separate sealed envelope to the MANUSCRIPTS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai 400098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P/Proof Correction and if necessary they should also submit Marathi/ Gujarati/ Hindi version of the question paper in sealed envelope wherever required.
- D. Your presence is mandatory on the day of examination of your paper in the Examination Control Room, Examination House, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098, for smooth conduct of the examination. The Question paper will be delivered by the University to the respective centres. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control Room on the day and time of examination.
- E. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.
- F. If any one wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai, within 3 days from receipt of this order.
- 3. A copy of each of the pamphlet entitled 'General instructions to Paper-Setters and examiners' and 'Special Instructions to Paper-Setters and Examiners' will be available in Appointment Unit, Examination House, M. J. Phule Bhavan, Extension Building Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098. You are requested to collect the same before setting the question paper.
- 4. I am further to request you to complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
- 5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject consultation with Manuscript Unit.
- You are requested to communicate any change in your service (College & Residence), as well as, Contact No. & Email address, for faster communication immediately to the Appointment Unit of Examinations Section of University through your present College.
- 7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: Wife, Husband, Son, Daughter, Grand-Son, Grand- Daughter, Father, Mother, Brother, Sister, Nephew, Niece, Uncle, Aunt, First Cousin, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law and Sister-in-law)

8. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question

Mumbai-01



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paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the

- 9. The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 10. The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
- 11. The copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of the College for Examination work as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 12. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on appunit@exam.mu.ac.in

Yours faithfully, of war do le

Dr. Pooja Raundale, Director. Board of Examinations & Evaluation

C. C. to :-

1) The Principal for information, with a request to relieve the concerned teachers of their college for Examination work.

2) The Deputy Registrar, Manuscript Unit.

Principal

Mumbai-01



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E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan, Extension Building, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098.

CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR)) Letter No.: T2023-24/84605

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
GEORGE NIXON	898 Don Bosco College D-Wing, DBCL Campus, Premier Automobiles Road Near Vidyvihar station 400070	ChairpersonPaper Setter	9920435444 nixongeorge@hotmail.com
PARCHURE RAHUL AJIT	950 Bunts Sanghas Ramanath Payyade College of Hospitality Management Studies Shashi Manmohan Shetty Higher Education Complex, Opp. Buntara Bhavan, Buntara Bhavan Marg 400070	Paper Setter	7045906976 rahulparchure55@gmail.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter / Moderator / Examiner / Translator as mentioned against your name for the following course/subject, examinations to be held in First Half (Summer) 2024.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00416 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (CBSGS) SEMESTER - VI
Subject (Paper Code)	23310 // Services Marketing.
Date of Examination	As per actual time-table published by the university.
Number of sets required *	3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT
Remark	
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 7208233175 Interdisciplinary - 7208233265

- * Please refer academic council resolution vide item no. 5.2 dated 26 th July 2019
- ** Marathi/ Gujarati/ Hindi version of the question paper/answer key should be submitted in Unicode format only .
- ^ No question paper sets will be accepted without Answer Key.

A. The Chairperson is requested to co-ordinate and submit the Question Paper within One week after receipt of this Appointment letter or as per requirement of Manuscript Unit. Below are the communication details of the Manuscript Unit:

Office Contact No: 022 26532034



Anjuman-I-Islam's Institute of Hospitality Management

(Affiliated to the University of Mumbai)

92, Dr. Dadabhai Naoroji Road, Opp CSMT, Mumbai - 400 001. Tel.: +91 22 2265 2272 / 2270 2997 • Website : www.anjumanihm.com

E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

E-mail ID :	manuscripts@exam.mu.ac.in
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-8779166927 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636

- B. As per directives received from the University authorities, the University is preparing Question Paper bank hence, it is necessary to set the Question papers as marked in Column No. 1.
- C. The Chairpersons are requested to submit THREE SETS OR DIFFERENT SETS AS PER REQUIREMENTS OF MANUSCRIPTS UNIT OF QUESTION PAPERS (as the case may be quoted in serial no. 1) along with answer key in separate sealed envelope to the MANUSCRIPTS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai 400098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P/Proof Correction and if necessary they should also submit Marathi/ Gujarati/ Hindi version of the question paper in sealed envelope wherever required.
- D. Your presence is mandatory on the day of examination of your paper in the Examination Control Room, Examination House, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai – 400 098, for smooth conduct of the examination. The Question paper will be delivered by the University to the respective centres. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control Room on the day and time of examination.
- E. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.
- F. If any one wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai, within 3 days from receipt of this order.
- 3. A copy of each of the pamphlet entitled 'General instructions to Paper-Setters and examiners' and 'Special Instructions to Paper-Setters and Examiners' will be available in Appointment Unit, Examination House, M. J. Phule Bhavan, Extension Building Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098. You are requested to collect the same before setting the question paper.
- 4. I am further to request you to complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
- You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject consultation with Manuscript Unit.
- You are requested to communicate any change in your service (College & Residence), as well as, Contact No. & E-mail address, for faster communication immediately to the Appointment Unit of Examinations Section of University through your present College.
- 7. You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: Wife, Husband, Son, Daughter, Grand-Son, Grand- Daughter, Father, Mother, Brother, Sister, Nephew, Niece, Uncle, Aunt, First Cousin, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law and Sister-in-law)

8. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question

Principal



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paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the

- 9. The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 10. The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
- 11. The copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of the College for Examination work as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 12. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on appunit@exam.mu.ac.in

Yours faithfully, Yur watel

Dr. Pooja Raundale, Director, Board of Examinations & Evaluation

Mumbai-01

C. C. to :-

1) The Principal for information, with a request to relieve the concerned teachers of their college for Examination work.

2) The Deputy Registrar, Manuscript Unit.



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CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR)) Letter No.: T2024-25/91854

NAME	ADDRESS	ROLE	CONTACT & E-MAIL ID
PARCHURE RAHUL AJIT	508 Anjuman-I-Islams Institute of Hospitality Management 92 DR.D.N. ROAD, OPPOSITE CSMT STATION, C.S.M.T, MUMBAI NA 400001	ChairpersonPaper Setter	7045906976 rahulparchure55@gmail.com
BHALERAO SEEMA SURESH	2024 Rizvi Education Societys RIZVI COLLEGE OF HOTEL & TOURISM MANAGEMENT STUDIES New Rizvi Educational Complex,Sherly Rajan Road, Off Carter Road, Bandra (West), Mumbai - 400 050 New Rizvi Educational Complex,Sherly Rajan Road, Off Carter Road, Bandra (West), Mumbai - 400 050 400 05	Paper Setter	9987007774 seema.bhalerao@rizvihmct.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter / Moderator / Examiner / Translator as mentioned against your name for the following course/subject, examinations to be held in Second Half (Winter) 2024.

Faculty	Science And Technology
Program No. & Name of the Examination IS00426 // BACHELOR OF SCIENCE (HOSPITALITY STUBBASED) SEMESTER-VI	
Subject (Paper Code)	87701 // Organizational Behaviour
Date of Examination	As per actual time-table published by the university.
Number of sets required *	3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT
Remark	-
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 7208233175 Interdisciplinary - 7208233265

- * Please refer academic council resolution vide item no. 5.2 dated 26 th July 2019
- ** Marathi/ Gujarati/ Hindi version of the question paper/answer key should be submitted in Unicode format only .

^ No question paper sets will be accepted without Answer Keys/(synoptic).



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(Affiliated to the University of Mumbai)

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E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

A. The Chairperson is requested to co-ordinate and submit the Question Paper within One week after receipt of this Appointment letter or as per requirement of Manuscript Unit. Below are the communication details of the Manuscript Unit:

E-mail ID:	manuscripts@exam.mu.ac.in
Faculty-wise Mobile Nos.;	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-8779166927 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636

- B. As per directives received from the University authorities, the University is preparing Question Paper bank hence, it is necessary to set the Question papers as marked in Column No. 1.
- C. The Chairpersons are requested to submit <u>THREE SETS OR DIFFERENT SETS AS PER REQUIREMENTS OF MANUSCRIPTS UNIT OF QUESTION PAPERS</u> (as the case may be quoted in serial no. 1) along with answer key in separate sealed envelope to the MANUSCRIPTS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai 400098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P/Proof Correction and if necessary they should also submit Marathi/ Gujarati/ Hindi version of the question paper in sealed envelope wherever required.
- D. Your presence is mandatory on the day of examination of your paper in the Examination Control Room, Examination House, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098, for smooth conduct of the examination. The Question paper will be delivered by the University to the respective centres. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control Room on the day and time of examination.
- E. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.
- F. If any one wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai, within 3 days from receipt of this order.
- 3. A copy of each of the pamphlet entitled 'General instructions to Paper-Setters and examiners' and 'Special Instructions to Paper-Setters and Examiners' will be available in Appointment Unit, Examination House, M. J. Phule Bhavan, Extension Building Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098. You are requested to collect the same before setting the question paper.
- 4. I am further to request you to complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
- You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject consultation with Manuscript Unit.
- 6. You are requested to communicate any change in your service (College & Residence), as well as, Contact No. & Email address, for faster communication immediately to the Appointment Unit of Examinations Section of University through your present College.

 You are requested to communicate to the University if your relative is appearing at the examination. (The term relative includes: - Wife, Husband, Son, Daughter, Grand-Son, Grand-Daughter, Father, Mother, Brother, Sister,

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Institute of Hospitality Management



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Nephew, Niece, Uncle, Aunt, First Cousin, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law and Sister-

- 8. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination.
- 9. The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 w/s 48 (4).
- 10. The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
- 11. The copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of the College for Examination work as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 12. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on appunit@exam.mu.ac.in

Yours faithfully,

Dr. Pooja Raundale, Director, Board of Examinations & Evaluation

Mumbai-0

1) The Principal for information, with a request to relieve the concerned teachers of their college for Examination work.

2) The Deputy Registrar, Manuscript Unit.



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E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

UNIVERSITY OF MUMBAI



Appointment Unit, Examination House M. J. Phule Bhavan, Extension Building, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400098.

CONFIDENTIAL

(LETTER OF APPOINTMENT FOR PAPER SETTER /TRANSLATOR)) Letter No.: T2023-24/84898

NAME	ADDREȘS	ROLE	CONTACT & E-MAIL ID
PARCHURE RAHUL AJIT	508 Anjuman-I-Islams Institute of Hospitality Management 92 DR.D.N. ROAD, OPPOSITE CSMT STATION, C.S.M.T, MUMBAI NA 400001	ChairpersonPaper Setter	7045906976 rahulparchure55@gmail.com
BHALERAO SEEMA SURESH	2024 Rizvi Education Societys RIZVI COLLEGE OF HOTEL & TOURISM MANAGEMENT STUDIES New Rizvi Educational Complex,Sherly Rajan Road, Off Carter Road, Bandra (West), Mumbai - 400 050 New Rizvi Educational Complex,Sherly Rajan Road, Off Carter Road, Bandra (West), Mumbai - 400 050 400 05	Paper Setter	9987007774 seema.bhalerao@rizvihmct.com

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f) you are appointed to jointly act as Paper Setter / Moderator / Examiner / Translator as mentioned against your name for the following course/subject, examinations to be held in First Half (Summer) 2024.

Faculty	Science And Technology
Program No. & Name of the Examination	1S00416 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (CBSGS) SEMESTER - VI
Subject (Paper Code)	23301 // Organization Behaviour.
Date of Examination	As per actual time-table published by the university,
Number of sets required *	3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT
Remark	•
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities- 7208233175 Interdisciplinary - 7208233265

- * Please refer academic council resolution vide item no. 5.2 dated 26 th July 2019
- ** Marathi/ Gujarati/ Hindi version of the question paper/answer key should be submitted in Unicode format only .
- ^ No question paper sets will be accepted without Answer Key.



Anjuman-I-Islam's **Institute of Hospitality Management**

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A. The Chairperson is requested to co-ordinate and submit the Question Paper within One week after receipt of this Appointment letter or as per requirement of Manuscript Unit. Below are the communication details of the

Office Contact No:	022 26532034
E-mail ID :	manuscripts@exam.mu.ac.in
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-8779166927 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636

- B. As per directives received from the University authorities, the University is preparing Question Paper bank hence, it is necessary to set the Question papers as marked in Column No. 1.
- C. The Chairpersons are requested to submit THREE SETS OR DIFFERENT SETS AS PER REQUIREMENTS OF MANUSCRIPTS UNIT OF QUESTION PAPERS (as the case may be quoted in serial no. 1) along with answer key in separate sealed envelope to the MANUSCRIPTS UNIT, Room No. 60, 3 rd Floor, M. J. Phule Bhavan, Examination House, Vidyanagari, Santacruz (East), Mumbai -400098 within the stipulated time intimated to you by Manuscript Unit on receipt of this letter with D.T.P/Proof Correction and if necessary they should also submit Marathi/ Gujarati/ Hindi version of the question paper in sealed envelope wherever required.
- D. Your presence is mandatory on the day of examination of your paper in the Examination Control Room, Examination House, M. J. Phule Bhavan, Vidyanagari, Kalina, Santacruz (East), Mumbai - 400 098, for smooth conduct of the examination. The Question paper will be delivered by the University to the respective centres. The Chairman/Chairperson of the current/present panel has to ensure that at least one Paper-Setter from the present/ current panel is present in the Control Room on the day and time of examination.
- E. Please note that as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institution to render necessary assistance and service in respect of examination of the University and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the University or College or Institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the University in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the Statutes.
- F. If any one wants to reject their appointment on Medical ground or any Blood relation relative appearing for the University Examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, University of Mumbai, within 3 days from receipt of this order.
- 3. A copy of each of the pamphlet entitled 'General instructions to Paper-Setters and examiners' and 'Special Instructions to Paper-Setters and Examiners' will be available in Appointment Unit, Examination House, M. J. Phule Bhavan, Extension Building Vidyanagari, Kalina, Santacruz (East), Mumbai - 400 098. You are requested to collect the same before setting the question paper.
- 4. I am further to request you to complete the assessment/ moderation work in all respect under the supervision of Chairperson, as early as possible, so as to enable this office to declare the result of the said examination within 30 days as stipulated in Section 89 of The Maharashtra Public Universities Act, 2016 which is mandatory.
- 5. You are requested to communicate amongst yourself immediately on receipt of this letter to conduct the meeting for setting of question papers in the said subject consultation with Manuscript Unit.
- 6. You are requested to communicate any change in your service (College & Residence), as well as, Contact No. & Email address, for faster communication immediately to the Appointment Unit of Examinations Section of University through your present College.

7. You are requested to communicate to the University if your relative is appearing at the examination. (The term

Principal Anjuman-I-Islam Institute of Hospitality Management



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relative includes: - Wife, Husband, Son, Daughter, Grand-Son, Grand- Daughter, Father, Mother, Brother, Sister, Nephew, Niece, Uncle, Aunt, First Cousin, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law and Sister-

- 8. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination.
- 9. The Copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of your college, for Examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 10. The paper-setters should avoid to set the questions verbatim similar of the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
- 11. The copy of the letter is forwarded to the Principal of the concerned College for information with a request to relieve the concerned teachers of the College for Examination work as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48 (4).
- 12. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation on appunit@exam.mu.ac.in

Yours faithfully, 4 consumdate

Dr. Pooja Raundale, Director, **Board of Examinations & Evaluation**

C. C. to :-

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Faculty	Science And Technology	
Program No. & Name of the Examination	1S00426 // BACHELOR OF SCIENCE (HOSPITALITY STUDIES) (Choice Based) SEMESTER-VI	
Subject (Paper Code)	87701 // Organizational Behaviour	
Date of Examination	of Examination As per actual time-table published by the university.	
Number of sets required *	3 Sets OR AS PER REQUIREMENTS OF MANUSCRIPTS UNIT	
Remark	-	
Communication details for Appointment purpose only	appunit@exam.mu.ac.in Science & Technology-9136289071 Commerce & Management-9867748215 Humanities-7208233175 Interdisciplinary - 7208233265	

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Office Contact No:	022 26532034		
E-mail ID :	manuscripts@exam.mu.ac.in		
Faculty-wise Mobile Nos.:	Science - 8850702881 Commerce & Management/ Law- 8850523437 Humanities-8779166927 Interdisciplinary /MCA- 8779163788 Engineering /Architecture/Pharmacy- 8850735636		

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relative includes: - Wife, Husband, Son, Daughter, Grand-Son, Grand- Daughter, Father, Mother, Brother, Sister, Nephew, Niece, Uncle, Aunt, First Cousin, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law and Sister-

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Dr. Pooja Raundale, Director, Board of Examinations & Evaluation

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