

**DISTRICT LEVEL INTERNAL EXAMINATION COMMITTEE (DLIEC)
FOR CLASS XI (H.S. 1st Year) AND CLASS XII (H.S. 2nd Year)
DISTRICT: SRIBHUMI**

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SOP for conducting Higher Secondary First Year Examination-2026

1. For the smooth conduct of Higher Secondary First Year Examination-2026 in Sribhumi district, **twenty one (21) Nos of Centre institutions** have been constituted. All the educational institutions where H.S. First Year Examination-2026 will be held are requested to collect question papers from their assigned centre institutions.
2. Centre institutions will collect question papers from the **Lead College (Karimganj College), Sribhumi on 07/03/2026 (Saturday) at 11-00 AM.**
3. Centre Institutions will distribute the question papers of each subject amongst their feeder institutions on the day of Examination.
4. All institutions conducting Higher Secondary First Year Examination-2026 are to collect question papers of every subject from the centre institutions one and half (1.5) hour prior to the commencement of the examination of each subject.
5. All the institutions conducting examination will have to upload the GPS tagged photo of the sealed packet of question paper to the ASSEB DIV II Regd. Insts Sribhumi WhatsApp group. The GPS tagged photograph is to be taken before opening the packet of question paper on the day of examination.
6. The sealed packet of question paper can only be opened 30 minutes prior to the commencement of the examination.
7. The said sealed packet of question paper should contain the signature of the head of the institution and two invigilators.
8. There shall be subject specific general OMR answer sheets for answering 50% objective type questions of the following subjects:
 - (a) Physics
 - (b) Chemistry
 - (c) Mathematics
 - (d) Biology
 - (e) Logic and Philosophy
 - (f) Economics
 - (g) Political Science
 - (h) History
 - (i) Education
 - (j) Accountancy
 - (k) Business Studies
 - (l) Finance
9. For the above mentioned subjects, OMR answer sheets (provided by DLIEC, Sribhumi) must be given to each student by the Invigilator atleast 10 minutes prior to the commencement of the examination for filling up the individual details of the

students. In addition, students may be provided blank pages for doing rough work for answering the objective type questions.

10. Students must be allowed maximum **1 hour 20 minutes** for answering the objective type questions.
11. Invigilators must collect the OMR answer sheets after **1 hour 20 minutes** and arrange them in ascending order in accordance with the registration number of the students.
12. The main **Answer Scripts** for answering descriptive type questions will be supplied to the students only after the collection of OMR answer sheets.
13. Invigilators may also collect the OMR answer sheets even prior to the maximum allotted time if the student desires to submit the same. In such cases, the students may be given the main **Answer Scripts** for answering descriptive type questions.
14. Flying squad will visit suddenly all the institutions conducting Higher Secondary First Year Examination-2026.
15. Evaluation of OMR answer sheets will be done manually by the examiners.
16. Evaluation of **OMR answer sheets** for objective type questions and the main **answer scripts** for answering descriptive type questions of Higher Secondary First Year Examination-2026 should be as per the direction of ASSEB DIV II.


Principal
Lead College, Sribhumi