



हिमाचल प्रदेश स्कूल शिक्षा बोर्ड, धर्मशाला-176213

Himachal Pradesh Board of School Education, Dharamshala-176213

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NOTIFICATION

In exercise of the powers vested to him under section 19(3) of The Himachal Pradesh Board of School Education Act, 1968, the Chairman, Himachal Pradesh Board of School Education is pleased to approve the POLICY FOR TABULATION OF MARKS FOR DECLARATION OF MATRICULATION EXAMINATION RESULT MARCH/APRIL 2021 as under:

POLICY FOR TABULATION OF MARKS FOR DECLARATION OF MATRICULATION EXAMINATION RESULT MARCH/APRIL 2021

1. Background

In view of the increasing number of COVID 19 cases in the country the Government of India has taken a decision to cancel Matriculation Examination and thereafter, Plus Two Examination has also been cancelled on dated 01.06.2021. Govt. of India has taken decision to cancel the exams as the conditions prevailing in the country are unprecedented due to COVID-19. For the Government, safety of life and health of the student, is priority. Apart from it the students are under stress in this volatile situation and this decision has provided relief to the students from stress.

The Annual Examination of Matriculation and Senior Secondary (Plus Two) classes of H P Board of School Education commenced from 13/04/2021. Only one paper of both the classes i.e. Hindi of Matriculation and English paper of Plus Two Examination was conducted smoothly on 13/04/2021. There were total **1,31,902 candidates** (1,16,973 regular and 14, 929 SOS) appearing for Matriculation Examination.

The Government of Himachal Pradesh postponed the scheduled examination of both the classes on dated 14.04.2021 later Matriculation Examination was cancelled vide letter dated 06.05.2021 and it was decided to promote the students on the basis of criteria to be developed by HP Board of School Education. HP Board of School Education has formulated an "**Objective Detailed Criteria**" for compilation of result and promotion of students to next higher class, while focusing on Continuous Comprehensive Assessment

(CCA) and Continuous Comprehensive Evaluation (CCE), after having exhaustive discussions with all the stakeholders such as Principals, Teachers, Teachers' Associations, Private School Managements, BOD Members, Press Correspondents and also with the Government of Himachal Pradesh.

2. Objective Criteria HPBOSE

HP Board of School Education considering CCA and CCE proposes comprehensive Objective Criteria which is uniformly moderated, academically reliable, judicious, flexible, transparent and based on the following important indicators:

1.	Practical Awards by the concerned Schools
2.	Internal Assessment by the concerned Schools
3.	Result of 9th class examination.
4.	Result of 1 st Terms Examination conducted by the schools.
5.	Result of 2nd Terms Examination conducted by the schools.
6.	Result of Pre Board Matriculation Examination conducted by HPBoSE.
7.	Marks obtained in Matriculation Hindi Paper conducted by HPBoSE on 13th April 2021.

In the pandemic situation, developing an unbiased and transparent academic record based on realistic evaluation of academic performance of students is the important objective before all of us. Therefore, in order to make sure that the assessment is fair, valid and reliable, School heads and teachers should ensure the objective of evaluation process as laid out below:-

3. Result Tabulation Committee

In order to ensure subject wise fair evaluation, each school shall constitute a "Result Tabulation Committee" consisting of Principal/Headmaster and teachers of concerned school to finalize the marks on award lists that will be provided by HPBoSE through online mode. Instructions regarding preparation of Award Lists will be issued separately. Composition of "Result Tabulation Committee" will be as under:



Result Tabulation Committee

SrNo.	Name/Designation	Remarks
1	Principal/Headmaster of concerned School	Convenor
2.	Class Teacher of Matriculation Class	Member
3.	One Trained Graduate Teacher	Member
4.	Examination Incharge	Member
5.	Data Operator	Member

Role of Committee:

- (i) The Committee shall be fully responsible for the preparation of fair and unbiased results of the students;
- (ii) Uploading of data on the website of the Board;
- (iii) The evidence towards the performance of the student in 9th class, 1st & 2nd Term examination and Pre-Board examination, as conducted by the school, should be documented student-wise and maintained in a secure manner;
- (iv) The schedule for tabulation of result that is being notified by the Board shortly, will be adhered to by the Committee;
- (v) Record pertaining to preparation and tabulation of result will be kept in safe custody;
- (vi) Documents pertaining to tabulation of result shall be duly signed by the committee members;
- (vii) Tabulation sheets along with the relevant record shall be submitted by the committee to the Board office in original;
- (viii) Secrecy while tabulation of result and data entry shall be maintained.

4. Procedure for Assessment of Students and Weightage of Marks

- (i) The students will be assessed out of maximum 100 marks for each subject as per the policy of the Board, that include INA, Practical and Theory awards.
- (ii) HPBOSE has conducted Practical Exams successfully and the marks given by the concerned Teachers will be honoured.
- (iii) Internal Assessment of 15 Marks in all the subjects has already been submitted by the Schools. **Marks of Theory Paper** also vary from **25 to 85**. The weightage will be uniformly moderated and quantified so that all the Subjects get equal moderated weightage.



There are five (5) categories of Subjects on the basis of distribution of Marks:

- (a) Theory Paper 85 Marks and 15 Marks INA
- (b) Theory Paper 60 Marks, Practical Paper 25 Marks and 15 Marks INA
- (c) Theory Paper 50 Marks, Practical Paper 35 Marks and 15 Marks INA
- (d) Theory Paper 35 Marks, Practical Paper 50 Marks and 15 Marks INA
- (e) Theory Paper 25 Marks, Practical Paper 60 Marks and 15 Marks INA

The Weightage in the 5 categories are as under:

Weightage Of Marks

Sr. No	Theory Maxi. Marks	9 th class Result	1 st term Exams. Result	2nd terms Result/Performance	Pre-Board Result/performance	Annual Hindi paper	INA	Practical.	Total
1	85	10	15	15	40	5	15	N/A	100
2	60	10	5	5	35	5	15	25	100
3.	50	10	5	5	25	5	15	35	100
4.	35	10	5	5	10	5	15	50	100
5	25	5	5	5	5	5	15	60	100

- (iv) Due to cancellation of the Board Examination, the assessment of Theory marks will be done by the school, as per the following procedure :

9th Class

If a candidate has secured 70% marks in the 9th class examination, weightage allotted against 9th class result will be awarded as 70% of 10 marks (maximum marks of weightage to 9th class result) i.e. $70 \times 10 / 100 = 07$ Marks. This weightage will be allotted against all the subjects of 9th class. This method will also be applicable to other category of subjects as mentioned in the Table above at Sr No.5 (25 maximum marks for Theory Paper and weightage of 05 marks) accordingly.

1st Term Exams

Subject wise weightage will be allotted as per actual performance of the candidate in 1st Term Exams. For Example, If a candidate has secured 55% Marks in the subject of science in 1st Terminal Examination, weightage allotted against this subject will be awarded as 55% of 05 Marks (Maximum Marks of weightage allotted to 1st Term) i.e. $55 \times 5 / 100 = 2.75$ rounded off 03 Marks. This method will be applicable to all other subjects for 1st Term examination. In case the candidate remained Absent or unsuccessful in particular subject/subjects he/she will be

awarded minimum pass marks i.e. 33% of the total allotted weightage. Same methodology will be applicable to other category of subject as mentioned in the Table above at Sr No.1 (85 maximum marks for Theory Paper and weightage of 15 marks) accordingly.

2nd Term Exams

Similarly, Subject wise weightage will be allotted as per actual performance of the candidate in 2nd Term Exams. For Example, If a candidate has secured 55% Marks in the subject of science in 2nd Terminal Examination, weightage allotted against this subject will be awarded as 55% of 05 Marks (Maximum Marks of weightage allotted to 2ndTerm) i.e. $55 \times 5 / 100 = 2.75$ rounded off 03 Marks. This method will be applicable to all other subjects for 2nd Terms examination. In case the candidate remained Absent or unsuccessful in particular subject/subjects he/she will be awarded minimum pass marks i.e. 33% of the total allotted weightage. Same methodology will be applicable to other category of subject as mentioned in the Table above at Sr No.1 (85 maximum marks for Theory Paper and weightage of 15 marks) accordingly.

Pre-Board Exam

Further, Subject wise weightage will be allotted as per actual performance of the candidate in Pre Board Examination. For Example, If a candidate has secured 55% Marks in the subject of science in Pre Board examination, weightage allotted against this subject will be awarded as 55% of 35 Marks (Maximum Marks of weightage allotted to Pre Board) i.e. $55 \times 35 / 100 = 19.25$ rounded off 20 Marks. This method will be applicable to all other subjects for Pre Board examination. In case the candidate remained Absent or unsuccessful in particular subject/subjects he/she will be awarded minimum pass marks i.e. 33% of the total allotted weightage. Same methodology will be applicable to other category of subject as mentioned in the Table above at Sr No.1, 2, 4 & 5 (85,50,35 & 25 maximum marks for Theory Paper and weightage of 40,25,10 & 05 marks respectively).

Annual Hindi Paper

Evaluation of Hindi paper conducted by HPBoSE in the month of April, 2021 will be done by the concerned school. On the basis of marks obtained in the Hindi paper the weightage of allotted 05 marks will be carried out to all the subjects (including Hindi) by the Result Tabulation Committee. Suppose, if a candidate has



secured 60 marks out of 85 i.e. 71% in Hindi Paper, the weightage, against Hindi paper will be $71 \times 5/100 = 3.55$ round off 04 marks. This weightage will be allotted to all other subjects for compilation of result.

If a candidate remains unsuccessful/absent in the Hindi paper, he/she will be awarded minimum pass marks i.e. 33% of 05 Marks (weightage of Hindi paper) = 1.65 rounded off 02 Marks for all subjects including Hindi.

Instructions regarding evaluation of Hindi paper will be issued separately.

In all the above cases fraction of marks above .1 shall be rounded off to next digit e.g. 3.20 to 04 Marks subject to the condition the Total Theory Marks shall not exceed minimum pass marks i.e. 33%.

(v) The following is the subject wise Maximum Marks Distribution:-

Sr. No.	Subject	Theory Maxi. Mark:	9 th Class	1 st terms (Max. Mark)	2 nd terms (Max. Marks)	Pre-Board Examination (Max. Marks)	Annual Hindi Paper	INA Maxi. Marks	Practical Maxi. Marks	Total Marks
1.	English	85	10	15	15	40	05	15	-	100
2.	Mathematics	85	10	15	15	40	05	15	-	100
3.	Hindi	85	10	15	15	40	05	15	-	100
4.	Social Science	85	10	15	15	40	05	15	-	100
5.	Science & Technology	60	10	05	05	35	05	15	25	100
6.	Urdu	85	10	15	15	40	05	15	-	100
7.	Art	50	10	05	05	25	05	15	35	100
8.	Sanskrit	85	10	15	15	40	05	15	-	100
9.	Economics	85	10	15	15	40	05	15	-	100
10.	Home Science	60	10	05	05	35	05	15	25	100
11.	Music Vocal	25	05	05	05	05	05	15	60	100
12.	Music Intru.	25	05	05	05	05	05	15	60	100
13.	Tamil	85	10	15	15	40	05	15	-	100
14.	Telugu	85	10	15	15	40	05	15	-	100
15.	Panjabi	85	10	15	15	40	05	15	-	100
16.	Computer Sci.	35	10	05	05	10	05	15	50	100

17.	Commerce									
	(i) Elements of Business	85	10	15	15	40	05	15	-	100
	(ii) Elements of Book Keeping	85	10	15	15	40	05	15	-	100
	(iii) Typewriting Hindi & Eng	25	05	05	05	05	05	15	60	100
18.	Agriculture	35	10	05	05	10	05	15	50	100
19.	Automotive	35	10	05	05	10	05	15	50	100
20.	Healthcare	35	10	05	05	10	05	15	50	100
21.	IT/ITES	35	10	05	05	10	05	15	50	100
22.	Media and Entertainment	35	10	05	05	10	05	15	50	100
23.	Retail	35	10	05	05	10	05	15	50	100
24.	Physical Education	35	10	05	05	10	05	15	50	100
25.	Private Security	35	10	05	05	10	05	15	50	100
26.	Telecom	35	10	05	05	10	05	15	50	100
27.	Tourism and Hospitality	35	10	05	05	10	05	15	50	100
28.	BSFI (Banking, Finance Service & Insurance)	35	10	05	05	10	05	15	50	100
29.	Apparels, Made ups & Home Furnishing	35	10	05	05	10	05	15	50	100
30.	Beauty & Wellness	35	10	05	05	10	05	15	50	100
31.	Electronics and Hardware	35	10	05	05	10	05	15	50	100
32.	Plumber	35	10	05	05	10	05	15	50	100
33.	Financial Literacy	85	10	15	15	40	05	15	-	100

5. Candidate not appeared in any assessment/examination

If any candidate has not appeared in any one or more subjects in a particular assessment/examination or in Full assessment/examination conducted by the School/HPBoSE (1st, 2nd Terminal Examination, Pre Board Examination or Annual Matriculation Hindi examination), he/she will be awarded 33% of the weightage



against the particular column however, **total Theory Marks shall not exceed minimum pass marks i.e. 33% marks.**

Example:

if a candidate has not appeared in English subject in 1st Terminal exams, 33% weightage allotted to English subject in 1st Terminal i.e. 33% of 10 Marks= 3.3 rounded off 04 marks will be awarded to English subject.

Similarly, if a candidate has remained Full Absent in 2nd Term exams, subject wise 33% weightage will be awarded against 2nd Terms exams. e.g. 33% of 15 marks = 05 Marks will be awarded against all Theory paper with maximum marks of 85. Same methodology will be applicable to allot weightage to other categories of subjects.

Only the candidates who have appeared in any of the Assessments/Examination conducted either by School or Board will be eligible to be considered under this Policy.

6. Result/data Verification Committee

Result Verification Committee is constituted for the verification of Tabulated Data prepared by Result Tabulation Committee of all privately managed institutions.

Composition of Result/Data verification is as under:

SrNo.	Name/Designation	Remarks
1	Principal/Headmaster of nearby Government School	Convenor
2.	One Trained Graduate Teacher	Member

7. Uploading of subject wise marks

In analogy to INA and Practical marks, the Board will provide link to all the schools for uploading subject-wise total marks of students of their institution. Since data of INA and Practical have already been forwarded by the schools to HPBoSE, therefore, no need to send this data again. Data once uploaded to the Board shall be considered final and no request for correction of marks will be allowed.



8. Safe Keeping of Records

- (i) All the schools will seal the record of the students along the Award Lists and other relevant documents, duly signed and verified by the committee.
- (ii) Board may depute a team to verify the documents and the process of allocating marks uploaded, to ensure fairness of the result.
- (iii) In case the school deliberately indulges in practices that are inconsistent with fair, unbiased and objective assessment and evaluation, Board reserves the right to:

- a) start de-affiliation proceedings and /or
- b) impose financial penalty against the school or
- c) decide not to declare the result of class 10th for the school till the time it is not in conformity with the Board's Policy.

9. Re-checking/Re-evaluation

As assessment has been done by the schools and the answer books of Terminal and Pre Board Examinations have been shown/handed over to the students by the school, therefore, the **students will not be provided chance of Re-Checking/Re-Evaluation.**

10. Additional Subject, Compartment and Improvement of Performance

Additional Subject:

Student applied to take Exam in Additional Subject are 291 in numbers. Such students shall be awarded Minimum Passing Marks.

Compartment:

There are 2654 students under this category. They will also be awarded Minimum Passing Marks.

Improvement of Performance:

There are 147 students under this category. Since no objective criteria is possible to judiciously determine the Improvement of Score, hence, such students will not be covered under this policy of promotion of students to next higher class as such students are already declared Passed.



11. HP State Open School Candidates

There are 14929 students enrolled under State Open School. There are five categories of candidates in HP State Open Schooling as follows:-

1. Direct Admission (Without TOC)	: 2413
2. Improvement of Performance	: 2470
3. Additional Subjects	: 111
4. Re-Appear	: 8525
5. Full Subject (with TOC, Previously Regular)	: 1410
Total	: 14,929

Out of the above 5 categories, candidates appearing against Sr. No. 1-2, will not be promoted to next higher class, however, the Board will conduct examination of these students as and when the conditions are conducive to hold the examination. Since no objective criteria is possible to judiciously determine the Improvement of Score, hence, such students will not be covered under this policy.

Candidates appearing against category 3 i.e. Additional Subject, will be awarded Minimum Pass Marks.

Since, all candidates appearing against category 4 and 5 have already studied Matriculation class in previous year(s), therefore, these candidates will be awarded Minimum Pass Marks and promoted to next higher class .

However, Instructions regarding evaluation of Hindi Paper will be issued separately.

12. Merit List

Merit list will also be drawn for March/April 2021 Matriculation Examination.

13. If a candidate is not satisfied with his/her result

Any candidate who is not satisfied with the Result/marks, will be given an opportunity to appear in Improvement of Performance examination as and when the conditions become conducive to conduct the examination.



14. Support from HPBOSE

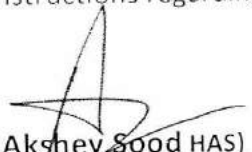
- (i) Subject-wise Result Tabulation Sheets will be provided to the concerned Schools in the School Login.
- (ii) Assistance and Support for Evaluation of Paper (Annual Exam conducted in Hindi)
- (iii) Remuneration will be provided for tabulation of result and data-entry to the officials engaged. Notification will be issued shortly.
- (iv) Award Sheets and relevant documents will be collected by the Board Officials.
- (v) Queries and clarifications will be addressed.
- (vi) Convener/Principal of collection centre will be educated through Webinars and they will further educate the concerned Schools of their centres.
- (vii) Compilation of result on the basis of marks submitted by Result Tabulation Committee.


(Akshay Sood HAS)
Secretary

Endst.No. As above

Copy of above is forwarded to the following for information and necessary action.

1. Secretary (Education) to the Govt. of H.P Shimla-2.
2. Director of Higher Education Shimla-1.
3. Director of Elementary Education Shimla-1.
4. State Project Director (ISSE) H.P. Shimla-1.
5. Principal Pvt. Secretary to Chief Secretary.
6. All Deputy Directors Higher/Elementary Education in H.P.
7. PA to Chairman/Secretary, HPBOSE Dharamshala.
8. Addl. Secy/All Deputy/Assistant Secretaries of School Board.
9. All Section Officers of H.P. Board of School Education.
10. Section Officer IT Cell to upload the notification on the Board website.
11. Section Officer (General Branch), with the direction to place the matter before the forthcoming meeting of the board for ratification.
12. Section officer (Secrecy Branch) with the direction to issue notification regarding Honorarium /Remuneration to Committee members and instructions regarding evaluation of 12th Hindi paper.
- 13.. PRO H.P. Board of School Education.


(Akshay Sood HAS)
Secretary

PC No.: 01 DA Code: 949

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