



West Bengal Board of Secondary Education
Nivedita Bhaban, DJ-8, Sector-II, Salt Lake City, Kolkata- 700 091

Memo No. : Inf/136/23

Date: 19.05.2023

Notification

Procedure to apply for certified copy of answer script(s) of M.P.(S.E.),2023 under RTI Act 2005.

The application may be done in white paper or in prescribed format given in page no 3 of this notification along with a Court fee of Rs 10/- to the following address:-

The Address of the Regional Office(s) of the Board:-

For North Bengal:-

Kanchanjangha Bhawan,
P.O.-North Bengal University,
Dist. -Darjeeling.
PIN -734013.

For Medinipur:-

Keranitala Chak,
P.O. -Medinipur
Dist.- Paschim Medinipur
PIN -721101.

For Burdwan :-

Iswarchandra Bhawan,
Goods Shed Road,Tinkonia,
Dist.-Burdwan,
PIN-713101.

For Kolkata:-

Nivedita Bhawan,
Karunamoyee,
Block – DJ- 8, Sector - II
Salt Lake City,
Kolkata- 700091

- Roll. No. starting with “8” shall submit their application at **North Bengal Regional Office.**
- Roll. No. starting with “6” shall submit their application at **Burdwan Regional Office.**
- Roll. No. starting with “4” shall submit their application at **Medinipur Regional Office**
- Roll. No. starting with “2” shall submit their application at **Kolkata Regional Office**

Important Points

1. Your application must reach the respective Regional Office of the Board within **75 days** from the date of publication of result of M.P. (S.E.) 2023, i.e. within **2nd August, 2023**, failing which your application shall not be entertained.
2. **Self attested photo copy of Mark Sheet must be attached with the application along with phone number.**
3. **Only Certified copy of answer script(s)**, as prayed for, under RTI Act, 2005 will be handed over to the candidate or his/her natural or legal guardian showing proper documents of identification/authorization letter of the candidate. **No other person will be allowed to obtain certified copy of answer script(s).**
4. For supply of certified copy of answer script(s), a photocopy charge of Rs. 2.00 only as processing fees shall be applicable per page as per RTI Rule. It must be deposited by the candidate concerned against the receipt of challan at the respective Regional Office of the Board. Challan will be supplied by the concerned Regional Office.
5. The applicant will be informed the date and time of collection of Certified Copy of Written Answer Script(s) by post/ Phone.
6. **If an applicant has applied for PPS/ PPR, the RTI application for Certified Copies shall be done just after the publication of PPS/ PPR result only.**
7. The Application under RTI Act, 2005 is only to collect Certified Copies of Written Answer Script(s). There is no connection of re-evaluation with the Application under RTI Act, 2005.
8. The applications for certified copies of answer scripts made under RTI Act, 2005 will be rejected if there are no court fees and/or full signature and/or complete postal address of the applicant.
9. No application fee is required for the candidate who belong to B.P.L. category as per RTI Act, 2005. In that case self-attested photocopy of appropriate certificate must be attached with his/ her application.
10. On receipt of prayer regarding any wrong total/ wrong caging/ unmarked answer, if detected, the same shall be rectified without any extra charge, if applied for within 15 days from the date of receipt of their Certified copy of answer script(s) and not beyond the stipulated period, under any circumstances.

Format of the application:-

To The Regional Officer & S.P.I.O. (Address of the Regional Officer)	Court Fee of Rs. 10/-
Name of the Candidate..... Father's Name..... Residential Address with Pin Code :	
Contact No..... E-Mail	
Roll No..... Exam Year: 2023 Registration No.....	
Name of the Subject (s) for Certified Copy.....	
Date:	_____ Full Signature of the Candidate

Sd/-
Deputy Secretary (Academic)&S.P.I.O.(HQ)
West Bengal Board of Secondary Education

Memo. No.Inf/136 /1-11 / 23

Date : 19.05.2023

Copy for information to :

- 1) Principal Secretary, School Education Dept. , Govt. of W.B.
- 2) Commissioner, School Education, Govt. of W.B.
- 3) Deputy Secretary (Administration), WBBSE
- 4) Deputy Secretary (Examination), WBBSE
- 5) Regional Officer & S.P.I.O.(Kolkata/ Burdwan/ Midnapore/ North Bengal), WBBSE
- 6) P.A. to President, WBBSE
- 7) P.A. to Secretary, WBBSE.
- 8) Law Section, WBBSE
- 9) Caretaker & Security Unit, WBBSE
- ✓10) Website of WBBSE
- 11) Office copy

Rhitalerata Chatterjee
Deputy Secretary (Academic)&S.P.I.O.(HQ)
West Bengal Board of Secondary Education
19/5/23