



West Bengal Board of Secondary Education

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

No: DS(E)/102/26

Date : 09.07.2026

To
The Heads of all X-Class High Schools
Under West Bengal Board of Secondary Education

NOTIFICATION

Subject: Collection, Custody and Disposal of Revised Marksheets and Certificates issued consequent upon Post Publication Review (PPR) and Post Publication Scrutiny (PPS) of Madhyamik Pariksha (Secondary Examination).

In continuation of Notification No. D.S.(C)/087/26 dated 11.06.2026 regarding publication of the results of Post Publication Review (PPR) and Post Publication Scrutiny (PPS) of Madhyamik Pariksha (Secondary Examination), 2026, it has been observed that a considerable number of revised Marksheets and Certificates relating to Madhyamik Pariksha (SE), 2026 as well as of previous years are still lying uncollected at the respective Regional Offices of the Board.

All Heads of Institutions are hereby informed that the revised Marksheets and Certificates of those candidates whose results were revised consequent upon disposal of PPR/PPS applications shall remain available for collection from the respective Regional Offices of the Board **up to 31st December, 2026**, upon submission of the Original Marksheet and Certificate of the concerned candidate and proper authorization from the Head of the Institution.

The Heads of all recognised Institutions shall collect the Revised Marksheets and Certificates of the concerned candidates from the respective Regional Offices after completion of the prescribed formalities, including submission of the original Marksheet and Certificate of the concerned candidate together with proper authorisation. Such collection shall be completed **on or before the 31st day of December of the year in which the PPR/PPS result is published.**

If any Revised Marksheet and/or Certificate remains uncollected after **31st December of the relevant year**, the concerned candidate shall be required to apply for issuance of a **Duplicate Revised Marksheet and/or Certificate** in the prescribed application form, accompanied by the prescribed fees and requisite documents, in accordance with the prevailing Rules and Regulations of the Board.

The prolonged retention of such confidential examination documents has resulted in administrative inconvenience, unnecessary occupation of valuable storage space and avoidable maintenance of confidential records at the Regional Offices. All Regional Offices shall, after preparation of a complete inventory, forward the entire stock of uncollected Revised Marksheets and Certificates, including those relating to previous examination years, to the **Confidential Section, West Bengal Board of Secondary Education, Nivedita Bhawan, Salt Lake, Kolkata – 700091, on or before 10th January of every succeeding year** for safe custody and further necessary action.

After careful consideration of the matter, and in order to streamline the custody, distribution and preservation of such confidential documents, the Board is pleased to issue the above instructions, which shall remain **in force until further orders.**

All Heads of Institutions and Officers-in-Charge of the Regional Offices are requested to ensure due compliance with the above instructions.

Assistant Secretary (Examination)