



**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION
86-MOZANG ROAD, LAHORE.**

1. The Assistant Controller (Secrecy), BISE, Lahore.
2. The Superintendents (Secrecy) BISE, Lahore.
3. All Marking Supervisors (SSC & HSSC-2025 onwards)

Reference No. 2806/COE

Dated: 28-06-2024.

**Subject: STRICT BAN ON UNAUTHORIZED ENTRY INTO THE MARKING CENTRES
ESTABLISHED BY BISE LAHORE ACROSS LAHORE DIVISION LAHORE
FOR ALL EXAMINATIONS.**

Apropos the subject noted and in continuation of all previous correspondence made on the subject referred to supra.

2. I am directed by the Chairman-BISE/worthy Commissioner, Lahore Division to convey the following special instructions to be followed by all Marking Supervisors for SSC & HSSC Examinations.

- (a) There is a complete and strict ban on entry of any unauthorized persons, officers, teachers, muawins, class-IV, General Public, Media personnels, BISE officials that have not been appointed in the specific marking centres in any capacity on account of the presence of the BISE highly confidential and secret materials in each marking centre i.e. marking answer sheets, bubble sheets, award sheets, memos, bundles, computer and allied materials.
- (b) The Marking Supervisors are responsible for checking of each duly appointed Head Examiner, Sub-Examiner, Special Checker by the BISE through their BISE Identities through the QR Codes present on the appointment letters by matching the face with the features on the appointment letters.
- (c) The Marking Supervisors shall also ensure daily checking of each marking sub-examiner, Head Examiner, Super Checker and the appointed BISE officials in the Marking Centre through their Computerized Identity Cards, BISE IDs, Appointment Letters and Institutional cards so that no unauthorized person is found marking in any centre.
- (d) Now a days, due to Monsoon season, the rain, thunder showers/storms and torrential rains are expected, the Marking Supervisors must ensure the safety and security of all BISE materials with the cooperation of the Head of the Institutions where the Marking Centres have been established by the BISE. The Marking and all other material must be kept in very safe and secure places so that any damage, stealing, displacement and misplacement must not occur.
- (e) The Marking Supervisors must ensure that the actual and original duly appointed Sub-Examiners, Head Examiners, Super Checkers, BISE officials are present in the Centre as per marking timings with **ZERO TOLERANCE OF ANY UNAUTHORIZED PERSONS.**

- (f) The Resident Inspectors/Head of the Institutions, where the BISE has established its Marking Centres, must ensure cooperation with the Marking Supervisors/BISE Centre Appointed officials/officers and ensure complete ban on unauthorized entry of any teacher, person, officer, official, media personnel and general public into the established Marking Centre. If any unauthorized person forcibly tries to or is found present in the Marking Centres, the Head of the Institution along with the Marking Supervisor shall lodge an FIR against such unauthorized persons in the local Police Station.
- (g) If any unauthorized person, general teacher, officer, official, muawins, Grade-I officials, person from general public, teacher from the institution where the marking centre is working or BISE officials are found present in any Marking Centre, the Marking Supervisor **MUST GET AN FIR REGISTERED AGAINST SUCH PERSON WITHOUT EXCEPTION.**
- (h) The Sub-Examiners and Head Examiners must be appointed by following all eligibility criteria, seniority of the teachers and experience required for the duty.
- (i) **If the marking supervisor shall fail to observe the above instructions in true letter and spirit, strict action shall be recommended/got taken against such marking supervisors and they shall also be blacklisted for ever from all BISE external examination duties.**
- (j) **If any unauthorized teacher is found present in the marking centres with any pretext whatsoever and is found marking unauthorizedly against the spirit of the instant instructions letter, such a teacher shall also be blacklisted for ever with recommendations of PEEDA against such teachers.**

You are therefore directed to bring the instant instruction letter into the notice of each Marking Supervisor and Head of Institutions where the marking centres are being functional now and in future for strict compliance failing which strict action as per prevalent disciplinary rules/mentioned herein the instant letter shall be taken/got taken without exception.

(MUHAMMAD ZAHID MIAN)
CONTROLLER OF EXAMINATIONS

28/6/2025

TRANSMISSION

1. The PS to Chairman-BISE/Commissioner Lahore Division Lahore.
2. The Deputy Controller (Conduct) BISE, Lahore.
3. PA to Controller of Examinations, BISE Lahore.
4. The Office Order File.