

**COUNCIL OF HIGHER SECONDARY EDUCATION: ODISHA**  
**PRAJNAPITHA, SAMANTAPUR, BHUBANESWAR-13**

No. PPS/45/2022/2815/CHSE. Dt. 05.8.2024/

From:

The Secretary  
CHSE, Odisha, Bhubaneswar.

To :

The Heads of All Affiliated HS Schools of the CHSE, Odisha.

Sub: Submission of A/C Statement of Blank Answer books of annual Higher Secondary Examination - 2024.

Sir/Madam,

I am to request you to once again meticulously verify all the retained Blank Answer Books ( Both Main and Practical ) with you and segregate the Blank Answer Books which are in good condition and can be used in the annual H.S. Examination - 2025 and keep them in readiness and in proper condition for immediate use.

It is to inform you that all the good conditioned Blank Answer Books ( Both Main and Practical ) shall be used at first in the Annual H.S. Examination - 2025. After completion of the old Answer Books, new Answer Books may be used.

You are also requested to submit the Account Statement of unused Blank Answer Books ( Both Main and Practical ) latest by 20.09.2024 by post to the undersigned in the following format .

Total Numbers of unused Answer Books			In Good conditioned can be used			In unusable condition			Whether steps has been taken for safe custody of the good condition Answer Books use for Annual HS Exam - 2025		
Main		Practical	Main		Practical	Main		Practical	Main		Practical
32 pages	28 pages	04 pages	32 pages	28 pages	04 pages	32 pages	28 pages	04 pages	32 pages	28 Pages	04 pages

Certificate- Certified that the Blank Answer sheet which are good condition have been stored in proper condition and can be used for Examination purpose.

This must be treated as most urgent.

Yours faithfully

*B. Satapathy*  
Secretary

Memo No. 2816 / CHSE/Dt. 05.8.2024 /

Copy forwarded to the Controller of Examinations/ Dy. Secretaries of Berhampur, Baripada and Sambalpur Zone Offices/ PS to Chairman of the Council for information and necessary action.

*B. Satapathy*  
Secretary

PREScribed PROFORMA FOR SUBMISSION OF ACCOUNTS STATEMENT OF BLANK ANSWER BOOKS OF ANNUAL H.S. EXAMINATION – 2024.

Name of the HS School : \_\_\_\_\_

Institution Code No. \_\_\_\_\_

Phone No./Mobile No. \_\_\_\_\_

Total Numbers of unused Answer Books		In Good conditioned can be used		In unusable condition		Whether steps has been taken for safe custody of the good condition Answer Books use for Annual HS Exam – 2025	
Main	Practical	Main	Practical	Main	Practical	Main	Practical
32 pages	04 pages	32 pages	04 pages	32 pages	04 pages	32 pages	04 pages

Certificate- Certified that the Blank Answer sheet which are good condition have been stored in proper condition and can be used for Examination purpose.

Signature of the Principal Institution (With Seal )