



**ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES**  
**'UGC AUTONOMOUS'**

*(Affiliated to Andhra University, Accredited by NBA & NAAC)*  
Sangivalasa 531162, Bheemunipatnam Mandal, Visakhapatnam Dist  
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**GUIDELINES TO MODERATORS**

1. Moderators are requested to report to the exam section at 8.40 AM and stay up to 10.10 AM.
2. They are advised not to bring mobile phones while attending duty.
3. They are required to enter the reporting time and leaving time in the sheet provided in exam section
4. They must be very cautious regarding verification of question paper because sometimes same subject with two different regulations syllabus have to be verified.
5. They are supposed to adjust any class work during that period.
6. Moderator should upload key and scheme within two days in google form sent to mail IDs.

*M W 28/12/2021*

**CONTROLLER OF EXAMINATIONS**  
**(Prof. N.V.N.INDRA KIRAN)**  
**Dean & COE**  
**ANITS**  
**Sangivalasa**  
**Visakhapatnam**