



education

Department:
Education
REPUBLIC OF SOUTH AFRICA

MEMORANDUM NO 17 OF 2009

**TO: THE CHIEF EXECUTIVE OFFICER
FET (NC(V)) COLLEGES**

**FROM: AS BODASING
DEPUTY DIRECTOR: NATIONAL EXAMINATIONS, ASSESSMENT AND MEASUREMENT**

DATE: 15 OCTOBER 2009

FOR ATTENTION: The Examinations Officer NC(V) Levels 2 and 3

Dear Colleague

The marking guidelines for NC(V) Levels 2 and 3 will be forwarded to you as follows:

1. MONDAY 26 OCTOBER 2009

For the papers that will be written from 26 October 2009 to 30 October 2009

2. THURSDAY 29 OCTOBER 2009

For the papers that will be written from 02 November 2009 to 06 November 2009

3. THURSDAY 05 NOVEMBER 2009

For the papers that will be written from 09 November 2009 to 13 November 2009

4. THURSDAY 12 NOVEMBER 2009

For the papers that will be written from 16 November 2009 to 20 November 2009

5. THURSDAY 19 NOVEMBER 2009

For the papers that will be written from 23 November 2009 to 27 November 2009

PLEASE TAKE NOTE OF THE FOLLOWING IN THIS REGARD:

- a) The matter of confidentiality and security of the marking guidelines is paramount.
- b) The marking guidelines will be released on a daily basis in accordance with the subjects written per timetable.
- c) No other guideline will be released except that for the question paper written on that day, and after it has been written.
- d) Any deviation from this process as outlined may lead to disciplinary measures being instituted and the full penalty within prescribed legal considerations will be applied.
- e) It is the responsibility of the Examinations Officer as listed by each college to ensure that the Marking Guidelines are distributed according to the prescript in this correspondence.
- f) Equally, the onus is on the heads of identified marking venues to elicit the marking guidelines according to the prescripts of this document, on a daily basis.
- g) Any query in this regard from the marking venues must be communicated to the Examinations Officer of the Head office of the College concerned.
- h) The Department of Education will only deal with the duly appointed Examinations Officer of the Head office of the College. Should there be any clarity required the following persons may be contacted:
 - 1. Mrs Celia De Beer – 012 – 312 6015
 - 2. Ms Mariëtte Swanepoel – 012 – 312 6015
 - 3. Mr AS Bodasing – 012 – 312 6015
 - 4. Mr S Vasuthevan – 012 – 312 5837

Kind Regards



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DIRECTOR: NATIONAL EXAMINATIONS, ASSESSMENT AND MEASUREMENT

DATE: 15 October 2009