



Reference: 20170217-8052
13/2/3
Enquiries: NF Sobetwa-Magodla

Assessment Management Minute: 0006/2017

To: Deputy Directors-General; Chief Directors; Directors (Head Office and district offices); Chief Education Specialists; Circuit Managers; Managers: Curriculum Support; Managers: Strategic Information, Governance and People Management; Deputy Chief Education Specialists; Assessment Coordinators; Subject Advisers and Heads of all educational institutions

Subject: Management of assessment irregularities at district Level

1. This minute replaces Assessment Management Minute 0024/2009: Management of assessment irregularities at district level.
2. According to the *Regulations pertaining to the Conduct, Administration and Management of Assessment for the National Senior Certificate* as published in Government Gazette 31337, amended 16 May 2014, each district is expected to have established a District Assessment Irregularities Committee (DAIC).
3. The DAIC is an appendage of the Provincial Examinations Irregularities Committee (PEIC), that operates under the jurisdiction of and reports regularly to the PEIC. The PEIC will consolidate the inputs from all DAICs and present a provincial report to the National Examinations Irregularities Committee (NEIC).
4. The DAIC will deal with all assessment irregularities at General Education and Training (GET), Further Education and Training (FET) and Adult Basic Education and Training (ABET) levels, and will play a major role in dealing with irregularities relating to the national assessments, provincial assessments and school-based assessments (SBA).
5. The purpose of this minute is to provide guidelines (**Addendum A**) on how assessment irregularities must be managed at district level.
6. Attached to this minute, as **Addendum B**, is a flow diagram illustrating how the DAIC must manage irregularities for all examinations and assessments.

7. District directors are kindly requested to bring the contents of this minute to the attention of the relevant officials.

SIGNED: PAD BEETS

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2017-03-15