

Inombolo yefayili: 19/4/11/1
Isalathiso: 20240927-7060

Ingcaciso eMfutshane yeCandelo loLawulo loVavanyo: 0021/2024

Iya: KumaSekela Balawuli-Jikelele, kuBalawuli abaziiNtloko, kuBalawuli (kwaNdlunkulu nakwii-ofisi zezithili), kumaSekela-Balawuli, kwiiNgcali zeMfundo eziziiNtloko, kwiiNtloko zoKunika iNkxaso kwiKharithulam, kwiiNtloko zoLawulo noKuphathwa kwaMaziko, kuBaphathi beeSekethe, kumaSekela eNgcali zeMfundo eziziiNtloko, kuBaququzeleli boVavanyo neeMviwo, nakwiiNtloko zamaziko/zezikolo zikarhulumente nazimeleyo alungiselela abafundi kwiimviwo zeSatifikethi seMatriki sikaZwelonke nezeSatifikethi seMatriki

ISihloko: linkqubo zokuthintela izitenxo nengcaciso ngenkqubo emayilandelwe xa kunikwa ingxelo ngezitenxo, izikhalazo nezehlo ngethuba lokuqhutywa kweemviwo zeSatifikethi seMatriki sikaZwelonke (NSC) nezeSatifikethi seMatriki (SC)

- Injongo yale ngcaciso imfutshane kukukhuthaza ukuba nolwazi ngenkqubo emaziphunyezwe ukuthintela izitenxo nokucacisa ngenkqubo emayilandelwe xa kunikwa ingxelo ezingezitenxo, izikhalazo nezehlo.
- Le ngcaciso imfutshane mayifundwe kunye nezi setyhula/ngcaciso zimfutshane zilandelayo ukugxininisa ukuxhomisa amehlo kokuphunyezwa kweenkqubo ezifanelekileyo ukuthintela izitenxo ngethuba leemviwo ze-NSC neze-SC:

Isetyhula/ingcaciso emfutshane	Isihloko	Isishwankathelo sokuqulethwe yiyo
ISetyhula: 0011/2015, yomhla we-12 Matshi 2015	limviwo zikazwelonke: iinkqubo malunga neeselula nezixhobo ii-electronic devices	Ukuthintelwa kweeselula okanye naziphi na izixhobo ii-electronic devices ezinokuba luncedo kubaviwa lo gama bebhala iimviwo.
INGcaciso eMfutshane yeCandelo loLawulo loVavanyo: 0013/2017, yomhla we-24 Agasti 2017	lindlela zokunciphisa izitenxo zovavanyo ngethuba leemviwo zikazwelonke	Isikhokelo sokuphelisa izithintelo nezohlwayo ezinokubakho malunga nezitenxo.

Isetyhula/ingcaciso emfutshane	Isihloko	Isishwankathelo sokuqulethwe yiyo
INGcaciso eMfutshane yeCandelo loLawulo loVavanyo: 0010/2021, yomhla we-30 Julayi 2021	Ukuthintelwa kwezitenxo ngethuba lokuqhutywa kweemviwo zeSatifikethi seMatriki sikaZwelonke (NSC) nezeSatifikethi se-SC	Inika ingcaciso ngenyathelo eliyimfuneko xa kwenzeka izitenxo, iziphumo zoko/izohlwayo eziwiselwa umviwa neengcebiso ngokuthintelwa kwezi zitenxo.
INGcaciso eMfutshane yeCandelo loLawulo loVavanyo: 0012/2024, yomhla we-25 Julayi 2024	Ukulawulwa kwemiba engayingxaki kwiimviwo ze-NSC neze-SC – ngo-Oktobha/ngoNovemba 2024 nangoMeyi/Juni 2025	Isikhokelo esimalunga neendlela amaziko okubhalela iimviwo ayilawula ayiphelise ngazo imiba engayingxaki kwiimviwo.

3. Amanyathelo okuthintela izitenxo ngaphambi kokubhalwa kweemviwo

- 3.1 Inqununu/umphathi weziko loviwo makamisele la manyathelo ukuthintela izitenxo zendlela yokuziphatha kunye/okanye izitenxo zezolawulo kunye/okanye imiba/izinto esileleyo (*omissions*).
- 3.2 Kuyekwacelwa iinqununu/abaphathi bamaziko oviwo benze amalungiselelo etheko lesithembiso sokuzibophelela kwabafundi kwimigaqo yoviwo (*pledge ceremony*) phakathi evekini ukususela kowe-07 ukuya kowe-11 Oktobha 2024 kwizikolo zabo ukuvumela abaviwa bazibophelele ekuthobeleni imigaqo yoviwo. Isatifikethi sesithembiso sokuzibophelela kwabafundi kwimigaqo yoviwo (*pledge certificate*), masisayinwe ngabo bonke abaviwa ukwenzela ukuba babenolwazi ngemigaqo yeemviwo nangeziphumo zokophulwa kwemigaqo.
- 3.3 Iinqununu/abaphathi bamaziko mabaqinisekise ukuba bonke abagadi babaviwa bakuqeqeshelwe ngokufanelekileyo ukwenza imisebenzi yabo. **Yimathiriyeli yoqeqesho yeSebe leMfundo leNtshona leNtshona Koloni (WCED)** kuphela emayisetyenziswe.
- 3.4 Oku kulandelayo makwenziwe **phambi kokuba abaviwa bangene kwigumbi loviwo:**
- Umgadi wabaviwa makabesemnyango apho kungena khona abaviwa kwigumbi loviwo ukuqinisekisa ukuba abaviwa bangena ngocwangco.
 - Abagadi babaviwa mabatshekishe umviwa ngamnye ukubona ukuba ngaba ufanelekile na ukubhala uviwo. Abaviwa banokubhala kuphela izifundo/amaphepha oviwo achazwe kwiileta zabo zokwamkelwa eluviweni.
 - Abagadi babaviwa mabatshekishe ukuba isazisi (*ID*) neleta yokwamkelwa eluviweni yomfundi ziyangqinelana na kumfundi ngamnye.
 - Abaviwa abangenayo ileta yokwamkelwa eluviweni abanakuvunyelwa kwigumbi loviwo yaye makuthethwane neCandelo loLawulo lweeMviwo.

- e) Abagadi babaviwa mabaphumeze umgaqo-nkqubo weziko loviwo ukuthintela abaviwa ekubeni bangene kwigumbi loviwo nezixhobo ezizidivayisi ezingagunyaziswanga (*unauthorised electronic devices*) (umzekelo iiselula, ii-smart watches, iikhalithyuleyitha ezizi-programmable calculators njl.)
- f) Abagadi babaviwa mabacele abaviwa bazisetshe ezipokothweni zabo, kwii-plastic sleeves nakwizingxobo zabo ii-pencil cases ukukhangela izixhobo kunye/okanye imathiriyeli engagunyaziswanga.
- g) Abagadi babaviwa mababakhaphe abaviwa ukuya kwizitulo zabo ezilungiselelwe bona ngokwesicwangciso sokuhlaliswa kwabafundi (*seating plan*).
- h) Abagadi babaviwa mabatshekishe iileta zokwamkelwa eluviweni zabaviwa ukungqinisisa abaviwa yaye baqinisekise ukuba abaviwa bafumana amaphepha emibuzo eemviwo achanekileyo.

3.5 Kwakuba kuqatshelwe **umntu ongumkhohlisi ozenza umviwa (imposter)**, umgadi wabaviwa oyintloko makasithimbe isazisi neleta yokwamkelwa eluviweni. Ngaphezu koko, umviwa makacelwe ukuba enze ingxelo yokuvuma ukuba ungumntu ongumkhohlisi ozenza umviwa phambi kwenqununu/komphathi weziko/komgadi wabaviwa nengqina. Makufunyanwe ingcaciso eninzi kumviwa kangangoko kunokwenzeka. Ukuba umviwa uyasiphika isityholo, makavunyelwe aqhubeka ukubhala ngemvumelwano yokuba iSebe i-WCED liya kuwuphanda lo mba yaye sinokuxelwa kamva isitenxo esenzekileyo. ISebe i-WCED liya kunika ingxelo ngalo mba kwiNkonzo yamaPolisa oMzantsi Afrika.

4. **linkqubo emazilandelwe xa kunikwa ingxelo ngesitenxo (isiHlomelo A)**

Ezi nkqubo zilandelayo zisebenza kwizitenxo zeemvavanyo eziqatshelwe lo gama kubhalwa iphepha lemibuzo (umzekelo izixhobo iidivayisi ii-electronic devices, imathiriyeli engagunyaziswanga kunye/okanye ukukopa:

- 4.1 Umgadi wabaviwa makayithathele kuye imathiriyeli engagunyaziswanga kunye/okanye imathiriyeli erhanelekayo (efana neenowuthsi zokukopa ii-crib notes okanye imathiriyeli/izinto) ezinokuba zisetyenziswe ngokuthe ngqo okanye ngokungathanga ngqo kwisenzo sesitenxo.
- 4.2 Ukuba umviwa ubanjwe enesixhobo esiyidivayisi engagunyaziswanga (umzekelo iselula) kuye, umgadi wabaviwa nenqununu/nomphathi weziko okanye lowo kudluliselwe kuye amagunya, makayitshekishe iselula ukukhangela nabuphi na ubungqina oburhanelekayo yaye ayibuyisele kumviwa emva kweseshoni yoviwo. Nabuphi na ubungqina obufunyenweyo mabuprintwe yaye buqhotyoshelwe kwisikriphthi seempendulo esithinjiweyo (*confiscated answer script*).
- 4.3 Naziphi na iinowuthsi zokukopa (*crib notes*) maziqhotyoshelwe kwisikriphthi seempendulo esithinjiweyo nesiya kuba yipropati yeSebe i-WCED yaye ayingomviwa ingenguye nomzali wakhe (nabazali bakhe) nomgcini (nabagcini bakhe) abanelungelo lokubanga ukuba masibuyiswe.

- 4.4 Umgadi wabaviwa makasisuse isikriphthi seempendulo somviwa aze abhale eli gama **"IRREGULARITY"** aze atayiphe udidi lwesitenxo kwikhava eliphepha lokuqala elingaphambili (*front cover*).
- 4.5 Amagama "Answer script confiscated on _____ (umhla) at _____ (ixesha) apha _____ (indawo)" makabhalwe nawo kwikhava eliphepha lokuqala elingaphambili (*front cover*) ngombhalo ocacileyo.
- 4.6 Umgadi wabaviwa makanike umviwa incwadi yeempendulo entsha emayibhalwe amagama "NEW ANSWER BOOK – REPLACES CONFISCATED ANSWER BOOK" nomhla nexesha ayinikwe ngalo.
- 4.7 Umviwa makaziswe ukuba into yokuba avunyelwe ukuba aqhubeke noviwo **ayithethi kuthi uxolelwe ngokophula kwakhe imiqathango yoviwo**. Ngaphezu koko, umviwa makaziswe ukuba ingxelo ebhaliweyo iya kungeniswa kumgadi wabaviwa oyintloko kwakuqunjelwa iimviwo nokuba kuya kunikwa ingxelo ngeshlo kwiSebe i-WCED ukwenzela ukuba sithathelwe ingqalelo.
- 4.8 Umviwa akanakusebenzisa incwadi yeempendulo entsha ukuphendula imibuzo esele iphendulwe yaye **unokuqhubeka apho ebeyeke khona** kwakufunyaniswa isitenxo.
- 4.9 Umgadi wabaviwa makangavumeli naliphi ixesha elongezelelweyo ukubuyisela ixesha alahlekelwe lilo umviwa ngethuba lokuqatshelwa nokusingathwa kwesitenxo soviwo.
- 4.10 Emva kokuba umviwa egqibile ukubhala uviwo oluchaphazelekayo, umgadi wabaviwa makangenise ingxelo ebhaliweyo emalunga nesitenxo kumgadi wabaviwa oyintloko ngokukhawuleza. Amagama, umhla, ixesha nesifundo/iphepha mazichazwe ngokucacileyo.
- 4.11 Iizikriphthi zeempendulo, ifom yesitenxo, nayiphi na imathiriyeli erhanelekayo nazo zonke iingxelo ezifanelekileyo **mazifakwe kwimvulophu engaphezu kwezikriphthi ezenziwe iibhetshi** yaye makulandelwe inkqubo eqhelekileyo yokungeniswa kwezikriphthi zeempendulo kwiSebe i-WCED. Imvulophu imele ukuthunyelwa kwicandelo lolawulo lwezitenxo (*irregularity administration*). Ifom eyi-*irregularity report form* nazo zonke iingxelo ezichaphazelekayo/ubungqina nabo mabuthunyelwe nge-imeyili ngokukhawuleza apha: WCED.Irregularities@westerncape.gov.za nakumququzeleli wovavanyo neemviwo wesithili esichaphazelekayo.
- 4.12 Onke amaxwebhu achaphazelekayo makangeniswe njengoko amaxwebhu angaphelelanga aya kubangela ulibaziseko olungeyomfuneko ekukhutshweni kwesiphumo esinokuchaphazela umviwa.

5. **linkqubo emazilandelwe xa kunikwa ingxelo ngeshlo (incident) soviwo (isiHlomelo B)**
- 5.1 Isehlo ngethuba loviwo siso nasiphi na isehlo esiphazamisa uviwo okwethutyana kodwa sibenako ukusonjululwa kwigumbi loviwo ngaphandle kokuchaphazela abaviwa ngokungalinganga okanye kokuchaphazela ukuthembeka kweemviwo.
- 5.2 Zonke izehlo ezenzeka kwigumbi loviwo makunikwe ingxelo ngazo kwiCandelo loLawulo loVavanyo ngokuzalisa ifom yesehlo kuqukwa namaxwebhu achaphazelekayo nemazithunyelwe apha: WCED.Irregularities@westerncape.gov.za
6. **linkqubo emazilandelwe kwizikhalazo ezimalunga namaphepha emibuzo (isiHlomelo C)**
- 6.1 Zonke izikhalazo ezimalunga nomgangatho (*quality*) kunye nobume (*layout*) okanye izinto ezishiyiweyo (*omission*) kwiphepha lemibuzo mazithunyelwe kwiCandelo loLawulo loVavanyo zingadlulanga iintsuku ezimbini kwakuba kubhalwe olo viwo luchaphazelekayo.
- 6.2 La malungiselelo ayimfuneko njengoko iSebe leMfundo esiSiseko (*Department of Basic Education (DBE)*) kunokufuneka lithathe amanyathelo angaphezulu.
- 6.3 Ifom yesikhalazo ezaliswe ngokupheleleyo mayingeniswe kwiCandelo loLawulo loVavanyo ukwenzela ukuba liququzelele ukulungiselela iSebe i-WCED. Onke amaxwebhu achaphazelekayo makangeniswe kwiCandelo loLawulo loVavanyo ngokuqala kungenwe apha: WCED.Irregularities@westerncape.gov.za
7. **Ukuqokelelwa kwezikriphthi zeempendulo (emva koviwo)**
- 7.1 Bonke abaviwa mabahlale ezitulweni de iseshoni yoviwo iphele.
- 7.2 Umgadi wabaviwa oyintloko makabele abaviwa abayi-30 **umgadi wabaviwa omnye kubaviwa abayi-30** yaye makathwale uxanduva lokuqokelela izikriphthi zeempendulo.
- 7.3 Umviwa ngamnye makangenise isikriphthi seempendulo sakhe kumgadi wabaviwa omakatshekishe iphepha lokuqala elingaphambili (*front page*) ukuba lizaliswe ngokuchanekileyo na yaye acele umviwa asayine irejista *eyi-script control register* ecaleni kwegama lakhe ngokunjalo. Abagadi babaviwa mabangqinise ukuba umviwa uyisayinile na irejista *eyi-script control register* ngakwigama elichanekileyo. Umgadi wabaviwa akanakusayina irejista *i-script control register* egameni lomviwa.
- 7.4 Xa abagadi babaviwa besamkela isikriphthi seempendulo kumviwa mabaqinisekise ukuba naziphi na izihlomelo (ukuba ziyinxenye yoviwo) zifakwa kwizikriphthi zeempendulo.

- 7.5 Umgadi wabaviwa unokubakhulula abaviwa kuphela emva kokuba eqokelele zonke izikriphthi zeempendulo kubaviwa ezidesikeni zabo yaye oko makwenziwe kuphela zakuba zonke izikriphthi zeempendulo zithathiwe.
- 7.6 Abagadi babaviwa mabatshekishe ukungqinelana kwenani lezikriphthi zempendulo bethlekisa nerejista *eyi-script control register* yaye makusonjululwe nakuphi na ukungangqinelani.
- 7.7 Ziyakhuthazwa iinqununu/abaphathi bamaziko oviwo/abagadi babaviwa abaziintloko ukuba babacele abaviwa bawashiye amaphepha emibuzo abo ezidesikeni ukwenzela ukuba xa bephuma kwigumbi loviwo baphume nezazisi zabo neeleta zokwamkelwa eluviweni nezinto zabo zokubhala.
8. **Ukufakwa kwiibhetshi kwezikriphthi zeempendulo**
- 8.1 Umgadi wabaviwa oyintloko makaqinisekise ukuba kwenziwa ngokukhawuleza ukufakwa kwiibhetshi kwezikriphthi zeempendulo ngaphakathi kwigumbi loviwo emva kokubhalwa kweseshoni yoviwo.
- 8.2 Umgadi oyintloko makaqinisekise ukuba indawo apho kufakwa khona izikriphthi kwiibhetshi yindawo ecocekileyo apho kungekho mathiriyeli ingagunyaziswanga (iincwadi zeempendulo ezingasetyenziswanga, izikriphthi zeempendulo okanye amaphepha eempendulo amoshakeleyo).
- 8.3 Izikriphthi zeempendulo mazibalwe nganye nganye (*physically counted*) yaye zingqinelaniswe nenani labaviwa kwirejista *i-script control register* ngokunjalo nakwimakhishithi.
- 8.4 Izikriphthi zeempendulo mazibekwe ngolandelelwano oluchanekileyo ngokwemakhishithi.
- 8.5 Umgadi wabaviwa oyintloko makaqinisekise ukuba zonke izikriphthi zeempendulo ziyathathwa yaye zibalwe nganye nganye phambi kokuba zisongelwe (*wrapped*) yaye zitywinelwe kwisingxobo seplastiki (*plastic bag*).
9. Kucelwa iinqununu/abaphathi bamaziko oviwo/abagadi babaviwa baqinisekise ngokukhawuleza ukuba le miyalelo ingentla iyathotyelwa ngokungqongqo ngethuba leemviwo ze-NSC neze-SC.

ISAYINWE: NGU-BJ LORISTON

USEKELA MLAWULI-JIKELELE WEKHARITYHULAM NOLAWULO LOVAVANYO

UMHLA: 2024-10-11