

SCHEDULE

CHAPTER 10

DEALING WITH IRREGULARITIES

45. Dealing with irregularities

- (1) The Minister of Basic Education must establish the National Examinations and Assessment Integrity Committee to promote the integrity of the National Senior Certificate examination and to manage and coordinate the handling of irregularities across the nine provincial education departments
- (2) The Head of the provincial assessment body must establish a Provincial Examinations and Assessment Integrity Committee to promote the integrity of the National Senior Certificate examination at a provincial level and manage and coordinate the handling of irregularities at a provincial level and make recommendations to the Head of Department (HoD).
- (3) After the recommendations are endorsed by the HoD, they are presented to the NEAIC, whose responsibility is to ensure that the irregularities have been managed in accordance with the prescribed policy and that the sanctions imposed are in keeping with the recommended sanctions listed in Annexure M of the Regulations.
- (4) The NEAIC will present a national report on all examination irregularities emanating from a specific examination to the Minister and the Quality Assurance Council.
- (5) Provincial education departments must establish District Assessment Integrity Committees. The function of these committees will be to promote the integrity of the examination and to support and co-ordinate the handling of irregularities at a district level.
- (6) Independent assessment bodies must establish appropriate structures to handle irregularities.

- (7) The following steps must be followed regarding the issuing of a National Senior Certificate to a candidate suspected of committing an irregularity:
- (a) It should be established whether the irregularity was caused by the conduct of the candidate or that of another person.
 - (b) If the irregularity pertains to one of the examination question papers of a subject, the results of the subject as a whole will not be released, but this will not affect the release of the results of other subjects.
 - (c) If the irregularity was not caused by the candidate's actions and the candidate did not gain any advantage, the examination answer script must be marked and marks must be allocated as set out in the marking guideline and the results must be released.
- (8) A candidate who attends an irregularity hearing may have legal representation.
- (9) Should a candidate decide to have legal representation, the provincial education department must be informed of this intention three (3) working days before the hearing, in order to allow the Department of Basic Education to ensure appropriate departmental representation at the hearing.

46. Release of results under investigation

- (1) Assessment bodies must ensure that irregularities are finalised before the results are released.
- (2) In cases where the nature of the irregularity is such that it cannot be finalised before the results are released, the results of the relevant candidates must be withheld, pending further investigation. The withholding of results pending further investigation must be approved by the NEAIC.
- (3) If a candidate is found guilty of an irregularity in one subject, only the results of that subject must be withheld.

- (4) Candidates that are found guilty of an irregularity will have the irregularity recorded on the computer system and such information must be made available to all assessment bodies.

47. Details of dealing with irregularities

- (1) Annexure M provides details on how to deal with irregularities.