THE KENYA NATIONAL EXAMINATIONS COUNCIL

'On the Frontline in Quality Assessment and Examination'

REF: **KNEC/WI/EA/FA/11/003**

Attention: DEPUTY SECRETARY - FA

Marking Acceptance For 2012 KNEC Examiners

(To be returned to the council before proceeding for marking)

1.0 **Acceptance**

Examination _____ Year _____

Name of paper/subject _____

Marking Centre _____

I _____ Examiner No. _____

(✓) **Tick whichever is applicable**

1.1 ☐ will **be** available to mark

1.2. ☐ will **not be** available to mark

1.3 Give reasons for 1.2 above.

_____

_____

2.0 **Personal Details**

Name of institution and Official Address Private Address

_____ _____

_____ _____

_____ _____

Telephone No. _____ Cell Phone No. _____

Bank Name: _____ Bank Branch: _____

Bank Account: _____ Bank Code: _____

Email address: _____

3.0 **Accommodation** (✓)**Tick whichever is applicable)**

3.1 ☐ I will take Council accommodation

3.2 ☐ I will not take Council accommodation

HEAD OFFICE: **National Housing Corporation Building, Aga Khan Walk, P. O. Box 73598-00200 City Square, NAIROBI, KENYA**
Telephone: **(+254-20) 341098/50/71, 317419/12/13, 341113** Fax:**(+254-20)2226032**
E-mail:**exams@knec.ac.ke;** **Website:www.knec.ac.ke**

NB: Commuting Examiners will **not** be allowed to reside at the marking centre but will be paid a daily travel allowance of ***Kshs 250.00*** or ***Kshs 700.00*** for use of public transport or driving own car respectively.

4.0 **Use of Personal Cars (Commuting Examiners)**

4.1 Vehicle Registration Number _____

4.2 Make _____ Colour _____

4.3 Log Book Number _____ Cubic Capacity _____

(Attach photostat copy of your log book)

5.0 Please write below the name and code number of institution where teaching and also any other centre(s) for which scripts are not to be assigned to you.

Name of Institution: 1. _____ Code Number _____
2. _____ Code Number _____
3. _____ Code Number _____

6.0 **Declaration**

Before signing this Marking Acceptance Form, make sure you have read and understood the Instructions to 2012 Examiners and the Contract between KNEC and Examiners.

6.1 I declare that the information I have given is true to the best of my knowledge.

6.2 I am aware of the ***serious consequences which may follow any breach of the provisions of the Regulations given by the Council***, the fact that I should not divulge any information gained by me by virtue of my appointment as a Council Examiner. I understand also that I am liable to be prosecuted and/or disciplined by my employer if I reveal any information related to the work of the candidates or publicize any other information related to the marking of national examinations to the press or any other unauthorised parties, or retain without official sanction, copies of candidates' scripts, mark sheets, raw scores, marking schemes, Council publications or any other official documents or materials which are no longer needed for any official duties at the end of the marking session.

6.3 I understand also that **these provisions** apply not only when the marking is in session but also after my appointment as a Council examiner has ceased.

6.4 I have read and understood ***all the conditions*** given in the Instructions and Contractual Obligations between Examiners and the KNEC and **I accept** the conditions set out in the contract. **I will** take part in the year 2012 marking exercise.

Date:_____ Signature: _____

Designation: _____ ID No.: _____

Year of Birth:_____ Tsc No.:_____

You may also confirm availability through an email to fa@knec.ac.ke.

TO BE COMPLETED IN FULL AND RETURNED TO THE COUNCIL NOT LATER THAN 3rd AUGUST 2012 FOR AUGUST MARKING AND 15TH NOVEMBER 2012 FOR NOV/DEC MARKING