

# EDUCATION LABOUR RELATIONS COUNCIL

## NORTHERN PROVINCE CHAMBER

### RESOLUTION NO. 3 OF 1997

#### SELECTION CRITERIA FOR THE APPOINTMENT OF EXAMINERS

The employer and employee parties to the Education Labour Relations Council, Northern Province Chamber, hereby resolve and agree in terms of Section 12 of the Education Labour Relations Act 1993 (Act No 146 of 1993), that the selection and employment criteria contained herein will constitute firm guidelines to be followed in the selection of Deputy-Chief Examiners, Senior Sub-Examiners and Sub-Examiners.

#### 1. SCOPE OF APPLICATION

The selection and appointment criteria agreed to herein will be applicable to the selection procedures for Deputy-Chief Examiners, Senior Sub-Examiners and Sub-Examiners.

#### 2. OBJECTIVES

The objectives of these selection criteria for the appointment of examiners are:

- 2.1 to ensure that candidates receive fair, just and equitable treatment;
- 2.2 to affirm both transparency and democratisation of the selection process of examiners.

#### 3. COMPOSITION OF A SELECTION PANEL

The Northern Province Department of Education shall, for both the End of Year and the Supplementary Examinations, establish a Selection Panel per subject and per question paper annually, which panel will be constituted as follows:

- 3.1 one (1) Chief Examiner;
- 3.2 three (3) departmental officials;
- 3.1 one (1) observer representative per employee party to the Provincial Chamber.

#### 4. SELECTION CRITERIA

##### 4.1 Sub-Examiner

The image shows five handwritten signatures in black ink, arranged horizontally. From left to right: the first is a dense, scribbled signature; the second is a stylized signature starting with 'J'; the third is a signature that appears to be 'fall'; the fourth is a signature starting with 'Q'; and the fifth is a signature starting with 'Jm' inside a circle, with a horizontal line extending to the right.

A prospective sub-examiner should satisfy the following conditions:

- 4.1.1 be an educator (in terms of the Educators' Employment Act of 1994 i.e. Act No. 138 of 1994);
- 4.1.2 have a recognized academic qualification in the subject applied for;
- 4.1.3 have a recognized professional qualification;
- 4.1.4 have at least five (5) years recognized teaching experience;
- 4.1.5 have at least two (2) years teaching experience of the subject in Grade 11 and/or Grade 12 during the last five years.

NB a. College lecturers who satisfy conditions 4.1.1, 4.1.2, 4.1.3 and 4.1.4 above will be considered for appointment provided they are currently lecturing in the method and/or content of the subject applied for.

b. University lecturers who satisfy conditions 4.1.2, 4.1.4 above will be considered provided they are currently lecturing in the method and/or content of the subject applied for.

c. Educators outside educational institutions who satisfy conditions 4.1.1, 4.1.2, 4.1.3 and 4.1.4 listed above will be considered provided they are currently rendering educational auxiliary services in the subject applied for.

d. In order to be appointed as a sub-examiner for a literature paper, the applicant must be currently teaching literature in the subject in Grade 12.

#### 4.2 Senior Sub-Examiner

To be considered for appointment as a Senior Sub-Examiner the applicant should satisfy the following conditions:

- 4.2.1 be an educator (in terms of the Educators' Employment Act of 1994 i.e. Act No. 138 of 1994);
- 4.2.2 have a recognized academic qualification in the subject applied for;
- 4.2.3 have a recognized professional qualification;
- 4.2.4 have at least five (5) years teaching experience;
- 4.2.5 have at least two (2) years teaching experience in the subject in Grade 12 during the five (5) past years;
- 4.2.6 have at least two (2) years experience as a Sub-Examiner.

NB a. College lecturers who satisfy conditions 4.2.1, 4.2.2, 4.2.3, 4.2.4 and 4.2.6 above will be considered for appointment provided they are currently lecturing in the method and/or content of the subject applied for.

- b. University lecturers who satisfy conditions 4.2.2, 4.2.4 and 4.2.6 above will be considered for appointment provided they are currently lecturing in the method and/or content of the subject applied for.
- c. Educators outside educational institutions who satisfy conditions 4.2.1, 4.2.2, 4.2.3, 4.2.4 and 4.2.6 listed above will be considered provided they are currently rendering educational auxiliary services in the subject applied for.
- d. In order to be appointed as a Senior Sub-Examiner for a literature paper, the applicant must be currently teaching literature in the subject in Grade 12.

#### 4.3 Deputy-Chief Examiners

A prospective deputy chief examiner should satisfied the following conditions:

- 4.3.1 be an educator (in terms of the Educators' Employment Act of 1994 i.e. Act No. 138 of 1994);
- 4.3.2 have a recognized academic qualification in the subject applied for;
- 4.3.3 have a recognized professional qualification;
- 4.3.4 have at least ten (10) years teaching experience;
- 4.3.5 have at least four (4) years teaching experience in the subject in Grade 12 during the past five (5) years;
- 4.3.6 have at least five (5) years experience as a Senior Sub-Examiner.

NB a. College lecturers who satisfy conditions 4.3.1, 4.3.2, 4.3.3, 4.3.4 and 4.3.6 above will be considered for appointment provided they are currently lecturing in the method and/or content of the subject applied for.

- b. University lecturers who satisfy conditions 4.3.2, 4.3.4 and 4.3.6 above will be considered provided they are currently lecturing in the method and/or content of the subject applied for.
- c. Educators outside educational institutions who satisfy conditions 4.3.1, 4.3.2, 4.3.3, 4.3.4 and 4.3.6 listed above will be considered provided they are currently rendering educational auxiliary services in the subject applied for.
- d. In order to be appointed as a Deputy-Chief Examiner for a literature paper, the applicant must be currently teaching literature in the subject in Grade 12.

#### 5. ADDITIONAL GENERAL CRITERIA

- 5.1 The selection panel may recommend a waiver of the criteria outlined under paragraph 4 above for purposes of accommodating subjects where qualified applicants are insufficient.

- 5.2 On the recommendation of the Selection Panel, the Head of Department may appoint an applicant who does not meet all of the above requirements but who is regarded as suitable. This will apply only in exceptional circumstances where insufficient qualified markers apply.
- 5.3 Applications for appointment as Sub-Examiners, Senior Sub-Examiners and Deputy-Chief Examiners, shall be submitted on a prescribed form, which must be certified by the applicant's Head of Institution and, where applicable, the Circuit/Area Manager.
- 6. The Head of Department shall ensure that all records of the selection process are kept for a period of at least six (6) months.

*[Handwritten signatures and initials on the right margin]*

SIGNED AT PIETERBURG ON THIS DAY 20<sup>th</sup>  
 OF AUGUST 1997.

ON BEHALF OF  
 EMPLOYER PARTIES

ON BEHALF OF  
 EMPLOYEE PARTIES

Signature	Organisation
1. <i>[Signature]</i>	NPDE
2. <i>[Signature]</i>	FEDSAS

Signature	Organisation
1. <i>[Signature]</i>	APT
2. <i>[Signature]</i>	SADTU
<i>[Signature]</i>	SAOU
<i>[Signature]</i>	SAUVSE
5. <i>[Signature]</i>	TUATA