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REPUBLIC OF SOUTH AFRICA * REFERENCE 13/P
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ASSESSMENT INSTRUCTION 38 of 2010

TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
EDUCATION DEVELOPMENT OFFICERS
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS
PRINCIPALS ABET CENTRES
TEACHER UNIONS / ORGANISATIONS

DATE: 28 JULY 2010

**2010 ABET L4 PROVINCIAL CENTRALISED SITE-BASED
ASSESSMENT (SBA) MODERATION
APPLICATION FOR APPOINTMENT AS PROVINCIAL MODERATOR**

- BACKGROUND:**
The Directorate ABET will be embarking on a centralised Provincial SBA moderation process to ensure that valid, reliable and quality SBA marks for each candidate is registered. Assessment Instruction 37 of 2010 has reference.
- The following **16 Learning Areas** will be moderated during the Centralised Provincial SBA processes:

	LEARNING AREA		LEARNING AREA
1	AFRIKAANS	9	HUMAN AND SOCIAL SCIENCES
2	ENGLISH	10	LIFE ORIENTATION
3	SESOTHO	11	MATHS LITERACY
4	ISIXHOSA	12	MATHS AND MATHS SCIENCE
5	APPLIED AGRIC. AND AGRIC. TECHNOLOGY.	13	NATURAL SCIENCES
6	ANCILLIARY HEALTH	14	SMALL, MEDIUM AND MICRO ENTERPRISES
7	ARTS AND CULTURE	15	TECHNOLOGY
8	ECONOMIC AND MANAGEMENT SCIENCES	16	TRAVEL AND TOURISM

3. DATES FOR PROVINCIAL MODERATION:

DATES:	20 – 24 SEPTEMBER 2010
LEARNING AREAS:	As in Point 2 above
VENUE:	The ABET Directorate will communicate the details of the venue.

4. APPLICATION FOR APPOINTMENT AS AN ABET L4 PROVINCIAL SBA MODERATOR

ANNEXURE 1

Read the Instructions on Application Form.

NB: All officials are requested to check the Application Forms carefully in order to verify that only competent qualified Educators are appointed to this critically important position.

Application forms to be handed in at **DISTRICT OFFICES**.

4.1. WHO QUALIFIES TO APPLY AS AN ABET L4 MODERATOR?

- Teachers qualify to apply to be Moderators of ABET L4 SBA Moderation only if one has taught ABET Level 4 during the period 2009 to 2010 .

4.2. WHO DOES NOT QUALIFY FOR MARKING?

- Office-based educators who are not directly involved in training and supporting ABET teachers e.g. CESs, Education Development Officer (EDO) Curriculum Advisors in the GET Phase, must not apply as an ABET L4 Moderator.
- Office-based educators must not apply as an ABET L4 SBA Moderator.
- SBA Cluster leaders and SBA Co- Ordinators must not apply as an ABET L4 SBA Moderator.

4.3. VERIFICATION AT ABET CENTRE LEVEL:

- Principal to convene a meeting with the applicants.
- All applicants must be quality assured jointly at this meeting.

- Complete the LIST OF APPLICANTS (ANNEXURE 3) that will be signed by each applicant.
- Signing this document confirms that the information contained therein is true.
- Principals must present the list of applicants to the whole staff before he/she appends his/her signature.
- Any false information on this document will result in the blacklisting of the whole ABET Centre for two years.

4.4 INSTRUCTIONS TO PRINCIPALS OF ABET CENTRES

- Approval must only be given by signing the form if the Learning Area teacher was/is responsible for teaching the Learning Area in during the period 2009-2010.
- Do not sign application forms of teachers who are not teaching in your ABET Centre.
- NB: Principals must ensure that information provided on application forms is accurate and verifiable.

5. VERIFICATION AT DISTRICT LEVEL:

5.1 The members of the **Verification Committee** to consider the application forms for **ABET L4 Provincial SBA Moderators** will include:

- CES: Curriculum (Chairperson)
- CES: Governance
- DCES: Examinations
- Education Development Officer (EDO)
- ABET Co-Ordinator for ABET SBA
- Teacher Union representatives as observers
- **NB: The committee must ensure that all criteria are met and information provided is verified. Reasons must be provided on the application form in the event of rejection.**

5.2 The membership of the **Provincial Committee** that appoints the Moderators is:

- ABET SBA Co-Ordinator
- CES Assessment Instrument Development and unit officials
- Teacher Union representatives as observers

6. CONDITIONS FOR APPOINTMENT

Appointed ABET 14 SBA Moderators must have attended all professional development and training programmes and has a proven track record of excellence in the Learning Area applied for.

7. CRITERIA FOR REJECTION OF APPLICATIONS:

- Incomplete or illegible applications will not be considered.
- Application forms received at the District Office after the due date will not be considered.
- No application forms will be accepted at the Provincial Office. All applicants must come through the District Office and be verified at District level

8. IMPORTANT DATES:

- Closing date for application forms at the District: **19 August 2010**
- Closing date for application forms at the Provincial Office:
26 August 2010

CONCLUSION

Kindly note that all the information in application forms will be **verified** with the **database** in the **Provincial Office** as well as with **EMIS**. Applicants are therefore reminded that provision of inaccurate and fraudulent information constitutes grounds for immediate disciplinary action and disqualification.

The co-operation of all education stakeholders in this important process is both anticipated and appreciated.

MR SP GOVENDER
CHIEF DIRECTOR: CURRICULUM MANAGEMENT



Province of the Eastern Cape
DEPARTMENT OF EDUCATION
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**APPLICATION FOR APPOINTMENT
 MODERATOR
 (For ABET LEVEL 4 Provincial moderation)**

NB: Attach Certified copies of your ID Closing date: 27 August 2010.

1.1 POST DETAILS:

I hereby apply to be appointed as ☐ Moderator in the following learning area:

SUBJECT

1.2 OTHER LEARNING AREA APPLIED FOR: (SEPARATE APPLICATIONS)

	LEARNING AREA	

2. PERSONAL INFORMATION:

Title	Prof	Dr	Mr	Mrs.	Miss	Cross the applicable one
Surname						
First Names						
ID Number						
PERSAL No						
SACE No						
Designation/Rank						
Name and Address of Centre & District						
						Postal Code

3. CONTACT NUMBERS:

Tel. No (Work)	Tel. No (Home)	Fax No	Cell Number

4. POSTAL ADDRESS:

5. RESIDENTIAL ADDRESS:

Postal Code	Postal Code

5. EMPLOYMENT DETAILS:

Full time pay roll of the Eastern Cape Education Department?	☐ YES	☐ NO
Took the VSP?	☐ YES	☐ NO
Retired?	☐ YES	☐ NO
Employed by other institution?	☐ YES	☐ NO

6. RELEVANT QUALIFICATIONS: (Attach certified copies of all certificates)

Academic	Institution	Year	Professional:	Institution	Year
7.	Applicant's signature:			Date:	

8. TEACHING EXPERIENCE: (IN THE LEARNING AREA APPLIED FOR)

No of Years taught this Abet level 4			
Taught Learning area in	2008	2009	2010
Grades			

9. LANGUAGE PROFICIENCY: (USE EXCELLENT, GOOD, POOR, NO)

Afrikaans	Praat		Lees		Skryf	
English	Speak		Read		Write	
Xhosa	Thetha		Funda		Bhala	

10. OTHER RELEVANT EXPERIENCE:

_____ _____ _____			Centre Stamp
_____ Name (Print)	_____ Signature	_____ Date	

11. EDO/ABET COORDINATOR COMMENTS: (DELETE NOT APPLICABLE ONE)

I hereby recommend ☐ /do not recommend ☐ the appointment of this official for the post applied.		
_____ _____		
_____ Name (Print)	_____ Signature	_____ Date
		Official Stamp