



ECZ

IN PERSPECTIVE

News about the Examinations Council of Zambia

Issue No. 6

January to June 2015

ECZ DEVELOPS ASSESSMENT SCHEMES FOR THE REVISED CURRICULUM



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Tanzanian Lawmakers
Benchmark ECZ

SMS Results Release System Now
Available on All Networks

Examinations and You
Programme Launched on ZNBC
Radio 2



The Examinations Council of Zambia (ECZ) was established by an Act of Parliament Number 15 of 1983 with a mandate to set and conduct examinations and award certificates to successful candidates. Before enactment, the Ministry of Education and Culture, under the Examinations Section used to conduct the examinations. The full launch and operationalisation of the ECZ began in 1987 as a semi-autonomous public institution (parastatal).

VISION STATEMENT

The Examinations Council of Zambia will be a leading examining Board in providing accurate and timely assessment and certification systems reflective of the competencies of learners and the education system in a prospering economy.

MISSION STATEMENT

The Examinations Council of Zambia will provide an effective and efficient system for setting and conducting assessments of comparable international standards.

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EDITORIAL

Dear Readers,

As a service organisation, the Examination Council of Zambia (ECZ) has endeavoured to meet the aspirations of the Zambian people through innovation and strengthened stakeholder partnerships. We have remained efficient and effective in the conduct and management of public examinations to ensure that the qualifications that we confer meet international credibility and standards.

In this edition, we have provided a detailed perspective of the innovations and successes scored by the ECZ. For the first time since inception, the ECZ conducted leakage free 2014 Grade 7, 12 and Teacher Education Examinations. We are proud to mention that the strict measures that the ECZ and indeed the stakeholders suggested arising from the experiences of malpractices during the 2013 examinations were now bearing fruits.

In the implementation of various activities and programmes, we remain focused on achieving the key priority areas we set for ourselves this year. The development of the new Strategic Plan, Job Evaluation, establishment of the Service Centre on the Copperbelt and the piloting of Online Candidate Registration System are receiving undivided attention.

The ECZ was privileged to host 18 Members of Parliament (MPs) from Tanzania who visited Zambia on a benchmarking mission. The lawmakers identified Zambia through the ECZ as one of the best institutions in the Sub-Saharan region to learn and benchmark best practices in examination administration. In the same light, the ECZ was also visited by a delegation of Education officials from Afghanistan who visited Zambia on a mission to benchmark on best practices in running an educational assessment institution.

As the world moves in tandem with the wind of Information and Communication Technologies (ICTs), it is imperative that we stay abreast with key issues surrounding the information age we live in. We have therefore, introduced the Technology Corner in this edition to address this important aspect.

The formation of the ECZ Sports and Social Club has been profiled showcasing how the Club has improved employee relations, enhanced collaboration as well as efficiency as the ECZ staff now have become healthy, energetic and active in the discharge of their duties.

It is therefore our considered opinion that through the various innovations and activities showcased in this edition, you will find our newsletter profoundly informative and educative.

Ronald M. Tembo
Corporate Affairs Officer
Examinations Council of Zambia

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MESSAGE FROM THE DIRECTOR



Mr Michael M. Chilala

Transforming ECZ through Innovation and Reforms

We started the year 2015 on a celebration note, having achieved quite a lot in 2014.

Some of our 2014 achievements were: the successful introduction of the June General Certificate of Education (GCE) examination and its transformation into a separate examination to run in August each year; the successful hosting of the 32nd Annual Conference of the Association for Educational Assessment in Africa (AEAA); the construction and opening of the Service Centre in Woodlands - Lusaka; the running of leakage free examinations at Grades 7 and 12; timely processing and release of results; the development and distribution of the Assessment Schemes and Specimen Examination Papers for the revised Grade 9 syllabus; introduction of the system for accumulation of GCE Certificates, and the piloting of the Query Trucking System.

In the first half of 2015, we continued to grow the ECZ for better service. It is with pleasure that we announce the mandate we received to examine the Primary Teachers' Diploma and the Early Childhood Teachers' Diploma courses.

We developed the assessment schemes and grading rules for the revised curricula at Grades 7, 9, 12 and Teacher Education levels; held meetings to disseminate the 2014 examination performance analyses, national assessment and other research findings to our stakeholders.

Other achievements included benchmarking visits we made to Namibia, Uganda and Kenya on e-Marking and assessment of learners with Special Educational Needs (SEN), respectively; benchmarking visits by political and professional leadership from Tanzania and Afghanistan;

capacity building of staff in areas of ICT, governance, financial management, customer relations and Human Resource Management.

We also successfully piloted the Online Candidate Registration System (OCRS) in 40 schools selected from 20 districts in all the 10 provinces of Zambia. We concluded the procurement process for a consultant to carry out the job evaluation and intensified on the general preparations for the 2015 examinations.

We have now positioned ourselves to finalise the Online Candidate Registration System (OCRS) and to create a conducive work environment by rehabilitating our main building at head office.

We are proofreading and editing the assessment schemes for the revised curricula at Grades 7, 12 and Teacher Education to enhance the quality of our examinations.

We are ready to launch the Grade 9 Assessment Scheme; develop a Strategic Plan and carry out a Job Evaluation to ensure realignment of skills to support the Strategic Plan for the period 2016 – 2020.

As we run the 2015 examinations, we call upon our key stakeholders to keep the communication lines open for another successful examination session. We thank the Almighty God for the 2014 achievements and pray that we put all our efforts together, in action and prayer, for success of examinations in 2015, for the good of our nation. It is our hope that the newsletter remains relevant and informative to all our readers.

ECZ Develops Assessment Schemes For the Revised Curriculum

By Teza N. Musakanya

One of the functions of the Examinations Council of Zambia is to develop Assessment Schemes (otherwise known as Examination Syllabi) every time there is change of teaching and learning syllabi for the examinations conducted by Council. In 2014, the Ministry of Education, Science, Vocational Training and Early Education (MESVTEE) introduced revised Primary and Secondary school Curricula. When introducing the curricula, the Ministry for the MESVTEE announced that the first examination under the revised curricula was going to be in 2015 at Grade 9 level. This would be followed by the Grade 7 and 12 examinations in 2016, marking the completion of the implementation of the revised curricula.

It is a requirement that when a new curriculum has been introduced, Specimen (Sample) Examination Papers have to be distributed to all Examination Centres for teachers and candidates to acquaint themselves with the new structure and format of examinations. Pursuant to this mandate, the ECZ embarked on the development of Assessment Schemes (Examination Syllabi) and Specimen (Sample) Examination Papers based on the revised curricula for Grades 7, 9 and 12.

First to be developed in 2014 were the Assessment Schemes and Specimen Papers for the Grade 9 examinations, because the examination would run first, in 2015. After the initial draft of the Grade 9 Assessment Scheme, a consultative process was followed to conclude on a number of issues related to the examination.

In the old curriculum, the Grade 9 examination comprised a total of 24 subjects assessed through a total of 47 examination papers. On the other hand, the Assessment Scheme for the revised curriculum has 21 subjects which are assessed through 47 Examination Papers. The specimen papers based on the new Grade 9 Assessment Scheme were developed and distributed to all the Grade 9 Examination Centres in January 2015, in readiness for the live examination in October/November, 2015.

Through a consultative process, it was resolved that candidates will be graded based on best 6 subjects both for selection and certification. This was arrived at after receiving complaints that some schools had no facilities for teaching and learning of Computer Studies, while others had no qualified teachers for Business Studies. Despite the subjects being compulsory according to the revised curriculum,



the Grading Rules caused the subjects to be elective in order to provide an equitable platform for selection and certification of successful candidates.

Adoption of the above grading rules has implications that would affect the examination administration for Grade 9 Examinations in 2015. It is expected there will be high candidate absenteeism in the concerned subjects: Computer Studies; Business studies; and Zambian languages. This is due to the fact that the subjects were considered compulsory at the point of registering candidates, but later on the Grading Rules allowed the subjects to be elective.

It is worth noting that the ECZ has taken significant steps to support teachers in their classrooms and in preparing learners for examinations by publishing comprehensive sets of Assessment Schemes and specimen papers, while harmonising the various implementation issues to ensure that the revised curriculum yields the intended results. The Grades 7 and 12 Assessment Schemes were developed in June - July, 2015, following the receipt of the revised syllabi by the Examinations Council of Zambia, from the Directorate of Standards and Curriculum in April, 2015.

The old Grade 7 level the curriculum comprised 6 subjects, which were examined in 6 papers, and 2 psychological tests namely Special Paper 1 (Verbal Reasoning) and Special Paper 2 (Non-Verbal Reasoning), making a total of 8 Examination Papers. The revised Grade 7 Curriculum has 8 subjects. However, the Assessment Scheme has been maintained as in the old curriculum. This was achieved by the decision to combine the new three (3) practical subjects to be examined with one paper.

The Grade 7 candidates will be graded on the best 4 subjects, plus Special Paper 1 and Special Paper 2 for selection purposes; while they will be graded based on the best 4 subjects for certification purposes.

The old Grade 12 curriculum comprised 35 subjects, assessed through 74 Examination Papers. On the other hand, the revised curriculum has 32 subjects assessed through 72 Examination Papers. Candidates are required to enter for a minimum of 6 and maximum of 9 subjects. It is expected that the subjects should cut across three subject groupings for enrolment into tertiary institutions. To qualify for a School Certificate, candidates must either pass in at least six subjects, including English language, with a credit in at least one of the subjects or pass in five subjects, including English Language, with credit in at least two of them.

The assessment schemes elaborate on the purpose of the assessment/examination and provide a comprehensive framework that will guide the general assessment of competencies at Grades 7, 9 and 12 levels. The schemes explain to users (teachers, students, other educators) how an assessment has been designed. More details are provided in the assessment schemes documents and these will be availed to all the examination centres at appropriate times.

The Assessment Schemes and Specimen Examination Papers for the Grades 7 and 12 levels will be availed to schools by January 2016, in preparation for the 2016 examinations.

We therefore urge all stakeholders to look out for the Grade 9 Assessment Schemes and Examination Specimen Papers in Book World shops by the end of August, 2015, and for the Grades 7 and 12 materials by January, 2016.



E-Marking and Its Possible Benefits to ECZ

By Ian Chirambo

As the Examinations Council of Zambia endeavours to innovate in its operation to enhance efficiency and effective delivery of services, it is worthwhile to consider and examine the long term benefits for some of the innovations being embraced.

Over the last decade, recognition of the benefits of e-marking or on-screen marking has steadily grown within the education sector. It has widely been observed that candidates for “high stake” examinations have a right to expect fair and equitable treatment in the marks awarded. Each awarding body has a duty of care to mitigate risks and optimise marking quality on behalf of all the candidates whose scripts they mark. Equally, the awarding body has a responsibility to ensure marking is impartial and fair to all. Many awarding organisations consider that significant benefits may be derived from the introduction of technological systems and services to support assessment processes after an examination has been written.

Many assessment organizations that have embarked on innovations such as e-marking have seen that the benefits are more than the initial downsides that may be there. So then, what is e-marking? E-marking or on-screen marking is a method of marking a candidate’s response that has been produced on a paper/ script and presented to an examiner for marking on-screen using a Computer. Candidate’s answer booklets are scanned and digital versions of all the pages are split into individual questions or groups of related questions known as segments. These segments are then distributed to

different examiners for marking using a specialized software, which may be known by different names.

Examiners log into the software at home or in marking centres and mark their allocated questions until they meet a pre agreed targeted number of responses. During their marking, quality checks are performed that verify that the examiner is marking within the parameters outlined in the marking scheme or key. Senior examiners and awarding body staff can monitor the quality checks in real-time and take action if there is concern.

The quality of marking is determined by the reliability, accuracy and fairness (equity) of marking. The e-marking software delivers more reliable and accurate marking via a wide range of in-built measures. It also helps reduce marker bias, whether conscious or unconscious, to encourage greater equity in marking. It also enhanced process control; improved access to wider examiner expertise; enhanced communications and support across the examiner team; richer data on examiner, candidate, item, component and paper performance; reduced time to result; raised marking quality/consistency; and reduced administrative error. These possible benefits of e-marking are outlined below in a bit of detail. Thus;

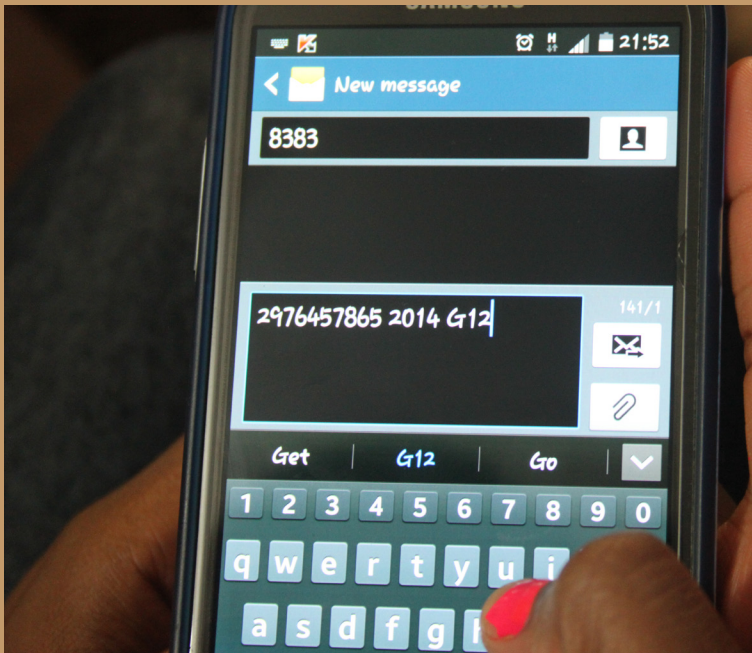
- Specialised marking (split marking) enabling markers to focus on specific questions rather than mark the whole script;
- Controls to ensure markers conduct wide reading and reach proficiency in practice marking before graduating to actual marking
- Logon script;s to ensure markers adequately warm up for each marking session;
- Quality assurance scripts (seeded scripts), which cannot be recognised as such by the marker, are presented at intervals to validate whether the marker

- is maintaining accuracy over time;
- Supervisor notification when quality assurance script marking is out of tolerance, so that immediate corrective action can be taken;
- Two-way messaging allowing markers to readily refer any marking difficulties to a supervisor for assistance;
- Supervisors can monitor marker performance in real-time, detect any anomalies in marks awarded by a specific marker, and take corrective action as needed;
- In order to remove the halo effect, new scripts are presented to each marker in a random sequence, so that a marker isn’t influenced by the style of a particular school or examination centre;
- Double marking and check marking can be carried out without the marker being able to see notations, queries and marks already assigned, thus eliminating any unconscious influence of prior marks and “herding effect”.
- Reduced bias via anonymous scripts, after cropping or masking of candidate examination number, name and examination centre details;
- Reduced errors by ensuring all responses in each script are marked in the correct range;
- Reduced errors by ensuring no responses are inadvertently skipped, achieved by enforcing entry of “not attempted” where applicable;
- Reduced errors by automated addition of marks awarded to calculate a total “raw mark” per script, and automated resolution of differing second marks within tolerance.

However, close matching of the technological system and the assessment process, and careful introduction to engage appropriate stakeholders and a well thought out orientation plan is very cardinal to achieving these benefits.

SMS Results Release System Now Available on All Networks

By Ronald M. Tembo



The SMS Results Release System (SRRS) is now available on all the existing networks in Zambia. The ECZ has partnered with Zamtel, Airtel and MTN in implementing the SRRS where candidates who sat for Grades 7, 9, 12, GCE and Teacher Education examinations can instantly access their results using their mobile phone. The ECZ has signed a Memorandum of Understanding with the three mobile service providers to ensure that the service is accessible to every concerned member of the public.

The examination results from the SRRS are accessed from the ECZ database by typing the full 10 digit of the examination number, their examination year, an entry of the examination grade and then sending the details to 8383. The cost for accessing results is K4 for every successful transmission.

As an institution, we pledge to continue implementing initiatives which will not only improve the way we conduct and administer examinations but also provide the best customer service. We take extra pride in providing the best customer service to members of the public whom we continue to serve.

Through the Information Communication Technology (ICT) related solutions, the Council strives to be a highly automated and efficient assessment organisation whose qualifications have earned international standards and credibility.

The results available on the SMS system are from the 2013 examination session and onwards. It therefore means that the public can only access results using their mobile phones for results starting from 2013 and onwards. The ECZ decided to introduce the SRRS to enable candidates receive notification of their results in the quickest possible time and have ample time to register if they needed to rewrite some subjects.

The SRRS has proved to be a good initiative as it provides members of the public to access results before collecting their original results transcripts from their respective schools or examination centres.

With queries regarding the SRRS, members of the public are highly encouraged to call 8383- the ECZ Toll free line currently available to Zamtel subscribers only or email info@exams-council.org.zm or visit the official ECZ Facebook page and Website.

The Blurred Line Between the Internet and the Web

By Kasonde Kembani



Most people use the words Internet and World Wide Web (or simply The Web) interchangeably. However, the two terms are distinct and should not be used synonymously. The Internet is a massive network of networks. It connects millions of disparate computers together globally, forming a network in which any computer can communicate with any other computer as long as they are both connected to the Internet.

On the other hand, the World Wide Web, or simply the Web, is a way of accessing information through the Internet. It is an information-sharing system that is built on top of the Internet. The Web is just one of the ways that information can be disseminated over the Internet.

The Internet, not the Web, is also used for e-mail, instant messaging and File Transferring. The Internet existed before the Web and can still exist without it. Thus the Web is just a portion of the Internet, albeit a large portion, but the two terms are not synonymous and should not be confused.

When are you on the Internet or the Web?

Whenever you are accessing information through a Web browser (Google Chrome, Mozilla Firefox, Opera or Internet explorer), you are said to be on the Web, and it is technically incorrect to say that you are on the Internet. In fact, a Web browser as its name suggests is a tool for accessing the Internet.

With the proliferation of smart computing devices such as smart phones and tablet computers, more and more people are accessing the internet via Applications or simply Apps. When you access email or social media via Apps, you are said to be on the Internet. It is important to note that it is possible to concurrently access the Internet and the Web depending on how one is accessing resources.

Another related scenario is when people refer to Microsoft Outlook as the Intranet and vice versa. An Intranet is a computer network within an organization whilst Outlook is a Microsoft Messaging Application that runs over the intranet. Like the Internet and the Web, Intranet and Outlook are two distinct concepts and should not be synonymously used.

ECZ Conducts 2014 Leakage Free Examinations

By Ronald M. Tembo

For the first time since inception, the Examinations Council of Zambia (ECZ) conducted the leakage free 2014 Grade 7, 12 and Teacher Education Examinations. We can take pride to mention that the strict measures that the ECZ and indeed the stakeholders suggested arising from the experiences of malpractices during the 2013 examinations were bearing fruits.

This is evident in the 2014 examinations which did not record any cases of leakages at Grade 7 and Grade 12 levels. However, only a few cases were reported at Grade 9 level. It can only be emphasised that all the stakeholders should indeed continue with the same zeal which would possibly help eradicate malpractices at all levels of examinations in 2015 and the years to come.

It can be stated categorically that when the education system and processes are free of malpractices, then the nation is assured of quality human resource which will eventually translate into national development. It will do us proud as a nation if the successes scored during the 2014 examinations could be replicated in 2015 examination session.

According to the ECZ 2014 Examinations Performance Report General Performance Analysis (P27), "Desperation by school authorities and parents to explore means of getting good grades for their candidates and children tend to make them resort to different forms of malpractice before, during and after examinations. The lack of adequate preparations for examinations by the candidate makes it more likely for them to be involved in examination malpractice. The desire for paper qualification, peer influence, poor instructional facilities in schools, societal influence, lack of self-confidence due to laziness, are some of the factors that prompt examination malpractices."

The year 2014 recorded a reduction in the occurrence of examination malpractices. A total of 251 various suspected malpractice cases were recorded with Grade 7 recording no case, followed by Grade 12 / GCE and Grade 9 with the highest number of cases. The 2014 June GCE examination recorded 22 cases of examination malpractices with the cases of assistance being predominant.

At Grade 9 level, a total of 119 examination malpractice cases were recorded, with the majority being cases of smuggling in of unauthorised materials into the examination room. Other cases were of assistance,

collusion and copying. At this same level, 41 external candidates and 78 Internal candidates were involved in the various forms of malpractice.

The Joint School Certificate Grade 12/GCE examination recorded a total of 110 cases with the most being cases of suspected assistance followed by smuggling in of unauthorised materials into the examination room. Others were cases of prior knowledge, impersonation, copying, collusion and the use of vulgar language (obscenity).

Examination malpractices is a problem which has been afflicting the educational system for many years worldwide. This is a scourge that needs to be gotten rid of. When you really consider what's at stake, why leave the integrity of our examination and assessment programme in Zambia to chance?

If failure is not an option, then aggressive and progressive efforts should be put together by all stakeholders to ensure that the vice is eradicated. This should be done through sensitization of pupils, parents, teachers, school administrators, and the general public on the dangers of examination malpractices. With the efforts from everyone, we can only hope that the ECZ will conduct a malpractice free 2015 examination session.



Stakeholders Review the Conduct of 2014 Examinations

By Ronald M. Tembo



One of the participants making a proposal during the plenary session



The Review meeting in session

An annual review meeting is the key to staying on top of any organisation's activities and programmes. The result is that the organisation and its stakeholders stay in control of the activity implementation and keep its business constituents well informed and happy. It cannot be denied that yesterday's success for any organization does not ensure such in the future plans overtime. Hence, the need to review the activities and programmes periodically.

The ECZ in collaboration with the Provincial Education Standards Officers (PESOs), Senior Education Standards Officers (SESOs) Examinations, Education Standards Officers General Inspection (ESO-GI) and School Guidance Teachers convened at a Workshop to Review the Conduct of the 2014 School Examinations.

The two-day workshop was held at Tuskers Hotel in Kabwe from 16th to 17th April 2015. There were more than 120 participants drawn

throughout the country. As per tradition, extra care was taken to ensure that there was gender and regional balance for the participants.

Some of the objectives of the workshop were to discuss and clarify the roles of the MESVTEE and ECZ in the administration and management of examinations in Zambia. The workshop was also convened with a view to identify challenges and come up with improvements for the 2015 examination session.

During the workshop, the participants resolved that the schools should submit examination queries and follow up with the ECZ and not sending the parents. It was further resolved that the schools should only write to ECZ only through the DEBS and PEOs' office.

The delegates agreed that ECZ shall come up with a form that would capture the correct details of the GCE candidates prior to actual registration. Further, the ECZ shall report the erring schools on the packaging of the

scripts to the PEO for further action.

At district level, the participants resolved that the DEBS office shall sensitize Head teachers on the packaging and labelling of Answer Scripts. In the same light, the Head Teachers shall sensitize the supervisors and invigilators on the packaging of answer scripts and labeling of the packets. The participants resolved that PEOs shall develop a concept paper on how the mobile laboratory could be used in transition in schools for examination purposes.

In terms of marking, the delegates resolved that the 2015 GCE Examination in August shall be used as a pilot for decentralized marking. It was further resolved that the discussion on the Decentralization of Grade 12/GCE Marking shall be taken back to the Provinces for further consultation. In turn, the PEO's shall submit the reports during the next Security meeting.

Arising from the resolutions made during the workshop, we are optimistic that the 2015 school examination session shall be conducted with strict adherence to the Guidelines on the Administration and Management of Examinations in Zambia.

A Step Forward in 2014 Grade 9 Processing of Results

By Kunda kuku

The ECZ took another step forward in its endeavours to be a highly automated and efficient assessment organization. In 2013, marks for practical subjects that are assessed in schools were captured using OMR Marksheets. In 2014, the ECZ captured all Grade 9 marks from various marking centres using the Electronic Mark Entry System (eMES).

The whole exercise started with the training of Data Administrators from all the 90 marking centres which were used across

the country. The training was held in Kabwe which saw 90 Data Administrators and 10 Senior Education Standards Officers-Examinations (SESO-Examinations) being trained. The training was spearheaded by the Information Technology Department of the ECZ. At the same training, participants were trained on how to use the Conveyor Belt Marking System (CBMS).

After the training in Kabwe, the Provincial Education Officers trained all the Data Entry staff in their respective provinces. The

training was a success as it can be seen from the timely release of the 2014 Grade 9 results.

We commend all those who took part in the organization of the 2014 Grade 9 Marking Exercise. Because of the commitment shown by all those involved, the ECZ was able to process and release the 2014 Grade 9 results on time.

As we prepare for the 2015 Examinations, we appeal to our stakeholders to continue with the same commitment exhibited in the last examinations.

2014 Standard Fixing and Awards Meeting

By Ronald M. Tembo



Visiting officers for the 2014 Standard Fixing and Awards Meeting

Three officers from Kenya, Tanzania and South Africa participated in the 2014 Zambia School Certificate Awards Meeting held at Pamodzi Hotel from 21st to 22nd January 2015. The names of the officers were Obade Elizabeth Adhiambo, Malaba Mpuya and Marcus Lamola.

The two-day meeting was a critical exercise in the cycle of examinations. The three examining boards were represented by the Kenya National Examinations Council (KNEC), National Examinations Council of Tanzania (NECTA) and UMALUSI- Council for Quality Assurance General and Further Education Training. The delegation visited ECZ through an invitation. The awards meeting is also an occasion to share the experiences of their countries and learn from ECZ, too.

The Standard Fixing and Awards meeting is an annual activity under the ECZ that determines the Grade boundaries for various papers offered at the School Certificate and GCE Examinations. The three visiting

officers were involved in all the sessions of the meeting and were active participants throughout the meeting.

It was therefore evident from the meeting that the ECZ conducted the Standard Fixing and Awards meeting with high levels of professionalism and credibility. The invitation of external moderators added credibility of ECZ examination results. In this respect, the ECZ, KNEC, NECTA and AMALUSI may draw a leaf from some of ECZ best practices and localize them to suit their needs.

The 2014 Grade 12 Examination results showed that the general performance of candidates had declined compared to the previous year. The proportion of candidates who obtained School Certificates declined from 60.21 percent in 2013 to 55.87 percent in 2014. The proportion of candidates who obtained GCE certificates increased from 38.09 percent in 2013 to 41.11 percent in 2014. A total of 2,197 candidates were absent from the examination.

Management Team Review Examination Guidelines

By Ronald M. Tembo

Management team convened to review the Guidelines for the Administration and Management of Examinations in Zambia. The workshop was held at Mapalo Lodge from 3rd to 6th June 2015. The ECZ Guidelines for the Administration and Management of Examinations in Zambia document was last reviewed in 2014 and now 2015.

The ECZ was making a thorough review of the guidelines by taking into account all the submissions from the education stakeholders such as the Provincial Education Officers, District Education Board Secretary, Teacher Unions, Anti-Corruption Commission, Zambia Police Service and Head Teachers Association, among others.

The review provided an opportunity to examine winning rules and regulations for mitigating examination fraud and assessment irregularities. Management also explored current landscapes, trends and emerging technologies to ensure that the Guidelines promoted the integrity and credibility of public examinations in Zambia.

The revised Guidelines for the Administration and Management of Examinations in Zambia will be implemented during the 2015 School Examinations as most of the pertinent issues have been incorporated for effective examinations administration.

Chief Examiners Pledge to Uphold Quality in the Marking Process

By Ronald M. Tembo

Chief Examiners have pledged to revisit the method of determining the number of markers and the marking period per panel in order to maintain quality and enhance credibility during the marking process.

This resolution was made during the Review of the Chief Examiners Workshop held in Kabwe at Tuskers Hotel on 18th April, 2014. During this one-day workshop, it was resolved that the Coordinators of the marking centres shall arrive at the marking centre at least two days before examiners arrive to ensure that the centre was ready.

The Chief Examiners resolved that the ECZ shall explore possibilities of including a



Chief Examiners workshop in Kabwe

component to identify candidates with Special Educational Needs (SEN) on the Attendance Register. They resolved that the ECZ shall ensure that scripts for the SEN candidates were properly packed and clearly labeled, and that the question papers were

sent to the marking centres.

It was further resolved that the Chief Examiners shall separate the report on candidate's performance which was sent to the schools from the report on the marking centre. The Chief Examiners resolved that they shall ensure that the reports were submitted to the Centre Coordinator at the end of the marking together with the rest of the documents.

During the same workshop, the Provincial Education Officers pledged to ensure that the Chief Examiners Reports were sent to the Subject Associations to help improve the teaching and learning in all the schools countrywide.

Highlights of the 2014 Examinations

By Shakazo Mzyece



The media covering the official release of the 2014 Grade 9 examination results

Grade 7 Composite Examination

The first examination to be conducted was the Grade 7 Composite which ran from 13th to 17th October 2014. The results were released on 24th November 2014. The number of candidates entering the 2014 Grade 7 Examination rose from the previous years. In 2014, 367,967 candidates entered the Grade 7 Examination compared to 352,266 in 2013 and 337,706 in 2012. Generally, the increase in the number of candidates entering the examination has been increasing by 4 percent since the 2012 examination session. Candidate absenteeism from the examination decreased from 39,823 (11.3 %) in 2013 to 35,014 (9.52%) in 2014.

All the provinces generally recorded a reduction in absenteeism. The classification of certificates awarded by the Examinations Council of Zambia are as follows; Division 1, 2, 3 and 4. The awards are based on the best six of all the subjects taken by the candidate inclusive of the compulsory aptitude tests (Special Paper 1 and Special Paper 2). The following are the subjects at this level; English, Social and Development Studies (SDS), Mathematics, Integrated Science, Creative and Technology Studies (CTS) and Zambian Languages.

Junior Secondary School Leaving Examination (Grade 9)

The Junior Secondary School Leaving Examination was conducted from 9th October 2014 to 24th November 2014. The 2014 Grade 9 Examination results showed that the general performance of candidates was slightly better than in the previous years with more candidates 56.48 percent being awarded Junior School leaving Certificates compared to 54.89, 53.05 and 52.35 percent in 2013, 2012 and 2011 respectively.

Further, the proportion of candidates failing the examination has been reducing over the past four years with 2014 recording the lowest percentage (5.47%). The results also revealed that absenteeism rates had dropped from what it was in the year 2013.

Grade 12 Examination

The Joint School Certificate and General Certificate of Education Examination was conducted from 3rd October 2014 to 17th November 2014. Processing of results commenced on 12th January 2015 and ended on 30th January 2015. The examination results showed that the general performance of candidates had declined compared to the previous year. The proportion of candidates who obtained School Certificates declined from 60.21 percent in 2013 to 55.87 percent in 2014. On the other hand, the proportion of candidates who obtained GCE certificates increased from 38.09 percent in 2013 to 41.11 percent in 2014. Four provinces namely; Luapula, Southern, Eastern and Central recorded increases in the percentage of candidates obtaining School Certificates, while six provinces; Muchinga, Northern, Copperbelt, North western, Western and Lusaka provinces recorded a decline in the percentage of candidates obtaining School Certificates with Copperbelt province recording a sharp decline. However the mean scores for 14 subjects declined compared to the previous examination session with an exception of Literature and Languages, History, Chemistry, Computer Science and Principles of Accounts which recorded improvements. The results also revealed that absenteeism rates had declined marginally across provinces from what it was in 2013.

Teacher Education Examination

The 2014 Teacher Education Examination showed an increment in the number of candidates entering for Pre- School and a decrease in both ZATEC I and ZATEC II respectively. This is expected since the ZATEC programme is phasing off. The examination entries of candidates showed that there were more female candidates at all levels of Teacher Education (Pre- School, ZATEC I and ZATEC II). The mean scores in Continuous Assessment were higher at all levels of Teacher Education Examinations as compared to that of the examinations. The 2014 cohorts for ZATEC I and II showed improved performance in the examination mean raw scores compared to 2013 cohort. The least performance was recorded in Science Education and Expressive Arts. General performance in the Preschool programme was the same between 2013 and 2014 with very minimal differences.

2014 Performance Review Meeting

By Shakazo Mzyece



Honourable Minister of Education, Science, Vocational Training and Early Education- Dr Michael Kaingu delivering a speech during the meeting

In accordance with the Strategic Plan of 2009 to 2015, the ECZ successfully held the 3rd Annual Performance Review Meeting with all key stakeholders in the education sector, Cooperating partners and the Civil Society. The occasion was graced by the Honourable Minister of Education, Science, Vocational Training and Early Education (MESVTEE)- Dr. Michael Kaingu.

The objectives for the two-day 2014 Performance Review Meeting were to review the performance of candidates on the 2014 examinations covering Grades 7, 9, 12 and Teacher Education level, discuss the examinations malpractices with the view of developing strategies to completely eradicate them and restore confidence of the assessment systems in the our education and learning outcomes.

The meeting was also used a national symposium for sharing findings of the various research studies undertaken by the Council during the year under review. These included the findings of the learner absenteeism from Public examinations study that was supported by UNICEF Zambia and also dissemination the finding of the various National Assessment surveys undertaken.

The ECZ managed to document learner performance through production of Performance Feedback Reports, which were necessitated by the increasing demand for examination related data by stakeholders in the quest to improve the quality of our education. The report provides a concise summary of all efforts related to assessment that ECZ is involved in to provide feedback to various stakeholders though provision of factual information based on the assessment of learners' competencies and skills exhibited during the examinations in the year under review.

On the second day, the meeting heard that following the upward trends on learners' absenteeism during final examinations, a study was commissioned with support from UNICEF Zambia during the 2012 to 2013 period. The study aimed to investigate the extent, the trends and the causes of learner absenteeism during public examinations at Grades 7 and 9 levels.

Key findings of the study showed that average rates of absenteeism were 9.04 percent and 11 percent at Grades 7 and 9 respectively despite the introduction of free education policy and the abolition of examination fees from Grade 1 to 9. Further, the absenteeism rates were higher for girls than boys at both grade levels. The identified causes of absenteeism were system related factors, school-related factors, and home background factors. These included early marriages and teen pregnancies, lack of parental involvement in education of their children, customs and traditional beliefs, lack of seriousness and un-preparedness for the examinations, lack of examination centre status for some schools, double entries, geographical (distance covered by learners), the hidden cost and natural causes such as illnesses. Further, the study revealed that

there was a strong relationship between learner absenteeism in class and the final examination. The implication of this finding is that curbing absenteeism during classes could significantly reduce absenteeism during public examinations.

The Council being the implementing agency for surveys that assess learning achievement at grade 5 and 9 level also shared the findings of the 2014 Grade 5 National Assessment Survey continues to provide the changes on learning achievement levels at primary school level. Notable findings of this survey were that learning achievement levels had dropped marginally compared to the last survey conducted in 2012. Mean Performance during the 2014 survey had recorded a drop in English, Mathematics and Life skills while Zambian Languages recorded a marginal improvement however the average performance of majority (70%) of learners fell below the pass mark of 40 percent in the four subjects.

Other large scale surveys undertaken in conjunction with the Examinations Council included the Early Grade reading and Maths Assessment education survey that was implemented by the University of Zambia Institute for Economic and Social Research (INESOR) and Research Triangle International.

The third survey was the Public Expenditure Tracking Survey conducted by the World Bank and implemented by Rural Net Zambia. Preliminary results for the two surveys were made available and presented during the Joint Annual Performance review meeting of the Ministry of education, Science, Vocational Training and Early Education. Generally, it is expected that improvement will be made looking at the massive investments that the Government had made over the recent years.

In future reports, the ECZ will endeavor to include analysis of learner performance for candidates with Special Educational Needs.



One of the participants during the 2014 Performance Review Meeting

Tanzanian Lawmakers Benchmark ECZ

By Ronald M. Tembo



Consultative meeting between ECZ management and Tanzanian Members of Parliament in Lusaka

It is said that benchmarking can be used at any time, but is usually performed in response to needs that arise within a company. According to C.J. McNair and Kathleen H.J. Leibfried in their book *Benchmarking: A Tool for Continuous Improvement*; It is stated that, "some potential 'triggers' for the benchmarking process include quality programs, budget process, operations improvement efforts, management change, new operations and ventures, rethinking existing strategies and competitive crises."

In this light, the ECZ was privileged to host 18 Members of Parliament (MPs) from Tanzania who visited Zambia on a benchmarking mission. The lawmakers identified Zambia through the ECZ as one of the best institutions in the sub-Saharan region to learn and benchmark best practices in examinations administration. The activity took place from 1st to 5th April 2015 in Lusaka.

The delegation were all members of the Parliamentary Standing Committee on Social Services in Tanzania. The lawmakers were keen to benchmark the structure of Council, the ECZ Act, the Powers, Autonomous and Mandate of the ECZ. The MPs also sought to learn the different roles played by the ECZ and MESVTEE in the administration of examinations.

Other benchmarking areas included the prospects of Southern Africa Association for Educational Assessment in Africa (SAAEA) and Association for Educational Assessment in Africa (AAEA) harmonization of the grading system, standards and accreditation, the cycle of Examinations, systems supporting

the Examinations administration, the Curriculum development and pedagogical support /quality assurance

For the Tanzanian legislators, the benchmarking visit to Zambia was one of the best tools for determining whether the Committee was performing particular functions and activities efficiently, or whether its internal activities and business processes needed improvements. It was a way of learning best practices of certain activities and functions and then imitating—or better still, improving on their techniques. The delegation appreciated the ECZ document on the Guidelines for the Administration and Management of Examinations in Zambia. The Committee further appreciated the contents of the ECZ Act of 1983 and emphasised the need to amend the Act not only to improve examinations administration but also to protect and uphold the integrity of the Zambian education system. The Tanzanian legislators also pledged to advocate and champion the establishment of the Teaching Service Commission in their country.

Apart from the consultative meeting with ECZ management and MESVTEE officials, the lawmakers were treated to exciting social events in the city of Lusaka on the second day. The delegates sampled the presidential memorial site, the old State House and selected shopping malls in Lusaka. As a humble way of appreciating the visit, the ECZ Management organised a dinner night for the visitors at Dolphin Triumphant Restaurant at Northmead in Lusaka. During the event, the visitors were entertained to some Tanzanian rhythms and had an opportunity to enjoy the indomitable Zambian hospitality as they socially interacted with the locals.

Through the benchmarking visit, we envisage that the Parliamentary Standing Committee on Social Services would determine what the best practice is, to prioritise opportunities for improvement, to enhance performance relative to public expectations, and to leapfrog the traditional cycle of change as they endeavoured to serve the interests of the citizens of Tanzania better.



ECZ management and Tanzanian Members of Parliament pose for a photo



ECZ management and Afghanisthan Education officials pose for a photo

Afghanistan Education Officials Learn from ECZ

By Boniface Lisuba and Ronald M. Tembo

When it comes to attaining best practices in educational assessment, one effective method is the exchange of ideas through benchmarking visits among assessment bodies. Every now and then, officers working for such organisations travel the globe in a quest to learn from each other and build on each other's strengths and the ECZ is not an exception to this practice.

On Tuesday, 9th June 2015, ECZ was visited by a delegation of Education officials from Afghanistan which was on a mission to benchmark on best practices in running an educational assessment institution. The delegation, led by the Deputy Minister-General Educatio Ghulam Hamayun included the General Director-Ministry of Education, Mr Mohammad Ghani, the Communication Officer-Ministry of Education, Abdul-Haq "Lilizay".

The Senior Manager for Teacher Education Directorate-Ministry of Education, Razia Stanikzai, the Education Specialist-UNICEF Afghanistan, Panji Chamdimba and the Education Officer-UNICEF Afghanistan, Mirwais Fahez. The Director-ECZ, Heads of

Departments and Units held a consultative meeting with this team in the ECZ Boardroom on 10th June 2015 in Lusaka from 0900 hours to 1300 hours.

The delegation was keen to benchmark the structure of Council, the ECZ Act, the Powers, Autonomous and Mandate of the ECZ. The visitors also sought to learn the different roles played by the ECZ and MESVTEE in the administration of examinations. Other benchmarking areas included the consideration of Special Educational Needs candidates in Zambia, test development, the curriculum development and pedagogical support /quality assurance.

The host Director, Mr. Michael Chilala, welcomed the visitors to ECZ and gave a presentation on the history of the institution which was followed by a series of departmental and unit presentations. Each Head of Department and Unit gave an overview of their operations. This was followed by a planary session where best practices and exchanges of ideas were shared.

Speaking during the meeting, Afghanistan Deputy Minister of Education Ghulan Hamayun said his country had embarked

on education reforms and that His team had learnt a lot from Zambia's education system through the ECZ.

He disclosed that Afghanistan had a challenge of having a number of children coming out of school. Mr Hamayun stated that through the benchmarking visit to Zambia, his Ministry would come up with interventions to enable children who had dropped out of school to resume school. The Minister further assured the ECZ that his Government was developing literacy schools and literacy centres, they would incorporate the best practices that had learnt from Zambia's education system since Afghanistan was committed to the international commitment of education for all.

In closing, the ECZ Director thanked all who were present and hoped the visit by Afghanistan officials marked the beginning of a long-lasting relationship with ECZ.



Afghanistan Education officials tour the ECZ Service Centre

Malawi Benchmarks Electronic Marks Entry System

By Ronald M. Tembo



MNEB officials enquiring on the Online Query Tracking System at the ECZ Service Centre

One of the processes through which a company measures its products, services, and practices against its toughest competitors, or those companies recognized as leaders in its industry is through benchmarking.

Three officers from the Malawi National Examinations Board (MNEB) visited the ECZ to benchmark the Electronic Marks Entry System (e-MES) at the Marking Centres during the 2014 Grade 12/GCE

marking of examinations. The activity was undertaken from 28th December 2014 to 9th January 2015. The visiting officers were from the Information Technology department of the MNEB.

The e-MES is a system used for entering marks at the marking centres. The system performs other functions such as generating examiners names; and data entry operators payment schedules among others. The officers took advantage of the 2014 Grade 12 marking period to learn how the system was implemented during the process.

The ECZ also had the opportunity to lead the delegation to the marking centres in Kabwe, Kapiri Mposhi, Ndola and Kitwe. After the tour of the marking centres, the visitors

were treated to some social activities such as the visit to the Kariba Dam in Siavonga which is one of the biggest man-made lakes in the world. The delegates also visited the recently launched the ECZ Service Centre in Woodlands Lusaka. Suffice to state that; the visiting officers appreciated the innovation and processes being implemented at Centre.

The MNEB intends to pilot the e-MES during the 2015 Marking period in their country. The MNEB benchmarked the ECZ systems with a view to study and emulate the best practices of electronically entering examination results during the marking exercise. It is therefore hoped that through benchmarking, MNEB would redesign the development of internal processes and systems by reorganizing the information technology functions in order to implement the e-MES.

Three Council Staff Trained in Development and Administration of Public Examinations

By Ian Chirambo



Participants at the 2015 Cambridge International Study Programme for Development and Administration of Public Examination in Cambridge, United Kingdom

The 2015 Cambridge International Study Programme for Development and Administration of Public Examination was held from the 11th to 22nd May, 2015 by Cambridge Assessment, Cambridge in the United Kingdom. This session was particularly important in that it was the tenth edition and Cambridge Assessment was celebrating its 10th anniversary. The course was attended by twenty five participants from Assessment organisations and ministry of Education from the following countries; Indonesia, Botswana, Namibia, Zambia, Ghana, Malaysia, South Africa, Lesotho, Pakistan, Oman, Armenia, Macedonia and Uganda.

The ECZ was represented by Senior Examinations Specialist – Special Education, Mrs Ruth Msoni, Senior Research Officer- Mr Shakazo Mzyece, and Senior Examinations Officer – Processing and Certification- Mr Ian Chirambo. The training covered a number of topics in both Test Development and Examination Administration.

Some of the topics covered included; Principles of Assessment, Qualification Development; Principles and Practice of specification Design, Question paper Development, Using statistics in test construction and evaluation, Introduction to Rasch Measurement, Item Banking Demonstration, Expert Judgement in Standard Fixing, Grading & Grade review, Validity, Trends in Assessment worldwide; International benchmarking (PISA, CEFR), Assessment for learning, E-assessment,



Training session in Cambridge

Examination Administration and Security, Examiner Training, Standardisation and Monitoring and the future of assessment ; the role of awarding bodies and high stake testing.

During the training programme, participants were availed an opportunity to visit the Cambridge Assessment Archives, the secure printing facilities and DC10 and two colleges to see assessment for learning in practice. Participants also had hands-on experience on the demonstration of e-marking. The course was highly beneficial in that apart from the presentations from Assessment experts, participants also shared widely on their own context and as ECZ staff we were able to identify the differences and some similarities in practices with other Awarding Bodies and were able to see how these could be repackaged to enhance and improve upon our systems locally.

The ECZ had an opportunity too to present its contextual position in the different areas of discussion. The high levels of interaction among participants also provided an international perspective in the broad understanding of issues of assessment. Of particular interest was the observation on how countries the world over were using their PISA results to reform their educational policies which in turn affect how assessment were constructed.

It was also interesting to note how the different countries were applying technology to the maximum in assessment, starting with on-line registration of candidates all the way through the different processes to e-marking and also in analysis of test items and item banking, analysis of research results and dissemination of these results.

The Course was very beneficial as it enabled the participants to acquire new knowledge and a new perspective in the broader view of issues of assessment both from regional and international view point. I would recommend people involve in assessment to undergo this training.

Council Equipped with Capacity to Address New Threats to Examinations

By James Banda

Education systems in Africa and globally have, for many years, been plagued by irregularities and fraud. For one reason, fraudulent certification has become a common place in the day-to-day talk in most countries. Furthermore, the system continues to witness various forms of 'innovative' malpractice inventions from candidates. These examination malpractices range from impersonation, coming into examination halls with text books, embedding shoes and other personal materials with mobile phones and pieces of papers where answers to questions have been written, to leaking examination questions to candidates.

The ECZ was privileged to participate at the 3rd Annual Combating Education Irregularities and Examination Fraud Summit held at the Southern Sun Hotel Johannesburg – South Africa from 22nd to 24th April 2015. The ECZ was represented by the Assistant Director Examinations Administration Department-Violet Muchelemba Banda and Examinations Officer-Quality Assurance-Mr James Banda.

This 3rd Summit was specially designed to support Examinations Councils, Assessment Bodies, Tertiary Education Institutions, Professional Certification Bodies and Public Sector initiatives as well as regional commitments to achieve high quality examinations that are relevant, fair, valid and reliable; and conducted in line with emerging international standards.

The 3-day comprehensive event explored effective strategies for beating academic fraudsters to the examination malpractice game. It also examined winning approaches for mitigating examination fraud and assessment irregularities in order to promote integrity and credibility of examinations. The Conference tackled a variety of means of dealing with education irregularities and fraud. It also explored current landscapes, emerging trends and technology.

Through participating, the Summit has equipped the ECZ to stay ahead of emerging trends and gained strategies for addressing new threats to the integrity and credibility of the examinations and assessment programmes. It is our fervent hope that the ECZ now has the capacity to discover the most efficient tools, practices and standards for maximizing process efficiency to create and mature a culture of quality in all its assessments.

PHOTO



Professor Samuel F. Banda (L) presenting a gift to one of the visiting Members of Parliament from Tanzania



Verification of the 2015 Candidate Entries at ECZ



A presentation from Northwestern Province during the 2014 Performance Review Meeting in Lusaka



2015 Cambridge Examinations at ECZ



A member of staff (L) undergoing an eye screening process at ECZ



Pupils perform a traditional dance during the 2015 Careers Exhibition for Learners in Chilanga District

FOCUS



A member of staff resolving missing marks



The packing of 2015 Examination Stationery at ECZ



Members of staff during the 2014 End of Cycle Party at Mulungushi International Centre in Lusaka



Members of staff conducting a research in the ECZ Library



ECZ staff being rewarded for outstanding work performance during the 2015 Labour Day Awards Ceremony at ECZ



Amayenge entertain the delegates during the Kasisi Secondary School Fundraising Dinner in Lusaka

2015 International Women's Day Commemorated

By Gay M. Phiri and Ronald M. Tembo



Match past during the commemoration of the 2015 International Womens Day in Lusaka

Sunday 8th March, 2015 was International Women's Day, a day designed to give women all around the world confidence and joy through the celebration of women and their achievements. The 2015 theme was, 'Gender is my agenda, make it happen.' It cannot be denied that the 2015 theme applied to Zambian women in a more touching way because at the moment, most women in Zambia are gaining momentum in holding positions of influence.

The ECZ women joined the rest of the world in celebrating this important day. On that Sunday morning, the ECZ women joined events in Lusaka beautifully dressed in traditional Chitenge outfits. The day was filled with singing and interaction as people marched from Muleya Basic School in Emmasdale to the National Heroes' Stadium.

Although International Women's Day is obviously about women, it was such an encouragement to have men from all walks of life support the event, including the Republican President Mr Edgar Changwa Lungu who graced the occasion at the stadium together with women from different political parties and organisations.

And as ECZ women might be few in number, working in a deadline driven institution mostly dominated by men, it was very encouraging and breath taking to be one of the few in the education sector to take part at this prestigious occasion.

On this day, most people across the sections of society commended men who could honour the Zambian women and work with them to make a more equal society that encourages Zambian women to do more and reach higher for the good of our beloved country.

The International Women's Day occasion was a humbling experience and a well deserved break for the ECZ women. The event instilled the unique sentiment amongst ECZ women of being appreciated in society especially their invaluable contributions to examinations administration.

The ECZ management was commended by the women for the effort and help rendered towards the eventful day. In fact, the Council continues to lead the way by being open to employing more women who would like to work in the education sector, particularly at the ECZ.

Council Staff Commemorate 2015 Labour Day

By Fidelis M. Makala and Ronald M. Tembo

May 1 every year is celebrated as Labour Day, also known as "May day or Workers day."

It is a day when workers, regardless of the type of job one does, come together to rejoice over their achievements.

The ECZ staff joined the rest of the workers in celebrating the 2015 Labour Day held under the theme, "Promoting National Economic Growth through Job Creation, Free Collective Bargaining and Respect for Workers' Rights". The theme has come at an opportune time when Government of the Republic of Zambia was striving to create jobs by putting in place an enabling environment for businesses to thrive.

Addressing people who turned out to commemorate the 2015 Labour Day celebration at the Freedom Statue in Lusaka, the Republican President Mr Edgar Chagwa Lungu directed the Ministry of Labour and Social Security and Cabinet December 2015 as the deadline to have the issue of wage freeze resolved with the unions in the Country.

And Speaking during an interview after the celebrations, Zambia National Congress of Trade Union (ZCTU) President Chishimba Nkole described President Lungu's directive to Cabinet over wage freeze as a sign that the wage freeze had been lifted.

Mr. Nkole said the directive must be taken seriously and players in the collective bargaining unit must move into action adding that no excuse shall be entertained that there was wage freeze.

During the event, many stakeholders such as the labour movement expressed belief that the economy of any country could only grow when its citizens had jobs through which they could generate income instead of depending on handouts from Government for their survival. They stated that there was need to create jobs in both the formal and informal sectors because when local people were employed, the country would have enough money to improve all sectors of the economy.

Institutions from both public and private sectors also used the occasion to share the challenges they may have faced with their employers during the execution of their duties.

2015 Labour Day Awards at ECZ

By Ronald M. Tembo

Business experts say that anyone who has built a successful business knows that at the core of a well-run company is a good workforce. It is also known that a good corporate culture of service awards in an organisation not only increases productivity, but also helps with employee retention and improves a company's image.

For the third time in a role, the ECZ acknowledged and honoured best performers for the year 2015 during the Labour Day Awards Celebrations which took place on 15th May 2015 at ECZ offices.

The Categories for the 2015 Labour Day Awards were in the Long Service Worker, Most Hardworking Employee, Most Improved Employee and Most Innovative Employee. The Awards were also based on various benchmarks of performance including Integrity, Competence, Teamwork, Effectiveness, Information stewardship, Fairness and Good Governance.

Employees nominated met the following criteria: had worked for ECZ for at least two years continuously; were outstanding in their work performance with a detail of

performance outlined and have had no disciplinary case in the last two years.

The nominees were drawn from the various departments and sections of the ECZ. The winners were awarded Certificates from the Zambia Federation of Employers (ZFE) and a gift voucher from ECZ as a way of motivating staff to raise standards of service delivery.

The Council, Management and staff of ECZ congratulate the best Performers for 2015. The Recipients of the Awards were as follows;

Long Service Worker



Mr Baldwin Lumbuka

He had served the Council for 17 years and was retiring in 2016. He had good interpersonal relationship with fellow employees. Mr Lumbuka had served diligently as a driver and was readily available to work at whatever time he was called upon. He was an active member of the Entertainment Committee.



Mr Paul Mbewe

He has served the Council for 14 years and is retiring in 2015. He has defended the ECZ diligently on forgery cases taken to the courts of law. Mr Mbewe is currently managing the Service Centre in Woodlands, Lusaka well which was launched on 16th October 2015.

Most Hardworking Employee



Mr Kunda Kuku

He works with minimum supervision. He keeps deadlines. He responds to queries promptly. Mr Kuku is conscious of time. He reports for work at the right time and knocks off at the right time. Mr Kuku is focused on his job and always wants to try other new challenges.



Mrs Abigail Banda

Her typing and secretarial work were outstanding and well organised. She is courteous and interrelated well with clients. She has acted as Personal Assistant and Executive Secretary. Her supervisors have commended her and are impressed with her conduct and work especially that she displays utmost confidentiality, mature and she is time conscious. Mrs Banda is a team player and hardworking, always working well with members of staff in the respective departments.

Most Improved Employee



Mr Mateo Zulu

He has transformed into a very mature and responsible employee. He is very responsible in as far as his assignments are concerned. Mr Zulu reminds his supervisors if something is not done at the right time. He takes it upon himself to collect contributions from the members of staff in the department on a monthly basis in preparation for any Council employee who would retire. Mr Zulu keeps to the deadline and he knows his job like he knows the back of his hand.



Mr Lubemba Bwali

In the past, he was never security conscious, showed a relaxed attitude towards work and socialized excessively (talkative). After attaining a qualification in security, he has transformed into a well molded Security Guard who is ever alert. He understands the operations of the Council, articulates security issues competently and is able to guide clients very well. Mr Bwali is a member of the Loans Committee and contributes immensely to the management of the fund.

Most Innovative Employee



Mr Kasonde Kembani

He has made significant contributions to the ECZ in developing systems which are used dealing with national matters. He has introduced a new way of developing software using stable and robust and flexible platforms like VB.Net. Mr Kembani developed the following; Systems Centre Status Application System (CSAS), Electronic Marks Entry System, GCE Results Combination System, Online Candidate Registration System. Apart from the official ECZ projects elaborated above, he was a key player in the development of the Teaching Service Commission Teachers National Management System. Mr Kembani played a leading role in the enhancement of the ECZ Online Inquiry Tracking System.



Mr Peter Mumba

He is specialized in the servicing of photocopiers and printers. However, he has gone beyond his role by servicing faxes, telephone receivers and typewriters. He is able to perform complex operations and servicing of a modern Printer in the printing section, where even the supplier has failed to resolve the problem when called upon. He has achieved this by reading through the manual and researching on the internet to find solutions. One outstanding innovation is his ability to prolong the life span of a drum for the new printer. This has resulted in the Council saving money on the replacement of the drum. He is adaptable and gifted to operate and fix new and old office equipment.

The Main ECZ Building Gets a Facelift

By Ronald M. Tembo



The process of renovating the old building at the ECZ Head office at Longacres is underway.

The Integrity Construction Company has been engaged to renovate, create a new outlook, add to the comfort, use and value of the ECZ building. The project which commenced in May 2015 is expected to be completed in August 2015.

The project involves repainting, wall papering, skating, tiling the corridors and selected offices. The project would slightly change the configuration of the building in some parts for better flow, ease of use or orientation to sun and views.

It is expected that the renovations shall remodel and give the building a fresher and modern look appearance conducive for working for all Council staff.

Through the renovation, the original style of the building shall be restored while at the same time adding value to the general working environment at ECZ.



Examinations and You Programme Launched on ZNBC Radio 2

By Ronald M. Tembo



The ECZ launched a live discussion programme titled 'Examinations and You' on Zambia National Broadcasting Corporation (ZNBC) Radio 2 in Lusaka on 6th June 2015. The 13 weeks series of informative, educative and highly interactive programmes endeavours to profile the administration and management of examinations in Zambia.

The programmes provide a public forum for analysing current issues relating to the operations of the ECZ. The programmes run every Saturdays at 18:30 hours. The episodes are expected to end on 4th September 2015.

Every week, the programme features experts from the various departments and sections of the ECZ. Some of the topics discussed included the Operations of the ECZ, services offered by the council, The Importance of the Examination Number, 2015 GCE

examination, centre registration, SMS system and the validity of the examination number. Others are the new national curriculum and examinations, key focus areas in 2015, resolving of examination queries, combination of GCE certificates and the key focus areas in 2015.

The ECZ Radio programmes are playing a significant role in spreading information and raising awareness on examinations administration. The series are influencing and changing public opinion and behaviour on critical issues related to assessment and certification.

We therefore, hope that this exciting series of the Radio programmes will help members of the public to be well informed and vested on various examination related issues especially when accessing council services.

Chilanga District Hold the Maiden Careers Exhibition for Learners

By Ian Chirambo and Ronald M. Tembo



The Opening speech during Careers Exhibition for Learners in Chilanga

Making career choices is not only a challenge for learners but for most people. In the case of learners in schools, this is compounded with the difficulty in identifying one's unique abilities and qualities as the process of self-discovery is never easy. Notwithstanding, career choices set the pace for one's future as choosing a right or wrong career may have a telling effect on an individual. Choosing a career is important to one's life as it determines who one becomes in the future.

It is with this backdrop that, Chilanga District Education Board Secretary's (DEBS) Office held its first ever Careers Exhibition for learners in their Private and Public Schools on 29th May, 2015. The exhibition was held at Parklands Secondary School in Chilanga and

attracted more than ten schools from within the district under the theme, "To Expose Learners to Meaningful Career Choices.

The aim of this careers exhibition was to motivate the learners and to avail them with information so that they are in a better position to make informed career choices in the future. The Provincial Education Officer who spoke through the Senior Education Standards Office – Expressive Arts, Mr Hamududu urged the learners to focus on their education and work hard while at school as they had all the potential in them to become whatever they wanted to be.

Mr Hamududu urged learners to pay particular attention and gain as much information as possible from the exhibitors that were present. The sample of various training providers available represents what tertiary institutions out there offer in this

country, he said.

The ECZ was invited to this important activity to sensitise learners about the consequences of involving themselves in examination malpractices and how to avoid malpractice at all costs. Speaking at this Career Exhibition, the Senior Examinations Officer, Processing and Certification, Mr Ian Chirambo emphasised on the importance of examinations as be a means on which decisions are be made on learners for the onward progression into tertiary education or the world of work.

He stated that examination malpractices compromise the credibility and the integrity of the qualification so obtained. Mr Chirambo urged the learners to concentrate on their studies by attending class regularly, seeking help from subject teachers, their fellow pupils, joining study groups, having a study time table in place , and seeking guidance from Guidance teachers so that they are adequately prepared for the examinations to avoid getting involved in exam malpractice.

The ECZ Senior Examinations Officer stressed that learner performance in examinations was a function of their ability coupled with the efforts that learners exerted as they prepared for these examinations. "Learners also got an opportunity to visit the ECZ stand to interact with ECZ Officers and to get more information on the services offered and career opportunities available. Guidance Teachers and learners alike were given some ECZ reading materials to enhance their

continued on next page>>

knowledge on its operations,” Mr Chirambo stated.

Speaking earlier at this function, the Zambia Musician MC Wambwino in a bid to motivate and encourage the learners urged them to study hard as they had the potential to realise their dreams and become what they wanted to become. He told the learners that apart from music, he was a professional person who had a Bachelor Degree in Accountancy from the School of Business at the Copperbelt University and a Masters in Business Administration from the Graduate School of Business at Cape Town University and many other qualifications.

The Musician informed the learners that he held a very important position in the Ministry of Finance and that he was also a farmer. He stated that all these achievements were possible with any of the learners if they studied hard and paid particular attention to education. He encouraged learners not just to concentrate on their musical talents but

to also put in their very best in education as it would open doors to many opportunities.

The Motivational Speaker and Proprietor of Great North Academy Rozius Siatwambo delivered a speech and urged learners to exploit their potentials to become responsible citizens in the future.

Learners were also afforded an opportunity to visit the exhibitors in the different classrooms to get a one to one interaction and get more information regarding career opportunities available and training options that were available in Zambia. Some of the exhibitors present at this event were; University of Zambia, Apex Medical University, Zambia Centre of Accountancy Studies, Zambia Police Service, Zambia Army and Ministry of Agriculture – Fisheries Department.

Many pupils were excited about this event and wished that it could become an annual activity in the District.



ECZ staff - Mr Ian Chirambo making a presentation during the Careers Exhibition for Learners in Chilanga

Technology Corner

Mobile Smart Phone Security

By Samson M. Shivanwa



A Mobile phone, also known as a cell phone, is a hand held device primarily used to make phone calls. Two (2) types of mobile phones exist; feature phones and smart phones. Feature phones generally offer basic functions such as voice calling and text messaging. Some feature phones provide additional multimedia and basic internet capabilities and other services that may be offered by the client's mobile service provider.

On the other hand, Smart phones offer advanced computing functionalities in addition to functionalities of a feature phone. When it comes to feature phones, most people were not worried about the security of their mobile device.

However, with the coming of the smartphones, everyone should be worried about the security of their device. This is

so because smartphones have advanced capabilities such as advanced Internet connectivity, email, ability to connect to an organisation's internal systems and access and process vital information, local and cloud data storage, electronic organiser (e.g. calendar, diary, appointments, notes, tasks, etc.).

With all this sensitive information housed in one device, certain measures have to be taken to protect the device. Below are some of the basic steps I recommend to secure either your existing or new smart device:

1. Install antivirus software: Several free mobile antivirus software exist which you could easily download and install on your mobile device. However, for better reliability, I recommend that you purchase a licence and enjoy maximum protection. Ensure that you regularly update the antivirus software and frequently scan your device especially when you have had your device interface with other devices such as a computer and even after installing a new application software.
2. Create a device lock password and encrypt external storage card: This is to protect your data in case you lose your phone. Ensure that you also configure

your phone to display your alternative contact details on the lock screen so that an honest person who may pick up the phone when you lose it may have a way to contact you to return it.

3. Create a cloud storage account for cloud backup: You could use free services such as 'Google Drive' or 'Drop box'. This cloud storage can be used to backup your device data which may come in handy in case you lost your phone.
4. Setup mobile tracking: In case you lose your phone, this functionality could assist in locating it. Different devices have different ways of achieving this. Please read instructions for your device or better yet, you could use a third party application software to achieve this functionality
5. Synchronise your contacts with a cloud service: The days of saying "I lost your number because they stole my phone" are OVER. Remember to synchronise your contacts with a cloud service your smart phone supports. Also remember to store new contacts to the 'Synchronised contact account' and NOT the 'local device' or 'Subscriber Identity Module (SIM) card'

Through Teamwork to a Progressive and Successful ECZ

By Lubemba Bwali



ECZ staff resolving Trade Test Examination results

It is satisfying to work for a successful and progressive organisation. Everyone today will subscribe to my sentiments that the ECZ has become more attractive and desirable than ever. Allow me in this edition to pinpoint a few achievements made by the ECZ since 2013 under the current selfless, hardworking and focused ECZ management.

The construction, official launch and commissioning of the state of the art ECZ Service Centre on 16th October 2014 in Woodlands, Lusaka is one of the achievements scored by the Council. The Centre is now able to serve the ECZ's esteemed clients in a much better and conducive environment. The public are now able to be offered a complete service in the shortest possible time. The Service Centre has set the hallmark for improved service delivery of all the Council services and improved stakeholder relations.

In 2014, the ECZ in partnership with Zamtel launched the SMS Results Release System (SRRS) when candidates who sat for the 2013 Grade seven, nine, twelve and teacher education examinations can instantly access their results using the mobile phone through a prescribed procedure. Suffice to state that the SRRS is now available to all the networks in Zambia i.e. Zamtel, Airtel and MTN. Through SRRS, members of the public are able to make an informed decision and be able to plan realistically even before the original transcript is collected from the schools. A survey on social media reveal that the public and indeed the stakeholders were happy with this progressive initiative.

The ECZ in consultation with key stakeholders has delinked the Grade 12 School Certificate Examination from the General Certificate of Education (GCE) Examination with effect from the year 2015. This is in an effort to effectively and efficiently conduct the 'O' Level Examination in the country. This means that the Grade 12 Internal Examination will be strictly for school going candidates while the external GCE Examination will be for Open and Distance Learning (ODL) and out of school candidates. While the School Certificate (Grade 12 Internal) Examinations will continue to be conducted in October/November, the GCE examination will run in August, each year effective 2015 and there will be no restriction to the number of subjects that the GCE candidate can enter. The delinking of the two examinations will provide room for non-examination classes to attend classes during examination, eliminate the congestion that currently characterises most examination rooms and ensure a clean examination process with high levels of integrity.

The ECZ has strived to embrace an open door policy in the quest to improve the conduct and management of examinations. Taking into consideration the proposals and demands from the public, the ECZ introduced the accumulation of GCE Certificates into one Accumulated Certificate in July 2014. Undeniably, the accumulation of GCE results has proved to be an important innovation that has become a reality to the majority who have been requesting for the service.

The introduction of the daily allowance to markers and setters as well as the improvements to their conditions of service

cannot go without commendation. The review of allowances was necessitated from the realisation that the low turnout of trained markers during marking was mainly attributed to poor conditions of service. The adjustments in the allowances for examination setters and markers has enhanced efficient and guaranteed quality in the examination processes and systems.

The ECZ is now participating in national events such as the Labour Day and Women's Days. In the past, Council employees never used to participate. The Council employees are able to interact with their peers from other organisations both in the public and private sectors and collectively advocate for a better Zambia in line with the theme for the events. Through participation, the Council staff are able to take a leaf from the best practices being implemented by other organisations.

The adage goes, 'cleanliness is next to Godliness,' if you look around the Council premises, you are greeted with a clean, tidy and conducive working environment. Currently, the ECZ has embarked on the renovation of the old building at headquarters. It is expected that the renovations shall remodel and give the building a fresher and modern look appearance conducive for working for all Council staff.

For all these innovations and progressive developments at the ECZ, kudos goes to the Council, management, staff and all the stakeholders for being open minded to consider proposals from the public, seeking alternatives and striving to provide the best services to the Zambian people.

A School Librarian as an Information Literacy Tutor

By Milimo Mweemba



Marcus Lamola from UMALUSI- Council for Quality Assurance General and Further Education Training researching in the ECZ Library

computers and information sources for research and current awareness. This can impact positively on pupils by helping to prepare them for examinations. Some researchers say that pupils who had school basic library programs and have a qualified librarian are more likely to have good reading culture and writing skills.

It is important to ensure that schools invest in librarians. A teacher alone is not enough to impart knowledge, there is need to go beyond class room lessons by involving librarians who will teach pupils in information literacy skills. This will help pupils to know how to use available information in solving problems they are currently facing and when they go to colleges or universities.

Some scholars in their studies have indicated that schools with a trained librarian who works with teachers to develop information and research skills - have a consistent positive effect on pupil's achievement. The school librarian should work hand in hand with teachers to ensure that pupils have access to timely relevant information needed to help them prepare for their examinations. However, the target should be to impart real thinking values in information literacy skills for examination preparation and open them to issues relevant to the world they will face after school.

Furthermore a school librarian collaborates with teachers in designing and delivering of instructions to pupils. He will ensure that pupils are self-reliant in information search and use in preparation for examinations.

Librarians do not only manage information sources. The sometimes go further by attempting to answer questions presented by analyzing, search and provide accurate information directly linked to the problem at hand instead of presenting a whole library collection to a client. In schools librarians can act as information literacy guidance personnel to pupils. In this information age that we are in, it is difficulty to select from various vast information sources and be able to solve problems and make a striking impression. This is a challenge more especially for pupils in secondary schools. The presence of a school librarian gives pupils an opportunity to have access to

School Librarians can also help teachers and pupils in answering reference questions thus helping in research activities for teachers and pupils. Librarians will organize an information base and move further the imparting of knowledge into pupils by exposing them to the outside world beyond classroom knowledge. This will help pupils to be open minded and be able to make career choice decisions with an open mind. This will also help pupils to model their studies in line with their career choices.

Some studies indicate that "African American students in schools with certified librarians are twice as likely to earn advanced writing skills as those in schools without librarians.

Co-operation is a Higher Moral Principle in any Workplace

By Lesa Mwansa

Jon M. Huntsman Sr once said, "Life is not a game of Solitaire; people depend on one another. When one does well, others are lifted. When one stumbles, others also are impacted. There are no one-man teams—either by definition or natural law. Success is a cooperative effort; it's dependent upon those who stand beside you."

Every organization's growth is dependent on co-operation in order to have its goals/objectives achieved. The race of growth has to be coupled with too much co-operation and not competition. Why co-operation? In order for a bigger and deadline driven quasi-organisation like ECZ to achieve its objectives, all Council employees must continuously live in collectively as a unified force.

In some places, there are some employees that isolate themselves from the rest, not wanting to share their effective and efficiency ideas to the other members of staff. To them praise must always be theirs and not for the organisation. It is only when we all contribute firewood that we can build a strong fire. At every level of our procedures and systems in examinations administration, we need everyone's effort either directly or indirectly to run an efficient and credible examination session.

To those who believe in the Bible, allow me to share this passage which in my view would

enhance our co-operation as a Council. 1Corinthians 12:14-17 "For in fact the body is not one member but many, if the foot should say, because I am not of the body, is it therefore not of the body?, and if the ear should say, because I am not an eye, I am not of the body, is it therefore not the body?. If the whole body were an eye, where would be the hearing? If the whole body were hearing, where would be the smelling?"

Every member of staff in the Council and indeed our stakeholders according to the passage, are very unique in their own way. Our contributions are not above or less than other's. If those that should clean our offices and the surrounding were to boycott, our health will be in question. If those who receive visitors at the gate should decide to send them away, the ECZ would be denied of a good report. If those that connect our machines that examination may be set decide to disconnect them, then the nation would not write any examination. If those that research and set examination questions would relax and lose their memory, then the paper would not contain anything. If those that short-list employees for various positions decide to just pick any how without considering them on merit, the competency of the Council employees would

be compromised, If those that buy materials should decide to buy compromised quality, the service delivery to the public would be of low standards.

If those that should receive and keep materials decide to neglect their duty, we shall have a crippled distribution of materials, If those that should answer queries on behalf of the Council decide to hang up the phone lines, then the public may not know what we stand for as a Council, If those that drive should decide to put their foot down, the Examination materials would not reach to the parts of the country. If Management decides to neglect good decisions, the vision and mission of the Council would be lost completely.

From the foregoing, it is vividly clear that we should always know that the success in any organisation is dependent on our co-operation and not competition. One famous American writer who lived in the 1800's said, "Except we forget how the Lord has led us in the past we have no reason to fear for the future". To everyone, we have no time to waste, let us press on, and live in harmony with each other, and definitely we are assured of maintaining our success and repetition in our beautiful Country- Zambia.

Your Questions Answered

By Daniel Chapi

Q. I hope you are fine. just wanted to ask if its possible to transfer GCE exam. i paid for August 2015 but feel am not ready. Your quick response will be greatly appreciated.

Please take note that examination sessions are not transferrable (i.e. GCE to Internal/SC). Examination fees are also not transferable from year to year.(i.e. 2015 to 2016).

Q. I would like to find out how much is to be paid for the renewal of a Grade Seven (7) Examination Centre for a private school. Please advise.

Renewal fees for a Grade 7 Examination Centre is K2,400. You can make this payment by visiting our Service Centre situated at Plot Number 1926 along Msuzi Road off Mwatusanga and Impala Roads in Woodlands, Lusaka.

Q. I have a pupil who sat for Grade 9 exams in 2012 ,2013,2014. In each examination, he passed in two subjects. This year 2015, he is in Grade 10 and I would like to combine his results so that he makes a Grade 9 Certificate. Is it possible to combine and if so, how much is it and what are the requirements?Thank you.

Yes combination of Grade 9 results is very much possible. We only combine statements of results to make a Grade 9 Certificate. The requirements are your statements of results for 2012, 2013 and 2014. You need to come through to the ECZ Service Centre located at Plot 1926 along Msuzi Road in woodlands Lusaka. The charge is K500.

Q. My name is Christopher Kamutumwa and the reason I write to you is to find out how I can get my Grade 12 results for 2004, and how long the process will take because the results are required by the university for entry?Your advice would be of great value. Thanks and regards,

You need to collect your results from the school where you wrote your examination from and not ECZ or any Ministry of Education, Science, Vocational Training and Early Education offices. The Certificates for 2004 are ready and they

were dispatched to schools and examination centres countrywide. Harry and collect yours now. Best wishes.

Q. I would like to get information on how I should go about rectifying a problem on my GCE Grade 12 Certificate where one name was omitted and the other misspelled? Your quick response to this matter will highly be appreciated. Kind regards!

You should have corrected the details at the time of registration at the examination centre where registration and amendments take place. For those who wrote examinations in 2014, deadline for name amendments on the statement of results was 31st May 2015. It therefore means that additional names on the Certificate are not allowed at this stage. However, misspelt names can be corrected. If certificates are already printed, the correction will be made at the certificate replacement.

Q. I just wanted to ask if it is possible for someone who already wrote his or her Grade 12 examination to rewrite without doing it via GCE? I will appreciate your feedback. Thank you.

No, it is not possible. This is because the examination number has been used in the first sitting. So, you can only write as a GCE, so that you get a new exam number. By the way, under GCE Examination, you can also write as many as you wish, but less than 9.

Q. I would like to find out if at all you do offer past examination papers and syllabus for Grade 12. If you do, then how much of is the charge? Thank you!

The ECZ has signed a Memorandum of Understanding with Book World Africa to enable them print and sell past examination question papers to the public. You can visit any of the Book World Africa outlets for the past papers. Secondly, the syllabi is issued by the Curriculum Development Centre(CDC) in Longcares, Lusaka. You can visit their office to obtain a copy of the new syllabus. Remember that the curriculum/syllabi has changed for all school levels.

Q. Is the combination of G.C.E still on? Can someone come straight to your offices or does one need to make an appointment? How long does the process take?

Yes, it is still on. You should visit the ECZ Service Centre in Woodlands, near Woodlands A Secondary School, Lusaka. It takes a bit of time as the certificates are not printed locally. However, when you pay, you are issued with a combined statement of results to use while waiting for the certificate.

Q. Good afternoon. I have a niece in Kapiri Mposhi who could not make it to grade 10 by 1 mark. We have managed to enter her to rewrite to subjects, will this move create a when she reaches her grade 12? Your response will be highly appreciated. Sandra.

Sandra , you have not indicated when your niece wrote her Grade 9. However to help you follow this below: The Grade 9 exam number is valid for 5 years from the time it was allocated at Grade 9. For Example, If the child wrote Grade 9 in 2013. Add 5 years to 2013. It gives you 2018. This means the number will only expire in 2018(if she does not use it in 2016 when she will be in Grade 12).

Q. I hope you can help me with information on how to proceed in requesting a transcript of my GCE 'O' Level results. I'm currently based in the USA and any information will be greatly appreciated, thank you in advance. Chileshe Kapita.

Results in any form(transcript/statement of results or certificate) are only obtained from the examination centre where you wrote the examination.

Q. Can I use the results I get via the ECZ SMS System to get a job or enrol into college?

No. The results you get via the ECZ SMS Results Release System (SRRS) are not official results but merely a results notification service to the candidate. ECZ reserves the rights to make any amendments that may be necessitated by queries that may arise thereafter. You are therefore required to collect the original transcript from your school.



EXAMINATIONS COUNCIL OF ZAMBIA

PUBLIC NOTICE 2015 EXAMINATION TIMETABLES

The Examinations Council of Zambia (ECZ) wishes to notify the general public that 2015 Examinations will be written on the following dates:

Level	Examination	Start Date	End Date
Grade 7	Grade 7 Composite Examination	09 Oct, 2015	16 Oct, 2015
Grade 9	Junior Secondary School Leaving Examination- Practical	06 Oct, 2015	06 Nov, 2015
Grade 9	Junior Secondary School Leaving Examination- Theory	09 Nov, 2015	20 Nov, 2015
Grade 12	School Certificate Examination - Practical	27 Oct, 2015	05 Nov, 2015
Grade 12	School Certificate Examination- Theory	30 Sep, 2015	26 Oct, 2015
GCE	General Certificate of Education Examination- Practical	24 Jul, 2015	6 Aug, 2015
GCE	General Certificate of Education Examination- Theory	7 Aug, 2015	31 Aug, 2015
Teacher Education	ZATEC 1 Examination- Practical	06 Nov, 2015	12 Nov, 2015
Teacher Education	ZATEC 1 Examination- Theory	13 Nov, 2015	20 Nov, 2015
Teacher Education	ZATEC 2 Examination – Practical	06 Nov, 2015	11 Nov, 2015
Teacher Education	ZATEC 2 Examination- Theory	13 Nov, 2015	19 Nov, 2015
Teacher Education	Pre-School Teacher Education – Practical	06 Nov, 2015	10 Nov, 2015
Teacher Education	Pre-School Teacher Education - Theory	12 Nov, 2015	19 Nov, 2015

- The timetables have been dispatched to all examination centres;
- All the examinations will be conducted in accordance with the Guidelines for the Administration and Management of Examinations in Zambia;
- Morning Sessions for all examinations start at 08:00 hours, while the Afternoon Sessions start at 14:00 hours.

For further details or clarifications on the 2015 Examination Timetables, please contact the nearest examination centre in your area.

**ISSUED BY THE DIRECTOR
EXAMINATIONS COUNCIL OF ZAMBIA**

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All correspondence should be addressed to the Director

Your Ref:

Our Ref: ECZ/101/1/19

15th May, 2015

TO: ALL HEADS OF SCHOOLS/CENTRES

RE: 2015 GRADE 9, 12 AND GCE EXAMINATIONS - STATEMENTS OF ENTRY

The Examinations Council of Zambia has processed the entries that you submitted and have produced statements of entry for the candidates for each centre/school for the 2015 Grade 9, 12 and GCE Examination as required.

The statements of entry are individual 'Time-Tables' for candidates and they show the following:

- i) Candidate details;
- ii) Subjects that the Candidates have entered for;
- iii) The date and time when candidates will be required to write the papers that they are duly registered for.

Receive the statements of entry for your Centre/School and ensure that they are given to the duly registered candidates.

Please note that the statements of entry are not a substitute for Provisional Registers that will require Centres/Schools to start verifying the registration data as this was already done after the consolidation of registration data at the DEBS office. The documents (statements of entry) are for the information of the candidates.

Please ensure that all the candidates are made aware of the Dos and Don'ts in Examinations as stipulated on the Examination Time-Tables.

Michael M. Chilala

DIRECTOR

EXAMINATIONS COUNCIL OF ZAMBIA

- c.c. The Permanent Secretary - MESVTEE
- c.c. All Provincial Education Officers
- c.c. All District Education Board Secretaries

Puzzle

A	L	L	W	O	O	D	L	A	N	D	S	G
U	S	T	R	A	T	E	G	I	C	Z	M	C
G	E	F	F	E	C	T	R	O	A	D	S	E
U	F	B	S	E	P	A	R	A	T	E	D	N
S	R	M	O	F	F	L	S	R	R	S	E	E
T	E	S	U	Z	I	Z	A	M	T	E	L	T
V	E	X	A	M	I	N	A	T	I	O	N	W
E	C	O	L	L	E	C	T	C	A	R	E	O
R	j	T	I	M	E	T	A	B	L	E	S	R
I	U	R	E	G	I	O	N	A	L	V	F	K
F	C	E	R	T	I	F	I	C	A	T	E	S
Y	p	L	A	N	S	T	G	R	A	D	E	W

Read the sentences below and spot the underlined words from the puzzle.

Remember, as you read and work out the puzzle, you will get important information about the Examinations Council of Zambia that concerns YOU!

- In an effort to effectively and efficiently conduct the 'O' Level Examination in the country, the ECZ in consultation with key stakeholders has separated the Grade 12 School Certificate Examination from the General Certificate of Education (GCE) Examination with effect from the year 2015.
- Since 29th September 2014, all services have continued to be provided to the public at the ECZ Service Centre located in Woodlands, Plot 1926 along Msuzi Road, off Mwatusanga and Impala Roads in Lusaka.
- The ECZ shall develop a new Strategic Plan to guide its growth since the current one which started in 2009 is ending in December 2015.
- All prospective employers, Universities, Institutions of Learning and Colleges of Education are highly encouraged to verify all applicants school results with the ECZ at a minimal fee before they are shortlisted.
- While the School Certificate (Grade 12 Internal) Examinations will continue to be conducted in October/November, the GCE Examination will run in August, each year effective 2015.
- The 2015 Examination Timetables are ready and have been distributed to Schools countrywide. You can also download a copy from the ECZ Website, which is www.exams-council.org.zm
- The ECZ Toll Free Line '8383' is available on Zamtel Network only and it is absolutely free!
- The Certificates for 2013 Grades 7, 9, 12/GCE and Teacher Education Examinations have been printed and dispatched to all the Schools countrywide. The public are therefore advised to collect the Certificates from the School/centres and not ECZ.
- The ECZ Short Message Service (SMS) Results Release System (SRRS) which enables candidates to access examination results via SMS using their mobile phones is now available on all the Networks in Zambia i.e. Zamtel, Airtel and MTN Networks.

The ECZ Congratulates...



Teza Nakazwe Musakanya

Assistant Director - Research and Test Development

She was appointed the Assistant Director Research and Test Development on 28th September 2013.

She joined the Council in 1999 as a Research Officer. She has worked in the Research and Test Development for fifteen years. Her work has mainly focused on test development, large scale assessment and educational research, having served as subject specialist for special paper one and two, and coordinator for the national assessment programme. Her interests lay in educational assessment research, gender, teacher motivation, performance feedback and more recently literacy and assessment.



Mr Fred Namakando

Principal Administration Officer

The ECZ congratulate Mr Fred Namakando on his appointment as the Principal Administration Officer on 1st February 2015. Before his appointment, he held the Position of Management Accountant in the Finance and Accounts Department. Management made an excellent choice to appoint him in this new and demanding position based on his experience, expertise and interpersonal skills. We wish him all the best in his new assignment.



Mr Mwansa Lesa

Procurement Officer, Operations

The ECZ congratulates on his appointment as the Procurement Officer-Operations. He took up the appointment on 1st April 2015. Prior to his appointment, Mwansa worked as Assistant Stores Officer. May the good Lord provide divine guidance and wisdom to him as he takes up the new responsibility.



Mr Mike Haatembo

Programmer

The ECZ congratulate Mr Mike Haatembo on his new appointment as a Programmer. He took up the appointment on 1st April 2015. Before joining the Information Technology Department, Mr Haatembo held the position of Computer Operator in the Examinations Administration Department. We wish him the very best in this new portfolio at the ECZ.

The ECZ bid Farewell to...



Mrs Ruth Chamwaza

She separated from ECZ as a Typesetter on 31st January 2015 in the Research and Test Development Department. The bad part is how much we will miss the pleasurable experience of working with her. As ECZ, we wish her all the best and thank her wholeheartedly for her years of dedication, enthusiasm and team spirit.



Mr Warren Mapanza

Mr Mapanza retired from ECZ on 16th February 2015 as a Senior Examinations Specialist- TEVET. Everyone will miss his jovial personality and his enormous contribution to the well being of the Entertainment Committee. While we will miss him, we have fond memories of working with him. We we can only wish him well and hope he attains all the successes he deserves in his retirement. Best wishes from all the ECZ staff.

The ECZ welcomes the following New members of staff....



Mr Dennis Melendema

Mr Mulendema joined ECZ as a Senior Hardware Technician on 23rd March 2015. Previously he worked for Outright Network Solutions Ltd as IT Support Officer providing IT related support and services to the private sector including maintenance and managing ICT infrastructure systems. Before that, he worked with the USAID Deliver Project in a similar capacity and was tasked with implementing LANs, deploying computerized health commodity logistics management information systems (SmartCare) at hospitals and health facilities in liaison with the Ministry of Health and Partners in Northern and Muchinga Provinces.



Mrs Elizabeth Soko Phiri

She joined the Council on 15th April 2015 as a Security Guard. Prior to this appointment, she worked at the American Embassy under press from 2012 to 2015 as a Security Guard.



Mr Kelvin Kunda

He joined the ECZ on 20th April 2015 as a Security Guard. Before he took up the appointment, Mr Kunda worked for Saytech Security Company and held various portfolios at the same institution. He also worked for the G4 Security and American Embassy as a Surveillance Detection Guard.



Mr Habeenzu Mwando

Mr Mwando joined the ECZ on 4th May 2015 as a Security Guard. Before his appointment, he worked as a Boarding custodian at Rephidim Secondary School for a year. He also worked for International Gaming Africa as a Gaming Security officer for two years. Mr Mwando also worked for the American Embassy Security Project as a Security Guard.



Mr Esau Mangani

Mr Mangani joined the council on 27th April 2015 as a Security Guard. Prior to his appointment, he worked as a security Guard for Torres under the American Embassy Project.

Profiling the ECZ Sports and Social Club

By Ronald M. Tembo



The ECZ Sports and Social Club was established in 2012 after a deep reflection and collective consultative process amongst Council employees. In this edition, we profile one of the members of staff who took the lead in developing the proposal which made ECZ management approve the formation of the Club. The Editorial Team took time to interview this model and distinguished Council staff. Outlined below is the verbatim for the interview:

It is our honour and pleasure to have an interview with you sir. First things first, briefly tell us about yourself Sir?

My name is Samson Mutale Shiwanwa. I joined ECZ in 2008, in the Information Technology Department as a Computer Operator. Currently, I hold the position of Network Administrator. My work experience at the Council has been enriching and satisfying. Personally, I should indicate that my work experience so far has added value to my career development as an IT Specialist. I pledge to continue supporting the ECZ so that it continues to be relevant and appreciated as a pinnacle to the social economic development of our country, Zambia.

Tell us in detail, what really motivated you and your workmates to establish the ECZ Sports and Social Club?

As you may be aware, the ECZ is a very busy deadline driven quasi government institution with activities running throughout the year. Holidays at ECZ don't really count because of the type of business we are involved in.

We therefore, noticed that most employees were mostly engulfed in their work and did not have any health activities outside the work area because of time constraint. We also noticed that certain employees from different departments had no means of interacting at the work place because of the nature of their duties. All these issues put together, we thought that forming the Sports and Social Club would take care of these concerns. In addition, we thought and hoped that the Club would take care of some team building activities and help us network with other organizations out there.

Now, who constitutes the Sports and Social Club?

The Club has voluntary leaders consisting of the overall overseer, the Coordinator, which is myself. On the sports side, we have the Coach (Mr. Dominic Kangwa), Captain (Mr. Joseph Mwanza), Physical Trainer (Mr. Nicolas Nkhuwa). On the Social side, we have Mr. Ronald Tembo to manage the activities. As for members, all ECZ employees are welcome to join the Club at any time. We actually urge every ECZ employee to join and be an active member of the club.

What strategies did you use to convince management to authorize the setting up of the Club?

All we had to do was explain our motivation for setting up the club to management. We explained our observations as I earlier explained and we were happy that management authorized our proposal to establish the club and has since given us the support it can whenever we are in need.

Over the years, how have the members of staff received the establishment of the Club?

We have had a positive response especially from the men, maybe because of the soccer we started with on the sports side. We appear to have some work to be done to encourage the ladies to be active as well as their number turnout is quite low.

Where does the Sports and Social Club get its inspiration from?

I really can't say we have a specific source of inspiration but I guess the inspiration comes from within the members of staff who want to keep fit and network

Has the Club recorded any major successes since inception?

We have had our ups and downs on the sports side where we apparently concentrated on soccer though that is about to change. On average we have had more wins than losses so far.

What are some of the challenges experienced which seemingly are frustrating the operations of the Club?

Members seem not to be consistent when it comes to meeting and trainings. However, like any new thing introduced, one would expect that as time passes by, this will change and I believe with some encouragement, we shall see some improvements in attendance.

For any pre-arranged social events, how do companies or organisations out there contact ECZ if they intend to have a match with the club?

Any organization intending to have a match with us can send an email to mupila@exams-council.org.zm or call +260-211-252-544 and ask for either Samson Shiwanwa or Ronald Tembo.

What would be your words of advice to institutions that have plans to set up a similar Sports and Social Club in their organisations?

I would really encourage them to set up such as activities. Frankly speaking, the Club brings out often yield good results such as improved employee relations as well as improved efficiency as employees become healthy and energetic.

Where do you want the club to be in the next five years or so?

We have so far taken 2 steps. In the next 5 years I would like us to have taken 5 steps. I would like to see this Club have full participation from all members of staff and in turn have an energetic institution who could probably all participate in the inter-company relay without specifically training for it.

Accumulation of GCE Certificates



EXAMINATIONS COUNCIL OF ZAMBIA

This is to certify that the candidate named below sat the prescribed examination and satisfied the conditions for the award of a
**GENERAL CERTIFICATE OF EDUCATION
 ACCUMULATION CERTIFICATE**

CANDIDATE NAME: [REDACTED]
 ACCUMULATION NUMBER: [REDACTED]

CENTRE NAME	CODE	EX. NUMBER	SESSION	SUBJECT	GRADE	STANDARD
ARAKAN BARRACKS G.C.E. CENTRE	9179	8191790348	NOV2002	1121 ENGLISH LANGUAGE	TWO	DISTINCTION
KALONGA SECONDARY SCHOOL	7012	860284196	NOV1989	2011 LITERATURE IN ENGLISH	SEVEN	SATISFACTORY
KABWE SECONDARY SCHOOL	7009	910029120	NOV1992	2046 CHRISTIAN RELIGIOUS EDUCATION	SIX	CREDIT
KALONGA SECONDARY SCHOOL	7012	860284196	NOV1989	2187 HISTORY	SIX	CREDIT
ARAKAN BARRACKS G.C.E. CENTRE	9179	8191790348	NOV2002	4024 MATHEMATICS	SIX	CREDIT
ARAKAN BARRACKS G.C.E. CENTRE	9179	8191790348	NOV2002	7100 COMMERCE	SEVEN	SATISFACTORY
LIBALA G.C.E. CENTRE	9167	6691670134	NOV2007	7110 PRINCIPLES OF ACCOUNTS	SIX	CREDIT

SUBJECTS RECORDED: SEVEN
 SUBJECTS GRADED SIX OR BETTER: FIVE

ACC/15 0000013

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Chairman
 Examinations Council of Zambia

The ECZ is now accumulating GCE Certificates for different examination sittings into one Accumulated GCE Certificate

MOTIVATION AND INSPIRATION

By James Banda

Welcome to the 2015 Examinations Cycle

The almighty God is definitely seeing our efforts and will reward us... For thus says the LORD in Colossians 3:22-24:

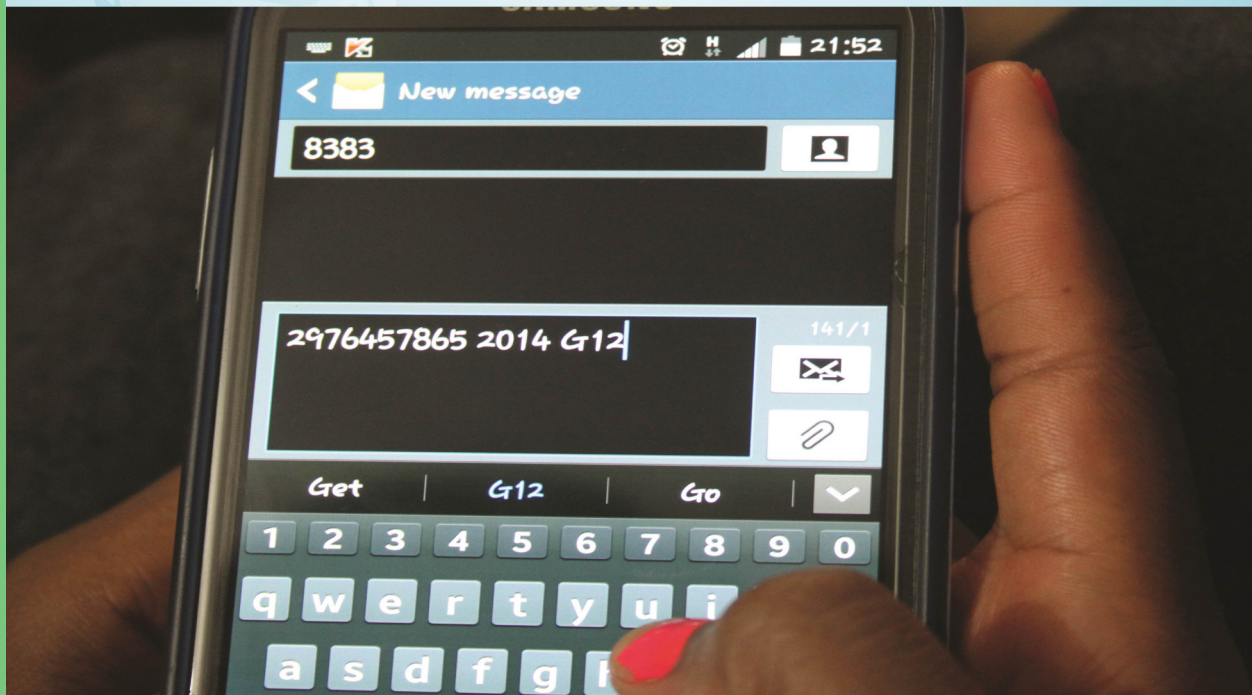
22 "Bondservants, obey in all the things your masters according to the flesh not with eyeservice, as men-pleasers, but in sincerity of heart, fearing God."

23 "And whatever you do, do it heartily, as to the Lord and not to men."

24 "Knowing that from the Lord you will receive the reward of the inheritance; for you serve the Lord Christ."

We thus call upon Gods divine intervention to give us strength, wisdom and good healthy, as we implement activities in the 2015 Examinations Cycle.

SMS Results Release System



Access your results via SMS on all mobile service providers in Zambia