

BHUTAN COUNCIL FOR SCHOOL EXAMINATIONS AND ASSESSMENT
LETTER OF UNDERTAKING FOR CHIEF MARKER

1. I, _____, am aware of my roles and responsibilities at the Marking Centre conducted by the Bhutan Council for School Examinations and Assessment (BCSEA).
2. As a Marker for BCSE/BHSEC (underline the appropriate) Examination for _____ (write subject), I will be governed by the following rules and regulations of the BCSEA:
 - 2.1. understand the serious nature of the job of the Chief Marker and the level of integrity, commitment and discipline entailed.
 - 2.2. consciously undertake to obey the Subject Coordinator and follow his/her instructions seriously.
 - 2.3. undertake all responsibilities, with a heightened sense of consciousness, integrity, commitment and discipline.
 - 2.4. guarantee reliability of marks through constant supervision and remarking.
 - 2.5. maintain full confidentiality on all issues related to the marking camp.
3. For lapses in my job responsibilities summarized and as required under 2 above, I/will:
 - 3.1. be issued a letter of reprimand.
 - 3.2. may require to give statement.
 - 3.3. cooperate with the investigation.
 - 3.4. be debarred from future participation.
 - 3.5. be subject to disciplinary and legal action.

Full Name

School

Employment ID No.

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Citizenship ID No.

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Date

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Mobile No.

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Affix
Legal
Stamp

Rules and Regulations for the Conduct of Public Examinations in Bhutan, BCSEA.