

Date: 20 Jul, 2025

Assignment to Marking of Written National Examinations

Dear **DUSABIMANA Marie Claude**,

Congratulations! You have been selected to participate in Marking of Written National Examinations. You have been assigned to work at **SAINT MARY'S HIGH SCHOOL KIRUHURA** Marking Center, in **Huye District**. Your assignment is related to marking **ENGLISH I** Subject.

You are required to report to the marking center from **21/07/2025**.

Please note that the duration may be adjusted based on the number of candidates' answer booklets to mark and the number of markers at the site.

Important Instructions:

- Report to your assigned marking center on **21/07/2025** before **06:00PM**.
- Upon arrival, immediately register your attendance.
- Physical presence is mandatory throughout the marking period. Movement outside the center is strictly prohibited.
- Please bring the following documents:
 - Your health insurance card (*Mutuelle de Sante* or *RAMA*)
 - Your RSSB affiliation number
 - A bank confirmation letter of your personal bank account.
- **Come with your own laptop and any reference books to be used after the marking exercise in question item preparation.**
- All markers are expected to uphold a high standard of professionalism throughout the mark period.
- Any violation of the code of conduct, such as failure to register attendance on time or absence from your duties, may result in immediate replacement and disqualification.

Note: Please print and present this letter at the marking center entrance upon arrival. Thank you for your commitment and contribution to this national exercise.

Sincerely,
NESA Management

