



Balochistan Assessment and Examination Commission Quetta

No. 2445-249 /BAEC/Edn:/Qta

Dated Quetta 07 Aug, 2024.

To,

The District Education Officers _____ (All)

Subject: **CONDUCTION OF GRADE 8th STANDARDIZED EXAMINATION IN BALOCHISTAN**

Reference to the subject noted above, it is stated that the Balochistan Assessment and Examination Commission (BAEC) is going to conduct the Grade-VIII standardized annual examination 2024 in the winter zone of Balochistan from 18th to 23rd November 2024. To ensure a smooth and successful examination process, BAEC has outlined the following guidelines and procedures that must be adhered to:

Constitution of District Committee/Cell for Grade 8 Examination:

- Under the supervision of the District Education Officer, the District Officer Education (Male) will be the overall registrar/in charge and responsible for overseeing the examination process. In districts, where no DOE (Male) post exists, under the supervision of DEO, the Deputy District Officer Education (Male) shall be in-charge/responsible for the conduction of examination.
- Similarly, the District Officer Education (Female) or Deputy District Officer Education (Female) will serve as the Deputy registrar/in-charge of the said responsibilities.
- The District Education Management Information System (DEMIS) will be responsible for registration, roll number issuance, and district result compilation under the supervision of the DEO and the Registrar/In-charge. "This committee will oversee and facilitate the examination process, ensuring its successful conduct."

1. Participation of Schools in Grade 8 Standardized Examination 2024:

All government, private, BRCs, Cadet Colleges, and Schools are directed to participate in the Grade 8th standardized examination 2024. It is mandatory as per the act of Balochistan Assessment and Examination Commission in which, it is clearly reflected that formulation of policy and programme for conducting the examination of class VIII as per the official curriculum in all public and private schools, madrasas, non-formal and special children schools and project-oriented schools in Balochistan is the sole mandate of this commission. Schools that do not participate in the BAEC Exam 2024 will not be eligible for registration with the Balochistan Board of Intermediate and Secondary Education (BBISE) for the 9th and 10th exams, as per guidelines/directives issued by the Worthy Secretary Secondary School, Education Department, Govt: of Balochistan vide letter No. SO (Admin) 15-63/2016-Edn: 2566-2609 dated 15th March, 2016.

2. Registration of Students and Issuance of Roll Numbers:

The registration and examination forms designed by BAEC will be used for regular candidates from both government and private schools. Private candidates, on the other hand, will be provided with

distinct examination forms tailored to their specific needs. These forms will be sent to DEOs, who will, in turn, provide them to schools. Based on registration, District Education Officers will issue unique roll numbers to students, with the first two digits being unique to each district as assigned by BAEC. Registration/Examination forms can also be downloaded from the BAEC website. (www.baec.edu.pk)

3. Selection of Subjects:

The examination will include the following subjects with their respective marks:

i. Mathematics	(100 Marks)
ii. English	(100 Marks)
iii. Urdu	(100 Marks)
iv. History & Geography	(100 Marks)
v. General Science	(100 Marks)
vi. Islamiat / Ethics	(50 Marks)
vii. Drawing/Arabic/Computer	(50 Marks)

The total marks for all subjects are 600, and students must score a minimum of 33% in each subject to pass.

4. Format of Question Papers:

The curriculum-based question papers will be developed, with each paper consisting of three parts, such as 20% MCQs, 50% short answers, and 30% subjective/long items.

5. Setting/Development of Papers:

BAEC will develop model papers and annual examination question papers for all the subjects mentioned above.

6. Printing of Question Papers and Distribution to DEOs:

BAEC will print the question papers and provide them to the respective District Education Officer.

7. Printing of Answer Sheets:

District Education Officers and District Officer Education (registrar/in-charge) will be responsible for printing answer sheets/books, each consisting of 12 pages of legal size. Sample sheets are available at the BAEC office.

8. Fee of Structure:

The registration/examination fee for the regular students of public, private schools, and private candidates is Rs.800. This fee will be deposited into the DEO/DOE (M) joint account designated for the Grade 8th Standardized Examination, 2024. The registration/examination fee will cover expenses such as question paper and answer sheet printing, exam conduction, coding, marking, monitoring process, and supervisory staff.

9. Criteria for Private Candidates:

Private candidates must possess a Grade 5th pass certificate, dated at least three years prior to their registration for the Grade 8th exam.

10. Nomination of Examiners/Supervisory Staff:

District Education Officers, in consultation with District Officer Education (registrar/in-charge), will select and appoint experienced, dedicated, and well-reported supervisory staff from both public

and private schools and the same will be sent to the Director of Education (Schools) Balochistan, Quetta and Chief Executive Officer, BAEC for information. It is decided that the exam will take place only in the morning time; if the number of candidates exceeds 150, an evening shift examination center will be established with the consultation of the respective DEO/DOE (registrar/in-charge) and the concerned DEO/DOE is responsible to identify exam centers. At least 150 candidates should be accommodated in each examination center.

11. Appointment of Center Inspector:

The Chief Executive Officer, of the Balochistan Assessment and Examination Commission (BAEC) will appoint the senior most male or female officer, not below BPS-17 as the center inspector. District Education Officers are required to appoint the senior-most male and female officers, not below BPS-17 as monitoring teams in their respective districts to ensure fair and smooth exam conduction.

12. Secrecy of Question Papers:

Ensuring the secrecy and confidentiality of question papers is the sole responsibility of the respective DEO/DOE (registrars/in-charge).

13. Supervision and Facilitation of Exam:

District Education Officers are responsible for supervising and facilitating the smooth and transparent conduct of examinations.

14. Coding, Decoding of Papers & Nomination Papers:

Codes will be assigned to all solved answer sheets to maintain secrecy during marking. District Education Officers, in consultation with DOEs (registrar/in-charge), will be responsible for selecting coders and providing training. The District Education Officers must obtain approval for the nominated coders from the CEO of BAEC.

15. Marking team:

District Education Officers, in consultation with DOEs (registrar/in-charge), will assemble marking teams according to the respective subjects. Answer sheets will be marked according to the marking scheme, rubric, and checking hints provided by BAEC. Marking will take place at the district headquarters and will be supervised and monitored by the respective District Education Officers. Head examiners, trained by BAEC, will be assigned marking responsibilities and will mark the papers according to their training. The nominations of head examiners will be approved by the CEO of BAEC. The CEO, BAEC, may also nominate BAEC teams to pay surprise visits to the designated marking centers.

16. Data Compilation in the BAEC Format:

Each focal person is responsible for completing all the necessary columns of the provided data sheet, including name, parentage, date of birth, and other required information, before compiling and submitting the results to BAEC. After the announcement of the results, BAEC will not rectify or entertain any late result cases.

17. Result:

The District Education Officers will compile the results at the district level on the data sheet provided by BAEC, with the District Education Officer responsible for overseeing the compilation and timely submission of results to BAEC via email. The District Education Officer is also required to submit award list along with complete result to ensure a comprehensive review and verification process. BAEC will be responsible for overall result compilation, certification, and result announcement through its website and newspapers. District Education Officers are required to

submit the results for the top 20 students, along with their original answer sheets, from their respective districts. Districts that fail to provide the results and original answer sheets to this office will not have their results announced. The BAEC will analyze and report on the results. All results must be submitted to the BAEC within one month following the examination.

18. Submission of Registration/Examination Form for Winter Zone Districts:

The registration/examination fee of Rs.800/- per candidate must be submitted between 10th August to 16th September, 2024. After 16th September to 26th September, 2024, late fee will be charged which is Rs. 100. District Education Officer and Registrar must scrutinize and finalize data sheet, ensuring accuracy in student details, including Name, Father's Name, Date of Birth, School Name and other necessary particulars and must submit the same from 27th September 2024 to 2nd October 2024. Final Center-wise student details must be sent to BAEC via mail, duly signed by the District Education Officers and DOE till 10th October, 2024.

19. Certification:

Certification of students will be processed through BEAC. District Education Officers must deposit Rs.200/- per student to BAEC for question paper development, composition, printing, monitoring, result compilation, and printing of certificates/detail marks sheet. This fee should be paid to BAEC's official account before receiving question papers.

We appreciate your cooperation in implementing these guidelines to ensure a successful Grade 8th standardized examination in Balochistan. If you have any questions or need further clarification, please do not hesitate to contact us.



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Copy forwarded to:

1. The Secretary, School Education Department Government of Balochistan.
2. The Secretary, Higher & Technical Education Government of Balochistan.
3. The P.S to the Minister for Education, Govt: of Balochistan.
- ✓ 4. The Director (Schools) Govt; of Balochistan Quetta.
5. The Director (Colleges) Govt; of Balochistan Quetta.
6. The Director General Publication Relation (DGPR) Balochistan, Quetta.
7. The Divisional Directors Schools _____ All.
8. The Deputy Commissioner _____ All.
9. The District Education Officers _____ All.
10. The Principal Cadet/ Balochistan Residential Colleges (BRCs) _____ All.
11. Master File.