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MINISTRY OF EDUCATION AND SPORTS
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Document Title: Verification Report

Issue No: 01

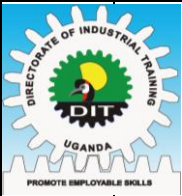
Rev. No: 0

SECTION A: CENTRE DETAILS

CENTRE DETAILS	
Assessment Date	
Centre Name	
Centre Number	
Occupation	
No. Candidates Registered	
Qualification Level	
No. Candidates assessed	
No. Assessors deployed	

SECTION B: ACTIVITY VERIFICATION

Conformance Statement	Yes	No	Comment/Example	Actions for Assessor (Initial when complete)
The assessor;				
Gave clear information on assessment process to the candidates				
Encouraged the candidates to identify and present relevant evidence				
Considered all possible evidence				
Covered the performance objectives/ scope relevant to the assessment criteria				
Asked questions which were clear, did not lead the candidates and were relevant to the essential knowledge				
Involved candidates in the assessment and encouraged the candidate to ask questions				
Provided clear, evaluative feedback to candidates				
Agreed further action with the candidates				
Recorded evidence of assessment decisions effectively and in accordance with verification requirements				



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Remained as unobtrusive as practicable				
Administered pre-set simulation/test effectively				
Compiled marks with internal quality assurance				
Assessor adhered to the code of conduct				

SECTION C: ADDITIONAL INFORMATION AND RECOMMENDATIONS

Any Other relevant information: _____

Recommendations: _____

Assessors Name(s)

1. _____ Tel. _____ Sign. _____

2. _____ Tel. _____ Sign. _____

3. _____ Tel. _____ Sign. _____

4. _____ Tel. _____ Sign. _____

5. _____ Tel. _____ Sign. _____

Verifiers Name(s)

1. _____ Tel. _____ Sign. _____

Assessors absent

1. _____ Tel. _____

Date: _____