THE KENYA NATIONAL EXAMINATIONS COUNCIL

KNEC/GEN/TD/PSE/BUS/TT/30/2017

2017 JULY BUSINESS EXAMINATIONS TIMETABLE

BUSINESS EDUCATION SINGLE AND GROUP CERTIFICATE (S & G SUBJECTS)
BUSINESS TECHNICAL EDUCATION PROGRAMME (BTEP)
TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING (TVET)
BUSINESS MANAGEMENT COURSES (BMC)

1.0 GENERAL INSTRUCTIONS

1.1 The time allowed for each paper is indicated against the name of the paper and ***NO EXTRA TIME IS TO BE ALLOWED***. In case of any discrepancy, the time stated on the question paper should be taken as correct.

1.2 Visually handicapped candidates will NOT be given extra time other than what is stated on their respective papers. They are allowed 30 minutes over and above the times indicated on this timetable for all subjects.

1.3 Any time allocated to reading through questions is included in the total time shown, **except** when special paper instructions indicate otherwise.

1.4 IMPORTANT NOTICE:

1.4.1 Your attention is drawn to the regulations governing the conduct of candidates on the back page.

1.4.2 Supervisors ***MUST*** ensure that candidates have written their names and index numbers on their answer scripts before they take the scripts from candidates.

2.0 EXAMINATION PERIOD AND DATES

2.1 ORAL PAPERS/ PROJECTS

DAY &DATE	EXAMINATION		SUBJECT CODE & NAME		DURATION
WEDNESDAY 12TH TO FRIDAY 14TH JULY 2017	S & G	1.	1056	Foundations of French (Oral)	45 min
	BTEP/TVET	2.	1918/103/2, 1919/103/2	French I(Oral)	45 min
		3.	1918/106/2, 1919/106/2	German I(Oral)	45 min
		4.	1918/204/2, 1919/204/2	French II (Oral)	45 min
		5.	1918/208/2, 1919/208/2	German II (Oral)	45 min
		6.	2912/107/2, 2918/107/2	French I (Oral)	45 min
		7.	2912/109/2, 2918/109/2	German I (Oral)	45 min
		8.	2912/206/2, 2918/206/2	French II (Oral)	45 min
		9.	2912/208/2, 2918/208/2	German II (Oral)	45 min
		10.	2912/305/2, 2918/305/2	French III (Oral)	45 min
		11.	2912/307/2, 2918/307/2	German III (Oral)	45 min
EARLIEST SUBMISSION DATE: 1ST JUNE 2017 LATEST SUBMISSION DATE: 30TH JUNE 2017	BMC	12.	7023/377, 7033/277	Research Study-Project	Upload of Projects & Course Work Assessment Marks
	BTEP/TVET	13.	207, 306 & 307	BTEP Craft, Diploma &Higher Diploma	
		14.	107 & 207	TVET Craft	
		15.	108 & 308	TVET Diploma	

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2.2 WRITTEN & PRACTICAL PAPERS

DAY & DATE	TIME	EXAMINATION		SUBJECT CODE & NAME		DURATION
DAY 1 WEDNESDAY 19TH JULY 2017	8:00 A.M.	BMC	16.	7012/101, 7032/101	Statistics I	3 Hours
			17.	7023/101	Cost Accounting II	3 Hours
		BTEP	18.	1802/301	Principles and Practice of Marketing	3 Hours
			19.	1803/301, 1804/301, 1805/301, 1806/301, 1807/301/2 , 1809/301	Financial Accounting	3 Hours
			20.	2815/101	Cargo Storage and Warehousing	3 Hours
			21.	2815/301	Shipping Principles & Practice	3 Hours
			22.	3813/104B, 3817/104B	Automation in Information Systems Paper 2 (Practical)	2 Hours
		S & G	23.	1341B	Information Communication Technology I (Practical)	1 Hour
			24.	2032	Business Calculations II	2½ Hours
			25.	3031	Business Calculations III	3 Hours
		S & G/TVET	26.	3331, 2901/301	Computerized Document Processing III	3 Hours
			27.	3174, 2902/203	Legal Aspects in Sales and Marketing	3 Hours
			28.	3072, 2906/301	Organization Theory and Behaviour	3 Hours
		TVET	29.	1908/101	Elements of Human Resource Management	3 Hours
			30.	1909/201	Clearing and Forwarding	3 Hours
			31.	1913/103B	Computer Applications in Information – Paper 2 (Practical)	2 Hours
			32.	1918/101, 1919/101	Fundamentals of Tourism	3 Hours
			33.	1907/202, 1916/202, 1923/202, 1924/202, 1925/202	Financial Accounting	3 Hours
			34.	1924/101	Fundamentals of Investment	3 Hours
			35.	1924/201	Investment Environment	3 Hours
			36.	1925/101	Introduction to Shipping	3 Hours
			37.	2903/102, 2906/102, 2907/102, 2922/102, 2926/102, 2927/102	Financial Accounting	3 Hours
			38.	2901/109B	Information Communication Technology I – Paper 2 (Practical)	1 Hour
			39.	2902/101	Principles and Practice of Selling	3 Hours
			40.	2906/201, 2926/201, 2927/201	Office Administration and Management	3 Hours
			41.	2907/101	Nature of Cooperative Movement	3 Hours
			42.	2907/201	Cooperative Law	3 Hours
			43.	2907/301	Public Relations	3 Hours
			44.	2908/301	Organizational Behaviour	3 Hours
			45.	2912/201	Tourism Economics	3 Hours
			46.	2912/301, 2918/301	Tourism Marketing	3 Hours
			47.	2920/102B	Computer Applications I - Paper 2 (Practical)	1 Hour

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			48.	2921/101	Applied Science and Mathematics	3 Hours
			49.	2921/201	Petroleum Marketing and Regional Petroleum Supply Chain	3 Hours
			50.	2921/301	Liquefied Petroleum Gas	3 Hours
			51.	2924/101	Investment Environment	3 Hours
			52.	2924/201	Asset Management	3 Hours
			53.	2924/301	Investment Policy and Regulatory Framework	3 Hours
			54.	2925/101	Introduction to Shipping	3 Hours
			55.	2925/201	Cargo and Terminal Operations	3 Hours
			56.	2925/301	Shipping and Chartering Practice	3 Hours
			57.	2926/101	Foundations of Human Resource Management	3 Hours
			58.	2926/207	Labour Economics	3 Hours
			59.	2926/301	Organization Theory and Behaviour	3 Hours
	11:30 A.M.	BMC	60.	7023/201	Stores Management and Stock Control	3 Hours
			61.	7023/301	Supplies and Materials Management	3 Hours
			62.	7033/101	Management and Organization Theory	3 Hours
			63.	7043/211	Law Relating to Banking	3 Hours
		BTEP	64.	1813/301	Information Technology	3 Hours
			65.	2808/301	Accounting & Control	3 Hours
			66.	2814/101	Commercial Practice & Bookkeeping	3 Hours
			67.	2814/201	Marketing & Research in Small Business Enterprises	3 Hours
			68.	2814/301	Sectoral Based Operations	3 Hours
			69.	2815/201	Port Operations	3 Hours
		S & G	70.	3301	Supplies Management III	3 Hours
			71.	3302	Supplies Management	3 Hours
			72.	3308	Purchasing Management	3 Hours
		S & G/TVET	73.	3175, 2902/301	International Marketing	3 Hours
		TVET	74.	1902/102	Principles and Practice of Marketing	3 Hours
			75.	1902/201	Consumer Behaviour	3 Hours
			76.	1903/201, 1906/201, 1926/201	Office Organization	3 Hours
			77.	1918/201	Tour Operations	3 Hours
			78.	1919/201	Travel Operations	3 Hours
			79.	1926/101	Fundamentals of Management and Environment	3 Hours
			80.	2903/201	Purchasing Management	3 Hours
			81.	2908/101	Foundations of Human Resource Management	3 Hours
			82.	2912/101, 2918/101	Fundamentals of Tourism	3 Hours
			83.	2922/201	Project Quality Management	3 Hours
			84.	2922/305	Fundamentals of Strategic Management	3 Hours
			85.	2927/301	Disaster Emergency Information System	3 Hours
DAY 2 THURSDAY 20TH JULY 2017	8:00 A.M.	BMC	86.	7022/101	Principles of Warehousing and Inventory Control	3 Hours
			87.	7033/102	Financial Management	3 Hours
			88.	7033/201	Production and Operation Management	3 Hours
		BMC/S & G	89.	1162, 7011/102, 7021/102, 7031/102	Introduction to Law	2½ Hours
		BTEP	90.	1803/303, 1804/303, 1806/303	Cost Accounting	3 Hours
			91.	1807/301/1	Co-operative Accounting	3 Hours
			92.	2814/102	Entrepreneurial Opportunities & Business Environment	3 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			93.	2814/202	Managing Small Business Enterprises	3 Hours
			94.	2814/302	Production Management & Quantitative Methods	3 Hours
			95.	2815/202	Freight Clearing, Forwarding and Insurance	3 Hours
			96.	2815/302	Shipping Economics & International Trade	3 Hours
			97.	3808/201	Fundamentals of Human Resource Management	3 Hours
			98.	3813/201	Management of User Services	3 Hours
			99.	3817/201	Archives Management	3 Hours
		S & G	100.	3152	Financial Management III	3 Hours
			101.	3178	Marketing Planning and Control	3 Hours
			102.	1052	Foundations of French(Written)	2½ Hours
			103.	1062	Business Kiswahili I	2½ Hours
			104.	3281	Statistics III	3 Hours
			105.	3313	Clearing and Forwarding	3 Hours
		S & G/BTEP	106.	3321, 2801/301	Typewriting (50 w. p.m.)	3¼ Hours
		S & G/TVET	107.	2332, 1901/201, 2901/201	Computerized Document Processing II	2½ Hours
			108.	3307, 2903/301	Purchasing and Supply Strategy	3 Hours
		TVET	109.	1901/104B	Information Communication Technology I – Paper 2 (Practical)	1 Hour
			110.	1902/202	Marketing Communication	3 Hours
			111.	1907/101	Nature of Cooperative Movement	3 Hours
			112.	1907/201	Cooperative Law	3 Hours
			113.	1916/201	Fundamentals of Containerization & Transport Logistics	3 Hours
			114.	1922/103	Fundamentals of Project Management	3 Hours
			115.	1922/203	Project Financing	3 Hours
			116.	1924/102, 1925/102	Business Calculations	3 Hours
			117.	1926/102	Business Calculations and Statistics	3 Hours
			118.	1926/202	Financial Accounting	3 Hours
			119.	2901/304B	Information Communication Technology III – Paper 2 (Practical)	1 Hour
			120.	2902/102	Principles and Practice of Marketing	3 Hours
			121.	2902/302	Marketing Planning	3 Hours
			122.	2906/306, 2924/306	Financial Management	3 Hours
			123.	2907/202	Cooperative Accounting	3 Hours
			124.	2909/102	Clearing & Forwarding	3 Hours
			125.	2909/301	Road Transport Policy and Planning	3 Hours
			126.	2912/304, 2918/304	Ecotourism	3 Hours
			127.	2921/102	Fundamentals of Energy Sources and Production	3 Hours
			128.	2921/202	Petroleum Transportation and Legal Regulatory Framework	3 Hours
			129.	2921/302	Aviation	3 Hours
			130.	2924/107	Valuation and Analysis of Investment	3 Hours
			131.	2925/107	Shipping Documentation	3 Hours
			132.	2925/307	Marine Insurance	3 Hours
			133.	2926/202	Human Resource Development	3 Hours
			134.	2926/302	Reward Management	3 Hours
			135.	2927/101	Introduction to Disaster Management	3 Hours
			136.	2927/202	Crisis and Emergency Management	3 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
	11:30 A.M.	BMC	137.	7023/102	Office Organization and Practice	3 Hours
			138.	7032/104	Economics and Business Environment	3 Hours
			139.	7043/212	Monetary Economics	3 Hours
		BTEP	140.	2815/102	Customs Procedures	3 Hours
		S & G	141.	3151	Financial Management III	3 Hours
			142.	3173	Sales Management	3 Hours
			143.	3273, 3373	Shorthand III (120 w.p.m.)	-
			144.	3274, 3374	Shorthand III (130 w.p.m.)	-
			145.	3275, 3375	Shorthand III (140 w.p.m.)	-
			146.	3276, 3376	Shorthand III (150 w.p.m.)	-
			147.	3341B	Information Communication Technology III (Practical)	2 Hours
		TVET	148.	1908/201	Practice of Human Resource Management	3 Hours
			149.	1909/202	Basic Motor Vehicle Care and Servicing	3 Hours
			150.	1918/202, 1919/202	Touristic Geography	3 Hours
			151.	1923/203	Supplies Operations	3 Hours
			152.	2902/201	Sales Management	3 Hours
			153.	3309, 2903/202	Public Procurement and Finance	3 Hours
			154.	2903/106, 2906/106, 2907/106, 2924/106, 2926/106	Business Law	3 Hours
			155.	2908/102	Office Administration and Management	3 Hours
			156.	2912/102, 2918/102	Tour Guiding and Travel Operations	3 Hours
			157.	2918/202	Recreation Guiding	3 Hours
			158.	2918/302	Tourism Law	3 Hours
			159.	2920/101	Introduction to Information Communication Technology and Ethics	3 Hours
			160.	2920/201	Systems Analysis and Design	3 Hours
			161.	2922/101	Fundamentals of Project Management	3 Hours
			162.	2922/202	Project Procurement and Management	3 Hours
			163.	2922/304	Legal Issues in Project Management	3 Hours
DAY 3 FRIDAY 21ST JULY 2017	8:00 A.M.	BMC	164.	7022/102	Business Organization	3 Hours
			165.	7023/202	The Purchasing Function	3 Hours
			166.	7023/302	Purchasing Practice and Techniques	3 Hours
			167.	7043/213	Accountancy	3 Hours
		BTEP	168.	1802/302	Marketing Communication	3 Hours
			169.	1803/302	Principles of Procurement and Distribution	3 Hours
			170.	1807/302	Merchandise and Transport Management	3 Hours
			171.	1813/302	Information Resources	3 Hours
			172.	2808/302, 2809/302, 2811/302	Labour & Industrial Relations	3 Hours
			173.	2815/303	Legal Aspects of Shipping	3 Hours
			174.	3813/202	Publishing and Book Trade	3 Hours
			175.	3817/202	Administrative History	3 Hours
		S & G	176.	3102	Advanced Cost Accounting	3 Hours
			177.	3322, 3323, 3324, 3325, 3326, 3327, 3328, 3329, 3330	Typewriting III Open Speed (51 w.p.m. and above)	10 Minutes
			178.	3303	Principles of Procurement and Distribution	3 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
		S & G/TVET	179.	1331, 1901/101, 2901/106, 1923/101	Computerized Document Processing I	2 Hours
		TVET	180.	1902/101	Principles and Practice of Selling	3 Hours
			181.	1907/102	Cooperative Banking	3 Hours
			182.	1916/101	Sea Port Operations	3 Hours
			183.	1916/206	Sales & Marketing	3 Hours
			184.	1918/203, 1919/203	Touristic History	3 Hours
			185.	1920/101	Introduction to Information Communication Technology	3 Hours
			186.	1920/201	Computer Maintenance & Support	3 Hours
			187.	1924/103	Financial Markets and Institutions	3 Hours
			188.	1924/203	Valuation and Analysis of Investment	3 Hours
			189.	1925/103	Shipping Documentation	3 Hours
			190.	1925/203	Health, Safety and Security in Transport Logistics	3 Hours
			191.	1926/103	Commerce	3 Hours
			192.	1926/203	Business Finance	3 Hours
			193.	2901/303	Office Administration and Management	3 Hours
			194.	2903/107	Warehousing Operations and Stock Control	3 Hours
			195.	2906/202	Marketing Management	3 Hours
			196.	2920/202B	Computer Applications II - Paper 2 (Practical)	1 Hour
			197.	2921/106	Petroleum Refineries and Processing	3 Hours
			198.	2921/203	Petroleum Distribution Depots	3 Hours
			199.	2921/303	Lubricants	3 Hours
			200.	2922/105	Resource Mobilization	3 Hours
			201.	2922/203	Project Monitoring and Evaluation	3 Hours
			202.	2925/105	Ports and Terminals	3 Hours
			203.	2925/305	Shipping Finance	3 Hours
			204.	2926/203	Labour Law	3 Hours
	11:30 A.M.	BMC	205.	7033/202	Business Policy and Strategic Planning	3 Hours
		BTEP	206.	1804/302, 1805/302, 1806/302	Business Finance	3 Hours
			207.	2814/103	Entrepreneurial Behaviour & Start-up Procedures of Small Business Enterprises	3 Hours
			208.	2814/303	Legal Aspects of Small Business Practice	3 Hours
		S & G/TVET	209.	2182, 1909/206	Office Administration and Management	3 Hours
			210.	2381, 1906/101, 1922/101	Fundamentals of Management and Environment	3 Hours
			211.	3179, 2902/304	Financial Aspects of Marketing	3 Hours
		S & G	212.	2371	Business Finance	3 Hours
		TVET	213.	1903/101	Warehousing Operations and Stock Control	3 Hours
			214.	1903/203, 1906/203	Business Finance	3 Hours
			215.	1909/101	Road Transport Management	3 Hours
			216.	1913/102	Information Resources	3 Hours
			217.	1918/102, 1919/102	Tour Guiding Techniques	3 Hours
			218.	2901/205B	Information Communication Technology II – Paper 2 (Practical)	2 Hours
			219.	2903/203	Supply Management	3 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			220.	2908/201	Theory and Practice of Human Resource Management	3 Hours
			221.	2909/101	Road Transport Management	3 Hours
			222.	2909/201	Logistics and Physical Distribution	3 Hours
			223.	2912/106, 2918/106	Touristic History	3 Hours
			224.	2912/202	Fundamentals of Hotel Operations	3 Hours
			225.	2918/203	Natural History of Invertebrates of East Africa	3 Hours
			226.	2927/105	Disaster Preparedness and Response	3 Hours
			227.	2927/205	Resource Mobilization and Financing in Disaster Management	3 Hours
			228.	2927/305	Risk Management for Disaster Mitigation	3 Hours
DAY 4 MONDAY 24TH JULY 2017	8:00 A.M.	BMC	229.	7022/103	Principles of Procurement	3 Hours
			230.	7011/101, 7021/101, 7031/101	Principles and Practice of Communication	2½ Hours
			231.	7032/105	Communication and Report Writing	3 Hours
			232.	7043/102	Principles and Practice of Communication	3 Hours
		BTEP	233.	1801/301, 1802/305, 1805/305, 1806/305, 1808/301	Communication & Report Writing	3 Hours
			234.	2814/204	Computer Applications (Practical)	2½ Hours
			235.	2815/204	Principles of Accounting	3 Hours
			236.	3806/101	Business Environment & Strategic Management	3 Hours
			237.	3806/201	Human Resource Management & Organizational Development	3 Hours
		S & G	238.	1042	Communication Skills I	2½ Hours
			239.	2042	Communication Skills II	3 Hours
			240.	3041	Business English III	3 Hours
			241.	3171	Marketing III	3 Hours
			242.	3172	Marketing Management	3 Hours
			243.	3341A	Information Communication Technology III (Theory)	1 Hour
		S & G/TVET	244.	3304, 2903/302, 2922/302	Operations Management	3 Hours
		TVET	245.	1901/105	Communication Skills I	3 Hours
			246.	1901/203	Communication Skills II	3 Hours
			247.	1902/105, 1903/105, 1906/105, 1907/105, 1908/105, 1909/105, 1913/105, 1916/105, 1918/105, 1919/105, 1920/105, 1922/105, 1923/105, 1924/105, 1925/105, 1926/105	Communication	3 Hours
			248.	1920/202B	Computer Applications II - Paper 2 (Practical)	2 Hours
			249.	1922/202	Purchasing & Supplies Management	3 Hours
			250.	1925/205	Ports and Terminals	3 Hours
			251.	2901/110	Communication I	3 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			252.	2901/204	Communication II	3 Hours
			253.	2902/104, 2908/104, 2912/104, 2918/104, 2920/104, 2921/104	Communication	3 Hours
			254.	2903/104, 2906/104, 2907/104, 2909/104, 2922/104, 2923/104, 2924/104, 2925/104, 2926/104, 2927/104	Communication Skills	3 Hours
			255.	2907/304	Auditing	3 Hours
			256.	2902/202	Marketing Management	3 Hours
			257.	2907/204, 2924/204	Quantitative Techniques	3 Hours
			258.	2912/203	Tour Operations	3 Hours
			259.	2920/203	Object Oriented Programming	3 Hours
			260.	2922/204, 2925/204, 2927/204	Quantitative Techniques	3 Hours
			261.	2924/304	Taxation Theory and Practice	3 Hours
			262.	2925/203	Containerization	3 Hours
			263.	2925/304	Economics of Sea Transport and International Trade	3 Hours
			264.	2926/304	Employee Relations	3 Hours
	11:30 A.M.	BMC	265.	7023/203	Public Finance	3 Hours
			266.	7023/303	Purchasing and Supplies Management	3 Hours
			267.	7033/103	Personnel Management	3 Hours
			268.	7043/221	Investment	3 Hours
		S & G/BMC	269.	7011/103, 7021/103, 7031/103	Principles of Accounts	2½ Hours
		BTEP	270.	1808/302	Personnel Management	3 Hours
			271.	1805/303	Elements of Banking	3 Hours
			272.	2815/103	Quantitative Methods	3 Hours
			273.	2815/304	Marketing & Public Relations	3 Hours
			274.	3808/202	Employee Resourcing	3 Hours
			275.	3813/203, 3817/203	Strategic and Financial Management	3 Hours
		S & G	276.	1223	Foundations of Accounting	3 Hours
			277.	2223	Financial Accounting	3 Hours
			278.	3222	Financial Accounting II	3 Hours
			279.	3242	Public Finance	3 Hours
			280.	3282	Quantitative Techniques	3 Hours
			281.	1901/104A	Information Communication Technology I – Paper 1 (Theory)	2 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
		TVET	282.	1902/104A, 1903/104A, 1906/104A, 1907/104A, 1908/104A, 1909/104A, 1916/104A, 1918/104A, 1919/104A, 1922/104A, 1923/104A, 1924/104A, 1925/104A, 1926/104A	Information Communication Technology (Theory)	1 Hour
			283.	1907/204	Business Administration and Environment	3 Hours
			284.	1906/202	Human and Public Relations	3 Hours
			285.	1908/202	Elements of Labour Law and Industrial Relations	3 Hours
			286.	1913/201	Records Management	3 Hours
			287.	1925/204	Law of Carriage	3 Hours
			288.	2903/204, 2906/204, 2926/204	Quantitative Techniques	3 Hours
			289.	2906/304, 2927/304	Human Resource Management	3 Hours
			290.	2908/302, 2909/302	Labour & Industrial Relations	3 Hours
			291.	2909/202	Road and Transport Economics	3 Hours
			292.	2912/105, 2918/105	Fauna, Flora and Touristic Geography	3 Hours
			293.	2918/204	Astronomy	3 Hours
			294.	2922/301	Risk Management in Projects	3 Hours
			295.	2927/302	Sustainable Community Development Strategies for Disaster Areas	3 Hours
DAY 5 TUESDAY 25TH JULY 2017	8:00 A.M.	BMC	296.	7011/104, 7021/104, 7031/104	Commerce	2½ Hours
			297.	7022/104	Cost Accounting I	3 Hours
			298.	7023/104	Statistics and Business Information	3 Hours
			299.	7043/222	Nature of Management	3 Hours
			300.	3806/102	Management Consultancy & Research Methodology	3 Hours
			301.	3806/202	Operations Research	3 Hours
			302.	3813/204, 3817/204	Consultancy and Legal Aspects of Information	3 Hours
		S & G	303.	1274	Shorthand I (70 w.p.m.)	-
			304.	2082	Commerce II	2½ Hours
			305.	2352	Labour and Industrial Law	2½ Hours
			306.	3311	Transport Management III	3 Hours
		S & G/ TVET	307.	3176, 2902/305	Strategic Planning in Sales and Marketing	3 Hours
			308.	3352, 2906/302	Labour and Industrial Relations	3 Hours
		TVET	309.	1920/102B	Computer Applications I - Paper 2 (Practical)	2 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			310.	1902/104B, 1903/104B, 1906/104B, 1907/104B, 1908/104B, 1909/104B, 1916/104B, 1918/104B, 1919/104B, 1922/104B, 1923/104B, 1924/104B, 1925/104B, 1926/104B	Information Communication Technology (Practical)	2 Hours
			311.	1902/203, 1908/203	Book-keeping and Accounts	3 Hours
			312.	1903/204, 1906/204, 1907/204, 1909/204, 1922/204, 1923/204, 1924/204, 1926/204	Business Law	3 Hours
			313.	1913/103A	Computer Applications in Information – Paper 1 (Theory)	1 Hour
			314.	1913/202	Archives Operations	3 Hours
			315.	1916/203	Commerce	3 Hours
			316.	1920/203	Structured Programming	3 Hours
			317.	2901/104, 2902/105, 2903/105, 2906/105, 2907/105, 2909/105, 2924/105, 2926/105	Economics	3 Hours
			318.	2907/205	Principles and Practice of Marketing	3 Hours
			319.	2901/206	Commercial and Administrative Law	3 Hours
			320.	2902/204, 2908/204, 2909/204, 2920/204	Quantitative Methods	3 Hours
			321.	2906/203	Supply and Transport Management	3 Hours
			322.	2908/304	Accounting and Control	3 Hours
			323.	2918/205	Human Relations	3 Hours
			324.	2920/103	Structured Programming	3 Hours
			325.	2922/205B	Project Management Information Systems – Paper 2 (Practical)	1 Hour
			326.	2924/305	Financial Reporting and Analysis	3 Hours
			327.	2925/202	Environmental Aspects of Shipping	3 Hours
			328.	2925/302	Clearing and Forwarding	3 Hours
			329.	2926/205	Principles and Practice of Marketing	3 Hours
			330.	2926/305	Managerial Accounting	2 Hours
			331.	2927/106	Fire Disaster Management	3 Hours
			332.	2927/206	Procurement and Logistics Management	3 Hours
			333.	2927/306	Legal Issues in Relation to Disaster Management	3 Hours
	11:30 A.M.	BMC	334.	7023/204	Business Finance	3 Hours
			335.	7023/312, 7033/104	Marketing Management	3 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			336.	7033/204	Labour and Industrial Relations	3 Hours
			337.	7043/104	Accounting	3 Hours
		BTEP	338.	1802/303	Sales Organization and Practice	3 Hours
			339.	1801/302, 1803/304, 1808/303	Commerce	3 Hours
			340.	1807/303	Co-operative Banking	3 Hours
			341.	1813/305	Archival Operations	3 Hours
			342.	2801/303, 2806/303, 2808/303, 2810/303	Office Administration and Management	3 Hours
			343.	2815/104	Information & Communication Technology	3 Hours
			344.	3808/203	Training and Development	3 Hours
			345.	3813/101	Collection Management	3 Hours
			346.	3817/101	Records Management	3 Hours
		S & G	347.	1341A	Information Communication Technology I (Theory)	2 Hours
			348.	2274	Shorthand II (90 w.p.m.)	-
			349.	2341B	Information Communication Technology II (Practical)	2 Hours
			350.	3021	Auditing III	3 Hours
			351.	3022	Auditing III	3 Hours
			352.	3062	Business Kiswahili III	3 Hours
		S & G/TVET	353.	3305, 2903/304	International Purchasing	3 Hours
		TVET	354.	1901/204B	Information Communication Technology II – Paper 2 (Practical)	2 Hours
			355.	1918/205, 1919/205	Customer Care	3 Hours
			356.	2903/205, 2924/202, 2925/205	Principles and Practice of Marketing	3 Hours
			357.	2912/204	Tourism Accounting	3 Hours
			358.	2920/301	Data Communication and Networking	3 Hours
			359.	2921/105	Global Petroleum, Gas and Oil Markets & Global Environmental and Emerging Issues	3 Hours
			360.	2921/205	Depot Safety and Security	3 Hours
			361.	2921/304	Petroleum Dispensing Site Design	3 Hours
			362.	2922/106	Project Financing	3 Hours
			363.	2924/302	Portfolio Management	3 Hours
DAY 6 WEDNESDAY 26TH JULY 2017	8:00 A.M.	BMC	364.	7023/105, 7033/203	Industrial & Commercial Law	3 Hours
			365.	7023/205	Management Principles and Practice	3 Hours
			366.	7032/103	Financial and Cost Accounting	3 Hours
			367.	7033/105	Quantitative Methods	3 Hours
			368.	7043/105	General Principles of Law	3 Hours
		BTEP	369.	1802/304	Consumer Organization and Behaviour	3 Hours
			370.	1807/304	Co-operative Law	3 Hours
			371.	1808/304	Industrial and Labour Law	3 Hours
			372.	1813/303	Reader Services	3 Hours
			373.	2808/304, 2811/304	Labour and Industrial Law	3 Hours
		S & G	374.	1082	Commerce I	2½ Hours
			375.	3092	Commercial Law II	3 Hours
			376.	3093	Commercial and Administrative Law	3 Hours
			377.	3272, 3372	Shorthand III (110 w.p.m.)	-

FINAL

DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
		S & G/TVET /BTEP	378.	2273, 1801/304, 1901/202, 2901/202	Shorthand II (80 w.p.m.)	-
		S & G/TVET	379.	3182, 2903/303, 2906/303, 2908/303, 2909/303, 2912/303, 2918/303, 2920/303, 2922/303, 2924/303, 2925/303, 2926/303, 2927/303	Principles and Practice of Management	3 Hours
		TVET	380.	1902/204	Introduction to Law	3 Hours
			381.	1908/102	Office Administration and Management	3 Hours
			382.	1920/103	Basic Electronics	3 Hours
			383.	1925/106	Commercial Shipping Geography	3 Hours
			384.	1926/106	Foundations of Human Resource Management	3 Hours
			385.	1925/206	Shipping Business	3 Hours
			386.	1926/206	Human Resource Records Management	3 Hours
			387.	2902/103B, 2903/103B, 2906/103B, 2907/103B,. 2908/103B, 2909/103B, 2912/103B, 2918/103B, 2921/103B, 2922/103B, 2924/103B, 2925/103B, 2926/103B, 2927/103B	Information Communication Technology (Practical)	1 Hour
			388.	2907/203	Cooperative Banking	3 Hours
			389.	2907/303	Principles and Practice of Management	3 Hours
			390.	2902/303	Principles and Practice of Management	3 Hours
			391.	2901/304A	Information Communication Technology III – Paper 1 (Theory)	2 Hours
			392.	2906/205	Commercial and Administrative Law	3 Hours
			393.	2908/202	Labour and Industrial Law	3 Hours
			394.	2918/201	Cultural Tourism	3 Hours
			395.	2920/105	Operating Systems	3 Hours
			396.	2920/205	Visual Programming	3 Hours
			397.	2922/205A	Project Management Information Systems – Paper 1 (Theory)	2 Hours
			398.	2924/203	Risk Management	3 Hours
	11:30 A.M.	BMC	399.	7011/105, 7031/105	Economics	2½ Hours
			400.	7021/105	Elements of Procurement and Distribution of Stores	2½ Hours
			401.	7022/105	Organization and Functions of Government	3 Hours
			402.	7043/223	Finance of International Trade	3 Hours
		BTEP	403.	1804/304	Auditing	3 Hours
			404.	1805/304	Foreign Exchange and Exchange Control	3 Hours
			405.	3806/203	Strategic Marketing Management	3 Hours
			406.	3808/204	Reward Management	3 Hours

FINAL

DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			407.	3813/102, 3817/102	Reprography and Conservation of Information	3 Hours
		S & G	408.	2282	Statistics	3 Hours
			409.	2012	Computerized Audio Document Processing II	2½ Hours
			410.	3101	Cost Accounting III	3 Hours
		S & G/TVET	411.	1273, 1901/102, 2901/102	Shorthand I (60 w.p.m.)	-
		TVET	412.	1901/205, 1902/205, 1903/205, 1906/205, 1907/205, 1909/205, 1923/205, 1924/205, 1926/205	Economics	3 Hours
			413.	1903/102, 1906/102, 1922/102	Business Calculations & Statistics	3 Hours
			414.	1909/102, 1916/102	Business Calculations & Statistics	3 Hours
			415.	1913/203	Preservation and Conservation of Information	3 Hours
			416.	1922/205	Resource Mobilization	3 Hours
			417.	1923/102	Business Calculations & Statistics	3 Hours
			418.	2909/203	Financial Accounting	3 Hours
			419.	2924/102, 2925/102	Financial Accounting	3 Hours
			420.	2912/207	Travel Agency	3 Hours
			421.	2921/206	Customer Service and Operating Procedures	3 Hours
			422.	2927/202	Crisis and Emergency Management	3 Hours
DAY 7 THURSDAY 27TH JULY 2017	8:00 A.M.	BMC	423.	7021/106	Business Calculations	2½ Hours
			424.	7031/106	Business Organization	2½ Hours
			425.	7032/106	Elements of Management	3 Hours
			426.	7043/231	Practice of Banking I	3 Hours
		BTEP	427.	1803/305	Principles of Warehousing and Stock Control	3 Hours
			428.	2814/203	Communication and Information Technology	3 Hours
			429.	3806/104	Legal Aspects of Business Management	3 Hours
			430.	3806/204	Management Accounting	3 Hours
		BTEP	431.	1801/303	Typewriting (40 wpm)	2¾ Hours
		S & G TVET	432.	1032	Business Calculations I	2 Hours
			433.	1163	Introduction to Law	2½ Hours
			434.	1292	Storekeeping I	2½ Hours
			435.	2341A	Information Communication Technology II (Theory)	1 Hour
			436.	3111	Data Processing III	3 Hours
			437.	3201	Personnel Management III	3 Hours
			438.	1901/103, 1903/103, 1906/103, 1907/103, 1908/103, 1909/103, 1923/103	Commerce	3 Hours
			439.	1907/203	Cooperative Accounting	3 Hours
			440.	1916/204, 1923/201, 1925/201	Fundamentals of Management & Environment	3 Hours
			441.	1920/104	Mathematics	3 Hours

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DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			442.	2901/109A	Information Communication Technology I – Paper 1 (Theory)	2 Hours
			443.	2901/203	Accounting	3 Hours
			444.	2908/305	Economics	3 Hours
			445.	2912/302	Tourism Policy and Planning	3 Hours
			446.	2920/302	Management Information Systems	3 Hours
			447.	2921/204	Petroleum Environment, Health and Safety Management Systems	3 Hours
			448.	2921/305	Petroleum Site Best Practices and Brand Management	3 Hours
			449.	2927/203	Psychological Interventions in Disaster Management	3 Hours
	11:30 A.M.	BMC	450.	7043/106	Foreign Exchange and Exchange Control	3 Hours
		BTEP	451.	2808/305, 2811/305	Human Resource Management	3 Hours
			452.	3802/104, 3806/103, 3813/103, 3817/103	Information Communication Technology	3 Hours
			453.	3808/205	Employee Relations	3 Hours
		S & G	454.	1193	Office Organization	2½ Hours
			455.	2132	Economics	2½ Hours
		S & G/TVET	456.	3103, 2903/305, 2906/305, 2907/305,	Managerial Accounting	3 Hours
			457.	2909/304	Management Accounting	3 Hours
		S & G/TVET/BTEP	458.	3271, 3371, 2801/302, 2901/302	Shorthand III (100 w.p.m.)	-
		TVET	459.	1913/101	Library and Information Centre Operations	3 Hours
			460.	1913/204	Mail and Courier Service	3 Hours
			461.	1918/206, 1919/206	Fauna, Flora and Environmental Studies	3 Hours
			462.	2902/103A, 2903/103A, 2906/103A, 2907/103A, 2908/103A, 2909/103A, 2912/103A, 2918/103A, 2921/103A, 2922/103A, 2924/103A, 2925/103A, 2926/103A, 2927/103A	Information Communication Technology (Theory)	2 Hours
			463.	2909/205	Law of Business and Carriage	3 Hours
			464.	2920/102A	Computer Applications I - Paper 1 (Theory)	2 Hours
			465.	2920/202A	Computer Applications II - Paper 1 (Theory)	2 Hours
DAY 8 FRIDAY 28TH JULY 2017	8:00 A.M.	BMC	466.	7023/311	Public Procurement and Materials Management	3 Hours
			467.	7023/313	Materials and Production Planning and Control	3 Hours
			468.	7033/111	Office Management	3 Hours
			469.	7033/112	Management Information Systems and Data Processing	3 Hours
			470.	7033/113	Applied Economics	3 Hours
			471.	7033/115	Administrative Law	3 Hours
			472.	7033/211	Transport Management	3 Hours
			473.	7033/212	Work Study	3 Hours
			474.	7033/213	Supplies Management	3 Hours

FINAL

DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			475.	7033/214	Insurance Law and Practice	3 Hours
			476.	7033/215	Co-operative Management	3 Hours
			477.	7023/103, 7043/103	Economics	3 Hours
		BTEP	478.	2806/302, 2808/306	Organization Theory & Behaviour	3 Hours
			479.	3801/206	Human Resource Management	3 Hours
		S & G/TVET	480.	2262, 1901/106	Secretarial Duties	3 Hours
		S & G	481.	1361	Elements of Human Resource Management	2½ Hours
			482.	1192	Office Procedures I	2 Hours
			483.	2062	Business Kiswahili II	3 Hours
			484.	2102	Cost Accounting	3 Hours
			485.	2292	Storekeeping II	2½ Hours
			486.	3061	Business Kiswahili III	3 Hours
			487.	3121	Economic Geography III	3 Hours
			488.	3131	Economics III	3 Hours
			489.	3351	Public Relations	3 Hours
		TVET	490.	1901/204A	Information Communication Technology II – Paper 1 (Theory)	1 Hour
			491.	1903/106, 1906/106	Financial Accounting	3 Hours
			492.	1906/206	Sales and Marketing	3 Hours
			493.	1907/106	Business Law	3 Hours
			494.	1909/106	Financial Accounting	3 Hours
			495.	1913/106	Quantitative Methods	3 Hours
			496.	1916/103	Commercial Shipping	3 Hours
			497.	1920/102A	Computer Applications I - Paper 1 (Theory)	1 Hour
			498.	1920/202A	Computer Applications II-Paper 1 (Theory)	1 Hour
			499.	1922/201	Principles of Accounting	3 Hours
			500.	1923/106	Clerical Duties I	3 Hours
			501.	1923/206	Clerical Duties II	3 Hours
			502.	2901/107	Secretarial Duties	3 Hours
			503.	2901/205A	Information Communication Technology II – Paper 1 (Theory)	1 Hour
			504.	2901/305	Statistics	3 Hours
			505.	2902/205	Public Relations	3 Hours
			506.	2908/205	Public Relations	3 Hours
			507.	2912/205	Public Relations	3 Hours
			508.	2909/106	Motor Vehicle Care & Servicing	3 Hours
			509.	2912/306	Tourism Product Development	3 Hours
			510.	2920/106	Computational Mathematics	3 Hours
			511.	2920/304	Internet Based Programming	3 Hours
			512.	2921/107	Accounting and Costing in Petroleum Business	3 Hours
			513.	2921/207	Inventory Management	3 Hours
			514.	2921/306	Petroleum Projects Management	3 Hours
			515.	2925/306	Multi-Modal Transport Logistics	3 Hours
			516.	2926/206	Human and Public Relations	3 Hours
			517.	2926/306	Financial Management	3 Hours
	11:30 A.M.	BMC	518.	7022/106, 7032/102	Commercial Law	3 Hours
			519.	7033/114, 7043/101	Elements of Banking	3 Hours
			520.	7043/232	Practice of Banking II	3 Hours

FINAL

DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
		BTEP	521.	1801/305	Secretarial Duties	3 Hours
			522.	1804/305	Taxation	3 Hours
			523.	1813/304	Library Operations	3 Hours
			524.	1806/304, 1807/305, 1808/305	Business Administration & Environment	3 Hours
			525.	2815/203	Management Practice	3 Hours
			526.	3808/206	Personnel Administration	3 Hours
			527.	3813/104A, 3817/104A	Automation in Information Systems Paper 1 (Theory)	1 Hour
		S & G	528.	1252	Principles and Practice of Selling	2½ Hours
			529.	2092	Commercial Law I	2½ Hours
			530.	2093	Commercial Law	2½ Hours
			531.	2192	Office Procedures II	2½ Hours
			532.	2252	Principles and Practice of Marketing	3 Hours
			533.	3011	Audio Typewriting III	3 Hours
			534.	3012	Computerized Audio Document Processing III	3 Hours
			535.	3071	Business Organization & Management III	3 Hours
			536.	3181	Office Management III	3 Hours
			537.	3211	Principles & Practice of Administration III	3 Hours
			538.	3231	Public Administration III	3 Hours
			539.	3241	Public Finance III	3 Hours
			540.	3312	Supply and Transport Management III	3 Hours
		S & G/TVET	541.	3177, 2902/306	Marketing Research	3 Hours
			542.	3306, 2903/306	Project and Contract Management	3 Hours
		TVET	543.	1903/202, 1907/206	Supply Chain Management and Purchasing Principles	3 Hours
			544.	1909/203	Elements of Costing	3 Hours
			545.	1913/104	Information and Communication Technology	3 Hours
			546.	1913/205	Professional Ethics	3 Hours
			547.	1918/103/1, 1919/103/1	French I (Written)	3 Hours
			548.	1918/106/1, 1919/106/1	German I (Written)	3 Hours
			549.	1918/204/1, 1919/204/1	French II (Written)	3 Hours
			550.	1918/208/1, 1919/208/1	German II (Written)	3 Hours
			551.	1920/106	Operating Systems	3 Hours
			552.	2903/101, 2907/302	Supply Chain Management and Purchasing Principles	3 Hours
			553.	2903/206, 2906/206, 2907/206, 2922/206	Cost Accounting	3 Hours
			554.	2909/206	Human and Public Relations	3 Hours
			555.	2909/305	Fleet Management	3 Hours
			556.	2912/107/1, 2918/107/1	French I (Written)	3 Hours
			557.	2912/109/1, 2918/109/1	German I (Written)	3 Hours
			558.	2912/206/1, 2918/206/1	French II (Written)	3 Hours

FINAL

DAY & DATE	TIME	EXAMINATION	SUBJECT CODE & NAME			DURATION
			559.	2912/208/1, 2918/208/1	German II (Written)	3 Hours
			560.	2912/305/1, 2918/305/1	French III (Written)	3 Hours
			561.	2912/307/1, 2918/307/1	German III (Written)	3 Hours
			562.	2920/206	Database Management Systems	3 Hours
			563.	2924/306	Financial Management	3 Hours
			564.	2927/107	First Aid in Disaster Management	3 Hours

FINAL

3.0 INSTRUCTIONS TO SUPERVISORS, INVIGILATORS, TEACHERS AND CANDIDATES

SUPERVISORS ARE ASKED TO TAKE ALL NECESSARY STEPS TO ENSURE THAT THE FOLLOWING INSTRUCTIONS ARE BROUGHT TO THE NOTICE OF THE TEACHERS AND CANDIDATES UNDER EXAMINATION.

3.1 ***TEACHERS*** *are advised to ensure that their students are carefully drilled on how to carry out the instructions given below and are aware of the penalties for irregularities or misconduct. Candidates are required to follow these instructions carefully.*

3.2 GENERAL INSTRUCTIONS TO THE CANDIDATES

3.2.1 Be at your seat in the Examination Room five minutes before the time fixed for the examination in the various papers. Morning sessions will normally start at ***8.a.m*** and the second sessions will start at ***11.30 a.m.***

3.2.2 A candidate who arrives late will be required to give a satisfactory reason to the supervisor. Except in exceptional circumstances, a paper will not be given to any candidate who is more than ***half an hour*** late. Absolute punctuality is essential for certain papers, e.g. Shorthand.

3.2.3 If an examination paper for which you are not entered is handed to you, or if the questions indicate that other materials should also have been given out, speak to the supervisor at once.

3.2.4 Attend carefully to any general directions that may be given at the head of a paper, e.g. directions limiting the number of questions that should be answered.

3.2.5 Write your name, your index number as well as the name of the paper on the first page of each answer book or sheet of each set of papers you use. Your index number must be written in clear figures in the space provided on every sheet or page of answer book.

3.2.6 Write on both sides of the paper, but do not use the margins. Begin the answer to each separate part of a question on a fresh line.

3.2.7 Write the number of the question clearly in the left-hand margin at the beginning of each answer. Do not copy the question. Be careful to use the same system of numbering as appears in the question paper. Leave a blank line after the answer to each question.

3.2.8 Write your answers with ***black or blue*** ink. You may use a fountain pen or ball point pen. Pencils should only be used for diagrams. Remember that handwriting and spelling will be taken into account. Bring mathematical and drawing instruments for subjects for which they will be needed.

3.2.9 Read the questions carefully. Much time may be wasted in writing down information that is not asked for and no marks are given for it.

3.2.10 Do not write so much upon one or two questions as to leave yourself not enough time to answer others which you are able to answer.

3.2.11 As soon as notice is given to stop, ***ARRANGE YOUR ANSWER BOOK AND SHEETS IN THE CORRECT ORDER*** (this is normally the order in which you answered the questions). Make sure that they all have your index number written upon them. Fasten them together at the left-hand corner and hand them ***UNFOLDED*** to the supervisor.

3.2.12 Withdrawal from the examination should have been notified to the Council before any papers of the examination are taken.

3.3 CAUTIONS TO THE CANDIDATES

3.3.1 You are not allowed to leave the examination room before the end of the period allocated to the paper except by special permission of the supervisor**.** ***NO CANDIDATE SO PERMITTED MAY TAKE A QUESTION PAPER OUT OF THE EXAMINATION ROOM.***

3.3.2 Do not leave a sheet of paper you have written on or your answers in such a position that another candidate can read them. You should not give or obtain unfair assistance, or attempt to do so, whether by copying or in any other way, and your work should not show proof of such unfair assistance.

3.3.3 No communication whatsoever in whatever manner between candidates or with outsiders is allowed during examination.

3.3.4 You are not allowed to have in your possession or in your proximity while in the examination room, any book, notes, papers or any other materials whatsoever except the correct question paper and any materials expressly authorised by the Kenya National Examinations Council.

3.3.5 You may only use mathematical tables printed by the Kenya National Examinations Council, and these should not contain any additional notes except the printed information. If you are using a slide ruler as permitted by the Regulations it should not contain formulae or other data that may give you undue advantage over other candidates. If in doubt, check with the supervisor.

3.3.6 You must return immediately to the Supervisor any incorrect question paper given to you.

3.3.7 You must not take any used or unused writing paper out of the examination room. Any rough work must be done on the official answer paper and; if not to be submitted with the answers, must be left on the desks to be collected by the supervisor and destroyed.

3.3.8 Disorderly conduct or the causing of disturbance in or near the examination room will be treated as a serious examination irregularity.

3.3.9 Note that **cell phones** are prohibited in examination rooms and the examination centre. Any candidate caught in possession of a **cell phone** will have his/her results cancelled.

3.4 PENALTY FOR EXAMINATION IRREGULARITIES

3.4.1 The **KNEC Act 2012** rules and regulations, offences and penalties stated in ***sections 27 to 40*** for cases of examination irregularities will apply. Some of the highlights in these sections state that:

3.4.1.1 A candidate who commits an examination irregularity in any paper will have the results for the WHOLE SUBJECT cancelled. Such a candidate will not be entitled to a result and will be awarded result **"Y"** overall.

3.4.1.2 If there is evidence of wide-spread irregularities in any centre, the whole examination results for the whole centre will be cancelled.

Any person who:-

a) gains access to examination material and knowingly reveals the contents, whether orally or in writing, to an unauthorized party, whether a candidate or not will violate **section 27** and the penalty will be imprisonment for a term not exceeding ***ten years***, or a fine not exceeding ***two million shillings*** or both.

b) wilfully and maliciously damages examination material will violate **section 30** and the penalty will be imprisonment for a term not exceeding ***two years*** or a fine not exceeding ***five million shillings*** or both.

c) is not registered to take a particular Council's examination but, with intent to ***impersonate***, presents or attempts to present himself to take the part of an enrolled candidate, shall be guilty of an offence and liable to imprisonment for a term not exceeding ***one year*** or a fine not exceeding ***two million shillings*** or both and shall be prohibited from taking an examination conducted by or on behalf of the Council for a period of ***three years***.

3.4.2 Candidates are therefore strongly advised not to engage in any examination malpractice that may lead to any of the above actions taken against them.

THE CHIEF EXECUTIVE OFFICER

FINAL