

## 2012 PSLE WORK SCHEDULE

MONTH	ACTIVITY	START	FINISH
JANUARY	Receive OMR forms for registration	31/01/12	31/01/12
FEBRUARY	Inspect new centres	01/02/12	27/02/12
	Consign and despatch registration forms to centres	13/02/12	14/02/12
	Train Chief Invigilators on Malepa system and registration	13/02/12	31/03/12
	PSLE Registration	20/02/12	31/03/12
MARCH	Train Chief Invigilators on Malepa system and registration continues	Continues	16/03/12
	Receive registration forms from centres	20/02/12	23/03/12
	Advertisement of PSLE markers positions		
APRIL	Send live examination papers to a printing company	02/04/12	02/04/12
	Send PSLE timetable to centres	16/04/12	18/04/12
	Send first registration list to centres	19/03/12	23/04/12
	Send principal examiners' reports to centres.	09/05/12	09/05/12
MAY	Receive first registration list from centres	25/05/12	31/05/12
JUNE	Select and appoint of examiners		
	Counting and consign of OMR answer sheets	21/06/12	22/07/12
	Sending second registration list to centres	29/06/12	05/07/12
JULY	Sorting examination papers /per region	15/07/12	25/07/12
	Modification and brailing of PSLE papers	23/07/12	31/07/12
	Submit the stationary requirements for marking to procurement office.	25/07/12	25/07/13
AUGUST	Print of Standard 4 question papers	01/08/12	25/08/12
	To receive and short 2012 question papers from printing company		
	Preparatory meeting with principal examiners to review list of examiners and plan for 2012 PSLE marking	31/08/12	31/08/12

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SEPTEMBER	Deliver 2012 PSLE questions papers to centres	03/09/12	14/09/12
	Prepare and consign stationary for marking	10/09/12	14/09/12
	<i>Delivery of Standard 4 Papers to centres</i>	17/09/12	28/09/12
OCTOBER	2012 PSLE examination live	08/10/12	12/10/12
	Receive scripts from centres	15/10/12	23/10/12
	Arrange and sort scripts	22/10/12	26/10/12
	Select script selection and standardisation	23/10/12	27/10/12
	Despatch scripts to marking venues	28/10/12	28/10/12
NOVEMBER	Conduct examiners' Orientation	29/10/12	29/10/12
	PSLE Marking	30/10/12	09/11/12
	Submit mark-sheets to data processing	23/11/12	23/11/12
	Release of Examinations Results	Confidential	
DECEMBER	Attend to examinations' queries.	01/12/12	01/12/12