TEACHERS SERVICE COMMISSION

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Date: 11th August, 2025

CIRCULAR NO:8/2025

TSC Regional Directors
TSC County Directors

TSC Sub-County Directors

GUIDELINES ON PROMOTION OF TEACHERS – 2025/2026 F/Y

1.0 INTRODUCTION

The Teachers Service Commission is established under Article 237 (1) of the Constitution of Kenya (2010) with the mandate to to undertake all teacher management functions that include recruitment, employment, promotion, transfer and assignment of teachers for service in public schools. In discharging its mandate to promote teachers, the Commission is bound to uphold the provisions of Article 10 and 232 of the Constitution which provides for the Values and Principles of Governance as well as the Values and Principles of Public Service.

Consequently, in compliance with the above constitutional principles, the Commission has developed Guidelines for Promotion of Teachers for the 2025/2026 Financial Year. These Guidelines standardize the procedures and criteria for promoting teachers across competitive grades in public educational institutions.

The Guidelines have incorporated the salient constitutional principles of transparency, accountability, fair competition and merit. To ensure consistency with the Commission's legal and policy framework, the Guidelines have been aligned with the Career Progression Guidelines for Teachers (2018) and Curriculum Support Officers (2019), The Code of Regulations for Teachers (2015) and the Policy on Appointment and Deployment of Institutional Administrators (2017).

2.0 APPLICATION OF THE GUIDELINES

The Guidelines will apply to Teachers employed by the Commission. The same will be valid up-to 30th June, 2026.

3.0 OBJECTIVES

The guidelines aim to:

- 3.1 Adhere to the principles of equity, fairness, transparency and non-discrimination in teacher promotion processes.
- 3.2 Recognize and reward merit, performance and experience in teacher promotion.
- 3.3 Incorporate affirmative action and inclusivity, particularly for persons with disabilities and marginalized groups into the promotion process.
- 3.4 Provide a consistent and structured approach to promotions at all levels of the teaching service.

4.0 GUIDING PRINCIPLES

All promotions shall be anchored on the following principles:

- 4.1 Equity, Fairness and non-discrimination
- 4.2 Meritocracy and Performance
- 4.3 Integrity, Transparency and Accountability
- 4.4 Affirmative Action.
- 4.5 Professionalism.

5.0 THE PROMOTION PROCESS

5.1 Vacancy Identification and Allocation

Identification will be based on available budgetary allocation, attrition and existence of vacancies in the approved establishment.

5.2 Publicity and Advertisement

- 5.2.1 All promotion vacancies shall be advertised through the TSC website and the mainstream print media, and any other platform as may be deemed appropriate by the Commission.
- 5.2.2 The application window shall remain open for a period of **fourteen (14)** days from the date of advertisement.
- 5.2.3 All applications will be submitted online through the designated TSC portal within the specified timeframe. *Manual submissions shall not be accepted.*

All fields in the online application portal must be accurately and fully completed. Applicants are advised to verify successful submission of their applications.

5.3 Eligibility Criteria

To be eligible for promotion, a teacher must meet the following requirements:

- 5.3.1 Have served a minimum of three (3) years in the current grade.
- 5.3.2 Pursuant to Regulation 77 of the Code of Regulations for Teachers (2015), the Commission may refuse to consider a teacher for promotion if the teacher has not completed:
 - a) Two (2) years from the date the teacher was found guilty following a disciplinary process; or
 - b) One (1) year from the date the teacher was issued with an administrative warning.

5.3.3 In line with Regulation 78 of the Code of Regulations for Teachers (2015), a teacher re-employed by the Commission shall complete at least three years of continuous service before the teacher is considered for promotion.

5.4 Shortlisting

- 5.4.1 Candidates shall be shortlisted at a ratio of 1:3 per advertised vacancy, based on eligibility and merit as outlined in the promotion guidelines.
- 5.4.2 The shortlisting process shall uphold the principles of fairness, transparency, inclusivity and non-discrimination, ensuring all qualified candidates are given an equal opportunity for consideration across counties.

5.5 Interview Process

- 5.5.1 Interviews shall be conducted at Sub-County, County, and Regional levels, depending on the grade and level of the position as follows;
 - 5.5.1.1 <u>Sub-County Panels:</u> Will conduct interviews for all primary school teachers, including Head teachers and Deputy Head teachers.
 - 5.5.1.2 <u>County Selection Panels:</u> Will oversee interviews for all post-primary school teachers including Deputy principals.
 - 5.5.1.3 <u>Regional Selection Panels:</u> Will be responsible for interviews of Principals in Secondary Schools, Teachers Training Colleges (TTCs), and Curriculum Support Officers (Regular and SNE).
- 5.5.2 All shortlisted candidates shall be issued with a minimum of seven (7) days' notice prior to the interview date.
- 5.5.3 The official invitation letter shall indicate: *The date, time and venue of the interview and a checklist of documents required for presentation to the interview panels.*

5.5.4 The interview process shall be guided by the highest standards of integrity, professionalism and objectivity, in line with the Commission's commitment to fair and transparent promotion process.

6.0 SCORING CRITERIA

The Commission shall apply a standardized scoring guide to ensure a fair, transparent and merit-based evaluation of all shortlisted candidates. The following parameters shall be considered;

- 6.1 <u>Academic Qualifications:</u> Higher academic qualifications attract higher scores, reflecting a teacher's commitment to continuous professional growth.
- 6.2 <u>Acting Capacity:</u> Teachers currently serving in acting/Performing roles (e.g. Head of Institution, Deputy Head, Senior Master/Senior Teacher) shall be awarded additional marks.
- 6.3 <u>Length of Stay in One grade:</u> Teachers who have served longer in their current grade shall earn higher scores.
- 6.4 <u>Teacher Performance Appraisal and Development (TPAD)</u>: Average TPAD ratings over the past three years shall be considered, with consistently high-performing teachers earning additional points (except for CSO).
- 6.5 <u>Seniority and Experience</u>: Seniority and experience in the teaching service will accord teachers incremental scores.
- 6.6 Other professional assignments: Teachers involved in KNEC, KICD, MOE, KISE, KEMI, and activities conducted by the TSC TIMEC and CBC Training will be awarded special marks in recognition of their contribution.

Note: To promote consistency, fairness and transparency, the Commission has developed 32 grade-specific scoring guides which shall be used in the 2025/2026 F/Y promotion cycle. These guides are as annexed in this guideline.

7.0 INTERVIEW PANEL STRUCTURE & ROLES

7.1 Panel Composition

S/No	Panel Level	Chairperson	CS Representative	Director Representative
1	Regional (D3-D5) & CSOs	Director (HQ) or Regional Director or Deputy Director or Assistant Director	Deputy Director or Assistant Director	Deputy Director or Assistant Director
2	County (C2-D2)	County Director or Sub-County Director	Sub-County Director	County Human Resource Office (CHRO)
3	Sub- County (C2–D2)	Sub-County Director	Curriculum Support Officer	Curriculum Support Officer

7.2 Panel Roles

- 7.2.1 <u>Chairperson:</u> Oversees interview proceedings, ensures adherence to policy.
- 7.2.2 <u>Commission Secretary Representative:</u> Participates in interview proceedings/scoring, maintains interview records, validates documents.
- 7.2.3 <u>Director's Representative:</u> supports in interview proceedings, Supports scoring and process quality.

Note: There shall be an officer to manage documentation and candidate logistics.

8.0 SELECTION AND POSTING

8.1 Selection of Successful Candidates and Posting

- 8.1.1 The Commission's Board shall oversight the entire process and approve the list of successful candidates.
- 8.1.2 Selection shall be based strictly on merit as determined by interview scores, while ensuring compliance with constitutional requirements on:
 - **8.1.2.1** Gender representation.
 - 8.1.2.2 Inclusion of Persons with Disabilities (PWDs), and
 - 8.1.2.3 Regional diversity.

- 8.1.3 Upon approval, the Commission shall publish the list of successful candidates through its website.
- 8.1.4 Heads and Deputy Heads of Institution will be posted to schools with available vacancies.

8.2 Acceptance

An offer for promotion under this regulation shall lapse if not taken within thirty days as per **Regulation 81** of The Code of Regulations for Teachers (2015).

9.0 SPECIAL CONSIDERATIONS

9.1 Affirmative Action

- 9.1.1 The Commission will endeavour to ensure that at least 5% of all promoted candidates are teachers registered as persons eith disabilities under the Persons with Disabilities Act.
- 9.1.2 In compliance with Article 27(8) of the Constitution, not more than two-thirds of teachers promoted shall be of the same gender, thereby upholding gender equity in career progression within the teaching service.

9.2 Accessibility for Teachers with Disabilities

- **9.2.1** The Commission will ensure that interview venues will be accessible for teachers with Disabilities.
- **9.2.2**An applicant with disabilities related to hearing and/or speech shall be allowed the company of a sign language interpreter.

10.0 MONITORING AND EVALUATION OF THE PROMOTION PROCESS

The Commission shall institute a robust monitoring and evaluation process to ensure integrity, consistency and compliance throughout the promotion process. The implementation, monitoring and Evaluation of the promotion process will be undertaken as follows;

- 10.1 The Board will provide oversight of the promotion exercise to ensure adherence to policy, procedures and applicable regulations.
- 10.2 Management will;
 - 10.2.1 Induct interview panel members and provide approved standardized tools and guidelines.
 - 10.2.2 Track compliance with timelines, eligibility and procedural requirements.
 - 10.2.3 Submit an exit report of the promotion process to the Board once the exercise is concluded to inform on operational refinement and policy direction by 27th January, 2026.

11.0 REPORTING OF FRAUD

- 11.1 The promotion exercise is free of charge. The Teachers Service Commission forewarns applicants against fraudsters who might extort money from unsuspecting persons and purporting to assist in teacher promotion.
- 11.2 Canvassing in any form will lead to automatic disqualification from the promotion process.
- 11.3 Any fraudulent activity should be reported to the nearest TSC office or Teachers Service Commission headquarters through the following telephone lines: Director Staffing (0202892193) and Deputy Director- Staffing (0202892136) or write to the Commission through the email address dirstaffing@tsc.go.ke
- 11.4 Further, any such fraudulent activity should be reported to the nearest police station.

NB: Details on available vacancies and the required qualifications are in the Teachers Service Commission's website: www.tsc.go.ke

12.0 CONCLUSION

These guidelines provide a structured, transparent and equitable framework for teacher promotions. By aligning with legal standards, public service values and organizational priorities, they will enable the Commission to implement the promotion process effectively, efficiently and credibly.

Teachers Service Commission is an equal opportunity employer, applicants with disabilities are encouraged to apply

AG. SECRETARY/CHIEF EXECUTIVE OFFICER

SCORING GUIDE FOR CHIEF PRINCIPAL (REGULAR) - (GRADE D5/T- SCALE 15)

NAME	TS	SC NO:	HOME COUNTY	•••
PWD (YES/NO)	CURREN	T RESPOSIBILI	TY	•••
NAME OF THE SCHOO)L:	WORK	COUNTY:	••
WORK SUB COUNTY	•••••••••••	GENDEI	R	
DATE	TIME		FOLIO	•

S/No.	AREA OF INTERVIEW			MARKS	SCORE
1.	ACADEMIC A	ND PROFFESSIONA	L QUALIFICATIONS	5	
	Award the high	est qualification		5	
	-PhD -	5			
	-Masters -	4			
	-Bachelors'	Degree - 3			
2		CBC/CEMASTEA Cou		5	
			panelist/book evaluator)		
3	LENGTH OF S	STAY IN CURRENT (GRADE	50	
		in current grade rded for length of stay in	n current grade)		
	S/No.	No. of years in grade	Marks		
	1.	years and above	50		
		5 years	40	50	
		5 Years	30		
		4 Years	20		
	5.	3 years	10		
4	PERFORMAN	CE MANAGEMENT		10	
	TPAD Rating				
	(Marks awa	orded for the average Mo	arks in the last 3 years)		
	Rating Scale	TPAD Marks	Marks		
	5	81% and above	10		
	4	61% - 80%	8		
	3	41% - 60%	6		
	2	21% – 40%	4 2	10	
,		1% - 20%			

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
5	AGE			30	
	Age of te	acher			
	S/No.	Age of Teacher	Marks		
	1.	57 and above	30		
	2.	52 to 56 years	25	30	
	3.	47 to 51 years	20		
	4.	42 to 46 years	15		
	5.	41 years and below	10		
	TOTAL	MARKS		100	

Panel Member:	
Designation:	
Signature:	Date:

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR CHIEF PRINCIPAL TTC - (GRADE D5/TSC SCALE 15)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSIB	ILITY
NAME OF THE SCHOOL:	wo	RK COUNTY:
WORK SUB COUNTY	GEND	DER
DATETIME.	•••••	FOLIO

S/No.	AREA OF INTERVIEW				SCORE
1	ACADEMIC A	ND PROFFESSIONA	L QUALIFICATIONS	5	
	-Masters -	5 4		5	
2	TSC (TIMEC/O	Degrees - 3 CBC/CEMASTEA Coundevelopers), KICD (unty trainers) KNEC panelist/book evaluator	5	
3		TAY IN CURRENT (50	
	Length of stay in current grade (Marks awarded for length of stay in current grade)				
	S/No.	No. of years in grade	Marks		
		years and above	50		
		years	40	50	
		Years	30		
		Years	20		
	3	years	10		
4	PERFO	RMANCE MANAGE	MENT	10	
	TPAD Rating (Marks awa	rded for the average Mo	arks in the last 3 years)		
	Rating Scale	TPAD Marks	Marks		
	5	81% and above	10		
	4	61% – 80%	8		
	3	41% - 60%	6		
	2	21% – 40%	4	10	
	1	1% – 20%	2		1

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
5	AGE			30	
	Age of te	acher			
	S/No.	Age of Teacher	Marks		
	1.	57 and above	30		
	2.	52 to 56 years	25	30	
	3.	47 to 51 years	20		
	4.	42 to 46 years	15		
	5.	41 years and below	10		
	TOTAL	MARKS		100	

Panel Member:	
Designation:	
Signature:	Date:

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.

Sum of Actual Scores will determine the candidate's final score

SCORING GUIDE FOR SENIOR PRINCIPAL – (REGULAR) (GRADE D4/T -SCALE 14)

NAMETSC NO: HOME	E COUNTY
PWD (YES/NO)	CURRENT RESPOSIBILITY
NAME OF THE SCHOOL:	WORK COUNTY:
WORK SUB COUNTY	GENDER
DATE TIME	E FOLIO

AREA OF INT	ERVIEW		MARKS	SCORE
ACADEMIC A	ND PROFFESSIONAL	L QUALIFICATIONS	5	
- PhD - - Masters -	5 4		5	
TSC (TIMEC/ (examiners/ ite	CBC/CEMASTEA Cou m developers), KICD (1	panelist/book evaluator)	5	
LENGTH OF	STAY IN CURRENT G	GRADE	50	
•	O	current grade)		
		Marks		
	7 years and above	50		
	,		50	
5	years	10		
PERFO	RMANCE MANAGEN	MENT	10	
TPAD Rating (Marks awa	urded for the average Ma	urks in the last 3 years)		
	Ten and a			
			10	
	ACADEMIC A Award the higher of the phD of the phD of the phone of the	Award the highest qualification - PhD - 5 - Masters - 4 - Bachelors' Degree - 3 TSC (TIMEC/CBC/CEMASTEA Cour (examiners/ item developers), KICD (public tempth of stay in current grade (Marks awarded for length of stay in S/No. No. of years in grade 1. 7 years and above 2. 6 years 3. 5 Years 4. 4 Years 5. 3 years PERFORMANCE MANAGEM TPAD Rating (Marks awarded for the average Marks awarded f	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS Award the highest qualification - PhD - 5 - Masters - 4 - Bachelors' Degree - 3 TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC (examiners/ item developers), KICD (panelist/book evaluator) LENGTH OF STAY IN CURRENT GRADE Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 1. 7 years and above 50 2. 6 years 40 3. 5 Years 30 4. 4 Years 20 5. 3 years 10 PERFORMANCE MANAGEMENT TPAD Rating (Marks awarded for the average Marks in the last 3 years) Rating Scale TPAD Marks Marks 5 81% and above 10 4 61% - 80% 8 3 41% - 60% 6 2 21% - 40% 4	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS 5 Award the highest qualification - PhD - 5 - Masters - 4 - Bachelors' Degree - 3 TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC (examiners/ item developers), KICD (panelist/book evaluator) LENGTH OF STAY IN CURRENT GRADE 50 Length of stay in current grade (Marks awarded for length of stay in current grade) S/No.

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
5	AGE			30	
	Age of te	acher			
	S/No.	Age of Teacher	Marks		
	1.	57 and above	30		
	2.	52 to 56 years	25	30	
	3.	47 to 51 years	20		
	4.	42 to 46 years	15		
	5.	41 years and below	10		
	TOTAL	MARKS		100	

Signature:	Date:	
Designation:		
Panei Member:		

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR PRINCIPAL TTC - (GRADE D4/TSC SCALE 14)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPOS	SIBILITY
NAME OF THE SCHOOL: .	v	WORK COUNTY:
WORK SUB COUNTY	G	ENDER
DATE	ГІМЕ	FOLIO

S/No.	AREA OF IN	MARKS	SCOR E		
1	ACADEMIC A	5			
	Award the high -PhDMastersBachelor's	5			
2	TSC (TIMEC/	Degree - 3 /CBC/CEMASTEA Count em developers), KICD (pa	•	5	
3		STAY IN CURRENT GR		50	
	(Marks awa	in current grade urded for length of stay in c	urrent grade)		
		No. of years in grade	Marks		
		7 years and above	50		
		6 years	40	50	
		5 Years	30		
		4 Years	20		
	5.	3 years	10		
4	PERFO	DRMANCE MANAGEME	ENT	10	
	TPAD Rating (Marks aw	arded for the average Mark	es in the last 3 years)		
	Rating Scale	TPAD Marks	Marks		
	5	81% and above	10		
	4	61% - 80%	8		
	3	41% - 60%	6		
	2	21% – 40%	4	10	
	1	1% – 20%	2		

S/No.	AREA O	F INTERVIEW		MARKS	SCOR E
5	AGE			30	
	Age of te	acher			
	S/No.	Age of Teacher	Marks		
	1.	57 and above	30		
	2.	52 to 56 years	25	30	
	3.	47 to 51 years	20		
	4.	42 to 46 years	15		
	5.	41 years and below	10		
	TOTAL	MARKS		100	

Panel Member:	
Designation:	
Signature:	Date:

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR PRINCIPAL SECONDARY REGULAR - (GRADE D3/T-SCALE 13)

NAME	TSo	C NO:	HOME COUNTY
PWD (YES/NO)	CURREN	Γ RESPOSIBIL	ITY
WHETHER HAD A	ACTED AS A PRINCIPA	L BEFORE (YE	CS/NO)
DURATION OF A	CTING) FROM	•••••	то
NAME OF THE SO	CHOOL:	WORI	K COUNTY:
•••••	WORK SUB CO	OUNTY	•••••
GENDER			
DATE	TIME		FOLIO

S/No.	AREA O	A OF INTERVIEW			SCORE
1	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS				
	Award the	3			
	-PhD -				
	-Maste	ers - 2			
	-Bach	elors' Degree - 1			
2	_	MEC/CBC/CEMASTEA County t	rainers) KNEC	2	
		rs/ item developers), KICD (panel	· · · · · · · · · · · · · · · · · · ·	_	
3	ADMINI	STRATIVE RESPONSIBILITY A	AND LENGTH OF	55	
	STAY IN	CURRENT GRADE			
	i)Respons	sibility			
	(Marks awarded for performance of administrative duties –			25	
	This shall apply to those who are performing duties of				
	Princi	pal OR had earlier acted as such th	rough deployment by		
	the Co	ommission or BOM)			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
	,	of stay in current grade s awarded for length of stay in curr	ent grade)		
			<i>0 ·····</i> /	30	

S/No.	AREA OF	MARKS	SCORE		
	S/No.	No. of years in grade	Marks	8	
	1.	7 years and above	3	60	
	2.	6 years	2	2.5	
	3.	5 Years	2	0	
	4.	4 Years	1	5	
	5.	3 years	1	0	
	6.	2 Years		5	
	7.	6 months - 1 year		3	
4	PE	RFORMANCE MANAGE	MENT	10	
	(Marks awarded for the average Marks in the last 3 years) Rating Scale TPAD Marks Marks				
	5	81% and above	10	10	
	4	61% – 80%	8		
	3	41% - 60%	6		
	2	21% – 40%	4		
	1	1% – 20%	2		
5	AGE		•	30	
	Age of tea	cher			
	S/No.	Age of Teacher	Marks		
	1.	57 and above	30	30	
	2.	52 to 56 years	25		
	3.	47 to 51 years	20		
	4.	42 to 46 years	15		
	5.	41 years and below	10		
	TOTAL N	MARKS		100	

Panel Member:		-
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR PRINCIPAL SECONDARY SNE - (GRADE D3/TSC SCALE 13)

NAME TSC NO: HOME COUNTY	• • • • • • • • • • • • • • • • • • • •
PWD (YES/NO) CURRENT RESPOSIBILITY	•••••
WHETHER HAD ACTED AS A PRINCIPAL BEFORE (YES/NO)	•••••
DURATION OF ACTING) FROM TO	••••
NAME OF THE SCHOOL: WORK COUNTY:	
	•••••
DATEFOLIO	• • • • • • • •

S/No.	AREA O	FINTERVIEW		MARKS	SCORE
1	ACADEM	3			
	Award the	3			
	-Maste	_			
2	,	MEC/CBC/CEMASTEA County trs/ item developers), KICD (panel	The state of the s	2	
3		STRATIVE RESPONSIBILITY A CURRENT GRADE	AND LENGTH OF	55	
	i)Responsibility (Marks awarded for performance of administrative duties — This shall apply to those who are performing duties of Principal OR had earlier acted as such through deployment the Commission or BOM)			25	
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
	(Mark	of stay in current grade s awarded for length of stay in curr		20	
	S/No.	No. of years in grade	Marks	30	

S/No.	No. AREA OF INTERVIEW					SCORE
	1.	7 years and above		30		
	2.	6 years		25		
	3.	5 Years		20		
	4.	4 Years		15		
	5.	3 years		10		
	6.	2 Years		5		
	7.	6 months - 1 year		3		
4	PF	ERFORMANCE MANAGE	EMENT		10	
		ks awarded for the average M				
	Rating S		M	arks		
	5	81% and above		10	10	
	4	61% – 80%		8		
	3	41% – 60%		6		
	2	21% – 40%		4		
	1	1% – 20%		2		
5	AGE				30	
	Age of tea	acher				
	S/No.	Age of Teacher	Ma	rks	\neg	
	1.	57 and above		30	30	
	2.	52 to 56 years		25		
	3.	47 to 51 years		20	_	
	4.	42 to 46 years		15		
	5.	41 years and below		10		
	TOTAL I	MARKS			100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

$\frac{SCORING\ GUIDE\ FOR\ DEPUTY\ PRINCIPAL\ II\ REGULAR\ -\ (GRADE\ D2/T-SCALE\ 12)}{SCALE\ 12)}$

NAME	Т	SC NO: HOM	E COUNTY
PWD (YES/NO)	CURRE	NT	
RESPOSIBILITY.		•••••	
WHETHER HAD	ACTED AS A PRINCIP	PAL BEFORE (YES/NO)	•••••
DURATION OF A	CTING) FROM	то	•••••
NAME OF THE SO	СНООL:	WORK COU	NTY:
•••••	WORK SUB (COUNTY	GENDER
DATE	TIME	F	OLIO

S/No.	AREA O	AREA OF INTERVIEW			SCORE
1	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS			3	
	Award the highest qualification				
	-PhD -	-			
	-Maste	ers - 2			
	-Degre	ee -1			
2	TSC (TIN	MEC/CBC/CEMASTEA County t	rainers) KNEC	2	
	(examine	rs/ item developers), KICD (panel	ist/book evaluator)		
3	ADMINI	STRATIVE RESPONSIBILITY A	AND LENGTH OF	55	
	STAY IN				
	i)Respons				
	(Mark	25			
	This si				
	Princi	pal OR had earlier acted as such th	rough deployment by		
	the Co	ommission or BOM)			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6. 2 Years 6				
	7.	6 months -Below 1 year	2		
		of stay in current grade			
	(Mark	s awarded for length of stay in curr	ent grade)		
				30	

S/No.	AREA OF	INTERVIEW				MARKS	SCORE
	S/No.	No. of years in	grade	Marks			
	1.	7 years and abo		30			
	2.	6 years		25			
	3.	5 Years		20			
	4.	4 Years		15			
	5.	3 years		10			
	6.	2 Years		5			
	7.	6 months - 1 ye	ar	3			
4	PE	RFORMANCE MA	ANAGEMENT			10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years)				5)		
	Rating S	cale TPAD Mar	ks Ma	arks			
	5	81% and abo	ove	10		10	
	4	61% – 80%		8			
	3	41% - 60%		6			
	2	21% – 40%		4			
	1	1% - 20%		2			
5	AGE					30	
	Age of tea	cher					
	S/No. Age of Teacher Marks						
	1. 57 and above 30			30			
	2. 52 to 56 years			25			
	3. 47 to 51 years 20						
	4. 42 to 46 years 15						
	5. 41 years and below 10						
	TOTAL MARKS					100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR DEPUTY PRINCIPAL II TTC - (GRADE D2/TSC SCALE 12)

NAME	TS0	C NO:	HOME COUNTY
PWD (YES/NO)	CURREN	Г RESPOSIE	BILITY
WHETHER HAD	ACTED AS A PRINCIPA	L BEFORE (YES/NO)
DURATION OF A	CTING) FROM		то
•••••			
NAME OF THE S	СНООL:	wo	ORK COUNTY:
•••••	WORK SUB CO	OUNTY	GENDER
DATE	TIME	•••••	FOLIO

S/No.	AREA O	AREA OF INTERVIEW			SCORE
1	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS				
	Award the	3			
	-PhD -	3			
	-Maste	ers - 2			
		elors' Degree - 1			
2	TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC			2	
	(examiners/ item developers), KICD (panelist/book evaluator)				
3	ADMINISTRATIVE RESPONSIBILITY AND LENGTH OF				
	STAY IN				
	i)Resonsil				
	(Mark	25			
	This sh				
	-	pal OR had earlier acted as such th	rough deployment by		
		mmission or BOM)			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6. 2 Years 6				
	7.				
	ii)Length of stay in current grade				
	(Mark	s awarded for length of stay in curr	ent grade)	20	
				30	

S/No.	AREA O	F INTERVIEW			MARKS	SCORE
	S/No.	No. of years in grade		Marks		
	8.	7 years and above		30		
	9.	6 years	6 years 25			
	10.	5 Years 20				
	11.	4 Years		15		
	12.	3 years		10		
	13.	2 Years		5		
	14.	6 months - 1 year		3		
4	PE	ERFORMANCE MANAGE	EMENT		10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years)				s)	
	Rating S	Scale TPAD Marks	M	arks		
	5	81% and above		10	10	
	4	61% – 80%		8		
	3	41% – 60%	6			
	2	21% – 40%	4			
	1	1% - 20%		2		
5	AGE				30	
	Age of tea	ncher				
	S/No.	Age of Teacher	Ma	rks		
	1. 57 and above 2. 52 to 56 years			30	30	
				25		
	3.	47 to 51 years		20		
	4. 42 to 46 years			15		
	5.	41 years and below		10		
	TOTAL I	MARKS			100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR DEPUTY PRINCIPAL II SNE - (GRADE D2/TSC SCALE 12)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSI	BILITY
WHETHER HAD ACTED AS	A PRINCIPAL BEFORE	(YES/NO)
DURATION OF ACTING)	FROM	то
NAME OF THE SCHOOL:	W	ORK COUNTY:
Wo	ORK SUB COUNTY	GENDER
DATE TI	ME	FOLIO

S/No.	AREA O	AREA OF INTERVIEW			SCORE
1	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS				
	Award the	e highest qualification		3	
	- PhD				
	-Maste	ers - 2			
	-Bach				
2	TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC				
		rs/ item developers), KICD (panel			
3		STRATIVE RESPONSIBILITY A CURRENT GRADE	AND LENGTH OF	55	
	i)Respons				
	(Mark	25			
	This s	23			
		pal OR had earlier acted as such the pmmission or BOM)	ough deprojinem of		
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.				
	ii)Length of stay in current grade				
	(Marks awarded for length of stay in current grade)				
	S/No.	No. of years in grade	Marks	30	
	1.	7 years and above	30		
	2.	6 years	25		

S/No.	AREA O	F INTER	VIEW			MARKS	SCORE
	3.	5 Ye	ars		20		
	4.	4 Ye	ars		15		
	5. 3 years 10						
	6.	2 Ye			5		
	7.	6 mc	onths - 1 year		3		
4	PF	ERFORM	ANCE MANAGE	MENT		10	
		ks awarded	d for the average M				
	Rating S		PAD Marks	Marks		10	
	5		1% and above	10)	10	
	4		1% – 80%	8			
	3		1% – 60%	6			
	2	21% – 40%		4			
5	1 1	1	<u>% – 20%</u>	2		20	
3	AGE					30	
	Age of tea	acher					
	S/No.	Age of	Teacher	Marks		7	
	1.	57 and	above	30		30	
	2. 52 to 5 3. 47 to 5		5 years	25]	
			lyears	20	20		
	4.	42 to 46	5 years	15	15		
	5.	41 year	s and below	10]	
	TOTAL MARKS				100		

Panel Member:		
Designation:		
Sionature:	Date•	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR LECTURER 1 (TTC) - (GRADE D2/TSC SCALE 12)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPO	OSIBILITY
WHETHER HAD ACTED	AS A PRINCIPAL BEFO	RE (YES/NO)
DURATION OF ACTING)	FROM	то
NAME OF THE SCHOOL:		WORK COUNTY:
	. WORK SUB COUNTY	GENDER
DATE	THAT	EOLIO
DAIE	. 1 1 NIE	FOLIO

ACADEMIC AND PROFFESSIONAL QUALIFICATIONS 3	S/No.	AREA OI	FINTERVIEW		MARKS	SCORE
-PhD - 3 -Masters - 2 -Bachelors' Degree - 1 2 TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC (examiners/ item developers), KICD (panelist/book evaluator) 3 ADMINISTRATIVE RESPONSIBILITY AND LENGTH OF STAY IN CURRENT GRADE i)Responsibility (Marks awarded for performance of administrative duties — This shall apply to those who are performing duties of Principal OR had earlier acted as such through deployment by the Commission or BOM) S/No. No. of years as administrator Marks 1. 7 years and above 25 2. 6 Years 22 3. 5 Years 18 4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30	1	ACADEM	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC (examiners/ item developers), KICD (panelist/book evaluator) ADMINISTRATIVE RESPONSIBILITY AND LENGTH OF STAY IN CURRENT GRADE i)Responsibility (Marks awarded for performance of administrative duties – This shall apply to those who are performing duties of Principal OR had earlier acted as such through deployment by the Commission or BOM) S/No. No. of years as administrator Marks 1. 7 years and above 25 2. 6 Years 22 3. 5 Years 18 4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30		-PhD - -Maste	ors - 2		3	
ADMINISTRATIVE RESPONSIBILITY AND LENGTH OF STAY IN CURRENT GRADE i)Responsibility (Marks awarded for performance of administrative duties — 25 This shall apply to those who are performing duties of Principal OR had earlier acted as such through deployment by the Commission or BOM) S/No. No. of years as administrator Marks 1. 7 years and above 25 2. 6 Years 22 3. 5 Years 18 4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks	2	TSC (TIM	MEC/CBC/CEMASTEA County t		2	
(Marks awarded for performance of administrative duties — This shall apply to those who are performing duties of Principal OR had earlier acted as such through deployment by the Commission or BOM) S/No. No. of years as administrator Marks 1. 7 years and above 25 2. 6 Years 22 3. 5 Years 18 4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30	3	ADMINIS STAY IN	STRATIVE RESPONSIBILITY A CURRENT GRADE		55	
S/No. No. of years as administrator Marks 1. 7 years and above 25 2. 6 Years 22 3. 5 Years 18 4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks		(Mark. This sl Princi	s awarded for performance of admi hall apply to those who are perform pal OR had earlier acted as such th	ing duties of	25	
1. 7 years and above 25 2. 6 Years 22 3. 5 Years 18 4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks			,	Marks		
3. 5 Years 18 4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30		1.	· ·	25		
4. 4 Years 14 5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks		2.	6 Years	22		
5. 3 Years 10 6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks		3.	5 Years	18		
6. 2 Years 6 7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30			4 Years	14		
7. 6 months -Below 1 year 2 ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30						
ii)Length of stay in current grade (Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30						
(Marks awarded for length of stay in current grade) S/No. No. of years in grade Marks 30		7.	6 months -Below 1 year	2		
S/No. No. of years in grade Marks 30		, .	•			
2/2/07 2/07/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2						
1. 7 years and above 30					30	
		1.	7 years and above	30		

S/No.	o. AREA OF INTERVIEW						MARKS	SCORE
		6			25			
	2.		years					
			Years		20			
	4.		Years		15			
	5.		years		10			
	6.		Years		5			
4			months - 1 year	MENT	3		10	
4			MANCE MANAGE	MENT			10	
	TPAD Ra							
	(Mark	ks awar	ded for the average M	larks in th	e last 3 year	rs)		
				T				
	Rating S	Scale	TPAD Marks	M	arks		10	
	5		81% and above		10	10		
	4		61% – 80%		8			
	3		41% – 60%		6			
	2		21% – 40%		4			
	1		1% – 20%		2			
5	AGE						30	
	Age of tea	cher						
	S/No.	Age	of Teacher	Ma	rks			
	1.		nd above		30		30	
	2.	52 to	56 years		25			
	3.		51years		20			
	4.	42 to	46 years		15			
	5.	41 ye	ears and below		10			
	TOTAL N	MARK	S				100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSIBIL	LITY
WORK COUNTY:	WORK SU	B COUNTY
WORK ZONE	GENDEI	R
DATE	FOLIO	

S/No.	AREA O	FINTERVIEW			MARKS	SCORE
1	ACADEN	MIC AND PROFFESSIONA	AL QUAL	IFICATIONS	5	
	Award for -PhD -	_			5	
	-Bach	elors' Degree - 3				
2	LENGTE	OF STAY IN CURRENT	GRADE		40	
	_	f stay in current grade s awarded for length of stay i	in current s	grade)	40	
	S/No.	No. of years in grade		Marks		
	1.	7 years and above		40		
	2.	6 years		35		
	3.	5 Years		30		
	4.	4 Years		25		
	5.	3 years		20		
3	AGE				45	
	Age of tea	acher			45	
	S/No.	Age of Teacher	Mai	rks		
	1.	57 and above		45		
	2.	52 to 56 years		40		
	3.	47 to 51 years		35		
	4.	42 to 46 years		30		
	5.	41 years and below		25		

S/No.	AREA OF INTERVIEW	MARKS	SCORE
4	MANAGEMENT/LEADERSHIP COURSES	5	
	Management/Leadership Courses	5	
	i) Management course lasting five or more weeks –5		
	ii) Management course lasting three to four weeks - 3		
	iii) Management course lasting for 2 weeks - 2		
5	Certificate in Computer application	5	
	TOTAL MARKS	100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR CURRICULUM SUPPORT OFFICER I - (GRADE D1/TSC SCALE 11)

NAME	TSC NO: .	НОМЕ СО	OUNTY
PWD (YES/NO)	CURRENT RESP	OSIBILITY	•••••
WORK COUNTY:	Wo	ORK SUB COUNTY	••••••
WORK ZONE		GENDER	
DATE F	OLIO		

S/No.	AREA O	FINTERVIEW			MARKS	SCORE
1	ACADEN	MIC AND PROFFESSIONAL	L QUALIF	ICATIONS	5	
	Award for the highest qualification -PhD - 5 -Masters -4 -Bachelors' Degree - 3				5	
2		I OF STAY IN CURRENT G	RADE		40	
		f stay in current grade s awarded for length of stay in	current gro	ade)	40	
	S/No.	No. of years in grade		Tarks		
	1.	7 years and above		40		
	2.	6 years		35		
	3.	5 Years		30		
	4.	4 Years		25		
	5.	3 years		20		
3	AGE				45	
	Age of tea	ncher			45	
	S/No.	Age of Teacher	Mark	s		
	1.	57 and above	4.	5		
	2.	52 to 56 years	4	0		
	3.	47 to 51 years	3.	5		
	4.	42 to 46 years	3	0		
	5.	41 years and below	2.	5		

S/No.	AREA OF INTERVIEW	MARKS	SCORE
4	MANAGEMENT COURSE LASTING AT LEAST TWO WEEKS	5	
	Management/Leadership Courses	5	
	iv) Management course lasting five or more weeks –5		
	v) Management course lasting three to four weeks - 3		
	vi) Management course lasting for 2 weeks - 2		
5	Certificate in Computer application	5	
	TOTAL MARKS	100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR DEPUTY PRINCIPAL III REGULAR - (GRADE D1/TSC SCALE 11)

NAME TSC NO:	HOME COUNTY
PWD (YES/NO) CURRENT RESPOS	SIBILITY
WHETHER HAD ACTED AS A PRINCIPAL BEFOR	E (YES/NO)
DURATION OF ACTING) FROM	то
NAME OF THE SCHOOL:	WORK COUNTY:
WORK SUB COUNTY GENDER	
DATE TIME	FOLIO

S/No.	AREA O	FINTERVIEW		MARKS	SCORE
1	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS			3	
	Award the highest qualification			3	
	-PhD - -Maste	_			
	-Degre				
2		MEC/CBC/CEMASTEA County t	rainers) KNEC	2	
	(examine	rs/ item developers), KICD (panel	ist/book evaluator)	_	
3	ADMINI	STRATIVE RESPONSIBILITY A	AND LENGTH OF	55	
		STAY IN CURRENT GRADE			
	i)Respons	•			
		s awarded for performance of admi		25	
		hall apply to those who are perform	· ·		
		pal or Deputy Principal OR had ear			
		th deployment by the Commission of			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
	, ,	of stay in current grade s awarded for length of stay in curre	ent grade)		

S/No.	o. AREA OF INTERVIEW				MARKS	SCORE
	S/No.	No. of years in grade		Marks	30	
	1.	7 years and above		30		
	2.	6 years		25		
	3.	5 Years		20		
	4.	4 Years		15		
	5.	3 years		10		
	6.	2 Years		5		
	7.	6 months - 1 year		3		
4	PH	ERFORMANCE MANAGE	MENT		10	
	· 	ks awarded for the average M				
	Rating S		Ma	arks		
	5	81% and above		10	10	
	4	61% – 80%		8		
	3	41% – 60%		6		
	2	21% – 40%		4		
	1	1% – 20%		2		
5	AGE			30		
	Age of tea	acher				
	S/No.	Age of Teacher	Mai	rks		
1. 57 and a		57 and above		30	30	
	2.	52 to 56 years		25		
	3.	47 to 51 years		20		
	4.	42 to 46 years		15		
	5.	41 years and below		10		
	TOTAL I	MARKS			100	

Panel Member:		_
Designation:		-
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

ADVERT 16/2025

SCORING GUIDE FOR SENIOR HEAD TEACHER (REGULAR) - (GRADE D1/TSC SCALE 11)

NAME	TSC NO: HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSIBILITY
NAME OF THE SCHOOL:	WORK COUNTY:
W0	RK SUB COUNTY GENDER
DATE TIN	EFOLIO

S/No.	AREA OF INTERVIEW				MARKS	SCORE
1	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS				5	
	Award the highest qualification					
	-PhD -	5				
	-Masters -	4				
	-Bachelors	Degree - 3				
2	TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC (examiners/ item developers), KICD (panelist/book evaluator)				5	
3	LENGTH OF STAY IN CURRENT GRADE			,	50	
	Length of stay	in current grade				
	(Marks awa	arded for length of stay in	n current grade)			
	S/No.	No. of years in grade	Marks			
	1.	7 years and above	50			
	2.	6 years	40		50	
	3.	5 Years	30			
	4.	4 Years	20			
	5.	3 years	10			
4	PERFO	ORMANCE MANAGEN	MENT		10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years)					
	Rating Scale	TPAD Marks	Marks			
	5	81% and above	10			
	4	61% - 80%	8			
	3	41% - 60%	6			
	2	21% – 40%	4		10	
	1	1% – 20%				

S/No.	AREA O	F INTERVIEW		MARKS	SCORE	
5	AGE			30		
	Age of te	acher				
	S/No.	Age of Teacher	Marks			
	1.	57 and above	30			
	2.	52 to 56 years	25	30		
	3.	47 to 51 years	20			
	4.	42 to 46 years	15			
	5.	41 years and below	10			
	TOTAL	MARKS		100		

Panel Member:	-
Designation:	
Signature:	Date:

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

ADVERT 17/2025

SCORING GUIDE FOR SENIOR HEAD TEACHER (SNE)- (GRADE D1/T-SCALE 11)

NAME..... TSC NO: HOME COUNTY

PWD (YE	ES/NO)	CURRENT R	ESPOSIBILITY	•••••	••••
NAME O	F THE SCHOO	OL:	WORK COUN	TY:	•••••
WORK S	SUB COUNTY.	••••••	GENDER		
DATE		TIME	FC	OLIO	••••
S/No.	AREA OF IN	TERVIEW		MARKS	SCORE
1	ACADEMIC	AND PROFFESSIONA	L QUALIFICATION	IS 5	
	-PhD - -Masters -	hest qualification 5 4 ' Degree - 3		5	
2	TSC (TIMEC	/CBC/CEMASTEA Cou	,	5	
		em developers), KICD (
3		STAY IN CURRENT (GRADE	50	
		y in current grade			
		arded for length of stay in			
	S/No.	No. of years in grade 7 years and above	Marks 50		
	2.	6 years	40	50	
	3.	5 Years	30	30	
	4.	4 Years	20		
	5.	3 years	10		
] 3.	5 years	10		
4	PERFO	ORMANCE MANAGEN	MENT	10	
	TPAD Rating (Marks aw	varded for the average Mo	arks in the last 3 years)	
	Rating Scale	TPAD Marks	Marks		
	5	81% and above	10		
	4	61% – 80%	8		
	3	41% - 60%	6		

21% - 40%

1% – 20%

10

4

S/No.	AREA O	F INTERVIEW		MARKS	SCORE	
5/No.	AGE			30		
	Age of te	acher				
	S/No.	Age of Teacher	Marks			
	1.	57 and above	30			
	2.	52 to 56 years	25	30		
	3.	47 to 51 years	20			
	4.	42 to 46 years	15			
	5.	41 years and below	10			
	TOTAL	MARKS		100		

~•	Designation:		
Signature: Date:	Sianoturo:	Data:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR LECTURER II (TTC) - (GRADE D1/TSC SCALE 11)

NAME	TS	C NO:	HOME COUNTY
PWD (YES/NO)	CURREN	T RESPOSIE	BILITY
WHETHER HAD ACTE	D AS A PRINCIPA	L BEFORE ((YES/NO)
DURATION OF ACTIN	G) FROM	•••••	то
NAME OF THE SCHOO	DL:	wo	ORK COUNTY:
	WORK SUB CO	OUNTY	GENDER
DATE	TIME	•••••	FOLIO

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
1	ACADEN	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
	Award the	e highest qualification		3	
	-PhD	_			
		ers - 2			
		ee - 1			
2	,	MEC/CBC/CEMASTEA County t	· · · · · · · · · · · · · · · · · · ·	2	
2		rs/ item developers), KICD (panel			
3	*	STRATIVE RESPONSIBILITY A CURRENT GRADE	AND LENGTH OF	55	
	i)Respons				
	(Mark	25			
	This s				
	Princi				
	throug				
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
	ii)Length				
		s awarded for length of stay in curr		20	
	S/No.	No. of years in grade	Marks	30	
	1.	7 years and above	30		
	2.	6 years	25		

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
	3.	5 Years	2	0	
	4.	4 Years	1	5	
	5.	3 years		0	
	6.	2 Years		5	
	7.	6 months - 1 year		3	
4	PI	ERFORMANCE MANA	GEMENT	10	
	TPAD Ra (Mari	ks awarded for the averag	ge Marks in the last 3 y Marks	vears)	
	5	81% and above	10	10	
	4	61% – 80%	8		
	3	41% - 60%	6		
	2	21% – 40%	4		
	1	1% - 20%	2		
5	AGE	<u>.</u>		30	
	Age of tea	acher			
	S/No.	Age of Teacher	Marks		
	1.	57 and above	30	30	
	2.	52 to 56 years	25		
	3.	47 to 51 years	20		
	4.	42 to 46 years	15		
	5.	41 years and below	10		
	TOTAL	MARKS		100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR CURRICULUM SUPPORT OFFICER II (REGULAR)-(GRADE C5/TSC SCALE 10)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSIBI	LITY
NAME OF THE SCHOOL:	WO	RK COUNTY:
WOR	K SUB COUNTY	GENDER
DATE TIME	•••••	FOLIO

S/No.	AREA OF	INTERVIEW		MARKS	SCORE
1	ACADEM	IC AND PROFFESSIONAL Q	UALIFICATIONS	5	
	Award for -PhD - -Master -Degree	rs - 4			
2	LENGTH	OF STAY IN CURRENT GRA	ADE	35	
	_	stay in current grade awarded for length of stay in cu	rrent grade)		
	S/No.	No. of years in grade	Marks		
	1.	7 years and above	35		
	2.	6 years	30		
	3.	5 Years	25		
	4.	4 Years	20		
	5.	3 years	15		
3	PERFORM	MANCE MANAGEMENT		20	

S/No.	TPAD Rating (Marks awarded for the average Marks in the last 3 years) Rating Scale TPAD Marks Marks 5 81% and above 20 4 61% – 80% 16 3 41% – 60% 12 2 21% – 40% 8 1 1% – 20% 4		MARKS	SCORE			
		_	rded for the average Mo	arks in the last 3 yea	rs)		
	Rating	Scale	TPAD Marks	Marks			
			81% and above	20			
	4		61% - 80%	16			
	3		41% - 60%	12			
	2		21% – 40%	8			
	1		1% - 20%	4			
4	AGE					35	
	Age of tea	acher					
	S/No.	Age	of Teacher	Marks			
	1.	57 a	nd above	35			
	2.	52 to	56 years	30			
	3.	47 to	51 years	25			
	4.	42 to	o 46 years	20			
	5.	41 y	ears and below	15			
5	Certificate	Certificate in Computer applications 5			5		
	TOTAL	MARK	S			100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR CURRICULUM SUPPORT OFFICER II (SNE)-(GRADE C5/TSC SCALE 10)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSIBIL	ITY
NAME OF THE INSTITUTION: .		WORK COUNTY:
WORK SUB COUNTY	GENDER.	
DATE FO	OLIO	

S/No.	AREA OF	INTERVIEW		MARKS	SCORE
1	ACADEMI	IC AND PROFFESSIONAL	L QUALIFICATIONS	5	
	Award for t	he highest qualification			
	-PhD - 5				
	-Masters	s - 4			
	-Degree	- 3			
2	LENGTH (OF STAY IN CURRENT O	GRADE	35	
	_	stay in current grade			
	· ·	awarded for length of stay in			
	S/No.	No. of years in grade	Marks 35		
	6. 7.	7 years and above 6 years	30		
	8.	5 Years	25		
	9.	4 Years	20		
	10.	3 years	15		
		C			
3	PERFORM	IANCE MANAGEMENT		20	
	TPAD Rati				
	(Marks	awarded for the average Mo	arks in the last 3 years)		
	Rating Sc	ale TPAD Marks	Marks		
	5	81% and above	20		
	4	61% – 80%	16		
	3	41% - 60%	12		
	2	21% – 40%	8		
	1	1% - 20%	4		

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
4	AGE			35	
	Age of te	acher			
	S/No.	Age of Teacher	Marks	\neg	
	1.	57 and above	35		
	2.	52 to 56 years	30		
	3.	47 to 51 years	25		
	4.	42 to 46 years	20		
	5.	41 years and below	15		
5	Certificat	e in Computer applications		5	
	TOTAL	MARKS		100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR HEADTEACHER (REGULAR)- (GRADE C5/TSC SCALE 10)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO) CU	URRENT RESPOSIE	BILITY
WHETHER HAD ACTED AS A HE	ADTEACHER BEFO	ORE (YES/NO)
DURATION OF ACTING) FR	ОМ	то
NAME OF THE SCHOOL:	WC	ORK COUNTY:
WORK	SUB COUNTY	GENDER
DATE		EOT IO
DATE TIME	• • • • • • • • • • • • • • • • • • • •	FULIU

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
1	ACADEN	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
		e highest qualification		3	
	-PhD				
	-Maste				
		elors' Degree - 1			
2		MEC/CBC/CEMASTEA County t	•	2	
		rs/ item developers), KICD (panel			
3		STRATIVE RESPONSIBILITY A	AND LENGTH OF	55	
	_	CURRENT GRADE			
	i)Respons	•	_		
		s awarded for performance of admi		25	
		hall apply to those who are perform	· ·		
		er OR had earlier acted as such thre	ough deployment by		
		ommission or BOM)			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
		of stay in current grade s awarded for length of stay in curre	ent grade)		
	S/No.	No. of years in grade	Marks	30	

S/No.	AREA O	F INTE	RVIEW				MARKS	SCORE
	1.	7 y	ears and above		30			
	2.	6 y	ears		25			
	3.	5 Y	Years Tears		20			
	4.	4 Y	Years Tears		15			
	5.		rears		10			
	6.		Years		5			
	7.		nonths - 1 year		3			
4	PE	ERFOR	MANCE MANAGE	MENT			10	
	(Marks awarded for the average Marks in the last 3 years)					s)		
	Rating S	Scale	TPAD Marks	M	arks		10	
	5		81% and above		10		10	
	4		61% - 80%		8			
	3		41% – 60%		6			
	2		21% – 40%		4			
_	1		1% – 20%		2		• •	
5	AGE						30	
	Age of tea	acher						
	S/No.	Age o	f Teacher	Ma	rks			
	1.	57 and	d above		30		30	
	2.	52 to	56 years		25			
	3.	47 to	51years		20			
	4.		46 years		15			
	5.	41 yea	ars and below		10			
	TOTAL I	MARKS	1				100	

Panel Member:		
Designation:		
Signature	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR LECTURER III (TTC) - (GRADE C5 /TSC SCALE 10)

NAME		ΓSC NO:	HOME COUNTY
PWD (YES/NO)	CURRE	ENT RESPOSIB	ILITY
WHETHER HAD A	ACTED AS A PRINCII	PAL OR DEPUT	TY PRINCIPAL BEFORE
(YES/NO)	DURATION OF ACT	ING) FRO	ОМ ТО
NAME OF THE SO	CHOOL:	wo	RK COUNTY:
•••••	WORK SUB	COUNTY	GENDER
DATE	TIME	T.	OLIO

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
1	ACADEN	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
	Award the	e highest qualification		3	
	-PhD -				
	-Maste	ers - 2			
	-Degre	ee - 1			
2	TSC (TIN	MEC/CBC/CEMASTEA County t	rainers) KNEC	2	
		rs/ item developers), KICD (panel			
3		STRATIVE RESPONSIBILITY A CURRENT GRADE	AND LENGTH OF	55	
	i)Respons				
	· -	s awarded for performance of admi	nistrative duties –	25	
		hall apply to those who are perform			
	Princi	pal or Deputy Principal OR had ear	rlier acted as such		
	throug	gh deployment by the Commission of	r BOM)		
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
	,	of stay in current grade			
		s awarded for length of stay in curr	ent grade)		
	S/No.	No. of years in grade	Marks	30	
	1.	7 years and above	30		
<u> </u>	2.	6 years	25		

S/No.	AREA O	MARKS	SCORE		
	3.	5 Years	2	0	
	4.	4 Years	1	5	
	5.	3 years		0	
	6.	2 Years		5	
	7.	6 months - 1 year		3	
4	PI	ERFORMANCE MANA	GEMENT	10	
	TPAD Ra (Mari	ks awarded for the averag	ge Marks in the last 3 y Marks	vears)	
	5	81% and above	10	10	
	4	61% – 80%	8		
	3	41% - 60%	6		
	2	21% – 40%	4		
	1	1% - 20%	2		
5	AGE	<u>.</u>		30	
	Age of tea	acher			
	S/No.	Age of Teacher	Marks		
	1.	57 and above	30	30	
	2.	52 to 56 years	25		
	3.	47 to 51 years	20		
	4.	42 to 46 years	15		
	5.	41 years and below	10		
	TOTAL	MARKS		100	

ranei Wiember:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR MASTER III (REGULAR) - (GRADE C5/TSC SCALE 10)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSI	BILITY
WHETHER HAD ACTE	D AS A PRINCIPAL OR DEPU	UTY PRINCIPAL BEFORE
(YES/NO)DURAT	ΓΙΟΝ OF ACTING) FRO	М то
NAME OF THE SCHOO	L: W	ORK COUNTY:
WORK SUB COUNTY	GENDE	RDATE
TIME	FOLIO	•••••

S/No.	AREA O	FINTERVIEW	NTERVIEW			
1	ACADEM	MIC AND PROFFESSIONAL QU	CAND PROFFESSIONAL QUALIFICATIONS			
	Award the	highest qualification	3			
	-PhD -	3				
	-Maste	ers - 2				
		elors' Degree - 1				
2		MEC/CBC/CEMASTEA County t		2		
		rs/ item developers), KICD (panel				
3		STRATIVE RESPONSIBILITY A	AND LENGTH OF	55		
		CURRENT GRADE				
	i)Respons	•				
		s awarded for performance of admi		25		
		hall apply to those who are perform	· ·			
		pal or Deputy Principal OR had ear				
		h deployment by the Commission of				
	S/No.	No. of years as administrator	Marks			
	1.	7 years and above	25			
	2.	6 Years	22			
	3.	5 Years	18			
	4.	4 Years	14			
	5.	3 Years	10			
	6.	2 Years	6			
	7.	6 months -Below 1 year	2			
		of stay in current grade				
		s awarded for length of stay in curr				
	S/No.	No. of years in grade	Marks	30		

S/No.	AREA O	F INTERVIEW	MARKS	SCORE		
	1.	7 years and above		30		
	2.	6 years		25		
	3.	5 Years		20		
	4.	4 Years		15		
	5.	3 years		10		
	6.	2 Years		5		
	7.	6 months - 1 year		3		
4	PF	ERFORMANCE MANAGI	EMENT		10	
		ks awarded for the average I				
	Rating S		M	arks		
	5	81% and above		10	10	
	4	61% – 80%		8		
	3	41% – 60%		6		
	2	21% – 40%		4		
	1	1% – 20%		2		
5	AGE				30	
	Age of tea	ncher				
	S/No.	Age of Teacher	Ma	rks		
	1. 57 and above			30	30	
	2. 52 to 56 years			25		
	3. 47 to 51 years 20					
	4. 42 to 46 years 15					
	5.	41 years and below		10		
	TOTAL I	MARKS			100	

Panel Member:	
Designation:	
Signature:	Date:

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR DEPUTY HEADTEACHER II (REGULAR) - (GRADE C4/TSC SCALE 9)

NAME	TSC NO: HOME COUNTY
PWD (YES/NO)	CURRENT RESPOSIBILITY
WHETHER HAD ACTED AS A	A HEADTEACHER BEFORE (YES/NO)
DURATION OF ACTING)	FROM TO
NAME OF THE SCHOOL:	WORK COUNTY:
WORK SUB COUNTY	GENDER
DATE TI	ME FOLIO

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
1	ACADE	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
	Award the	e highest qualification		3	
	-PhD	- 3			
	-Mast	ers - 2			
		elors' Degree - 1			
2	TSC (TI	MEC/CBC/CEMASTEA County t	rainers) KNEC	2	
	(examine	rs/ item developers), KICD (panel	ist/book evaluator)		
3	ADMINI	STRATIVE RESPONSIBILITY A	AND LENGTH OF	55	
	STAY IN	CURRENT GRADE			
	i)Respon	· ·			
		ts awarded for performance of admin		25	
		hall apply to those who are perform			
		er OR had earlier acted as such thre	ough deployment by		
		ommission or BOM)			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.				
	5.				
	6.				
	7.	6 months -Below 1 year	2		
	ii)Length	of stay in current grade			
	(Mark	s awarded for length of stay in curr	ent grade)		
	S/No.	No. of years in grade	Marks	30	

S/No.	AREA OF INTERVIEW						SCORE
	1.	7 v	ears and above		30		
	2.		ears		25		
	3.		Years 20				
	4.		'ears		15		
	5.		ears		10		
	6.		ears		5		
	7.	6 m	nonths - 1 year		3		
4	PF		MANCE MANAGEN	MENT	<u> </u>	10	
		ks award	ed for the average Mo	arks in th	e last 3 years)		
	Rating S	Scale	TPAD Marks	M	larks		
	5		81% and above		10	10	
	4		61% – 80%		8		
	3		41% – 60%		6		
	2		21% – 40%		4		
	1		1% - 20%		2		
5	AGE					30	
	Age of tea	acher					
	S/No.	Age o	f Teacher	Ma	ırks	\neg	
	1. 57 and above			30	30		
	2. 52 to 56 years			25			
	3. 47 to 51 years 20						
	4. 42 to 46 years 15						
	5.	41 yea	ars and below		10		
	TOTAL I	MARKS				100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR DEPUTY HEADTEACHER II (SNE) - (GRADE C4/TSC SCALE 9)

NAME	TSC NO:	HOME COUNTY
PWD (YES/NO) CUR	RRENT RESPOSI	BILITY
WHETHER HAD ACTED AS A HEAD	DTEACHER BEF	ORE (YES/NO)
DURATION OF ACTING) FRO	М	то
NAME OF THE SCHOOL:	Wo	ORK COUNTY:
WORK SU	UB COUNTY	GENDER
DATE TIME		FOLIO

S/No.	AREA O	AREA OF INTERVIEW			
1	ACADEN	MIC AND PROFFESSIONAL QU	3		
	-PhD -	chighest qualification 3 ers - 2		3	
2	-Degree		•	2	
3	ADMINI	STRATIVE RESPONSIBILITY A CURRENT GRADE		55	
	This si Teach	s ibility s awarded for performance of admin hall apply to those who are perform er OR had earlier acted as such thro ommission or BOM)	25		
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years 3 Years	14		
	5.				
	6.				
	7.				
	ii)Length	of stay in current grade			
		s awarded for length of stay in curr	ent grade)		
	S/No.	No. of years in grade	Marks	30	
<u>. </u>	1.	7 years and above	30		

S/No.	AREA O	AREA OF INTERVIEW						SCORE
	2.	6	years		25			
	3.	5	Years		20			
	4.	4	Years		15			
	5.	3	years		10			
	6.		Years		5			
	7.		months - 1 year		3			
4	PE	CRFOR	MANCE MANAGE	MENT			10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years)							
	Rating S	Scale	TPAD Marks	M	arks			
	5		81% and above		10	10		
	4		61% – 80%		8			
	3		41% – 60%		6			
	2		21% – 40%		4			
	1		1% – 20%		2			
5	AGE						30	
	Age of tea	cher						
	S/No. Age of Teacher Marks							
	2. 52 to		nd above		30		30	
			56 years		25			
			51years		20			
	4.	-		15				
	5.	41 ye	ears and below		10			
	TOTAL N	MARK	S				100	

Panel Member:	
Designation:	
Signature:	Date:

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR LECTURER IV (TTC) - (GRADE C4/TSC SCALE 9)
NAME TSC NO: HOME COUNTY
PWD (YES/NO) CURRENT RESPOSIBILITY
WHETHER HAD ACTED AS A PRINCIPAL BEFORE (YES/NO)
DURATION OF ACTING) FROM TO
NAME OF THE SCHOOL: WORK COUNTY:
WORK SUB COUNTY GENDER
DATEFOLIO

S/No.	AREA OI	FINTERVIEW		MARKS	SCORE
1	ACADEM	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
	Award the	highest qualification		3	
	-PhD -				
	-Maste	ers - 2			
	-Degre	ee -1			
2	,	MEC/CBC/CEMASTEA County to	2		
		rs/ item developers), KICD (panel			
3		STRATIVE RESPONSIBILITY A	55		
	STAY IN				
	i)Respons	· ·			
	,	s awarded for performance of admir		25	
		hall apply to those who are perform	· ·		
		pal or Deputy Principal OR had ear			
		th deployment by the Commission or			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years 6 months -Below 1 year	6		
	7.	2			
	, .	of stay in current grade			
		s awarded for length of stay in curre	<u> </u>	20	
	S/No.	No. of years in grade	Marks	30	
	1.	7 years and above	30		
	2.	6 years	25		
			<u> </u>		

S/No.	AREA O	F INTE	MARKS	SCORE			
	3.	5	Years		20		
	4.	4	Years		15		
	5.	3	years		10		
	6.		Years 5				
	7.	61	months - 1 year		3		
4	PERFORMANCE MANAGEMENT					10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years) Rating Scale TPAD Marks Marks						
	Rating Scale 5		TPAD Marks 81% and above	IVI	10	10	
	4		61% – 80%		8	10	
	3		41% - 60%		6		
	2		21% – 40%		4		
	1		1% – 20%				
5	AGE				<u> </u>	30	
	Age of teacher						
	S/No.	Age	of Teacher	Ma	rks]	
	1. 57 au 2. 52 to		nd above		30	30	
			56 years		25		
			51 years		20		
	4.	42 to	46 years				
	5.	41 ye	ears and below		10]	
	TOTAL MARKS					100	

Panel Member:		
Designation:		
Sionature	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR MASTER IV (REGULAR) - (GRADE C4/T-SCALE 9)

NAME	TSC NC): HO	ME COUNTY
PWD (YES/NO)	CURRENT RE	SPOSIBILITY.	
WHETHER HAD ACTED) AS A PRINCIPAL BE	CFORE (YES/NO	D)
DURATION OF ACTING) FROM	то.	
NAME OF THE SCHOOL		WORK CO	UNTY:
WORK SUB COUNTY		GENDER	•••••
DATE	TIME	FOLI	n

S/No.	AREA OI	FINTERVIEW		MARKS	SCORE		
1	ACADEM	IIC AND PROFFESSIONAL QU	ALIFICATIONS	3			
	-PhD -	_		3			
2		ee - 1	2				
2	,	IEC/CBC/CEMASTEA County trs/item developers), KICD (panel	· · · · · · · · · · · · · · · · · · ·	2			
3	ADMINIS STAY IN	55					
	i)Respons (Mark. This sh Princip	25					
	S/No.						
	1.	7 years and above	26				
	2.	6 Years	22				
	3.	5 Years	18				
	4.	4 Years	14				
	5.	3 Years 2 Years	10				
	6.						
	7.						
	ii)Length (Marks						
	S/No.	No. of years in grade	Marks	30			
	1.	7 years and above	30				

S/No.	AREA O	AREA OF INTERVIEW						SCORE
	2.	6	years		25			
	3.	5	Years	ars 20				
	4.	4	Years		15			
	5.	3	years		10			
	6. 2 Years 5							
	7.		months - 1 year		3			
4	PERFORMANCE MANAGEMENT TPAD Rating (Marks awarded for the average Marks in the last 3 years)						10	
						·)		
	Rating S	Scale	TPAD Marks	M	arks			
	5		81% and above		10	10	10	
	4		61% – 80%		8			
	3		41% – 60%		6			
	2		21% – 40%		4			
	1		1% – 20%		2			
5	AGE						30	
	Age of tea	cher						
	S/No.	Age	of Teacher	Ma	rks			
	1.	57 aı	nd above		30		30	
	3. 47 to 42 to		56 years		25			
			51years		20			
					15			
	5.	41 ye	ears and below	l below 10				
	TOTAL N	MARK	S				100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR MASTER IV SNE - (GRADE C4/TSC SCALE 9)

NAME	Т	SC NO:	HOME COUNT	ГҮ
PWD (YES/NO)	CURRE	NT RESPOSIE	BILITY	
WHETHER HAD A	CTED AS A PRINCIP	AL BEFORE	(YES/NO)	•••••
DURATION OF ACT	ΓING) FROM	•••••	то	
NAME OF THE SCH	IOOL:	WC	ORK COUNTY:	• • • • • • • • • • • • • • • • • • • •
WORK SUB COUNT	ΓΥ	GEN	DER	
DATE	TIME	FC)LIO	••••

S/No.	AREA OI	FINTERVIEW		MARKS	SCORE
1	ACADEM	IIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
	Award the -PhD -Maste		3		
2	TSC (TIM	elors' Degree - 1 MEC/CBC/CEMASTEA County t rs/ item developers), KICD (panel	2		
3	ADMINIS STAY IN	55			
	i)Respons (Mark. This sh Princip	25			
	S/No.				
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years 2 Years	10		
	6.				
	7.				
	ii)Length (Marks				
	S/No.	No. of years in grade	Marks	30	
	1.	7 years and above	30		

S/No.	AREA OF INTERVIEW					MARKS	SCORE
	2.	6 y	rears		25		
	3.		Years		20		
	4.	4 Y	Years		15		
	5.	3 years 10					
	6.	2 \	<i>Years</i>		5		
	7.	6 n	nonths - 1 year		3		
4	PE	RFOR	MANCE MANAGEN	MENT		10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years)						
	Rating S	Scale	TPAD Marks	M	arks		
	5		81% and above		10	10	
	4		61% - 80%		8		
	3		41% – 60%		6		
	2		21% – 40%		4		
	1		1% – 20%		2		
5	AGE					30	
	Age of tea	cher					
	S/No.	Age o	of Teacher	Ma	rks		
	1.	57 an	d above		30	30	
			56 years		25		
			51years		20		
			2 to 46 years 15				
	5.	41 ye	ars and below	below 10			
	TOTAL N	MARKS	}			100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR LECTURER I (TTC) - (GRADE C3/TSC SCALE 8)

NAME	TSC N	0 :	HOME COUN	TY
PWD (YES/NO)	CURRENT R	ESPOSIBILIT	ΓΥ	•••••
WHETHER HAD ACTED) AS A PRINCIPAL B	SEFORE (YES	/NO)	
DURATION OF ACTING) FROM	Т	O	•••••
NAME OF THE SCHOOL	L:	WORK	COUNTY:	•••••
WORK SUB COUNTY	GENDER	t	••	
DATE	TIME	FOL	10	

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
1	ACADEN	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3	
	Award the	e highest qualification		3	
	-PhD				
		ers - 2			
		ee -1		_	
2	,	MEC/CBC/CEMASTEA County t	· · · · · · · · · · · · · · · · · · ·	2	
3		rs/ item developers), KICD (panel STRATIVE RESPONSIBILITY A			
3	*		AND LENGTH OF	55	
	STAY IN CURRENT GRADE i)Responsibility				
		s awarded for performance of admi	nistrative duties –	25	
		hall apply to those who are perform			
		ipal or Deputy Principal OR had ear	e e		
	throug	gh deployment by the Commission of	r BOM)		
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years 2 Years	10		
	6.				
	7.				
	ii)Length				
	(Mark	20			
	S/No.	No. of years in grade	Marks	30	
	1.	7 years and above	30		
_	2.	6 years	25		

S/No.	AREA O	MARKS	SCORE			
	3.	3. 5 Years				
	4.	4 Years		15		
	5.	3 years		10		
	6.	2 Years		5		
	7.	6 months - 1 year		3		
4	PI	ERFORMANCE MANA	AGEMENT		10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years) Rating Scale TPAD Marks Marks					
	5	81% and above	10		10	
	4					
	3	41% - 60%	8			
	2	21% – 40%	4			
	1	1% – 20%	2			
5	AGE	<u>.</u>		_	30	
	Age of tea					
	S/No.	Age of Teacher	Marks			
	1.	57 and above	30		30	
	2.	52 to 56 years	25			
	3.	47 to 51 years	20			
	4.	42 to 46 years	15	15		
	5.	41 years and below	10			
	TOTAL MARKS				100	

Panei Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SECONDARY TEACHER I (DIPLOMA) REGULAR - (GRADE C3/TSC SCALE 8)

NAME	•••••	. TSC NO:	HOME COUNTY
PWD (YES/NO)	CURI	RENT RESPOSI	BILITY
WHETHER HAD A	ACTED AS A PRINC	CIPAL BEFORE	(YES/NO)
DURATION OF A	CTING) FROM	1	то
NAME OF THE SO	CHOOL:	W	ORK COUNTY:
WORK SUB COU	VTY	GE	NDER
DATE	TIME		FOLIO

S/No.	AREA O	AREA OF INTERVIEW			
1	ACADEN	MIC AND PROFFESSIONAL QU	JALIFICATIONS	3	
	Award the	3			
	-PhD	- 3 ers - 2			
	-Maste	-			
2		MEC/CBC/CEMASTEA County t	roinors) KNEC	1	
4	· ·	rs/ item developers), KICD (panel	•	2	
3		STRATIVE RESPONSIBILITY		55	
3		CURRENT GRADE	IND LENGTH OF	33	
	i)Respons				
	_	s awarded for performance of admi	nistrative duties –	25	
		hall apply to those who are perform			
		pal Or Deputy Principal OR had ea			
		gh deployment by the Commission o			
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
		of stay in current grade	•)		
	(Mark	s awarded for length of stay in curr	ent grade)	20	
				30	

S/No.	No. AREA OF INTERVIEW					SCORE
	S/No.	No. of years in grade		Marks		
	1.	7 years and above		30		
	2.	6 years		25		
	3.	5 Years		20		
	4.	4 Years		15		
	5.	3 years		10		
	6.	2 Years		5		
	7.	6 months - 1 year		3		
4	PH	ERFORMANCE MANAGE	EMENT		10	
	TPAD Rating (Marks awarded for the average Marks in the last 3 years)					
	Rating S		M	arks		
	5	81% and above		10	10	
	4	61% – 80%		8		
	3	41% - 60%		6		
	2	21% – 40%		4		
	1	1% – 20%		2		
5	AGE				30	
	Age of tea	acher				
	S/No.	Age of Teacher	Ma	rks	\neg	
	1.	57 and above		30	30	
	2.	52 to 56 years		25	_	
	3.	47 to 51 years		20		
	4.	42 to 46 years	to 46 years 15			
	5.	41 years and below		10		
	TOTAL I	MARKS			100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR TEACHER I (REGULAR)- (GRADE C3 /T- SCALE 8)

NAME TSC NO: HOME COUNTY	•••••
PWD (YES/NO) CURRENT RESPOSIBILITY	••••
WHETHER HAD ACTED AS A HEADTEACHER BEFORE (YES/NO)	•••••
DURATION OF ACTING) FROM TO	•••••
NAME OF THE SCHOOL: WORK COUNTY:	•••••
WORK SUB COUNTY GENDER	
DATE FOLIO FOLIO	• • • • • • • •

S/No.	AREA OI	FINTERVIEW		MARKS	SCORE		
1	ACADEM	3					
	Award the -PhD -Maste	3					
2	TSC (TIM	-Degree - 1 TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC (examiners/ item developers), KICD (panelist/book evaluator)					
3	ADMINIS	ADMINISTRATIVE RESPONSIBILITY AND LENGTH OF STAY IN CURRENT GRADE					
	i)Responsibility (Marks awarded for performance of administrative duties — This shall apply to those who are performing duties of Head or Deputy Head-Teacher OR had earlier acted as such through deployment by the Commission or BOM)						
	S/No.	No. of years as administrator	Marks				
	1.	7 years and above	26				
	2.	6 Years	22				
	3.	5 Years	18				
	4.	4 Years	14				
	5.	3 Years 2 Years	10				
	6.						
	7.						
	ii)Length of stay in current grade (Marks awarded for length of stay in current grade)						
	S/No.	No. of years in grade	Marks	30			
	1.	7 years and above	30				

S/No.	. AREA OF INTERVIEW					MARKS	SCORE
	2.	6 y	rears		25		
	3. 5 Years 20						
	4.	4 Y	Years		15		
	5.	3 y	rears		10		
	6.	2 \	<i>Years</i>		5		
	7.	6 n	nonths - 1 year		3		
4	PE	RFOR	MANCE MANAGEN	MENT		10	
	TPAD Ra (Mark		led for the average Mo	arks in th	e last 3 years)		
	Rating S	Scale	TPAD Marks	M	arks		
	5		81% and above		10	10	
	4		61% - 80%		8		
	3		41% – 60%		6		
	2		21% – 40%		4		
	1		1% – 20%		2		
5	AGE					30	
	Age of tea	cher					
	S/No.	Age o	of Teacher	Ma	rks		
	1.	57 an	d above		30	30	
	2. 52 to		56 years		25		
	3. 47 to		51years		20		
			46 years		15		
	5.	41 ye	ars and below		10		
	TOTAL N	MARKS	}			100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR TEACHER I (SNE)- (GRADE C3/TSC SCALE 8)

NAME TSC NO: HOME COUNTY	
PWD (YES/NO) CURRENT RESPOSIBILITY	
WHETHER HAD ACTED AS A HEADTEACHER BEFORE (YES/NO)	
DURATION OF ACTING) FROM TO	
NAME OF THE SCHOOL: WORK COUNTY:	•••
WORK SUB COUNTY GENDER	
DATE FOLIO	

S/No.	AREA O	F INTERVIEW		MARKS	SCORE
1	ACADEMIC AND PROFFESSIONAL QUALIFICATIONS				
	Award the	3			
		ers - 2			
2	-Degree - 1 TSC (TIMEC/CBC/CEMASTEA County trainers) KNEC (examiners/ item developers), KICD (panelist/book evaluator)				
3	1	STRATIVE RESPONSIBILITY A CURRENT GRADE	AND LENGTH OF	55	
	This si Deput	s ibility s awarded for performance of admi hall apply to those who are perform y Head-Teacher OR had earlier act vment by the Commission or BOM)	ing duties of Head or	25	
	S/No.	No. of years as administrator	Marks		
	1.	7 years and above	25		
	2.	6 Years	22		
	3.	5 Years	18		
	4.	4 Years	14		
	5.	3 Years	10		
	6.	2 Years	6		
	7.	6 months -Below 1 year	2		
		of stay in current grade s awarded for length of stay in curr	ent grade)	30	

S/No.	No. AREA OF INTERVIEW						MARKS	SCORE
	S/No.	No. of ye	ars in grade		Marks			
	1.	7 years ar			30			
	2.	2. 6 years 25						
	3.	5 Years			20			
	4.	4 Years			15			
	5.	3 years			10			
	6.	2 Years			5			
	7.	6 months			3			
4	PE	ERFORMANC	CE MANAGEN	MENT			10	
		ks awarded for	the average Mo			rs)		
	Rating S		Marks	M	arks		10	
	5		nd above		10		10	
	4	61% -			8			
	3	41% -			6			
	2	21% -			4			
_	1	1% – 2	20%		2		• •	
5	AGE						30	
	Age of tea	cher						
	S/No.	Age of Teac	cher	Ma	rks			
	1.	57 and abov	e		30		30	
2.		52 to 56 years			25			
	3.	47 to 51 year	·s		20			
	4.	42 to 46 yea			15			
	5.	41 years and	below		10			
	TOTAL I	MARKS					100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR TEACHER I I REGULAR - (GRADE C2 /T- SCAI	<u>.E 7)</u>
NAME TSC NO: HOME COUNTY	•••
PWD (YES/NO) CURRENT RESPOSIBILITY	••••
WHETHER HAD ACTED AS A HEADTEACHER BEFORE (YES/NO)	•
DURATION OF ACTING) FROM TO	•••
NAME OF THE SCHOOL: WORK COUNTY:	•••
WORK SUB COUNTY GENDER	
DATEFOLIO	

S/No.	AREA OI	FINTERVIEW		MARKS	SCORE	
1	ACADEM	3				
	Award the	highest qualification		3		
	-PhD -	0 1				
	-Maste	ers - 2				
	-Degre	e - 1				
2	TSC (TIM	IEC/CBC/CEMASTEA County to	rainers) KNEC	2		
		rs/ item developers), KICD (panel				
3	ADMINIS	STRATIVE RESPONSIBILITY A	AND LENGTH OF	55		
	STAY IN	CURRENT GRADE				
	i)Respons					
	(Marks	25				
	This sh					
	Deputy					
	deploy					
	S/No.					
	1.	7 years and above	25			
	2.	6 Years	22			
	3.	5 Years	18			
	4.	4 Years	14			
	5.	3 Years	10			
	6.	2 Years	6			
	7.	6 months -Below 1 year	2			
	ii)Length	ii)Length of stay in current grade				
	(Marks	s awarded for length of stay in curre	ent grade)			
	S/No.	No. of years in grade	Marks	30		
	1.	7 years and above	30			
	2.	6 years	25			

S/No.	AREA O	MARKS	SCORE				
	3.	5 \	Years		20		
	4.	4 \	Years		15		
	5. 3 years 10						
	6.	2 \	Years		5		
	7.	6 r	nonths - 1 year		3		
4	PI	ERFOR	MANCE MANAGE	MENT		10	
		ks awara	led for the average Mo		3 years)		
	Rating	Scale	TPAD Marks	Marks		10	
	5 4		81% and above	8	10		
	3		61% - 80%	6			
	$\frac{3}{2}$		<u>41% – 60%</u> <u>21% – 40%</u>	4			
	1		1% – 20%	2			
5	AGE		170 2070			30	
	Age of tea	acher					
	S/No.	Age	of Teacher	Marks]	
	1.		d above	30	30		
	2.	52 to	56 years	25			
			51 years 20]	
	4.	42 to	46 years	15	15		
	5.	41 ye	ars and below	10]	
	TOTAL	MARKS	5			100	

Panel Member:		
Designation:		
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.

SCORING GUIDE FOR SENIOR TEACHER I I (SNE) - (GRADE C2/TSC SCALE 7)
NAME TSC NO: HOME COUNTY
PWD (YES/NO) CURRENT RESPOSIBILITY
WHETHER HAD ACTED AS A HEADTEACHER BEFORE (YES/NO)
DURATION OF ACTING) FROM TO
NAME OF THE SCHOOL: WORK COUNTY:
WORK SUB COUNTY GENDER
DATEFOLIO

S/No.	AREA O	F INTERVIEW	MARKS	SCORE		
1	ACADEN	MIC AND PROFFESSIONAL QU	ALIFICATIONS	3		
	Award the	highest qualification		3		
	-PhD -					
	-Maste	ers - 2				
	-Degre	ee -1				
2	TSC (TIN	MEC/CBC/CEMASTEA County t	rainers) KNEC	2		
	(examine	rs/ item developers), KICD (panel	ist/book evaluator)	_		
3		STRATIVE RESPONSIBILITY A		55		
	STAY IN	CURRENT GRADE				
	i)Respons					
	(Mark	25				
	This si					
	Deput					
	deploy					
	S/No.	S/No. No. of years as administrator Marks				
	1.	7 years and above	25			
	2.	6 Years	22			
	3.	5 Years	18			
	4.	4 Years	14			
	5.	3 Years	10			
	6.	2 Years	6			
	7.					
	ii)Length					
	(Mark					
	S/No.	No. of years in grade	Marks	30		
	1.	7 years and above	30			
	2.	6 years	25			

S/No.	o. AREA OF INTERVIEW							SCORE
	3.	5 Y	ears		20			
	4.	4 Y	ears		15			
	5. 3 years 10							
	6.	2 Y	ears		5			
	7.	6 m	onths - 1 year		3			
4	PE	ERFORM	MANCE MANAGE	MENT			10	
		ks award	ed for the average M			rs)		
	Rating S		TPAD Marks	M	arks		10	
	5		81% and above		10		10	
	4		61% – 80%		8			
	3		<u>41% – 60%</u>		6			
	1		21% – 40%		2			
5	AGE		1% – 20%		2		30	
	Age of tea	acher						
	S/No.	Age o	f Teacher	Ma	rks			
	1.		l above		30		30	
	2.	52 to 5	56 years		25			
	3. 47 to 51 years 20							
	4.	42 to 4	46 years		15			
	5.	41 yea	ars and below		10			
	TOTAL N	MARKS					100	

Panei Member:		-
Designation:		-
Signature:	Date:	

- Each panel member will award marks for each section as the interview continues.
- Actual score is the average mark scored for each section.
- Sum of Actual Scores will determine the candidate's final score.