



---

**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION COUNCIL (TVET CDACC)**

---

ABSA Towers (10<sup>th</sup> Floor)  
P.O Box 15745-00100  
**NAIROBI, KENYA**

Loita street  
Tel +254 758 037 608  
Email: [info@tvetcdacc.go.ke](mailto:info@tvetcdacc.go.ke)

Ref: CDACC/ADM 1/37 VOL 5 (181)

Date: 24<sup>th</sup> July 2026

**All Principals**

National Polytechnics  
Technical Training Institutes  
Technical and Vocational Colleges  
Private Colleges

**Managers**

Vocational Training Colleges

**Vice Chancellors,**

Universities implementing CBET

**RE: ADDITIONAL ASSESSMENT ADMINISTRATION DIRECTIVES FOR THE  
JULY/AUGUST 2026 ASSESSMENT SERIES**

The above subject refers.

To uphold the integrity, fairness and credibility of TVET CDACC assessments, the Council hereby issues the following additional assessment administration directives, which shall take effect on **27 July 2026**. All Assessment Centre Managers, Supervisors and Invigilators are required to ensure full compliance with these directives for the remainder of the July/August 2026 assessment series.

**1. Admission of Late Candidates**

Candidates are expected to report to the assessment room before the official commencement time indicated on the assessment timetable.

Where a candidate reports late, the Supervisor shall require the candidate to provide a written explanation stating the reasons for reporting late. Submission of an explanation shall not be construed as authority for the candidate to be admitted into the assessment room.

Any candidate who reports to the assessment room more than thirty (30) minutes after the official start time of the assessment shall not be admitted to sit the assessment.

## 2. Prohibited Electronic Devices

Supervisors and Invigilators shall ensure that mobile phones, smart watches, and all other digital or electronic communication or storage devices are not brought into the assessment room by candidates.

Assessment centres are encouraged to deny entry of candidates into the assessment center premises with electronic devices except for programmable calculators where necessary.

Any candidate found in possession of a prohibited device during the assessment shall be dealt with in accordance with the Council's regulations governing assessment irregularities.

### 3. Responsibilities of Assessment Centres, Supervisors and Invigilators

Assessment Centre Managers, Supervisors and Invigilators shall:

- Brief all candidates on these requirements before the commencement of every assessment session.
- Ensure strict and consistent enforcement of these requirements throughout the assessment period.
- Maintain proper records of any incidents relating to late reporting or possession of prohibited devices and submit the relevant reports to TVET CDACC.

The Council appreciates your continued cooperation and commitment in safeguarding the integrity and credibility of the national assessment process. Your adherence to these requirements will contribute significantly to the fair and orderly administration of assessments.

Prof. Kisilu M. Kitainge.

CEO/COUNCIL SECRETARY

**Copy To:** Principal Secretary  
State Department for TVET