

HIGH SCHOOL EXAMINATIONS

PROVINCE OF QUEBEC

RULES FOR PRESIDING OFFICERS

(The term "Presiding Officer" shall be understood to mean the person appointed to conduct the examination. It shall not be in his power to appoint a deputy for any of his duties unless duly authorized.)

1. On receipt of the package containing the examination papers, the Presiding Officer shall become responsible for the safe-keeping of it and its contents until the examination is concluded. He shall see that the seal is intact. If anything appears to be wrong, or if, on opening the package, any envelopes containing examination papers which should be enclosed are not to be found, he shall notify the Inspector of High Schools at once.

2. The question papers shall be kept by the Presiding Officer under his personal custody in a locked receptacle in a secure place in his own residence or place of business. They are never to be kept in a school or in