



**1V. LEGAL NOTICE NO. ....**

**THE MEDICAL LABORATORY TECHNICIANS AND TECHNOLOGIST ACT**  
(*Cap 253A*)

**IN EXERCISE** of the powers conferred by section 40 (c) of Medical Laboratory Technicians and Technologists Act, Cap 253 A, the Board with the approval of the Cabinet Secretary for Health, makes the following Regulations—

**THE MEDICAL LABORATORY TECHNICIANS AND TECHNOLOGISTS**  
**(EXAMINATIONS) REGULATIONS, 2024**

**PART I —PRELIMINARY**

Citation.                    **1.** These Regulations may be cited as the Medical Laboratory Technicians and Technologists (Examinations) Regulations, 2024.

Interpretation.            **2.** In these Regulations, unless the context otherwise requires—

Cap 253 A.                “Act” means the Medical Laboratory Technicians and Technologists Act;

                                  “Board” means the Board of Management established by section 3 of the Act;

                                  “Committee” means the Medical Laboratory Technicians and Technologists Education Committee established in Section 5;

                                  “examination center” means a place where examinations are conducted for candidates and having the requisite infrastructure to conduct of examinations, adhering to such standards as stipulated under these Regulations;

                                  “examiner” means a person authorized under these Regulations to have access and knowledge of the examination questions or of any materials related to the examination;

“invigilator “ means a designated person to oversee candidates taking examinations ensuring that candidates do not engage in examination irregularities adhering to all examination rules; and

“ registration examination” means examinations which are approved by and administered to candidates for purposes of registration as Medical Laboratory Technicians or Medical Laboratory Technologists;

Object of the Regulations.

**3. 3.** The object of these Regulations is to-

- (a) evaluate specific competencies, knowledge and skills of those seeking to register and practice as Medical Laboratory Technicians and Medical Laboratory Technologist;
- (b) provide modalities and procedures for registration and examination;
- (c) promote professionalism, meritocracy , integrity and efficiency ;and
- (d) Uphold moral and professional ethics among Medical Laboratory Technicians and Medical **Laboratory** Technologists.

Application of the Regulations.

**4.** These Regulations shall apply to all matters concerning and affecting examinations for Medical Laboratory Technicians and Medical Laboratory Technologists including setting, moderation, conduct, marking and declaration of examination results.

## **PART II – ADMINISTRATION OF EXAMINATIONS FOR MEDICAL LABORATORY TECHNICIANS AND MEDICAL LABORATORY TECHNOLOGISTS**

Medical Laboratory Education Committee.

**5.** (1) There is established a Committee to be known as the Medical Laboratory Technicians and Technologists Education Committee.

(2) The Committee shall comprise-

- (a) three members selected by the Board one of whom shall be the chairperson;
- (b) one person nominated by the Attorney General; and
- (c) the Registrar who shall be the Chief Examiner.

Functions.

6. The Committee in Regulation 5 shall-
- (a) prepare and conduct examinations;
  - (b) make rules with respect to examinations;
  - (c) prepare lists of bona fide students to sit for examinations;
  - (d) appoint invigilators, exam makers and internal and external examiners for approval by the Board;
  - (e) safeguard safety of all examination papers and marked scripts;
  - (f) recommend to the Board for the issuance of certificates for candidates who passed the registration examination; and
  - (g) investigate and determine any cases of examination irregularity or malpractices;

Application for  
Registration  
Examination.

7. (1) A person seeking to be registered as a Medical Laboratory Technician and Medical Laboratory Technologist shall apply to the Board in order to be scheduled to sit for a registration examination in **Form KMLTTB/APL/01** in the First Schedule and payment of a prescribed fee.

(2) An application for registration under sub-regulation (1) shall be accompanied by -

- (a) academic certificates, transcripts from college or university;
- (b) a copy of the identification documents;
- (c) a student index card issued by the Board; and
- (d) a report from the attachment logbook that has been signed and stamped by the head of department or school.

(3)The Board shall, within thirty days from the date of receipt of the submitted applications under sub-regulation (1), –if satisfied,

- (a) assign an examination card indicating the registration number; or
- (b)reject the application with reasons.

(4)A person who is trained outside Kenya and having satisfied the Board that they meet standards of training Medical Laboratory Sciences in accordance with the Act and any other law, shall in addition to the requirements under this part, submit a logbook report from any previous probation sites attended locally for a minimum period of twelve (12) months in a class D and above medical laboratory.

Methods of  
Assessment.

8. (1) The Committee may employ such methods of assessment for examinations in order to test the level of competence, knowledge, skills for persons seeking to be registered as medical laboratory practitioners.

(2) The methods of assessment for examinations under sub-regulation (1) may include –

- (a) written examinations;
- (b) practical examinations; and
- (c) oral examinations.

(3) For purposes of these Regulations, written examinations under sub-regulation(2) shall comprise of-

- (a) multiple-choice questions;
- (b) short answer questions; and
- (c) essay questions.

(3)The pass mark for the registration examinations is fifty percent (50%).

Examinations  
Timetable.

**9. 9.** The Board shall prepare an examinations timetable every year for persons seeking to be registered as Medical **Laboratory** Technician or Medical **Laboratory** Technologist practitioners.

Deferred  
Examination.

**10. 10.** A person who misses the registration examination due to genuine reasons including-

( a) medical or psychological reasons as certified by a Medical Officer;  
or

(c) compassionate reasons, based on events such as bereavement within the applicant's immediate family, which occur prior to or during the examination period verified by the Registrar;

(c) Shall apply to the Board for authorization to defer the examination using in **KMLTTB/APL/02** in the First Schedule.

Processing of  
Results.

**11.** (1)The Registrar shall submit results, scripts examination materials and records to the Board within four (4) weeks after the end of examinations.

(2)For purposes of these Regulations, the Board shall maintain accurate

records of applicants' performance and account for each applicant who has done an examination, including providing results for each and every examination of a course done by a candidate.

Release and Confirmation of Examination Results.

**12.** The Board shall release provisional examination results to all candidates, in form of provisional transcripts within two (2) weeks after the results have been considered by the Committee.

Dissatisfaction of Examination Results .

**13.** (1)A candidate who is dissatisfied with the grade awarded in any given examination paper, may within a period of fourteen (14) days of the mark being approved by the Board, appeal in writing to the Committee for a remark of the examination script in form **KMLTTB/APL/03** and upon payment of a prescribed fee.

(2)The Committee shall cause the examination script to be remarked and the new mark, shall where appropriate, be entered into the record of the candidate.

(2) The mark or grade awarded under paragraph (3) shall be final and binding in determining whether a candidate has passed or failed for purposes of proceeding to registration to practice as a Medical Laboratory practitioner.

Examination Centers.

**14.** (1)The Board may designate such places as may be necessary to be used as examination Centers.

(2) The Centers established under sub section (1) shall be manned by personnel who are appointed by the Board.

Moderation of Examination Papers.

**15.** (1)The Board shall moderate typed examination papers for reproduction and safe keeping at least two (2) weeks before the start of the examinations.

(2).Without prejudice to the generality in sub-regulation (1) **the** Board shall provide alternate means for candidates with special needs.

Re-sit.

**16.** A candidate registered to undertake the registration examination for a Medical **Laboratory** Technicians or Medical **Laboratory** Technologist is allowed a maximum of four (4) re-sits and must satisfy

the Board for each of the papers before they are eligible to apply for licensing.

Duty internal and External Examiners

**17.** (1) A person who has been appointed by the Board as an internal or External examiner shall-

(a) comply with all examination procedures under the Act and these Regulations;

(b) ensure consistency in marking based on a detailed and well- structured marking scheme as approved by the Committee; and

(c) not divulge marks to candidates.

(2) A person appointed under sub -regulation (1) is required to take an oath of secrecy.

Examination Irregularities.

**18.** (1) A candidate who commits an examination irregularity is liable to disciplinary action in accordance with the Third Schedule.

(2) The Committee shall nullify the mark attained for a candidate who has commits an examination irregularity.

(3) Examination irregularities for purposes of these Regulations include matters specified in the Second Schedule.

Certificate of Compliance.

**19.** The Board shall issue every candidate who has passed the registration examination with a certificate of compliance in Form **KMLTTB/APL/04** in the First Schedule.

Examination Leakage.

**20.** (1) Candidates shall be subjected to appropriate security checks before entering the examination room.

(2) A candidate shall not remove from the examination room any examination material provided.

(3) In the event of an examination leakage, the affected paper(s) shall be cancelled and the examination rescheduled within 48 hours from the date of cancellation.

(4) Any suspected or reported examination irregularities must be filled on an incidence form for immediate reporting to the Registrar.

(5) All candidates, investigators and any other person relevant to the leakage shall be required to make written statement immediately after the leakage is noted.

Consequence of failing the examination.

**21.** (1) A person or candidate who fails the examination shall undergo a period of remedial training in the disciplines which in the opinion of the Committee the person has inadequate knowledge.

(2) A candidate who fails any three subjects or any practical examination shall be required to undertake an attachment in a medical laboratory shall as far as possible be continuous and shall not exceed six months.

(3) At the end of a remedial training period a written report shall be submitted to the Board by the administrator or medical superintendent of the medical laboratory that provided the remedial training in consultation with the supervisor of the candidate.

(4) A person who fails the examination shall be—

(a) in the first attempt, allowed two attempts which shall be made during the remedial training period; and

(b) after the third attempt, deemed to be unsuitable for registration or licensing.

(4) A person who registers, licenses or procures the registration or licensing of a person who has not passed the examination, commits an offence and shall, on conviction, be liable to the penalty specified under section 19(4) of the Act.

Remedial training.

**22.** (1) A person shall be required to undergo remedial training where the person—

(a) fails to pass the examination;

(b) fails the examination after three consecutive attempts; or

(c) has been subject to disciplinary action arising out of professional incompetence.

(2) A remedial training period shall as far as possible be continuous and shall not exceed six months.

Examination fees.

**23.** A candidate for an examination shall pay to the Board examination fees

set out in the Medical Laboratory Technicians and Technologists (Fees) Regulations, 2024 and such fees shall be paid each time an examination is attempted.

Examination  
Report.

**24.** (1) The Committee shall, thirty days from the date of the completion of the examination, submit to the Board a written report with information, in the case of each candidate, including—

- (a) the name and address;
- (b) the marks attained in the examination and the result attained;
- (c) recommendations as to whether the candidate should be referred for further internship or remedial training and the period of that further internship or remedial training, where applicable; and
- (d) general recommendations, observations or remarks.

(2) Where a report is submitted under sub regulation (1) recommending that a candidate should not be registered, the Board shall, unless it proposes to authorize registration notwithstanding such report, inform the candidate concerned of the substance of the Committee's report and recommendations within seven days from the date of submission of the report to the Board.

(3) A candidate may, within fourteen days of the communication of the Committee's recommendation under sub regulation (2), appeal to the Board against the recommendation of the Examination.

### **EXAMINATION IRREGULARITIES**

1. Having unauthorized material and/or taking into examination rooms, written materials on clothes, handkerchiefs, hats, petticoats, caps, underside of shirts, jackets/overcoats, body parts, clipboards, writings on adjacent walls, desks, tables, bags, electronic devices, such as mini computers, calculators, cell phones, pagers etc. Exceptions to this list will be made for devices and/or reference materials prescribed for online or open book examinations.
2. Copying from or making reference to unauthorized material(s) or examination paper of another applicant in the examination room
3. Obtaining assistance from another applicant or non-applicant or giving assistance to another applicant, directly or indirectly in answering an examination paper.



4. Destroying evidence which may be used as proof of an examination irregularity.
5. Carrying examination scripts/answer sheets, one's or another applicant's out of the examination room or applicant deliberately not submitting art examination script.
6. Writing on examination question papers.
7. Reading the question paper before the start of the examination has been announced or continuing to answer the questions after the end of the examination has been announced.
8. Disregarding the arrangement of the examination room and instructions of an invigilator.
9. Permitting another applicant to copy from or make use of one's papers.
10. Presenting for examination the works of another person or person without acknowledgement and with intent to deceive.
11. Any attempt to copy, read or write from written walls, toilets, tables, desks, parts of the body, or any other material.
12. Threatening invigilators and obstructing the invigilator from carrying out his/her duties or behaving in a manner likely to disrupt the examination process or cause of a breach of the peace.
13. Causing actual bodily harm to the invigilators, those assisting in the invigilation or fellow applicants sitting for the examinations. Impersonating or sitting an examination for another applicant.
14. An applicant leaving the examination room without the invigilator's permission.
15. Committing a breach of any other examination rule or regulation which may be communicated to the applicants from time to time by the invigilators.

## DISCIPLINARY ACTION

### Examination offences that are punishable and the associated penalties.

Sn	OFFENCE	PENALTY
1.	Possessing or copying from unauthorized materials brought into the examination venue by the candidate themselves or by others is prohibited.	<p>(i) The candidate's entire examination results shall be nullified.</p> <p>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</p> <p>(iii) A written warning.</p>
2.	Engaging in copying from other candidates' examination work in the examination room.	<p>(i) The candidate's entire examination results shall be nullified.</p> <p>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</p> <p>(iii) A written warning.</p>
3	Distributing, exchanging, or providing unauthorized written, electronic, or any other material to other candidates during an examination	<p>(i) The candidate's entire examination results shall be nullified.</p> <p>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</p> <p>(iii) A written warning.</p>
4	Talking or using gestures to communicate with other candidates during the examination	<p>(i) The candidate's entire examination results shall be nullified.</p> <p>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</p> <p>(iii) A written warning.</p>

5	Having or utilizing electronic devices such as mobile phones, MP3/MP4 players, iPods, Bluetooth devices, programmable calculators, or any other unauthorized equipment/gadgets	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
6	Possession of used or unused examination answer booklet(s) in the examination venue during a examination	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
7	Persisting in writing even after the invigilator has declared the end of the allocated examination time	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
8	Removing one's answer booklet(s) from the examination room	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>

9	Taking another candidate's answer booklet(s) out of the examination room	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
10	Candidates whose answer booklet(s) have been removed from the examination room without their knowledge or consent	<ul style="list-style-type: none"> <li>(i) Cancellation of the candidate's examination results in the unit concerned</li> <li>(ii) Re-do the unit as a special examination when next on offer if absolved from any complicity or conspiracy.</li> </ul>
11	Destruction of evidence that could serve as proof of an examination irregularity	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
12	Hindering the invigilator while they are carrying out their duties, and/or resorting to personal violence and/or threats against the invigilator regarding examination matters	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>

13	Intentionally causing disruptions during university examinations due to a candidate's behavior	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
14	Attending the examination venue under the influence of alcohol and/or substance abuse	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
15	Smoking inside the examination room	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
16	Plotting or collaborating to impersonate another candidate(s) during an examination	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>

17	Possessing and/or using another candidate's examination	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
18	Offering one's own examination card for use by another candidate	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
19	Submitting an invalid examination card to the invigilator during an examination	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
20	Having a forged examination card	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>

21	Attending an examination for a unit in which one has not properly registered	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
22	Taking examinations without paying the required fee	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
23	Plagiarism or copying without proper acknowledgment	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will face a one calendar year suspension from re-taking the examination, and upon re-sitting, they will need to register for the entire examination again.</li> <li>(iii) A written warning.</li> </ul>
24	Committing examination offenses multiple times	<ul style="list-style-type: none"> <li>(i) The candidate's entire examination results shall be nullified.</li> <li>(ii) The candidate will be banned from taking any other exam in future hence not registrable and not allowed to practice</li> </ul>

**Made on the....., 2024.**

**Titus Mutwiri,**  
*Chairman,*  
*Kenya Medical Laboratory Technicians*  
*and Technologists Board.*

