



Statement of Impartiality and Non-Disclosure Agreement

NVAO is entrusted with safeguarding the quality of higher education. Its decisions are based on the advice of panels, whose members are impartial and possess the appropriate expertise. In concrete terms, this means that panel members should not have any stake in the outcome of a review, and should experience no inhibitions about expressing their opinion, whether positive or negative.

Panel members should be independent from the degree course or institution that they are reviewing.

NVAO determines their impartiality from three perspectives:

- Fact of impartiality: whether the panel member can sign this statement;
- Sense of impartiality: whether the panel member has a sense of being impartial;
- Perception of impartiality: how external parties view the impartiality.

The impartiality requirements are the same for all panel members:

- during the five years preceding the review, they may not have had any direct or indirect ties with the institution or degree course that they are reviewing that could create a conflict of interests, or the appearance of one;
- they may not be employed by the organisation arranging the review, whether or not this is at the institution's request or instruction, and they may not have any business interests in that organisation;
- during the five years preceding the review, they may not have carried out any work for the benefit of the degree course or institution under review that falls within the scope of the review.

The impartiality requirements for panel secretaries are the same as for panel members (see above), except that it is permitted for them to be employed by the organisation arranging the review, whether or not at the institution's request or instruction.

As peers working in the same field or discipline, it is possible that panel members will encounter peers working for the degree course or organisation under review, in connection with research, other work or personal relationships. Whether or not a panel member is considered to be sufficiently impartial will depend on the context of those connections.

The questions below should make the panel member aware of any ties or relationships that could jeopardise their impartiality. NVAO will require detailed information about any involvement whatsoever. It is the panel member's responsibility to provide NVAO with information that is both accurate and complete. NVAO will use the statement, and if necessary additional information, to determine whether the panel member is sufficiently impartial.



Additional questions

During the past 5 years:

- Have you taken part in research with persons who are or might be associated with the institution that you will be reviewing?

Provide details about what research, when and with whom.

- Have you given a guest tutorial/ lecture /training course or workshop at the institution that you will be reviewing?

Provide details of when, and where relevant, how often and for which of the institution's degree courses / faculties / institutes. Where relevant, also explain whether or not this was in exchange for payment.

- Have you had any other connection to persons who are or might be associated associated with the institution that you will be reviewing? *Examples of such connections include PhD committees /appointment committees or other forms of connection such as working together in an another role besides your principal job. Details of personal relationships should also be provided here.*

Optional explanation:

- List any other factors in addition to the above that you believe are relevant for determining your impartiality:

Initials:



The undersigned (name)

having been asked, in the capacity of _____ to _____
the: _____ degree course
at the request of (institution): _____

Hereby declares that they have read the impartiality requirements for panel members and that they satisfy those requirements;

Hereby declares that they have read the additional questions and have given answers as and where applicable;

Hereby declares that they will observe the confidentiality of all information that is shared with the panel in connection with the review;

Hereby declares that they are familiar with the NVAO code of conduct for accreditation procedures.

Signed in:

On:

Signature:

Initials: