Template 5 for GREP 2027: Statement of impartiality and confidentiality

Introduction

The Strategy Evaluation Protocol aims to ensure a transparent and independent assessment process. The members of the assessment committees should be experts who are well acquainted with the unit's research field. There is a strong possibility that an expert will have a working relationship with the unit to be assessed; that relationship should not, however, lead to bias in the assessment process.

We have confidence in the integrity of the assessment committee members. Committee members are kindly asked to reflect on any personal interest that could influence their ability to conduct an independent assessment. What is essential for committee members is to feel that they will be able to conduct an independent and impartial review. Committee members will be asked to sign a statement of impartiality and confidentiality. Three sample statements are included below.

Personal interests can be roughly classed as one of four categories: 1. Private, 2. Professional, 3. Ancillary positions and 4. Business. However, it is possible that a personal interest does not fit into any of these categories. More often than not, a personal interest falls into more than one category (a friendship at work, for instance). A personal interest can be an interest from the past, an interest in the present or a possible future interest.

A few examples of a personal interest are as follows (this list is not exhaustive):

Private:

1. A family relationship (up to and including the third degree of consanguinity);
2. A friendship;
3. A personal conflict.

Professional:

4. Supervising or having supervised doctoral
5. or other work;
6. Collaborating on research projects and/or
7. publications and/or applications, or having done so in the past three years, or planning to do so in the near future;
8. Being colleagues in the same section/ department or similar organisational unit, or planning to be in the foreseeable future;
9. Having a professional conflict;

Ancillary positions:

10. Having a hierarchical relationship with any member of staff, management or board, or planning to have such a relationship in the future;

Statement of impartiality and confidentiality

The undersigned (first name, last name): .....

Organisation: .....

Participating in the assessment of the < name of the unit >,

Declares as follows:

I have read and understand the principles with regard to impartiality and confidentially as explained above. I declare that I will not use any information furnished to me during the assessment process for the benefit of myself or others.

I declare that I fully understand the confidential nature of the assessment process and that I will not disclose or discuss the materials associated with the assessment, my own review or the assessment meeting with any other individual, either during the evaluation process or thereafter.

I declare that, to the best of my knowledge, I have no affiliation or relationship to the entity to be assessed which could lead to a biased assessment.

I declare that I have no conflict of interest regarding the research unit to be assessed. (If a conflict of interest arises during my term, I will have to declare this fact and inform my contact person on the board of the institution responsible for the assessment.)

Date: .....

Place: .....

Signature: .....