



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 an assessment, and should experience no inhibitions about expressing their opinion, whether positive or negative.

As a result of their involvement in the assessment of a programme, under both Article 2.5 of the Dutch General Administrative Law Act (Algemene wet bestuursrecht) and the NVAO code of conduct for accreditation procedures, panel members and secretaries have a duty of confidentiality regarding the data that come into their possession as a result of being part of the programme's assessment.

Panel members should be independent from the programme or institution that they are assessing.

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 assessment, they may not have had any direct or indirect ties with the institution or programme that they are assessing that could create a conflict of interests, or the appearance of one;
- they may not be employed by the organisation arranging the assessment, 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 assessment, they may not have carried out any work for the benefit of the programme or institution being assessed that falls within the scope of the assessment.

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 assessment, 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 programme or organisation being assessed, 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 assessing?

If so, please explain what that research was, in what year, with whom (lectures/teachers) and what their relationship is (in your opinion) to the programme Or programmes that you will be assessing.

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

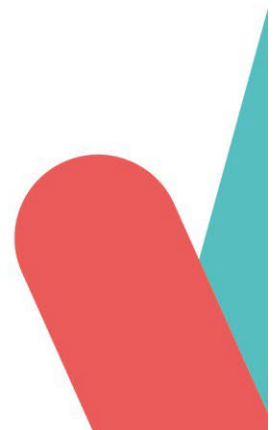
If so, please explain what that was, in what year, how often (structural or occasional) and for what part of the institution. Indicate for each activity whether or not you were paid.

Please also explain whether (and if so how) you believe that your guest tutorial/ lecture, training course or workshop is related to the programme that you will be assessing.

- Have you had any other connection to persons who are or might be associated with the institution that you will be assessing?
This refers to any connection that could influence (favourably or unfavourably) your ability to express an impartial opinion on the quality of the programme or programmes.

This might include supervising a PhD student, membership of a committee to appoint a lecturer for the programme, a relationship where you assessed students on an internship, or other forms of connection such as working together in another role besides your principal job. Personal connections such as a first- or second-degree family relationship and personal friendships should also be disclosed here.

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





The undersigned (name)

having been asked, in the capacity _____ to _____
of the _____ programme

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 will use the information obtained in this manner exclusively to carry out the assessment, and will arrange for that information (whether on hardcopy or in digital format) to be destroyed once the assessment is complete (2 months after the report has been completed).

Hereby declares that they consent to the personal data that are necessary for reviewing the requirements for the panel's composition and for conducting the external assessment.

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

Hereby declares lastly that, based on a consideration of all the facts and circumstances, they are sufficiently impartial to carry out this assessment.

Signed in:

On:

Signature:

Place a picture of your signature in the therefore designated area. You may also use the drawing feature to draw your signature in the therefore designated area.