

General procedural rules for panel members/assessors :

1. Panel members/assessors are appointed in their personal capacity. They should in no way represent their own institutions.
2. It is important that the assessment given is independent and impartial.
3. Panel members should not assess applications in which they are in any way associated, e.g. applications from themselves or from colleagues in their departments. To avoid any conflict of interest, the panel members should, in consultation with the Chairman, nominate an alternative member (who should preferably not come from the same institution) to be consulted in such cases.
4. All applications should be assessed in confidence. To safeguard their position, panel members/assessors should not contact the investigators direct for clarification/additional information relating to their applications or disclose information relating to the assessment. This should be handled by the UGC Secretariat.
5. Local assessors should be chosen with care and should preferably not be applicants in the same field in order to ensure neutrality.
6. Panel members who are applicants should excuse themselves from the panel discussion when their applications are considered. A panel member who is the head of department or colleague of an applicant in the same department may participate in discussion to provide information about the application, but should not participate in the decision-making.