



EWSETA Code of Conduct for Assessor / Moderator

All Assessors / Moderators registered by EWSETA will be expected to adhere to the code of conduct. This Code of Conduct is built on the basic principles of good assessment / moderation practice and around ensuring that all the learners have a fair, valid, and reliable assessment experience.

The purpose of the Code of Conduct is to:

- Define accepted and acceptable assessment / moderation behaviours.
- Promote high standards of assessment / moderation practice.
- Provide a benchmark for Assessors /Moderators to use for evaluating their own practices and behaviour.
- Establish a framework for professional assessment / moderation behaviour and responsibilities.

All Assessors / Moderators will:

1. Conduct assessment / moderation within the accreditation requirements of an accredited Provider.
2. Comply with all criteria for registration as Assessors / Moderators with the EWSETA.
3. Comply with and carry out all assessment /moderation responsibilities in accordance with the assessment / moderation criteria and guidelines set for the qualifications and/ or unit standards they are registered by the EWSETA to assess /moderate.
4. Use plain language during the assessment / moderation and in all reports, excepting where technical language or terms are required.
5. Treat all those they assess/ moderate with dignity and respect.
6. Behave in a supportive and encouraging manner towards all assessment / moderation candidates.
7. Behave towards candidate in ways that are not intimidating.
8. Be honest in all their dealing with assessments / moderation.
9. Maintain the confidentiality of assessments / moderation and respect the right to privacy.
10. Record the outcomes of assessments / moderation in the appropriate format during or immediately after the assessment /moderation.
11. Report the outcomes of each assessment / moderation together with recommendations for further development as soon as after the assessment / moderation as possible.
12. Maintain a positive and progressive attitude by behaving ethically and upholding good standards.
13. In protecting his/her good reputation, always protect the reputation of the EWSETA.

NAME OF ASSESSOR / MODERATOR		SIGNATURE	
DATE SIGNED			

EWSETA ASSESSOR / MODERATOR CHECKLIST

Criteria	Yes	No
1. All the required documentation attached.		
• Copy of Identity Document		
• Copy of Qualifications		
• Copy of CV		
• ETDP SETA statement of results		
• List of titled unit standards		
2. Proof of registration as assessor (for moderator registrations)		
3. Code of Conduct signed		

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