

Roles in a Moderating Panel Meeting

- Chair

- Oversees and runs panel meeting; ensure runs to time
- Ensures discussions stay focused on reviewer and PI comments
- Seeks clarification of panel's views and ensure there is appropriate discussion before the panel agrees a grade for each application
- Ensures AHRC procedures and protocols are followed with the assistance of AHRC staff

- Panel members

- Exercise knowledge, judgement and expertise to reach clear, sound and evidence-based decisions
- Ensure the approach is fair and objective with all applications, adhering to the RCUK Equality and Diversity Policy
- Fulfil Introducer roles by moderating reviewer and PI comments, not introducing new comments
- Use the grading descriptors for the relevant scheme when moderating applications
- Have read the AHRC Moderating Panellist's Guidance, particularly with regard to safeguarding decision making
- Are required to leave the panel meeting when an application is discussed for which they have a conflict of interest
- Participate in discussing applications and deciding on the final grade and ranking of applications
- Treat all applications as strictly confidential and not divulge or discuss panel meeting outcomes with anyone outside the panel meeting



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