



# Pakistan Engineering Council

(Constituted under Pakistan Engineering Council Act, 1976 enacted by the Parliament)

Ataturk Avenue (East), G-5/2, Islamabad

## **Code of Ethics for Program Evaluators (PEVs)**

Individual assigned as a member of Accreditation team must conduct himself/herself in accordance with the following Code of Ethics.

### **1. Confidentiality of Information**

Convener/ Team Leader, PEV and PEC Representative must neither transmit nor reveal the contents of documents and information obtained during the accreditation visit to any third party other than the EA&QEC/EAB or its Convener/ Chair or the Secretary EA&QEC/EAB in their regular meetings and/or to the PEC Governing Body, including authorized secretariat member(s)/officials involved in dispatching the visitation team and relevant process, if deemed necessary.

### **2. Handling of Document and Information (Prohibition of usage other than for the Designated Objectives)**

Self-Assessment Report (SAR) / AC-1 form and attached data/info, relevant writings (confidential documents) and information obtained during the accreditation process shall be considered privileged information only for the purpose of accreditation. Materials submitted by an applicant institution must not be circulated, rented out, copied to or distribute to the third party without authorization of the applicant institution concerned. Confidential documents include Self-Assessment Report (SAR) / AC-1 report, evaluation/Accreditation reports (AC-2 and/or any other similar relevant report/information), and documents designated by PEC EA&QEC/EAB and the members of evaluation/visitation team to dispatching organizations. When it is uncertain whether a material is regarded as confidential or not, it must be confirmed with Secretary PEC EA&QEC/EAB or the Convener PEC EA&QEC/EAB. All the confidential documents should be returned by the PEVs to the EAB.

### **3. Avoiding Conflict of Interest**

PEVs shall intimate any possibility of conflict of interest and disclose any real or potential possibility that may cause any conflict of interest. The following guidelines might help in reaching an informed decision about conflict of interest:

- a) Individuals who are working (or have worked in the last five (5) years as faculty members, honorary professors, part-time lecturers/employees, or in any other capacity etc. must not participate in accreditation process for the concerned programs(s);
- b) Individuals, who applied for any job appointment at the concerned institute or are currently under consideration for any job at the concerned institute;
- c) Individuals who have served or are serving as a member on the Board of Governors, Senate, Syndicate, Academic Council, Board of Advanced Studies and Research, Finance and Planning Committee, Board of Studies or any other statutory body or a body constituted under relevant clauses of the Act/Statutes of the Institute;

- d) Individuals whose immediate family members are either studying in that particular program or employed in the same institution should not participate in the accreditation process;
- e) Current EA&QEC/EAB members, the Convener/Chair EA&QEC, who belong to the same area and/or have graduated from the same university/ institute that submitted its program for accreditation, must not participate in accreditation process as a team chair or member/representative.

**4. Impartiality in Assessment/ Evaluation and Judgment**

The main objective of Accreditation is to conduct fair and impartial assessment/ evaluation of the program for its compliance against the standard/ criteria as laid down in the PEC Accreditation Manual and to make fair judgments based on the evidences with an aim to uphold quality engineering education.

**DECLARATION STATEMENT**

I have received and read PEC EA&QEC/EAB “Codes of Ethics for Program Evaluators (PEVs)”, I understand the contents and shall adhere to these codes to the best of my understanding and abilities.

Name	Affiliation

Role (as Convener / Subject Expert / Industry Rep / PEC Rep)

Signature	Date

(Duly signed by each individual member of the designated visitation team including PEC Representative)