**Contractor’s Declaration (Tutors, Evaluators, Verifiers, Peer Reviewers)**

Training Programme Specification Title:       (the “Course”) Course Code:       Contract No:

Contractor’s name:       (the “Contractor”) Location:

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| **I declare that :** | **Initials** |
| 1. I have verified the authenticity of the qualifications for the Tutors assigned to the Contract. |  |
| 1. I have verified that the Tutors proposed for the Course have the appropriate qualifications and meet any applicable requirements of the awarding body to deliver the modules assigned. |  |
| 1. I have verified the authenticity of the qualifications for the proposed Verifiers and Peer Reviewers assigned to the Course. |  |
| 1. Proposed Tutors have been supplied with a copy of the Training Programme Specification. |  |
| 1. Proposed Tutors have been briefed on the assessment requirements and procedures relating to the Course as set out in the Training and Assessment Specifications. |  |
| 1. Proposed Tutors have been briefed on the evaluation requirements to be carried out by the Contractor and have agreed to same. Evaluation will be carried out in accordance with the ETB’s requirements. |  |
| 1. I will notify and obtain approval from the ETB of any changes to the Tutors, Evaluators, Verifiers and Peer Reviewers assigned to the Course. They will be briefed on the assessment requirements and procedures relating to the Course as set out in the Training and Assessment Specifications. |  |

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| **Declaration** |

I hereby declare that the information provided by me this Declaration is correct and accurate.

I agree that failure to complete any section above or failure to attach copies of qualifications will disqualify the Contractor from being considered for delivering the Course.

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**Tutor, Evaluator, Verifier and Peer Reviewer Details:**

List of tutors assigned to the contract:

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| Tutor’s name | Module (that the tutor will be delivering) | Module Duration (that the tutor will be delivering) | Pedagogical Qualification | Pedagogical years of experience post qualification | Professional Qualification | Professional years of experience | Status of Tutor (employee, sub-contractor, other). If ‘other’ please specify | Grade of Tutor  (Junior,  Intermediate,  Senior) | **For ETB**  **use only**  Tutor meets the commitment made |
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| Evaluator’s name | Pedagogical Qualification | Pedagogical years of experience post qualification |
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Details of the Verifier and Peer Reviewer can be submitted to the ETB at pre-contract stage. However, as a minimum, details must be submitted three weeks prior to the assessment event.

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| Verifier’s name | Assessment | Pedagogical Qualification |
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| Peer Reviewer’s name | Assessment | Pedagogical Qualification | Pedagogical years of experience post qualification | Professional Qualification | Professional Years of experience |
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Attach copies for all the listed qualifications above.