



Appointments Commission Due-Diligence Policy

1. The Appointments Commission will have interviewed a candidate on at least one occasion before appointing that person to a Tribunal or Statutory Body.
2. The Appointments Commission reserves the right to require any candidate to attend for interview in respect of any application for appointment or re-appointment.
3. Where an appointment requires a professional qualification, independent verification of such qualification will be undertaken.
4. The Appointments Commission will seek and obtain satisfactory personal references in respect of a candidate before confirming appointment to a Tribunal or Statutory Body.
5. All candidates selected for appointment to a Tribunal or Statutory Body will be required to provide to the Appointments Commission photographic proof of identity and proof of address and all usual "Know your Appointee" protocols will be applied.

Chairman.....*Helen G. Booth*..... Date.....*21/11/18*.....

Agreed by the Appointments Commission

V4 (November 2018)