Appendix 2

**AN ADAPTED NRF GUIDE TO THE SELECTION OF REVIEWERS**

This section draws largely on Appendix 3 of ***The Evaluation and Rating of the Research Performance of Researchers in South Africa*** *–through the National Research Foundation (NRF),* October 2002.

* The selection of appropriate reviewers constitutes the very essence of the review system. Great circumspection in nominating reviewers is needed. At least five external research active reviewers should be nominated who *are best able to assess the scope and impact of recent research and other scholastic outputs, activities and contributions* of the research grouping*.* **Relationships between members of the research grouping and reviewers should be indicated and reasons for each nomination should be given in order to provide additional information for the selection of reviewers. There should also be an opportunity to decide which reviewers should not be approached.** Two of the five nominated reviewers will be selected.
* It must be affirmed that the reviewers nominated are genuine peers and that they are experts in the particular field (either by reputation, citation, publications, members of editorial boards of journals etc.).
* Where reviewers are not rated by the NRF, *curricula vitae* of reviewers are required in order to ensure the quality of reviews.
* In some cases the research grouping’s work may cover several divergent fields. Reviewers should therefore be chosen to ensure that the scope and impact of the work is adequately covered.
* Reviewers who are generalists and those who are aware of the ‘broader picture’ are essential in the evaluation of researchers who do prescriptive research because they can place the research into a wider context.
* Care must be taken not to approach the same reviewer too often. When a particular person is suitable for several reviews he / she could be approached for some of them but could also be asked to suggest names of other suitable reviewers.
* Final approval of reviewers is the prerogative of the URC Chair who reserves the right to select reviewers outside of earlier nominations.