



EVALUATOR EXAM ANONYMITY POLICY

Effective Date
June 1, 2020

Purpose

The purpose of this policy is to clarify how the International Association of Canine Professionals (IACP) will establish evaluator anonymity in an organized approach and maintain administrative fiduciary responsibilities.

Who this order affects

This order applies to the IACP Director Oversight Education and Certification (DOEC) or his/her designee and the Chair Education and Certification Committee (CECC) or his/her designee.

This Order Cancels

This Order does not cancel or supersede any other orders.

Policy

IACP exam process requires that both exam applicant and exam evaluator remain anonymous throughout the grading process. The DOEC or CECC will create, issue, and permanently assign a unique alphanumeric code-naming convention to each evaluator.

Evaluators will place their unique alphanumeric code-naming convention on the exam scoresheets so that the applicant can identify the distinction of which evaluators graded their exam without disclosing the evaluators' personal identities.

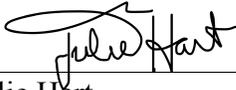
An alphanumeric code-naming convention for evaluators will be created and issued on a one-time basis. The unique alphanumeric code-naming convention remains permanently assigned to the evaluator and is retired from circulation or re-issuance to another evaluator.

The alphanumeric code-naming convention will be comprised of the letter "E", a dash, the initial of the first name, a four-digit number, and the initial of the last name. The letter "E" identifies that the number is reserved for IACP exam evaluators. The numbers will be listed in numeric sequence starting with 0001 (0000 is not an assignable number). The evaluator's initials will be in caps.

Examples of alphanumeric sequences:

Mary Smith	# E-M0001S
John Doe	# E-J0002D
Jill Quinn	# E-J0003Q

The unique alphanumeric code-naming convention will be manually recorded on the IACP Evaluator Application as per the IACP Evaluator Policy.



Julie Hart
IACP Director Oversight
Education and Certification Committee

6-1-2020

Date