

## Cylchlythyr | Circular

# REF 2021 Codes of Practice complaints process

**Date:** 27 November 2019  
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**To:** Heads of higher education institutions in Wales  
Pro-Vice Chancellors for Research  
**Response by:** No response required  
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This circular notifies institutions of the UK funding bodies' intention to publish a public consultation upon the management of complaints and investigations relating to the application of the 2021 Research Excellence Framework, (REF 2021) Codes of practice (COP).

If you require this document in an alternative accessible format, please email [info@hefcw.ac.uk](mailto:info@hefcw.ac.uk).



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## **Introduction**

1. This circular notifies institutions of the UK funding bodies' intention to publish a public consultation upon the management of complaints and investigations relating to the application of the 2021 Research Excellence Framework, (REF 2021) Codes of practice (COP).
2. Each institution participating in REF 2021 must develop, document and apply a code of practice on key decision for the exercise.
3. During 2019 the UK funding bodies assessed and approved the COP of each institution participating in REF 2021.
4. In the REF 2021 [Guidance on codes of practice \(REF 2019/3\)](#), the UK funding bodies committed to put in place measures to enable individuals to make a formal complaint, where it is believed that agreed COP processes have not been followed.
5. The purpose of the complaints process will be to ensure that institutions' approved COPs are implemented fairly and consistently and provide assurance to the UK funding bodies of the accuracy of submissions to REF 2021. This assurance helps meet the UK funding bodies' obligations concerning equality, diversity and inclusion.
6. The funding bodies have taken the decision to seek the views of the sector on the proposed complaints and investigation process. This will ensure that a range of views from a variety of stakeholders are considered.

## **Timetable**

7. The consultation will open on 8 January 2020. Further details about the consultation will be published at this time.
8. Institutions are encouraged to participate in the consultation and asked to promote the opportunity to provide views upon this matter.

## **Further information / responses to**

9. For further information, contact [researchwales@hefcw.ac.uk](mailto:researchwales@hefcw.ac.uk).