

PEER REVIEWER OF EVALUATIONS

Reference documents to read the guideline with:

- National Evaluation Policy Framework, 2019
- Evaluation Guideline - How to Draw up Terms of Reference for Evaluation Projects.



What is a peer reviewer?

A self-review by a professional or a process of quality assurance involving qualified and external individuals within the relevant field. Peer review methods are employed to maintain standards, improve performance and ensure credibility.

Why do we peer review?

To ensure quality at different stages of an evaluation, and also provide an independent view from experts in the field as to the quality of different evaluation deliverables. A peer review for an evaluation undertaken within Government is used to review and provide an expert judgement on approaches, methods as well as the content area within the sector or field of the evaluation.



How are peer reviewers selected?

Two peer reviewers are contracted. A content expert can review outputs and provide assurance as to whether the evaluation has sufficiently considered the relevant literature, is informed by the latest subject discourse and is contextually relevant and one a methodology expert in the type of methodology needed for the evaluation in question. One peer reviewer with skills in both methodology and content can also work..



When to do a peer review?

Peer review of government evaluations can be undertaken at key stages of an evaluation process and should be considered formative in terms of shaping and assuring quality evaluation outputs.

Who contracts the peer reviewer?

The custodian institution, as part of the quality assurance process.



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Appointment letter and terms of reference for peer reviewers

The peer reviewer should be issued an appointment letter and service level agreement and will be expected to sign both.



Reporting and acknowledgement

The peer reviewers will report to the designated M&E official who sits on the Evaluation Steering Committee. The designated M&E official should ensure consistent communication with peer reviewers over the process of the evaluation.



Conflict of interest policy

As a peer reviewer of an evaluation the peer reviewers must avoid a conflict of interest or the potential appearance of one.



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