

## APPENDIX D

### **Housing Competition Jury Member Agreement**

The role of the jury panel is to conduct a fair evaluation of the entries submitted by the deadline for the Housing Competition, in line with the competition objectives and evaluation criteria set herein. The evaluation is voted by the jury panel that is made of renowned academics and professionals in the industries relevant to the competition. The jury panel will be the sole decision maker on the winning entries: it shall decide on the winner of the first prize, the types of honorable mentions and their recipients. Members of the steering committee are allowed to attend the jury deliberation and shall serve as non-voting observers without taking part or influencing in the jurying process. Entries will be evaluated, scored and voted anonymously.

1. The jury member shall protect and not disclose, copy, replicate or reproduce the content of submissions
2. The jury member will commit to completing the evaluation in a timely manner, within the 2-day window assigned to this stage by the competition Organizer
3. The jury member will personally be present during the evaluation without companionship, assistance or delegation
4. The jury member will provide a detailed feedback on the submissions in a professional manner, without any prejudice, bias or personal preference
5. In the event where the jury member is able to identify the participants' identity through their submission, he/she shall disclose that fact and his/her vote and score shall not be counted
6. The jury member will not misuse his authority as a member of the jury panel
7. The jury member will not attempt to communicate with the participants nor accept requests for favors from any concerned party
8. To ensure blind-voting, the jury member will not inform others of his vote and score
9. The jury member will take part in developing the evaluation criteria of the competition prior to the jury deliberation day
10. The jury member accepts the use of his/her name and biography in all competition-related communication and information sharing, pre-, during and post-competition
11. The jury member will request from the organizer any support or special accommodation needed for ensuring his/her participation in the jury panel and disclose in full transparency his/her availability, capacity and expertise to undertake this role in a satisfactory manner
12. The jury member will abide to this agreement until the official end of the competition