

Exhibit 5: Contents of the Panel Chair's Statement

Letterhead:

Date

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Agricultural Research Service, USDA
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Beltsville, MD 20705

[Body: please answer these types of questions:

1. Did the [state the name of the panel] panel have discussions that reflected: -sound and credible scientific peer review
 - ideas, creative thinking, and alternative approaches to improve the quality of research that may not have been considered by Agency scientists and staff.
2. What were the most notable (positive or negative) characteristics of the discussion process and why:
 - level of preparation for the discussion
 - time spent discussing each project
 - logistical arrangements
 - exclusion of peer reviewers who had a conflict with the project
 - understanding of the review criteria and roles as peer reviewers
 - scoring and critique writing procedures
3. What suggestions do you have to improve the peer review process?
4. Overall, was this an effective peer review panel?

[Please note that, while your statement is directed to the Officer, it will be read by ARS Area Directors, National Program Staff managers, and other managers in the agency. Your statement will be held as part of OSQR's public records. Please do not list the names of the reviewers in your statement.]

[your signature & title]

Comments
for Section 17
Contents of the Panel Chair's Statement