



## NERC Peer Review College – Policy for Periods of Leave

### Change Log

Version	Date	Changes and points to note
0.1	06/03/2013	Minor updates for publication
0.2	03/06/2015	Minor updates to reflect changes to College policy

College members who are taking a period of leave from their Research Organisation have the following options:

- 1) To continue completing reviews and attending meetings.
- 2) To put their membership into abeyance. Their term of membership will not usually be extended unless the period of abeyance is a full year, when we may agree to them completing an additional year.
- 3) To continue completing reviews but not attend any meetings.

A period of leave may be taken for the following reasons:

- Maternity, paternity, parental or adoption leave
- Long term sickness
- Sabbatical

College members should notify NERC as early as possible to discuss which option they will take and to notify the College Team of any change of contact details.

Members will also need to update their details in Je-S if they would like us to send review notifications to a different email address; an alternative email address with effective dates can be added to Je-S. For assistance with this, please contact the Je-S Helpdesk ([JeSHelp@rcuk.ac.uk](mailto:JeSHelp@rcuk.ac.uk), 01793 444164).

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