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| **A close up of a logo  Description automatically generated** | **Assessment Criteria**  **for Expert Reports** |

**Compliance**

1. The report makes it clear what the substance was of material instructions
2. The report identifies and addresses the issues or questions in the case
3. The expert sets out their qualifications, training and experience and explains how they are relevant to the case
4. Within the report, the expert remains within their area of expertise and identifies any issues which fall outside their area of expertise
5. All documentary evidence and materials that form part of the instructions are listed with sufficient particularity and detail for it to be clear what the expert has seen and when they were provided with the documents or materials
6. The expert provides an objective and impartial opinion and/or recommendations/costs and avoids taking on an advocacy role on behalf of their instructing party
7. The expert identifies, where appropriate, a range of reasoned opinion and/or recommendations/costs and makes it clear why their opinion is to be preferred
8. The expert avoids usurping the role of the court in deciding disputed facts and ultimate issues
9. The relevant legal tests and/or principles have been articulated and applied correctly. Or the relevant industry standards and principles have been articulated and applied

**Best Practice**

1. The report is well written, unambiguous and clear
2. In addressing the issues or questions the expert provides sufficiently detailed reasons which are easy for a non-specialist to understand and which are logically and clearly derived from the evidence in the case and / or standards and/or practices in the expert’s field
3. The report explains terms and technical issues and/or costs so that they may be understood by a layperson
4. The report has good, appropriate and logical structure, including a summary and/or summary of costs
5. The expert sets out their methodology or process of investigation with sufficient clarity to be understood by a layperson and with sufficient explanation for the court to assess the evidentiary reliability of their opinion
6. The report is sufficiently succinct and focused, whilst also containing adequate detail to explain understanding of the case and rationale for recommendations or opinions expressed

**Final Compliance Check**

1. The report is compliant with the rules, regulations and guidance for the jurisdiction and court for which it was submitted