



**Badan Peguam Malaysia
Malaysian Bar**

www.malaysianbar.org.my

Wisma Badan Peguam Malaysia
2 Leboh Pasar Besar
50050 Kuala Lumpur, Malaysia
Tel : +603-2050 2050
Fax : +603-2050 2019
Email : council@malaysianbar.org.my

**Circular No 351/2026
Dated 23 Sept 2026**

To Members of the Malaysian Bar

**Invitation to Join Module Course Content Development Teams for the Legal Practice
Postgraduate Certificate Under the New Bar Course (Deadline: 27 Sept 2026)**

The Legal Profession Qualifying Board (“LPQB”) is developing the New Bar Course (“NBC”) to replace the Certificate in Legal Practice examination, in which the NBC will comprise the Conversion Course and the Legal Practice Postgraduate Certificate (“LPPC”). The LPPC is a vocational programme for holders of non-qualifying law degrees, focusing on legal practice and equipping law graduates with practical legal skills before commencing pupillage.

LPQB is inviting interested Members to apply to join the Module Course Content Development Team for any of the following LPPC modules:

- (1) Fundamentals of Legal Practice;
- (2) Criminal Litigation and the Law of Evidence;
- (3) Civil Litigation and the Law of Evidence;
- (4) Conveyancing Practice; and
- (5) Corporate and Commercial Practice.

The appointment will be for five months, from 1 Oct 2026 to 1 Mar 2027.

For further information on the scope of the appointment, terms of reference and appointment criteria, Members can refer to the following documents [here](#) (see page 2 onwards), as listed below:

- (1) Letter from LPQB dated 18 Sept 2026;
- (2) Appendix A — Terms of Reference; and
- (3) Appendix B — Criteria for the Appointment of Module Course Content Developer.

Members who wish to apply may complete the application form via the link [here](#). Please submit your application **on or before 27 Sept 2026 (Sunday), by 5:00 pm**.

For enquiries, please contact:

- (1) Prof Datin Dr Faridah bt Jalil, Workstream Lead (019-332 6415 / faridah@ukm.edu.my); or
- (2) Puan Ummi Nursaffiah bt Arispa Abdullah, Project Manager (nursaffiah1012@gmail.com).

Thank you.

**R Jayabalan
Secretary
Malaysian Bar**



LEMBAGA KELAYAKAN PROFESION UNDANG-UNDANG MALAYSIA
(LEGAL PROFESSION QUALIFYING BOARD MALAYSIA)

SEGERA/ MELALUI E-MEL

Ruj. Kami: LKPU.100-3/4/3/J1(26)/(26 - 385)

18 September 2026

YBrs. Tuan Anand Raj

Pengerusi

Majlis Peguam Malaysia

Wisma Badan Peguam Malaysia

No. 2, Jalan Leboh Pasar Besar

50050 Kuala Lumpur

YBrs. Tuan,

PERMOHONAN MEMANJANGKAN JEMPUTAN KEPADA AHLI-AHLI BADAN PEGUAM MALAYSIA UNTUK MENGANGGOTAI *MODULE COURSE CONTENT DEVELOPMENT TEAMS* BAGI *LEGAL PRACTICE POSTGRADUATE CERTIFICATE* DI BAWAH *NEW BAR COURSE*

Dengan hormatnya saya merujuk perkara yang tersebut di atas.

2. Untuk makluman, Lembaga Kelayakan Profesion Undang-Undang ("Lembaga") sedang membangunkan suatu program baharu yang dikenali sebagai ***New Bar Course ("NBC")*** untuk menggantikan ***Peperiksaan Sijil Amalan Guaman ("PSAG")***. NBC ini akan merangkumi program ***Conversion Course ("CC")*** dan program ***Legal Practice Postgraduate Certificate ("LPPC")***.
3. CC merupakan satu program peralihan bagi *Non-Qualifying Law Degree Holders* dari luar negara yang memerlukan pengenalan berstruktur mengenai sistem perundangan Malaysia termasuk undang-undang substantif teras. LPPC pula merupakan satu program vokasional atau praktikal bagi *Non-Qualifying Law Degree Holders* dari luar dan dalam negara yang fokus kepada amalan kepeguaman untuk menyediakan graduan undang-undang dengan kemahiran undang-undang yang praktikal sebelum menjalani latihan dalam kamar (*pupillage*) di Malaysia.
4. Melalui mesyuarat Lembaga yang diadakan pada **27 April 2026**, Lembaga telah menubuhkan ***NBC Task Force*** untuk menjalankan ***"A Study to Develop the Operational Framework for the New Bar Course (Conversion Course and Legal Practice Postgraduate***

Certificate): From Policy to Practice" ("Kajian NBC"). Salah satu perkara yang perlu dibangunkan di bawah LPPC ialah kandungan bagi setiap modul LPPC. Modul LPPC adalah seperti yang berikut:

- (a) *Fundamentals of Legal Practice*;
- (b) *Criminal Litigation and the Law of Evidence*;
- (c) *Civil Litigation and the Law of Evidence*;
- (d) *Conveyancing Practice*; dan
- (e) *Corporate and Commercial Practice*.

5. Sukacita sekiranya YBrS. Tuan dapat memanjangkan jemputan ini kepada Ahli-ahli Badan Peguam Malaysia yang berminat untuk menganggotai *Module Course Content Development Team* bagi setiap modul LPPC. Ahli-ahli Badan Peguam Malaysia yang berminat hendaklah terus melengkapkan borang di pautan <https://www.surveymonkey.com/r/WGKFBYT> selewat-lewatnya **pada 27 September 2026 pada pukul 5.00 petang**. Berdasarkan permohonan yang diterima melalui pautan tersebut, Lembaga akan memilih anggota *Module Course Content Development Team*, termasuk *Lead Module Course Content Developer*, bagi setiap modul LPPC.

6. Pelantikan sebagai anggota *Module Course Content Development Team* bagi setiap modul LPPC ialah selama **lima (5) bulan** iaitu dari **1 Oktober 2026** hingga **1 Mac 2027**. Bersama-sama ini dikemukakan dokumen yang berikut untuk makluman dan rujukan:

- (a) Skop tugas dan terma rujukan (*Terms of Reference*) adalah sebagaimana dalam **LAMPIRAN A**; dan
- (b) Kriteria pelantikan adalah sebagaimana dalam **LAMPIRAN B**.

7. Untuk makluman, hasil yang perlu disampaikan, garis masa pelaksanaan dan kawalan kualiti (*deliverable, timeline and quality gates*) akan dikemukakan bersama dengan surat pelantikan kelak. Selain itu, *Module Course Content Development Teams* akan menerima bayaran honorarium berdasarkan kadar yang telah diluluskan oleh Lembaga. Pelantikan ini tertakluk pada semua peraturan dan ketetapan yang berkuat kuasa berhubung dengan kerahsiaan, konflik kepentingan dan akuan keaslian.

8. Sekiranya terdapat apa-apa pertanyaan mengenai perkara ini, YBrS. Tuan dan mana-mana Ahli Badan Peguam Malaysia yang berminat untuk menyertai *Module Course Content Development Teams* bolehlah menghubungi –

(a) **YBhg. Prof. Datin Dr. Faridah binti Jalil**, *Workstream Lead* di talian **019-3326415** atau melalui alamat e-mel **faridah@ukm.edu.my**; atau

(b) **YBrs. Puan Ummi Nursaffiah binti Arispa Abdullah**, *Project Manager* melalui alamat e-mel **nursaffiah1012@gmail.com**.

9. Lembaga berharap sokongan, kepakaran dan dedikasi Ahli-ahli Badan Peguam Malaysia yang berminat untuk membangunkan kandungan kursus bagi modul LPPC dapat memastikan NBC ini dilaksanakan dengan sempurna dan jayanya.

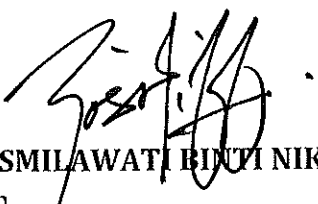
10. Kerjasama dan perhatian YBrs. Tuan dalam perkara ini amatlah dihargai oleh Lembaga dan didahulukan dengan ucapan ribuan terima kasih.

Sekian.

"MALAYSIA MADANI"

"BERKHIDMAT UNTUK NEGARA"

Saya yang menjalankan amanah,


(**NIK ROSMILAWATI BINTI NIK YUSOFF**)
Pengarah
Lembaga Kelayakan Profesion Undang-Undang

SALINAN KEPADA:

1. **YBrs. Dr. Rozilini Mary Fernandez-Chung PFHEA**
Chair/Lead Researcher, NBC Task Force
300-18-18 OBD Garden Tower
Jalan Desa Utama
Taman Desa
58100 Kuala Lumpur
2. **YBhg. Prof. Datin Dr. Faridah binti Jalil**
Profesor Kehormat
Institut Islam Hadhari
Merangkap Workstream Lead, NBC Task Force
Universiti Kebangsaan Malaysia
43600 Bandar Baru Bangi
Selangor

**TERMS OF REFERENCE
FOR THE APPOINTMENT OF MODULE COURSE CONTENT DEVELOPER
FOR THE LEGAL PRACTICE POSTGRADUATE CERTIFICATE**

1. Background

- 1.1. The Legal Profession Qualifying Board ("Board") will be implementing the New Bar Course ("NBC"), comprising the Conversion Course ("CC") and the Legal Practice Postgraduate Certificate ("LPPC") programmes. The LPPC is a six-month, provider-supported professional programme delivered by providers approved by the Board.
- 1.2. The LPPC comprises the following modules:
 - 1.2.1. Fundamentals of Legal Practice;
 - 1.2.2. Criminal Litigation and the Law of Evidence;
 - 1.2.3. Civil Litigation and the Law of Evidence;
 - 1.2.4. Conveyancing Practice; and
 - 1.2.5. Corporate and Commercial Practice.
- 1.3. This Terms of Reference ("**TOR**") document applies to the development of the module specified in the appointment letter.
- 1.4. For the purposes of this TOR, 'Module Lead' means the LPPC Module Course Content Development Lead appointed to lead content development for the assigned LPPC module.

2. Purpose of the Appointment

- 2.1. The Module Course Content Developer shall be appointed to develop high-quality-practice-driven-jurisprudentially-supported-Learning Management System ("LMS")-ready curriculum and learning materials, and sample assessment materials for the Board for the purposes of its LPPC course.

3. Team Composition and Responsibilities

- 3.1. The Module Lead shall lead, coordinate and supervise the development of the assigned module and shall be responsible for the coherence, quality, completeness and timely submission of all materials produced by the development team.
- 3.2. The team shall satisfy the following criteria:
 - 3.2.1. Each team shall comprise four (4) members, including the Module Lead;
 - 3.2.2. No more than one (1) team member may be affiliated with the same organisation or institution as the Module Lead;
 - 3.2.3. At least one (1) team member must currently be in active legal practice with a minimum of seven (7) years' experience in the relevant subject matter of the module; and
 - 3.2.4. Team members shall possess relevant academic qualifications and professional experience in the subject matter of the module.
- 3.3. The proposed team composition, and any subsequent replacement of a team member, shall be subject to the Board's prior approval.
- 3.4. The Module Lead shall remain responsible for integrating and verifying all contributions made by the development team.

4. Scope of Work

4.1. Module Design and Alignment

- 4.1.1. Develop the module structure in accordance with the approved curriculum framework;
- 4.1.2. Align the module course content with the approved module learning outcomes, lessons learning outcomes, competency requirements and assessment blueprint;
- 4.1.3. Ensure the appropriate application and integration of legal knowledge, professional values and practical legal skills;
- 4.1.4. Ensure that the content and learning activities are appropriate to the competency level intended for the LPPC.

4.2. Teaching and Learning Materials

- 4.2.1. Develop teaching and learning materials in Bahasa Melayu and English, suitable for provider-supported delivery, structured independent learning and LMS-supported learning;
- 4.2.2. Prepare, as applicable, the topic guides, content notes, lesson plans, presentation slides, reading lists, case precedent lists and statutory materials, practical exercises, factual scenarios and case studies of selected precedents, technical drafting scenarios and digital learning prompts;
- 4.2.3. Ensure that learner-facing and provider-facing materials are internally consistent and enable reasonably consistent delivery by approved providers;
- 4.2.4. Use clear, accessible and professionally appropriate language; and
- 4.2.5. Ensure that all case precedents, statutes, rules and other references are accurate and current as at December 2026.

4.3. Assessment Materials

- 4.3.1. Develop formative exercises and accompanying feedback, guidance or model answers to support learning;
- 4.3.2. Develop the summative assessment materials for LPPC Question Bank required for the assigned module in accordance with the approved assessment blueprint;
- 4.3.3. Prepare, as applicable, self-check assessment questions or practical stations, candidate instructions, assessor or examiner instructions, marking criteria, rubrics, model or indicative answers and supporting materials; and
- 4.3.4. Ensure that the assessment materials are aligned with the relevant learning outcomes, based on realistic professional tasks, capable of consistent marking or assessment, and handled in accordance with the Board's assessment-security requirements.

4.4. LMS and Publication Readiness

- 4.4.1. Prepare and package all materials in accordance with the Course Writing Guide, prescribed templates and applicable LMS specifications;
- 4.4.2. Ensure that files are properly named, formatted, sequenced and submitted in the publication-ready formats;
- 4.4.3. Participate in LMS and publication-readiness checks; and
- 4.4.4. Address any content, formatting, sequencing, accessibility or functionality issues identified during LMS preparation.

4.5. Quality Review and Revision

- 4.5.1. Submit all materials in accordance with the approved development timetable and prescribed templates;
- 4.5.2. Participate in scheduled briefings, meetings, workshops, review sessions and calibration sessions relevant to the assigned module;
- 4.5.3. Consider and address feedback issued by the NBC Task Force, external reviewers and quality assurance reviewers; and
- 4.5.4. Revise and resubmit the materials within the stipulated timeframe until the applicable review and acceptance requirements are satisfied.

5. Required Deliverables

- 5.1. Completed module design;
- 5.2. Course learning outcomes and alignment matrix;
- 5.3. Module outline, scheme of work and indicative learning hours;
- 5.4. Teaching and learning materials in Bahasa Melayu and English;
- 5.5. Weekly lesson plans suitable for self-directed learning and/or delivery by approved providers;

- 5.6. Reading lists, case precedent lists, statutory materials, rules and procedural references;
- 5.7. Self-assessment exercises and accompanying feedback, guidance or model answers; and
- 5.8. Revised and final versions, together with a record of material revisions made following review.

6. Quality Standards

- 6.1. All materials shall:
 - 6.1.1. be aligned with the approved curriculum, learning outcomes, competency requirements and assessment blueprint;
 - 6.1.2. be legally accurate and current as at the submission date specified by the Board;
 - 6.1.3. be relevant to Malaysian legal practice and, where applicable, based on realistic professional contexts;
 - 6.1.4. be clear, coherent, complete and appropriate for the intended learner group and LPPC competency level;
 - 6.1.5. support reasonably consistent delivery and assessment by approved providers;
 - 6.1.6. comply with the approved templates, writing guidelines, LMS specifications and accessibility requirements;
 - 6.1.7. be properly referenced, original and free from plagiarism or copyright infringement; and
 - 6.1.8. be submitted within the approved development timetable.

7. Reporting, Review and Acceptance

- 7.1. The Module Lead shall report to the NBC Task Force, and shall liaise with the curriculum, assessment, LMS and quality assurance teams as required.
- 7.2. Submission of materials shall not constitute final acceptance. The materials shall be regarded as complete only upon satisfactory completion of the

required review and quality assurance processes and written acceptance by the Board or its designated authority. The Module Lead shall revise and resubmit the materials within the timeframe stipulated by the Board.

8. Term of Appointment

- 8.1. The appointment letter shall state the term of appointment. The Module Lead shall perform and complete the assignment in accordance with the development period, milestones and submission dates specified in the approved development timetable.
- 8.2. The Module Lead shall promptly notify the NBC Task Force of any matter that is reasonably likely to affect the timely completion of a deliverable.

9. General Compliance

- 9.1. This TOR shall be read together with the appointment letter, approved curriculum documents, assessment blueprint, Module Writing Guide, LMS specifications, development timetable and written instructions issued by the NBC Task Force in relation to the assignment.
- 9.2. The Module Lead shall seek clarification from NBC Task Force where an instruction is unclear or materially inconsistent with an approved document and shall not vary the approved curriculum, learning outcomes, competency requirements, assessment blueprint or assessment weightings without prior written approval.
- 9.3. The Module Lead shall ensure that all members of the development team comply with all applicable instructions, guidelines, timelines and quality standards issued or approved by the Board and communicated in relation to the assignment from time to time.

**CRITERIA FOR THE APPOINTMENT
OF MODULE COURSE CONTENT DEVELOPER
FOR THE LEGAL PRACTICE POSTGRADUATE CERTIFICATE**

1. Purpose of Appointment

A Module Course Content Developer for the Legal Practice Postgraduate Certificate (“LPPC”) shall be appointed to develop high-quality-practice-driven-jurisprudentially-supported-Learning Management System (“LMS”)-ready curriculum and learning materials including assessment items. The appointed developer must ensure that all materials support the approved curriculum structure, learning outcomes, assessment blueprint, competency expectations and quality assurance requirements of the Legal Profession Qualifying Board (“Board”). As the LPPC is intended to prepare candidates for legal practice, the Module Course Content Developer should have practice experience.

2. General Eligibility Criteria

A person may be appointed as an LPPC Module Course Content Developer if the person demonstrates either relevant academic qualification in law or professional legal qualification, including but not limited to:

2.1. For Practitioners:

2.1.1. [MH] Bachelor of Laws (LL.B) or equivalent law degree;

2.1.2. [MH] Professional legal qualification such as Certificate of Legal Practice (“CLP”) or the English Bar or equivalent of Year 4 of a Malaysian Qualifying Law Degree;

2.1.3. [MH] An Advocate and Solicitor of the High Court of Malaya or of the High Court of Sabah and Sarawak, having the experience of –

(a) at least seven (7) years of active legal practice immediately preceding the date of this Application; or

(b) at least seven (7) years in the judicial and legal service and/or in the Judiciary.

2.1.4. [MH] Must have practised in the relevant area (See 2.3).

2.2. For Academics:

- 2.2.1. [MH] Has taught the fourth or professional year of a Malaysian Qualifying Law Degree for at least five (5) years, and is currently teaching at that level or last taught at that level not more than two (2) years preceding the date of this Application;
- 2.2.2. [GH] Master of Laws (LLM), where relevant to the module area;
- 2.2.3. [GH] Professional legal qualification such as CLP or the English Bar or equivalent or Year 4 of a Qualifying Law Degree;
- 2.2.4. [GH] PhD in Law or related legal field.

2.3. The relevant teaching or practice may be shown through experience and expertise in the specific module area, for example:

- 2.3.1. for **Fundamentals of Legal Practice**, knowledge and experience in professional ethics, solicitors' account and undertaking, client handling, office management, legal research, drafting, advocacy, legal technology and Generative Artificial Intelligence (GenAI) and readiness for pupillage.
- 2.3.2. for **Criminal Litigation and the Law of Evidence**, knowledge and experience in criminal procedure, bail, charge, plea, trial process, evidence and sentencing;
- 2.3.3. for **Civil Litigation and the Law of Evidence**, knowledge and experience in civil procedure, pleadings, interlocutory applications, trial preparation, evidence, settlement and enforcement;
- 2.3.4. for **Conveyancing Practice**, knowledge and experience in land law, sale and purchase transactions, financing documentation, land office procedures and completion processes;
- 2.3.5. for **Corporate and Commercial Practice**, knowledge and experience in company law, commercial transactions, corporate advisory work, due diligence, directors' duties and drafting of commercial documents.

Note:

[MH] - Must Have

[GH] - Good to Have

3. Subject-Matter Expertise

The Module Course Content Developer must possess sufficient experience in the relevant area of law and must deliver the curriculum in both Bahasa Melayu and English. The developer should be able to:

- 3.1. identify the key topics, concepts, legal principles and practical skills required for the module;
- 3.2. ensure appropriate application of knowledge with practical skills;
- 3.3. ensure that the module is relevant to legal practice in Peninsular Malaysia, Sabah and Sarawak;
- 3.4. prepare accurate and current references to case precedent lists, statutes, rules and other legal sources; and
- 3.5. ensure that the module reflects current professional expectations and practice requirements.

4. Curriculum and Assessment Alignment

The Module Course Content Developer must be able to align the module with the approved LPPC curriculum framework. The developer should ensure that the module:

- 4.1. follows the approved curriculum structure;
- 4.2. maps to the module learning outcomes;
- 4.3. aligns with the assessment blueprint;
- 4.4. supports the competency expectations of the LPPC;
- 4.5. ensures integration of legal knowledge with practical skills; and
- 4.6. prepares students for the required types of LPPC assessment.

5. Ability to Develop Teaching and Learning Materials

The Module Course Content Developer must prepare comprehensive teaching and learning materials suitable for LPPC delivery including the following:

- 5.1. content notes;
- 5.2. topic guides;

- 5.3. presentation slides;
- 5.4. reading lists;
- 5.5. case precedent lists;
- 5.6. statutory materials;
- 5.7. rules and procedural references;
- 5.8. factual scenarios and case studies of selected precedents;
- 5.9. technical drafting scenarios;
- 5.10. practical exercises;
- 5.11. digital learning prompts; and
- 5.12. materials suitable for self-directed learning, appointed provider delivery and/or LMS-supported learning.

6. Assessment Development Competence

The Module Course Content Developer must be able to develop assessment materials (including question bank) that are valid, fair and aligned with the LPPC assessment blueprint. The developer should be able to prepare:

- 6.1. continuous assessment exercises (theoretical and practical);
- 6.2. Objective Structured Performance Assessment (OSPA)-style practical exercises;
- 6.3. assessment scenarios;
- 6.4. drafting or advisory tasks;
- 6.5. problem-based questions; and
- 6.6. model answers or marking guidance, where required.

OSPA is a structured practical/performance-based assessment using simulated legal practice tasks. The Module Course Content Developer must also be able to revise assessment materials upon completion of quality review.

The Module Course Content Developer should ensure that assessment tasks test not only legal knowledge, but also practical application, professional judgement and readiness for pupillage.

7. LMS and Publication Readiness

The Module Course Content Developer must be able to prepare materials that can be used and converted for LMS upload and publication. The developer should be able to:

- 7.1. package materials according to LMS upload requirements;
- 7.2. follow the Course Writing Pack and LMS specifications;
- 7.3. name, format, sequence and submit files correctly;
- 7.4. ensure that materials comply with prescribed templates;
- 7.5. support LMS readiness checks before publication; and
- 7.6. address formatting, sequencing or content issues identified during LMS preparation.

8. Quality Assurance Commitment

The Module Course Content Developer must participate in the LPPC quality assurance process. The Module Course Content Developer must:

- 8.1. submit materials according to agreed timelines and templates;
- 8.2. participate in scheduled review sessions, meetings, workshops and Quality Gate evaluations;
- 8.3. revise and improve materials based on feedback from the Board, the New Bar Course (“NBC”) Task Force, external reviewers and/or QA reviewers;
- 8.4. ensure that materials meet the Board’s standards for accuracy, coherence, completeness, accessibility and LMS readiness; and
- 8.5. revise and resubmit materials within the stipulated timeline where required.

9. Team Formation and Collaboration Criteria

The Module Course Content Developer Lead will select and coordinate with suitable team members. The team shall satisfy the following criteria:

- 9.1. each team shall comprise four (4) members, including the Module Course Content Developer Lead;
- 9.2. no more than one (1) team member may be affiliated with the same organisation or institution as the Module Course Content Developer Lead;
- 9.3. at least one (1) team member must currently be in active legal practice with a minimum of seven (7) years' experience in the relevant subject matter of the module; and
- 9.4. team members shall possess relevant academic qualifications and professional experience in the subject matter of the module.

10. Professional Integrity and Ethical Standard

The Module Course Content Developer must demonstrate professional integrity and ethical responsibility in developing module materials. The developer must ensure that all submitted materials are:

- 10.1. properly referenced;
- 10.2. free from plagiarism;
- 10.3. free from copyright breach;
- 10.4. legally accurate;
- 10.5. updated to as of December 2026;
- 10.6. relevant to Malaysian legal practice;
- 10.7. clear, coherent and suitable for the intended learner group; and
- 10.8. consistent with the Board's approved templates and writing guidelines.

11. Reporting and Coordination

The Module Course Content Developer shall report to the NBC Task Force, and liaise with the relevant curriculum, assessment, LMS and QA teams as required. The Module Course Content Developer must be able to communicate clearly, address feedback constructively and coordinate revisions within the agreed timeline.

12. Optional Selection Matrix

Selection Area	Weightage	What to Look For
Subject-matter expertise	25%	Depth and relevance of expertise in the module area.
Legal practice / professional training experience	25%	Ability to connect learning materials with realistic Malaysian legal practice.
Curriculum and assessment development capability	20%	Ability to align materials with learning outcomes, assessment blueprint and competency expectations.
LMS and materials development capability	15%	Ability to prepare structured, formatted and LMS-ready materials.
Quality assurance and teamwork capability	15%	Ability to work with reviewers, meet timelines and revise materials.