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Special Condition

The Office of Qualifications and Examinations Regulation (Ofqual), in accordance with its powers under section 132(3)(d) of the Apprenticeships, Skills, Children and Learning Act 2009 (ASCLA) has imposed the following Special Conditions on Oxford, Cambridge and RSA Examinations (OCR).

Special Conditions

(2017)B6.2 For the purposes of retaining information to assist a potential investigation, OCR must:

(2017)B6.2.1 immediately suspend any routine destruction, or overwriting of any and all:

- (a) Question Paper Production Information;
- (b) Question Paper Quality Assurance Information; and
- (c) Question Paper Associated Information.

(2017)B6.2.2 retain without amendment any and all:

- (a) Question Paper Production Information;
- (b) Question Paper Quality Assurance Information; and
- (c) Question Paper Associated Information.

(2017)B6.2.3 take all reasonable steps to ensure that any relevant third party retains securely and can be required to make available in the event that it is required for the purposes of an investigation any and all:

- (a) Question Paper Production Information;
- (b) Question Paper Quality Assurance Information; and
- (c) Question Paper Associated Information.

Definitions

(2017)B6.3 For the purposes of Special Condition (2017)B6.2 the following phrases shall have the following meanings:

(2017)B6.3.1 Question Paper Production Information means all information however recorded and maintained which relates in whole or in part to the design and development of examination papers and / or assessment tasks in connection with the 2017 assessment season, including, but not limited to:

- (a) Examination papers and / or assessment tasks distributed to Centres;
- (b) Examination papers and / or assessment tasks which were not distributed to Centres;
- (c) Modified examination papers and / or assessment tasks.

(2017)B6.3.2 Question Paper Quality Assurance Information means all information however recorded and maintained which relates in whole or in part to the review and approval of examination papers and / or assessment tasks in connection with the 2017 assessment season, including, but not limited to:

- (a) Examination papers and / or assessment tasks distributed to Centres;
- (b) Examination papers and / or assessment tasks which were not distributed to Centres;
- (c) Modified examination papers and / or assessment tasks.

(2017)B6.3.3 Question Paper Associated Information means:

- (a) All communications between OCR and any third party, concerning, in whole or in part, the design, development, delivery, review, approval and delivery of examination papers and / or assessment tasks for the 2017 assessment season;
- (b) All internal OCR communications, records and notebooks concerning, in whole or in part, the design, development, delivery, review, approval and delivery of examination papers and / or assessment tasks for the 2017 assessment season;
- (c) Records of any and all review plans or processes, assessments of risk, records of issues and incident records, however titled and however maintained, relating in whole or in part to the design, development, delivery, review, approval and delivery of examination papers and / or assessment tasks for the 2017 assessment season;
- (d) Records of any and all processes, systems and procedures, however maintained, relating in whole or in part to the design, development, delivery, review, approval and delivery of examination papers and / or assessment tasks for the 2017 assessment season;
- (e) All communications and training material provided to any persons involved in the design, development, delivery, review, approval and

delivery of examination papers and / or assessment tasks for the 2017 assessment season.

Signed: Dated: 15 June 2017

Julie Swan
Executive Director for General Qualifications

Note:

1. Ofqual has a requirement to be open and transparent and may publish a Special Condition, either fully or in part, on its website, www.ofqual.gov.uk, unless Ofqual is persuaded by an awarding organisation that there is a legitimate reason that this should not be published, including that this may have adverse commercial implications for the awarding organisation involved. In this instance, Ofqual does not intend to publish and will inform OCR separately, and provide the opportunity for OCR to make representations, should this view change.
2. Ofqual may amend or revoke this Special Condition by giving you notice of its intention and considering any representations you may wish to make.
3. We will review this Special Condition on or before **30 November 2017** to determine whether it should continue to be in place.
4. In the event that we take enforcement action we may consider taking alternative regulatory action and may also seek to recover our costs.
5. You may request a review of the decision to impose a Special Condition within 10 working days of the date of this determination. The request must be in writing, marked for the attention of Matthew Humphrey, Associate Director, Legal Moderation and Enforcement and sent by email to: enforcement@ofqual.gov.uk
6. A review may be requested on the following grounds only:
 - The facts of the decision for imposing a Special Condition are incorrect;
 - A relevant fact has not been taken into account;
 - Ofqual has not followed its own procedures, or
 - The decision to impose a Special Condition does not support the facts, an unreasonable decision.
7. Any review will be carried out by an officer of Ofqual who has had no previous involvement in your matter.