

**University of Newcastle Quality Review – Policy Document**

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| **Document Details** |
| **Policy Document Name** | *Click or tap here to enter text.* |
| **Author / SME** | *Click or tap here to enter text.* |
| **Responsible Executive** | *Click or tap here to enter text.* |
| **Date of Review** | *Click or tap to enter a date.* |
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| **Quality Review** |

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| **Type of Document** | *Choose an item.* |
| Does the content of the document meet the policy type purpose (Table 1 – Policy Framework).  | *Choose an item.* |
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| **Document Content** |
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| Plain English  | *Choose an item.* | Short simple sentences | *Choose an item.* |
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| Gender neutral language | *Choose an item.* | Consistency in language and terminology | *Choose an item.* |
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| Are terms defined by the Policy Glossary used consistent with the current definition? | *Choose an item.* |
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| ***Policy & Delegations Officer, Governance & Assurance Services*** |