**CIfA fieldwork Standards and universal guidance - consultation questions**

*Please find below a copy of the consultation survey questions for anybody who wishes to email their consultation feedback direct. Please review the below and address these in your feedback unless you’re just submitting general comments. If you wish to use the below as a template for your responses you can highlight answers or leave longer comments as you see fit, the word document should be editable.*

Thank you for taking part in this consultation and providing us with your thoughts and suggestions on the revised CIfA Standards and universal guidance clauses for field evaluation, archaeological excavation, and archaeological watching brief. We really appreciate your input. ***Please read the consultation information and review the documents (six in total) prior to answering the below questions - these can be accessed here*** <https://bit.ly/3XXZeVh>

If you have any questions or would like to follow up on any comments or feedback you have, please contact Jen via: jen.parkerwooding@archaeologists.net

1. **About you:** Are you responding as an individual or on behalf of an organisation/company/group/society/other? ***This survey is anonymous but if you would like to identify yourself or state who you're representing, please leave your name in the 'other' box. If you are happy for us to contact you further about your feedback please also leave your contact details***

□ Individual

□ Organisation

□ Other

**2. About you:**Are you a CIfA member?

□ Yes

□ No

**3. About you:**Do you work for a Registered Organisation?

□ Yes

□ No

□ Not sure

**4. About you:**Where are you based or where does much of the work you undertake take place?

Open text response

5. Are you happy with the wording of the Standard and accompanying definition for field evaluation, archaeological excavation and archaeological watching brief? If No, what changes, if any, would you suggest? Please use to ‘other’ box to leave comments

□ Field evaluation – Yes

□ Field evaluation – No

□ Archaeological excavation – Yes

□ Archaeological excavation – No

□ Archaeological watching brief – Yes

□ Archaeological watching brief – No

□ Other

6. Are there any issues with the universal guidance clauses, whether it's associated with content, clarity or phrasing? If Yes, please elaborate using the 'other' box

□ Yes

□ No

□ Other

7. Do you think the expectations of those engaged in field evaluation, archaeological excavation and archaeological watching brief are Too high, Too low or About right? Please elaborate if you answered ‘Too high’ or ‘Too low’ using the 'other' box

□ Field evaluation – Too high

□ Field evaluation – Too low

□ Field evaluation – About right

□ Archaeological excavation – Too high

□ Archaeological excavation – Too low

□ Field evaluation – About right

□ Archaeological watching brief – Too high

□ Archaeological watching brief – Too low

□ Archaeological watching brief – About right

□ Other

8. ***There are several colour coded 'must', 'should' and 'may' clauses within the universal guidance. These clause terms are defined at the start of each document.*** Is it clear from reading the introductory sections of the universal guidance documents what is meant by a *'must', should'* and *'may'* clause?

If No, please elaborate using the 'other box'

□ Yes

□ No

□ Other

9. ***One of the key aims of this review is to ensure the CIfA Standards and tier one universal guidance are as globally applicable as possible. This is a work in progress and will involve consultation with our partners, colleagues and experts across the UK, Europe and further afield, especially those associated with our Area groups in Germany (CIfA Deutschland) and Australia.***However, from your own experience, do you think the Standards and universal guidance outlined in these consultation documents are ‘universal’ enough to apply in the jurisdictions where you work (or have worked)?

If No, or if there are any areas or examples within the Standards or universal guidance sections that you think require review or rephrasing please note these down using the 'other' box

□ Yes

□ No

□ Other

10. Is there anything missing from the universal guidance clauses for field evaluation, archaeological excavation and archaeological watching brief? Or is there anything in the guidance that you feel does not belong as guidance?

Open text response

11. Do you think the information for field evaluation, archaeological excavation and archaeological watching brief is sufficiently future proofed? For example, is there anything missing?

Open text response

12. ***‘Project design’ has been used as a universal term to cover documents that may be referred to elsewhere as ‘Written Schemes of Investigation’, ‘Programme of Works’ or 'Method Statement' etc***Do you think ‘project design’ is an appropriate universal term to use? Suggestions can be added using the 'other' box

□ Yes

□ No

□ Other

13. Is ‘archaeological monitoring’ a better universal term to use compared to archaeological watching brief? Suggestions for other terms can be added using the 'other' box

□ Yes

□ No

□ Other

14. Do you have any other feedback or comments you would like to share?

Open text response