

Procedure for Conducting Offline Testing

1. As a part of the offline testing procedure, a candidate is required to appear **in person** on the premises of the National Bank of Ukraine.

2. The offline test may be conducted either during the Commission meeting or separately, before the Commission reviews the candidate at the meeting. Before conducting the test, the secretary of the Commission or a person authorized to organize the test informs the candidate on the conditions of taking the test. The candidate signs a confirmation of having been informed of the conditions.

3. The candidates take the test in writing and sign it.

4. During the test candidates are not allowed to:

- use any sources of information
- interact with other people
- perform test assignments instead of other candidates and/or give their test assignment to be completed by other persons
- use any devices that record, reproduce, or process information.
- leave the space where the testing is held without permission of the secretary of the Commission.

5. In the event of a proven fact that a candidate has violated the requirements, the Commission members have the right to dismiss the candidate from the testing and deem the candidate as one who has failed the test.

6. Each test assignment contains 20 questions. Each question can have one or more correct answers. The number of correct answers is indicated in the question. The answer to such a question is considered correct, if the candidate selects all correct answers. If only one of the correct answers is selected or if both a correct answer and an incorrect one are selected, the answer to such a question is considered incorrect.

7. A candidate who is being considered for the position of a chair or member of the supervisory board of an insurer / joint credit union and who scores 14 points, receives one additional test question.

If the testing is held offline, the additional question is provided directly to the candidate.

8. Candidates have 30 minutes to complete the test.

A candidate who is being considered for the position of a chair or member of the supervisory board of an insurer / joint credit union and receives an additional test question is given additional one minute and a half to answer this question.

The candidates present at the testing receive different variants of test assignments.

A candidate who retakes the test is given a test assignment that is different from the one they took before.

9. Each question answered correctly scores one point.

10. The maximum test score is 20 points.

11. The test is considered passed if a candidate scores:

- **15 points and more**
- **15 points** (if the candidate applies for the position of a chair or member of the supervisory board of an insurer / joint credit union), taking into account the candidate's response to the additional test question.

12. If a candidate fails the test, they have the right to retake it.

13. If a candidate fails to pass the test for the second time, the candidate is deemed to have failed the test and is not allowed to retake the test based on the results of the NBU's review of the relevant set of documents.

14. If the test is considered failed, the candidate is not called for an interview.

Procedure for Conducting Online Testing

1. During the online testing, the candidates are tested **via a video conference**.

The online mode is used to test candidates for the positions of a chair and members of the supervisory board of an insurer / joint credit union who are **foreigners residing outside Ukraine**.

The Commission may decide to test the candidates online in the event of circumstances that impede testing on NBU premises, or to avoid endangering the lives or health of candidates amid martial law or quarantine.

2. The online test may be conducted either during the Commission meeting or separately, before the Commission reviews the candidate at the meeting.

3. Questions and answer options are displayed on the candidate's screen using remote communications means.

Online testing is recorded by video and audio using remote communication means, of which the candidate is informed accordingly.

Candidates who refuse to take the test with video and audio recording, are not allowed to take the test.

After the candidate joins the videoconference and before conducting the test, the secretary of the Commission or a person authorized to organize the test verbally informs the candidate of the conditions of taking the test.

4. During the test, candidates are not allowed to:

- use any sources of information
- interact with other people
- use any devices that record, reproduce, or process information.

5. Members of the Commission, upon confirming that a candidate has violated the requirements, have the right to invite the candidate to take the test at the premises of the NBU or to test the candidate during the Commission meeting with members of the Commission in attendance.

6. Each test assignment contains 20 questions. Each question can have one or more correct answers. The number of correct answers is indicated in the question. The answer to such a question is considered correct, if the candidate selects all correct answers. If only one of the correct answers is selected or if both a correct answer and an incorrect one are selected, the answer to such a question is considered incorrect.

7. A candidate who is being considered for the position of a chair or member of the supervisory board of an insurer / joint credit union and who scores 14 points, receives one additional test question.

In the online testing, the additional test question is displayed on the candidate's screen using remote communication means.

8. Candidates have 30 minutes to complete the test.

A candidate who is being considered for the position of a chair or member of the supervisory board of an insurer / joint credit union and receives an additional test question is given additional one minute and a half to answer this question.

The candidates present at the testing receive different variants of test assignments.

A candidate who retakes the test is given a test assignment that is different from the one they took before.

9. Each question answered correctly scores one point.

10. The maximum test score is 20 points.

11. The test is considered passed if a candidate scores:

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• 15 points (if the candidate applies for the position of a chair or member of the supervisory board of an insurer / joint credit union), taking into account the candidate's response to the additional test question.

12. If a candidate fails the test, they have the right to retake it.

13. If a candidate fails to pass the test for the second time, the candidate is deemed to have failed the test and is not allowed to retake the test based on the results of the NBU's review of the relevant set of documents.

14. If the test is considered failed, the candidate is not called for an interview.