

SCHEDULE

SPECIFIED CRITERIA

Information and transparency – monitoring and reporting requirements

5. The code of practice shall state that the relevant licensing body shall—
 - (a) inform members, licensees and potential licensees, on request, about the scope of its repertoire, any existing reciprocal representation and the territorial scope of its mandate;
 - (b) maintain and make available to members on request, a clear distribution policy that includes the basis for calculating remuneration and the frequency of payments together with clear information about deductions and what they are for;
 - (c) provide details of tariffs in a uniform format on its website;
 - (d) provide details of its code of practice and complaints procedure, accessible via a link on the website homepage;
 - (e) undertake that all information provided is kept up to date, is readily accessible and written in clear language that can be easily understood by licensees, potential licensees and members.