



The U.S. Department of Labor's 13 Principles for Using Assessments

1. Use the assessment tools in a purposeful manner
2. Use the “whole-person” approach to assessment
3. Use only assessment instruments that are unbiased and fair to all groups
4. Use only reliable assessment instruments and procedures
5. Use only assessment procedures and instruments that have been demonstrated to be valid for the specific purpose for which they are being used
6. Use assessment tools that are appropriate for the target population
7. Ensure that administration staff are properly trained
8. Use assessment instruments for which understandable and comprehensive documentation is available
9. Ensure that testing conditions are suitable for all test takers
10. Provide reasonable accommodation in the assessment process for people with disabilities
11. Maintain security of assessment instruments
12. Maintain confidentiality of assessment results
13. Ensure that scores are interpreted properly