

## **ASRU Administrative Appeals Committee**

### **Rules for Procedure**

#### ***Constitution of Committee***

1. There shall be an ASRU Administrative Appeals Committee (AAC) to hear appeals from the decisions of persons or committees not otherwise provided for under the ASRU Constitution

#### ***Membership of AAC***

2. The AAC shall consist of three persons with no more than two being drawn from any of the following:
  - a. A Chairperson being a member of the legal profession, active or retired, designated for this purpose
  - b. A member of the Board of the Australian Schools Rugby Foundation who is not also a member of the body being appealed from
  - c. A person or persons appointed by the Australian Rugby Union (ARU)

#### ***Appointment***

3. The ACC shall be appointed each year and may be re-appointed without limit as to the number of years
4. The ACC shall be appointed by the President of the ASRU after consultation each year with the current ACC. On the initial appointments, the President shall consult with the Executive of the ASRU and with the legal adviser to the ARU.

#### ***Lodging Appeal***

5. Appeals must be lodged in writing with the Honorary Secretary of the ASRU within seven days of the decision being notified or announced whichever is the later. The request for an appeal must contain the grounds of the appeal, together with any appropriate documentation.
6. The Honorary Secretary shall notify all interested parties with the grounds of the appeal, any relevant documentation and advise those parties of the date and place of the appeal.

#### ***Procedure***

7. The ACC may meet in person, by teleconference or by video conference.
8. The ACC shall determine its own procedures including the rules of evidence.
9. The ACC shall hear the appeal in a timely manner and as soon as practicable after the lodging of the grounds of the appeal.
10. The ACC shall apply the rules of natural justice as are applicable to domestic tribunals.

#### ***Right of Appeal***

11. Appeals shall only be lodged by persons who are affected by the decision in question (the "appellant"). The appellant may be a player, his parents, his school, his relevant school rugby union body, State or National body. It cannot include players' managers or agents, individuals who are friends, individuals who may have a financial interest in the player or representatives of codes other than rugby union.

***Representation on Appeal***

12. The appellant shall lodge written submissions with the Honorary Secretary of the ASRU within two days prior to the hearing date of the appeal and may be represented by a friend or with leave, by a legal representative. In the latter event all parties may seek leave to be so represented.

***Extension of time***

13. The AAC may extend time under these rules upon it being satisfied that there is a satisfactory explanation for any delay.

***Decision of AAC***

14. The AAC shall provide written reasons for its decision to all parties and a record of the proceedings shall be kept by the Honorary Secretary. The decision of the AAC shall be final and binding on the parties.