



## **1. Welsh Rowing Appeals Procedure 2024- HIR-R**

In this document 'Rower' refers to a sweep oar rower, sculler or coxswain who completed the Welsh Rowing registration form for the current season to be considered for selection for HIR-R 2024.

### **1. Rowers' Right of Appeal.**

1.1 A Rower has the right to appeal against the decision of the Selection Committee in respect of the implementation of the Selection Policy insofar as it relates to that rower ("Appeal").

1.2 The Appeals Procedure can only be used to determine: -

1.2.1 Whether the correct procedures have been followed in the implementation of the Selection Policy.

1.2.2 Whether the Selection Committee has acted reasonably, fairly and without bias in making a decision.

1.2.3 Whether the Rower has been treated fairly in the context of paragraphs 1.2.1 and 1.2.2.

1.2.4 The Rower must have been part of the selection process to have the right to appeal

### **2. Appeal Procedure**

2.1 The Rower may commence the appeals procedure by notifying the Chief Executive Officer in writing (the "Notice of Appeal") by email that he/she wishes to appeal the decision of the Selection Committee. The Notice of Appeal must be received within 24 hours of the final team announcement being communicated, by email at the following address:

Email: [Dan.Fella@WelshRowing.com](mailto:Dan.Fella@WelshRowing.com)

2.2 The notice of appeal shall include:

The appellant's name, address and contact details. If the Rower is under eighteen years of age it shall also include their date of birth and the name(s) and contact details of their parent or legal guardian. Details of the decision being appealed and, if available, any copy of the communication; and an email address for correspondence.

A statement (the "Statement of Claim") setting out the basis on which the Rower is making the Appeal, accompanied by any relevant evidence and appropriate documentation, including any relevant medical information that the Rower considers necessary to support the Appeal.

2.3 The Chief Executive Officer will, appoint a panel of three appropriately qualified independent individuals to hear the Appeal (the "Panel"). This Panel will meet 48 hours via online video conferencing, following the official team announcement.

The Panel shall, where possible, contain one member from the Welsh Rowing Board, one member from another Welsh or UK governing body and one member of the rowing community.

2.4 The Statement of Claim may be sent to the Chief Executive Officer by email to:

Email: [Dan.Fella@WelshRowing.com](mailto:Dan.Fella@WelshRowing.com)

2.5 The Selection Committee will provide a response to email in writing 24 hours after the hearing, which the CEO will forward to the Rower as soon as practicably possible. Unless otherwise notified, the Selection Committee will be represented at any Appeal by the Selection Chair.

2.6 Unless the Panel permits or directs otherwise, the parties shall not submit further arguments after the time limit for the submission of the Response or the Request as the case may be.

Note: IT IS VITAL FOR ROWERS REQUESTING AN APPEAL, AND THE SELECTION COMMITTEE TO APPRECIATE THAT THE OUTCOME OF THE APPEAL DECISION MAY HAVE CONSEQUENCES AFFECTING OTHER ROWERS AND THE SUBSEQUENT SELECTION PROCESS. ANY DELAY THEREFORE IN COMMENCING THE APPEAL AND SUBSEQUENTLY PROCESSING THE APPEAL IN ACCORDANCE WITH THE TIME LIMITS ABOVE MAY ULTIMATELY PREJUDICE THE OUTCOME OF THE APPEAL DECISION.

### **Time and Place of Appeal**

3.1 The Chief Executive Officer shall notify all the parties concerned with the names of the members of the Panel.

3.2 If any party wishes to object to the appointment of a Panel member that party shall, as soon as reasonably practicable after the Panel members are announced, submit in writing to the Chief Executive Officer the basis of that objection. Unless the applicable Panel member withdraws or the other party supports the objection the Chief Executive Officer shall determine the matter and shall if necessary request that a replacement Panel member be appointed.

3.3 The time limits set out in this Appeals Procedure may be extended or reduced by agreement between the parties. In the absence of agreement, the Panel may on application from either party direct that the time limits set out herein may be varied.

3.4 The Chief Executive Officer will as early as possible prior to the Appeal Hearing circulate to the individual members of the Panel, the Rower and the Selection Chair, copies of:-

- The Notice of Appeal and the Statement of Appeal
- The Response
- The Request
- Any further written representations made by either party which has been allowed by the Panel.

3.5 The Rower may be accompanied or represented at the Appeal Hearing by a maximum of one person. In the case of a Rower who is under eighteen years at the date of the Appeal Hearing a parent or legal guardian should also be present in addition to the person above.

3.6 The Selection Chair may be accompanied or represented at the Appeal Hearing by a maximum of one person.

3.7 The Panel will hear the evidence of both parties.

3.8 If at any time during the Appeal Hearing there is any unreasonable behaviour the Panel Chair may bring the proceedings to a close and the Panel will determine the Appeal on the basis of the written and verbal submissions received at that time.

#### **Appeal Hearing Procedure and Decision**

4.1 The Panel shall hear the Appeal in the following order:

4.1.1 The Rower will present his/her case without interruption, except for the purpose of clarification, from the Panel.

4.1.2 The Panel will ask questions.

4.1.3 The Selection Chair will present his/her case without interruption, except for the purpose of clarification, from the Panel.

4.1.4 The Panel will ask questions.

4.1.5 Having heard each other's case the Rower and Selection Chair may raise questions through the Panel Chair.

4.1.6 The Rower and Selection Chair shall make final submissions to the Panel with the Rower having the right to be heard last, following which the Appeal Hearing shall be terminated.

4.2 The Panel will consider the evidence and notify the Rower, the Selection Chair and CEO of Welsh Rowing in writing of its decision as soon as possible and within 12 hours of the Appeal Hearing.

4.3 The decision of the Panel is final and there is no further right to appeal.

#### **Panel's Recommendations**

5.1 In the event of an Appeal being upheld the Panel shall be entitled to make recommendations to the Team Manager, taking account of:-

5.1.1 The timing of the selection cycle; and

5.1.2 the proximity of the Home International Rowing Regatta in 2042

5.2 The Team Manager will consider these and provide a written report of any action taken or not taken to the Chair of Welsh Rowing. If the Panel's recommendations are not implemented, the Team Manager shall state the reasons for not doing so in their report. A copy of this report will be sent to the Rower and Selection Chair.