



Calisthenics Victoria Inc.

## Grievance Procedure extracted from CVI Constitution

### 18 Grievance Procedure

- 18.1 The Grievance Procedure set out in this rule applies to disputes under these Rules between:
- a) A Member and another Member; or
  - b) An Entitled Member and another Entitled Member; or
  - c) A Member and/or Entitled Member and CVI; or
  - d) A Registered Pupil and CVI.
- 18.2 CVI will not become involved in disputes between Registered Pupils and the Club to which they belong unless specifically sanctioned in the CVI By-Laws or ACF policies. Neither will CVI become involved in any dispute involving the internal affairs of any affiliated clubs.
- 18.3 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within fourteen (14) days after the dispute has come to the attention of all of the parties.
- 18.4 If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend the meeting, then the parties must, within ten (10) days, hold a meeting in the presence of a mediator.
- 18.5 The mediator must be:
- a) a person chosen by agreement between the parties; or
  - b) in the absence of an agreement:
    - (i) In the case of a dispute between a Member and/or an Entitled Member and a Member and/or an Entitled Member, a person appointed by the CVI Board ; or
    - (ii) In the case of a dispute between a Member and/or an Entitled Member, or a Registered Pupil and CVI, a person who is a mediator appointed or employed by the Dispute Settlement Centre of Victoria (Department of Justice)



Calisthenics Victoria Inc.

- 18.6 A Member and/or an Entitled Member can be a mediator.
- 18.7 The mediator cannot be a member of an Affiliated Organisation which is a party to the dispute.
- 18.8 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- 18.9 The mediator, in conducting the mediation, must:
- a) give the parties to the mediation every opportunity to be heard; and
  - b) allow due consideration by all parties of any written statement submitted by any party; and
  - c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process
- 18.10 The mediator must not determine the dispute.
- 18.11 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.