

**Form**  
**MD-003**



**GRIEVANCE NOTIFICATION FORM**

<b>Name</b>	
<b>Mobile</b>	
<b>e-mail</b>	
<b>Club Details</b>	

**My Grievance Notification Concerns the Following Issue**  
(Tick Appropriate Box)

LACK OF TRANSPARENCY OF UWRA	DISPUTE OF DECISION MADE BY UWRA EXECUTIVE	VIOLATION OF BY-LAWS OR PROCESSES & PROCEDURES	NATIONAL TEAM SELECTION
OTHER	INCORRECT RULING DURING TOURNAMENT	BAD SPORTSMANSHIP BY A UWRA MEMBER	INAPPROPRIATE BEHAVIOUR
OTHER DESCRIPTION			

**See hereunder a brief description of you grievance and provide relevant documents if available:**

### **Grievance Process Steps:**

1. Send a duly completed **GRIEVANCE NOTIFICATION FORM** either by email to [info@uwra.org.au](mailto:info@uwra.org.au) or hard copy to an executive or committee delegate of the [UWRA Commission](#)
2. The UWRA will have **30 calendar days** to appoint a delegate/committee to look into the matter **confidentially** and reply to the grieved party in writing with their findings and subsequent comment and ruling.
3. Once the grieved party has received the executive committee's written findings and ruling, the grieved party will have **7 calendar days** to dispute/object to the ruling.
4. In the case where the grieved party disputes the UWRA executive committee's finding they will be required to attend the following executive meeting where they will be allowed **5-10mins** to verbally present and discuss their dispute with the attending committee members.
5. The grieving party will then be excused and the executive committee will then have **14 calendar days** to reconsider their ruling and **provide a final written response to the grievance.**
6. Should the grieving party still not accept the final ruling by the UWRA they will be encouraged to contact the responsible office bearer at AUF for further assistance.

### **Declaration:**

- I \_\_\_\_\_ understand and provide authorisation for my details to be provided to all parties identified in this grievance notification **if required.**
- Should this process take more than 30 days to be finalised by the UWRA executive committee I understand that I will be contacted in writing within this time period informing me about the reason for the delay and expected date of completion of the initial ruling.

**Signature**

**Dated**