

Sheffield Table Tennis League

Appeals Policy

1. Interpretation

- 1.1 **Appellant** – Affiliated person or organisation appealing.
- 1.2 **Appeals Panel** – Board of Appeal.
- 1.3 **Improper** – Decision or action (or Failure to act) which contravenes the laws and regulations of the Sheffield Table Tennis League (STTL) or the respondent's constitution or rules.
- 1.4 **Respondent** – Affiliated organisation whose decision the appellant appeals.

2 Appeals Panel consists of several people elected at the AGM and willing to stand as panel members willing to stand as board members they should be of known impartiality. They shall elect a chairman. The list of potential members shall be kept by the league. A minimum of three people (preferably four) should be involved at each hearing together with an impartial person to take minutes of the hearing

3 Deciding Appeals.

- 3.1 The burden of proof in an appeal is on the appellant on the balance of probabilities.
- 3.2 Unless the regulations specifically provide otherwise the appeal shall be upheld unless the appellant is significantly affected by an improper decision or action on behalf of the respondent.
- 3.3 Disciplinary action goes against natural justice.
- 3.4 The disciplinary decision (including the decision to impose a particular sanction) which is unreasonable.
- 3.5 If the BoA decides the sanction is unreasonable then they have it shall have the power to reduce it.
- 3.6 If the appeal is upheld then all attempts to restore the situation prior to the situation ever happening again.

4 Requesting an Appeal

- 4.1 The appellant should write to the General Secretary or chairperson within 14 days of receiving the Disciplinary board's decision. Along with a fee voted on at the AGM and published in the handbook (Presently £20).
- 4.2 The general secretary or chairperson will contact the appeals committee and ask for a panel to be formed as soon as possible. All communication to do with the appeal should be in writing. All statements should be forwarded to the Appeals Panel along with documentation pertaining to the hearing from the appellant and the league.
- 4.3 The General secretary or chairperson shall acknowledge the appeal request and send a copy of this policy.
- 4.4 Either the chairperson of the B0A or General Secretary should contact the appellant seven days prior to the hearing to check if they are to attend the hearing and has received the information.
- 4.5 The chairperson of the BoA should decide if they have jurisdiction deal with it and if it was on time.
- 4.6 Notice of appeal should include contact details, the decision appealed against and a brief statement as to why they should have an appeal along with a timeline of communication detailing the originator and date. Do they want a personal hearing or not (Either the appellant or League)?
The board may hear the appeal without either side being present.
- 4.7 If the appeal is submitted late then the BoA may still accept the hearing if a valid case can be made.
- 4.8 If details and statements are not received within fourteen days the appeal will be considered null and void unless an extension is agreed due to mitigating circumstances.

5 Procedure of appeal hearing.

- 5.1 The chairperson opens the hearing and states that this is a BoA appeals hearing on behalf of STTL. Then states the reason for the hearing.
- 5.2 The appellant shall state the grounds of the appeal and make their case, calling witnesses if desired.
- 5.3 The respondent then puts their case and calling witnesses as desired. Replying to questions from the Board

6 The closing speeches

- 6.1 Any party can make a closing speech of not more than ten minutes.
- 6.2 The panel may re-open the hearing for further Questions for clarification on the same night.

7 Adjudication of Hearing

- 7.1 When an appeal has been decided the chairperson or nominated member of BoA to prepare an official record of the hearing.
- 7.2 A copy of the official statement should be sent to all parties involved in the hearing whether present or not.

8. Official Record

- 8.1 When an appeal has been decided the chairperson or nominated member of the BoA to prepare an official record of the hearing.
- 8.2 A copy of the official statement should be sent to all parties involved in the hearing whether present or not
- 9 The General Secretary should maintain a record of the verdicts of disciplinary action and their outcomes for a minimum of 5 years when it will be destroyed. For severe punishments such as ban from the league their records will be kept.