

Authority to form Sub-Committee

Under Rule 23 of the AKWF Rules of Association

Delegation Authority is hereby provided to form a Sub-Committee for the purposes of directing The Committee in all such administrative and procedural reviews as requested by The Committee, a member of The Committee or a member of a Sub Committee or as requested by a member. This Sub Committee will be titled the 'Administrative Review Sub Committee' (ARC). The ARC will operate under the following delegations.

1. The ARC will comprise of a Chairman and at least 2 other members and may also include associate members and non-members (as consultants) if it feels they have a particular skill or background that may assist it.
2. A member of the Committee or of any Sub Committee may refer an administrative or procedural matter for review by the ARC.
3. A member may refer an administrative or procedural matter to the ARC for review.
4. Any matter placed before the ARC must be a matter that has occurred within the previous 28 days. Matters so placed before the ARC will be in the form of a 'Notice of Review'.
5. A member suspended or expelled under the provisions of our Rules shall be entitled to appeal such administrative or procedural matters that the member feels may be incorrectly applied and so in part or whole may have contributed to said expulsion.
6. An expelled member having lodged a 'Notice of Review' with the ARC will be reinstated, by The Committee, as a member for the duration of the review.
7. The 'Notice of Review' will identify the matter or matters that are to be reviewed by the ARC. The Notice of Review will be in the form stipulated and provided by the ARC. The form will clearly state any fees that are required to be lodged with the 'Notice of Review'.
8. The Committee may upon receipt of the ARC review enact such recommendations as may be presented in the review.
9. The ARC may direct that the Committee reinstate a member expelled by the Committee or expelled by vote of members at a General Meeting called to review a member's appeal against expulsion should a significant administrative or procedural anomaly be identified, by the ARC, in the process leading up to the expulsion of said member. Such reinstatement shall not prevent the Committee from rehearing the matter leading to said members expulsion.
10. A member, having lodged a Notice of Review, may not correspond with any member or non-member on the matter before the ARC without the express permission of the ARC
11. A member, having lodged a Notice of Review, will provide all such documents the ARC requests to assist the Review
12. A member, having lodged a Notice of Review, will provide written answers to all questions put to the member by the ARC

13. The ARC may record phone or face-to-face interviews in which case such interviews will be later transcribed and included in the Report on the Notice of Review.

14. The ARC will produce a 'Report on the Notice of Review'. A copy of this Report will be provided to the person lodging the Notice of Review. This Report will deal with all issues raised in the Notice of Review, will make conclusions and recommendations.

15. Saving the conditions outlined in this delegation The ARC shall defer to the Rules of Association for its general operation.

16. The ARC shall terminate on the 14 July 2012

So authorised by The Committee
on 1.7.10