



# AUSTRALIAN PARACHUTE FEDERATION Internal Review Panel Notification

**MP7**

**CONFIDENTIAL**

**DATE:**.....

### PURPOSE

This Internal Review Panel Notification is served on the Member, specifying:

- Particulars the of all allegations to be heard and the grounds upon which they are based;
- The date, place and time of the hearing and which Tribunal is to hear the allegations; and
- What the Member may do (see *Misconduct Policy and Procedures Manual* for details).

It must be served on the Member as described in Part 5 the *Misconduct Policy and Procedures Manual*, at least 21 days before the date of the hearing.

**3. MEMBER DETAILS**

Name .....APF No: .....

Address .....

Phone.....Email .....

**4. DETAILS OF ALLEGATIONS**  
 Details to be reviewed/heard and the grounds upon which they are based

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**5. DETAILS OF REVIEW HEARING**

Date:..... (Member MUST have 21 days notice)

Location:.....

Time:.....

Additional Notes:

|                                 |   |
|---------------------------------|---|
|                                 |   |
| <b>6. MEMBERS RESPONSE:</b>     |   |
| YES / NO                        | Do you agree to attend this Review Hearing?                                       |
| YES / NO                        | Do you have any written submissions prior to the Hearing? (If YES, please attach) |
| YES / NO                        | Do you require a support person to attend this Hearing?                           |
| If YES, please provide details: |   |
|                                 |   |

|                                 |  |
|---------------------------------|--|
| <b>7. WHAT A MEMBER CAN DO:</b> | As a Member, you may:  |
| (i)                             | Attend and speak at the hearing;   |
| (ii)                            | Submit to the Panel at or prior to the hearing written representations relating to the matter; and /or   |
| (iii)                           | Procure representation at the hearing by any person other than a solicitor or barrister admitted as a barrister or solicitor of any State or Federal court in Australia unless the Rules or Regulations permit legal representation. |

See *Misconduct Policy and Procedures Manual* for more information