



AUSTRALIAN PARACHUTE FEDERATION Ltd
Rules-Regulations
Infringement Notice (RIN)

MP4

Confidential

ISSUED BY:

- DZSO, Chief Instructor
- STO
- National Officer, STM
- Review Officer
- Appeals Officer
- Tribunal

Date issued: _____

Authorised Person (print) _____ APF # _____

Signature: _____

MEMBER DETAILS:

This Regulatory Infringement Notice, having been issued within 14 days of the occurrence of an infringement of the Rules or Regulations, or 14 days of an Authorised Person becoming aware of an infringement, is issued to the following person:

Name: _____ D.O.B: ___/___/___

Address: _____ APF# _____

Ph: _____ email: _____

Certificate level _____ APF Ratings held _____

INFRINGEMENT DETAILS:

Note any Rules/Regulations that have been breached

POWER (ORs AND/OR RSs, MPM, CONSTITUTION, ETC)	REGULATION NUMBER(S)
<i>e.g. Operational Regulations</i>	7.4.9

BACKGROUND INFORMATION

THE EVENT (the Infringement)

PENALTY DETAILS

If the Member is the holder of APF Ratings and endorsements, which if any of those ratings and endorsements are affected by this penalty?

RATING/ENDORSEMENT	DETAILS
<i>e.g. Instructor, Tandem/AFF endorsement, Packer A</i>	<i>Penalty applies to Tandem/AFF endorsement only, still able to exercise the privileges of DZSO & Packer A</i>

DETERMINING CULPABILITY

In determining culpability, the Authorised Person or tribunal issuing this RIN is asked to make the following determinations in relation to the seriousness of the breach, and the attitude and responsibility of the Member who has committed the breach, by circling one option from 9.1 and 9.2 and ticking one option from 9.3: (See MISCONDUCT POLICY AND PROCEDURES MANUAL, Appendix B for guidance).

9.1 SEVERITY OF BREACH	NO EFFECT	MINOR EFFECT	SERIOUS EFFECT	CRITICAL EFFECT
9.2 INTENT OF MEMBER	UNAWARE	NEGLIGENT	RECKLESS	WITH FULL INTENT
9.3 RESPONSIBILITY FACTOR	<input type="checkbox"/> Member WAS exercising the privileges of an APF rating or endorsement, or Coach appointment at the time the breach occurred, or <input type="checkbox"/> Member was NOT exercising the privileges of an APF rating or endorsement, or appointment at the time the breach occurred.			

RIGHT of REVIEW and APPEAL

Right of Review and Appeal – to have this matter of this RIN reviewed, the Member must have Grounds for Review and complete a Request for Review (RfR) in accordance with Part 3 of the *Misconduct Policy and Procedures Manual*, stating in detail, the Grounds for Review, and must lodge that RfR with the CEO (for issue to a Review Officer) within seven days of receiving the RIN.

Following a Review, to Appeal the matter, the Member must have Grounds for Appeal and complete a Notice of Appeal (NoA) in accordance with Part 4 of the *Misconduct Policy and Procedures Manual*, stating in detail, the Grounds for Appeal, and must lodge that NoA with the CEO (for issue to a nominated Appeals Officer) within seven days of receiving a Notice of Determination from the Review Tribunal.