



Australian Government
Sport Integrity Australia



SPORT INTEGRITY
AUSTRALIA

Rowing Australia Personal Grievances Policy

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1. Definitions

In this Policy the following words have the corresponding meaning:

Facilitator means the person appointed to assist in resolving a Personal Grievance in accordance with clause 3.2 of this Policy.

Personal Grievance means any type of interpersonal conflict or dispute between people and/or organisations that arise in the context of their involvement in Rowing, but do not concern or allege a breach of another Rowing Organisation policy.

Policy means this Personal Grievances Policy including any schedules and annexures.

Relevant Organisation means:

- (a) Rowing Australia;
- (b) each Member Association of Rowing Australia; and
- (c) each club or other organisation that is a member of or affiliated with a Member Association.

Rowing means the sport of rowing, as governed by Rowing Australia and World Rowing from time to time.

2. Purpose and Scope

This Policy has been adopted alongside the Rowing Australia National Integrity Framework to establish a formal process for managing Personal Grievances. This Policy does not apply to matters that are not related to the sport of Rowing or a person's involvement in Rowing.

3. Dealing with Personal Grievances

3.1 Steps for resolving Personal Grievances under this Policy

- (a) Where practicable, parties to a Personal Grievance are encouraged to attempt to resolve any disagreement or dispute amongst themselves in the first instance.
- (b) Where a Personal Grievance is unable to be resolved independently, or one of the parties is uncomfortable with approaching the other party directly or is otherwise unable to do so, the matter may then be referred to the management of the Relevant Organisation at the relevant level. For example, if the Personal Grievance relates to issues at local club level, it may be referred to the management of that club.
- (c) Where a Rowing Organisation or a member of the administration of a Rowing Organisation is a party to a Personal Grievance, the matter should instead be referred to the management of the Rowing Organisation at the next level up. For example, if a Personal Grievance at local club level involves an individual involved in the running of the club, it should instead be referred to the relevant State or Territory Member Association. If Rowing Australia or a member of the administration of Rowing Australia is a party to a Personal Grievance, the matter should instead be referred to the National Sports Tribunal and managed in accordance with the processes of the National Sports Tribunal.
- (d) The relevant Rowing Organisation responsible for dealing with the Personal Grievance, or the National Sports Tribunal (as the case may be), must follow the process for facilitated resolution under clause 3.2.
- (e) The matter will be considered closed under this Policy once the process under clause 3.2 has concluded. Any ongoing issues between the parties must be dealt with by them in their personal capacity, unless either party engages in conduct that would amount to a breach of another policy, which should then be handled in accordance with the applicable policy (for example, the Rowing Australia Complaints, Disputes and Discipline Policy).

3.2 Facilitated Resolution

- (a) A Facilitator must be appointed to assist in resolving the matter.
- (b) The individual appointed as a Facilitator does not require formal qualifications as a mediator or conciliator but must be a person who the relevant Rowing Organisation considers to be sufficiently independent of the parties and capable of facilitating a discussion to resolve Personal Grievances. The relevant Member Protection Information Officer may not be appointed as Facilitator because they are not considered to be independent.
- (c) The Facilitator will encourage each party to listen to the other party's perspective and may make suggestions about possible ways of resolving the matter but cannot impose a resolution. The parties must participate in the facilitated discussion in good faith.
- (d) The facilitation process will be concluded either when the parties agree on an outcome, or after 14 days or such longer period as agreed by all parties involved if a resolution cannot be reached.

4. National Integrity Framework

The Rowing Australia National Integrity Framework does not apply to this Personal Grievances Policy but sits alongside it. When interpreting this Policy, any provisions inconsistent with the Rowing Australia National Integrity Framework apply only to the extent of that inconsistency.

5. Validity of acts in good faith

A Rowing Organisation or a member of the administration of a Rowing Organisation does not breach this Policy by applying it incorrectly, provided that they have acted in good faith.