



ORDINANCE 26

PROCEDURE TO BE FOLLOWED BY APPEAL PANELS

The following procedure shall be followed at appeal hearings in respect of appeals made under the following procedures:

- Disciplinary Procedure
 - Capability/Performance Procedure
 - Ill Health/Incapacity Procedure
 - Redundancy Procedure
 - Fixed Term Contract Procedure
 - Procedure for Dismissal on Other Grounds
1. The University's representative shall put the case in the presence of the appellant and their representative.
 2. The appellant (or their representative) may ask questions of the University's representative.
 3. The appeal panel may ask questions of the University's representative.
 4. The appellant (or their representative) shall put their case in the presence of the University's representative.
 5. The University's representative may ask questions of the appellant.
 6. The appeal panel may ask questions of the appellant.
 7. The University's representative may sum up the University's case.
 8. The appellant (or their representative) may sum up the appellant's case.
 9. The University's representative and the appellant and their representative shall withdraw.
 10. The appeal body shall deliberate in private, but may recall both the University's representative and the appellant (and their representative) to clear points of uncertainty on evidence already given.

(Note: reference to the University's representative above includes both the manager who took the formal action under the procedure which is being appealed against and any other person appointed by the University to present the University's case.)