



APPEALS PROCESS

Any dispute regarding an athlete's selection or non-selection by Cycling BC to the High Performance Team, High Performance Projects, and Canada Summer Games Team will be managed according to the following procedure:

Appeals Committee

The Board of Directors of Cycling BC will appoint a three-person Appeals Committee. No member of the committee shall be related to an eligible High Performance Team, High Performance Projects, and Canada Summer Games athlete, or have been involved in the athlete selection process.

Appeal Process

The sole grounds for an appeal is that the selection criteria has not been properly followed or implemented.

If within 5 days of the Team Selection announcement, an **ATHLETE** believes that there are grounds for an appeal, an athlete must submit a written appeal clearly stating the reasons for the appeal. An appeals notice must be sent by E-mail and a receipt of notice from Cycling BC must be confirmed for the appeal to be eligible. Appeals must be addressed to the Athlete Development Manager and sent to tara@cyclingsbc.net.

A deposit of \$30.00 by cheque or e-transfer to Cycling BC must accompany the written notice of appeal. The appeal will not be processed until the deposit is received. The deposit must also be received within the 5-day timeframe. This deposit will be refunded upon a successful outcome of the appeal.

The appointed Appeals Committee will convene a meeting either in person or by conference call within five (5) days of written receipt of the notification to appeal. All information relating to the appeal will be made available to each member of the Appeals Committee.

The Appeals Committee will convene to review all the evidence. If desired, the appellant has the option to verbally address the Committee.

Upon review of all information and communication, the Appeals Committee will make one of two decisions:

1. Grant the appeal and direct Cycling BC to take appropriate corrective action.
2. Reject the appeal.

The decision of the Appeals Committee will be final.

A representative of the Appeals Committee will deliver the decision to the appellant verbally, followed with a written summary of the decision.