



ICTSA Team Selection Appeals Procedures

In accordance with the ICTSA Team Selection Appeals Procedure an athlete may wish to appeal by virtue of his or her non-nomination/non-selection for and/or any de-selection from a clay target shooting team nominated by ICTSA.

An athlete seeking review of a non-nomination/non-selection or de-selection decision by the ICTSA should be aware of the importance of the time limits contained within the ICTSA Team Selection Appeals Procedures. These time limits are designed with the intention of resolving issues as expeditiously as possible consistent with ensuring a fair and just outcome.

Grounds for an Appeal:

The sole grounds of any appeal by an athlete are that an athlete's omission from the team was as a result of a failure by the Selection Panel to properly or fairly apply the Selection Criteria set out in the Selection Policy. The right to appeal a selection decision must not be seen as an opportunity to dispute the opinion of the selection panel where the selection procedure and selection criteria have been followed. The selection process is an exercise of judgement and is guided by, but not determined by, results in competition. In reaching their decision the selection panel members are acting as experts.

Appeal Process:

Any appeal will proceed in accordance with the procedures set out below:

Any athlete wishing to appeal against his/her omission from the team (herein after referred to as the "Appellant") shall email the ICTSA High-Performance Director at hpp@ictsa.ie outlining the reasons together with supporting evidence to substantiate the appeal (herein after referred to as the "Initial Appeal"). Such an email must be received within 48 hours of the athlete receiving the outcome of the Selection Panel decision.

The ICTSA High-Performance Director will consider the Appellant's appeal and shall email an answer to the Appellant within 48 hours of receiving the Appellant's email (herein after referred to as the "Appeal Response").

If the Appellant is not satisfied with this response they may forward a further written Notice of Appeal to the ICTSA Chairman at chairman@ictsa.ie, to be received within 48 hours of the date of the Appeal Response. The written Notice of Appeal should refer to any communications that the Appellant has had with the ICTSA High-Performance Director in relation to the decision.

Communications referred to in the Notice of Appeal are not binding but they may be referred to in any appeal.

The written Notice of Appeal itself shall contain the succinct grounds for appeal and ideally should not exceed 2 pages/1000 words in length. The time limits for lodging the Notice of Appeal and accompanying appeals document is mandatory. Failure to comply with these time limits will result in an appeal being dismissed without consideration.

The written Notice of Appeal must also be accompanied by a contribution to the costs of the appeal of €200 payable by the Appellant by electronic transfer to ICTSA. This €200 sum will be refunded to the Appellant by ICTSA in the event the appeal is upheld.

The ICTSA Chairman shall supply copies of the written Notice of Appeal to the Selection Panel who shall be entitled to respond in writing within 5 working days, or such other time as may be specified by the ICTSA Chairman (herein after referred to as the "Response")

The ICTSA Chairman shall without delay supply copies of the Response to the Appellant who may make further written representations in reply to the Response and/or request the ICTSA Chairman proceed with the Hearing of the Appeal (herein after referred to as "the Request for Hearing").

The ICTSA Chairman shall, following receipt of the Request for Hearing, constitute as expeditiously as possible a panel to hear the appeal (herein after referred to as "the Appeal Panel"). The Appeal Panel will comprise three members, namely:

- A member of the ICTSA Board (nominated by the ICTSA Chairman)
- An ex-International ICTSA Athlete
- An informed independent person who could be a member of another National Governing Body or the Sport Dispute Resolution Ireland Arbitration Panel (formerly Just Sport Ireland)

The Panel shall appoint one of its members to chair the appeal (herein after referred to as "the Appeal Panel Chairperson").

When constituting the Appeal Panel, the ICTSA Chairman shall have regard to the principle that the Appeal Panel should be and should be seen to be impartial and openminded.

Time and Place of Appeal

The ICTSA Chairman shall notify all the parties concerned as soon as possible of the place and time of the appeal together with the names of the members of the Appeal Panel.

The ICTSA Chairman will as early as possible prior to the date of the appeal circulate to the individual members of the Appeal Panel, the Appellant and the ICTSA High-Performance Director copies of :

- The Initial Appeal
- The written Notice of Appeal and other relevant documentation on which the Appellant wishes to rely
- The Response
- The Request for Hearing
- Any further written representations

The Appeal Panel is empowered to call witnesses, to seek expert advice as necessary and to hear evidence from persons nominated by the parties concerned, where requested. Strict rules of

evidence do not apply but all involved should be aware the “hearsay” evidence is unlikely to carry as much weight as evidence within the direct knowledge of the parties and any witnesses.

The Appellant may be accompanied or represented at the hearing by a maximum of 2 people.

The Appeal Panel will hear the evidence in private unless the parties agree otherwise.

If at any time during the hearing there is any unreasonable behaviour in the reasonable opinion of the Appeal Panel Chairperson then the Appeal Panel Chairperson may elect to bring the proceedings to a close and thereafter the Appeal Panel will determine the appeal on the basis of the written and verbal submissions prior to that time.

Appeal Hearing Procedure and Decision

The Appeal Panel shall hear the appeal in the following order:

- The Appellant will present his/her case without interruption, except for the purpose of clarification, from the Appeal Panel.
- The Appeal Panel will ask questions.
- The ICTSA High-Performance Director will present his/her case without interruption, except for the purpose of clarification, from the Appeal Panel.
- Either party may raise questions through the Appeal Panel Chairperson.
- Each Party shall make final submissions to the Appeal Panel with the Appellant having the right to be heard last following which the appeal shall be concluded.

The Appeal Panel will consider the evidence and having done so shall make a decision and shall notify the parties in writing of its decision as soon as possible and preferably within 24 hours of the appeal hearing.

The Appellant can withdraw an appeal at any time.

Panel’s Recommendations

In the event of an appeal being upheld the Appeal Panel shall be entitled to make recommendations to the ICTSA High-Performance Director having regard to:

- The timing of the selection cycle.
- The proximity of any Championships.

The ICTSA High-Performance Director will make every effort to have the Appeals Panel’s recommendations implemented.

The ICTSA High-Performance Director will provide a written report of any action taken or not taken to the ICTSA Chairman. If the Appeal Panel’s recommendations are not implemented, the ICTSA High-Performance Director shall state his/her reasons in his/her report. A copy of this report will be sent to the relevant parties.

A decision of the Appeal Panel may be appealed exclusively to Sport Dispute Solutions Ireland (Herein after referred to as the “SDSI”), for resolution in accordance with the SDSI Arbitration rules.

Any appeal to SDSI must be filed within fourteen (14) days from receipt of the ICTSA Appeals Panel decision by the party filing the appeal. Thereafter, the procedural rules of SDSI.