



LONDON & SE DIVISION
RUGBY FOOTBALL UNION



EXPLANATORY NOTICE No. 1

LOGGING A COMPLAINT, REQUEST FOR DOC REVIEW and RFU APPEAL

Breach notified by Committee (or League Secretary)

RFU Regulation 13.10.3 provides that:

- Any alleged breach shall be notified to a Club (or player) within **48 hours** of knowledge of the occurrence or facts giving rise to the allegation;
- Thereafter confirmed in writing within **96 hours** of knowledge of the occurrence;
- The Club (or player) shall have **7 days** from receipt of notification to respond;
- The committee or League Secretary shall give a ruling which may include a sanction within a **further 7 days**.

Breach notified by Third Party

RFU Regulation 13.10.4 provides that:

- Any alleged breach, complaint or dispute shall be referred to the League Secretary concerned; by telephone within **48 hours** of knowledge of the occurrence.
- Thereafter in writing within a **further 48 hours**
- The complainant shall also notify the Club or other party complained of, in writing, within **5 working days** of the occurrence.
- The League Secretary shall require the other party to the complaint to answer within **7 days** of receipt of the written complaint.
- And give a ruling, which may include a sanction, within a **further 7 days**.

Review by Organising Committee

RFU Regulation 13.10.5 provides a right to request a review of such decisions:

- To the Divisional Organising Committee in league and cups save for semi-finals and Finals of RFU KO Cup competitions when it is to the RFU.

RFU Regulation 13.10.6 provides that a right to review shall only apply provided:

- Notice in writing specifying the grounds is given within **7 days (48 hours for Cups)**
- Accompanied by payment of £50. Cheque payable to 'London & SE RFU Competitions' or via Bank Transfer to Lloyds TSB 30-98-36 A/C No 02197491

RFU Regulation 13.10.7 provides that a request for an oral hearing must be made

- **at the time of the application** under 13.10.5 above or
- in the case of the other party within **5 days** of being notified.
- The Committee has absolute discretion in granting an oral hearing, but if deemed appropriate shall, within **5 days**, appoint a time, date and place.

RFU Regulation 13.10.9 provides that:

- The outcome of any complaint must be given within **35 days** of receipt of the written complaint.

RFU Appeals

RFU Regulation 19.13.1 provides for appeal against a DOC review decision

- Within **14 days** from the date the decision was sent.
- Accompanied by payment of £125

Note: RFU Regulations will take primacy over any perceived difference contained in these paraphrased guidelines.

Updated 1st September 2018