



## COMPLAINTS/CONCERN PROCEDURE

This procedure has been put into practice to enable the members and friends of weightlifting to register concerns which they may have in relation to matters over which the Australian Weightlifting Federation (AWF) has immediate jurisdiction.

Please be aware that there may be some issues raised over which the AWF shares your concern, but may not have direct influence.

**NOTE:** it is not intended for this process to replace the grievance procedures detailed at Attachment 2 of the AWF Constitution, or those stipulated within the AWF Member Protection Policy, but rather to make available a simplified process through which matters of any nature can be raised and dealt with in a transparent and timely manner.

Date:
Name:
How you are associated with the sport of Weightlifting:
What complaint/concern do you have? (Give as many relevant details as you can. If it is a long story, please attach a separate schedule of what happened and the time order):
If including copies of relevant documentation, please list what you are including:
What action do you want taken to resolve your complaint/concern:
In what (reasonable) timeframe would you like that action to be taken, e.g. 10 working days:
Other comments:
Your contact details:
Name:
Title/Position:
Address:
Email: