



Policy Title:	Dispute Resolution Policy	Policy No: SSO 4-15
Approved:	2007	Pages: 2
Current version approved:	18 November 2015	
Date of last review:	November 2015	

Definitions

1. The following terms have these meanings in this Policy:
 - a) *“Individuals”* – All categories of membership defined in the Organization’s Bylaws, as well as all individuals employed by, or engaged in activities with, the Organization including, but not limited to, any director, officer, committee member, volunteer, coach, athlete, official, referee, manager and member within the Organization or its Members.
 - b) *“Members”* - The Regional Training Centre – Ontario and any Competitive, Recreational, Scholastic, University synchronized swimming club or Trillium awards program provider
 - c) *“Organization”* – Synchro Swim Ontario

Purpose

2. The Organization supports the principles of Alternate Dispute Resolution (ADR) and is committed to the techniques of negotiation, facilitation, and mediation as effective ways to resolve disputes. The Organization encourages all Individuals to communicate openly, collaborate, and use problem-solving and negotiation techniques to resolve their differences.

Application of this Policy

3. This Policy applies to all Individuals.
4. Opportunities for Alternate Dispute Resolution may be pursued at any point in a dispute within the Organization when all parties to the dispute agree that such a course of action would be mutually beneficial.

Facilitation and Mediation

5. If all parties to a dispute agree to Alternate Dispute Resolution, a mediator or facilitator, acceptable to all parties, shall be appointed to mediate or facilitate the dispute.
6. The mediator or facilitator shall decide the format under which the dispute shall be mediated or facilitated, and shall specify a deadline before which the parties must reach a negotiated decision.
7. Should a negotiated decision be reached, the decision shall be reported to, and approved by the Organization. Any actions that are to take place as a result of the decision shall be enacted on the timelines specified by the negotiated decision, pending the Organization’s approval.

8. Should a negotiated decision not be reached by the deadline specified by the mediator or facilitator at the start of the process, or if the parties to the dispute do not agree to Alternate Dispute Resolution, the dispute continue under the appropriate section of the Organization's Discipline and Complaints Policy, Appeal Policy or applicable governing document.
9. The costs of mediation and facilitation will be shared equally by the parties or expensed by the Organization at their sole discretion.

Final and Binding

10. Any negotiated decision will be binding on the parties. Negotiated decisions may not be appealed.