

# Lymington River Scow Class Association

## COMPLAINTS PROCEDURE

Any member of the Association who believes they have a grievance against either an Association official or any other member of the Association shall make a complaint in writing to the Chairman of the Association (or the Secretary if the complaint is about the Chairman) which shall include all the circumstances surrounding the complaint. The Vice Chairman shall act as investigating officer except where the grievance directly involves the Vice Chairman in which case, the investigation shall be undertaken by another officer or member of the committee.

This Policy Statement will be formally reviewed by the Management Committee of the Association once per annum. Interim reviews will take place when necessary, should circumstances dictate.

Signed .....

Chairman

Date.....

29/8/25