



RESUSCITATION COUNCIL OF SOUTHERN AFRICA



RCSA Policy Statement # 27

RCSA INTERNAL DISPUTE RESOLUTION PROCESS

- 1 Either party to a dispute may send a written request asking the other party to meet and confer to resolve the dispute. Ideally the initial meeting should be an informal process that involves a meeting of the parties to have a discussion of the issue(s) in dispute.
- 2 The Executive Committee of the Resuscitation Council of Southern Africa (EXCO) may not refuse a request to meet and confer. EXCO shall designate a member or members to meet and confer with the aggrieved party.
- 3 The parties shall meet promptly at a mutually convenient time and place, explain their positions to each other, and confer in good faith to resolve the dispute.
- 4 If a resolution is reached, the resolution shall be recorded in writing and signed by the parties, including the designee on behalf of the Resuscitation Council of Southern Africa.
- 5 The written agreement is binding on the parties and judicially enforceable provided that the agreement is not in conflict with the law, or the policies of the Resuscitation Council of Southern Africa, and the agreement is consistent with the authority granted by EXCO to its designee, or the agreement is later ratified by EXCO.
- 6 If the dispute is not resolved amicably and recorded, then the complainant may turn to Alternative Dispute Resolution or to the CCMA, where costs will be decided by the authoritative party. Legal expenses incurred by any Labor Lawyers employed to dissolve the dispute will be for each party's account.

<i>RCSA Policy Title:</i>	RCSA Internal Dispute Resolution Process	<i>Date implemented:</i>	June 2012
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<i>Custodian:</i>	Walter Kloeck	<i>Policy ref:</i>	Policy # 27