

SCHEDULES

SCHEDULE 1

STATUTORY DISPUTE RESOLUTION PROCEDURES

PART III

GENERAL REQUIREMENTS

Introductory

11. The following requirements apply to each of the procedures set out above (so far as applicable).

Timetable

12. Each step and action under the procedure must be taken without unreasonable delay.

Meetings

13.—(1) Timing and location of meetings must be reasonable.

(2) Meetings must be conducted in a manner that enables both employer and employee to explain their cases.

(3) In the case of appeal meetings which are not the first meeting, the employer should, as far as is reasonably practicable, be represented by a more senior manager than attended the first meeting (unless the most senior manager attended that meeting).