

## Internal Review process principles

The *Racing Integrity Act 2016* (the Act) provides for the following in relation to internal review:

- The decisions that can be internally reviewed.
- The person seeking an internal review must lodge their application within 14 days.
- The QRIC must complete the review within 20 business days of lodgement.
- The person seeking the review must apply using the approved form.
- Applicants not satisfied with the outcomes of the internal review have recourse to an appeal to either QCAT or the courts depending on the decision (see the Act for the relevant appeal body for a particular decision).
- The QRIC employee who has made the original decision has no appeal rights to QCAT or any other agency.

### Principles

- The Commission officer conducting reviews will consider all the information that was collected & considered as part of the original decision that is being reviewed. This includes race footage & audio recordings of all information presented or discussed at a steward's inquiry.
- Internal Review is not a mechanism for an applicant to appear personally before the internal reviewer and simply re-present submissions already made to the original decision maker, including submissions previously made at a stewards' inquiry, or in a license application.
- The applicant must include enough information in their application for the reviewer to be able to determine whether the original decision should be confirmed, amended or substituted. This may be new evidence, or statements identifying specific errors said to have been made by the original decision maker.
- It is the responsibility of the applicant to collect & present all of the relevant evidence available to them at the time of lodgement. If you have new information that was not available at the time of the original decision, the information must be clearly identified in your application for an internal review.
- The internal review, except in unusual circumstances, is intended to be an independent review of the original decision made 'on the papers'. The reviewer will consider all of the relevant facts, including submissions by the applicant and reports compiled by the stewards when making the original decision.
- There is no automatic right for a review applicant to appear and make submissions to the internal reviewer in person.
- The internal reviewer may contact the applicant to gather further information about the matter. The internal reviewer may also contact stewards, or other commission staff about the matter.
- The rules of natural justice requires that the applicant is given a right of reply to any information collected that is adverse to the application.
- If any new information presented to the reviewer is considered to be compelling in nature the internal reviewer may agree to give both parties the opportunity to present further submissions in the presence of all parties.