

SCHEDULE

ACAS ARBITRATION SCHEME

XIV.

OUTLINE OF PROCEDURE BEFORE THE HEARING

Written materials

68. At least 14 days before the date of the hearing, each party shall send to the ACAS Arbitration Section (for forwarding to the arbitrator and the other party) one copy of a written statement of case, together with:

- (i) any supporting documentation or other material to be relied upon at the hearing; and where appropriate
- (ii) a list of the names and title/role of all those people who will accompany each party to the hearing or be called as a witness.