

## IAMRA Appeals Process Policy

### As stated in the IAMRA Bylaws, Chapter VI. Management Committee, Section D. Termination and Appeals:

1. Any member of the Management Committee, including the Chair and Chair-elect, may be removed from office, following due process as defined in these Bylaws, upon conviction of a felony, gross misconduct, failure to perform, dereliction of duties or conflict of interest by a two-thirds vote of the Management Committee. If the affected person is removed by the Management Committee, the decision should be advised to all Members, Partners and Associates in a timely manner.
2. A member of the Management Committee removed by the Management Committee may appeal for reinstatement to the Management Committee within six months of removal. The affected person may be reinstated by a two-thirds vote of the Management Committee.
3. Any member of a standing committee or working group, including the Chair, may be removed from the committee/working group, following due process as defined in these Bylaws, upon conviction of a crime, gross misconduct, failure to perform, dereliction of duties or failure to disclose a material conflict of interest by a two-thirds vote of the Management Committee.
4. A member of a standing committee or working group removed by the Management Committee may appeal to the Management Committee for reinstatement within six months of removal. The affected person may be reinstated by a two-thirds vote of the Management Committee.

Due process will be followed in all decisions made under paragraphs 1 to 4 inclusive.

Due process includes, but is not limited to:

- a. appropriate verification of information to be considered in making any decision;
- b. providing notice to the relevant member, Chair or chair-elect of the concerns as well as all information that will be considered by the Management Committee in making any decision; and
- c. providing an opportunity for the relevant member, Chair or chair-elect to comment on all or any information prior to consideration by the Management Committee.

### Appeals Process:

Chairs and members of the Management Committee, standing committees, and working groups of IAMRA who are removed may appeal to the Management Committee for reinstatement to the committee or working group within six months of removal. Such an individual may be reinstated by a two-thirds vote of the Management Committee.

To be considered for reinstatement to any committee or working group, the affected person must submit a written request to the Management Committee. The written request must include a detailed explanation of why reinstatement should be considered. The Management Committee reserves the right to ask for additional information as it pertains to the request for reinstatement. The affected person has 30 days from the date of the request for additional information to submit the information to the Management Committee. The Management Committee will advise its decision on reinstatement in writing to the affected person within 60 days of receipt of all information requested for consideration of reinstatement. The Management Committee's decision is final and no additional appeals will be considered. Neither the Management Committee nor IAMRA is responsible for any costs incurred by the individual seeking reinstatement, regardless of whether or not reinstatement is approved.