

## **C12. Review Committee on Human Resources Decisions**

### **人力資源決策審查委員會**

#### **Terms of Reference**

1. To consider and decide on appeals against decisions on human resources management related issues made by an individual executive or a departmental committee and/or appeals against decisions on human resources management related issues on grounds of procedural irregularities, as submitted formally in accordance with the Grievances and Human Resources Related Appeals Procedures.
2. To report the findings and ruling on the appeal to the President.
3. To submit an annual report to the President covering the Committee's activities for the previous 12 months from 1<sup>st</sup> July to 30<sup>th</sup> June.

#### **Composition**

Chairman: Overseeing SME concerned

Members: **For appeal from an academic staff member**

Two senior academic staff members, to be appointed by the President or his delegate, normally of disciplines hopefully as close to that of the appellant as possible but from different units.

**For appeal from a non-academic staff member**

Two senior academic/non-academic staff members, to be appointed by the President or his delegate, from different units.

Secretary: Director of Human Resources or his/her delegate. In the event that the appeal is made by a staff member of Human Resources Office, a staff member from outside the Human Resources Office shall be appointed by the President or his delegate as Secretary of the Committee. The Secretary shall not be a member of the Committee.