

**SOCIETY OF SAINT VINCENT DE PAUL**  
**National Council of Canada**

Committee Terms of Reference

<u>Committee Name:</u>	<b>Mediation/Arbitration</b>
<u>Type:</u>	Ad hoc
<u>Goals:</u>	To resolve disputes within the Society, after appeals to the higher levels of the Society have been exhausted.
<u>Membership :</u>	<ul style="list-style-type: none"><li>– The Chairperson is a member of the Executive Committee of the National Council.</li><li>– The National Council President appoints two other members.</li></ul>
<u>Meetings:</u>	As required.
<u>Responsible to:</u>	National Council President.
<u>Reporting &amp; deadlines:</u>	<ul style="list-style-type: none"><li>– According to tasking.</li><li>– Report of activities to the National Council President</li></ul>

Specific duties, Functions or areas of Responsibility:

- a) To assist members in dispute, after they have exhausted all appeals to the higher councils.
- b) To establish appropriate guidelines and procedures for conducting mediation and arbitration, according to the Rule and internal policy.
- c) To establish binding arbitration as required.
- d) To report to the National Council President, if appropriate, on progress of the Committee's work during and intervention, and on results of mediation and arbitration of a dispute.

Approval/Review date: Annual review.

Board of Directors approval: November '03

Revised: