

## SCHEDULE

### ACAS ARBITRATION SCHEME

#### XIII. ARRANGEMENTS FOR THE HEARING

##### *Applications for postponements of, or different venues for, initial hearings*

**78.** Any application for a postponement of, or a different venue for, an initial hearing must be made in writing, with reasons, to the arbitrator via the ACAS Arbitration Section within 14 days of the date of the letter notifying the hearing arrangements or, where this is not practicable, as soon as is reasonably practicable. Such applications will be determined by the arbitrator without an oral hearing after all parties have received a copy of the application and been given a reasonable opportunity to respond.

**79.** If the application is rejected, the initial hearing will be held on the original date and/or in the original venue.

**80.** This provision does not affect the arbitrator's general discretion (set out below) with respect to postponements after an initial hearing has been fixed, or with respect to other aspects of the procedure. In particular, procedural applications may be made to the arbitrator at the hearing itself.