***LISTA COMPROBACIÓN AUDIENCIA Caso Numero:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

**Note:** 'N/A' means ***N****ot* ***A****pplicable*; 'N/C' means ***N****ot* ***C****ompleted* or ***N****ot* ***C****onsidered* by the protest committee.

See instructions for completing the checklist on page 2

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| --- | --- |
| **(1) ANTES DE LA AUDIENCIA (sin las partes)**  1.1 Programa de audiencia publicado (63.2)?  **** Si **** No **** N/C  1.2 Audiencia bajo Ap b o Add Q ?  **** App B **** Add Q **** N/A  1.3 Parte Interesada en el Jury (63.4)?  **** Ninguno **** Juez(s) recusados\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  1.4 I.J. propiamente constituido (App N)?  **** Si **** No **** N/C  1.5 Contenidos (61.2)  (a) Protestante y protestado identificado?  **** Si **** No **** N/A **** N/C  (b) Incidente Identificado  **** Si **** No **** N/A **** N/C  (c) Se identifica el motivo para solicitar reparación?  **** Si **** No **** N/A **** N/C  1.6 Partes disponibles  **** Si **** No **** Aplazado: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  1.7 Testigos del Jury? Vió el Juez el incidente?  **** Si **** Identificado **** No **** N/C  1.8 Esta la filmación TV disponible?  **** Si **** Disponible **** Desconocido **** No ****N/C  **(2) PRELIMINARES AUDIENCIA (partes presentes)**  2.1 Observadores e instrucciones  **** Verbal **** Papel **** N/A  2.2 Entiende la lengua / Necesita Ayuda?  **** Hecho **** N/A **** N/C  2.3 Participantes y audiencia correcta  ****Hecho **** N/A **** N/C  2.4 Política de Grabaciones  **** Hecho **** N/A **** N/C  2.5 Nombre de los que graban (de la acreditación)  **** Hecho **** N/A **** N/C  2.6 Partes presentes?  **** SI **** No **** Se procede bajo 63.3(b)  2.7 Representante del barco a bordo Part 2, 3 o 4 (63.3)  **** Si **** No **** N/A **** N/C  2.8 Presentación del Jury?  **** Hecho **** N/C  2.9 Objeciones sobre partes interesadas (63.4)?  **** No **** Si **** Valido **** Invalido **** N/C  2.10 Copia de la protesta y tiempo para prepararla (63.2)?  **** Hecho **** Extendido: \_\_\_\_\_\_\_\_\_\_\_\_ **** N/C  2.11 Las partes entienden el procedimiento?  **** SI **** No **** Explicado **** N/C | 2.12 Alguien se Penalizó?  **** Si **** No **** N/C  2.13 Solicitud de Retirada de Protesta (63.1)?  **** No **** Si **** Aprobado **** Denegado  2.14 Las partes llamarán a testigos**?**  **** Si **** No **** N/C  **(3) VALIDEZ**  3.1 Contenido – partes, incidente (61.2, 62.2)  **** OK **** Corregido **** N/C  3.2 Protesta dentro tiempo límite (61.3, 62.2)?  **** So **** No **** Extendido: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  3.3 Voz (61.1)?  **** Si **** No **** N/A \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  3.4 Bandera desplegada (61.1)?  **** Si **** No **** N/A \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  3.5 Si no hay voz, protestado era informado (61.1)?  **** Si **** No **** N/A \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  3.6 Para Parte 2, protestante involucrado o vió incidente(60.1(a))?  **** Si **** No **** N/A **** N/C  3.7 Para TDV – se informó al CR (B5)  **** SI **** No **** N/A **** N/C  **(4) EVIDENCIA**  4.1 **** Cada parte expone sus pruebas (M3.2)  4.2 **** Las partes se preguntan (M3,2) **** N/A  4.3 **** Testigos de las Partes (63.6 & M3.2) **** N/A  4.4 **** Preguntas a Testigos (M3.2) **** N/A  4.5 **** Pruebas del Jurado (63.6) **** N/A  4.6 **** Preguntas del Jury (M3.2)  4.7 **** Declaración final (ult, oportunidad) (M3.2) **** N/C  **(5) DECISION**  5.1 Partes Presentes (65.1)  **** Si **** No **** Parcial \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  5.2 Fecha y hora de la decisión en el formulario  **** Si **** No  5.3 Solicitud decisión por escrito?  **** Verbal **** Escrito **** No **** Dado **** Denegado  **(6) RESUMEN**  6.1 Alguna inquietud o procedimiento inusual?  **** No **** Si Explicar (cont. atras): \_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Registrado por: Firma:

Presidente del Panel: Fecha: Hora:

**Instructions for Hearing Checklist**

**1 Before the Hearing (no parties present)**

1.1 Verify protest schedule was posted with enough time between posting and the hearing. See RRS 63.2

1.2 Hearing conducted under RRS App B or Add Q. Otherwise N/A.

1.3 Usually 'None'. If necessary, replace a panel member who is an interested party.

1.4 Chair checks the constitution of the panel under RRS App N1 and applicable ISAF Regulations.

1.5 Contents

(a) Protestor and protestee(s) properly identified. Can be corrected under 3.1.

(b) Description of incident is acceptable. Cannot be corrected later.

(c) Reasons for redress meet RRS 62.2. Can be corrected under 3.1.

1.6 Are the parties available? Decide whether to proceed or postpone the hearing time.

1.7 Did any panel member witness the incident? Chair instructs panel members. RRS 63.3(a) applies.

1.8 Could there be media (TV, tracking) evidence available as useful evidence? Can it be obtained?

**2 Hearing Preliminaries (parties present)**

2.1 Observers present? If so, provide the rules and instructions for the observer(s).

2.2 Do the parties understand / speak English. Is an interpreter needed? Provide instructions to the interpreter.

2.3 “This is an incident between <who> at <where> <when>. Is this correct?”

2.4 Explain the policy on recording. Usually no video or audio recording. Cell phones off.

2.5 Obtain the full names of the parties. Obtain full names of witnesses when they appear.

2.6 Are all parties present? If not, recheck notification procedures. Postpone or continue under RRS 63.3(b).

2.7 For incidents involving RRS Part 2, 3 or 4, verify that the representatives were on board. RRS 63.3

2.8 Introduce panel members.

2.9 Are there any objections to member(s) of the jury on grounds of being an interested party?

2.10 Does protestee have a copy of the protest? Needs time to prepare? Ready to proceed? RRS 63.2

2.11 Parties understand the protest procedure? If not, chair explains process.

2.12 Have any penalties been taken? If yes, go to 2.13.

2.13 Yes if the protestor wants to withdraw the protest and the panel approves. Can happen out of sequence.

2.14 Ask if any party will be calling a witness(es).

**3 Validity**

3.1 Review contents and any issues from 1.5 with the parties.

3.2 Yes, if filed before the PTL. If extended, provide reason. Use 6.1 if necessary to describe reasons.

3.3 If N/A, provide reason or rule, e.g., “RC protest”, 61.1(a)(1), 61.1(a)(4), etc.

3.4 If N/A, provide reason or rule, e.g., “< 6m”, 61.1(a)(2), 61.1(a)(4), etc.

3.5 Applies mainly to RC and PC protests.

3.6 Protestor's representative was involved in or saw the incident. RRS 60.1(a).

3.7 For boards only, the protestor informed the RC in compliance with RRS B5.

**4 Evidence**

Follows RRS App M and ISAF Judges Manual.

**5 Decision**

5.1 Yes, all present. No, none present. Partial, at least one present. If N/A, explain.

5.2 Form is dated and signed.

5.3 No, unless a verbal or written request for a copy is received by the panel before closing the case. Grant all requests with the possible exception of hearing decisions involving misconduct.

**6 Summary**

6.1 Provide notes on any unusual procedures or other relevant items. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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