

## Table of delegations “B” – Personal Injury Commission Rules 2021

| Item                        | Rule   | Function of: | Description of delegated function  | Member/s or role/s to which the function is delegated | Authorisation to sub-delegate the function | Member/s or officer/s to which the delegate sub-delegates the function   |
|-----------------------------|--------|--------------|--|---|--|--|
| <i>Part 2 - Application</i> |        |              |  |   |  |  |
| 1.                          | R 6(2) | President    | <b>Dispensing with requirements of Rules-</b><br>by order, dispensing with a requirement of these Rules in relation to particular applicable proceedings if satisfied it is appropriate to do so (excluding where proceedings are allocated to a member of the Commission) | <b>Workers Compensation proceedings</b>               |  |  |
|                             |        |              |  | Division Head WC                                      | Yes  | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V, VI<br><br>Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|                             |        |              |  | Principal Registrar                                   | Yes  | Director, Medical Services<br><br>Director, Registry and Dispute Services  |

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|    |        |           |   | <b>Motor Accident proceedings</b>       |     |  |
|    |        |           |   | Division Head MA                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12  |
|    |        |           |   | Principal Registrar                     | Yes | Director, Medical Services<br><br>Director, Registry and<br>Dispute Services   |
| 2. | R 6(2) | President | <b>Dispensing with requirements of Rules-particular kinds of applicable proceedings</b><br>by order, dispensing with a requirement of these Rules in relation to particular kinds of applicable proceedings if satisfied it is appropriate to do so   | <b>Workers Compensation proceedings</b> |     |  |
|    |        |           |   | Division Head WC                        | No  | N/A  |
|    |        |           |   | <b>Motor Accident proceedings</b>       |     |  |
|    |        |           |   | Division Head MA                        | No  | N/A  |
| 3. | R 7(2) | President | <b>Directions in circumstances not covered by Rules</b><br>giving directions in relation to particular applicable proceedings (but not particular kinds of applicable proceedings), concerning an aspect of practice or procedure for which these Rules or the procedural directions do not provide (excluding where proceedings are allocated to a member of the Commission) | <b>Workers Compensation proceedings</b> |     |  |
|    |        |           |   | Division Head WC                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I- III, IV, V,<br>VI<br><br>Legal<br>Officer<br>Grade 7/8<br><br>Legal<br>Officer |

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|  |  |  |  |                                   |     | Grade 5/6   |
|  |  |  |  | Principal Registrar               | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal<br>Officer<br>Grade IV<br><br>Senior Administrative<br>Officer Grade 5/6 |
|  |  |  |  | <b>Motor Accident proceedings</b> |     |   |
|  |  |  |  | Division Head MA                  | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12   |

**Part 3 – Administration**

|   |         |           |  |                     |     |   |
|---|---------|-----------|--|---------------------|-----|---|
| 4.                                      | R 14(1) | President | <b>Register of delegations</b><br>keeping a register of delegations and sub delegations given under section 18 of the PIC Act  | Principal Registrar | No  | N/A   |
| 5.                                      | R 14(3) | President | <b>Register of delegations</b><br>arranging for information in the register to be published on the Commission website  | Principal Registrar | No  | N/A   |
| 6.                                      | R 15(1) | President | <b>Use of ECM system</b><br>making orders and directions in relation to whether a person may not use an ECM system for particular proceedings  | Principal Registrar | No  | N/A   |
| 7.                                      | R 15(2) | President | <b>Use of ECM system</b><br>establishing a protocol for the use of an ECM system that applies generally or for particular proceedings.   | Principal Registrar | No  | N/A   |
| 8.                                      | R 15(5) | President | <b>Use of ECM system</b><br>making orders and directions in relation to the level of access to an ECM system to which a person is entitled, and the conditions of use that apply to a person | Principal Registrar | No  | N/A   |
| <b>Part 4 – Documents</b>               |         |           |  |                     |     |   |
| <b>Division 4.1 Forms and documents</b> |         |           |  |                     |     |   |
| 9.                                      | R 16(3) | President | <b>Approval of forms</b><br>if there is no approved form for a document being satisfied the document is in a satisfactory form   | Principal Registrar | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services<br><br>Director, Legal and Policy |

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| 10. | R 17(2) | President | <b>Form and content of documents</b><br>whether to refuse to accept, seal or issue a document that, in the opinion of the delegate, contravenes this rule | Principal Registrar | Yes | Director, Registry and Dispute Services<br><br>Registry Support Officer Grade 3/4<br><br>Legal Officer Grade IV<br><br>Senior Administrative Officer Grade 5/6<br><br>Principal Lawyer Grade 11/12 |
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**Division 4.2 Amendment of documents**

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| 11. | R 20(4), (7) and (8) | President | <b>Amendment of documents</b><br>the determination of an application for leave to amend a document lodged by the party if the application is made before the Commission is constituted dealing with the proceedings, subject to subrule (8)(b) without limiting subrule (6), when considering an application, seeking further oral or written information from a party.<br><br>when considering the application—<br>(a) listing the application for hearing before the President, or<br>(b) referring the application to a member for determination. | <b>Workers Compensation proceedings</b>   |     |  |
|     |                      |           |  | Division Head WC (proceedings where the Commission is not to be constituted by a Presidential member) | Yes | Non-presidential member, WCD<br><br>Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |                      |           |  | Principal Registrar (proceedings where the Commission is to be constituted by a Presidential member)  | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV   |
|     |                      |           |  | <b>Motor Accident proceedings</b>   |     |  |

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|  |  |  |  | Division Head MA | Yes | Members in MA Division<br><br>Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12 |
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| 12. | R 21(2) | President | <b>Minor or agreed amendments of documents</b><br>if the application for leave is made before the Commission is constituted to deal with the proceedings, the granting under subrule 21(2) | <b>Workers Compensation proceedings</b>  |     |  |
|     |         |           |  | Division Head WC<br>(Commission proceedings except proceedings where the Commission is constituted by a Presidential member) | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |         |           |  | Principal Registrar<br>(Commission proceedings where the Commission is constituted by a Presidential member)                 | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV   |
|     |         |           |  | <b>Motor Accident proceedings</b>  |     |  |

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|  |  |  |  | Division Head MA | Yes | Decision-maker<br>Grade 11/12 |
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| <b>Division 4.3 Lodgment of documents</b> |         |           |   |                     |     |   |
|---|---------|-----------|---|---------------------|-----|---|
| 13.                                       | R 23(3) | President | <b>Lodgment of documents with and issue of documents by Commission</b><br>directing that a document, or a document of a class, can or cannot be lodged with or served on the Commission, in any of the following ways—<br>(a) by email—by sending it to the Registry email address under rule 11,<br>(b) by hand—by delivering it to the Commission at the Registry,<br>(c) by post—by sending it by prepaid post to the Registry postal address under rule 11. | Principal Registrar | Yes | Director, Registry and Disputes<br><br>Registry Officer<br>Grade 5/6 and above<br><br>Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6                              |
| <b>Division 4.4 Service of documents</b>  |         |           |   |                     |     |   |
| 14.                                       | R 30(1) | President | <b>Substituted service</b><br>ordering direct service of a document on a party to be effected differently than in a way specified by these rules if satisfied that it is impracticable for service to be effected by in a way specified by these Rules.   | Principal Registrar | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services<br><br>Director, Legal and Policy<br><br>Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6 |

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| 15. | R 30(3) | President | <b>Substituted service</b><br>ordering that service be taken to have been effected on the happening of any specified event or on the expiry of any specified time.  | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services<br><br>Director, Legal and Policy<br><br>Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6 |
| 16. | R 36(2) | President | <b>Use of Interpreters</b><br>approving an interpreter for Commission proceedings even though the interpreter is not a NAATI-certified interpreter if –<br>(a) There are currently no NAATI-certified interpreters for the language requiring translation in the proceedings, or<br>(b) determining whether it is necessary to approve the interpreter because of the unavailability of NAATI- certified interpreters | <b>Workers Compensation proceedings</b> |     |   |
|     |         |           |   | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services   |
|     |         |           |   | Division Head WC                        | Yes | Non-presidential member, WCD  |
|     |         |           |   | <b>Motor Accident proceedings</b>       |     |   |

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|     |         |           |  | Division Head MA                        | Yes | Members in MA Division  |
|     |         |           |  | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services   |
| 17. | R 41(5) | President | <b>Compliance with notice for production</b><br>determining an objection to a notice for production by—<br>(a) setting aside the notice for production wholly or in part, or<br>(b) directing that the documents be produced to the requesting party or the Commission, or<br>(c) making another order the (delegator) thinks fit. | <b>Workers Compensation proceedings</b> |     |   |
|     |         |           |  | Principal Registrar                     | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV  |
|     |         |           |  | Division Head WC                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I -III, VI, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |

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| 18. | R 41(7)         | President | <b>Compliance with notice for production</b><br>exercising a function of the commission under subrule (6)(b) in addition to, or instead of, making an order under section 290(6)(c) of the 1998 Act.   | <b>Workers Compensation proceedings</b> |     |  |
|     |                 |           |  | Division Head WC                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, VI, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |                 |           |  | Principal Registrar                     | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV   |
| 19. | R 45(1),<br>(2) | President | <b>Production of Commission record of proceedings</b><br>receiving and dealing with a written request to produce the Commission's record of other proceedings for either or both of the following—<br>(a) inspection by the party, or<br>(b) use as evidence in the first proceedings. | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Legal and Policy<br><br>Director, Medical Services  |

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| 20. | R 50(4),<br>(6) and<br>(7) | President | <p><b>Objection to direction for production</b><br/> notifying the parties to the proceedings under subrule (4) that a notice of objection has been received<br/> Under subrule (6) when considering an objection to a direction for production –<br/> (a) seeking further information from the producer or the parties, or<br/> (b) determining the objection, whether solely on the basis of the notice of objection and the notice of opposition or otherwise.</p> <p>Under subrule (7), setting aside, or varying a direction for production following determination of an objection</p> | Principal Registrar                     | Yes | <p>Director, Registry and Dispute Services</p> <p>Registry Officer<br/>Grade 5/6 and above</p> <p>Director, Medical Services</p> <p>Director, Legal and Policy</p>  |
|     |                            |           |  | <b>Workers Compensation proceedings</b> |     |   |
|     |                            |           |  | Division Head WC                        | Yes | <p>Non-presidential member, WCD</p> <p>Director, Legal and Policy</p> <p>Decision-maker<br/>Grade 11/12</p> <p>Legal Officers<br/>Grade I-III, IV, V and VI</p> <p>Legal Officer<br/>Grade 7/8</p> <p>Legal Officer<br/>Grade 5/6</p> |

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|     |                 |           |   | <b>Motor Accident proceedings</b>       |     |  |
|     |                 |           |   | Division Head MA                        | Yes | Members in MA Division<br>Director, Legal and Policy<br>Decision-maker Grade 11/12 |
| 21. | R 51(5),<br>(6) | President | <b>Objection after production by party to first access</b><br>when considering an objection to access – determining the objection, whether solely on the basis of the notice of objection and the notice of opposition or otherwise<br><br>under subrule (6), varying a direction for production following determination of an objection. | <b>Workers Compensation proceedings</b> |     |  |
|     |                 |           |   | Division Head WC                        | Yes | Non-presidential member, WCD   |
|     |                 |           |   | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services          |
|     |                 |           |   | <b>Motor Accident proceedings</b>       |     |  |
|     |                 |           |   | Division Head MA                        | Yes | Non-presidential members   |
|     |                 |           |   | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services          |
| 22. | R 52(2)         | President | <b>Inspection and return of produced documents</b><br>giving directions concerning the removal from or return to the Commission of documents produced in compliance with a direction for production under subrule (2)   | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services          |
| 23. | R 53(3)         | President | <b>Conduct money for compliance with direction</b>  | <b>Workers Compensation proceedings</b> |     |  |

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|  |  |  | <b>for production</b><br>ordering that the party who requested the issue of the direction pay to the producer an additional amount in relation to the expense or loss. | Division Head WC                  | Yes | Non-presidential member, WCD<br><br>Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|  |  |  |  | Principal Registrar               | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services  |
|  |  |  |  | <b>Motor Accident proceedings</b> |     |  |
|  |  |  |  | Division Head MA                  | Yes | Non-presidential members<br><br>Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12  |

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|     |      |           |  | Principal Registrar                     |     | Director, Registry and Dispute Services<br>Director, Medical Services  |
| 24. | R 54 | President | <b>Exemption from production</b><br>directing that a producer is not required to comply with a direction for production, or is required to comply only with part of it, if complying with the direction would pose a serious risk to the safety, health or well-being of a party to the proceedings or a person affected by the proceedings. | <b>Workers Compensation proceedings</b> |     |  |
|     |      |           |  | Division Head WC                        | Yes | Non-presidential member, WCD<br><br>Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and IV<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |      |           |  | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Director, Medical Services  |
|     |      |           |  | <b>Motor Accident proceedings</b>       |     |  |
|     |      |           |  | Division Head MA                        | Yes | Members in MA Division   |



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|     |               |               |  |   |                  | Director, Legal and Policy<br><br>Decision-maker Grade 11/12   |
|     |               |               |  | Principal Registrar   | Yes              | Director, Registry and Dispute Services<br><br>Director, Medical Services  |
| 25. | R 56(1)       | Division Head | <b>Issue of summons</b><br>issuing a summons in accordance with rule 56  | (WC proceedings only)<br>Director, Legal and Policy<br><br>(*the function is not delegated in MA proceedings) | Yes (in WC only) | Decision-maker Grade 11/12<br><br>Legal Officers Grade I-III, IV, V, VI<br><br>Legal Officer Grade 7/8<br><br>Legal Officer Grade 5/6    |
| 26. | R 57(1) & (2) | Division Head | <b>Variation of summons</b><br>under subrule (1), setting aside or varying a summons, wholly or in part<br><br>under subrule (2) ordering that—<br>(a) the terms of the summons be varied, or<br>(b) the attendee is not required to comply with the summons | (WC proceedings only)<br>Director, Legal and Policy<br><br>(*the function is not delegated in MA proceedings) | Yes              | Decision-maker Grade 11/12<br><br>Legal Officers Grade I-III, IV, V and VI<br><br>Legal Officer Grade 7/8<br><br>Legal Officer Grade 5/6 |

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|  |         |           |   | Principal Registrar (WC proceedings only)   | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6  |
| 27.  | R 58(2) | President | <b>Conduct money for compliance with summons</b><br>if an attendee who is not a party to the proceedings reasonably incurs, as a result of service of the summons, an expense or loss that substantially exceeds any amount paid under subrule (1), ordering that the requesting party pay to the attendee an additional amount in relation to the expense or loss. | (WC proceedings only)<br>Director, Legal and Policy<br><br>(*the function is not delegated in MA proceedings) | Yes | Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6                        |
| <b>Part 6 – Representation and parties</b> |         |           |   |   |     |   |
| 28.  | R 62(1) | President | <b>Orders concerning joinder</b><br>ordering in applicable proceedings (but not Commission proceedings allocated to a member) that a person be joined as a party to the proceedings if the appropriate decision-maker considers that the person should be joined as a party.  | <b>Workers Compensation proceedings</b>   |     |   |
|  |         |           |   | Division Head WC  | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br>Legal Officer Grade |

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|     |        |           |  | <b>Motor Accident Proceedings</b>       |     |  |
|     |        |           |  | Division Head MA                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12  |
| 29. | R62(2) | President | <b>Orders concerning joinder</b><br>ordering in applicable proceedings (but not Commission proceedings allocated to a member) that a person be removed as a party to the proceedings if the appropriate decision-maker considers that the person has –<br>a) Been improperly or unnecessarily joined, or<br>b) Ceased to be a proper or necessary party. | <b>Workers Compensation proceedings</b> |     |  |
|     |        |           |  | Division Head WC                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |        |           |  | <b>Motor Accident proceedings</b>       |     |  |
|     |        |           |  | Division Head MA                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br><br>Grade 11/12  |

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| 30. | R62(3) | President | <b>Orders concerning joinder</b><br>for the purposes of an order made under subrule (1) or (2) (the <i>principal order</i> ), making other orders in applicable proceedings (but not Commission proceedings allocated to a member) the appropriate decision-maker considers necessary to facilitate the operation of the principal order, including orders for the amendment of documents lodged in the proceedings and orders for service. | <b>Workers Compensation proceedings</b> |     |   |
|     |        |           |   | Division Head WC                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12 |
|     |        |           |   | <b>Motor Accident proceedings</b>       |     |   |
|     |        |           |   | Division Head MA                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12 |
| 31. | R62(4) | President | <b>Orders concerning joinder</b><br>making an order in applicable proceedings (but not Commission proceedings allocated to a member) under this rule of their own motion or on the application of the person concerned or a party.  | <b>Workers Compensation proceedings</b> |     |   |
|     |        |           |   | Division Head WC                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12 |
|     |        |           |   | <b>Motor Accident proceedings</b>       |     |   |

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|     |                  |           |   | Division Head MA                        | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12   |
|     |                  |           |   | Principal Registrar                     | Yes | Director, Registry and Dispute Services<br><br>Registry Support Officer Grade 3/4 and above<br><br>Decision-maker Grade 11/12<br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer Grade 7/8<br><br>Legal Officer<br>Grade 5/6<br>Principal Lawyer Grade 11/12<br><br>Legal Officer Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6 |
| 33. | R 67C(3) and (4) | President | <b>Additional documents</b><br>In applicable proceedings, determining an application for leave of a party to introduce a document under subrule (3)(a) or under subrule (3)(b), and giving leave if satisfied that the introduction of the document is necessary to facilitate the just, quick and cost-effective | <b>Workers Compensation proceedings</b> |     |   |
|     |                  |           |   | Division Head WC                        | Yes | Director, Legal and Policy<br><br>Manager, Legal and Policy<br><br>Principal Lawyer<br>Grade 11/12  |

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|     |                  |           | resolution of real issues in the proceedings as required by subrule (4).  | <b>Motor Accident proceedings</b>                |     |  |
|     |                  |           |   | Division Head MA                                 | Yes | Director, Legal and Policy<br><br>Manager, Legal and Policy<br><br>Principal Lawyer<br>Grade 11/12 |
|     |                  |           |   | <b>Police Officer Support Scheme proceedings</b> |     |  |
|     |                  |           |   | Division Head POSS                               | Yes | Director, Legal and Policy<br><br>Manager, Legal and Policy<br><br>Principal Lawyer<br>Grade 11/12 |
| 34. | R 67D(1) and (2) | President | <b>Appropriate decision-maker’s power to direct or not consider a document</b><br>Directing a party under subrule (1) at any time after the proceedings have commenced to:<br>(a) make oral or written submissions on whether a document facilitates the just, quick and cost-effective resolution of the real issued in the proceedings, and<br>(b) remove a document or part of a document that (i) has previously been lodged or (ii) is included more than once in the document bundle or bundle of documents.<br><br>Under subrule (2), not being required to have regard to a document which is not specifically referred to in submissions made by a party to the proceedings. | <b>Workers Compensation proceedings</b>          |     |  |
|     |                  |           |   | Division Head WC                                 | Yes | Director, Legal and Policy<br><br>Manager, Legal and Policy<br><br>Principal Lawyer<br>Grade 11/12 |
|     |                  |           |   | <b>Motor Accident proceedings</b>                |     |  |
|     |                  |           |   | Division Head MA                                 | Yes | Director, Legal and Policy<br><br>Manager, Legal and Policy<br><br>Principal Lawyer<br>Grade 11/12 |
|     |                  |           |   | <b>Police Officer Support Scheme proceedings</b> |     |  |

|     |         |           |  |   |     |  |
|-----|---------|-----------|--|---|-----|--|
|     |         |           |  | Division Head POSS  | Yes | Director, Legal and Policy<br>Manager, Legal and Policy<br>Principal Lawyer<br>Grade 11/12   |
| 35. | R 69(1) | President | <b>Fixing of time for applicable proceedings</b><br>in applicable proceedings by order, fixing the time within which a thing is to be done in or for the proceedings, if the time is not fixed by—<br>(a) the PIC Act, or<br>(b) enabling legislation, or<br>(c) these Rules, or<br>(d) a decision or order of the Commission or President | <b>Workers Compensation proceedings</b>                                       |     |  |
|     |         |           |  | Division Head WC (in respect of proceedings not before a presidential member) | Yes | Director, Legal and Policy<br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |         |           |  | Principal Registrar (in respect of proceedings before a presidential member)  | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6   |
|     |         |           |  | <b>Motor Accident proceedings</b>   |     |  |

|     |         |           |   |   |     |  |
|-----|---------|-----------|---|---|-----|--|
|     |         |           |   | Division Head MA  | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12  |
| 36. | R 69(2) | President | <b>Fixing of time for applicable proceedings</b><br>in applicable proceedings, by order, extending or shortening a time fixed for the applicable proceedings-<br>(a) By these Rules, or<br>(b) Under Chapter 7, Part 9 of the 1998 Act, except the extension of time fixed under section 352(74) of the 1998 Act. | <b>Workers Compensation proceedings</b>                           |     |  |
|     |         |           |   | Division Head WC (in proceeding not before a presidential member) | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |         |           |   | Principal Registrar in proceedings before a presidential member)  | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade I-III, IV, V and VI<br><br>Senior Administrative Officer<br>Grade 5/6  |
|     |         |           |   | <b>Motor Accident proceedings</b>                                 |     |  |



|     |         |                                      |   |   |     |   |
|-----|---------|--------------------------------------|---|---|-----|---|
|     |         |                                      |   | Division Head MA  | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12   |
| 37. | R 75(1) | President<br><br>Principal Registrar | <b>Request that application be expedited</b><br>receiving and considering application by a party to applicable proceedings for an application in the proceedings be expedited.  | <b>Workers Compensation proceedings</b>   |     |   |
|     |         |                                      |   | Division Head WC (WC proceedings, excluding medical assessment proceedings, but including proceedings before mediators)   | Yes | Director, Legal and Policy  |
|     |         |                                      |   | <b>Motor Accident proceedings</b>   |     |   |
|     |         |                                      |   | Division Head MA<br>(MA proceedings excluding medical assessment, but including merit review proceedings)<br><br>Principal Registrar (medical assessment proceedings) | Yes | Director, Legal and Policy<br><br>Director, Registry and Dispute Services<br><br>Director, Medical Services |
| 38. | R 80(2) | President                            | <b>Application to resolve dispute other than for expedited assessment</b><br>accepting a dispute for referral for determination by the Commission and being satisfied that the dispute is not prevented from being referred | Principal Registrar   | Yes | Director, Registry and Dispute Services   |

|     |         |           |   |                  |     |   |
|-----|---------|-----------|---|------------------|-----|---|
| 39. | R 84(6) | President | <b>Defective pre-filing statement</b><br>If a dispute is referred for determination,<br>(a) giving a direction for the filing of submissions and supporting documents on which a party relies, or<br>(b) giving a direction to the claimant about the action necessary to cure a defect in the pre-filing statement, within a specified period, or<br>(c) determining that the pre-filing statement served by the claimant is not defective | Division Head WC | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6  |
| 40. | R 85(2) | President | <b>Direction for access to information or premises</b><br>giving or refusing to give the direction as proposed (in relation to R85(1)).   | Division Head WC | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I- III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |

|     |                      |           |   |                  |     |   |
|-----|----------------------|-----------|---|------------------|-----|---|
| 41. | R 85(6), (7) and (8) | President | <p><b>Direction for access to information or premises</b><br/>Under subrule (6), within 7 days of the date on which the claimant was notified of an objection, receiving notice to oppose the direction, with reasons,</p> <p>Under subrule (7), when considering an objection to a direction for access to information or premises—<br/>(a) seeking further information from the parties, or<br/>(b) listing the objection for hearing, or<br/>(c) determining the objection, whether solely on the basis of the notice of objection and the notice of opposition or otherwise.</p> <p>Under sub rule (8), setting aside or varying a direction for access to information or premises following determination of an objection.</p> | Division Head WC | Yes | <p>Director, Legal and Policy</p> <p>Decision-maker<br/>Grade 11/12</p> <p>Legal Officers<br/>Grade I-III, IV, V and VI</p> <p>Legal Officer<br/>Grade 7/8</p> <p>Legal Officer<br/>Grade 5/6</p> |
| 42. | R 89(3)              | President | <p><b>Mediator unable to mediate claim</b><br/>revoking the direction referring the claim to the mediator and making a direction referring the claim to another mediator</p>  | Division Head WC | Yes | <p>Director, Legal and Policy</p> <p>Decision-maker<br/>Grade 11/12</p> <p>Legal Officers<br/>Grade I-III, IV, V and VI</p> <p>Legal Officer<br/>Grade 7/8</p> <p>Legal Officer<br/>Grade 5/6</p> |

|     |          |           |   |                  |     |  |
|-----|----------|-----------|---|------------------|-----|--|
| 43. | R 90     | President | <b>Certificate of mediation outcome</b><br>If a defendant lodges a response to an application for mediation of a claim under rule 89 that indicates that the defendant will decline to participate in mediation, on the grounds that the defendant wholly disputes liability for the claim, issuing a certificate to that effect. | Division Head WC | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V and VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
| 44. | R 101(4) | President | <b>Standing over of motor accident proceedings for assessment of damages</b><br>ensuring that—<br>(a) a list is maintained of motor accident proceedings that have been stood over under this rule, and<br>(b) the list is managed in accordance with any applicable procedural directions.                                       | Division Head MA | No  | No   |

| Part 11 - Medical Assessment Proceedings                |          |           |   |   |    |     |
|---|----------|-----------|---|---|----|-----|
| Division 11.2 Conduct of medical assessment proceedings |          |           |   |   |    |     |
| 45.   | R 107(3) | President | <b>Application of Part 5 of PIC Act</b><br>a function given to the Commission in section 46 or 54 of the PIC Act is to be read as being given to the President. | <b>Workers Compensation Proceedings</b> |    |     |
|   |          |           |   | Division Head WC                        | No | N/A |
|   |          |           |   | Principal Member                        |    |     |
|   |          |           |   | Legal Officer<br>Grade VI               |    |     |
| 46.   | R108(1)  | President | <b>Conduct of medical assessment proceedings</b><br>determining the procedure for medical assessment proceedings under (1) and (2)                              | Principal Lawyer<br>Grade 11/12         |    |     |
|   |          |           |   | <b>Motor Accident Proceedings</b>       |    |     |
|   |          |           |   | Division Head MA                        | No | N/A |
|   |          |           |   | Principal Member                        |    |     |
| 47.   | R109 (1) | President | <b>Surveillance recordings</b><br>A surveillance recording may not be referred to a   | Legal Officer<br>Grade VI               |    |     |
|   |          |           |   | Principal Lawyer<br>Grade 11/12         |    |     |
| 47.   | R109 (1) | President | <b>Surveillance recordings</b><br>A surveillance recording may not be referred to a   | Principal Registrar                     | No | N/A |
|   |          |           |   | <b>Workers Compensation Proceedings</b> |    |     |

|                                    |          |           |   |                                    |            |  |
|------------------------------------|----------|-----------|---|------------------------------------|------------|--|
|                                    |          |           | <p>medical assessor in medical assessment proceedings for the purposes of the enabling legislation unless—</p> <p>(a) exceptional circumstances exist, as determined by the Commission or the President, and</p> <p>(b) the Commission or the President orders that the surveillance recording may be referred.</p> | <p>Division Head WC</p>            | <p>Yes</p> | <p>Non-presidential member, WCD</p> <p>Director, Legal and Policy</p> <p>Decision-maker<br/>Grade 11/12</p> <p>Legal Officers<br/>Grade I- III, IV, V and VI</p> <p>Legal Officer<br/>Grade 7/8</p> <p>Legal Officer<br/>Grade 5/6</p> |
|                                    |          |           |   | <b>Motor Accidents Proceedings</b> |            |  |
|                                    |          |           |   | <p>Division Head MA</p>            | <p>Yes</p> | <p>Director, Legal and Policy</p> <p>Principal Lawyer<br/>Grade 11/12</p> <p>Legal Officer<br/>Grade VI</p>  |
| 48.                                | R 111(1) | President | <p><b>Medical assessment certificate for multiple assessments of permanent impairment</b></p> <p>if different medical assessors are required to conduct different assessments of permanent impairment, appointing a lead assessor.</p>  | <p>Principal Registrar</p>         | <p>Yes</p> | <p>Director, Medical Services</p> <p>Director, Registry and Dispute Services</p> <p>Team Leader<br/>Grade 7/8</p>  |
| Part 12 - Merit Review Proceedings |          |           |   |                                    |            |  |

|   |                  |           |   |  |     |   |
|---|------------------|-----------|---|--|-----|---|
| 49.   | R 114(3)         | President | <b>Application of Part 5 of PIC Act</b><br>A function given to the Commission in section 46 or 54 of the PIC Act is to be read as being given to the President.   | <b>Motor Accidents Proceedings</b>   |     |   |
|   |                  |           |   | Division Head MA<br>Principal Member<br>Legal Officer Grade VI<br>Principal Lawyer Grade 11/12 | No  | N/A   |
| 50.   | R 116(1)         | President | <b>Conduct of merit review proceedings</b><br>determining the procedure for merit review proceedings, including whether the proceedings are to be conducted in person, by telephone or audiovisual link or without a conference.  | Division Head MA   | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12   |
| <b>Part 13 - Appeals and Reviews</b>                                    |                  |           |   |  |     |   |
| <b>Division 13.2 Workers compensation dispute appeals to Commission</b> |                  |           |   |  |     |   |
| 51.   | R 126(1) and (2) | President | <b>Non-compliance with procedural requirements</b><br>(1) giving a direction, as an alternative to refusing to accept, seal, issue or register a document for use in a workers compensation dispute appeal, to a party to rectify non-compliance with procedural requirements for the appeal.<br>(2) being satisfied that the appeal is procedurally compliant. | Principal Registrar  | Yes | Director, Registry and Dispute Services<br><br>Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6 |
| <b>Division 13.3 Panel Review Proceedings</b>                           |                  |           |   |  |     |   |
| 52.   | R 127(3)         | President | <b>Application of Part 5 of PIC Act</b>   | <b>Motor Accident Proceedings</b>  |     |   |

|                                |       |           |  |  |    |  |
|--------------------------------|-------|-----------|--|--|----|--|
|                                |       |           | A function given to the Commission in section 46 or 54 of the PIC Act is to be read as being given to the President. | Division Head MA<br><br>Principal Member<br><br>Non-presidential members<br><br>Legal Officer<br>Grade VI<br><br>Principal Lawyer<br>Grade 11/12 | No |  |
|                                |       |           |  | <b>Workers Compensation Proceedings</b>  |    |  |
|                                |       |           |  | Division Head WC<br><br>Non-presidential members   | No |  |
|                                |       |           |  | <b>Police Officer Support Scheme Proceedings</b>   |    |  |
|                                |       |           |  | Division Head POSS<br><br>Non-presidential members   | No |  |
| <b>Part 14 – Miscellaneous</b> |       |           |  |  |    |  |
| 53.                            | R 131 | President | <b>Publication of decisions</b>  | <b>Workers Compensation proceedings</b>  |    |  |



|     |          |           |  |  |     |   |
|-----|----------|-----------|--|--|-----|---|
|     |          |           | making a direction, with the consent of the parties, under subrule (2) | Division Head WC (WC proceedings excluding presidential appeals) | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12<br><br>Legal Officers<br>Grade I-III, IV, V, VI<br><br>Legal Officer<br>Grade 7/8<br><br>Legal Officer<br>Grade 5/6 |
|     |          |           |  | Principal Registrar (presidential appeals)                       | Yes | Principal Lawyer<br>Grade 11/12<br><br>Legal Officer<br>Grade IV<br><br>Senior Administrative Officer<br>Grade 5/6  |
|     |          |           |  | <b>Motor Accident proceedings</b>                                |     |   |
|     |          |           |  | Division Head MA (MA proceedings)                                | Yes | Director, Legal and Policy<br><br>Decision-maker<br>Grade 11/12   |
| 54. | R 132(1) | President | <b>De-identification or redaction of publishable</b>                   | <b>Workers Compensation proceedings</b>                          |     |   |

|  |       |  |  |  |     |  |
|--|-------|--|--|--|-----|--|
|  | – (6) |  | <p><b>decisions</b><br/>directing either or both of the following under subrule (1):<br/>(a) that all or part of a publishable decision be de-identified before it is published,<br/>(b) that part of a publishable decision be redacted before it is published.<br/>determining an application for a direction by having regard to the matters referred to in subrule (4)</p> <p>directing whether the publishable decision be published without the de-identifications or redactions directed by the Commission or with different de-identifications or redactions under subrule (5).</p> <p>considering whether another person has a sufficient interest to make the application under subrule 6(c)</p> | Division Head WC                                 | Yes | <p>Presidential members</p> <p>Non-presidential members</p> <p>Director, Legal and Policy</p> <p>Decision-maker<br/>Grade 11/12</p> <p>Principal Lawyer<br/>Grade 11/12</p> <p>Legal Officers<br/>Grade I-III, IV, V and VI</p> <p>Legal Officer<br/>Grade 7/8</p> <p>Legal Officer<br/>Grade 5/6</p> <p>Senior Administrative Officer<br/>Grade 5/6</p> |
|  |       |  |  | <b>Motor Accident proceedings</b>                |     |  |
|  |       |  |  | Division Head MA                                 | Yes | <p>Non-presidential members</p> <p>Director, Legal and Policy</p>  |
|  |       |  |  | <b>Police Officer Support Scheme proceedings</b> |     |  |

|     |                            |           |   |  |     |  |
|-----|----------------------------|-----------|---|--|-----|--|
|     |                            |           |   | Division Head POSS   | Yes | Presidential members<br>Non-presidential members |
| 55. | R133A(4)<br>(b) and<br>(5) | President | Extension of time for making certain applications<br>4(b) – deciding the extension application<br>5 – making an order if satisfied by the party<br>making the extension application, in exceptional<br>circumstances, that to lose the right to make the<br>relevant application would work demonstrable and<br>substantial injustice | Division Head MA<br><br>Legal Officer Grade I-III, IV, V, VI<br><br>Principal Lawyer Grade 11/12<br>Legal Officer Grade 7/8<br><br>Legal Officer Grade 5/6 | No  | N/A  |