



Personal Injury  
Commission

## INSTRUMENT OF SUB-DELEGATION

### *Personal Injury Commission Act 2020*

Under section 18(4) of the *Personal Injury Commission Act 2020* (Act), I, Marianne Christmann, Principal Registrar of the Personal Injury Commission (Commission),

HEREBY SUB-DELEGATE my functions delegated to me by the President of the Commission which the President has authorised in accordance with section 18(4)(a) of the Act may be sub-delegated under the following statutory instrument:

- Personal Injury Commission Rules 2021

as set out in the attached Table of delegations 'B' to the position of Principal Lawyer 11/12 Presidential Chambers nominated in column 7 of the Table as an officer to whom I, as the delegate, may sub-delegate the function.

This sub-delegation has effect from 1 November 2021 and remains in force until revoked.

A handwritten signature in blue ink, appearing to read 'M Christmann', with a horizontal line underneath.

Marianne Christmann  
Principal Registrar  
**Personal Injury Commission**

1 November 2021

## 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>						
3.	R7(2)	President	<b>Directions in circumstances not covered by Rules</b> 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 Legal Officers III, IV, V, VI
				Principal Registrar	Yes	Legal Officer IV, Presidential Unit Senior Administrative Officer Grade 5/6, Presidential Unit Principal Lawyer 11/12 Presidential Chambers
				<b>Motor Accident proceedings</b>		
				Division Head MA	Yes	Director Legal and Policy Decision-maker grade 11/12

**Part 4 - Documents**

**Division 4.1 Forms and documents**

10.	R17(2)	President	<b>Form and content of documents</b> 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  Registry Support Officer Grade 3-4  Legal Officer IV, Presidential Unit  Senior Administrative Officer Grade 5/6, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers
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**Division 4.2 Amendment of documents**

11.	R20(4), (7) and (8)	President	<b>Amendment of documents</b> 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)	<b>Workers Compensation proceedings</b>		
				Division Head WC (proceedings where the Commission is not to be constituted by a Presidential member)	Yes	Non-presidential members in WC Division  Director Legal and Policy  Legal Officers III, IV, V and VI

			<p>without limiting subrule (6), when considering an application, seeking further oral or written information from a party.</p> <p>when considering the application—  (a) listing the application for hearing before the President, or  (b) referring the application to a member for determination.</p>	Principal Registrar (proceedings where the Commission is to be constituted by a Presidential member)	Yes	<p>Legal Officer IV, Presidential Unit</p> <p>Principal Lawyer 11/12  Presidential Chambers</p>
				<b>Motor Accident proceedings</b>		
				Division Head MA	Yes	<p>Members in MA Division</p> <p>Director Legal and Policy</p> <p>Decision-maker grade 11/12</p>
12.	R21(2)	President	<b>Minor or agreed amendments of documents</b> 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 (Commission proceedings except proceedings where the Commission is constituted by a Presidential member)	Yes	<p>Director Legal and Policy</p> <p>Legal Officers III, IV, V and VI</p>
				Principal Registrar (Commission proceedings where the Commission is constituted by a Presidential member)	Yes	<p>Legal Officer IV, Presidential Unit</p> <p>Principal Lawyer 11/12  Presidential Chambers</p>
				<b>Motor Accident proceedings</b>		

				Division Head MA	Yes	Decision-maker grade 11/12
<b>Division 4.3 Lodgment of documents</b>						
13.	R23(3)	President	<p><b>Lodgment of documents with and issue of documents by Commission</b>  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—  (a) by email—by sending it to the Registry email address under rule 11,  (b) by hand—by delivering it to the Commission at the Registry,  (c) by post—by sending it by prepaid post to the Registry postal address under rule 11.</p>	Principal Registrar	Yes	Director, Registry and Disputes  Registry Officer Grade 5/6 and above  Legal Officer IV, Presidential Unit  Senior Administrative Officer Grade 5-6, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers
<b>Division 4.4 Service of documents</b>						
14.	R30(1)	President	<p><b>Substituted service</b>  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.</p>	Principal Registrar	Yes	Director Registry and Dispute Services  Director, Medical Services  Director Legal and Policy  Legal Officer IV, Presidential Unit

						Senior Administrative Officer Grade 5/6, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers
15.	R30(3)	President	<b>Substituted service</b> 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  Director, Medical Services  Director, Legal and Policy  Legal Officer IV, Presidential Unit  Senior Administrative Officer Grade 5/6, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers
17.	R41(5)	President	<b>Compliance with notice for production</b> determining an objection to a notice for production by— (a) setting aside the notice for production wholly or in part, or	<b>Workers Compensation proceedings</b>		
				Principal Registrar	Yes	Legal Officer IV, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers

			(b) directing that the documents be produced to the requesting party or the Commission, or (c) making another order the (delegator) thinks fit.	Division Head WC	Yes	Director Legal and Policy  Legal Officers III, VI, V and VI
18.	R41(7)	President	<b>Compliance with notice for production</b> 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  Legal Officers III, VI, V and VI
				Principal Registrar	Yes	Legal Officer IV, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers
26.	57(1) & (2)	Division Head	<b>Variation of summons</b> under subrule (1), setting aside or varying a summons, wholly or in part  under subrule (2) ordering that— (a) the terms of the summons be varied, or (b) the attendee is not required to comply with the summons	(WC proceedings only) Director, Legal and policy  (*the function is not delegated in MA proceedings)	Yes	Legal Officers III, IV, V and VI
				Principal Registrar (WC proceedings only)	Yes	Legal Officer IV, Presidential Unit  Senior Administrative Officer Grade 5-6, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers

**Part 6 – Representation and parties**

32.	R66(3)	President	<p><b>Application to commence applicable proceedings</b>  refusing to accept an application that does not comply with a requirement of Part 6.</p>	Principal Registrar	Yes	<p>Director Registry and Dispute Services</p> <p>Registry support officer Grade 3/4 and above</p> <p>Decision-maker grade 11/12</p> <p>Senior Administrative Officer 5/6, Presidential Unit</p> <p>Legal Officers III, IV, V and VI, Presidential Unit</p> <p>Principal Lawyer 11/12  Presidential Chambers</p>	
34.	R 69(1)	President	<p><b>Fixing of time for applicable proceedings</b>  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—  (a) the PIC Act, or  (b) enabling legislation, or  (c) these Rules, or  (d) a decision or order of the Commission or President</p>	<b>Workers Compensation proceedings</b>			<p>Division Head WC (in respect of proceedings not before a presidential member)</p> <p>Yes</p> <p>Director, Legal and Policy</p> <p>Legal Officers III, IV, V and VI</p>
				Principal Registrar (in respect of proceedings before a presidential member)	Yes	<p>Legal Officer IV, Presidential Unit</p> <p>Senior Administrative Officer Grade 5/6 Presidential Unit</p> <p>Principal Lawyer 11/12  Presidential Chambers</p>	



				<b>Motor Accident proceedings</b>		
				Division Head MA	Yes	Director, Legal and Policy Decision-maker Grade 11/12
35.	R69(2)	President	<b>Fixing of time for applicable proceedings</b> in applicable proceedings, by order, extending or shortening a time fixed for the applicable proceedings- (a) By these Rules, or (b) Under Chapter 7, Part 9 of the 1998 Act, except the extension of time fixed under section 352(4) of the 1998 Act.	<b>Workers Compensation proceedings</b>		
				Division Head WC (in proceeding not before a presidential member)	Yes	Director, Legal and Policy Legal Officers III, IV, V and VI
				Principal Registrar in proceeding before a presidential member)	Yes	Legal Officers III, IV, V and VI, Presidential Unit Senior Administrative Officer Grade 5/6, Presidential Unit Principal Lawyer 11/12 Presidential Chambers
				<b>Motor Accident proceedings</b>		
				Division Head MA	Yes	Director, Legal and Policy Decision-maker Grade 11/12

**Part 13 - Appeals and Reviews**

**Division 13.2 Workers compensation dispute appeals to Commission**

48.	R 126(1) & (2)	President	<p><b>Non-compliance with procedural requirements</b>                  (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.                  (2) being satisfied that the appeal is procedurally compliant.</p>	Principal Registrar	Yes	Director, Registry and Dispute Services  Legal Officer IV, Presidential Unit  Senior Administrative Officer Grade 5/6, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers
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**Part 14 - Miscellaneous**

49.	R131	President	<p><b>Publication of decisions</b>                  making a direction, with the consent of the parties, under subrule (2)</p>	<b>Workers Compensation proceedings</b>		
				Division Head WC (WC proceeding excluding presidential appeals)	Yes	Director Legal and Policy  Legal Officer Grade III, IV, V, VI
				Principal Registrar (presidential appeals)	Yes	Senior Administrative Officer 5/6, Presidential Unit  Legal Officer IV, Presidential Unit  Principal Lawyer 11/12 Presidential Chambers

				<b>Motor Accident proceedings</b>		
				MA proceedings)- Division head MA	Yes	Director Legal and Policy Decision-maker grade 11/12