

Employment and Assistance Appeal Tribunal  
Guideline for Members

**Late Submissions**

December 2008

The decision on whether to accept the late submission must be made by the panel. The panel should consider overall principles of fairness, keeping in mind that one objective of the legislation is to provide a speedy appeal hearing.

The panel may take into account in exercising their discretion:

- any reasons for the late submission
- whether the late submission contains any new evidence
- whether refusal of the late submission would permit an adequate hearing to be held
- whether the party's interests are prejudiced by not accepting the late submission
- whether accepting the submission would cause unreasonable delay
- the impact of accepting or refusing the late submission on the parties, including prejudice to the other party.