

ARTICLE 5 - General administration

Section 5.2 - Processing recommendations and decisions

5.2.1 General

*5.2.1.2 Subject to 5.2.1.7, at each stage of the recommendation and decision process, the committee or person making the recommendation or decision shall give proper consideration to and shall base the recommendation or decision solely on:

- (a) the documents indicated by the relevant clauses of this agreement or made available by the member, including those taken into consideration at preceding stages of the process;
- (b) all other relevant documents in the member's file (subject to any specific exclusions otherwise stated elsewhere in this agreement) provided the member has been advised in writing, no later than the notification to him of the recommendation or decision, that said documents were considered;
- (c) any other relevant document added to the member's file pursuant to this agreement by the DTPC, the chair, the FTPC, or the dean, provided the member has been so advised and has received a copy prior to said document being considered;
- (d) any recommendations made at the preceding stages of the process, if applicable; and
- (e) the considerations set forth in this agreement, it being understood that this recommendation or decision shall be favorable when the criteria of the agreement which apply to the member as well as the other considerations set forth in this agreement have been met;

and shall not use, formally or informally, criteria which differ from those set forth in this agreement nor violate principles of procedural fairness.