

EASTERN GAUTENG HOCKEY ASSOCIATION

DISCIPLINARY PROCEDURE

1. Disciplinary Offence

a. In the event of either:

- a complaint being made towards; or
- a Red Card being issued to,

any person that is subject to the disciplinary procedures of the Eastern Gauteng Hockey Association ("**the Association**"), the processes set out herein shall apply.

2. Submission of Complaint

a. For the purposes of paragraph 1 above:

- Any Red Card issued to a person shall automatically be deemed to be a complaint made against that person by the match official that issued the Red Card (who shall be obliged to provide the President with the information set out in paragraph 2 (b) below) and shall be referred for consideration by the Disciplinary Chairperson in accordance with the provisions set out below; and
- Any person ("**the Complainant**") may submit a complaint regarding alleged misconduct against any other person that is subject to the disciplinary procedures of the Association, provided that such complaint shall be made in writing within a reasonable period after the alleged misconduct has occurred, but in any event by no later than 7 days of either the alleged misconduct having occurred, or the complainant becoming aware of the alleged misconduct having occurred.

b. A complaint made in terms of this paragraph 2 shall be sent to the President of the Association and shall contain a detailed summary of the alleged misconduct, as well as the names and contact details of all persons involved (including witnesses, if applicable), and any other relevant information ("**Complaint**").

c. The President of the Association shall refer the Complaint (together with any Appeals lodged, if applicable) to the Disciplinary Chairman ("**the DC**") within 3 days of receipt of

the Complaint.

3. Processing of Complaint

- a. The DC shall, within 2 days of receipt of the Complaint, review the Complaint and make an election, at the DC's sole discretion, to either:
 - Uphold the Appeal, if applicable (and in the case of the Complaint arising from a Red Card, such Red Card shall be reduced to a Yellow Card); or
 - dismiss the Complaint (and in the case of the Complaint arising from a Red Card, such Red Card shall be reduced to a Yellow Card); or
 - charge any persons ("**the Accused**") with misconduct ("**the Charge**").
- b. The DC shall notify the Complainant, and if applicable the Accused, of the outcome of the DC's decision made in terms of paragraph 3(a) above within 3 days of the DC having received the Complaint.
- c. In the event that the DC elects to lay a Charge of misconduct against an Accused, a Disciplinary Hearing shall be held at a date, time and location to be determined by the DC, and the notice referred to in paragraph 3 (b) above shall contain:
 - the Charge(s);
 - a summary of the events which gave rise to the Charges;
 - the date, time, and place of the Disciplinary Hearing;
 - an indication as to the potential penalties that may be imposed on the Accused if found guilty, provided that the Disciplinary Committee will not be bound to such indication in the event that the Accessed is found guilty.

4. Disciplinary Hearing

- a. In the event of the DC laying charges against the Accused in accordance with the provisions of paragraph 3 above, the DC shall circulate all written reports received in respect of the Charge, as well as an Agenda in respect of the Disciplinary Hearing, within 1 day of delivery of the Charge.

- b. The Disciplinary Hearing may be conducted in accordance with the following terms, provided that the DC shall be entitled to conduct the Disciplinary Hearing through any other process and procedure the DC deems necessary:
- the Hearing shall be audio recorded;
minutes shall be taken in respect of the Hearing; and no interruptions and/or postponements shall take place during the Hearing; and
 - the DC shall call and/or review any witnesses and evidence that it deems necessary; and
 - the Accused shall be entitled to call and/or produce any witnesses and evidence that the Accused deems necessary, provided that the Accused shall be liable to procure and/or produce shall witnesses and/or evidence at the hearing;
 - the Disciplinary Hearing will not automatically be postponed as a result of the lack of availability of any witnesses, and the DC shall make an election as to whether to proceed in the absence of any witnesses;
 - the DC shall, after considering all evidence presented, be entitled to find the Accused guilty or not-guilty, and shall be entitled to deliver any sanction that it deems necessary, subject to the Rules and Regulations of the Association, provided that the DC shall be entitled to extend and/or vary any automatic sanctions received by the Accused.
- c. The DC shall circulate the minutes of the Disciplinary Hearing to all persons present at the Disciplinary Hearing, as well the President of the Association, within 3 days of the Disciplinary Hearing.

