

# **WDCU REVISED DISCIPLINARY & APPEAL PROCEDURES**

## **SUMMARY: WHO DOES WHAT AND WHEN**

### **AT TIME OF INCIDENT**

#### **APPOINTED UMPIRES**

- Inform team captains/officials of intention to report
- Complete discipline report form correctly
- Email back to Administrator within deadline

#### **CLUB UMPIRES/CAPTAINS**

- Inform opposition of intention to report
- Report in writing via Club Secretary to Administrator within deadline

#### **OTHER PARTIES**

- Report complaint in writing via Administrator within deadline

### **ON RECEIPT OF REPORT**

#### **WDCU OFFICIALS**

##### **ADMINISTRATOR**

- Acknowledge report in writing
- Advise the respondent's club & request written report
- Advise D&A Committee
- Compile summary and recommended action & send to D&A Committee

##### **D&A COMMITTEE**

- Review Administrator summary
- Agree (or not) the recommended action
- Decide on Panel membership & date of hearing if required

##### **CLUBS**

- Conduct internal investigation and submit report to WDCU before Panel Hearing date
- Ensure all other required information is dealt with promptly and accurately

### **THE HEARING**

#### **PLAYERS/CLUBS**

- Players attend hearing along with club official/representative
- Umpires attend if required
- Club's internal inquiry and verdict to be considered along with other evidence

## PANEL

- Chair to outline process
- Administrator or other appointed party to minute the meeting
- Panel agree verdict and penalty

## ADMINISTRATOR

- Advise the club and player(s) of verdict, penalty and right of appeal.

## APPEALS

- Notice of appeal MUST be provided by email to the Administrator and Chair of D&A Committee within 7 days of the verdict being received.
- A £100 bond is required for appeals. This will be returned on a successful appeal.
- Appeal Panel to consist of 3 members not previously involved in the case.
- Appeal to be heard within 21 days of the notice being received unless there are exceptional circumstances.
- There is NO further right of appeal.

## REPORTING OF OUTCOMES

- A factual summary will be reported on the WDCU website.
- WoSACO and CS to be informed of the outcome.