



DISCIPLINARY POLICY

In this Policy, the term *SPO Official/Director* refers to Board Members, Zone Directors, Tournament Directors, game Umpires, Tournament UICs, or Umpire Program personnel.

The term *Discipline Committee* refers to a 3-person committee appointed by the CEO and comprised of the President or a designate, a Director from the involved Zone, and one other individual. The Committee will appoint its own Chair.

The term *Discipline Appeal Committee* refers to a 3-person committee appointed by the CEO and comprised of three SPO Directors who have not been involved with the discipline process or the incident. The Committee will appoint its own Chair.

All Members of Slo-Pitch Ontario (SPO) and all participants in the activities of SPO are expected comply at all times with the By-laws, policies, rules and regulations of SPO and to abide by the SPO Code of Conduct.

Disciplinary Policy Involving Individuals at SPO Sanctioned Events

Any incident at a SPO-sanctioned event that is deemed by a SPO Official/Director associated with the event to warrant disciplinary action will be reported to the SPO Office by means of an Incident Report. In addition, any individual may report to a SPO Official/Director a complaint of an infraction. Such complaint must be in writing and must be made within 14 days of the alleged infraction.

Upon receiving the report, the CEO will review the report and may:

- Dismiss the report if he or she considers it is trivial or vexatious;
- Determine that the incident does not fall within the jurisdiction of this Policy and refer it to the appropriate body having jurisdiction;
- Direct that the incident be dealt with informally by the person having appropriate authority;
- Determine that the incident is so serious that the Member should be suspended immediately, pending resolution of the incident using this Policy;
- Refer the matter to the Discipline Committee to deal with as a major infraction.

If the incident is referred to the Discipline Committee, the person(s) named in the report will be notified that a Discipline Committee Meeting is being held. The Chair of the Discipline Committee will inform the person(s) named in the report that they may submit a written statement as to their role in the incident, to be received at the SPO Office within 10 days.

The Discipline Committee Chairman will gather the necessary information from appropriate sources, including the person(s) named in the report, and will designate a time and location for a meeting of the Discipline Committee.

The Disciplinary Committee will review all information received and, if it feels sufficient information is available, a decision will be made. The Disciplinary Committee may also determine

that it should convene a hearing of the parties and witnesses to obtain further information to ensure a fair decision.

The Disciplinary Committee may determine that no further action should be taken in regard to the incident, in which case the matter will be closed. If the Discipline Committee determines that further action should be taken, it may decide to impose a Reprimand, Probation or Suspension, using the SPO Tournament Operating Rules Section 2: Penalties and Suspensions as a guideline.

A person disciplined may appeal the decision of the Discipline Committee. The appeal must be made within 14 days to the Discipline Appeal Committee, who will review the matter using fair procedures, and may uphold, modify or overturn the Discipline Committee decision.

Any person who is suspended under this Policy may request a review of the suspension on or after its anniversary. Such a review will be conducted by the Discipline Committee that imposed the suspension.

Disciplinary Policy Involving Individuals Suspended by a League

When a league suspends a person, they may forward the report to the SPO Office with a request that the league suspension be recognized by SPO and be extended to all SPO-sanctioned events.

Upon receiving the request, the CEO will refer it to the Discipline Committee. The Chair of the Discipline Committee will notify the person suspended that a Discipline Committee Meeting is being held, and will invite the person suspended to submit a written statement as to the request, to be received at the SPO Office within 10 days.

The Discipline Committee will review all information received from the league and from the person suspended, and will make a decision to deny or agree to the request. If the decision is to agree to the request, the person suspended may appeal this decision as described in Section 7. This process does not change the original league suspension.

Any person who has had a league suspension extended to all SPO sanctioned activity may request a review of the suspension on or after its anniversary. Such a review will be conducted by the Discipline Committee that extended the suspension to all SPO activity.

Policy Name: Disciplinary Policy

Policy Number: SPODP-001

Version Control: November 25, 2016

Ratification Date: November 25, 2016

Review Date: November 2019