



CSC Cymru  
Wales ACO

## **CODE OF CONDUCT AND DISCIPLINARY PROCEDURE**

### **1. PRINCIPLES**

- a. Wales ACO expects high standards of conduct of its members who have a crucial role in ensuring that games in which they officiate are conducted in the manner expected by the Spirit of Cricket and the Laws of the game.
- b. Members have a responsibility to conduct themselves, at all times, both on and off the field of play, in a manner that respects and enhances the game by displaying integrity, neutrality, respect, sensitivity, discretion and tactfulness in their contacts with league, club or competition officials, team captains, players and colleague scorers, and umpires. They also have a responsibility, if using social media, to ensure that postings made by them meet the same standards. Members must ensure at all times, that their conduct is not such as to bring, or tend to bring, the Association into disrepute.

### **2. PROCEDURE**

- a. Any breach of the principles set out in Paragraph 2, will render the Member concerned liable to disciplinary proceedings. Such proceedings may be initiated by the Association of its own motion or upon receipt of a formal complaint.
- b. A complaint against a Member raised under Paragraph 3 will be referred to the Chair of the Association. In the event of a complaint against the Chair, the Secretary of the Association will act as Chair for the purpose of these rules.
- c. The Chair must, within 7 days of its receipt, determine
  - i. to take no further action, record the complaint, and notify the Member concerned and the complainant of the outcome; or
  - ii. to refer the matter to a disciplinary hearing, and to notify the complainant and the Member of that decision; or
  - iii. to report the matter to the ECBACO for possible disciplinary action by that body
- d. If the Chair decides to refer the matter to a hearing, all parties must be notified within 7 days that a hearing will take place.
- e. A Disciplinary Panel of three members will be convened by the Chair, who will appoint the Chairman. At least two of the three members must be drawn from the Association's committee. The Chair may invite a non-committee member of the Association and/or a non-member of the Association with significant experience of cricket management/administration to act as a Panel member. No Panel member is to have had any prior involvement in the matter that is subject to the hearing.
- f. The Chair will be responsible for setting up the hearing which should normally take place within 28 days of notification under paragraph 2d. In exceptional circumstances the hearing may be delayed, at the discretion of the Disciplinary Panel Chairman. Hearings may take place face-to-face or by video conferencing

- g. call, subject to availability.
- g. Notice of the hearing, details of the complaint, and supporting documents shall be sent by the Chair to the Member concerned at least 14 days before the hearing, either by First Class post to the Member's home address or by email to the email address last notified to ACO by the Member.
- h. The Member concerned may
  - i. submit written statements to the Panel either by first class post or by email, in either case sent to the Chair;
  - ii. attend in person to state his case;
  - iii. be legally represented or assisted by a colleague;
  - iv. call witnesses, whose identity must be disclosed in advance
- i. Any Member called before a Disciplinary Panel shall be responsible for his own costs and other expenses regardless of the outcome.
- j. At the discretion of the Disciplinary Panel Chairman, the case may be conducted in the absence of the Member concerned.
- k. The case shall be decided on the balance of probabilities.
- l. Details of the outcome of any hearing, including the Panel's findings of fact, its reasons and conclusions, and any penalties, shall be sent by the Chair to the Member concerned no later than 7 days after the hearing, either by first class post or by email.

### **3. SANCTIONS**

- a. If the Member has been found to have breached the code of conduct, the Disciplinary Panel may impose any or all of the sanctions listed below:
  - i. Issue a reprimand with a formal warning regarding future conduct
  - ii. Issue a final warning
  - iii. Require the Member to tender a formal written apology as directed by the Disciplinary Panel
  - iv. Suspend the Member for a specified period from officiating in any matches appointed to by the Association's appointments officers
  - v. Suspend the Member for a specified period from any official role in the Association
  - vi. Disqualify the Member for a specified period from standing for election as an officer of the Association
  - vii. Disqualify the Member for a specified period from membership of the management committee of the Association
  - viii. Refer the matter to the ECBACO for it to consider suspending or terminating membership of the national body.

### **4. APPEALS**

- a. The Member shall have a right of appeal against any sanction imposed, such right to be exercised by notice in writing or by email to reach the Chair of the Association within fourteen days of the formal notification of the outcome of the original hearing.
- b. The Chair will arrange an appeal hearing to take place within fourteen days of receipt of the appeal. The Appeal Panel shall comprise three members who were not involved with the original panel hearing and who have had no prior involvement in the case. The Appeal Panel shall be appointed in accordance with the procedure set out in Paragraph 2e.
- c. The Appeal Panel hearing will follow a similar process to that of the original Disciplinary Panel. The appeal panel may
  - i. uphold the original decision; or
  - ii. allow the appeal, wholly or in part; and/or

- iii. modify or amend the sanction(s) imposed.
- d. The outcome of the appeal panel hearing will be communicated in writing to the Member concerned within seven days of the date of the appeal hearing. There will be no further right of appeal.
- e. The Chair and/or Chairman of the Disciplinary Panel will be entitled to communicate where appropriate with any other cricket body or organisation which may also be in the process of taking any investigatory or disciplinary action against the Member concerned. Any action or proposed action taken by any other cricket body or organisation may be taken into account when dealing with the case.

**5. GENERAL**

- a. it is expected that the above processes and any sanctions taken against a member will be a rare event and that, ideally, disputes between members or matters of misconduct will be resolved informally. The Association will, however, act firmly without fear or favour where members act irresponsibly and bring the Association into disrepute.
- b. This Code of Conduct and the procedures contained within it apply whether Association members are acting in an umpiring and/ or scoring capacity at matches or are engaged in other activities or actions which, in the opinion of the Chair relate to or affect the Association, including inappropriate use of social media.