

GLASGOW BRIDGE CENTRE PROCEDURES			
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PURPOSE

The purpose of this document is to describe the Disciplinary Procedure to be applicable to individuals whose conduct is:

- a) detrimental to the reputation of the club, or
- b) fails to meet the expected standards of fair play, courtesy and personal deportment outlined in GBC policy or National Guidelines (Ref. 1, 2).

SCOPE

This procedure applies to any person attending the Club. Any misconduct by visitors or guests may be referred to their Home Club or relevant organisation.

DEFINITIONS

EBU English Bridge Union
GBC Glasgow Bridge Centre
SBU Scottish Bridge Union

EXAMPLES OF BEHAVIOUR THAT WILL BE NOT TOLERATED

The following list, whilst not exhaustive, provides examples of such behaviour.

Badgering, rudeness, insinuations, profanity or threats.

Negative comments concerning opponents' or partner's play or bidding.

Constant analysis at the table.

Insinuations of wrong doing without calling the director.

Loud and disruptive arguing with partner, other players or a director's ruling.

Gestures, facial expressions or mannerisms intended to inform partner that another line of play would be better.

Leaving the game prior to completion (does not include illness, emergency or mistaken belief that the game is over).

Destructive behaviour.

Cheating or unethical conduct of any kind.

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PROCEDURE

1. The Club Secretary must be informed in writing of any alleged misconduct by a member for any disciplinary action to be taken. Unacceptable behaviour at the table should be reported in the first instance to the Tournament Director. The written account of any allegation should include full details of the incident and the nature of the alleged misconduct, a comprehensive list of which is given in Ref 1 and 2.

2. The Club Executive will review the situation and decide whether there is a case to answer. If the case is considered to be without merit, the claimant will be informed in writing as such and no further action will be taken.

3. The Club Executive, may, as a first stage in the procedure, write to the alleged offender detailing the complaint and seek assurances that the behaviour witnessed will not happen again. The member has the right to make a response to the initial letter and/or appeal against the complaint. Procedure 5 will then be implemented.

4. Should the Executive deem the situation merits a formal investigation then the first stage will be to inform the alleged offender in writing regarding the complaint and what the procedure will be. (Stage 5)

5. The Executive will appoint a panel of at least two individuals to investigate the incident. The selection of individuals will reflect their expertise and the necessity to avoid any potential conflict of interest. The Executive has the power to suspend those concerned for the duration of the investigation if the matter is considered to be of a sufficiently serious nature. This suspension must not be construed as 'pre-judging' the outcome in any way.

6. The appointed panel will make a detailed investigation of the incident which should include interviewing those concerned and compile a report for consideration by the Committee. At this stage, the alleged offender will be given an opportunity to address the investigating panel - in the presence of a representative of their choice, selected from the club's membership. This stage of the investigation should normally be conducted within a two week period.

7. On the basis of an assessment of the report and any testimony from the alleged offender, the Committee (consisting of voting members only), will decide in closed session on what action should be taken from the following options:
 - The complaint is unjustified or unproven, with no further action to be taken.
 - The complaint is justified, with an informal warning to be given to the offender.
 - The complaint is justified, with a formal warning to be given to the offender.
 - The complaint is justified, with a defined period of suspension to be given.
 - The complaint is justified, with the offender to be expelled from the club.

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The Committee's decision will be notified in writing (either by email or letter) to all parties concerned. The Committee will offer an explanation for its decision if requested.

Where the outcome involves a formal warning, suspension or expulsion of a member, this decision can be appealed by the offender within one week of receiving notification of the decision. Notice of an appeal must be received by the Secretary, in writing, within the week-long deadline.

Any GBC member who has received a formal warning or greater penalty will carry a record of this event on their club membership for a period of three years. If, during this period, poor conduct results in a further formal warning being issued, the member shall be automatically suspended from the club for a period of time to be determined by the Committee.

The SBU and the West District may be notified of the outcome of the incident if there are issues which, in the Committee's opinion, may have implications at a District or National level.

8. If any Committee decision is appealed by a member, this appeal will be heard by an Appeals Panel of three, drawn from distinguished members of the Club and, if possible, chaired by an Honorary Vice-President of the Club. No-one involved in the prior proceedings can be a member of the Appeals Panel although the panel may, at its discretion, request a representative of the Committee to provide verbal evidence on how the initial decision was made.

In the event of an appeal being lodged, the Appeals Panel will aim to meet within two weeks of such notification.

The panel may confirm, overturn or qualify any finding against a member. It may also increase, remove or amend any penalty imposed.

The decision of the Appeals Panel is final for all parties concerned. It is a fundamental condition of GBC membership that these Disciplinary Procedures are acknowledged to be a full and final resolution to any dispute over player conduct with the exception of offences against criminal law, and that all members accept this.

REFERENCES

- 1) SBU Disciplinary Procedures issued by the Law and Ethics Committee, September 2013 published on the SBU website.
- 2) EBU White Book, Technical Matters, August 2013 published on the EBU website.

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