

BALAIYA BOWLS CLUB DISCIPLINARY PROCEDURE

Any Member committing misconduct or violation of the Club's Rules will be subject to disciplinary procedure as follows:

1. Procedure

- a. All possible attempts should be made to resolve the problem immediately following the alleged incident.
- b. In the event of a failure to resolve the dispute, the appropriate committee will convene at the earliest possible opportunity to discuss the alleged incident.
- c. All parties concerned, along with witnesses to the alleged incident, will be requested to attend the arranged meeting or, in the case of witnesses, be asked to submit a written statement.
- d. Any committee member, witness or person attending the arranged meeting, who has any pecuniary or non-pecuniary interest in the proceedings, must declare that interest to the chairman of the committee **prior to** the meeting commencing. It should then be the decision of the chairman to rule as to whether the person(s) should be allowed to take any further part in the proceedings.
- e. The decision of the committee will result in one or more of the following:
 - i) No further action being taken
 - ii) A verbal warning
 - iii) A written warning
 - iv) A suspension for a fixed period
 - v) Withdrawal of membership of the Club

2. Committee

- a. The committee dealing with disciplinary matters should consist of the following:
 - i) The Club Chairman
 - ii) Secretary
 - iii) Treasurer
 - iv) Captain
 - v) Vice Captain
- b. Where a person holds two or more of the above positions then the committee shall co-opt a member (or members) with full voting rights to sit on the committee for the matter being decided. The person(s) so co-opted shall confirm to the Chairman prior to the meeting that they have no pecuniary or non-pecuniary interest in the matter being decided.

3. The decision of the committee is final and binding on the Club and the Member.

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Amended []