POLICY STATEMENT 14.0:

ASSOCIATION COMPLAINT PROCEDURE & DISCIPLINARY MEASURES

14.0.1. Violations of fair play, ethics, conduct and/or procedures and processes in dealing with any member or members of the association are not acceptable behavior.

14.0.2. Where a member or members of the association is/are alleged to have violated the general rules as outlined in 1 or other specific rules as approved and published by the association and a written complaint has been filed, the complaint should be dealt with in the following manner:

a. Allegations made in writing, must be supported by documentation, and sent to the President.

b. The President and one member of the Executive Committee or two members of the Executive Committee will review the allegation and determine if it is supportable. An unfounded, or unsupported, complaint will be dismissed and the decision communicated in writing to the complainant.

c. The President & Executive Committee will establish a President’s Advisory Committee made up of three people to review any allegation that is supportable. The allegation shall be given to the President's Advisory Committee.

d. The member(s) shall be informed of the allegation and investigation, and shall be granted an opportunity to respond within an appropriate time frame. The President’s Advisory Committee shall in writing, inform the individual charged, of the allegation and ask for a response. A copy of any approved and applicable Athletics NB policy shall be included with the letter from the President’s Advisory Committee.

e. The President’s Advisory Committee will investigate the matter and produce recommendations. The President & Executive Committee shall act upon the recommendations and inform the individual(s) involved in writing accompanied by an outline of the Appeal Process as outlined in Policy Statement 14.1.

f. Notwithstanding the foregoing, the President and/or the Executive Committee may instead elect to refer a complaint to the office of the Commissioner of Athletics Canada, to be dealt with in accordance with the procedures of the office of the Commissioner.

14.0.3. An unfounded, or unsupported, complaint will be dismissed and communicated in writing to both the complainant and the individual against whom the accusation was made.

14.0.4. Disciplinary Sanctions for any violation shall be part of the recommendations of the President's Advisory Committee, and reviewed and implemented by the Board of Directors, keeping in mind the violation and the number of times this and other violations have occurred. The following are examples of disciplinary sanctions that may be applied where it is found that an infraction has occurred:

a. Verbal and/or written reprimand;

b. Require a verbal and/or written apology;

c. Service or other voluntary contribution to Athletics New Brunswick;

d. Removal of some or all privileges of membership or employment;

e. Suspension from certain events, which may include suspension from the current competition or from future teams or competitions;

f. Suspension from certain Athletics New Brunswick activities such as competing, coaching or officiating for a designated period of time;

g. Removal of Athletics New Brunswick funding;

h. Suspension from all Athletics New Brunswick activities for a designated period of time;

i. Expulsion from membership;

j. Publication of the disciplinary sanction.

It is understood that the above are representative penalties only, that they may be modified to fit the circumstances of the infraction, and that they are presented generally in order of severity.

14.0.5. Infractions that occur at training camps or competitions may be dealt with immediately by the appropriate person having authority. In such situations, disciplinary sanctions will be for the duration of the training camp or competition only. Further sanctions may be imposed after review of the matter by the President’s Advisory Committee. The President’s Advisory Committee written decision, with reasons, will be distributed to all parties.

Adopted, BoD, 1996/06/02

Revised, BoD, 2019/03/06