

	Title	Disciplinary Committee
	Policy #	Discipline and Conduct – 4.2
	Draft Date	December 1, 2019
	Approved Date	March 31, 2020
	Revised Date	
	Owned By	Risk Management/Executive Committee

1.0 OVERVIEW

Committee that is chaired by the current elected AMHA Discipline/Risk Management Coordinator whose responsibility is to investigate Respect Concerns and discipline issues.

2.0 POLICY

The Disciplinary Committee may suspend, expel and/or impose sanctions and conditions of participation on any Association Member, player or team official who fails to comply with the policies, bylaws and/or regulations of the Association, Hockey Alberta or Hockey Canada or whose conduct shall be deemed to be improper or unbecoming of a Member, player or team official of the Association.

A suspended member, player or team official may appeal a suspension before the Executive Committee by giving written notice to the Executive Committee within seven (7) days of the date of their suspension.

3.0 PROCESS

The Disciplinary Committee will be established as per the Respect Matters Policy #2.1 and the disciplinary process will commence after a written complaint/report of incident is prepared by game officials, the Division Director, a Member or any other interested individual. The written complaint/report of the incident must be received within ten (10) days of the incident by a member of the Disciplinary Committee.

The Disciplinary Committee will be made up of the Disciplinary/Risk Management Coordinator and at least three members of the Association plus at least one Executive Committee member(s).

In the Disciplinary/Risk Management Coordinators absence, they will delegate one of their Disciplinary Committee members to be the interim Coordinator while they are away.

Once the Disciplinary Committee is established it will let the Executive Committee and AMHA staff know who all is on the committee.

Further the Disciplinary Committee shall establish the process/manner in which it will review and investigate the reported incident on a case by case basis, however the following steps should be implemented for most situations:

3.1 Acknowledge receipt of the complaint within 48 hours of receipt of it and give the complainant an approximate time frame for followup.

Serious Complaint:

- Suspend all parties involved until an investigation can be done

Not Serious Complaint

- Start the investigation and maybe suspend as you learn the facts

3.2 Following its review and investigation, the Disciplinary Committee shall notify any individual receiving sanctions, of such sanctions including suspension and/or conditions of participation, in writing and get their acknowledgement of receipt either in writing or via electronic means.

Any suspension imposed by the Disciplinary Committee shall, upon the Disciplinary Committee giving notice thereof, take effect immediately and result in the suspended person's suspension from participation in all games or activities to which the suspension applies during the term of such suspension.

3.3 All documentation on the investigation should be kept with the Disciplinary/Risk Management Coordinator with copies of letters provided to the AMHA office for record keeping and if applicable, suspensions/notes will be added to the Hockey Canada Registry (HCR).

4.0 APPEALS

A suspended person may appeal any suspension imposed or ratified by the Discipline Committee before an appeal committee consisting of the President of the Association and two other Executive Committee members (the "Appeal Committee") by giving written notice to the Executive Committee within seven (7) days of the date of the suspension.

Such appeal shall be heard by the Appeal Committee within seven (7) days of receiving written notice of the appeal.

No member of the Discipline Committee may also sit on the Appeal Committee for the matter being appealed.

5.0 GOVERNING BODIES SUSPENSIONS

Automatic suspensions imposed by the constitution, bylaws, regulations or rules of Hockey Canada or Hockey Alberta shall take effect in accordance with such rules without the requirement of any ruling by the Disciplinary Committee. Reference "[Appendix V – Minimum Suspensions](#)" of the Hockey Alberta Bylaws & Regulations manual.