



1. Submission

- A complaint form (link) must be completed, signed and emailed to complaints@cdmfa.ca
- **IMPORTANT:** every effort should be made to resolve the concern at the club level before bringing the matter to the CDMFA



2. Investigation

- Complaint forms will be reviewed by an impartial member of the CDMFA Discipline Committee
- Parties and member clubs involved will be contacted to collect more information and determine the validity of the concern
- Anonymity of the complainant will be protected during this stage of the process



3. Mediation

- If necessary, all parties involved will be asked to attend a mediation session
- The session will be facilitated by an impartial member of the CDMFA Discipline Committee
- Purpose of the meeting is to...



4. Discipline Committee Review

- The Discipline Committee will meet to review all information available and determine the appropriate corrective step(s)
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5. Final Decision

- The Committee's decision will be communicated to the necessary parties
- Appeal process is an option