

# Addendum 6



## HAWAII YOUTH RUGBY DISCIPLINARY POLICY

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**Hawaii Youth Rugby (HYR) has established the following regulations and procedures for itself and its members who are players, coaches, referees and administrators:**

**Hawaii Youth Rugby has a Disciplinary Committee comprised of the HYR President, a Board Representative, and a Referee delegate.**

### 1) Jurisdiction

- a) The HYR Disciplinary Committee is responsible for the following:
  - i) Incidents involving a touring team from another union, foreign or domestic, playing a HYR team at an event within the jurisdiction of HYR.
  - ii) Incidents at matches involving two or more HYR teams.
  - iii) Off-field incidents that reflect negatively on the image of rugby by any member of HYR.

### 2) Player or Coach sent off by a Referee

- a) Any player or coach who is sent off for the remaining duration of a match for any reason is suspended for eight days, or one match, whichever is longer, pending a review of the send-off report by the Disciplinary Committee. The player has the right to a timely appeal.
- b) The referee and qualified touch judges, and the team or teams, involved must fulfill their responsibilities as required by Law 6A.13 and Law 6B.7 That is:
  - i) Reports must be filed with HYR on a timely basis, which shall be no more than forty-eight hours after the incident by phone, with a written follow-up in no more than seventy-two hours. Such follow-up may include communication via email or fax.
  - ii) The Disciplinary Committee will review the reports immediately and render a decision within forty-eight hours (two business days) of receiving the report. If there is no dispute noted in the team's reports or no questions arising from the Referee's Report, then the Disciplinary Committee shall act according to the guidelines in Section 2c below. If there are questions, the Committee shall interview all those involved, and others at the Committee's discretion, and request additional information and/or documentation of the incident. If necessary, or if requested by the player or coach sent off, a hearing will be convened prior to the end of the period of automatic suspension. Prior to the hearing, the individual who is the subject of the disciplinary action shall be informed of the specific conduct that is at issue. At the hearing, which may be conducted by telephone, all involved may make statements relating to the incident and may be represented by counsel. The individual who is the subject of the disciplinary action shall have an opportunity to review all evidence, and the hearing shall be consistent with traditional notions of due process. The committee will render its written decision within forty-eight hours (two business days) of the hearing. Such decisions may be communicated by mail, fax, or email and followed up by regular mail as appropriate.

- iii) If a team that is a party to a send off does not file a report with the Disciplinary Committee, it will be treated as an undisputed send off.
  - c) When a player or coach is sent off the field, disciplinary sanctions will be in the range as set forth by the International Rugby Board (iRB). These penalties are inclusive of the eight-day (or one match) automatic suspension.
  - d) Offenses against a Referee or Touch Judge, or a game related offense reported by a Referee or Touch Judge:
    - i) Because of the seriousness of these offenses these sanctions must be strictly adhered to and will be in the range as set forth by the iRB.
  - e) Tracking Offenders
    - i) It is the responsibility of the Disciplinary Committee to provide a written report to the National Office of USA Rugby of any action taken in Sections c and d above. For all individuals suspended for three or more months the report must contain a recent photograph of the suspended individual. USA Rugby will periodically circulate information on all suspensions throughout the United States. Methods of circulating such information will include, but are not limited to: posting to a WEB site, Club Newsletters, and other electronic or printed media. Any team that allows a suspended player to participate in matches while suspended will be subject to additional penalties by HYR, USA Rugby and both Disciplinary Committees.
- 3) Undetected Foul Play/Off Field Misconduct – Action to be taken is the same for both situations.
- a) When an act of foul play occurs but is undetected by the Referee or Touch Judges it is the responsibility of the witness(es) to report it to the Referee as soon as practical after the incident. If it is not practical to report the incident to the Referee it is the responsibility of the witness(es) to send a written report of the alleged act of foul play to HYR within the time-limits noted in Section 2b above. Where more than one Union is involved the report should be addressed to the Disciplinary Chair of USA Rugby. Likewise, off field behavior that is detrimental to the image of the game of rugby should be reported to HYR in the same timely manner.
  - b) Upon receipt of these types of reports, the Disciplinary Committee must contact the accused within forty-eight hours (two business days). After receipt of the comments of the accused the Committee will follow the procedures established in Section 2b above.
    - i) From this point forward, the procedures of Section 2b ii should be followed including the opportunity for a hearing and for the individual subject to the disciplinary action to review all the evidence prior to such a hearing.
    - ii) Foul play incidents, if found to be true, should be penalized as in Sections 2c and d above.
    - iii) Off field incidents will be reviewed on a case-by-case basis. Proven allegations of misconduct that tends to place the game in disrepute are to be dealt with in the strongest manner. As a reminder, teams are responsible for the activities of their members and

supporters as they relate to the image of the game. Teams are expected to provide for the discipline of their members and supporters who bring the game into disrepute.

#### 4) Appeals Procedure

- a) An individual or team may appeal a decision they feel unjust. This does not apply to suspensions related to players sent off if the initial report was not addressed by the individuals or the teams deemed guilty.
- b) A written notice of appeal must be made within ten days of receipt of the notice of suspension. The appeal must be made to the Disciplinary Committee that made the suspension decision. The Disciplinary Committee shall initiate a hearing by contacting and securing the services of two coaches not involved in the case. The appellant shall do the same. The President and the four persons selected from the governing body shall be the Appeals Committee.
  - i) The Disciplinary Committee shall copy and forward all information regarding the case to all members of the Appeals Committee. A hearing date, time, and place shall be determined by the President and sent to each member of the Appeals Committee and to the appellant. Such details of the hearing shall be agreeable to all parties, subject to them not withholding consent unreasonably.
- c) The Hearing
  - i) All parties involved shall be given an opportunity to present all pertinent information, and counsel may represent the appellant.
  - ii) Upon completion of the hearing, the Appeals Committee shall reach a decision by majority vote. A written copy of the decision shall be sent to the appellant and to the members of the Appeals Committee within forty-eight hours of the hearing.
- d) Decisions of the Appeals Committee shall be final and no appeals shall be heard or entertained above this level except.