



## OVERVIEW

CHOA's Board of Directors has established the following guidelines for the proper handling of disciplinary actions against its members. By having these guidelines established, all members should know what is expected of them and the disciplinary action that may be taken against them for a violation.

## DISCIPLINARY COMMITTEE

The Board of Directors shall appoint a Disciplinary Committee. The committee shall be chaired by the Vice-President and have a minimum of two (2) other members selected from the membership. This committee shall hear all charges brought against any member and provide a recommendation for action to the Board of Directors.

## GROUND FOR DISCIPLINE

Members of CHOA are liable to be fined, placed on probation, suspended or expelled for any of the following reasons:

1. a violation of CHOA's By-Laws;
2. a violation of the Policies of CHOA;
3. decisions of the Board of Directors; or,
4. conduct conclusively established to be contrary to the best interests of CHOA.

## NOTIFICATION OF CHARGES

All protests in regard to any member officials of CHOA must be forwarded in writing to the head of the CHOA Discipline Committee. A copy of said documentation shall also be forwarded to the CHOA President.

In the event of a protest concerning a member official, the following are recommendations to be used in evaluating complaints:

1. reject out of hand any protests not written;
2. reject out of hand any protests concerning any judgment calls made by an official; and,
3. reject out of hand any protests wherein any conflict of personalities between the protestor and the official is detected, unless a similar complaint pattern is established.
4. Notwithstanding the above, the disciplinary process would continue.

A member charged with a serious violation, as deemed so by the Vice-President, shall receive written notification by certified return receipt mail of the charges indicating the alleged violation. Such member shall also be provided with copies of all documents related to the charges.

## DISCIPLINARY REVIEW

The Discipline Committee Chairman will assemble the Discipline Committee. This can be done via phone, email, or in person, as is necessary.

The Discipline Committee shall review all charges and conduct their due diligence with regard to the charges. Based on specific, established policies and guidelines, CHOA's discipline shall have the power to take whatever action is deemed necessary.

In the case where the Discipline Committee determines that a member should be suspended or expelled, a Disciplinary Hearing shall be called to order.

## **DISCIPLINARY HEARING**

A member charged with a serious violation shall have the right to appear in person or by written statement made before the Disciplinary Committee. Such right shall be afforded prior to the imposition of any fine, penalty or other disciplinary action. A member may be placed on "temporary leave" prior to such hearing. This action will not violate the member's right to a hearing. A member may seek a hearing within ten (10) days of the date of the written notification. A hearing will be scheduled within ten (10) days of receipt of the request for hearing. A written decision shall be made and sent to the member by certified return receipt mail, within ten (10) days after the hearing date. A majority vote of the members of the Disciplinary Committee shall determine its decision. CHOA is not responsible for any possible legal fees incurred by the member.

## **APPEAL**

Any member suspended or expelled by the Disciplinary Committee shall have the right to appeal to the Board of Directors by giving written notice within seven (7) days of receipt of the Disciplinary Committee's decision. The Board of Directors shall decide the appeal on the record before the Disciplinary Committee and on its review of any further written arguments to be submitted by both parties and received by the Chairman no later than seven (7) days prior to the date set for oral argument. Notice of the date for oral argument shall be sent by the Chairman no later than ten (10) days before the date for oral argument. Legal counsel may participate, provided CHOA is notified at least three (3) days prior to the date of the hearing. A written decision shall be made by majority vote of the Board of Directors, and sent by certified return receipt mail, within ten (10) days of the date on which oral argument was heard.

## SUMMARY OF DISCIPLINARY ACTION

SCHEDULING POLICIES		
<b>GAMES TURNED BACK BY OFFICIAL:</b>	More than 72 hours notice	No fee
	Less than 72 hours before game	\$5 reassignment fee
	Less than 48 hours before game	\$10 reassignment fee
	Less than 24 hours before game	\$15 reassignment fee
	<ul style="list-style-type: none"> <li>Reassignment fees will not be charged for the first occurrence in a season, and the official may appeal to the board on subsequent occurrences if there are extenuating circumstances.</li> <li>If the official is able to provide the assignor with an acceptable replacement the fee may also be waived, although all replacements must be first cleared by the assignor</li> <li>Officials who continually turn back games must expect that they will be assigned less games in the future</li> </ul>	
<b>MISSED GAMES:</b>	First time in a season	Written/verbal warning
	Second time in a season	Game fee
	Third time in a season	Double game fee + Formal Review Board
<b>LATE FOR GAME:</b>	<ul style="list-style-type: none"> <li>For all house, AA, and adult games, all officials are to arrive at the rink no later than 20-minutes prior to the scheduled start-time of the game.</li> <li>For all AAA, PCAHA and ACHA games, all officials are to arrive at the rink no later than 30-minutes prior to the scheduled start-time of the game.</li> <li>Officials need to be at games on time to ensure there is time for a pre-game. If there is a legitimate reason for the official arriving late, they may appeal the fine to the board. If the official knows they will be late in advance, they may contact the assignor and the individual circumstances will be considered.</li> <li>Those who are chronically late can expect to be assigned less games in the future</li> </ul>	
	First Time	Verbal Reminder
	Second and Third times	\$5 fine
	Fourth and Subsequent times	½ Game Fee and Formal Review Board
	<b>MISSED START:</b>	First Time
Second Time		Half Game Fee
Third Time		Game Fee and Formal Review Board
<ul style="list-style-type: none"> <li>"Missed Start" is arriving on the ice after warm-up begins, but still within the first 20-minutes of the game. After 20-minutes, it is considered a "missed game" (see above).</li> <li>As with all other fines, if there are extenuating circumstances the official may appeal to the board and the fee may be waived.</li> </ul>		
<b>LEAVING GAME EARLY:</b>	Except in case of emergency or injury	Forfeit game fee
<b>ADDITIONAL NOTES:</b>	<ul style="list-style-type: none"> <li>CHOA's Assignor will make the final decision with regard to enforcing these general policies through the Disciplinary Committee. The official's prior history and the details of the specific incident will be considered.</li> </ul>	
CONDUCT POLICIES		
<b>OUT OF UNIFORM</b>	Out of uniform	\$10 fine
	Out of dress code	\$10 fine
<b>FAILURE TO FILE GAME REPORT</b>	First time	Half of game fee
	Second time	Game fee
	Third time	Double game fee + Formal Review Board
<b>UNPROFESSIONAL CONDUCT ON AND OFF THE ICE</b>	First time	Warning
	Second time	Will not be allowed to work CHOA games for 10 days
	Third time	Formal Board Review
	<ul style="list-style-type: none"> <li>In cases of extreme unprofessional conduct by an official, CHOA's Disciplinary Committee will take the action it deems necessary. There may not always be a "3-strikes" policy. Some examples of extreme unprofessional conduct would include: <ul style="list-style-type: none"> <li>→ Drunkenness or consumption of alcoholic beverages and/or illegal substances prior to or during a game.</li> <li>→ The use of profane, obscene, or abusive language toward anyone while in the performance of his/her duties, including all the time the officials are in the area of the rink before, during, and following a game.</li> <li>→ Physical abuse of players extraordinary to the requirements necessary to prevent or break-up an altercation.</li> <li>→ Any deliberate action deemed detrimental to the game of ice hockey.</li> </ul> </li> </ul>	



# CHOA BOARD DISCIPLINE PLAN