ALBERTA SOCCER ASSOCIATION
LEAD, GOVERN AND EVOLVE

8123 Roper Road NW
Edmonton, AB T6E 6S4

Discipline, Complaints and Appeals Regulations

1.0 Definitions

1.1 The following terms have these meanings in this policy:

a) *Chair*—an individual appointed by the ASA to administer the Discipline, Complaints and Appeals Regulations

b) *Individual*—all categories of membership defined by the ASA's Bylaws, as well as individuals employed by, or engaged in, activities with, the ASA including, but not limited to, any person up to 80 years of age for all Amateur Members participating as Players, Managers, Coaches, Trainers, Executives, General Members or Officials, Volunteers, Auxiliary Workers, and Employees, or engaged in activities within practice or competition in the sport under the supervision and direction of the Alberta Soccer Association.

c) *"Staff Discipline Committee"* means the body established by the ASA, pursuant to the bylaws of the ASA, and which is responsible for the matters set out of the ASA Discipline and Complaints Regulation.

d) *ASA Discipline Committee*" means the body established by ASA pursuant to the bylaws of the ASA and which is responsible for the matters set out in the ASA Discipline, Complaints and Appeals Regulations

e) *Working Days* – refer to Alberta Soccer Association business days.

2.0 Purpose

2.1 Individuals are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with the ASA's policies, Bylaws, Rules and Regulations, and Code of Conduct. Non-compliance may result in sanctions according to these Regulations.

3.0 Application

3.1 ASA Jurisdiction

i. Any Individual reported for discipline.
ii. All cases of misconduct involving alleged or attempted physical assault or threatening behaviour towards a Match Official.
iii. Complaints or misconduct in Provincials or provincially managed competitions.
iv. Complaints referred to it by another Provincial Association and/or the CSA.
v. Misconduct by an Affiliated Member or any of its officers and officials.
vi. Complaints or misconduct of a provincial registered Match Official.
vii. Any other matter directly related to the ASA, which the ASA, in its sole discretion, deems should be dealt with by it.
viii. Any breach of suspension imposed by the ASA is subject to review by the ASA, where further penalties may apply.

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3.2 Non-game offences can be submitted to the ASA Office or Affiliated Member Office. The ASA reserves the right to refer off-field offences to the Affiliated Members' office based on the nature of the offence.

4.0 Reporting a Complaint

4.1 Misconduct Reports and/or Complainant Reports - Reports requiring the ASA Discipline shall be filed according to the following timelines:

4.1.1 A Match Official's Misconduct Report and the nature of the infraction/offence shall be submitted to the ASA office or the office of an Affiliated Member within three (3) working days of the incident.

i. The report(s) provided by the Match Official shall be regarded as their affidavit to a Discipline Committee.

4.1.2 Reports submitted to the Affiliated Member office must be forwarded to the ASA office within four (4) working days of the incident.

4.1.3 Supplemental Misconduct Report on the incident from the Match Official must be submitted to the ASA office within five (5) working days of the incident. When requested or necessary.

4.1.4 Alterations to the Report(s) are not permitted following receipt of the report.

4.1.5 Failure to observe timelines established in this rule may render any disciplinary action after the expiration of the time null and void.

4.1.6 Reports may be kept on file for a reference regarding future incidents.

4.1.7 Upon receipt of the report, the ASA will assess the report, confirm jurisdiction, propose punishable offences, and appoint either the SDC or the ADC as per Appendix D.

5.0 Procedures

5.1 Timelines and Notices

5.1.1 Any person shall be given written notice of suspension or pending discipline hearing by providing the Accused with:

i. A Suspension Notice with an opportunity to request a hearing (with applicable fee) or;
ii. A Hearing Notice with the proposed discipline.
iii. When applicable, ASA Discipline Committee members, their soccer affiliations, and the general backgrounds of those assigned to the hearing.

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5.1.2 The date for the hearing shall be no later than thirty (30) working days from the game date.

5.1.3 Requests for postponement of a hearing must be received by the ASA at least five (5) working days before the date of the hearing.

5.1.4 The accused will be provided with the names of the Discipline Committee with the hearing notice. Any objections due to a confirmed conflict of interest and/or bias of an ASA Discipline Committee member must be declared to ASA within two (2) working days of receipt of a Hearing Notice.

i. ASA will reassign a committee member once.

5.1.5 By written consent of the Accused any timelines may be waived.

5.2 Representation

5.2.1 The Accused may represent themselves, provide a representative or choose legal counsel to represent them.
i. If a representative or legal counsel is present, the Accused must be present.

5.2.3 The Accused or their representative may be accompanied by up to 3 witnesses (at their own cost) and must provide notice to the ASA two (2) working days in advance of the hearing.
i. Witnesses must have been present at the game.
ii. If witnesses are unable to attend the hearing, they may submit a written statement on behalf of the Accused.
iii. The ASA will not accept character witnesses.

5.2.4 Where the Accused is below the age of majority, a legal guardian or representative must also be present.

5.2.5 Failure to appear at a discipline hearing will result in the suspension of the Accused until they request a hearing.

5.3 Documentation

5.3.1 All documentation associated with the discipline hearing shall be provided to the Accused no less than three (3) working days in advance of the hearing date.

5.3.2 Documents provided will include the Misconduct Report(s) and/or Complainant Report, the past discipline history of the Accused, the ASA Regulations on Discipline and Appeals Policy and any other documents to be considered by the ASA Discipline Committee.

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5.3.3 Evidence from witnesses must be submitted no less than two (2) working days in advance of the hearing by the Accused.

5.4 ASA Discipline Committee

5.4.1 An ASA Discipline Committee shall have three (3) members:
i. One (1) of the Discipline Committee shall act as Chair.
ii. One (1) of the Discipline Committee shall act as recording secretary.

5.5 Hearing Procedure

5.5.1 The Chair shall record the discipline hearing which is for ASA internal use and will not be shared with other parties.

5.5.2 The Chair of the ASA Discipline Committee shall read the report aloud and state the misconduct outlined in the report.

5.5.3 The author of the report and the Accused may be heard by the ASA Discipline Committee independently.

5.5.4 The Accused may be allowed to ask the Chair relevant questions on the report, make submissions, and testify on their own.

5.5.5 The Accused shall have the opportunity to call witnesses to the incident.

5.5.6 Any ASA Discipline Committee member may question the Accused, author(s) of the report(s), or any witnesses.

5.5.7 The Accused shall be allowed to make final summations before withdrawing.

5.5.8 The ASA Discipline Committee will consider the reports and all evidence to form their decision.

5.5.9 The Accused and Home District will be notified, in writing, of the decision of the ASA Discipline Committee within ten (10) working days from the hearing.

6.0 Decision

6.1.1 An ASA Discipline Committee may apply the following disciplinary sanctions:
i. Assign the recommended penalties per Appendix B.
ii. Assign a fine to be paid by a specified date per Appendix C.
iii. Assign a bond to be paid by a specified date and held for a specified period per Appendix C.

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iv. Suspend the Accused from all specified soccer activities and /or roles either permanently, indefinitely or for a specific period.
v. Mandate relevant educational course(s) to be taken before resuming all soccer-related activities.
vi. Assign a combination of penalties from above.

6.1.2 The ASA Discipline Committee is not required to provide the reasons for their decisions.

6.2 Suspensions shall be served for a continuous period or consecutive games and affect all sanctioned leagues, competitions, and tournaments.

6.3 Game suspensions are to be counted through the team the Accused was registered with and playing for at the time of the infraction.

6.4 The Accused is not allowed to play, coach, manage or volunteer with a different team or in a different league until their suspension has been completed.

6.5 The decision of the discipline committee and appeal committee, complete with all details on the terms of the suspensions and/or sanctions, including the name of the person/s sanctioned and the club, will be posted on the ASA website.

7.0 Suspension Pending a Hearing

7.1 The ASA may determine that an alleged incident is of such seriousness as to warrant suspension of an Individual pending completion of a criminal process, the hearing, or a decision of the ASA Discipline Committee.

7.2 In all cases of alleged or attempted physical assault or threatening behaviour towards a Match Official (Appendix B), the Accused shall be suspended from all soccer activities until the case has been decided by the ASA.

8.0 Potential Criminal Convictions

8.1 In all cases where an Accused has an open police file, there shall be no Discipline Hearing until confirmation the police file is closed.

8.2 When confirmation of the police file being closed is provided to the ASA office or Affiliated Member office, the timelines outlined in the policy will begin.

9.0 Appeals Procedure

9.1 The decision of the ASA Discipline Committee may be appealed per the ASA's Appeals Regulation.

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9.2 Fabricated, Malicious, Frivolous or Vexatious Complaints

If it is determined that an Individual made a report or influenced others to make a report that is fabricated, malicious, frivolous or vexatious, they will be subject to disciplinary action up to and including expulsion. Repeated unfounded reports may, in appropriate circumstances, be considered fabricated, malicious, frivolous or vexatious and result in disciplinary action, up to and including expulsion.

An allegation is false if the events reported did not occur, and the person making the report knows the events did not occur. A false allegation is different from an unsubstantiated allegation; an unsubstantiated allegation means there is insufficient supporting evidence to determine whether an allegation is true or false. Absent demonstrable bad faith, an unsubstantiated allegation alone is not grounds for a Code violation, nor will it necessarily be considered fabricated, malicious, frivolous or vexatious.

Appendix A - Suspension Jurisdiction

Competition	Type of Offence	Administered By	Goes Beyond Competition
ASA Provincials	Offence against Referee, physical contact, threats	ASA	Yes
	OIAL to Referee, persistent criticism, disputing	ASA	Yes
	Other offences, not at the Referee	ASA	Yes
ASA Leagues & Programs	Offence against Referee, physical contact, threats	ASA	Yes
	OIAL to Referee, persistent criticism, disputing	ASA	Yes
	Other offences, not at the Referee	ASA	Yes
District Leagues & Playoffs	Offence against Referee, physical contact, threats	ASA	Yes
	OIAL to Referee, persistent criticism, disputing	District(s)	Maybe
	Other offences, not at the Referee	District(s)	Maybe
District Events & Tournaments	Offence against Referee, physical contact, threats	ASA	Yes
	OIAL to Referee, persistent criticism, disputing	District(s)	Yes
	Other offences, not at the Referee	District(s)	Yes
Sanctioned Events & Tournaments	Offence against Referee, physical contact, threats	ASA	Yes
	OIAL to Referee, persistent criticism, disputing	District(s) or Event Organizer	Yes

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	Other offences, not at the Referee	District(s) or Event Organizer	Yes

**Suspensions not totally served in Provincial Competitions must be completed at the next available opportunity, where the individual registers with an ASA League (AMSL/AYSL) or an Affiliated Members League.*
***Suspensions can be recommended to be respected by other districts (i.e. – the entire Province) but the decision is at the discretion of the ASA.*
****The tournament organizer reports major discipline to the sanctioning body (District), which can in turn direct discipline reports to the ASA, at their discretion.*

Appendix B - Punishable Offences

10. Guidelines

10.1 This guideline will be used by the Discipline Committee to levy Discipline. The suspensions listed below are the minimum applied under this rule.

10.2 Suspensions may be applied under multiple categories at the discretion of the ASA Discipline Committee.

10.3 All suspensions are served with the team with which the infraction occurred unless the discipline committee specifically mentions separate terms:

10.3.1 Suspensions are served in sanctioned leagues, tournaments, promotional/relegation, provincial qualifiers, and provincial championships.

10.3.2 If the team disbands or the player changes teams, the suspension will be served on the next team registered with.

10.3.3 A breach of suspension to penalties imposed by the ASA, will be reviewed by an ASA Discipline Committee hearing.

10.4. Penalties assessed to Team Officials can be assessed at two times listed:

10.4.1 First-time offences must include a mandatory 1-year probation, subject to further coach education and/or referee education, at the discretion of the reviewing committee.

10.5. Penalties assessed to Match Officials while acting as a Team Official or player can be assessed at two times the listed penalty at the discretion of the ASA Discipline Committee and all cases will be reviewed by the Referee Development Team for further sanctions.

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10.6. Penalties assessed to first-time offending youth players can be reduced at the discretion of the ASA Discipline Committee if associated probation, volunteerism, or education opportunities are provided for in the suspension.

10.7 Any offence against a Match Official who is under the age of 18 years old at the time of the offence, will result in an automatic doubling of the suspension determined by ASA staff review or ASA Discipline Committee.

10.7 The following equivalency chart may be used to assess penalties for leagues operating with limited gameplay. Limited gameplay is defined as eight (8) or fewer games in one (1) indoor or outdoor season:

Suspension	**Equivalent**
4 - 8 Games	25 - 50% of 1 Season OR 1mth suspension
8 - 12 Games	50 - 75% of 1 Season OR 3mth suspension
12 - 16 Games	75 - 100% of 1 Season OR 6mth suspension
16 - 24 Games	100 - 150% of 1 Season OR 9mth suspension
24 - 32 Games	150 - 200% of 1 Season or 1yr suspension

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11.0 Offences against Players, Team Officials or Other Individuals (including Spectators):

* See ASA Suspension and Sanctions Standards

11.0 Offences against Players, Team Officials or Other Individuals (including Spectators)	Youth		Adult	
Type of Offence	**Number of Offence**	**Suspension**	**Number of Offence**	**Suspension**
Accumulation of Yellow Cards	3rd Yellow Card in 1 Season	1 Game	3rd Yellow Card in 1 Season	1 Game
	5th Yellow Card in 1 Season	1 Game	5th Yellow Card in 1 Season	1 Game
	7+ Yellow Card in 1 Season	3 Games	7+ Yellow Card in 1 Season	3 Games
15.1.2. Two Yellow Cards in the same game:	1st Offence	1 Game	1st Offence	1 Game
	2nd Offence	2 Games	2nd Offence	2 Games
	3rd Offence	2 Games	3rd Offence	2 Games suspension +$100
	4th Offence	TBD by the ASA Staff Discipline Committee +$250 Fine	4th Offence	TBD by the ASA Staff Discipline Committee +$250 Fine+$250Club
DOGSO - Denying a Goal or an Obvious Goal-Scoring Opportunity	1st Offence	1 Game	1st Offence	1 Game
	2nd Offence	1 Game	2nd Offence	2 Games
	3+ Offence	TBD by the ASA Staff Discipline Committee +$250 Fine	3+ Offence	TBD by the ASA Staff Discipline Committee +$250 Fine+$250Club
Serious Foul Play (SFP) *include boarding	1st Offence	2 Games	1st Offence	2 Games
	2nd Offence	3 Games	2nd Offence	4 Games +$100 fine
	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Violent Conduct (VC)*include boarding	1st Offence	3 Games	1st Offence	4 Games
	2nd Offence	6 Games	2nd Offence	8 Games + $100 Fine
	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Accumulation of Red Cards	3+ Red Card in 1 Season	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	3+ Red Card in 1 Season	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Offensive, Insulting, or Abusive Language (OIAL)	1st Offence	2 Games	1st Offence	3 Games
	2nd Offence	4 Games + $100 fine Club	2nd Offence	6 Games + $100 fine +$100 Club
	3rd Offence	10 Games + $200 fine Club	3rd Offence	10 Games + $200 + $200 Club
	4+ Offence	Suspension pending a Hearing and sanction TBD by the ASA	4+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline
Unsportsmanlike Conduct	1st Offence	2 Games	1st Offence	3 Games
	2nd Offence	4 Games	2nd Offence	6 Games + $100 fine +$200 Club
	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee

**Two yellow cards in one game will not be included in the above accumulation and is dealt with as a Red Card Ejection*

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12.0 Offences against Match Officials by players

* See ASA Suspension and Sanctions Standards

12.0 Offences against Match Officials by players	Youth		Adult	
Type of Offence	**Number of Offence**	**Suspension**	**Number of Offence**	**Suspension**
Persistent Criticism or Dispution	1st Offence	1 Game	1st Offence	2 Games
	2nd Offence	3 Games	2nd Offence	4 Games + $100 fine
	3+ Offence	5 Games + $100 fine + $250 Club	3+ Offence	6 Games + $200 fine + $250 Club
Offensive, Insulting, Abusive Language (OIAL) or Gestures	1st Offence	2 Games	1st Offence	3 Games
	2nd Offence	4 Games	2nd Offence	6 Games +$200 fine + $250 Club
	3rd Offence	6 Games +$100 fine	3rd Offence	9 Games +$200 fine +$250 Club
	4+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	4+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Unsportsmanlike Conduct	1st Offence	2 Games	1st Offence	3 Games
	2nd Offence	4 Games	2nd Offence	6 Games + $200 fine + $250 Club
	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Threatening or Intimidation (on-field)	1st Offence	12 Games +$500 fine	1st Offence	16 Games +$750 fine
	2nd Offence	24 Games +$750 fine	2nd Offence	32 Games +$1500 fine
	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Threatening or Intimidation (off-field)	1st Offence	1 year +$750 fine	1st Offence	2 Games +$1000 fine
	2nd Offence	2 years +$1000 fine	2nd Offence	4 years +$2000 fine
	3+ Offence	Lifetime ban - Suspension pending a Hearing and sanction to be confirmed by the ASA Discipline Committee	3+ Offence	Lifetime ban - Suspension pending a Hearing and sanction to be confirmed by the ASA Discipline Committee
Physical Contact with Match Officials				
Incidental	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine +$500 club
	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Deliberate (No VC)	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine +$500 club
	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Deliberate (VC)	1st Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	1st Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
	2+ Offence	Lifetime ban - Suspension pending a Hearing and sanction to be confirmed by the ASA Discipline Committee	2+ Offence	Lifetime ban - Suspension pending a Hearing and sanction to be confirmed by the ASA Discipline Committee

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13.0 Offences by Team Officials/Spectator (Other Individuals)

* See ASA Suspension and Sanctions Standards

13.0 Offences by Team Officials/spectator (Other Individuals)	Youth		Adult	
Type of Offence	**Number of Offence**	**Suspension**	**Number of Offence**	**Suspension**
Failure to stay within the Technical Area	1st Offence	2 Games	1st Offence	2 Games
	2nd Offence	3 Game + $100 fine +$250 club	2nd Offence	3 Game + $100 fine +$250 club
	3+ Offence	6 Game + $200 fine +$500 club	3+ Offence	6 Game + $200 fine +$500 club
Offensive, Insulting, Abusive Language (OIAL) or Gestures	1st Offence	3 Games +$100 fine +$250 club	1st Offence	3 Games +$100 fine +$250 club
	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Failure to behave in a responsible manner	1st Offence	4 Game + $100 fine +$250 club	1st Offence	4 Game + $100 fine +$250 club
	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline
Yellow Cards	Two Yellow Cards	1 Game	Two Yellow Cards	1 Game
	Additional two (2) YC (total of 4)	2 Game + $100 fine +$250 Club	Additional two (2) YC (total of 4)	2 Game + $100 fine +$250 Club
	Additional one (1) YC (total of 5)	TBD by the ASA Staff Discipline Committee +$500 Fine+$500club	Additional one (1) YC (total of 5)	TBD by the ASA Staff Discipline Committee +$500 Fine+$500club
Threatening or Intimidation (on-field)	1st Offence	12 Games +$500 fine	1st Offence	16 Games +$750 fine
	2nd Offence	24 Games +$750 fine	2nd Offence	32 Games +$1500 fine
	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline	3+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline
Threatening or Intimidation (off-field)	1st Offence	1 year +$750 fine	1st Offence	2 Games +$1000 fine
	2nd Offence	2 years +$1000 fine	2nd Offence	4 years +$2000 fine
	3+ Offence	Lifetime ban	3+ Offence	Lifetime ban
Physical Contact with Match Officials				
Incidental	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine +$500 club
	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline
Deliberate (No VC)	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine	1st Offence	TBD by the ASA Staff Discipline Committee +$500 Fine +$500 club
	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	2+ Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
Deliberate (VC)	1st Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee	1st Offence	Suspension pending a Hearing and sanction TBD by the ASA Discipline Committee
	2+ Offence	Lifetime ban - Suspension pending a Hearing and sanction to be confirmed by the ASA Discipline Committee	2+ Offence	Lifetime ban - Suspension pending a Hearing and sanction to be confirmed by the ASA Discipline Committee

Spectador Behavior
Spectator actions and misconduct will be framed in accordance with the above-mentioned policies.
Spectator and club can also be held responsible for the actions below:

If the game is abandoned	**$300.00 fine for the abandonment of the game and discipline along with a forfeit to the offending team. If both teams are involved, both teams get the default.**

After the game:	Teams are to have a minimum 3 minutes to be able to exit the field before any spectators or parents can walk onto the field. For safety reasons rushing/walking or running onto the field is prohibited by spectators.

If after the game parents or spectators run or go onto the field and it is noted by the official, there will be the following consequences.	1st Offence	$500.00 fine to the team/club	1st Offence	$500.00 fine to the team/club
	2+ Offence	$750.00 fine to the team/club and a discipline hearing for the team/club	2+ Offence	$750.00 fine to the team/club and a discipline hearing for the team/club
	3+ Offence	$1000.00 fine and the removal of spectators from that team for the rest of the season and a discipline hearing for the team/club	3+ Offence	$1000.00 fine and the removal of spectators from that team for the rest of the season and a discipline hearing for the team/club

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14.0 Other Offences

* See ASA Suspension and Sanctions Standards

14. Other Offences	Youth		Adult	
Type of Offence	**Number of Offence**	**Suspension**	**Number of Offence**	**Suspension**
Breach of ASA Code of Conduct	1st Offence	Suspension pending a Hearing and sanction TBD by the ASA	1st Offence	Suspension pending a Hearing and sanction TBD by the ASA
Breach of ASA Health & Safety Protocols				
Individuals	1st Offence	1mth - 1yr (must include a min. $100 fine and $500 bond)		
	2+ Offence	Lifetime Ban		
Clubs	1st Offence	Warning		
	2nd Offence	Suspension pending a Hearing (must include min. $1000 fine)		
	3+ Offence	Suspension pending a Hearing, 1 season ban from Provincial Championships (must include a min. $2000 fine)		

Appendix C - Fines and Bonds Guidelines for ASA Discipline

15.0 Guidelines

15.1 The following guidelines will be used by the ASA to apply bonds and fines to individuals or teams as part of a discipline outcome by Staff Discipline Committee or by ASA Discipline Committee:

15.1.1 ASA fines and bonds must be paid in full within ten (10) days of being notified in writing of the penalty. Teams and individuals may be removed from their Affiliated Member league until such time the penalty has been paid.

15.1.2 All bonds shall be paid at completion of suspension and held for a minimum of twenty four (24) months, effective the date that the payment was received. Failure to provide a bond will result in being removed from their Affiliated Member League until payment has been made.

15.1.3 Individuals may be fined in accordance with the suspensions and sanctions imposed in Appendix B, or in accordance with the discretion of the ASA Staff Committee or ASA Discipline Committee.

15.1.4 Individuals may be bonded in accordance with the suspensions and sanctions imposed in Appendix B, or in accordance with the discretion of the ASA Staff Committee or ASA Discipline Committee.

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15.1.5 Teams may be fined in accordance with the suspensions and sanctions imposed in Appendix B, or in accordance with the discretion of the ASA Staff Committee or ASA Discipline Committee.

15.1.6 Teams may be bonded in accordance with the suspensions and sanctions imposed in Appendix B, or in accordance with the discretion of the ASA Staff Committee or ASA Discipline Committee.

15.1.7 All fines/bonds must be paid before reinstatement. Without payment, individuals and the team are considered ineligible.

15.2 In the event that a team fails to pay its fines or post any bonds levied against them on time, the following will apply:

15.2.1 All scheduled games following that date are forfeited until the bond and/or fine is paid in full.

15.2.2 The outstanding fines and/or bonds will be divided between all participants on the game sheet, on the date of the incident that resulted in the fine and/or bond being levied against the team. If the fine and/or bond is not related to a game infraction, then the fine will be distributed to participants on the team roster.

15.2.3 If a team fails to pay its fines or post any bonds, and the team ceases to exist or is expelled from the league, all outstanding fines and/or bonds will be divided between all players and team officials listed on the game sheet of the infraction. Bonds and/or fines must be paid prior to the individual being allowed to register on another team within the ASA or its Affiliated Members.

15.3 All appeal fees, fines, and bonds must be submitted to the ASA office.

15.4 Bonds will be revoked if the individual or team fails to meet the obligations of membership in the ASA or its Affiliated Members.

Appendix D – Staff Discipline Committee

16.0 General

16.1 The ASA Staff Discipline Committee will be formed of the Discipline Coordinator, Manager of Referees, and Executive Director.

16.2. In the absence of any of these members, another ASA staff member will take their place.

16.3 The ASA Discipline Coordinator will determine who addresses a misconduct report and/or complainant report as per ASA Discipline, Complaint and Appeals Regulations.

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16.4 Penalties will follow the ranges established under Appendix B of this policy.

16.5 The Staff Discipline Committee may mandate further education as a condition prior to resuming all soccer-related activities.

16.6 The Staff Discipline Committee has the authority to direct any report(s) to the jurisdiction of the ASA Discipline Committee.

17.0 Timelines and Notices

17.1 Any person or Affiliated Member accused of misconduct shall be notified that a misconduct report has been submitted within two (2) working days of receipt by the ASA office.

17.1.1 The Accused may submit a written statement for defence or clarification of events within 2 (two) working days from receipt of notification.

17.1.2 The ASA will not receive any statements past this timeline. The Accused may appeal the decision rendered, following the requirements established in ~~Arti~~cle 9.

17.2 Accused members will be suspended until the ASA Staff Discipline Committee concludes their assessment of the misconduct report.

17.3 The ASA Staff Discipline Committee panel must provide a decision to the accused within three (3) working days from receipt of the Accused's statement.

17.4 A request for a hearing of a decision by the ASA Staff Discipline Committee panel must be submitted in writing within two (2) business days of receipt of the decision.

17.4.1 Any person or Affiliated Member shall be given at least ten (10) working days' notice of any scheduled hearing if their presence is required by the Discipline Committee.

18.0 Jurisdiction

<table>
<tr><th></th><th>Staff Discipline Committee</th><th>ASA Discipline Committee</th></tr>
<tr><th>Article</th><th colspan="2">Level of offence</th></tr>
<tr><td colspan="3">11. Offences Against Players, Team Officials, or other Individuals</td></tr>
<tr><td rowspan="2">Accumulation of Yellow Cards</td><td>3rd Yellow Card in 1 Season</td><td rowspan="2">7+ Yellow Cards in 1 Season</td></tr>
<tr><td>5th Yellow Card in 1 Season</td></tr>
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	6th Yellow Card in 1 Season	
Serious Foul Play (SFP)	1st Offence 2nd Offence	3+ Offence
Violent Conduct (VC)	1st Offence 2nd Offence	3+ Offence
Boarding (SFP)	1st Offence 2nd Offence	3+ Offence
Boarding (VC)	1st Offence 2nd Offence	3+ Offence
Accumulation of Red Cards	-	3+ Red Card in 1 Season
Offensive, Insulting, or Abusive Language (OIAL)	1st Offence 2nd Offence 3rd Offence	4+ Offence
Unsportsmanlike Conduct	1st Offence 2nd Offence	3+ Offence
12. Offences Against Match Officials		
Persistent Criticism or Disputation	1st Offence 2nd Offence	3+ Offence
Offensive, Insulting, Abusive Language (OIAL) or Gestures	1st Offence 2nd Offence 3rd Offence	4+ Offence
Unsportsmanlike Conduct	1st Offence 2nd Offence	3+ Offence
Threatening or Intimidation (on-field)	1st Offence 2nd Offence	3+ Offence
Threatening or Intimidation (off-field)	1st Offence 2nd Offence	3+ Offence
Physical Contact with Match Officials		
Incidental	1st Offence	2+ Offence
Deliberate (No VC)	1st Offence	2+ Offence
Deliberate (VC)	-	All Offences
13. Offences by Team Officials		
Failure to stay within the Technical Area	1st Offence	2+ Offence
Offensive, Insulting, Abusive Language (OIAL) or Gestures	1st Offence	2+ Offence
Failure to behave in a responsible manner	1st Offence	2+ Offence
14. Other Offences		

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Breach of ASA Code of Conduct	-	All Offences
Breach of ASA Health & Safety Protocols	-	All Offences

* *Table 1: Categorization of Offences, outlined in Appendix B, to be reviewed by Staff Discipline Committee or ASA Discipline Committee*

18. Appeals Regulation

18.1 Purpose

18.1.1 The ASA is committed to providing an environment in which all individuals involved with the ASA are treated with respect and fairness. The ASA provides individuals with this Appeals Regulation to enable fair, affordable, and expedient appeals of certain decisions made by the ASA, its disciplinary committees, or the decisions of a Local Disciplinary Process.

18.2 Definitions

a) "Adjudicator" means the person or disciplinary panel which imposed a sanction or penalty, on which a Notice of Appeal has been submitted.

b) "Appeals Committee" means the body established by the ASA pursuant to the Bylaws of the ASA, and which is responsible for the hearing of appeals under this policy;

c) "Appellant" means the person initiating an Appeal by filing a Notice of Appeal;

d) *"ASA Discipline Committee"* means the body established by ASA pursuant to the bylaws of the ASA and which is responsible for the matters set out in the ASA Discipline, Complaints and Appeals Regulation;

e) "Board" means the Board of Directors of the ASA;

f) "Chair" an individual appointed by the ASA to administer the Discipline, Complaints and Appeals Regulations

g) "Disciplinary Decision" means a decision which imposes a penalty on an individual by the internal disciplinary procedures of either an Affiliated Member or the ASA;

h) "Fresh Evidence" means evidence regarding the matter being appealed which was not available or known to the Appellant or the Adjudicator at the time of the original hearing;

i) "Local Disciplinary Process" means the internal discipline processes of any regional district, federation or organization which is subject to the authority of the ASA;

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j) "Hearing Committee" means a panel constituted by the Chair for the purpose of hearing and deciding an appeal;

k) "Hearing Committee Chairperson" means the body established by ASA pursuant to the bylaws of the ASA and which is responsible for the matters set out in the ASA Discipline, Complaints and Appeals Regulations

l) *"Staff Discipline Committee"* means the body established by the ASA, pursuant to the bylaws of the ASA, and which is responsible for the matters set out of the ASA Discipline and Complaints Regulation.

18.3 Scope and Application

18.3.1 Any individual subject to discipline by the ASA has a right to appeal a Disciplinary Decision affecting their status to the ASA Appeals Committee.

18.3.2 An individual must first exhaust the appeal process of the Local Disciplinary Process which imposed the initial discipline, if any. Specifically, the appeals process for an individual whose complaint does not fall within the scope of the ASA Discipline and Complaints Policy shall follow the following appeals procedure.

3.2.1 The Affiliated Member's discipline committee, if any;
3.2.2 The Affiliated Member's appeal committee, if any such mechanism for appeal thereto exists; and
3.2.3 The Affiliated Member's Board of Directors, if any such mechanism for appeal thereto exists.

18.3.3 An individual who has exhausted the appeal process of the Local Disciplinary Process may then appeal the decision of that body to the ASA Appeals Committee.

18.3.4 Any decision of the Staff Discipline Committee or the ASA Discipline Committee may be appealed by the affected individual(s), pursuant to the rules set out in Section 18.4.

18.4 Appeals Process

18.4.1 A party wishing to appeal a decision of the ASA Discipline Committee must do the following, within five (5) working days of the issuing of the decision:

18.4.1.1 Submit a written Notice of Appeal to the ASA Office, which complies with section 18.4.2; and

18.4.1.1 Pay the Appeal Fee, as set out in section 18.4.3.

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18.4.2 A Notice of Appeal shall contain the following:

18.4.2.1 A statement of the decision which is being appealed, including a copy of any written decision;

18.4.2.2 A concise statement of the grounds for appeal;

18.4.2.3 A concise statement of the facts alleged by the Appellant;

18.4.2.4 A summary of any Fresh Evidence the Appellant intends to rely on, including any written evidence or a summary of the anticipated oral testimony to be provided, including an explanation as to why the said Fresh Evidence was not presented at the original hearing of the matter; and

18.4.2.5 A concise statement of the desired outcome of the appeal.

18.4.3 An Appellant shall be required to pay the ASA an Appeal Fee according to the current pricing policy imposed by ASA, which shall be submitted with the Notice of Appeal and made payable to the ASA.

18.4.3.1 The Appeal Fee shall be refunded in the event that the appealed decision is overturned in its entirety.

18.4.3.2 The Appeal Fee shall be refunded in the event that the appeal is struck and an Appeals Committee hearing is not scheduled.

18.4.3.3 The Appeal Fee may be refunded in the event that the appeal is granted in part or returned to the appealed body for re-hearing, at the discretion of the Hearing Committee.

18.4.4 The grounds for appeal may include any of the following:

18.4.4.1 That the Adjudicator failed to properly apply the ASA Discipline, Complaints and Appeals Regulation or the internal disciplinary policies and procedures of an Affiliated Member, as the case may be, in arriving at their decision;

18.4.4.2 That the Adjudicator relied on evidence not before them during the hearing of the matter in arriving at their decision;

18.4.4.3 That there is Fresh Evidence which could reasonably be expected to have impacted the outcome of the original hearing; or

18.4.4.4 That the Adjudicator was biased, or influenced by bias.

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18.4.5 Financial hardship, ignorance of the rules of the ASA or its Affiliated Members are not valid grounds for appeal.

18.4.6 A Notice of Appeal shall be struck if it does not comply with the requirements of sections 18.4.1, 18.4.2 or 18.4.3, or if the grounds for appeal are only those set out in section 18.4.4.

18.4.7 Suspensions or other sanctions will remain in effect until the decisions of the Appeals Committee is released.

18.5 Appeals Procedure

18.5.1 Upon receipt of the materials set out in section 18.4.1, the ASA shall, within five (5) working days of the receipt of the materials, appoint a Hearing Committee of three (3) members of the ASA Appeals Committee, which may include the chair, and shall set a date, time and place for the hearing of the appeal, which shall be within fifteen (15) working days of the date the appointment of the Hearing Committee. ASA shall appoint a Hearing Committee Chairperson from among the members of the Hearing Committee.

18.5.2 Should members of the Appeals Committee be unavailable, the ASA has the discretion to appoint members of the ASA Discipline Committee to sit on the Hearing Committee to hear an appeal.

18.5.3 ASA shall notify the Appellant of the members of the Hearing Committee, date, time and place for the hearing of the appeal within two (2) working days of the appointment of the Hearing Committee.

18.5.4 Requests for postponement of a hearing must be received by ASA at least five (5) working days before the date of the hearing. If a request for a postponement is not received at least five (5) working days before the date of the hearing, the ASA may refuse to postpone the hearing, in their sole discretion.

18.5.5 If an Appellant fails to attend their hearing, the Chair of the Appeals committee may, in their sole discretion, re-schedule the hearing or strike the Notice of Appeal.

18.5.6 Any objection by the Appellant regarding a conflict of interest and/or bias of a member of the Hearing Committee shall be declared within two (2) working days of the notice set out in section 18.5.3.

18.5.7 An Appellant may represent themselves, or may be represented by an agent or legal counsel. If the Appellant is represented by an agent or legal counsel, the Appellant must also be present at the hearing of the appeal. Where the Appellant is under the age of eighteen (18), a legal guardian, legal counsel or representative must also be present.

18.5.8 The timelines set out above may be waived by the written consent of the Applicant.

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18.6 Hearing Procedure

18.6.1 The hearing of appeals is to be limited to an appeal of the reasons for decision of the Adjudicator and shall not be a re-hearing of the matter being appealed. For greater clarification, the Appellant is not entitled to re-call witnesses who testified before the Adjudicator.

18.6.2 The Hearing Committee may, in their sole discretion, call any witnesses and require any information from the Appellant it deems relevant and necessary to decide the appeal.

18.6.3 The hearing of appeal shall follow the procedure set out herein:

18.6.3.1 The Hearing Committee Chairperson shall record the hearing of the Appeal. Such recording is for ASA internal use only and is subject to disclosure at the sole discretion of the Chair.

18.6.3.2 The Hearing Committee Chairperson shall briefly summarize on the record, in their sole discretion, the Notice of Appeal and the ruling of the Adjudicator;

18.6.3.3 The Hearing Committee Chairperson shall invite the Appellant to make any submissions in furtherance of their appeal, such submissions to be confined to the grounds of appeal which are set out in the Notice of Appeal;

18.6.3.4 The Hearing Committee shall receive, in their sole discretion, any Fresh Evidence;

18.6.3.5 If Fresh Evidence is called in the form of a witness, the Appellant and the Hearing Committee are both entitled to question the witness on their evidence;

18.6.3.6 The Hearing Committee may question the Appellant on their written and oral submissions; and

18.6.3.7 The Hearing Committee shall invite the Appellant to make any final submissions before withdrawing.

18.7 Decisions

18.7.1 The Hearing Committee may decide to grant an appeal, either in whole or in part, reject an appeal, or remit the matter to a new hearing of the disciplinary committee being appealed from, with such directions for the said committee as the Hearing Committee deems appropriate.

18.7.2 The Hearing Committee shall issue a written decision within ten (10) working days of the hearing.

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18.7.3 The decision of the Appeals Committee, complete with all details on the terms of the suspensions and/or sanctions, including name of person(s) sanctioned and the associated club, will be posted on the ASA website.

18.7.4 The decisions of the Appeals Committee are the final route of appeal within the ASA. Appeals of decisions made by the Appeals Committee are submitted to Canada Soccer.