

GRIEVANCES POLICY

Any grievance that a member/s may have regarding the behaviour of another member/s is to firstly be referred to a Recorder of the member's choice who will, for first 'offences', offer to speak to the offending member/s to hopefully resolve the issue by way of apology or other action acceptable to the member.

Unless the Recorder is completely satisfied that the complaint is without foundation, details of the complaint and resolution are to be recorded in the Official Recorders' Record book that is maintained jointly by all Recorders.

Disputes Procedure

- Resolvable complaints are to be dealt with in accordance with Paragraphs 1 & 2 of this Grievance Policy.
- Non-Resolvable complaints are to be referred to a Disciplinary Panel (See below) for resolution.
- The Recorder/s have the discretion to report repeated complaints to the Management Committee and request the formation of a Disciplinary Panel.

Disciplinary Panel

- The Disciplinary Panel will be an *ad hoc* sub-committee of the Management Committee with delegated powers and authority consistent with the Mandurah Bridge Club (Inc) Rules 2017 and cognisant of the principles of *procedural fairness*. It will be required to report to the Management Committee immediately in a format determined by the Management Committee.
- The Disciplinary Panel will consist of the 'Chairperson' (See description), 4 members (See description), Recorder/s and Secretary. The four members will be randomly selected by the Chairperson if a meeting is to be convened.
- Description of the 'Chairperson' President, (Vice President or Life Member in the absence of the President).
- Description of 'Members'. All members in the pool are to be financial, nominated and/or 'voluntary'.
- Only the Chairperson and the four 'selected' pool members have voting rights.
- No sitting member of the Management Committee or Directors, other than the Chairperson, are to be eligible to sit on the Disciplinary Panel.
- The Disciplinary Panel to be responsible only for behaviour issues. Directors are responsible for all procedural penalties for such matters as slow play, lateness, violation of rules of bridge, etc.
- Penalties for offences be on a scale of highest – expulsion, suspension, public apology for behaviour, formal warning – lowest.

25th August 2017