

## **Guidelines for Participants attending a GPT Hearing**

The NWSF General Purposes Tribunal (GPT) is the principal body responsible for administering the disciplinary processes of NWSF. Its activities are governed by the NWSF Grievance & Disciplinary Regulations (The GDR) which are a scheduled attachment to the NWSF Regulations.

This document is intended to assist participants in understanding the process and preparing for attendance at a GPT hearing. However, it is not a substitute for The GDR and you should refer to your club and The GDR for full information. A copy of The GDR is available via the Resources tab on the NWSF web site ([www.nwsf.com.au](http://www.nwsf.com.au)).

Incident reports lodged by Match Officials are passed directly to the Disciplinary Director for processing and forwarding to the GPT as necessary after issuing any Notices.

Send-off reports lodged by Match Officials are reviewed by the Disciplinary Director.

More serious reports - including reports where, in the opinion of the General Manager and Disciplinary Director, the circumstances suggest that the resources of a Tribunal are required to deal properly with the report, are referred to the GPT.

Less serious reports are referred to the Disciplinary Committee (DC). The DC may choose to deal with the matter by stipulating a sentence based upon the Match Official's report and the player's disciplinary record. Alternatively, the DC may choose to refer any report to the General Purposes Tribunal.

### **How will I know if I have been cited to appear?**

The General Manager will send you a Notice of Charge or a Notice to Attend via your club. That notice will identify any charges that have been raised against you and it will be accompanied by any written evidence upon which those charges are based (for example, a Match Official's report).

### **When and why will I be cited to appear?**

A participant is required to attend a GPT hearing when he/she has:

- been shown a red card and sent from the field of play by a Match Official for a serious offence and such red card has been forwarded to the GPT from the DC, General Manager and/or Disciplinary Director;
- been charged with misconduct or a disciplinary offence having been identified in a Match Official's incident report;
- appealed the severity of a suspension set by the Disciplinary Committee following a red card; and/or
- been identified as the subject of a formal complaint from another participant or member club

### **Do I have to attend the hearing?**

No – but it is in your best interests to attend. You should be aware that when you registered as a participant, or parent / Legal Guardian of a participant, in the NWSF competition you agreed to submit to the authority of the GPT. If, having been cited, you choose not to attend a hearing to present your side of the story, the hearing may proceed in your absence and you may forfeit some or all of your rights to appeal any finding against you.

If the date and/or time set for your hearing is not convenient, you should immediately contact the NWSF office advising your unavailability and requesting an alternative date/time. GPT hearings are held on Tuesday evenings and the Tribunal will make all reasonable efforts to accommodate your request on another Tuesday.

### **I've been cited – what should I do now?**

You **MUST** respond to NWSF confirming your attendance (or otherwise) at the scheduled hearing. In your response you have the option to enter a plea (guilty or not guilty) if you so desire. If you plan to attend and defend the charges you should advise the Tribunal the name(s) of any witness(es) you intend to call in your defence and you should send copies of any written material that you intend to rely upon at the hearing. If, at the hearing, you attempt to introduce written material that you did not send in advance, a Tribunal may rule that it is inadmissible.

### **I've been cited, but it wasn't me who did it – what should I do now?**

You should respond to NWSF immediately explaining that you believe this is a case of mistaken identity. Your response should be done with the assistance of your club and should identify the person who actually was responsible. You must do this immediately before you attend any hearing. If possible, claims of mistaken identity should be accompanied by a letter from the person who actually is the subject of the report, and any appropriate witnesses. This must be received by NWSF within 3 working days of the issue of the Notice of Suspension, or Notice of Charge.