

***GEORGIA STATE SOCCER ASSOCIATION***  
**DISCIPLINE & PROTEST POLICIES**  
**& PROCEDURES**

Revised 2/18/16

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# **INTRODUCTION**

These Discipline and Protest Policies and Procedures are established to assist Georgia Soccer members and educate them about the process within the state association for addressing any and all misconduct of players, coaches and spectators.

These processes will differ between the Youth and Adult hearings.

If a policy or procedure is not clear, please refer to the Rules, as they are developed, for Youth or Adults. If answers are still needed, please contact the respective D&P Chair via the state office. The D&P Chairs will answer questions at their earliest convenience.

# **Georgia Soccer Youth Rules of Conduct and Misconduct**

Georgia Soccer Youth Rules governing conduct and misconduct are covered in section 700 of the Georgia Soccer Youth Rules and Regulations. These rules can be accessed at:

[http://www.georgiasoccer.org/about/bylaws\\_\\_rules/](http://www.georgiasoccer.org/about/bylaws__rules/)

Youth rules are subject to changes twice each year at the Annual General Meeting typically held in January and at the Semi-Annual General Meeting typically held in July.

# Georgia Soccer Youth Discipline & Protest Process

**The Georgia Soccer (Youth) D&P, Ethics, and Appeals Committees WILL follow ALL rules of GSSA, USYS, USSF, and FIFA.**

## **PROCESS:**

When a referee dismisses or sends off a coach, spectator or player from a game, the coach or spectator (but not the player) must leave sight and sound of the field. (*Ga. Soccer Youth Rules – 731.3*)

A coach, spectator or player who is dismissed or sent off from a game is suspended from the next scheduled game. (*Ga. Soccer Youth Rules – 731.1, 732.1 and 733.2 respectively*)

The referee must submit reports of all game misconduct, with the exception of players cautioned, directly to Georgia Soccer—electronically or postmarked—within 48 hours after the game (*Ga. Soccer Youth Rules – 730.1*)

Coaches should submit a written incident report to the Georgia Soccer D&P Committee - Youth regarding all game misconduct issues within 72 hours of the game. If a coach does not do this, he/she forfeits his/her right to request an administrative review of all sanctions of three games or less (*Ga. Soccer Youth Rules – 730.1a & b*). Coach reports are filed electronically; the form is available on the Georgia Soccer website under Coaches / Coaches Incident Report.

Georgia Soccer staff will compile all youth misconduct reports filed by referees and coaches from the previous week of play. All reports received by Georgia Soccer for youth misconduct will be reviewed by members of the Youth D&P committee, including the D&P Chair. Based on the review, a player, coach or spectator may be suspended for up to three games without having a hearing.

### **Two Game Suspension without a hearing**

A coach, player or spectator may be suspended for a second game in addition to the mandatory first game for the following types of actions:

- Being sent off for conduct occurring away from play or conduct not

considered part of playing for the ball.

- Being sent off or dismissed for an act which causes injury to another person.
- Being sent off or dismissed for using racial or ethnic slurs or offensive language that includes derogatory comments about gender, sexual orientation, physical ability or religion. (*Ga. Soccer Youth Rules – 731.1a & 732.1b*).
- Further misconduct after being sent off or dismissed. This includes inappropriate comments or gestures, refusal to leave the field, taking excessive time to leave the field or, in the case of a coach, returning to the field after the game whilst the referees are still present (*Ga. Soccer Youth Rules – 731.3*).

This is not an exhaustive list but highlights the main reasons for which a second game may be added to a suspension.

### **Three Game Suspension without a hearing**

A coach, player or spectator may be suspended for two additional games in addition to the mandatory first game for the following types of actions:

- Fighting. This would be a case where more than one blow is delivered by a person. It would also include wrestling type actions, grabs, pushes, kicks or blows delivered using other parts of the body.
- Being sent off or dismissed for an act which causes serious injury to another person.
- A combination of two or more acts of further misconduct after being sent off or dismissed.

This is not an exhaustive list but highlights the main reasons for which two games may be added to a suspension.

Provided the coach of the team has submitted a Coaches Incident Report to Georgia Soccer within 72 hours of the game, a person who is suspended for two or three games may request a review of his/her case if he/she feels that the extended suspension is not justified. The request must be made by 5:00 PM on the Tuesday following the date of notification. If it is found that the added suspension was not appropriate the person will not have to serve it. If it is found that the suspension was appropriate, the person will have another game added to the suspension; i.e. a two game suspension would become three games and a three game suspension would become four games.

The review may be done in person, by telephone, by email or by virtual meeting. Failure by the person on suspension to attend, call in or in any other way cooperate with the committee in the conducting of the requested review will result in an extra game added to his/her suspension.

The additional games of the suspension will not have to be served until the review has been completed, provided the request for review is made in time to facilitate that.

### **Acts Requiring a Hearing**

If the D&P Committee decides to have an in-person hearing for possible further sanctioning, the hearing will occur as soon as possible. A coach, player or spectator is allowed 1 postponement.

The D&P Committee shall meet weekly (as necessary in person or via conference call/virtual meeting) for hearings.

The Georgia Soccer staff will notify the coach, spectator or player of the scheduled hearing via a proper notification letter which shall include a copy of the referee report and the reasoning for the hearing.

The hearing occurs. (*Refer to Georgia Soccer Hearing Procedures – Page 12*)

A Letter of Findings of the hearing will be sent to the coach, spectator or player within 3 business days of the hearing.

The coach, spectator or player has the right to appeal the findings of the D&P Committee by filing a Notice of Appeal within 10 days of official notification from the D&P Committee, and following the procedures spelled out in the Notice of Appeal. (*Ga. Soccer Youth Rules – 760.3*)

## Discipline & Protest Sanctioning Guidelines

Offense/Infraction	Offender			Discipline (FIFA/USSF)	
	Player	Coach	Spectator	Minimum	Maximum
Abuse to any participant	X	X	X	3 games	1 year
Abuse to a referee	X	X	X	3 games	1 year
Assault to any participant	X	X	X	1 year	5 years
Assault to a referee	X	X	X	3 months	5 years
Assault to a referee 17 years old or younger	X	X	X	3 years	5 years
Entering the field without permission			X	3 games	**
Fighting ( <i>i.e. between people</i> )	X	X	X	3 games	3 years
Offensive, insulting or abusive language	X	X	X	1 game	6 months
Offensive, insulting or abusive language after send off ( <i>in addition to the 1 game suspension for the send off/dismissal</i> )	X	X	X	1 game	**
Use of racial or ethnic slurs or offensive language that includes derogatory comments about gender, sexual orientation, physical ability or religion	X	X		2 games	**
Playing an ineligible player		X		2 games	**
Playing an ineligible player with fraudulent intent		X		1 year	**
Playing when ineligible ( <i>depending on the player's age</i> )	X			1 game	**
Playing when ineligible with fraudulent intent	X			3 games	1 year
Playing a non-rostered/unregistered player intentionally ( <i>not a registrar's error</i> )		X		1 year	
Playing when not-rostered/not registered intentionally ( <i>not a registrar's error</i> )	X			3 games	1 year
Refusal to leave the field after send off/dismissal ( <i>in addition to the 1 game suspension for the dismissal/send off</i> )	X	X	X	1 game	**
Receiving a second caution in the same game	X			1 game	
Denying an obvious goal scoring opportunity	X			1 game	**
Serious foul play	X			1 game	1 year
Violent conduct ( <i>striking or attempting to strike, etc</i> )	X			1 game	**
Spitting at an opponent or any person	X	X		1 game	1 year
Any general misconduct not specifically included above	X	X	X	1 game	1 year

\*\* Depending on the infraction and its severity, additional sanctions and/or probation may be mandated

### Coach:

For disciplinary sanctions, a coach will be any active official of the team (coach, trainer, manager, etc.) Or any person who is officially representing the team by being in the immediate vicinity of the "players bench", excluding those games where players and spectators are on the same side of the field AND are not physically separated by a barrier (e.g. fence).

### NOTE #1:

Any coach or spectator who is dismissed during a match must, immediately and completely, remove themselves from sight and sound of the field of play. They are not permitted to return to the field after the game. Arrange to pick up children or equipment away from sight and sound of the field.

### NOTE #2:

A coach or spectator who has been dismissed from a match cannot attend or observe that team's next scheduled and played game: this includes pre and post game activities at the field or complex.

### NOTE #3:

Players who have been sent off during a match MUST serve their suspension at the next game of the team to which they are rostered, dressed in street clothes and sitting on the bench. For specifics, see Section 732 of the Georgia Soccer Youth Rules & Regulations.



# **Georgia Soccer Adult Discipline and Protest Process**

**The Georgia Soccer Adult D&P, Ethics, and Appeals Committees WILL follow ALL rules of Georgia Soccer, USASA, USSF, and FIFA.**

## **PROCESS:**

Georgia Soccer Adult shall hear cases pertaining to Referee Assault and Referee Abuse.

Referee must submit reports for allegations of Referee Assault and Referee Abuse directly to Georgia Soccer, postmarked, emailed or faxed within 48 hours after the game.

Georgia Soccer staff will compile all submitted information and present to the D&P Chair. The D&P Chair will determine whether or not the individual case meets the requirements of the allegation. The referee must state specifically that he is accusing the player of Referee Assault or Referee Abuse.

## **DEFINITION (from USSF Policy Manual):**

Referee assault is an intentional act of physical violence at or upon a referee.

For purposes of this policy, “intentional act” shall mean an act intended to bring about a result which will invade the interests of another in a way that is socially unacceptable. Unintended consequences of the act are irrelevant.

Assault includes, but is not limited to the following acts committed upon a referee: hitting, kicking, punching, choking, spitting on, grabbing or bodily running into a referee; head butting; the act of kicking or throwing any object at a referee that could inflict injury; damaging the referee’s uniform or personal property, i.e. car, equipment, etc.

Referee abuse is a verbal statement or physical act not resulting in bodily contact which implies or threatens physical harm to a referee or the

referee's property or equipment.

Abuse includes, but is not limited to the following acts committed upon a referee: using foul or abusive language toward a referee that implies or threatens physical harm; spewing any beverage on a referee's personal property; or spitting at (but not on) the referee.

When an allegation of assault is verified by the D&P Chair, the individual is automatically suspended until the hearing on the assault. A hearing shall be held within thirty (30) days of the verification by the D&P Chair of the abuse or assault. If the assault or abuse is not adjudicated within that period of time, original jurisdiction shall immediately vest in the Federation's Appeals Committee to adjudicate the matter, to which the same provisions as to the term of suspension shall apply.

# **Excerpt from BYLAWS OF THE UNITED STATES SOCCER FEDERATION, INC., (As Revised and Amended, Effective September 1,2010):**

## **Bylaw 701. HEARING PROCEDURES**

### Section 1.

- (a) In all hearings conducted under these bylaws, the parties shall be accorded:
- (1) notice of the specific charges or alleged violations in writing and possible consequences if the charges are found to be true;
  - (2) reasonable time between receipt of the notice of charges and the hearing within which to prepare a defense;
  - (3) the right to have the hearing conducted at a time and place so as to make it practicable for the person charged to attend;
  - (4) a hearing before a disinterested and impartial body of fact-finders;
  - (5) the right to be assisted in the presentation of one's case at the hearing;
  - (6) the right to call witnesses and present oral and written evidence and argument;
  - (7) the right to confront witnesses, including the right to be provided the identity of witnesses in advance of the hearing;
  - (8) the right to have a record made of the hearing if desired;
  - (9) a written decision, with reasons for the decision, based solely on the evidence of record, issued in a timely fashion, with all Federation grievance decisions posted on the Federation website, and sent to the Board of Directors and all Organization Members;
  - (10) notice of any substantive and material action of the hearing panel in the course of the proceedings; and
  - (11) quality concerning communications, and no ex parte communication is permitted between a party and any person involved in making its decision or procedural determination except to provide explanations involving procedures to be followed.

Section 2. For the purposes of hearing grievances filed pursuant to Bylaw 704, the President shall appoint a Hearing Panel, consisting of individuals who are certified by the American Arbitration Association (AAA) to conduct arbitration hearings. The Panel shall be appointed on the same schedule as committee appointments, but may be supplemented at any time. Appointments are subject to the approval of the Board of Directors.

Section 3. Federation staff shall assist in the hearing process by communicating with the parties, assembling documents, coordinating hearing dates, and performing other administrative tasks to minimize the time and expense of the hearing.

Section 4. Hearing rules and procedures shall be set forth in the Policies.

## **Excerpt from United States Soccer Federation, Inc. Policy Manual:**

### **Policy 701 -1 Hearing Procedures**

This policy provides the minimum rights that each party would have at a hearing with respect to the right to assistance in presenting one's case at a hearing, as must be allowed under Federation Bylaw 701(5). These minimum rights apply to hearings conducted by Organization Members and their members or other hearing body. A copy of these minimum rights should be delivered to the parties with the notice of the hearing.

- (A) Each party at a hearing shall have the right to have an individual present at the hearing to assist the party in presenting the party's case. Such individual may, but shall not be required to be, an attorney.
- (B) If the Organization Member or member of the Organization Member ("Complainant") is represented by another individual at any hearing and the hearing panel allows that individual to speak, question the parties and/or witnesses, or grants that individual any other rights, then it shall afford all other parties, or the individual representing the party, including an attorney, the same rights during the course of the hearing as is allowed to the individual representing the Complainant.
- (C) If an attorney is present at a hearing to assist a party in presenting the party's case, it shall be made clear at the commencement of any such hearing that the hearing shall proceed in accordance with the Organization Member's hearing rules and procedures. All Federal, State or local Rules of Evidence or Civil Procedure shall not be applicable.
- (D) An Organization Member may provide, as part of its hearing rules and procedures, that an individual assisting a party may be allowed to speak on behalf of the party, make requests or ask questions at the hearing.
- (E) Regardless of whether the Organization Member allows the individual assisting the party the rights to speak, make requests or ask questions, as noted in Paragraph D above, an individual assisting the party in presenting the party's case shall have the right to be physically present in the hearing room, and so as not to interfere with the hearing procedure, it is also recommended that the individual be seated close to the party (either behind or next to the party) so that the party may seek assistance when desired during the course of the hearing.

- (F) During the course of the hearing, the party may confer briefly with the individual who is assisting before making a statement or request or prior to responding to a question. The panel conducting the hearing may limit the frequency and duration of the conferences so as not to unduly interfere with the proceeding.
- (G) If there is confusion or concern, the party may request a recess to confer with the individual assisting the party. Such a request should be granted unless the number of 60 requests by a party becomes unreasonable or the length of a requested recess is deemed by the hearing panel to be unreasonable.
- (H) An individual assisting a party may prepare written materials for the party and collect documents for the party. However, the party must submit or present the materials and documents as materials and documents of the party, and not of the individual assisting. The party has complete responsibility for those materials and documents and is subject to questioning about them.
- (I) Nothing contained in this policy shall prevent a Organization Member from allowing greater rights to assistance than those set forth in Paragraphs A-H above. For example, a Organization Member may, but shall not be obligated to, allow more than one individual to assist a party at any given time.
- (J) The rights, either mandatory or permissible under this policy, shall be consistently applied, and the Organization Member should not arbitrarily allow or disallow the rights set forth above to those individuals assisting a party in the presentation or defense of the party's case.

# Georgia Soccer Hearing Procedures

The D&P Chair gives introduction of hearing purpose, Bylaw 701 and other committee members. All hearings will be recorded. All attendees are asked to sign the attendance sheet.

Committee introduces itself. Chair asks if anyone has any objections to any of the D&P Committee members, and if so, why?

The referee (if present) is given 5 to 10 minutes to present facts.

The D&P Chair and committee members have 5 to 10 minutes to ask questions of the referee.

The accused is given 5 to 10 minutes to present facts and call witnesses.

The D&P Chair and committee members have 5 to 10 minutes to ask questions of the accused.

The accused then presents final arguments.

The hearing is concluded (approximately 45 minutes).

\* Post-Hearing

The D&P Chair and committee members deliberate on the outcome.

The accused will be notified in writing of the outcome and any sanctions imposed.

# Exhibit 1: Sample Youth Notification Letter

May 15, 2011

via UPS

To: xxxx  
Xxxxx  
xxxx

**Game Played May 3, 2011: [name of team of accused] vs. [name of opposing team], U13 Classic**

Dear xxxx:

Your attendance is required for a Discipline and Protest Committee hearing at the Georgia State Soccer Association office. You have been scheduled to appear before the committee on:

**Wednesday, May 25, 2011 at 7:00 pm**

Based on the attached misconduct report you are accused of:

## **Coach Misconduct**

You have the right to have counsel present at this hearing and to have witnesses speak on your behalf.

**If you cannot attend on that evening, it is your responsibility to contact the state office to request another date no later than three business days before the meeting date.** Please direct your request to Senior Member Administrator Kathy Layden in the state office at 770-452-0505 Ext. 106, or for callers from outside the Atlanta local calling area our toll free number is 1-877-231-2661 Ext. 106.

***[insert appropriate sections from USSF policies and/or Georgia Soccer – Youth Rules & Regulations]***

The following U.S.S.F. policy governs the act of misconduct toward a game official:

**Policy 531-9, Section 1 General – Misconduct against referees may occur before, during and after the match, including travel to and from the match. Misconduct may occur also at later times when directly related to duties of a game official as a referee.**

**Georgia Soccer Rules and Regulations, Rules of Conduct:**

### **710. Conduct**

- 710.1 All that is dishonorable and unsporting is particularly and expressly condemned.**
- 710.1b Georgia Soccer encourages moral and social responsibility.**
- 710.2 Any player, coach, or parent guilty of such violations will be subject to disciplinary action by their respective leagues or by Georgia Soccer or by both.**
- 710.3 Rules of conduct to be adhered to by participants at all Youth Soccer events are**
  - 710.3a Offensive, insulting, and abusive language will not be tolerated, either on field of play or in field's general area.**
  - 710.3b Unsporting conduct will not be tolerated.**
  - 710.3c Respect for referee, either on field or in field's general area, must be shown by all.**
- 710.5 Physical violence, foul and abusive language, harassment of players or referees WILL NOT BE TOLERATED.**

**710.7 Such conduct will be reported by the referee even in situations where cards were not awarded.**

The sanctions for the alleged infraction(s) cited above could range from suspensions of 1 game to suspensions of 1 year (see attachment no. 5).

**xxxx, Referee**

**xxxx, Assistant Referee**

**xxxx, Assistant Referee**

There may be additional witnesses.

The following items are enclosed for your reference:

1. Map to Georgia Soccer
2. USSF Bylaw 701
3. Georgia Soccer Hearing Rules and Procedures
4. All reports from referees and neutral witnesses received at the time of this mailing
5. Copy of the Discipline and Protest Guidelines

Should you have any questions, you can contact Kathy Layden at the Georgia Soccer office at 678-993-2106 email [klayden@georgiasoccer.org](mailto:klayden@georgiasoccer.org) or email me at [xxxx@yyyyy.com](mailto:xxxx@yyyyy.com)

For a complete list of the Georgia Soccer-Youth Rules & Regulations, please see an official at your association or the Georgia Soccer website, [www.georgiasoccer.org](http://www.georgiasoccer.org).

Sincerely,

xxxxxxxxxxxxx

Chair, Georgia Soccer – Youth Discipline & Protest Committee

cc: xxx, President, [member affiliate of the accused]  
xxx, Georgia Soccer Director of Youth Select  
xxx, Georgia Soccer Vice President – Youth



# Exhibit 2: Sample Adult Notification Letter

December 6, 2010

via email, UPS

To: x x x x  
x x x x  
x x x x

**Game Played November 21, 2010: [name of team of accused] vs. [name of opposing team],**

Dear xxxxx:

Your presence is required for a Discipline and Protest Committee hearing. The hearing is scheduled for:

**Tuesday, December 7, 2010 at 7:00 P.M.**

You have the right to have counsel participate in this hearing and to have witnesses speak on your behalf.

Please direct any questions to the Senior Player Administrator Kathy Layden in the state office at 770-452-0505 ext. 106, or for callers from outside the Atlanta local calling area our toll free number is 1-877-231-2661 ext. 106.

This hearing is in response to allegations of:

**Referee Abuse [example] PLEASE SEE THE ATTACHED REPORT FOR**

## **THE DETAILS**

*[insert appropriate sections from USSF policies]*

**[example] The United States Soccer Federation (USSF) defines referee abuse as:**

- (1) (a) Referee abuse is a verbal statement or physical act not resulting in bodily contact which implies or threatens physical harm to a referee or the referee's property or equipment.**
- (b) Abuse includes, but is not limited to the following acts committed upon a referee: using foul or abusive language toward a referee that implies or threatens physical harm; spewing any beverage on a referee's personal property; or spitting at (but not on) the referee.**

**The minimum suspension period for referee abuse shall be at least three (3) scheduled matches within the rules of that competition. The Organization Member**

**adjudicating the matter may provide a longer period of suspension when circumstances warrant (e.g., habitual offenders).**

The following people may testify:

**xxxx, Referee**

**xxxx, Assistant Referee**

There may be additional witnesses.

Please find the following enclosed items:

6. USSF Bylaw 701

7. All reports from witnesses and referees received at the time of this mailing.

Should you have any questions, you can contact the Georgia Soccer office and leave a message for me at (770) 452-0505, extension 106, or e-mail me at:

xxxx@yyyyy.com

For a complete list of the Georgia Soccer - Adult Rules & Regulations, please see an official at your association.

Sincerely,

xxxxxxxxxx,

Chair, Georgia Soccer - Adult Discipline & Protest Committee

cc: xxxx, State Referee Administrator  
xxxx, Team Manager, [team of accused]  
xxxx, President, [member affiliate of accused]

# Exhibit 3: Sample Youth Findings Letter

May31,2011

via email,US mail

To: xxxx  
xxxx  
xxxx

**Game Played May 3, 2011: [name of team of accused] vs. [name of opposing team], U13 Classic**

Dear xxxx:

The Georgia Soccer Discipline and Protest Committee met on May 25, 2011 to review charges of the following:

## **Coach Misconduct**

Based on the evidence presented during the hearing, including testimony offered by yourself and the referees, the D & P Committee has determined that you violated the following rules/policies:

***[insert appropriate sections from USSF policies and/or Georgia Soccer – Youth Rules & Regulations]***

The following U.S.S.F. policy governs the act of misconduct toward a game official:

**Policy 531-9, Section 1 General – Misconduct against referees may occur before, during and after the match, including travel to and from the match. Misconduct may occur also at later times when directly related to duties of a game official as a referee.**

**Georgia Soccer Rules and Regulations, Rules of Conduct:**

### **710. Conduct**

**710.1 All that is dishonorable and unsporting is particularly and expressly condemned.**

**710.1b Georgia Soccer encourages moral and social responsibility.**

**710.3 Any player, coach, or parent guilty of such violations will be subject to disciplinary action by their respective leagues or by Georgia Soccer or by both.**

**710.3 Rules of conduct to be adhered to by participants at all Youth Soccer events are:**

**710.3a Offensive, insulting, and abusive language will not be tolerated, either on field of play or in field's general area.**

**710.3b Unsporting conduct will not be tolerated.**

**710.3c Respect for referee, either on field or in field's general area, must be shown by all.**

**710.5 Physical violence, foul and abusive language, harassment of players or referees  
WILL NOT BE TOLERATED.**

Therefore, the committee, by a unanimous vote, found you guilty of:

**Coach Misconduct**

**The following sanctions will apply:** You are suspended for 2 games for this team, one game for sendoff and one game for returning to the field prior to the referee's leaving. You may not be within sight or sound of the games, whether regular season or tournament games. Any games you have already sat out as a result of this incident count towards your suspension.

If you feel that you need additional details regarding this you may e-mail me at:

xxxx@yyyyy.com

Sincerely,

xxxxx  
Chair, Georgia Soccer - Youth Discipline and Protest Committee

cc: xxx, President, [member affiliate of the accused]  
xxx, Georgia Soccer Director of Youth Select  
xxx, Georgia Soccer Vice President – Youth

# Exhibit 4: Sample Adult Findings Letter

December 8, 2010

via email, USMail

To: xxx  
xxx  
xxx

**Game Played November 21, 2010: [name of team of accused] vs. [name of opposing team]**

Dear xxxxx:

The Georgia Soccer - Adult Discipline and Protest Committee met on December 7, 2010 to hear allegations of Referee Abuse that were filed against you. After careful consideration of the testimony of the referees, yourself and your witnesses, it is the finding of this committee by a vote of 3 to 0 that your actions constituted a finding guilty of:

**Referee Abuse [example]**

Therefore the following sanctions have been applied:

**You are suspended for three (3) games**

If you feel that you need additional details regarding this incident you may contact me at:

Mr. Edwin Hoenderdos  
Chair, Georgia Soccer - Adult Discipline and Protest Committee 2323 Perimeter Park  
Drive N.E., Atlanta, Georgia 30341

Or by e-mail to: xxx@yyyyy.com

You may also direct your inquires to the Senior Player Administrator Kathy Layden in the state office at 678-993-2106 or for callers from outside the Atlanta local calling area: 1-877-231-2661.

Sincerely,

xxxxxxxxxxxxxx,

Chair, Georgia Soccer - Adult Discipline & Protest Committee

cc: xxx, State Referee Administrator  
xxx, Team Manager, [team of accused]  
xxx, President, [member affiliate of accused]

# NOTICE OF APPEAL



**Please attach the refundable appeal fee of \$150.00.**

A) Individual/Organization Filing Appeal (the "Appellant")

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

WORK PHONE NUMBER: \_\_\_\_\_

WORK & HOME FAX NUMBER: \_\_\_\_\_

B) Opposing Party/League/Association Rendering Decision (the "Appellee")

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Pursuant to USSF rules and policies as listed below, Georgia Soccer informs you of the following procedures for appeal:

- Appellant must submit notice of Appeal within 10 business days from the date of the official receipt of the decision. A copy of the Notice of Appeal shall be sent to the Chair of the Georgia Soccer Appeals Committee.
- The appeal fee (\$150.00) shall accompany the Notice of Appeal. This fee is refundable if the decision is overturned.
- Within 20 business days of the date of the Notice of Appeal, the appellant shall submit any argument it wishes to make in support of the appeal.
- Within 30 business days of the date of the Notice of Appeal, the Georgia Soccer Committee whose decision is being appealed should submit any argument they wish to make in opposition to the appeal.
- All materials, when collected by Georgia Soccer, will be forwarded to the Appeals Committee and a date for deliberation will be set within 40-45 business days of the receipt of the Notice of Appeal.

The Appeals Committee will issue a final decision within 10 days of deliberations.

All of the above dates may be adjusted with permission of the Chair of the Appeals Committee. Anything sent to one party must be copied to the opposing party.

**All sanctions must be served pending appeal, unless otherwise stipulated, in writing, by the Chair of the Appeals Committee.**

- The Georgia Soccer Appeals Committee may uphold, reverse, or reverse and remand to a new hearing, any decision made by a Georgia Soccer Committee.
- No new evidence may be presented to the Appeals Committee unless circumstances have materially changed, or new facts are discovered that were unavailable at the time of the original hearing.

# APPEALS

The Notice of Appeal must be submitted in writing within 10 business days after the official receipt of notice of adverse decision. The Notice must be accompanied by the appeal fee.

Georgia Soccer staff will compile all information regarding the appeal and present it to the Appeals Chair. The Appeals Chair will determine whether the individual case or situation meets all the requirements for a further hearing.

The Georgia Soccer staff will notify all persons of the scheduled hearing via proper notification letter.

The hearing occurs. (*Refer to Georgia Soccer Hearing Procedures – Page 19.*)

A Letter of Findings of the Hearing will be sent to persons involved within 3 business days of the hearing.

# **Additional Remedies for Members**

When all avenues of adjudication at the state level have been exhausted, a member of Georgia Soccer may have the right to pursue an additional appeal to US Youth Soccer or US Adult Soccer.

For Youth – excerpt from the Bylaws of the US Youth Soccer Association, Inc. (as of July 30, 2011)

## **Bylaw 703. APPEALS**

**Section 1.** Except as otherwise provided by Federation Bylaw 705 or other Federation bylaw or policy, appeals of USYSA matters shall be as follows:

- (1) For matters involving the Olympic Development Program—
  - (A) a matter that may be appealed from a level below the national level may be appealed to the Boys Olympic Development Committee, the Girls Olympic Development Committee, or the National ODP Championships Committee, as the case may be, and then to the Board of Directors; and
  - (B) a matter decided by the Boys Olympic Development Committee, the Girls Olympic Development Committee, or the National ODP Championships Committee may be appealed to the Board of Directors.
- (2) For matters involving the National Championships—
  - (A) a matter that may be appealed from a level below the national level may be appealed to the National Championships Committee and then to the Board of Directors; and
  - (B) a matter decided by the National Championships Committee may be appealed to the Board of Directors.
- (3) For all other matters, the matter may be appealed to the Board of Directors.

**Section 2.** The Board of Directors shall prescribe a policy to carry out this bylaw, including the amount of the appeals fee.



For Adults – 642 excerpt from Bylaws of the US Adult Soccer Association, Inc (revised February 11, 2011):

## **Bylaw 642. FILING PROCEDURE**

### **Section 1.**

An appeal filed with the Appeals Committee must be in writing and submitted within 10 days from the date of official receipt of the decision by the party making the appeal.

### **Section 2.**

- 1) The appeals procedure before the USASA Appeals Committee is started by submitting 6 copies of a notice of appeal, supporting documents, and a summary of the arguments to the Chairman of the Appeals Committee in care of the USASA office.
- 2) The party submitting the appeal shall mail copies of the appeal to all opposing parties and to the body whose decision is being appealed on the same day as the notice of appeal is sent to the Chairman of the Appeals Committee.
- 3) The decision-making body from whom the matter has been appealed shall, within 10 days of receipt of the appeal, mail or deliver a copy of the official record of its decision to the Appeals Committee in care of the USASA office and to the interested parties to the appeal.
- 4) Within 10 days of the receipt of the official record, all opposing parties may submit to the Appeals Committee in care of the USASA office and to the interested parties to the appeal any written arguments they wish to make in opposition to the appeal.
- 5) Within 10 days of receipt of the written arguments in opposition to the appeal, the party submitting the appeal may submit any written argument that party may wish to make in support of the appeal.

### **Section 3.**

The appeals fee is \$200. The fee must accompany the notice of appeal. The fee shall be paid by money order, cashier's check, or certified check made payable to "USASA".

### **Section 4.**

All materials previously submitted by all interested parties shall be deemed pertinent to the appeal and shall be made available to all parties involved. No party to the appeal shall be denied access to any information that could apply to the appeal.

### **Section 5.**

The Appeals Committee:

- 1) shall base its decision on the official record used by the body whose decision is being appealed; and
- 2) may not rehear the facts and circumstances but may remand the matter to the lower decision-making body for rehearing.

### **Section 6.**

The Appeals Committee may deny an appeal if:

- 1) **the party submitting the appeal fails to submit the appropriate fee as specified by section 3 of this Bylaw;**
- 2) the appeal goes beyond the scope of the official record or presentation of the original action or decision;
- 3) the appeal is filed by a party other than the original parties to the appeal;
- 4) the proper procedures have not been followed in appealing to the Appeals Committee; or
- 5) the information necessary to make a fair and just decision on the appeal has not been furnished.

**Section 7.**

The Appeals Committee shall render its decision regarding the appeal and submit the decision in writing to all interested parties within 30 days after the date of the last submission by the parties as provided by section 2 of this Bylaw. If a written decision is not issued within a maximum of 60 days from the date of the official receipt of the original decision by the party making the appeal, the party making the appeal may submit the appeal to the next higher authority. When the Appeals Committee fails to issue a decision within that 60-day period, the Committee loses authority to determine the appeal, and the appeal fee may be applied at the next level.

**Section 8.**

A decision of the Appeals Committee, State Association, National League, Regional League, Affiliate or any other decision-making body within USASA shall stand, and be in full force and effect, until changed by a higher authority.

**Section 9.**

Failure to abide by any decision of the Appeals Committee is grounds for disciplinary action by the Board of Directors.