



Ulster Clay Pigeon

Shooting Association

The Governing body for Clay Target Shooting in Northern Ireland

Disciplinary Code of Conduct

General

1 Disciplinary matters, applicable to all categories of membership of the UCPSA Co. Ltd., are to be handled exclusively by the UCPSA Board.

2 Disciplinary action against UCPSA members, including expulsion without notice, may be taken for offences of misconduct or breach of the Associations rules. It is recognised however, that:

A Every member has the right to expect fair and consistent treatment

B Every member has the right to adequate notice from the Association

C Every member has the right to appeal the Executive Board's judgement

D Every member has the right to representation

3 No member will be expelled for the first breach of the Association's rules except in the case of GROSS MISCONDUCT.

4 All disciplinary actions taken by the UCPSA will be duly recorded and placed on file for future reference.

Description of offences leading to disciplinary action

5 The following lists outline actions by members that may be interpreted by the Executive Board to come under the scope of this code. These lists are not to be regarded as fully inclusive or to cover all possible offences.

MISCONDUCT offences are those considered to be of a minor nature (unless frequently repeated) and will normally incur a written warning from the Executive



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Board and/or a demand from the Board for corrective action, not involving a full disciplinary hearing, Examples include:

A Un-gentlemanly-like or crude or offensive behaviour at a shooting ground, meeting venue or public place

B Conduct of an unsafe nature

C Offensive disregard for equipment and property, whether one's own or otherwise

D Consistent lateness or disruptions of events and competitions or the inconveniencing of other members

E Refusal to carry out reasonable instructions issued by the event officials or organisers

F Disfiguration of notices, signs or any other such actions of a destructive nature

G Failure to attend or participate in events after having notified an entry to the organiser

H Any other actions of similar gravity to the above, at the discretion of the Executive Board. Repetition of MISCONDUCT offences may result in the offence being re-classified as SERIOUS MISCONDUCT involving a disciplinary hearing.

6 SERIOUS MISCONDUCT offences are those of such gravity that in the opinion of the Executive Board requires a disciplinary hearing to deal with them.

A These may include misconduct offences above if specially grave or repeated

B Deliberate or consistent breaches of Association rules

C Any attempt to achieve gains or advantage over others by unfair or unscrupulous means



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D Theft or misappropriation

E Use of threatening or abusive behaviour

F Participating in the sport while under the influence of alcohol or drugs

G Malicious interference with equipment or property whether one's own or otherwise

H Disregard for one's own or other people's safety

I Lying or providing falsified information or unauthorised changing of results, prizes, timetables etc.

J Deliberate obstruction of events, of other members or of official's lawful actions

K Un-gentlemanly-like or crude or offensive behaviour whilst representing UCPSA or Northern Ireland Teams

L Any other action, which in the opinion of the Executive Board may bring the Sport or the Association into disrepute, or which left unpunished, may result in the detriment of the Association or its members

7 GROSS MISCONDUCT actions are those of such gravity that in the opinion of the Executive Board do require the immediate expulsion of the offender from the Association without delay. The Executive Board after speedy consultation with the legal advisor/the honorary Solicitor are empowered, by means of "Executive Decision" to summarily expel such offenders without invoking a disciplinary hearing beforehand. The expelled member will have the right to a full disciplinary hearing as soon as this can be organised, but remain expelled until the Disciplinary Committee overturns the Executive Board decision. Samples of GROSS MISCONDUCT include the following:



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A Acts of physical violence or assault towards other persons at a shooting event or related activity, including seriously threatening, intimidating or forceful behaviour

B Wanton vandalising or destruction of animals or property for purely malicious reasons.

C Being convicted of criminal offences involving firearms or physical violence or abuse

D Other acts that are adjudged to be of an extremely grave nature against the Association, its servants or its members

Disciplinary procedure

8 The Executive Board to receive complaint (s) preferably in writing, from:

A Individual Members B Affiliated Clubs/Shooting Grounds

C Discipline Sub-Committees

9 The Executive Board, with advice from the Association legal advisor and/or Honorary Solicitor, to decide whether the complaint falls within the scope of this Disciplinary Code. If it does, then the Executive Board to judge the type of offence accordingly.

10 If offence is adjudged to be one of simple MISCONDUCT, the Executive Board will write to the offender giving him/her a formal written warning and possibly demanding an apology or such other sort of corrective action, as deemed appropriate by the Board.

11 The Executive Board will also attempt to obtain approval for its actions from the complainant.



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12 A disciplinary file will be opened by the Executive Board, in which it will be placed copies or records of the original complaint, along with the written warning, and/or any other correspondence.

13 This will normally put an end to the procedure, unless one or both of the parties objects strongly to the Executive Board's judgement, in which case they may appeal directly to the Chairman of the Association for a final decision.

14 If a complaint judged by the Executive Board, or its advisors, to be one of **SERIOUS MISCONDUCT**. The following procedure will be implemented:

A The Executive Board will appoint an Investigating Officer who will research evidence presented and if possible, will get further written evidence, witness statements, etc. If necessary he/she will consult relevant witnesses, Sub-committees, etc., for supportive evidence

B Advise complainant that if a disciplinary hearing is called, then he/she and/or relevant witnesses will be obliged to attend and give evidence. (Non-attendance at hearing will be allowed only in extenuating circumstances, i.e., ill health, threat of violence or other intimidation, etc. In such instances a sworn declaration must be submitted to the Executive Board)

C Contact the member/subject of the complaint and inform him/her of official complaint and invite him/her to submit a written statement of events

D In cases of dispute of a personal nature, The Executive Board will attempt to resolve the situation between both parties to everyone's satisfaction

E If no settlement is possible between the parties, or if the offence merits it, then a disciplinary hearing should be arranged as soon as possible



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F Contact the Association's legal advisor/Honorary Solicitor and supply copies of all evidence

G Notify both parties of the date of the hearing and also the selected members of the Disciplinary Committee. Ensure all parties have all relevant copies of paperwork in good time prior to the hearing. (By recorded first class post)

Disciplinary Hearings - Penalties

15 The UCPSA legal advisor, or in his absence the Honorary Solicitor is to take charge of the hearing. All questions are to be addressed through the legal advisor.

16 The Disciplinary Committee to consist of: The Chairman of the Association plus four ordinary members from the various disciplines.

17 The UCPSA to appoint a case presenter, who will normally be the Investigating Officer.

18 All witnesses to be interviewed and all written and all material evidence to be reviewed at the hearing.

19 The Disciplinary Committee may adjourn the hearing to allow further evidence to be adduced if it considers it fair to do so.

20 After the Disciplinary Committee has reached its decision (s) the subject of the complaint to be notified of such decision (s) and informed of any penalties, which will be effective from the date of the decision (s). The result of the hearing may be published may be published in the Association's official publication, on www.ucpsa.com or any other relevant press.



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21 All UCPSA affiliated members and clubs to be notified of any relevant penalties imposed so they can fulfil their obligations to the UCPSA in the implementation of such penalty. The complainant is also to be informed of the result of the hearing as soon as possible thereafter.

22 Details of appeal procedure to be notified to the offender.

23 Following the hearing, the Disciplinary Committee may apply such penalties as it deems appropriate, including temporary or permanent expulsion of the offender from the Association, and these penalties will have immediate effect notwithstanding the possibility of an appeal. Offences of cheating or deliberately breaking the shooting rules of the Association or those involving threats of physical violence, will carry automatic expulsion from the UCPSA and will preclude the offender and will preclude the offender from taking part in the sport at any level at any ground affiliated to the Association. This action may also apply within those bodies with which the UCPSA has an Amity agreement.

Appeals

24 Written notice of appeal to be given to the Executive Board, by the offender, within 28 days of being notified of the decision. No appeal will be valid after that period has elapsed.

25 It will not be sufficient to say, "I wish to appeal". The offender must give full grounds for the appeal in writing, stating exactly what he/she is appealing against and why: A The decision B The Penalty C Other

26 The appeal hearing will take place as soon as practicable.



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27 The appeal committee will consist of the remaining 4 members of the Executive Board who did not take part in the first hearing and who will elect their own Chairman (who shall have a casting vote).

28 New evidence cannot be presented at the appeal hearing.

29 The appeal committee shall have power to rescind or amend any decision made at the previous disciplinary hearing.