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**MUNSTER BRANCH OF HOCKEY IRELAND**

**(MBHI)**

**DISCIPLINARY PROCEDURES**

**& REGULATIONS**

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**Introduction**

1. In these Regulations: -

• Regulation headings herein are inserted for ease of reference only and shall not affect the construction or interpretation of these Regulations/Procedures.

• The Outdoor leagues (including play-offs) and cups shall be counted as one competition and the Indoor leagues (including play-offs) and cups shall be counted as a separate competition and any suspension will apply only to the competition in which the suspension is appropriate, unless a time-bound suspension is imposed, in which case the suspension will apply to **ALL** hockey.

• Any reference in these Regulations to "writing" or "written" includes email and other forms of electronic messaging, and

• Any reference in these Regulations to the serving of documents or notification of a hearing or otherwise includes, but is not restricted to, postal service and communication by email and other forms of electronic messaging.

**2.0 Overview – What Constitutes a Disciplinary Matter?**

2. These Regulations apply to all Participants.

3. A disciplinary matter can arise if any rule, regulation, or agreement that is in place is “broken” in some way that leads to a problem. The points below expand on this explanation highlighting the main areas that might give rise to a disciplinary complaint:

a). Any breach, failure, refusal, or neglect to comply with a provision of:

• the Munster Branch Articles of Association, Regulations, Byelaws or Standing Orders.

• any policy, codes of conduct, resolution, or determination of the Munster Branch Management Committee.

• any regulations of an event including match day misconduct, except where such breach, failure, refusal, or neglect is of the Munster Hockey Anti-Doping Regulations, or Safeguarding Policy - in such circumstances the matter shall be dealt with as set out in those regulations.

b). Conduct that is opposed to the general interests of Munster Hockey or the sport of hockey (including, without limitation, conduct that brings the sport into disrepute, discriminatory conduct, harassment, inappropriate behaviour).

c). Behaviour that is or is likely to be prejudicial to the smooth running of an event organised by or on behalf of Munster Hockey or any event that Munster Hockey is associated with.

d). Any other matter raised by or about a member, participant, or anyone acting in any capacity on behalf of Munster Hockey which raises the concern of the Munster Hockey Management Committee.

**Anti-doping Regulations**

4. Munster Hockey has adopted the Sport Ireland Anti-Doping Rules and all matters regarding Doping shall be dealt under these rules which shall take precedence over these Disciplinary Procedures.

**Safeguarding Policy**

5. In all cases where there is concern about the safety or protection of children, the Chair of the Disciplinary Committee must immediately refer the matter to the Munster Hockey Safeguarding Officer. The Munster Hockey Safeguarding Policy, when appropriate, shall take precedence over these Disciplinary Procedures.

**3.0 The Disciplinary Committee**

6. The Munster Hockey Management Committee shall each year approve and ratify members to the Disciplinary Committee. The Disciplinary Committee shall comprise of up to eleven (11) members. A minimum of four (4) members per gender shall make up the committee. The Board shall approve the appointment of a Chairperson, Vice Chair and up to nine (9) other members, who may include a current player and a minimum of two (2) representatives from umpiring.

7. The Disciplinary Committee shall select one (1) of its members for the role of Secretary who shall minute proceedings of all the Disciplinary Committee meetings.

8. A Disciplinary Hearing or Disciplinary Committee meeting shall be convened by the Chair or Secretary. If the Chair cannot attend or is excluded from attending due to a conflict of interest, the Vice Chair shall assume the responsibilities and authority of the Chair of the Disciplinary Committee.

9. A quorum shall be five (5) persons including the Chair.

10. All decisions of the Disciplinary Committee shall be made by a simple majority. In the event of an equality of votes, the Chair of the Disciplinary Committee shall have a casting vote.

11. Any Disciplinary Committee Member who has an interest in, or direct knowledge of, the subject matter of the Disciplinary Hearing shall declare their interest or knowledge to the Chair of the Disciplinary Committee, in advance of the hearing. The Chair of the Disciplinary Committee shall decide whether to exclude a Disciplinary Committee Member from the hearing. If the Chair cannot attend or is excluded from attending the hearing due to a conflict of interest, the Vice Chair will decide whether to exclude a Disciplinary Committee Member. For the avoidance of doubt, where a member of the Disciplinary Committee is an Umpire, or a Technical Official in a match which is being considered by the Disciplinary Hearing, they will **NOT** be permitted to participate in the hearing or decision-making process.

12. In the event that a Disciplinary Hearing or Disciplinary Committee meeting is inquorate, the Disciplinary Hearing or Disciplinary Committee meeting shall be adjourned and reconvened at a later date to be determined by the Chair of the Disciplinary Committee.

13. In accordance with Article 20 of the Munster Branch Constitution, the Disciplinary Committee shall consider all cases where:

• a Participant receives a Red Card.

• a Participant accumulates five (5) or more yellow cards during the playing season.

• a request is received from the Munster Hockey Management Committee.

• a misconduct or code of conduct report has been received.

• a complaint has been received regarding an umpire, and

• any other disciplinary matter has been referred to it by the Munster Hockey Management Committee in accordance with these Regulations.

14. The following decisions, while not exhaustive are available to the Disciplinary Committee and may

be applied to a Participant:

• dismiss the case.

• no further action required.

• issue advice & guidance to participants.

• issue warning as to future conduct.

• suspension for a number of matches.

• suspension for a period of time.

• suspension "sine die" with a defined minimum time suspension.

• suspension imposed but "deferred" for a period of time.

• fine imposed on Club.

15. When deliberating on a decision, the Disciplinary Committee may consider the following

• any sanction imposed on the Participant by the Participant’s Club / School in respect of the offence, and

• the Participant’s previous record over the past five (5) years.

**4.0 Disciplinary & Misconduct Reporting**

**Red Cards**

16. There are two Red Card categories

**a. Category 1 Red Card (a straight Red).**

This category of Red card is reserved for the most serious offences and will be applied for offences such as an act of violence, spitting, striking, physical assault (causing injury), racial, sectarian abuse, direct repeated or foul-mouthed verbal abuse and sexual harassment. This is not an exhaustive list and other offences will be considered on a case-by-case basis.

**b. Category 2 Red Card (two Yellow cards)**

This category of Red Card is to be used where an umpire issues a Red Card that does not meet the criteria for a Category 1 Red Card; or where a Participant receives two Yellow Cards 1 in the same match, resulting in the issue of a Red Card.

17. Where the Participant has been issued with a Red Card, the Chair, Vice Chair or Secretary of the Disciplinary Committee, will carry out a preliminary assessment of the misconduct charge to determine the classification of the Red Card as per Regulation 16. Where there is doubt regarding the classification of the Red Card, a quorate group of the Disciplinary Committee will carry out an assessment of the misconduct charge and determine whether it should be classified as a Category 1 or Category 2 Red Card.

18. There shall be no appeal against the classification of a Red Card save for mistaken identity. If a case of mistaken identity is confirmed, the Disciplinary Committee, shall be entitled to rescind the Red Card and then transfer the Red Card to another Participant whom the Disciplinary Committee can confirm was responsible for the misconduct.

19. For the purposes of the accumulation of Red Cards, the Red Card shall be treated as having been issued on the date of the match not the date that the Red Card report was submitted. Category 1: Red Cards

20. From the information available, if it is determined that the Red Card is classified as a Category 1 Red card, a date will be set for the Disciplinary Hearing (it is expected that a Disciplinary Hearing will take place within 10 working days of the initial classification of the Red Card).

21. In addition, the Secretary of the Disciplinary Committee will issue an Emergency Suspension Notice to the Secretary of the Participant’s Club that is effective immediately and will remain in place until midnight on the day AFTER the date of the Disciplinary Hearing. However, if the Disciplinary Hearing does NOT take place within ten (10) working days, then the Emergency Suspension will lapse, unless the Disciplinary Committee meet and agree to issue another Emergency Suspension Notice. An Emergency Suspension Notice can only be renewed once for the same misconduct offence.

22. Between the date that the Emergency Suspension Notice is sent to the Secretary of the Participant’s Club and the date of the hearing, the Chair of Disciplinary Committee shall be entitled to request such additional information or evidence as they see fit for consideration by the Disciplinary Committee. Category 2: Red Cards

23. From the information available, if it is determined that the Red Card should be classified as a Category 2 Red Card, the Participant may continue to participate in hockey until the date of the Disciplinary Hearing

(It is expected that a Disciplinary Hearing will take place within 10 working days from the initial classification of the Red Card).

24. Between the date that the Red Card is received and the date of the hearing, the Chair or Secretary of Disciplinary Committee shall be entitled to request such additional information or evidence deemed necessary for consideration by the Disciplinary Committee.

**Yellow Cards**

25. When a Participant receives a Yellow Card it will result in either a

• ten (10) minute temporary suspension or

• five (5) minute temporary suspension.

26. Where a Participant accumulates any combination of Yellow Cards that results in a total temporary suspension of twenty (20) minutes or more, in the same competition, the Participant will be issued with an automatic one (1) match suspension. The suspension will be effective 24 hours following the issue of the Suspension Notice (by e-mail) to the Secretary of the Participant’s Club (with the date and time taken from the e-mail timestamp).

27. Should a Participant accumulate five (5) or more yellow cards in a season then a Disciplinary Hearing will be convened as described in Section 5.

28. There shall be no appeal against any suspension issued under Regulation 26 save for mistaken identity. If a case of mistaken identity is confirmed, the Chair of the Disciplinary Committee, shall be entitled to rescind the Yellow Card and then transfer the Yellow Card to another Participant whom the Disciplinary Committee can confirm was responsible for the misconduct.

**Match Card**

29. For each match, the Umpires, or if appointed the Technical Officials, shall complete a Match Card. All Yellow and Red Cards must be reported on the Match Card – umpires should confirm the identity of the Participant who has been ‘carded’ with Team Captains/Coaches/Managers, before completing the Match Card, so to avoid mistaken identity.

30. The Match Card must be signed by each Umpire and, if applicable, each Technical Official, and by the captain of each team.

31. Once the Match Card has been completed, if the umpires have recorded **ANY** Yellow or Red Cards on the Match Card then the umpire 2 or, if appointed the Technical Officials, must take a digital image of the Match Card, and send it by e-mail to disciplinary@munsterhockey.ie, with the subject line including details of the match (League, Home Team & Away Team). The Match Card must be received within three (3) days of the date of the relevant match.

**Yellow and Red Card Reporting**

32. All Yellow Cards **MUST** be noted on the Match Card, against the Participant who was awarded the Yellow Card. For each entry, the Umpire or Technical Official must record how long the suspension was for (i.e. five (5) or ten (10) minutes), the type of the Yellow Card (refer to the descriptions on the Match Card) and who awarded the Yellow Card (either by using the Umpire’s or Technical Official’s initials), or using either the ‘A’ or ‘B’ code (dependent on which umpire has signed the Match Card as Umpire A and Umpire B). Where the offence is classified as ‘Other’, it would be helpful if the Umpire or Technical Official could provide a brief explanation of the offence at the bottom of the Match card. For the avoidance of doubt, there is NO longer a requirement to complete an additional Yellow Card Report.

33. If a Red Card has been recorded on the Match Card, then in addition, a separate Red Card Report **MUST** be sent by the Umpire or Technical Official who awarded the Red Card by e-mail to disciplinary@munsterhockey.ie. The Red Card Report should be received within 48 hours following the conclusion of the match.

34. The Secretary of the Disciplinary Committee will maintain a spreadsheet of all Red & Yellow Cards issued during a season. There will be separate spreadsheets for Men's and Ladies Hockey. The spreadsheet will be shared electronically to the following persons:

• the Disciplinary Committee

• the Chair and Secretary of the Umpires’ Committee

• the Chair of the Management Committee

**Outstanding Red, Yellow Card, Misconduct and Code of Conduct Reports**

35. Umpires/Technical Officials are responsible for submitting Red Card Reports to disciplinary@munsterhockey.ie to be received within 48 hours of the conclusion of the match. Where such reports are not received within this timescale, they shall be referred to the Umpire’s Committee by the Secretary of the Disciplinary Committee for attention, if appropriate.

36. Misconduct / Code of Conduct Reports should be emailed within seven (7) days of the date of the incident to disciplinary@Munsterhockey.com. Misconduct/Code of Conduct Reports/Referrals from the Munster Branch Management Committee.

37. Where a Misconduct / Code of Conduct Report has been received, or a referral has been made by the Munster Branch management Committee, the Secretary of the Disciplinary Committee will arrange for all the correspondence to be sent to the Secretary of the Club or directly to the Participant.

38. The Secretary of the Club or Participant to whom the report refers must provide a response to the Secretary of the Disciplinary Committee within seven (7) days from the date that the request is made.

39. On receipt of a response, the Secretary of the Disciplinary Committee will copy the correspondence to the Chair & Vice Chair of the Disciplinary Committee who will determine how to proceed.

40. Between the date that the Misconduct/Code of Conduct/Referrals from the Munster Branch Management Committee is received and the date of the hearing, the Chair or Secretary of Disciplinary

Committee shall be entitled to request such additional information or evidence deemed necessary for consideration by the Disciplinary Committee.

**5.0 Hearings**

**Adult Disciplinary Hearings**

41. The Chair of the Disciplinary Committee shall decide the most appropriate method to convene a Disciplinary Hearing. The expectation is that the **ALL** hearings, where appropriate, will be conducted by video link. In exceptional cases, or cases involving Participants under 18, the Chair of the Disciplinary Committee may agree to a physical hearing.

42. Notice of the Disciplinary Hearing, which will include details of the meeting, including the date, time, & video link details will be forwarded by the Secretary of the Disciplinary Committee to the Secretary of the Participant’s Club, at least seven (7) days in advance of the date of the Hearing

43. In exceptional circumstances, it may be necessary to convene a Disciplinary Hearing at short notice and in such instances, the Secretary of the Disciplinary Committee will provide the Secretary of the Participant’s Club with as much notice as is practically possible.

44. The Secretary of the Disciplinary Committee will issue details of the Disciplinary Hearing and copies of all necessary documentation to members of the Disciplinary Committee via e-mail in advance of the meeting.

45. The Disciplinary Hearing will consider the evidence and representations from the Participant or on behalf of the Participant and decide whether or not additional sanctions or penalties should be applied to either the Participant or to the Participant’s Club

46. Where a hearing is convened to consider a case, the following shall be adhered to:

• the Participant has the right to be accompanied or represented (virtually) by an official of the Club / School.

• Chair will introduce themselves and explain the procedure.

• the Participant is asked if they understand the procedure.

• Umpire’s (or other) report(s) is/are read by the Chair of Disciplinary Hearing.

• the Participant is asked for their comments on the report and can elect to present evidence3.

• the Participant’s virtual accompanying person (if any) is asked for their comments and can elect to present evidence2.

• Throughout the hearing the Disciplinary Committee may pose questions.

• the Participant is advised that they will be notified of the decision as soon as possible.

• the Participant and the Participant’s accompanying person (if any) leaves the virtual hearing.

• the Disciplinary Committee discusses the case and reaches a decision.

• A Decision Letter will be sent by the Secretary of the Disciplinary Committee to the Secretary of the Participants Club. Under 18 Hearings (Club Hockey)

**Under 18 Hearings (Club Hockey)**

47. Where a Disciplinary Hearing is convened to consider a case of a Participant under 18 (participating in Club Hockey), the following shall be adhered to:

• the Disciplinary Committee is reduced to four (4) including the Chair.

• the Participant MUST be accompanied (either virtually or physically) by an officer from her / his club. A parent / guardian may also attend as an observer (either virtually or physically). If the Participant is unaccompanied by an officer of their Club, the hearing will be adjourned and will be re-scheduled for a later date.

48. Aside from these changes the Disciplinary Hearing will follow the same procedure as described in Regulation 46.

49. Only Red Card misconduct charges will be dealt with by the Disciplinary Committee.

**Under 18 Hearings (School Hockey)**

Where a Disciplinary Hearing is convened to consider a case of a Participant under 18 (participating in School Hockey), the following shall be adhered to:

• the Disciplinary Committee is reduced to three (3) including the Chair, plus one (1) member of the Schools Competitions Committee whose gender is the same as the Participant.

• the Participant MUST be accompanied by a member of staff from his/her School. A parent /guardian of the Participant may also attend as an observer. If the Participant is unaccompanied by a member of staff from his/her School, the hearing will be adjourned and will be re-scheduled for a later date.

50. Aside from these changes the Disciplinary Hearing will follow the same procedure as described in Regulation 46.

**Non-attendance at Hearings**

51. Where a Participant is not able to participate at a hearing, the Participant’s Club or School Secretary MUST notify the Secretary of the Disciplinary Committee in advance of the meeting.

52. In the case of non-attendance, the Participant, the Participant’s Club/School may provide a written submission to be considered by the Disciplinary Committee. Any such submission, in either electronic or hard copy format, must be received by Munster Hockey at least two (2) days prior to the date of the hearing (or by a date & time agreed by the Chair of the Disciplinary Committee). In exceptional circumstances, late submissions may be considered.

53. The Disciplinary Committee shall have sole discretion in deciding whether or not to adjourn or postpone the Disciplinary Hearing. Nothing shall prevent the Disciplinary Committee from convening or proceeding with a Disciplinary Hearing without the Participant being present or being accompanied by an individual, except when Regulation 47 or 49 applies.

54. Where the Secretary of the Disciplinary Committee has not received notification by 12 noon on the day of the hearing, that a Participant / Club / School will not be in attendance at the arranged Disciplinary Hearing, a fine of £50 may be levied by the Disciplinary Committee on the Club/School. Details of any fine and payment procedures will be included in the notification letter issued to the Club/ School.

**6.0 Disciplinary Committee Decisions & Serving Suspensions**

55. The Secretary of the Disciplinary Committee shall keep a record of all cases heard.

56. Where a suspension is imposed, the suspension prohibits the player from participating in any capacity, i.e., playing, coaching, managing, umpiring, during the period of the suspension. Aside from ‘Emergency Suspensions’ which are effective immediately sanctions imposed following a Disciplinary Hearing will be effective 24 hours following the issue of the Suspension Notice (by e-mail) to the Secretary of the Participant’s Club/School (with the date and time taken from the e-mail sent timestamp).

57. Suspensions will be served in all matches played under the auspices of Munster Hockey. However, where a "time bound" suspension is imposed, the suspension will be served in all hockey played under the auspices of Hockey Ireland.

58. The Participant must serve their suspension for matches played by the team that they are registered to play for. For the avoidance of doubt a 3rd XI player cannot count matches played by the 1st XI or 2nd XI as matches counting towards their suspension. If a club can prove that the Participant regularly plays for a higher or lower team, then these matches may be included **IF** the Participant’s name appears on all four (4) preceding Match Cards for that team from the date of the suspension notice.

59. Suspensions which are not completed in full during a current season are carried over to the following season.

**Reports to Management Board, Munster Branch Hockey Ireland**

60. The Secretary of the Disciplinary Committee shall forward a regular report to the Chair of the Management Committee Manager of the work of the Disciplinary Committee during the season for the Munster Hockey Management Committee. The Report should contain details of all cases heard, decisions taken and any other issues to be considered by the Munster Branch Management Committee.

**Notification**

61. The Secretary of the Disciplinary Committee will prepare Decision Letters following the Disciplinary Hearing and issue to the Secretary of the Participant’s Club or School by email.

62. The Decision Letter will contain the following information

• details of the decision.

• the date a suspension is effective from.

• the conditions of the suspension.

• details of the Appeals Procedure.

• the requirement on the Club to notify Munster Hockey when and how the suspension was served.

63. The above information may be made available to the Club immediately following the meeting upon request.

**Publicity**

64. Munster Hockey shall publish any suspensions imposed or rescinded under these regulations on the Munster Hockey website and any decision of the Disciplinary Committee or Appeal Hearing and shall do so in a manner and in such form as Munster Hockey determine.

**Fines**

65. Where a fine is imposed on a Club or School, details of the fine and payment procedures will be included in the Decision Letter issued to the Club or School.

**Suspensions Served**

66. When a suspension has been completed and **BEFORE** the individual is permitted to participate again, the Club is required to inform the Secretary of Disciplinary Committee by e-mail to disciplinary@munsterhockey.ie, of the details of the date(s) and match(es) in which the individual did not participate.

67. Where a Club fails to notify the Secretary of the Disciplinary Committee, a further suspension and/or fine may be imposed.

**Appeals**

68. Any Appeal against a decision of the Disciplinary Committee must be made in accordance with Article 21 of the Munster Branch Constitution.

**7.0 Umpire Complaints / Misconduct**

69. All complaints or misconduct allegations regarding an Umpire should be made in writing and sent to the Munster Branch Management Committee by the Secretary of the Club making the complaint. A fee of €250 **MUST** accompany all such complaints. All such complaints must be submitted within seven (7) days of the alleged misconduct.

70. Complaints about individual decisions or matters of interpretation during a match will **NOT** be accepted.

71. The Management Committee, being satisfied that the complaint has been correctly submitted, will notify:

• the Chair & Secretary of the Disciplinary Committee who may convene a Disciplinary Hearing

• the Chair of Munster Hockey Umpires Association on a confidential basis

72. If the Disciplinary Committee determine that alleged misconduct offence merits further consideration the Secretary of the Disciplinary Committee will seek the Umpire’s comments on the complaint. In the case of a Club Umpire, the Secretary of the Disciplinary Committee will ask the Umpire’s Club Secretary to arrange for the Club Umpire to provide a response within seven (7) days. In the case of a Munster Hockey Panel Umpire, the Secretary of the Disciplinary Committee will ask the Chair of the Munster Hockey Umpires Association to arrange for the umpire to provide a response within seven (7) days.

73. If required, the Secretary of the Disciplinary Committee will issue notification of the Disciplinary Hearing and all necessary documentation to either the Umpire’s Club Secretary or to the Chair of Umpires Sub Committee via email giving at least seven (7) days’ notice.

74. Where a hearing is convened to consider an Umpire Complaint case, the following process shall be adhered to:

• the Umpire has the right to be accompanied (virtually) by an official of the Club (if a Club Umpire), or Munster Hockey Panel Umpire or anyone else.

• The Chair will introduce themselves and explain the procedure.

• the Umpire will be asked if they understand the procedure.

• the complaint will be read by the Chair of the Disciplinary Committee.

• the Umpire will be asked for their comments on the complaint and will be invited to take the Disciplinary Committee through any written response they have submitted.

• The Disciplinary Committee is given the opportunity to pose questions.

• the Umpire’s accompanying person (if any) is asked for their comments.

• the Umpire is advised that they will be notified of the decision as soon as possible.

• the Umpire and the Umpires accompanying person (if any) leaves the meeting.

• the Disciplinary Committee discusses the case and reaches an outcome.

• A Decision Letter will be issued by the Secretary of the Disciplinary Committee by email to either the Umpire, or the Umpire’s Club Secretary and to the Chair of Umpires Sub Committee

75. The outcome of the process, including any recommendations, from the Disciplinary Hearing will be reported to the Munster Branch Management Committee and the Chair of the Munster Hockey Umpires association. The Board will decide if the fee is to be retained or returned to the club or school.

**8.0 Review of Procedures**

76. The Disciplinary Committee will carry out an annual review of these regulations. The updated draft regulations will be copied to the Umpire’s Committee for information. The final draft of the regulations will be sent to the Munster Branch Management Committee for approval.

**9.0 Appendix**

**Definitions and Interpretation Term Meaning**

**AGM** The Annual General Meeting of Munster Hockey.

**Cards** Green, Yellow, or Red Cards. In the case of Red cards, they can be either Category 1 or Category 2.

**Club** A club that is a full member of Munster Hockey or is otherwise a recognised hockey body that falls within the jurisdiction of Munster Hockey.

**Complaint** A complaint which has been submitted to Munster Hockey and complies with its Complaints Procedure.

**Competition** All outdoor leagues (including play-offs) and cups shall be counted as one competition; and all indoor leagues (including play-offs) and cups shall be counted as a separate competition.

**Disciplinary Committee** The Munster Branch Disciplinary Committee.

**Disciplinary Hearing** A hearing convened to discuss a disciplinary matter.

**Disciplinary Committee Member** A member of the Munster Branch Disciplinary Committee.

**Emergency Suspension Notice** A temporary suspension notice that lasts no more than ten (10) days and prevents the Participant taking part in **ANY** hockey activity during this period. It can **ONLY** be issued if the Chairperson, Vice-Chairperson, or Secretary agree to categorise a Red Card misconduct charge as a Category 1 Red Card Offence. The suspension is effective immediately. There is no appeal against this sanction.

**Match Card** The form used by Munster Hockey to record players, score and penalties related to each match played under the auspices of Munster Hockey.

**Participant** This list is not exhaustive, but includes a player, coach, assistant coach, physio, manager, umpire, technical official, club, club member, director, official, officer, employee, contractor, worker, agent, representative(s) of a Club, spectator or any other person involved in or connected to the sport of hockey.

**Regulations** Munster Hockey’s Disciplinary Procedures and Regulations (i.e., this document)

**Suspension** A period when a participant is not permitted to play, coach, manage, officiate, umpire or spectate within the confines of the field of play (including the dugouts) during any match within the jurisdiction of Munster Hockey.

Drafted March 30th, 2023

|  |
| --- |
| **MUNSTER HOCKEY**  **YELLOW CARD REPORT FORM** |

Diagram

Description automatically generated

|  |  |  |  |
| --- | --- | --- | --- |
| **Competition** |  | | |
| **Match** |  | **V** |  |
| **Date** |  | **Time** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **HOME TEAM:** |  | | | | |
| **Card** | **Minute** | **Player** | Reason (see list below) | Duration | **Chkd**  **Ump** |
| **YELLOW \*** |  |  |  |  |  |
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| **RED#** |  |  |  |  |  |
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| --- | --- | --- | --- | --- | --- |
| **AWAY TEAM:** |  | | | | |
| **Card** | **Minute** | **Player** | Reason (see list below) | Duration | **Chkd**  **Ump** |
| **YELLOW \*** |  |  |  |  |  |
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| **RED#** |  |  |  |  |  |
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*\* If player does not return to field of play following a yellow card issued late in the game - umpire to advise intended duration of suspension.*

*# For every Red Card issued, a full report must be made by the Umpire(s) on the appropriate report form(s) (MHRC1) and returned to the Munster Branch by email within 72 hours – see Guidance overleaf.*

|  |  |  |  |
| --- | --- | --- | --- |
| **UMPIRE 1:** |  | **UMPIRE 2:** |  |
| **TECHNICAL OFFICER:**  **(If appointed)** |  | | |

**Reasons**

1. Technical – Break Down 4, Physical - Tackle
2. Technical – Delay of Game/Time Wasting 5. Physical – Dangerous/Reckless Play
3. Technical – Dissent 6. Other (provide further information).

**THIS FORM SHOULD BE RETURNED TO THE MUNSTER BRANCH REGISTRARS WITHIN 72 HOURS OF THE MATCH BY EMAIL TO:**

**Men** [mensregistrar@munsterhockey.ie](mailto:mensregistrar@munsterhockey.ie)

**Women** [womensregistrar1@munsterhockey.ie](mailto:womensregistrar1@munsterhockey.ie)

[womensregistrar2@munsterhockey.ie](mailto:womensregistrar2@munsterhockey.ie)

**Branch Secretary** [secretary@munsterhockey.ie](mailto:secretary@munsterhockey.ie)

**GUIDANCE ON THE COMPLETION OF A CARD REPORT FORM**

* For each player issued with a Yellow or Red Card, insert the player’s name, the time of the incident, the reason (see below) and the duration of the suspension.
* All suspensions should be either 5 minutes for a Technical offence, or 10 minutes for a Physical offence. Please note that if, for example, a player dissents a Technical suspension, the suspension can be increased to 10 minutes at the umpire’s discretion.
* A list of reasons for suspensions is at the bottom of page 1, and a suggested duration. Please write/type, for example, “Technical – Break Down” in the box provided. If the reason for the suspension is not easily covered by the reasons given, please complete one of the boxes above.
* Please return the Card Report Form (MHCRF1) to the email address provided within 72 hours.
* Unless there is a Red Card offence, no further reporting is necessary.
* When a Red Card is issued, a full report must be made by the Umpire(s) on the appropriate report form(s) (MHRC1) and returned to the Munster Branch by email within 72 hours.
* When the Red Card is as a result of two Yellow Cards, both Yellow Card incidents must be reported on the MHRC1 form. If the two Yellow Cards were issued by different umpires, both umpires must each complete a MHRC1 form, making it clear whether they issued the first or second Yellow Card.

Diagram

Description automatically generated

|  |
| --- |
| **MUNSTER HOCKEY**  **RED CARD REPORT FORM** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Competition:** |  | | | | |
| **Match:** |  | **V** | |  | |
| **Date:** |  |  | |  | |
| **Player’s Name:** |  | **Club:** | |  | |
| **Details of Offence:** |  | | | | |
| **Umpire:** |  | | **Date:** | |  |
| **Colleague:** |  | | | | |

**THIS FORM SHOULD BE RETURNED TO THE MUNSTER BRANCH SECRETARY & REGISTRARS WITHIN 72 HOURS OF THE MATCH BY EMAIL TO:**

**Men –** [mensregistrar@munsterhockey.ie](mailto:mensregistrar@munsterhockey.ie)

**Women –** [womensregistrar1@munsterhockey.ie](mailto:womensregistrar1@munsterhockey.ie)

[womensregistrar2@munsterhockey.ie](mailto:womensregistrar2@munsterhockey.ie)

**Branch Secretary** [secretary@munsterhockey.ie](mailto:secretary@munsterhockey.ie)

**GUIDANCE ON THE COMPLETION OF A RED CARD REPORT FORM**

The following information should be included in the description of the Red Card incident, or for both Yellow Card incidents where this has led to a Red Card:

* The stage of the game, e.g., "the xth minute of the match" and the score at the time.
* Whereabouts on the pitch it occurred, and how far away from reporting umpire.
* What was the 'temperature' or nature of the match at the time, e.g., niggly/physical/dissent?
* Did anything lead up to this incident, or was it 'out of the blue'?
* Was this a “straight red” card offence? If yes, had the offender been green or yellow-carded before the incident? If so, what for?
* If the Red Card results from two Yellow Cards, does this report relate to the first or second Yellow Card?
* If the offence is one of "violence used" - was the victim injured? What was the injury? Did the victim require medical treatment? On or off the pitch? How much time elapsed from the incident until the restart?
* Particular care should be taken with incidents involving the striking of an opponent – how was the player struck? Was the offence deliberate or accidental but extremely reckless? On what part of the body was the player struck? Was the injured player able to continue playing?
* In cases of dissent, particularly where foul and abusive language has been used, the description should not be restricted to a general statement. It is necessary that specific details of what was said, and to who it was said, are stated on the report.
* Did the offender leave the pitch and surrounding area immediately and without dissent, or did misbehaviour continue? Write exact words used, or describe any gestures made.
* Were you able easily to ascertain the full name of the offender from either the player or his team captain? If not, describe the nature of the difficulty or prevarication by either.
* Was the carded or reported player the team captain?

The above advice and guidance are intended to help the umpire record an accurate account of the event. A Red Card is shown for a serious offence, or an accumulation of offences, and therefore is a major incident in the match.

**Do not be put off from awarding a Red Card and completing the report where the circumstances merit it.**

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| **MUNSTER HOCKEY**  **MATCHDAY MISCONDUCT OFFENCE REPORT FORM** |

Diagram

Description automatically generated

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Competition:** |  | | | | |
| **Match:** |  | **V** | |  | |
| **Date:** |  | **Club:** | |  | |
| **Person’s Name:** |  | **Position: (Player / Management / Spectator)** | |  | |
| **Details of Offence:** |  | | | | |
| **Umpire:** |  | | **Date:** | |  |
| **Colleague:** |  | | | | |

**THIS FORM SHOULD BE RETURNED TO THE MUNSTER BRANCH SECRETARY & REGISTRARS WITHIN 72 HOURS OF THE MATCH BY EMAIL TO:**

**Men** [mensregistrar@munsterhockey.ie](mailto:mensregistrar@munsterhockey.ie)

**Women** [womensregistrar1@munsterhockey.ie](mailto:womensregistrar1@munsterhockey.ie)

[womensregistrar2@munsterhockey.ie](mailto:womensregistrar2@munsterhockey.ie)

**Branch Secretary** [secretary@munsterhockey.ie](mailto:secretary@munsterhockey.ie)