



Bendigo Baseball Association

Governing Document #5

**Reporting Procedures
(Report Card and Form Use)**

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Sect #

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1.0 Yellow Card

Yellow Card Rule

1.1 Principle behind Rule

The principle of this rule is to allow an umpire to issue a formal warning to persons committing minor offences without the necessity of ejection from the game and subsequent Tribunal appearance.

1.2 Offences which can incur a Yellow Card

Offences for which this rule may be invoked shall include those offences listed in BBA Governing Document #5.1 - Schedule of Offences Yellow Card Offences and any other as deemed appropriate by the reporting entity (especially in relation to Code of Conduct violations).

If, in the opinion of the umpire, an offence has occurred as provided for by the BBA Governing Document #5.1 - Schedule of Offences, the offender(s) shall be informed of a Yellow Card offence and where possible a yellow card shown to the offender with the team manager also being informed of the nature of the offence.

1.3 Completion of Yellow Card Report Form (BBA Form #7) by Umpire.

1.3.1 The Umpire shall complete the details required on the BBA Yellow Card Report Form (BBA Form #7) and return it to the BBA Competition Coordinator along with the match report card **or within 48 hours of the conclusion of the game.**

1.3.2 Team Managers are responsible for ensuring that Report Cards and Forms are signed by the required persons.

1.4 Register of Yellow Card Offences

1.4.1 A register of Yellow Card offences shall be maintained by the BBA Competition Coordinator.

1.4.2 A person suspended for receiving 3 or more Yellow Cards in a season will be notified by the BBA Competition Coordinator via their Club.

1.5 Accumulation of Yellow Card Offences

1.5.1 The first and second Yellow Card(s) issued to a person will incur no penalty.

1.5.2 A person who receives two Yellow Cards in the same game shall be ejected from the game after the second offence but will not be required to attend a Tribunal hearing.

1.5.3 The third, and any subsequent Yellow Card offence by that offender, during the currency of a season shall incur suspension of that player from participating in any team until the competition round after the next in which the team from where the third or subsequent offence occurred competes (not inclusive of any bye), i.e. a one match suspension

1.5.4 A player that receives their third and fourth Yellow Card (during the currency of the season) in the same game will be subject to a 2 game suspension

1.5.5 When a person incurs a Yellow Card suspension in the last round of the season or a finals game, the matter will be referred to the Tribunal to determine the timing of the suspension.

1.6 Appeal Process Against Issue of Yellow Card

1.6.1 A person may appeal to the Tribunal Chair against the issue of a Yellow Card.

1.6.2 The appeal MUST be lodged in the following manner (Failure to comply with any of these requirements will mean the appeal will not be considered)

- i. The appeal must be in writing, stating the reasons for the appeal to the BBA Secretary within 48 hours of “time” being called in the game in which the offence occurred; and
- ii. Shall be accompanied by a \$20 deposit which will be returned only if the Tribunal Chair deems the appeal not to be frivolous. Mere denial of the offence does not constitute grounds for referral to the Tribunal and will result in loss of the deposit.

1.6.3 On the receipt of an appeal, that has been properly submitted in accordance with i and ii above, the Tribunal Chair shall decide if the matter should be referred to the Tribunal for resolution, such decision being final.

1.6.4 The Tribunal will hear an appeal referred to it by convening a hearing.

1.6.5 The Tribunal Hearing will be convened as per the normal Tribunal Hearing procedure by the BBA Secretary. The Tribunal may determine to:

- i. Uphold the appeal, cancel the Yellow Card and advise the umpire or;
- ii. Dismiss the appeal and confirm the Yellow Card; or
- iii. Consider the offence warranted an ejection and impose a penalty; or
- iv. Consider if a more appropriate offence occurred and upgrade the offence and penalty; and decide to return or retain the deposit.

1.6.6 The decisions of the Tribunal are final and not subject to further appeal.

2.0 Blue Card

Blue Card Rule

2.1 Principle behind the Rule

The principle of the rule is to allow an Umpire to issue a blue card to a player for offences committed with immediate ejection from the game without facing the Tribunal.

2.2 Offences which can incur a Blue Card

Offences for which this rule may be invoked shall include those offences listed in BBA Governing Document #5.1 - Schedule of Offences Blue Card Offences.

If, in the opinion of the umpire, an offence has occurred as provided for by the BBA Governing Document #5.1 - Schedule of Offences, the offender(s) shall be informed of a Blue Card offence and where possible a blue card shown to the offender with the team manager also being informed of the nature of the offence.

2.3 Completion of Blue Card Report (BBA Form #7) Form by Umpire

2.3.1 The umpire shall complete the details required on the Blue Card Report Form and return it to the BBA Competition Coordinator with the match report card **or within 48 hours of the conclusion of the game.**

2.3.2 Team Managers are responsible for ensuring that Report Cards and Forms are signed by the required persons.

2.4 Register of Blue Card Offences

2.4.1 A register of Blue Card offences shall be maintained by the BBA Competition Coordinator.

2.4.2 An offender who is suspended for any games will be notified by the BBA Competition Coordinator via their Club.

2.5 Penalty for Receiving a Blue Card

2.5.1 The offender(s) shall be ejected from the game.

2.5.2 A player(s) ejected under the blue card rule will serve a one game suspension beyond the ejection without a Tribunal appearance.

2.5.3 A second Blue Card issued to a person during the currency of the season will incur an automatic two game suspension.

2.5.4 A third Blue Card offence by a player during the currency of a season will mean an automatic appearance before the Tribunal.

2.5.6 When a person incurs a Blue Card suspension in the last round of the season or a finals game, the suspension will be served at the start of the next season and/or the matter can be referred to the Tribunal to determine the timing of the suspension.

2.6 Appeal Process Against Issue of Blue Card

2.6.1 A person may appeal to the Tribunal Chair against the issue of a Blue Card.

2.6.2 The appeal **MUST** be lodged in the following manner (Failure to comply with any of these requirements will mean the appeal will not be considered)

- i. The appeal must be in writing, stating the reasons for the appeal to the BBA Secretary within 48 hours of “time” being called in the game in which the offence occurred; and
- ii. Shall be accompanied by a \$20 deposit which will be returned only if the Tribunal Chair deems the appeal not to be frivolous. Mere denial of the offence does not constitute grounds for referral to the Tribunal and will result in loss of the deposit.

2.6.3 On the receipt of an appeal, that has been properly submitted in accordance with i and ii above, the Tribunal Chair shall decide if the matter should be referred to the Tribunal for resolution, such decision being final.

2.6.4 The Tribunal will hear an appeal referred to it by convening a hearing.

2.6.5 The Tribunal Hearing will be convened as per the normal Tribunal Hearing procedure by the BBA Secretary. The Tribunal may determine to:

- i. Uphold the appeal, cancel the Blue Card and advise the umpire or;
- ii. Dismiss the appeal and confirm the Blue Card; or
- iii. Consider the offence warranted an ejection and impose a further penalty or increase the penalty;
- iv. Consider if a more appropriate offence occurred and upgrade the offence and penalty; and decide to return or retain the deposit.

2.6.6 The decisions of the Tribunal are final and not subject to further appeal.

3.0 Red Card

Red Card Rule

3.1 Principle behind the Rule

The principle of the rule is to allow the Umpire to issue a red card to a player for offences committed with immediate ejection from the game and to appear before a properly constituted BBA Tribunal.

3.2 Offences which can incur a Red Card

Offences for which this rule may be invoked shall include those offences listed in BBA Governing Document #5.1 - Schedule of Offences Red Card Offences.

3.3 Completion of Red Card Report (BBA Form #7) Form by Umpire

3.3.1 The umpire shall complete the details required on the Red Card Report Form (BBA Form #7) and return it to the BBA Secretary with the match report card **or within 48 hours of the conclusion of the game.**

3.3.2 Team Managers are responsible for ensuring that Report Cards and Forms are signed by the required persons.

3.4 Register of Red Card Offences

A register of Red Card offences shall be maintained by the BBA Secretary in conjunction with the BBA Competition Coordinator

3.5 Notification of Report

3.5.1 The ejection from the game for a Red Card offence indicates to the player, club official(s) etc and Club that an appearance before a properly constituted BBA Tribunal will occur.

3.5.2 The BBA Governing Document #7 - Tribunal Hearing Procedure and Governing Document #8 - Appeal Processes will be in effect for a Red Card offence.

4.0 Reporting Other Incidents

4.1 Incidents which are not included in Minor, Moderate or Significant Incidents above and are covered by Code of Conduct may be reported by umpires as well as by persons other than umpires.

4.2 Such incidents will be reported using the BBA Governing Document #5.3 - BBA Form #10.

4.3 The completed BBA Report Form #10 will be submitted to the BBA Secretary for further action.

4.4 A register of BBA Form #10 Reports shall be maintained by the BBA Competition Coordinator.

4.5 A person who is reported via the BBA Form #10 will be notified by the BBA Competition Coordinator via their Club.

5.0 Methodology of Completing BBA Report Form

The Report Form #7 used by the BBA should be completed by inserting the following on the form:

5.1 How? (The information to be placed in the Description of the Incident)

- How was the offence committed or attempted?

5.2 Why? (The information to be placed in the Description of the Incident)

- If able, describe why you think the incident occurred
- Why were the parties involved, was there an "incident" or actions before the reported incident happened?

5.3 When? (The information to be placed in area on form covering Date and Time of Incident(s))

- If needed you can put between times and / or dates if required

5.4 Where? (The information to be placed in area on form covering Location of Incident(s))

- Location on the diamond.
- Location outside the playing field (if applicable)
- In which dugout did it occur (if applicable)

5.5 Who? (The information to be placed in area on form covering Reported Person, Club Associated With etc.)

- The reported person(s) details
- The reporting persons details
- Name etc of witnesses if applicable should be placed in Description of Incident under heading Witnesses to Incident (if applicable).
- If Umpire report, name of other umpire should be placed in Description of Incident under heading Witnesses to Incident (if applicable, applies also to club umpire).

5.6 What occurred? (The information to be placed in the Description of the Incident)

- Describe the incident
- If threatening, sledging or abusive language please put down the words used, how loud and if possible, in your opinion could they be heard outside the field of play
- If striking or kicking incident please indicate what hand or foot was used, if hand was it an open or closed fist and to where was contact made.
- The information required if a bat or ball is used is much the same, force used, what part did it strike or nearly strike
- Supply a narrative that covers the alleged offence eg "Malicious Game Play", what part was malicious, you are happy that the act was intentional.