



COMMITTEE CONDUCT MATTER RECORD



Reporting and Response Decision Tree

Has a formal warning, restriction, suspension or removal been recommended or is required?



Is the matter within the Club's authority?
(constitution, adopted policies or applicable rules)

Yes



Committee reviews and completes the Committee Conduct Matter Record.

No



Refer to TBAWA or the relevant external authority as required.



Follow the Club's policies, procedural fairness requirements and any relevant TBAWA processes.

Examples of matters

- serious or repeated breaches of the Code of Conduct
- behaviour that places a child or young person at risk
- matters requiring a formal warning, restriction, suspension or removal
- matters referred from the MPIO, President or another authorised person

