



Dale Districts Men's Softball Association Inc

By-laws

P.O. Box 62, Thornlie 6108

As at 23 June 2021

1) COLOURS

The Association colours will be red, black and white.

2) COMPETITIONS

2.1 Senior competition

- a) The Senior competition is for males, with the youngest a player can participate is in the year they turn 13 years of age.
- b) The Senior competition is held in the winter season.
- c) Teams will be graded by the Grading committee.
- d) A ladder will be kept by the Registrar.
- e) A junior player, i.e. one aged 12 years of age (turning 13) to 15 years of age, will play under the rules of the senior competition and are classified as a senior player for the purposes of the game and these by-laws.

2.2 Junior competition

- a) The Junior competition includes Junior Grade (Under 16s boys) and Sub-Junior Grade (Under 13 mixed competition).
- b) Junior grade eligible players cannot turn 16 years of age before 31 December of the year of the competition.
- c) Sub-Junior grade shall consist of players who have not turned 13 years of age before 31 December of the year of the competition, and shall, unless otherwise approved by the Junior Coordinator and Registrar, have reached eight years of age before the commencement of the playing season.
- d) Dispensations can be considered but will only be granted due to certified medical conditions.
- e) The Junior competition is held in the winter season.
- f) The Junior competition will be overseen by the Junior Coordinator.
- g) Teams will not be graded, unless determined necessary by the Association Committee.
- h) A ladder will be kept for each age group.

2.3 Men's Veterans Competition

- a) The Men's Veterans competition is for males aged over 40 years of age at the time of playing any game throughout the season with the exception that up to two players aged between 35 years of age and 40 years of age players can also register for each team but they cannot pitch or catch.
- b) The Men's Veterans competition is classified as a social competition.
- c) The Men's Veterans competition is held in the summer season.
- d) Teams will not be graded, unless determined necessary by the Association Committee.
- e) A ladder will be kept by the Registrar.

2.4 Women's Social Competition

- a) The Women's Social competition is for females aged over 13 years of age as at the time of playing any game throughout the season. Players are not eligible to play if they are currently playing or selected for:
 - i) Premier League competition or its equivalent; and or
 - ii) National or Open Women's, Under 23 or U18 State teams.
- b) The Executive Committee may determine that a player cannot pitch in the social competition.
- c) The Women's Social competition is held in the summer season.
- d) Teams will not be graded, unless determined necessary by the Association Committee.
- e) A ladder will be kept by the Registrar.

2.5 Other Competitions

The Committee may agree to hold other competitions or carnivals at the Association from time to time to promote the sport of softball. Nominations and interest will be sought from members and potential members.

3) ASSOCIATION COMMITTEE

Association Committee members will be allocated roles or duties following nomination and election at the Annual General Meeting. The duties listed in these by-laws is not exclusive, and the Executive Committee may appoint committee members to undertake specific duties on an as needs basis. The following roles are deemed necessary to undertake these known specific tasks.

3.1 Canteen Coordinator

The Canteen Coordinator shall:

- a) Be over 18 years old
- b) Be responsible for managing the canteen, including acquisition of stock and supplies and
- c) Work in conjunction with the Treasurer to establish good financial and stock control processes to effectively manage the canteen activities.

3.2 Bar Manager

The Bar Manager shall:

- a) Be over 18 years of age
- b) Hold an Approved Managers Licence in accordance with the Department of Racing, Gaming and Liquor (or current WA government department) requirements
- c) Be responsible for stock and control for the bar
- d) Work in conjunction with the Treasurer to establish good financial and stock control processes to effectively manage the bar activities
- e) Be responsible for monitoring all liquor license requirements for all persons working in the bar and
- f) Be responsible to ensure the requirements for the safe service of alcohol are met.

3.3 Junior Coordinator

The Junior Coordinator will oversee the Junior competition, on behalf of the Association with the primary aim to develop young players.

3.4 Grounds / equipment officer

The Grounds / equipment officer shall:

- a) have control and oversight of all ground equipment

- b) coordinate the purchasing and repair of ground equipment, in consultation with the Executive Committee
- c) Work in conjunction with the Treasurer to maintain an inventory of all equipment and establish good equipment control processes to effectively manage the ground resources and
- d) maintain the grounds and notify the Executive Committee of any concerns or maintenance issues.

3.5 Umpire coordinator

The Umpire coordinator shall:

- a) Coordinate the allocation of umpires for Association fixtures
- b) Inform umpires of Association requirements and ground rules
- c) Coordinate training and development of new and junior umpires
- d) review umpires' performance and game reports and.
- e) attend, or provide a proxy for all Protests and Disputes Hearings in the capacity of an expert advisor on the rules of softball.

4) SUB-COMMITTEES

Sub-committees may be established for other purposes and as necessary by the Executive Committee. Sub-committees will have the authority to operate as required for their established purpose. The terms of the sub-committee will be established by the Executive Committee and will cover such matters as scope, expenditure limits and authority.

4.1 Emergency sub-committee

An Emergency sub-committee (ESC) can be formed in the event of an emergency and will be chaired by the President or Secretary and formed with two other Executive Committee members. The ESC can authorise appropriate action to resolve an issue considered to be of an urgent and important nature. Any decision or actions of the ESC must be reported to the Management Committee at the next meeting of the Association.

4.2 Grading sub-committee

- a) The Grading sub-committee will have responsibility for the allocation of teams in competitions where grading of teams is determined by the competition rules.
- b) The Grading sub-committee shall consist of three members of the Association Committee and can call upon the Registrar for advice.

4.3 Protests, Disputes and Disciplinary sub-committee

- a) The Protests, Disputes and Disciplinary (PDD) sub-committee will be convened by the Secretary as required.
- b) The PDD sub-committee will be comprised of three individuals without perceived, potential or actual conflicts of interest for the matter to be determined. The Umpires Coordinator (or delegate) will assist the PDD sub-committee in an advisory capacity, if required.
- c) The PDD sub-committee to hear protests and disputes will comprise of representatives from Member Clubs that are not involved in the matter under protest or dispute.
- d) The PDD sub-committee that will form the tribunal to hear matters of misconduct or discipline will consist of Association committee members, excluding the president.

5) FIXTURES

- a) The Executive Committee will determine the annual start and finish dates, including finals, of each competition and advise member clubs as soon as practicable.
- b) Nominations for teams for each season will be called for with due notice.
- c) Fixtures will be set and allocated following grading and/or finalisation of teams.

- d) Fixtures will aim to have a balanced allocation of game times, diamonds, home and away allocations and club duties.
- e) Fixtures will be distributed to each Member Club and published on the website.

6) UNIFORM

- 6.1 All players must wear club uniform by the third playing game of the season, unless an exemption is provided by the Executive Committee.
- 6.2 Playing shirts must have a unique number of one or two digits.
- 6.3 Club caps are considered part of the uniform and must be worn by all players.
- 6.4 Footwear
 - i) Players - only one-piece moulded soles can be worn. Metal cleats can only be worn by players over 18 years of age in the Senior's Competition and the Men's Veterans Competition.
 - ii) Umpires, players, coaches and base coaches cannot take to the diamond unless wearing enclosed footwear.

7) NOMINATION OF TEAMS

- a) All Member clubs must submit a nomination form detailing the team(s) they wish to enter for each competition for the upcoming season, by the date set down by the Executive Committee.
- b) The Association may elect to not accept a nomination for a team or teams for each competition, to which no reason is required to be given.
- c) Nomination fees must be paid to lodge a nomination form. Withdrawal of a nominated team prior to the commencement of the season will result in the forfeiture of the nomination fee.
- d) Upon nomination for the senior and/or junior winter competition, each Member Club must be represented by a delegate at the Management Committee meetings held on the 4th Wednesday of every month during the winter season, or as stipulated by the Association.
- e) Clubs may nominate different delegates to attend junior or senior competition management meetings and/or summer competitions.
- f) Upon acceptance of registration Member Clubs must inform their player members and officials of any conditions of registration including but not limited to the ground rules and the liquor licence conditions. Member Clubs should take note that there is no player injury insurance provided by the DDMSA.

8) REGISTRATION OF PLAYERS

- a) Clubs must register all players in individual teams on the nomination form each season. The date of birth for players under 18 years of age must be provided.
- b) New players can be registered throughout the season with no extra registration fee required. The Registrar must be advised of any proposed additional players at least 72 hours prior to the first proposed playing date. These subsequent additional players must also complete an Application for Membership Form. Forms lodged after the 72-hour period can only be accepted at the discretion of the Registrar.
- c) Approval of new players to play in a particular grade after the initial grading has been completed is at the discretion of the Registrar or Grading committee.
- d) No club, coach or official shall give permission or allow a registered player of their club to fill in for another team which is not the player's registered club, unless authorised within the competition rules.

- e) Players cannot play under an assumed name.

9) GRADING

- a) The Grading sub-committee will review team and grade nominations for the competition and allocate players based on available information, which may include:
 - i. Players nominated on team form
 - ii. Outcome and results from previous season(s) and
 - iii. Any other information that comes to the attention of the Grading sub-committee.
- b) The Grading sub-committee may impose restrictions on a player to participate in the grade allocated, for example prohibited from pitching.
- c) A player who wishes to move down a grade must first apply to the Grading Committee to be re-registered in the lower specified grade.
- d) Decisions by the Grading sub-committee are final. Teams will not be regraded during the season.

10) CLEARANCES

- a) A player registered with one Member Club cannot play with another Member Club in the Senior and/or Juniors competitions until a clearance form has been completed and signed.
- b) A clearance form is not required if the player has not played for three years provided all financial and uniform obligations have been met with the former club.
- c) While a clearance is not required for Women's social and Men's Veterans competitions, players must have met their financial obligations with other clubs before playing for another club or they will be deemed ineligible to play in the competition until the matter is resolved.
- d) It is the responsibility of the player to request the clearance.
- e) If the player can demonstrate to the Registrar that a clearance has not been dealt with by the Member Club after twenty-one days of the receipt of the clearance application, the clearance can be accepted at the Registrar's discretion.
- f) Interclub clearances in the winter competitions will not be granted after the cut-off date of 30 June of the calendar year of the season.
- g) A player who previously played with a Club declared defunct under by-law 13.2(c) and wishes to register with another Club may do so without having to obtain a clearance.

11) PLAYER MOVEMENT

- a) No player can play two games in the Junior or Senior competition fixtured games on one playing date or round, even where games are scheduled across two different playing dates, or as outlined in the by-laws.
- b) Exemptions to this rule apply in the case of:
 - i. a fixtured double header;
 - ii. a protest replay game;
 - iii. circumstances agreed to by the Management Committee.

11.1 Senior competition

- a) Players aged Under 21 years of age:
 - i. Players aged Under 21 years of age as at 31 December of the current playing season are entitled to participate in two games during each round of fixtures, excluding finals. Under 21 players can only play in a higher division in which they were nominated and registered.

- ii. Players who play a second game within the same fixtures are then permitted to return to their originally nominated grade the following week with no minimum downward movement restriction.
- b) Where the competition has grades, upward movement of players can occur at any time during the season.
- c) Downward movement is restricted to one grade within the Club up to the last four qualifying games, excluding bye weeks.
- d) Failure to comply with all other ground rules will result in a 7-0 forfeit.

11.2 Junior competition

- a) For clubs having more than one team in U13s and/or U16s, it is permissible for a player to move between these teams. However, once the player has played four games for the one team, the player must remain playing for that team.
- b) An U13 player may fill in for the U16 team if a club has teams in both grades. However, that player cannot return to the U13 team until the next playing date i.e. the player cannot play two games on the same fixture date(s).

11.3 Women's social competition

- a) Players may play more than one game each round, to fill in for another team to ensure there are a minimum eight players for the game to commence. Players must wear their own team uniform, to distinguish players as fill ins.
- b) Only two players may fill in for one team in one game and can only play in the outfield.

11.4 Men's Veteran's competition

- a) Players may play more than one game each round, to fill in for another team to ensure there are a minimum eight players for the game to commence. Players must wear their own team uniform, to distinguish players as fill ins.
- b) Only two players may fill in for one team in one game and can only play in the outfield.

11.5 Interclub permits

Players of junior age playing in the senior competition for a club that does not field a junior team in the Association's junior competition may apply for an inter-club permit. This allows the player to play in both the junior and senior competitions for different clubs. The player will be aligned to the senior club (the parent club) and is on loan to the junior club (the foster club). There is no fee for this permit.

12) ELIGIBILITY FOR FINALS

12.1 Senior competitions

- a) A player must play at least five games with their Club within the regular season to be eligible for the finals for that season, unless otherwise communicated to members.
- b) Players who are fly-in-fly-out workers or live more than 400 km from the Association must play at least three games for their club to be eligible for finals for that season. Evidence may be requested to confirm this requirement.
- c) A player having played at least 50% of games in a higher grade will not be eligible to play in finals of a lower grade.
- d) Junior players must have played at least five senior games to qualify for the senior competition finals.

- e) For the Women's social and Men's Veterans competition, players can only play finals for the team they were originally registered in and if they have played at least four games for that team.

12.2 Junior competition

- a) Players must play at least five games for their Club in the junior competition to be eligible to play in finals, unless otherwise communicated to members.
- b) A player having played at least 50% of games in a higher junior grade will not be eligible to play in finals in a lower junior grade. This applies:
 - i. where the higher junior grade is U16s and the lower junior grade is U13s or
 - ii. where the U13s or U16s competition is divided into more than one division for finals and the player has played more than 50% of games in the team that is in a higher division.

13) FINANCE

13.1 Bank accounts

- a) The Association has the following bank accounts to assist in the efficient financial management of the Association's activities:
 - i. General account – for the purchase of equipment, goods and/or services;
 - ii. Canteen account – for the purchase and sale of stock at the canteen; and
 - iii. Bar account – for the purchase and sale of stock at the bar.
- b) The Association bank accounts require the signature of at least two persons drawn from the President, the Secretary, the Treasurer and one other person nominated and approved by the Executive Committee.

13.2 Fees

- a) The Association Committee will determine the fees for each competition, including any nomination fee and team registration fee.
- b) Member Clubs will be advised of the fees as early as possible before nominations are called for.
- c) The nomination fee must be paid when the team nomination form is submitted. The nomination fee is non-refundable.
- d) Team Registration fees are to be fully paid to the Treasurer by 5.00 pm on the Friday prior to the fourth week of the current season's fixtures. Failure to do so will result in the team being deemed unfinancial and unable to accrue points to qualify for the season finals.

13.3 Unfinancial clubs

- a) Member Clubs that are not financial by the Annual General Meeting shall forfeit their voting right at the AGM and until such time that they become financial.
- b) Clubs that become unfinancial during a current season lose the right to representation on the Management Committee. The Member Club delegate is unable to vote on any Association business. The Club's teams can be suspended from competing in Association games by the Executive Committee until such time as they become financial.
- c) No club shall become defunct until so declared by the Management Committee.

13.4 Insurance

- a) The Association has \$20 million public liability and professional indemnity policy.
- b) The Association does not have or provide personal injury insurance for players or officials.

14) BREACH OF GROUND RULES - FINES AND PENALTIES

- a) The Association may impose a fine or penalty on any Member failing to comply with the Constitution, By-laws or Ground Rules.
- b) Monetary fines and/or game penalties shall be as set down in the current season's fixture book or as otherwise contained within information provided to Member Clubs from time to time.

Fines may be given for, but are not limited to:

Failure to supply umpires, canteen staff or equipment staff	\$50 + 2 points
Litter left on the diamond and team sidelines	\$25
Not wearing correct uniform	\$25
Failure to rake cut-outs	\$50
Hitting warm up balls into fences	\$50
Failure to return scorecards	\$25
Failure to ensure both team scorecards are complete and consistent	\$25
Umpires failure to allocate fairest & best votes on score cards	\$25 to club
Failure to return equipment to the storeroom	Replacement cost
Smoking, including vaping/e-cigarettes in the clubrooms, on the diamond and in dugouts	\$25
Non-attendance at a management meeting	\$50
Playing for club not registered with	Forfeit to offending club
Playing under an assumed name	Forfeit to offending club + \$300
Consumption of alcohol on grounds	\$200

- c) The Executive Committee may determine to issue a warning for first offence.
- d) Any Member has the right of appeal against a fine or penalty that is imposed. Appeals must be in writing and submitted to the Executive Committee prior to the next Management Meeting.
- e) All fines must be paid within three weeks of the date of the notification being issued. Non-payment of fine(s) may result in the Member Club being deemed unfinancial and all teams suspended from the competition until such time as the fine is paid.

15) ALCOHOL

- a) The Association will maintain the liquor licence in accordance with the *Liquor Control Act 1988*, which requires the responsible service of alcohol. To do so bar staff are entitled to:
 - i. ask members or supporters to provide identification prior to supply of liquor; and/or
 - ii. refuse to serve a patron.
- b) The Association will only open the bar within the approved times and only when an Approved Manager is on duty.
- c) Alcohol is not to be consumed outside of the allocated licensed areas. Persons breaching these requirements will be required to leave the area and may will be refused further service. Members should be aware that severe penalties apply for breaches of the conditions of the liquor licence held by the Association.

- d) The clubrooms are a licensed area after 5.30 pm on Friday evenings and Saturdays from 1.00 pm till closure. Children must be under adult supervision.
- e) No alcohol is to be brought on to the grounds or consumed in the adjacent car parks of the grounds. Clubs are responsible for communicating this to their members and spectators.
- f) Fines issued for breaches of these alcohol rules will be passed on to the club or the individual, if identified.

16) GAME DAY REQUIREMENTS

16.1 Ground rules

- a) Ground Rules for relevant competitions are generally outlined in these by-laws. Specific ground rules for competitions will be provided to the Member Club via the delegate, outlined in the fixture book for each competition of each season or published on the Association website.
- b) The fixtures may be provided as a printed document, an electronic version via email or published on the website or social media.
- c) It is the responsibility of the Member Club to ensure its officials, players and spectators are aware of the ground rules and By-laws for their competition.

16.2 Safety

- a) All catchers in all competitions must wear full body protection when there is a batter in the box. This consists of a minimum of a mask with helmet or skull cap and a throat guard, a properly fitted chest plate, shin guards that offer protection from foot to over the knee.
- b) Junior and sub-junior catchers must wear full protective equipment as outlined in (a) for warm-up pitches.
- c) Umpires – plate umpires must wear mask, chest plate and shin guard/leggings for all grades and competitions.
- d) Batters and base runners – must wear two-eared batting helmets.
- e) Jewellery – exposed jewellery such as watches, bracelets, any type of earrings or piercings, neck chain or any other items deemed dangerous by the Plate Umpire must not be worn during a game. Medic alert bracelets and necklaces are not considered jewellery, but if worn, may be required to be taped to the body at the discretion of the Plate Umpire.

Players must remove jewellery if asked and if they refuse to do so, can be ejected from the game.

- f) The use of a donut bat weight is not permitted as it may fly off the end of the bat.

16.3 Game equipment

- a) Match balls must be in good condition and consist of good quality leather (wet weather balls) and have a core value of 0.474.
 - i) For all senior competitions the home team will supply two match balls of similar make, colour and quality. Where balls are lost or damaged during the game, the home team will supply game balls as required.
 - ii) For Juniors and sub-junior competitions each team will supply one match ball each.
 - iii) Juniors will use 12" softballs. Sub-juniors will use 11" softballs.
- b) Teams must only use legal softball bats, as outlined in the current ground rules or as otherwise communicated to clubs.

16.4 Duties

- a) The team responsible for the diamond ancillary equipment set up and pack up are specified in the fixture book or as communicated to clubs as part of the ground rules for the season. General protocol is home team for the first scheduled game of the day will set up the diamond and equipment and the away team of the last scheduled game on that diamond will pack up and return all equipment.
- b) Teams may be allocated canteen or umpiring duty on bye weeks or in opposite timeslots, depending on the fixtures.

16.5 Umpires

- a) Umpires are responsible for the control of games as set out by the Association and in the official Softball Australia Rule Book.
- b) Both Member Club and Association appointed umpires are officials of the Association for the game they are umpiring.
- c) Umpires are to follow the By-laws regarding Misconduct and Ejection.

16.6 Forfeits

- a) Where possible, advance notice of a team's inability to field a side should be given. A 'forfeit' of the game will occur and a result of 7 to nil will be awarded to the non-forfeiting team. Notification should be provided so that teams and umpires can be advised and may allow other games to be rescheduled.
- b) Where there is no advance notice, the team not at fault for the forfeit must be present for the appointed start time of the game and must present their filled in scorecard, for the umpire to sign.
- c) If the game is forfeited by fault of both clubs, the result shall be nil all and no premiership points to either team.
- d) Fines may be issued for teams forfeiting games, depending on circumstances for the forfeit and history of forfeits for the season.

16.7 Legal game

In the event of a game being called off due to bad weather, a legal game will be determined by the Plate Umpire upon completion of at least three completed innings or in the case of a finals game, at least five complete innings.

16.8 Postponements

- a) No Club can postpone a game with the intent of playing it on a later date. Any postponements shall only be at the discretion of the Executive Committee.
- b) If the Association determines games are to be cancelled, for example due to extreme weather or the condition of the grounds, unless otherwise advised, the games will not be rescheduled.
- c) Teams fixtured for games that are cancelled by the Association will receive one point each. The results of any other games played or able to be played in that round will stand as per the outcome of the game as per by-law 16.7.

16.9 Scoring

- a) Each team must provide a scorer who must keep a true record of the innings score and the players participating in each game on the card provided by the Association.
- b) The names of reserves must be added to the scorecard but only after they have entered the game.

- c) The scorecard must be delivered by the umpire to the box allocated for the collection of score cards in the canteen upon completion of that playing day. Failure to deliver cards to this box may incur a fine on the Member Club responsible for umpiring.

17) NON-ATTENDANCE AT MEETINGS

- a) Any Member Club failing to supply their delegate or proxy to a Management Committee meeting, unless circumstances are approved by the Executive Committee, will incur a fine.
- b) Any Club whose delegate or proxy misses more than three consecutive Management Committee meetings without good reason will forfeit their voting rights for the remainder of the season.

18) MINUTES OF MEETINGS

- a) Minutes of each committee or general meeting must record the following:
 - i. the names of the committee members, delegates and any other person present at the meeting;
 - ii. the business considered at the meeting; and
 - iii. any motion or resolution on which a vote is taken at the meeting and the result of that vote.
- b) The minutes of all committee meetings must be retained in hard copy or electronic. Adequate steps should be taken to retain copies of the minutes as a permanent record.
- c) The minutes of meetings will be sent to club delegates within two weeks after the meeting where possible.

19) CONDUCT

- a) DDMSA promotes and expects good sportsmanship at all times.
- b) Disparaging remarks, unduly rough play, abusive language or any form of bad behaviour from players, coaches, scorers or spectators will not be tolerated. Umpires or Association Committee members have the authority to order the offending player(s), spectator(s) or official(s) from the game and grounds.

The Plate Umpire should submit a report to the Executive Committee without delay on the day of play and the report will be recorded in the incident book.
- c) The Association will not tolerate abuse of umpires or officials of the game. Member Clubs are to be tolerant and respectful of umpires, particularly those participating in the 'green shirt' introductory program.
- d) Smoking, including vaping/e-cigarettes in the clubrooms, on the diamond and in dugouts is prohibited.
- e) Spitting is not permitted in the dugouts or the benches in any division. Players and coaches can be given one warning from the Plate Umpire before being removed from the game.
- f) Each Member Club is, at all times, responsible for the conduct of spectators at their game, except where it is proven to the satisfaction of the Executive Committee that a spectator is not aligned to the Member Club. Bad behaviour by spectators can result in the Plate Umpire halting play until the person(s) leave the area.
- g) Diamonds and sideline spectator areas should be kept free of litter and left clean and tidy after each game. Teams who attend a diamond and find it in an unfit state can request the umpire to note on the score card any breach of this standard.

20) MISCONDUCT

- a) Any breaches of conduct (by-law 19) can be deemed misconduct and actioned under this by-law.
- b) If any person is removed from a game but allowed to remain at the diamond, that removal will be considered the appropriate penalty and no further action will be taken.
- c) If a player, team official or spectator is ejected from a game and is required to leave the Association grounds for misconduct, the Plate Umpire is to record the incident on both score cards, identifying the person, Member Club, team and the reason for them being ejected from the game.
- d) Where a player is ejected, the umpire must lodge the report within 72 hours in writing to the Association Secretary.
- e) The person ejected from a game will be required to attend a tribunal of the Protests, Disputes and Disciplinary (PDD) sub-committee, as composed under by-law 4.3, at a time advised by the Association.
- f) Where the Executive Committee finds a Member Club, team or individual guilty of misconduct it may, at its absolute discretion, offer a penalty which, if accepted, will be imposed without the need to proceed to a tribunal hearing.
- g) Players aged under 18 who are required to attend a tribunal or meeting with Executive Committee representatives must be accompanied by a parent or nominated representative.
- h) In the event the accused does not attend the tribunal, the tribunal shall have the discretion to impose penalties in their absence or postpone until the accused is available.
- i) The tribunal will be heard in line with the principles of natural justice, including the opportunity granted to the accused to present witnesses to the matter under investigation.
- j) The tribunal will determine the matter based upon the facts of the matter and those issues established beyond a reasonable doubt.
- k) In determining a penalty, the tribunal will take into account the history of the offender and any prior findings of misconduct, previous or current penalties for misconduct and severity of the matter. The tribunal may also consider the previous good conduct and character of the offender.
- l) Penalties may include fines and/or suspension where the by-laws prescribe a penalty for a particular breach. The PDD Sub-committee or Executive Committee can impose other penalties in its absolute discretion.
- m) Where a player, official of that club, coach of a team(s) has been found to have moved from the bench or dugout or otherwise (e.g. from their current position on the field) and participates in a fight or fracas in which they are not initially involved, the penalty may be a suspension for a minimum of four weeks.
- n) Any person under suspension or disqualification is barred from playing or taking part in any match under the control of the Association.
- o) Any Member Club committing a breach of these By-Laws may forfeit their right to representation on the Management Committee and may be suspended from taking part in any match under the control of the Association or suffer such other penalty as the PDD Sub-committee or Executive Committee shall determine.
- p) Any Member Club aggrieved of a decision of the PDD Sub-Committee can apply for a review of the findings of the matter. The Executive Committee will establish an Appeal Committee consisting of an independent Chairperson drawn from the Membership of the DDMSA, a person nominated by the Member Club and a person nominated by the DDMSA Umpires Association.

- q) The Appeal Committee will re-hear the matter in its entirety and make a finding that will be binding on all parties.

21) PROTESTS

If a team wishes to lodge a protest during a game and deems it is entitled to do so, the following procedure must be adhered to:

- a) The Plate Umpire and opposing coach must be notified immediately.
- b) Details including incident, innings, and time must be entered on the back of the scorecards by the Plate Umpire.
- c) The state of the game and the time of the dispute must be recorded in the scorebook.
- d) The plate umpire must sign the entries on both scorecards.
- e) The team making the protest must contact the Secretary in writing, within 72 hours, and a PDD hearing will be arranged as soon as is practicable.
- f) A fee of \$10.00 must accompany all protests. The fee will be refunded if the protest is upheld.
- g) The Member Clubs involved must nominate one member to be available for the PDD tribunal to speak on behalf of the team or club.
- h) When a protest is allowed for misinterpretation of a playing rule, the game may be replayed from the point the incorrect decision was made.
- i) During finals, an Emergency PDD sub-committee shall be called to deal with any matters subject to protest. The decision made will be final and binding on all parties. Members of the Emergency PDD sub-committee will consist of three persons drawn from neutral clubs and chaired by one of the nominated members.

22) COMPLAINTS

- a) All players, coaches and affiliate members have the right to submit a letter of complaint regarding any incident that may occur and should identify the incident including affected members, member clubs or the Association.
- b) An endorsed letter on Member Club letterhead must be submitted to the Association Secretary through their affiliated body or club, ideally within 72 hours of the incident. The letter of complaint should contain enough detail of the incident or complaint.
- c) All matters will be afforded natural justice.
- d) The Executive Committee will review the complaint. Matters involving a member of the Executive Committee will be treated as a conflict of interest and that person will be precluded from the review process.
- e) If the complaint is about the Association, an external independent person will be appointed to review the complaint.
- f) The complaint will be reviewed as soon as practicable, where possible, and a preliminary assessment conducted, which may involve further correspondence or interviews.
- g) If it is determined that there could be a basis for the complaint, the matter may be dealt with by the Executive Committee or referred to the PDD sub-committee, whichever is appropriate, and the principles of natural justice will be followed to investigate the complaint.
- h) The complainant will be advised of the outcome of the review, i.e. whether it was upheld or dismissed, depending on the circumstances of the complaint.

23) PDD HEARINGS

- a) The secretary must give the individual(s) or Member Club who are the subject of the hearing at least three days' notice of the meeting, where possible at which the matter is to be considered by the PDD sub-committee.
- b) The matter must be held before the first game of the next round of that grade.
- c) The notice given must state —
 - i. when and where the meeting is to be held
 - ii. the circumstances which gave rise to the issue and will include the rule(s) upon which the matter is based and
 - iii. that the member or Member Club, or the member's representative, may attend the meeting and will be given the opportunity to make written and/or oral submissions to the sub-committee about the matter.
- d) At the hearing, the sub-committee must —
 - i. give the member, or the member's representative, a reasonable opportunity to make written and/or oral submissions to the committee
 - ii. give due consideration to any submissions so made; and
 - iii. decide by resolution —
 - I. dismiss the matter; or
 - II. make a finding in the matter; and
 - III. determine whether to suspend the member's membership and, if the decision is to suspend the membership, the period of suspension; or
 - IV. determine whether to expel the member from the Association; or
 - V. determine to fine a member; or
 - VI. determine to reprimand a Member; or
 - VII. impose such penalty or arrive at such other resolution as is considered appropriate.
- d) The sub-committee will advise the member(s) of the outcome as soon as practicable, which may be before the meeting is closed, or if notification is to be delayed, provide advice when the outcome will be communicated.
- e) Only a Member Club aggrieved of a decision of the PDD sub-committee can apply for a review of the findings of the matter. The Executive Committee will establish an Appeal Committee consisting of an independent Chairperson drawn from the membership of the Association, a person nominated by the Member Club and a person nominated by the Umpires Association.
- f) The Appeal Committee will re-hear the matter in its entirety and make a finding that will be binding on all parties.

24) SOCIAL MEDIA

- a) The Executive Committee will authorise one or more person to access to manage and monitor the Association's website and social media.
- b) The nominated person(s) shall consider the content and ensure it is in keeping with the objects of the Association, and be mindful of their responsibilities and obligations to minimise potential risk and protect those involved with social media.
- c) The Association will obtain express permission from an individual to use a direct, clearly identifiable image of that person.
- d) Member Clubs, individuals or the general public found to be derogatory, offensive, harassing, discriminatory, bullying, hateful, racist, sexist or otherwise inappropriate on the Association's social media, about the Association or other Members on social media will be blocked from the Association's social media and the actions may be classified as misconduct under by-law 20.

25) PROTECTION OF CHILDREN

25.1 Working with Children legislation

The Association and all member clubs are required to comply with the *Working with Children Act (2004)*, as one strategy to keep children safe.

- a) It is the responsibility of each member club to ensure its coaches, officials and committee are compliant with the legislation.
- b) The Association will maintain a register of WWC checks for committee members.

25.2 Photographs of children

All clubs with junior and sub junior teams will be given a form to be signed by parents/guardians allowing or refusing their child's photograph to be taken and used for Association purposes.

26) LIFE MEMBERS

- a) Nominations for Life Members are to be submitted to the sub-committee appointed by the Executive Committee to consider application(s).
- b) Applications for life membership will consider if the applicant has contributed a significant service to the Association over a significant period of time.
- c) Time participating as a player or official of a Member Club is not sufficient to be awarded life membership.
- d) If the sub-committee unanimously agree to one or more of the nominations, then this application is automatically passed.

27) AWARDS

27.1 The Association may decide to award one or more of the following awards for each season based on votes allocated by Umpires:

- a) Fairest and Best
- b) Runner Up Fairest and Best
- c) MVP in grand final

27.2 The Association may award the personal awards, including:

- a) Colin Grigo Memorial Award – Winter Seniors competition
- b) Nerryl Cross Memorial Award – Winter Seniors competition
- c) Allan Collings Award – Winter Juniors competition
- d) Roper Family Award – Winter Juniors competition
- e) Greg (Roley) Blair Award – Winter Juniors competition
- f) Rob Howson Memorial Award – Winter Juniors competition
- g) McGinnis Family Award – Winter Juniors competition

27.3 Any player, senior or junior, suspended at any time during the playing season will be ineligible to receive any Association awards.