Colac & District Cricket Association

**TRIBUNAL PROCEDURE POLICY**

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| SUMMARY |

It is the duty of the Board of the Association to assist the Independent Tribunal to arrange the place and time of meeting, the appearance of the person(s) or club(s) connected with the report or appeal to be dealt with and to ensure that all the relevant paper work is in the hands of the tribunal prior to the commencement of business.

Clubs and/or players appearing before the Independent Tribunal shall be entitled to an advocate if they so desire. Advocates may be members of the Association clubs but shall **not** be members of the legal profession. Witnesses may also be called when necessary. They shall be excluded from the tribunal room while the evidence-in-chief is being given and once called to give evidence shall remain in the room until the case is finished. Persons giving evidence before the tribunal may be questioned by their own and opposing advocates through the chairman of the Independent Tribunal. Members of the tribunal are empowered to question witnesses at any time.

Media representatives shall be allowed to sit in any tribunal provided they agree that their presence will not create any adverse effects on the smooth running of the cases being heard.

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| POLICY |

Upon assembly and after the Tribunal has elected a Chairman, all clubs or persons having business before the tribunal shall be summoned to appear.

**1.** Opening address by Chairman, including the announcement of the charges and the procedure to be followed.

**2.** Reading of the charges.  
**3.** Chairman requests a plea from the reported person(s).

**4.** Evidence/submissions (may be in writing) from:

(a) the Umpires(s)

(b) any other person(s) in attendance to give evidence

(c) the reported person(s)

(d) his witness, if any

Those giving evidence shall be subject to questioning by any member of the Tribunal. Similarly, the reported person(s) may ask questions of the Umpire(s) and vice-versa.

1. After all evidence, submissions and questioning has concluded, all except the Tribunal members shall leave the room whilst the Tribunal deliberates upon its decision.
2. Announcement of decision - guilty or not guilty. If not guilty, the hearing is concluded
   1. If guilty, prior to the announcement of the penalty, the Chairman asks if any person has anything further to add in relation to the penalty.
   2. IF NO - Go to 9 IF YES - Go to 7
3. The additional information/please/character evidence is heard.
4. All persons again leave the room whilst the Tribunal deliberates upon a decision regarding the penalty.
5. Sentence/penalty advised, along with the reason(s) given as to how the penalty was reached.
6. Delivery of Tribunal Document for signing