

# CMC Disciplinary Procedure

## 1. Raising of Concern

1. Any CMC member may raise a concern to any member of the committee that a member's conduct could be considered as being contrary to the best interests of the club. This should be in writing. The procedure below shall then be followed:

1. Any member of the public may raise a concern to any member that a member's conduct could be considered as being contrary to the best interests of the club. This concern shall be passed onto any committee member and the procedure below shall then be followed:

## 2. Procedure

2. The Chairman shall notify the member about whom the concern has been raised of the nature of the concern.

2. The Committee shall investigate the concern, or elect two respected members of the club to investigate. The accused has the right to nominate one of those members.

2.3 Should the concern be about a Committee member, then the remaining Committee shall undertake the Committee proceedings until the outcome has been determined. The investigation in this case will be conducted by two respected members, one elected by the remaining Committee members and the second by the accused member.

2. The investigation shall be conducted in such a manner as to give all involved the opportunity of a fair hearing. The investigation shall be reviewed by the Committee.

2. Once this process has been completed the Committee shall decide if disciplinary action is appropriate.

2. If not appropriate all members involved will be informed that the matter is closed.

2. If disciplinary action is to be taken, it may be one of the following:

- 1) A verbal warning as to future conduct
- 2) A written warning as to future conduct. The club will be notified of the written warning.
- 3) Immediate termination of membership and all associated rights and benefits. The club will be notified of the termination.

## 3. Appeal Against the Committee's Decision

3.1 If any of the members involved in the concern be dissatisfied with the decision of the Committee they may appeal to an Extraordinary General Meeting called for the sole purpose. Voting will be by a show of hands. The Chairman will have the casting vote.

3.2 The decision of the Extraordinary General Meeting shall be final.

## 4. Immediate Suspension

4.1 If on being made aware of the concern regarding a member's behaviour the Committee is of the opinion that further damage could be done to the club's interests if membership facilities were not immediately suspended the Committee shall have the power to suspend the member pending investigation.