



**NEW ZEALAND FOOTBALL INCORPORATED**

**REGULATION 7:  
PENALTIES FOR MISCONDUCT**

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## **1 OBJECTIVE**

- 1.1 This Regulation 7 determines the procedure for dealing with misconduct and the sanctions to apply for misconduct.

## **2 SCOPE**

- 2.1 This Regulation 7 shall apply generally and its scope is not limited to matches and competitions organised by NZF or its District Federations. This Regulation 7 also applies if a match official is harmed and, more generally, if the objectives of FIFA and NZF as provided for within the Statutes, Rules, Regulations and the NZF Code of Conduct are breached. Accordingly, this Regulation 7 encapsulates player, coach, player-coach, referee, match official, club, Member (as that expression is defined in the NZF Rules), whether they are acting in an official capacity or not, spectator, parent or guardian of a player, school/college competitions where applicable or any other person in relation to whom NZF has jurisdiction to apply this Regulation 7, and without prejudice to the applicability of any criminal or other law.
- 2.2 Annexed to this Regulation 7 is NZF's Code of Conduct, any breach of which by any person referred to in paragraph 2.1 of this Regulation 7 shall be deemed to be an instance of misconduct by that person for the purposes of this Regulation 7.
- 2.3 In this Regulation 7, reference to a "player" shall, in addition to the definition set out under paragraph 1(a) of Regulation 5, be deemed to include any person referred to in paragraph 2.1 of this Regulation 7, as the context requires.
- 2.4 In this Regulation 7, a "playing day" is defined as being a whole day (24 hour period) on which an official competition match is played.
- 2.5 Where an offence is of a serious nature and falls outside the capacity of this Regulation 7, then the provisions provided for in the FIFA Disciplinary Code will apply.
- 2.6 Instances of misconduct by any person referred to in paragraph 2(a) of this Regulation 7 can be recorded and submitted on either a misconduct report or incident report ("Referee's Report"). For the sake of clarity, any reference to the Referee's Report shall include reports of referees, assistant referees; fourth officials, referee inspectors and match commissioners, and "Referee/s" and "referee/s" shall be construed accordingly, as the context permits.
- 2.7 Where the alleged misconduct occurs outside of the jurisdiction of a match official the complaint must be referred, in writing and within ten (10) days following the alleged misconduct, to either NZF or the appropriate District Federation.
- 2.8 The complaint must provide a full detailed account of the alleged misconduct, limited to fact, and must be signed by the complainant.
- 2.9 Neither NZF nor any District Federation shall:
- 2.9.1 Impose a lesser penalty than that provided for in this Regulation 7; or
- 2.9.2 Amend or alter the Referee's Report as submitted.

### **3 DISCIPLINARY MEASURES**

- 3.1 This Regulation 7 will provide minimum sanctions that will apply for misconduct and will be imposed by District Federations; District Federation Disciplinary Committees; New Zealand Football and its Disciplinary Committee in accordance with New Zealand Football Rules.

#### **Sanctions common to natural and legal persons**

- 3.2 Both natural and legal persons are punishable by the following sanctions:

- 3.2.1 warning;
- 3.2.2 reprimand;
- 3.2.3 fine;
- 3.2.4 return of awards.

#### **Sanctions applicable to natural persons**

- 3.3 The following sanctions are applicable only to natural persons:

- 3.3.1 caution;
- 3.3.2 expulsion;
- 3.3.3 match suspension;
- 3.3.4 ban from dressing rooms and/or substitutes' bench;
- 3.3.5 ban from entering a stadium or venue;
- 3.3.6 ban on taking part in any football related activity.

#### **Sanctions applicable to legal persons**

- 3.4 The following sanctions are applicable only to legal persons:

- 3.4.1 transfer ban;
- 3.4.2 playing a match without spectators;
- 3.4.3 playing a match at a neutral venue;
- 3.4.4 ban on playing in a particular stadium or venue;
- 3.4.5 annulment of the result of the match;
- 3.4.6 expulsion;

- 3.4.7   forfeit;
- 3.4.8   deduction of points;
- 3.4.9   relegation to a lower division.

#### **4       DUTIES OF A REFEREE**

- 4.1     Abide by the Rules and Regulations of FIFA, NZF and its District Federations including the NZF Code of Conduct.
- 4.2     Referees shall administer misconduct in accordance with the Laws of the Game.
- 4.3     When a Referee either cautions or sends a player from the field for misconduct they shall clearly state the offence to the player concerned. Failure to do so, or show a card, will not invalidate any disciplinary sanction applied that may follow as a consequence of the player being sent off.
- 4.4     The Referee shall submit to the offending player's District Federation or NZF for any match under NZF jurisdiction a copy of the Referee's Report, in a form as agreed by NZF to be received by the District Federation or NZF, within three (3) days of the match. The report can be forwarded in paper or electronic format and shall state:
  - 4.4.1    The nature of the offence and the relevant offence code as provided for in Appendix 1;
  - 4.4.2    The Law of the Game that has been broken;
  - 4.4.3    A clear statement of all the circumstances surrounding the offence will only be required for offences classified R11 to R16 inclusive (Appendix 1).
  - 4.4.4    The first name, surname, and shirt number of the player;
  - 4.4.5    The club of the offending player; and
  - 4.4.6    The date and venue of the game.
- 4.5     Where a Referee's Report is not received within the set time period, the local District Federation or NZF, where appropriate, may receive and action the Referee's Report provided the player has not been prejudiced by the delay.
- 4.6     When a player is ordered from the field, the player will automatically be under suspension until the appropriate penalty is assessed from the Referee's Report. In the event that no Referee's Report is received then the player who has been sent off will be suspended for the next playing day.

#### **5       ACTION TO BE TAKEN BY NZF OR A DISTRICT FEDERATION ON RECEIPT OF A REFEREE'S REPORT OR COMPLAINT**

- 5.1     On receipt of a Referee's Report or complaint, NZF or the District Federation where appropriate, shall:

- 5.1.1 Notify the club, in writing, in either letter or electronic format, of any sanction being imposed on the person;
- 5.1.2 Maintain a register of cautions, sanctions and/or suspensions in respect of every person for whom a Referee's Report has been received; and
- 5.1.3 Forward a copy of the Referee's Report to the club.
- 5.1.4 Convene a meeting of the Disciplinary Committee.

## **6 ACTION TO BE TAKEN BY OFFENDING PERSON'S CLUB WHEN A REFEREE'S REPORT OR COMPLAINT IS RECEIVED FROM NZF OR THE DISTRICT FEDERATION**

- 6.1 The club shall immediately notify the person of the details of the Referee's Report or complaint and the penalty imposed.
- 6.2 The person may only request a hearing by the Disciplinary Committee of NZF or the District Federation, where appropriate, where:
  - 6.2.1 They allege that there has been a case of mistaken identity or that the Referee is wrong in his application of the Laws of the Game; **OR**
  - 6.2.2 They have been suspended for more than four (4) playing days; **OR**
  - 6.2.3 More than the minimum penalty has been applied by the District Federation or NZF.
- 6.3 A person or club wishing to be heard by the Disciplinary Committee of NZF or the District Federation (as applicable) shall within three (3) business days of the club's receipt of the Referee's Report, pursuant to paragraph 4 of this Regulation 7, request NZF or the District Federation, in writing, to convene a meeting of the Disciplinary Committee. Such request must clearly state the reasons for the hearing.
- 6.4 NZF or the District Federation shall convene a meeting of the Disciplinary Committee within seven (7) business days of the request.
- 6.5 The person concerned may be accompanied by another support person who may be an official of their club who may give evidence or make a plea on behalf of that person.

## **7 RESPONSIBILITIES OF A DISCIPLINARY COMMITTEE**

- 7.1 A Disciplinary Committee shall:
  - 7.1.1 Be convened in accordance with NZF Rules and in accordance with this Regulation 7.
  - 7.1.2 Consider all reports and submissions made to it; and
  - 7.1.3 Determine such penalty as it deems suitable, subject to the minimum suspension relevant to the offence. Where a sine die suspension is imposed such suspension must be for a minimum period of one year and such suspension must, within 7 days of final determination, be advised in writing to NZF. A sine die suspension may only be lifted by consent of the Board of NZF.

- 7.2 Where the Disciplinary Committee imposes a suspension it may also, and at its sole discretion impose a fine of no less than \$25.00 for each playing day of the suspension on the person's club and a further penalty on the person as it deems fair in the circumstances.
- 7.3 If a person or club fails to attend the meeting of a Disciplinary Committee then such case may be dealt with in their absence. The Disciplinary Committee shall notify the club of its decision in writing.
- 7.4 The Operational Guidelines for District Federation Disciplinary Committees is annexed to this Regulation 7 and sets out the minimum requirements for conducting a Disciplinary Committee Hearing (Appendix 2).

## **8 APPEALS**

- 8.1 In the event of a person being suspended for more than the minimum suspension relevant to the offence, a right of appeal to the Appeal Committee (as that expression is defined in the NZF Rules) will be available under Regulation 8.

## **9 YOUTH COMPETITIONS**

- 9.1 In all federation youth football competitions, as these are defined in federation competition regulations, players will be exempt from fines incurred as a result of receiving a yellow or red card. However any suspension incurred as a consequence of the player receiving two yellow cards in the same match (indirect red) or having received a direct red card will apply and will need to be served by the player.

## **10 MINOR INFRINGEMENTS**

- 10.1 A player is cautioned (yellow card) if he commits any of the following offences:
- 10.1.1 Unsporting behaviour;
  - 10.1.2 Dissent by word or action;
  - 10.1.3 Persistent infringement of the Laws of the Game;
  - 10.1.4 Delaying the restart of play;
  - 10.1.5 Failure to retreat the required distance when play is restarted with a corner kick, free kick or throw in;
  - 10.1.6 Entering or re-entering the field of play without the referees permission;
  - 10.1.7 Deliberately leaving the field of play without the referees' permission.
- 10.2 Where a player is cautioned (yellow card) in terms of the Laws of the Game, the player or the player's club shall be liable to a fine of \$25.00 in respect of each single caution received. The primary responsibility for the payment of a fine however rests with the players club and, the club may, at its discretion pay the fine on the player's behalf. All fines will be imposed and retained by the player's District Federation or NZF where appropriate.

## **11 SUSPENSIONS AND FINES**

### **Cautionary Misconduct (indirect Red Card)**

- 11.1 Where the relevant player receives a second caution in the same match (Offence code R10), the following shall occur:
- 11.1.1 The player shall be sent off (indirect red card);
  - 11.1.2 The two cautions that incurred the indirect red card shall be rescinded;
  - 11.1.3 The player or the player's club shall be fined \$50.00 (unless a youth competition as provided in 9a of this regulation 7 or the National League, National Women's League or National Youth League team in which case the Regulations for those competitions will determine the applicable fine); and
  - 11.1.4 The player shall automatically serve a minimum one (1) playing day suspension.
- 11.2 Where a player after having been cautioned (yellow card) commits a further offence which in itself warrants being sent off (direct red card) then the following shall apply:
- 11.2.1 The player shall be sent off;
  - 11.2.2 The player shall be automatically suspended for the number of playing days that are stipulated herein for the sending off offence;
  - 11.2.3 In addition to the sending off offence, the caution previously received in the same match by the player shall be upheld; and
  - 11.2.4 The player or the player's club shall be fined \$25.00 for the initial caution plus a further \$50.00 per playing day suspension (unless a youth competition as provided in 9a of this regulation 7 or a National League or National Youth League or National Women's League team in which case the Regulations for those competitions will determine the applicable fine).

## **12 SERIOUS INFRINGEMENTS**

- 12.1 A player is sent off (Direct Red Card) if he commits any of the following offences:
- 12.1.1 Serious foul play (Offence codes R1, R2, R3 or R7);  
  
Where a player is sent off for serious foul play, the player will be suspended for at least **one (1) playing day**.
  - 12.1.2 Violent conduct (Offence code R12);  
  
Where a player is sent off for violent conduct, the player will be suspended for at least **two (2) playing days**.
  - 12.1.3 Spitting at an opponent or any other person other than a match official (Offence code R4);



Where a player is sent off for spitting at an opponent or any other person other than a match official, the player will be suspended for at least **six (6) playing days**.

- 12.1.4 Denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within his own penalty area) (Offence code R6);

Where a player is sent off for denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within his own penalty area), the player will be suspended for **one (1) playing day**.

- 12.1.5 Denying an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or a penalty kick (Offence code R5);

Where a player is sent off for denying an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or a penalty kick, the player will be suspended for **one (1) playing day**.

- 12.1.6 Using offensive, insulting or abusive language and/or gestures (Offence code R8 or R9);

Where a player is sent off for using offensive, insulting or abusive language and/or gestures, the player will be suspended for at least **one (1) playing day**.

- 12.1.7 Discrimination;

Anyone who offends the dignity of a person or group of persons through contemptuous, discriminatory or denigratory words or actions concerning race, colour, language, religion or origin shall be suspended for **at least five (5) playing days**. If the perpetrator is a match official then the period of suspension will be for **at least eight (8) playing days**.

- 12.1.8 Where a player has been sent off for serious misconduct, and in addition to the periods of suspension specified above, the player or the player's club shall be fined \$50.00 per playing day suspension (unless a youth competition as provided in 9a of this regulation 7 or a National League or National Youth League or National Women's League team in which case the Regulations for those competitions will determine the applicable fine).

### **13 MISCONDUCT AGAINST MATCH OFFICIALS**

- 13.1 Including the automatic suspension incurred, the overall suspension imposed on any person receiving a direct red card shall be for:

13.1.1 At least **four (4) playing days** for unsporting conduct (including but not limited to using offensive, insulting or abusive language and/or gestures) towards a match official (Offence code R14);

13.1.2 At least **six (6) months** for assaulting (including but not limited to elbowing, punching, kicking etc) a match official (Offence code R15);

13.1.3 At least **twelve 12 months** for spitting at a match official;

13.2 In all cases a fine may also be imposed.

#### **14 OTHER MISCONDUCT**

14.1 Where a player commits a second or subsequent sending off offence in the same game (Offence code R13) then:

14.1.1 The player shall be automatically suspended until such time as the appropriate Disciplinary Committee has met and a final decision conveyed;

14.1.2 The player may be required to attend in person a meeting of the Disciplinary Committee of the District Federation or NZF, where appropriate is convened pursuant to paragraph 7(a) of this Regulation 7; and

14.1.3 Observe such penalties which may be imposed by the appropriate Disciplinary Committee.

#### **15 ADMINISTRATION LEVIES ON FINES**

15.1 All fines shall be imposed inclusive of administration levies and GST where applicable.

#### **16 CAUTIONS ACCUMULATED BY A PLAYER**

16.1 A player accumulating five (5) cautions in the same season shall automatically receive a one playing day suspension. The player shall be suspended from all football until the team, for which the player received the majority of the five (5) cautions, has played the required number of games.

16.2 A player accumulating seven (7) cautions in the same season shall automatically receive a two playing day's suspension. The player shall be suspended from all football until the team, for which the player received the majority of the seven (7) cautions, has played the required number of games.

16.3 A player accumulating nine (9) cautions in the same season shall automatically receive a three playing day's suspension. The player shall be suspended from all football until the team, for which the player received the majority of the nine (9) cautions, has played the required number of games.

16.4 A player accumulating ten (10) cautions in the same season shall be required to appear before the Disciplinary Committee of either the District Federation or NZF (where appropriate). The Disciplinary Committee may impose a further sanction which may be one or all of a reprimand; a fine; a suspension.

16.5 The District Federation shall forthwith, on receipt of the fifth, seventh, ninth and tenth caution, notify the player's club in writing that the player has received the fifth, seventh, ninth and tenth caution and that they are suspended in accordance with the above provisions.

16.6 Clubs and players shall be deemed to have knowledge of their disciplinary records and failure to receive notification pursuant to paragraph 5 of this Regulation 7 shall not be a defence or excuse for not observing the mandatory period of suspension.

## **17 SUSPENSIONS**

- 17.1 A player sent off is suspended until such time as the team in which the player was playing at the time they were suspended has played on each of the required number of playing days, unless specified within a competition's regulations. If a match is abandoned, cancelled or forfeited, the player's suspension is only considered to have been served if the team to which the suspended player belongs is not responsible for the facts that led to the abandonment, cancellation or forfeit of the match.
- 17.2 For the sake of clarity, a suspension is a ban from taking part in a future match or competition and from attending it in the area immediately surrounding the field of play including the technical areas and the dressing rooms.
- 17.3 A suspension from one competition does not preclude a non playing participation in another competition. For example a player under suspension in one competition would not, unless determined as a consequence of a Disciplinary Committee decision, be precluded from coaching, refereeing or managing another team in another competition.
- 17.4 Where a suspension cannot be served in the same competition from which the player has been suspended, for whatever reason (e.g.: age group competitions), the suspension will be carried forward to the next competition in which the player could play.
- 17.5 Suspensions imposed on players in representative competitions or matches shall be served in the next match for that representative team.
- 17.6 In respect of all international matches involving New Zealand teams, NZF shall be responsible for administering any disciplinary matters in the manner provided for by the Rules and Regulations of FIFA.
- 17.7 Suspensions and/or cautions imposed in a tournament shall be confined to that tournament.
- 17.8 Where a player is disciplined as prescribed in paragraph 12 of this Regulation 7, such matters shall be dealt with as prescribed and not as part of any tournament or representative fixture.
- 17.9 Under no circumstances can a player avoid a suspension either by transfer or by changing age group or competition.

## **18 CONCLUSION OF SEASON**

- 18.1 At the conclusion of the season all single cautions accumulated by any player shall not be carried forward into the following season.
- 18.2 Any period of suspension, which remains outstanding at the conclusion of the season, shall be served in the League or Division it was obtained at the commencement of the following season.
- 18.3 For the purposes of this clause the words "conclusion of the season" shall mean that all competition matches of the club team for which the player normally plays have been completed.
- 18.4 A player suspended in a League or Division carried over from the previous season will stand down regardless of their transfer or clearance for however many playing days remain from

the previous season e.g. final game was Regional League Division One, two match suspension imposed, must stand down for the first two games of the Regional League Division One e.g. playing Regional Division Two in new season, Division One does not start at the same time, can play until it commences then must stand down for the playing days of the first two games of Division One, can then play again.

## **19 NOTIFICATION TO NEW ZEALAND FOOTBALL INC**

19.1 District Federations shall, on demand, and within ten (10) days of such demand, provide NZF with the following:

19.1.1 A schedule of all cautions and sending-off's reports received; and

19.1.2 Details of the penalty imposed in each case.

## **20 PENALTIES FOR NON-COMPLIANCE WITH THIS REGULATION**

20.1 Any District Federation, club or referee who fails to comply with any of the provisions of this Regulation 7 may be fined by NZF up to \$500 for each act of non-compliance.

## OFFENCE CODES

### 1. **SEND OFF CODES** (Red Cards except for coaches etc in R11)

- R1     **(12.1.1)** Serious Foul Play - Striking an opponent
- R2     **(12.1.1)** Serious Foul Play - Kicking an opponent
- R3     **(12.1.1)** Serious Foul Play - Elbowing an opponent
- R4     **(12.1.3)** Spitting at an opponent
- R5     **(12.1.5)** Law 12 Offence - Denying an obvious goal scoring opportunity
- R6     **(12.1.4)** Handball Offence - Denying an obvious goal or goal scoring opportunity
- R7     **(12.1.1)** Serious Foul Play - A tackle which endangers the safety of an opponent
- R8     **(12.1.6)** Offensive, insulting, abusive language
- R9     **(12.1.6)** Offensive, insulting, abusive gestures
- R10    Second caution
- R11    Behaving in an irresponsible manner
- R12    **(12.1.2)** Violent Conduct
- R13    Commits a sending off offence having already been sent off
- R14    **(13.1.1)** Offensive, insulting, abusive language and/or gestures against a match official
- R15    **(13.1.2)** Violent Conduct – Assault of a Match Official
- R16    Send-off not previously specified

Please note that an Incident Report must be completed and sent to the District Federation NZF for R11 –R16

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## **NZ FOOTBALL REGULATIONS**

- a) Referees shall administer cautions in accordance with the Laws of the Game
- b) The Referee shall clearly state the offence to the player concerned

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## **PROCEDURE FOR HANDLING MISCONDUCT REPORTS**

If a misconduct report needs to be reviewed then the following procedure shall apply:

- The referee shall be written to and asked if would like to review his report and advise NZF within 48 hours
- RDO to advise the ASB Premiership Manager that a process is being followed
- The referee reviews his report and either amends the report or leaves the report the same

2. **CAUTION CODES** (Yellow Cards)

- Y1      Unsporting Behaviour - Late tackle
- Y2      Unsporting Behaviour - Reckless tackle
- Y3      Unsporting Behaviour - Foul tackle from behind
- Y4      Unsporting Behaviour - Deliberate and blatant tripping
- Y5      Unsporting Behaviour - Deliberate and blatant handball
- Y6      Unsporting Behaviour - Blatant holding an opponent
- Y7      Unsporting Behaviour - Heavy body charge
- Y8      Unsporting Behaviour - Jumping at an opponent
- Y9      Unsporting Behaviour - Pushing an opponent
- Y10     Unsporting Behaviour - Elbowing an opponent
- Y11     Unsporting Behaviour – Breaking up a promising opposition attack
- Y12     Encroachment when play is restarted with a free kick, corner kick or throw-in
- Y13     Shows dissent by word
- Y14     Shows dissent by gesture
- Y15     Persistently infringing the Laws of the Game
- Y16     Delaying the restart of play
- Y17     Making unsporting remarks or gestures
- Y18     Entering the field of play without the referee's permission
- Y19     Leaving the field of play without the referee's permission
- Y20     Unsporting Behaviour - Blatant diving
- Y21     Unsporting Behaviour - Feigning injury
- Y22     Removing the shirt to celebrate scoring a goal
- Y23     Conduct warranting a caution not previously specified
- Y24     Unsporting behaviour by a substitute
- Y25     Dissent by a substitute
- Y26     Delaying the restart of play by a substitute
- Y27     Provoking a confrontation by deliberately touching the ball after the referee has stopped play

## **Operational Guidelines for Federation Disciplinary Committees**

### **1. Purpose:**

- 1.1 The purpose of this document is to provide Disciplinary Committees with a set of guidelines to assist with the coordination, management and delivery of a Disciplinary Hearing.
- 1.2 New Zealand Football Rules and Federation Rules (to be amended) provide the authority by which Disciplinary Committees are to be established including the minimum number of members required and the need for at least one of the committee members to possess a legal qualification.
- 1.3 The Disciplinary Committee will be convened as and when required by the Federation to hear and deliver rulings on matters of misconduct directly relating to the FIFA Statutes, FIFA Laws of the Game, The Rules of New Zealand Football, including the rules of its seven district federations and the New Zealand Football Code of Conduct.

### **2. Responsibilities of the Disciplinary Committee:**

#### 2.1. The Disciplinary Committee will:

- 2.1.1. Be convened in accordance with the Rules of the District Federation.
- 2.1.2. Convene Hearings in accordance with NZF Regulation 7 at a time (time being of the essence) and place as determined by the Disciplinary Committee Chairperson.
- 2.1.3. Confirm place and time of Hearings with Federation competitions manager who will be required to attend all Hearings for the purpose of completing and recording the minutes of each Hearing.
- 2.1.4. In the event that the Federation competitions manager cannot attend the Hearing then the Federation may nominate an alternate person.
- 2.1.5. Consider all submissions and reports and submissions made to it.
- 2.1.6. Such submissions can be written or oral as determined by the Disciplinary Committee who can, at their absolute discretion, determine decisions solely upon the written submissions.
- 2.1.7. Impose, where necessary, sanctions as provided for within New Zealand Football Regulation 7, the FIFA Disciplinary Code and the Statutes of FIFA and the Rules of New Zealand Football and its District Federations.
- 2.1.8. Deliver its decision in writing within three (3) days of the Hearing.

### **3. Procedures For Disciplinary Committee Hearings:**

#### **Who can attend a Disciplinary Committee Hearing -**

- 3.1 Where the Disciplinary Committee is required to convene a Hearing where it is necessary to consider oral submissions the following persons will be required to be present.
  - 3.1.1. The Chairperson of the Disciplinary Committee plus two other appointed members
  - 3.1.2. The Federation competitions manager or appointed alternate person
  - 3.1.3. Where necessary, the complainant (only a club, referee, player, player-coach, coach, Member as that term is defined within NZF Rule 6 or other club official shall have the right to lodge a complaint to the Federation Disciplinary Committee).
  - 3.1.4. A support person for the complainant.
  - 3.1.5. The defendant

- 3.1.6. A support person for the defendant. Where the defendant is a minor (aged 16 or under) a parent or legal guardian will also be required to attend the Hearing.
- 3.1.7. Any witness/s both for the complainant or the defendant.

**Actions for Disciplinary Committee Hearing –**

- 3.1.8. Confirm all relevant parties are in attendance.
- 3.1.9. The Chairperson will call the Hearing to order, introduce the Disciplinary Committee members and the Federation representative and outline the manner in which the Hearing is to be run.
  - Not a public forum
  - The deliberations of the Disciplinary Committee will be conducted in private
  - The order in which people will be required to make representations and give evidence
- 3.1.10. The Chairperson will read the circumstances of the matter to be heard and ask the defendant/s whether the allegations posed are admitted or denied.
- 3.1.11. Where allegations are admitted the Chairperson will read a brief summation of the facts at which time the defendant will be required to leave the Hearing to allow the Disciplinary Committee to deliberate in private.
- 3.1.12. Once the Disciplinary Committee has reached a decision that decision is to be communicated to the defendant and confirmed formally in writing in accordance with 2.1.8.
- 3.1.13. Where the allegations are not admitted the Hearing must proceed.
- 3.1.14. All persons attending the Hearing other than the complainant and their support person will be required to leave the room and wait to be called to give their evidence. The complainant will be required to present their statement first and their witnesses' testimony will follow.
- 3.1.15. Once called, each witness may remain in the Hearing room but must not engage with any witnesses yet to testify.
- 3.1.16. Once the complainant and their witnesses testimony has been delivered the defendant and their witnesses will be called.
- 3.1.17. Only the Disciplinary Committee members can question the complainant, the defendant or the witnesses.
- 3.1.18. If necessary the Disciplinary Committee can seek a point of clarification with respect to any specific wording with regard to the FIFA Laws of the Game, the Statutes of FIFA, the Rules of NZF or its Federations, NZF Regulation 7 or the New Zealand Code of Conduct. This should not be an interpretation but limited to providing specific wording.
- 3.1.19. Once the complainant, the defendant and the respective witnesses have been heard, and any written statements considered the Disciplinary Committee will determine its decision.

This deliberation will be done in private and without external influence. It can occur immediately following the delivery of evidence or the Disciplinary Committee may reserve its decision to be delivered at a subsequent time (time being of the essence) but no later than three (3) days after the date of the Hearing.
- 3.1.20. The Disciplinary Committee cannot determine a lesser penalty than prescribed by NZF within Regulation 7 or the FIFA's Disciplinary Code (other than the financial considerations contained within the FIFA Disciplinary Code) but can impose a greater penalty where the Disciplinary Committee deems it appropriate to do so.



3.1.21. Where the defendant is unable to attend a scheduled Disciplinary Hearing they must provide to the Chairperson of the Disciplinary Committee and via the District Federation a reasonable explanation as to why attendance is not possible.

If no such reason is provided or the Chairperson of the Disciplinary Committee considers the reason to be unacceptable then the Chairperson, at their absolute discretion, can proceed with the Hearing and a determination can be made in their absence.

Where practical/possible submissions can be made via conference call or SKYPE.

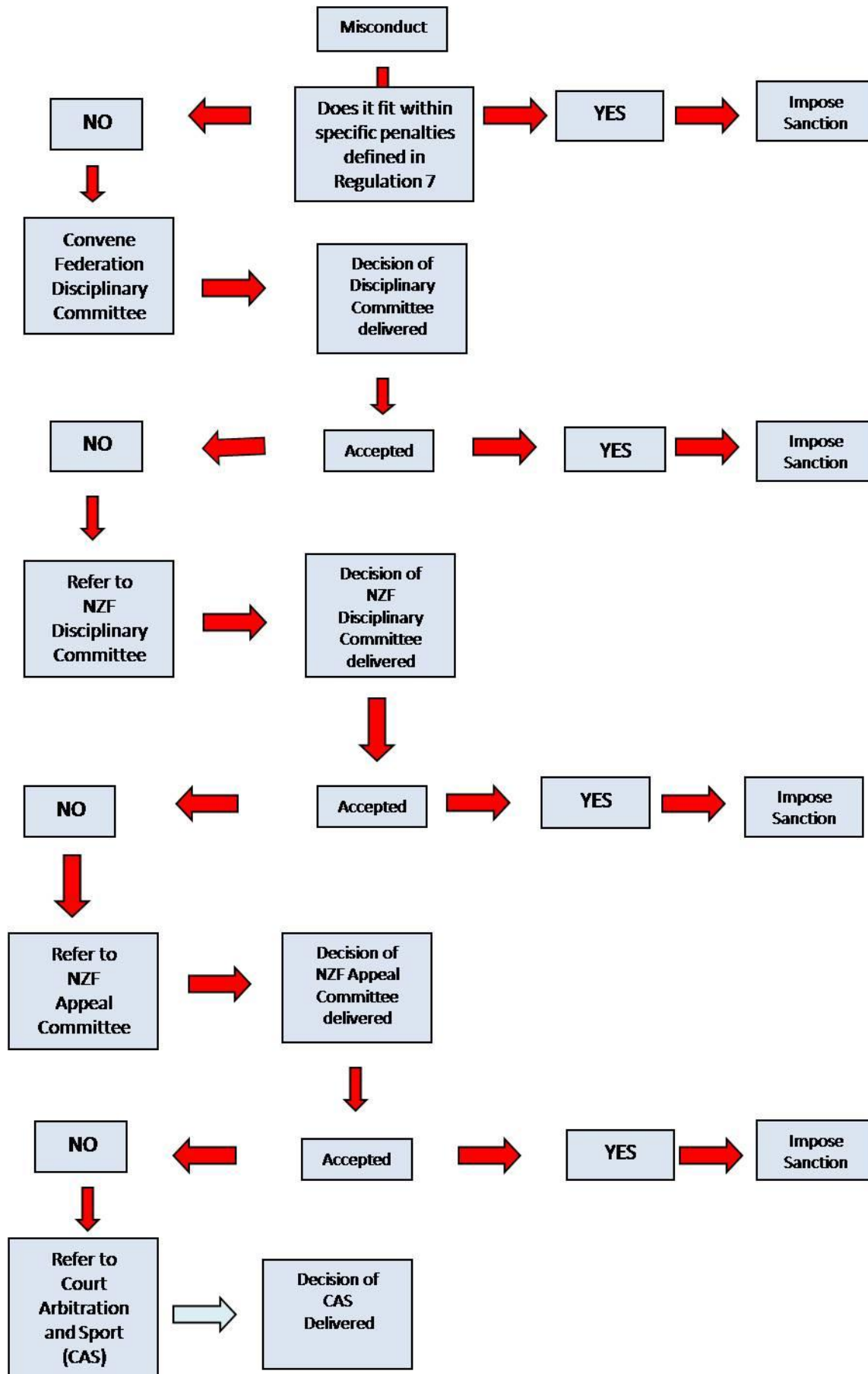
**4. Right of Appeal:**

4.1 Any decision delivered by the Disciplinary Committee resulting in a suspension greater than three (3) playing days can be appealed to New Zealand Football as provided for in NZF Regulation 8.

**5. Miscellaneous:**

5.1 All matters referred to the Disciplinary Committee must first be lodged through the District Federation.

5.2 Persons appearing before the Disciplinary Committee must be respectful of the process and all others who are presiding over or attending the Hearing. Any misconduct, foul and abusive language, uncouth behaviour or acts of aggression or disrespect need to be dealt with severely and shall result in further disciplinary proceedings.



# New Zealand Football

## Code of Conduct



### Explanatory Foreword

The purpose of this Code of Conduct is to encourage fair, ethical treatment of all persons and organisations that come under the umbrella of New Zealand Football (NZF). Obviously some sections of the Code will be more applicable to some persons and groups than others.

All persons will agree to abide by the NZF Code of Conduct and acknowledge that any breach of the Code of Conduct, or any part of it, may result in disciplinary action under the NZF Constitution, Regulations and Policies.

The following Code of Conduct applies to all NZF members and persons participating in NZF activities.

As a NZF member and/or participant you should meet the following requirements with regard to your conduct during any NZF sanctioned activity:

- Respect the rights, dignity and worth of others.
- Be fair, considerate and honest in all dealings with others.
- Be professional in, and accept responsibility for, your actions.
- Make a commitment to providing quality service and performance.
- Be aware of, and maintain, an uncompromising adherence to, standards, rules, regulations and policies.
- Operate within the Constitution, Regulations, Policies and Procedures of NZF and FIFA.
- Understand the possible consequences of breaching the NZF Code of Conduct.
- Immediately report any breaches of NZF members to the appropriate authority.
- Comply with any and all applicable national or local legislation.
- Refrain from any form of abuse towards others.
- Refrain from using any obscene language.
- Refrain from any form of harassment towards others.
- Refrain from any form of discrimination towards others.
- Refrain from any form of victimisation towards others.
- Reject corruption, drugs, racism, violence and other dangers to our sport.
- Promote the interests of football.
- Provide a safe environment for the conduct of activity in accordance with relevant NZF policy.
- Show concern and caution towards others who may be sick or injured.
- Be a positive role model.
- Do not provide comment to any media, or publish any comment (including on any website), on behalf of New Zealand Football or its Federations.
- Do not speak to any media in a negative way, or publish any negative comment (including on any website) regarding New Zealand Football or any of its Federations.
- Never act in any way that may bring disrepute or disgrace to NZF members, its stakeholders and/or its sponsors, potential sponsors and/or partners.

- Do not participate (or benefit from assisting others involved) in sports betting or gambling activity associated with football matches and/or football results in which you are participating or have been directly involved in.

New Zealand Football expects all members, supporters, advisors, staff and associates of NZF to abide by a Code of Conduct that upholds the principles and values of the organisation and the NZ Member Protection Policy. Members should recognise that at all times, they have a duty of care to all NZF members.

In addition a

**Team Manager will:**

- Be responsible for the overall welfare and well-being of team members and officials when travelling with a team.
- Maintain a 'duty of care' towards team members and be accountable for the management of the team.
- Have a sound working knowledge of NZF Constitution, Regulations and Policies, and ensure that the conduct of the affairs of the team is in accordance with these and or any other policies and guidelines determined by NZF.
- Foster a collaborative approach to the management of the team.

**Referee will:**

- Officiate matches in a fair, safe manner that ensures spectator enjoyment and player safety.
- Know the Laws of the Game and their interpretations thoroughly.
- Condemn unsporting behaviour and promote respect for all opponents.
- Be a good sport.
- Keep up to date with the latest trends in officiating.
- Give all people a 'fair go' regardless of their gender, ability, cultural background or religion.
- Maintain physical fitness for peak performance.
- Keep all appointments assigned to and accepted by them.
- Conduct themselves in a way that is ethically and morally beyond reproach.
- Support fellow officials.
- Grant players and coaches dignity and self-respect.

Member<sup>1</sup>, Administrator<sup>2</sup>, Associate<sup>3</sup> will:

<sup>1</sup>A Member shall include a club member, whether active or social, or life member of any affiliated club, organisation or Federation.

<sup>2</sup>An Administrator shall include any person who is in an elected or appointed administrative capacity, whether paid or a volunteer, at an affiliated football club, affiliated organisation or Federation.

<sup>3</sup>An Associate shall include any person so determined by the Board of NZF.

- Encourage their members and spectators (as appropriate) to abide by the Code of Conduct and take reasonable steps to ensure such compliance.
- Be fair, considerate and honest with others.
- Be professional in all actions.
- Ensure language, presentation, manner and punctuality reflect high standards.
- Resolve conflicts fairly and promptly through established procedures.
- Maintain strict impartiality.
- Maintain a safe environment for others.

**Coach will:**

Respect the rights, dignity and worth of every individual player as a human being and:

- Treat everyone equally regardless of gender, disability, ethnicity or religion.
- Respect the talent, developmental stage and goals of each player in order to help each player reach their full potential.
- Maintain high standards of integrity.
- Operate within the rules of football and in the spirit of fair play, while encouraging players to do the same.
- Advocate a sporting environment free of drugs and other performance enhancing substances within the guidelines of the New Zealand Sports Drug Agency.
- Not disclose any confidential information relating to their players without written prior consent.
- Be a positive role model for the sport and the players and act in a way that projects a positive image of coaching viz:
  - Provide all players with the equal attention and opportunities they deserve.
  - Ensure the time spent with their player(s) is a positive experience.
  - Be fair, considerate and honest with players.
  - Encourage and promote a healthy lifestyle – refrain from smoking, drinking alcohol and engaging in poor lifestyle choices around players.

Show professional responsibility:

- Display high standards in language, manner, punctuality, preparation and presentation.
- Display control, courtesy, respect, honesty, dignity and professionalism to all involved within the sphere of sport - this includes opponents, coaches, officials, administrators, the media, parents and spectators.
- Encourage their players to demonstrate the same qualities.
- Be professional and accept responsibility for their actions.
- Refrain from initiating a relationship with a player and also discourage any attempt by a player to initiate a sexual relationship with them, explaining the ethical basis of the refusal.
- Accurately represent personal coaching qualifications, experience, competence and affiliations.
- Refrain from criticism of other coaches.

Make a commitment to providing a quality service to their players:

- Seek continual improvement through on-going coach education and other personal and professional development opportunities.
- Provide players with planned and structured training programmes appropriate to their needs and goals.
- Seek advice and assistance from professionals when additional expertise is required.
- Maintain appropriate records.

Provide a safe environment for training and competition:

- Adopt appropriate risk management strategies to ensure that the training and/or competition environment is safe.
- Ensure equipment and facilities meet safety standards.

- Ensure equipment, rules, training and the environments are appropriate for the age, physical and emotional maturity, experience and ability of the players.
- Show concern and caution toward sick and injured players.
- Allow further participation in training and competition only when appropriate.
- Encourage players to seek medical advice when required.
- Provide a modified training programme where appropriate. Maintain the same interest and support toward sick and injured players.

Protect players from any form of personal abuse:

- Refrain from any form of verbal, physical and emotional abuse towards players.
- Refrain from any form of sexual and racial harassment, racial vilification and harassment on the grounds of disability.
- Ensure that any physical contact with players is appropriate to the situation and necessary for the player's skill development.
- Be alert to any forms of abuse directed towards players from other sources while in their care.

**Player will:**

- Play to win but play fair.
- Never argue with or verbally abuse an official; observe the Laws of the Game.
- Accept defeat with dignity.
- Conduct themselves in a sportsman-like manner and respect fellow players, coaches, managers and referees and the achievement of opponents.
- Not bully or take an unfair advantage of another competitor.
- Cooperate with their coach, manager, team mates and opponents.

**Parent/Guardian will:**

- Agree to abide by the Code of Conduct.
- Remember that children participate in sport for their enjoyment, not the parents.
- Encourage children to participate and not force them.
- Focus on the child's efforts and performance rather than winning or losing.
- Encourage children always to compete according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Remember that children learn best by example.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Respect officials' decisions and teach children to do likewise.
- Show appreciation for coaches, officials and administrators.

New Zealand Football expects all Federations, clubs, organisations, employees, members, referees, administrators, associates, coaches, players, volunteers and parents or guardians to understand the possible consequences of breaching the Code of Conduct and ensure that they abide by the Code.

Any serious breaches of this Code of Conduct or persistent violations of any aspect of the Code of Conduct, by any of the above may result in any of the following being imposed:

- Suspension
- Good behaviour bond

- Fines
- Loss of competition points
- Loss of match

**Acknowledgements:**

FIFA

Football Federation Australia

SPARC

Swimming NZ

United States Football Federation