



Middlesex Hockey Umpires Association Code of Conduct and Discipline and Rules

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Introduction

All those involved with hockey have a responsibility to act according to the highest standards of integrity and to ensure that the reputation of the sport is, and remains, high.

England Hockey is responsible for setting standards and values to apply throughout the sport at every level and they have issued Regulations, effective from 1st September 2008, under the title **England Hockey Code of Ethics and Behaviour** setting out the minimum standards of behaviour and conduct for all people involved within the sport. This document also provides information on reporting and disciplinary procedures (eg Red Card and Match day Misconduct offences).

A full copy of EH Code of Ethics and Behaviour can be accessed and downloaded from the England Hockey website – www.englishockey.co.uk. In addition to complying with the overall guidelines set out in the England Hockey Code of Ethics and Behaviour members of MHUA shall also comply with the MHUA's own Code of Conduct and Disciplinary Code as set out in the following pages.

Red Card and Match Day Misconduct Offences

Where a red card is awarded during a game, or another offence is committed during the day of the match, an official report form must be completed and submitted to the Middlesex Disciplinary Officer within 72 hours of the incident. Members are strongly advised to contact the Membership Secretary for guidance on how to complete the form prior to submitting it.

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Reset October 2010



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The Middlesex Umpires' Code of Conduct

Members are required to observe this Code of Conduct, which (together with the Disciplinary Code) was adopted by the MHUA Executive Committee on 16 November 2000, as amended 22 July 2010; see MHUA Rules 4.3 and 8.5. Failure to observe the Code may result in disciplinary action being taken by the Association; see MHUA Rule 8.6.

A Middlesex Umpire will:-

- keep him/herself up-to-date with the Rules, the Interpretations and Guidance
- if in the pool of Members accepting "neutral" appointments, keep him/herself free to accept appointments during the season unless notified otherwise to the Appointments Secretary and not, without the prior approval of the Appointments Secretary, accept an invitation to umpire any match which may prejudice such availability
- not, without the prior approval of the Appointments Secretary, accept an invitation to umpire any match to which the Association (or another umpires' association) might normally appoint umpires, or any representative match
- not cry off before matches without a compelling reason
- familiarise him/herself with relevant competition regulations
- claim travelling expenses from the central pool only in accordance with the rules and procedures published from time to time by the Executive Committee
- not make personal complaints to a team or club nor any league official
- help raise the standards of the game
- promote, develop and encourage umpiring at all levels throughout Middlesex
- develop his/her own skills
- encourage and assist others in developing umpiring skills
- promote and protect the interests of umpires in general and the Association's umpires in particular
- always have regard to the best interests of the Association and not act or behave in a way tending or liable to bring the Association into disrepute



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A Middlesex Umpire will show a professional approach by:-

- arriving in good time for the match
- wearing clothing appropriate to the match and matching that of his/her colleague
- checking the condition of the pitch and goals
- discussing with his/her colleague the conduct of the match
- warming up
- meeting his/her colleague for half time discussion
- leaving the pitch together with his/her colleague
- using his best endeavours to avoid any post-match confrontation with players, managers, coaches or spectators
- accepting where possible hospitality from clubs
- being prepared to discuss with the teams aspects of the match in a non-confrontational manner

During matches, a Middlesex Umpire will:-

- umpire to the best of his/her ability, fairly and with a sense of justice
- respect, protect and encourage playing skills
- eliminate unsafe and dangerous play
- adopt an impersonal attitude to the game
- co-operate with his/her colleague

As a player a Middlesex Umpire will:-

- do nothing contrary to the spirit and principles of fair play
- abide by the spirit and letter of the rules and by the umpire's decision



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As a team coach or manager a Middlesex Umpire will:-

- keep his/her own counsel regarding umpiring decisions
- require his/her team to abide by the principles of fair play and not coach contrary skills or tactics

As a spectator a Middlesex Umpire will:-

- remain in the areas designated for spectators
- refrain from destructive criticism of umpiring decisions
- give full support to umpires faced with difficult situations

Complaints

Any complaint by an umpire against a club, its players, coaches, officials or member spectators, should be discussed immediately with the President or General Secretary. In no circumstances should a direct approach be made to the club or any league official. Complaints against a club or its members concerning non-playing behaviour may be formally dealt with under the relevant section of the EH Code of Ethics and Behaviour.



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THE MHUA DISCIPLINARY CODE

COMPLAINTS and DISCIPLINARY SUB-COMMITTEE

The Complaints and Disciplinary Sub-Committee (CDSC) shall be appointed by the Executive Committee to act on its behalf to deal with all disciplinary matters referred to it and shall comprise a Chair and two other members nominated by the Executive Committee. As appropriate or necessary, the Chair may co-opt further members onto the CDSC.

ACTION FOLLOWING A COMPLAINT OR EVIDENCE OF MISCONDUCT

Any complaint regarding the conduct of any Member of the Association or any evidence of misconduct on the part of any Member of the Association ("the allegation") should be notified, in writing, as soon as reasonably practicable, to the Chair of the CDSC. Within seven days of receipt of such written notification, the Chair of the CDSC, exercising his discretion, shall decide whether there is merit in the allegation.

In the event that there is such *prima facie* merit, the Chair of the CDSC shall, within seven days of such preliminary determination, notify the Members of the CDSC of the nature of the allegation. In addition, the Chair of the CDSC shall notify the Executive Committee, the person / body making the complaint and the Member, who is the subject of the complaint, that said complaint is being investigated.

In the event that the Chair determines that there is no such *prima facie* merit, he shall so notify the parties, as above. Should the person / body making the complaint seek review of that determination, within seven days he should so notify the Chair, who will thereupon revisit the determination in conjunction with other members of the CDSC.

INVESTIGATION OF THE ALLEGATION

Within fourteen days of the above notification, the Chair of the CDSC shall examine the complaint, make any further enquiries as he considers necessary and shall, at that stage, request such representations, as he sees fit, from the Member who is the subject of the allegation. An oral hearing may be held, if, in his discretion, the Chair considers it may be necessary or of assistance; the procedure of any such oral hearing to be wholly within the Chair's discretion.

DETERMINATION OF THE ALLEGATION

After consideration of the allegation and any relevant representations made to it, the CDSC shall decide whether the allegation is proved - on a balance of probabilities, with a simple majority sufficing.

DISCIPLINARY POWERS OF THE CDSC

The CDSC may impose any penalty that it considers appropriate, including but, not limited, to oral or written warnings as to future conduct, levying of a fine, suspension of the Member for a period considered appropriate, or termination of the Member's membership of the Association.



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APPEALS

The Member may appeal any final decision of the CDSC concerning the Member to the Executive Committee. Any appeal from such a decision must be made in writing to the General Secretary within seven days of the date of the notification of the CDSC's decision. Said application shall be effective upon payment of a fee of £25 for an appeal "on the papers". The Member may also request an oral hearing of the appeal – the fee for an appeal that is to include an oral hearing shall be £50. At any such oral hearing, the Member may be accompanied by one person to assist in the presentation of his appeal.

In the event of a successful appeal, the Executive committee may, in its discretion, remit all or part of the relevant fee.

No member of the CDSC who participated in the determination of the allegation may participate in any appeal from that decision. The Executive Committee shall have power to overturn or confirm all or some of the findings of the CDSC and consequently the power to confirm, reduce or increase any penalty previously imposed. Prior to any appeal hearing, a prospective appellant should be informed of the powers of the Executive Committee on such an appeal.

The Executive Committee may, upon application made on behalf of the appellant, at its discretion suspend any penalty that is the subject of the appeal pending determination of the appeal.

IMPLEMENTATION

Where a Member's membership of the Association is terminated by the CDSC, no action may be taken to implement this termination until any appeal has been decided by the Executive Committee.

Any Member who has committed an offence covered by the English Hockey Code of Ethics and Behaviour shall receive a penalty no less than that required by that EH Code and any automatic part of that penalty shall not be subject to an appeal except as provided in that EH Code.

Approved by the Executive Committee 22 July 2010



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THE RULES OF THE ASSOCIATION

1 NAME

The Association shall be called "MIDDLESEX HOCKEY UMPIRES' ASSOCIATION" ("the Association").

2 AFFILIATION

The Association shall be affiliated to the Southern Counties Hockey Umpires' Association ("SCHUA") and shall relate to and be represented at and maintain close liaison with the Middlesex Hockey Association ("MHA").

3 AIMS

The Aims of the Association shall be to:-

- 3.1 promote, develop and encourage umpiring at all levels throughout Middlesex;
- 3.2 promote and protect the interests of umpires in general and the Association's Members in particular;
- 3.3 improve the standards of umpiring and umpire coaching;
- 3.4 appoint umpires to men's, women's, junior and mixed matches as determined when necessary.

4 PURPOSES

The Aims of the Association shall be advanced by pursuing the following Purposes:-

- 4.1 encouraging individual umpires to improve their own and others' umpiring and to gain umpiring awards;
- 4.2 encouraging individual umpire coaches to improve their own and others' umpire coaching and to gain umpire coaching awards;
- 4.3 promoting adherence to the Middlesex Umpires' Code of Conduct;
- 4.4 the continual assessment and grading of the Association's Members and (where practicable) other umpires within Middlesex;
- 4.5 managing and where necessary maintaining discipline of the Association's Members;
- 4.6 the development of relations with clubs, team coaches and players.

5 MEMBERSHIP

- 5.1 The Association shall consist of Life Members, Graded Members, Registered Members and Associate Members (together "Members"):-



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- Life Member* : by election (including also any Honorary Vice-Presidents for Life);
- Graded Member* : by election, any person receiving (during the current season) regular appointments from the Association or SCHUA or to matches in the men's or women's English Hockey League, and (a) whose name appears on the Level One Umpire Register ("LOR") maintained by the English Hockey Association or (b) who in the opinion of the Development Committee holds an equivalent or higher umpiring qualification;
- Registered Member* : by election, any other person umpiring regularly within Middlesex and whose name appears on the LOR;
- Junior Member* : by election, open to umpires up to 18 years of age.
- Associate Member* : by election, any other person interested in supporting the Aims of the Association.

- 5.2 Any person wishing to become a Member shall apply on the prescribed form.
- 5.3 Only Members who are or have at any time been Graded Members (or were members accepting appointments from the Association at any time before 8 June 2000) shall be permitted to wear the Association badge while umpiring.

6 OFFICERS

The officers of the Association ("Officers") shall be the President, Vice-President, General Secretary, Treasurer, LOR Co-ordinator, Graded Members' Co-ordinator, Appointments Secretary and one or more Assistant Appointments Secretaries (as elected in General Meeting). The Association shall have power to appoint such other Officers as it may determine in General Meeting.

7 EXECUTIVE COMMITTEE

The Association shall be managed by an Executive Committee comprising the Officers, any Honorary Vice-Presidents for Life, an officer of MHA (as nominated by MHA) and two Members elected at the Annual General Meeting. The Executive Committee shall meet not less than three times in any year and all members of the Executive Committee shall receive not less than fourteen days' notice in writing of all meetings. Five members of the Executive Committee shall form a quorum. In the case of an equality of votes the chairman of the meeting shall have a second and casting vote.

8 POWERS OF EXECUTIVE COMMITTEE

The Executive Committee shall have the power to:-

- 8.1 fill any vacancy among the Officers or elected members of the Executive Committee occurring during the year.



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- 8.2 delegate authority to individual Officers.
- 8.3 delegate authority to, and appoint Members to serve on, the Development Committee (which shall be chaired by the LOR Co-ordinator) and the Umpiring Committee (which shall be chaired by the Graded Members' Co-ordinator) and any other committees which the Executive Committee shall consider appropriate. The Executive Committee may at its discretion also delegate to any such committee the power to co-opt additional members. The President and General Secretary shall be *ex officio* members of all committees and the Appointments Secretary shall be an *ex officio* member of the Umpiring Committee.
- 8.4 elect Members in accordance with Rule 5 (and alter the class of any Member's membership) and elect as Honorary Vice-Presidents for Life or as Life Members any persons who, in the opinion of the Executive Committee, have served the Association to an extent which merits such honour.
- 8.5 determine from time to time the form of the Middlesex Umpires' Code of Conduct and the Association's Disciplinary Code.
- 8.6 take disciplinary action (which may include suspension or termination of membership) against any Member for such reason as is considered sufficient. The Member concerned shall be notified that such action may be taken and shall have the rights set out in the Association's Disciplinary Code.
- 8.7 appoint representatives to serve on the Committee of SCHUA and on the Council of MHA.
- 8.8 retain all sums of money received by the Association, and hold them as the property of the Association. The funds of the Association shall be banked and all cheques drawn upon the account of the Association shall be signed by the Treasurer (or by such Officer or Officers as the Executive Committee may from time to time appoint for this purpose) who shall have power to pay the out of pocket expenses of all Officers, the general expenses of the Association and any other expenses or fees authorised by the Executive Committee.
- 8.9 invest sums of money in any manner it thinks fit in the name of the Association.
- 8.10 act on any matter on which these Rules are silent.

9 DEVELOPMENT COMMITTEE AND UMPIRING COMMITTEE

- 9.1 The Development Committee (appointed under Rule 8.3) shall be primarily concerned with promoting and maintaining the LOR and such other umpiring awards as the Executive Committee considers appropriate, so far as they relate to umpires within Middlesex, and with coaching, assessing, registering and (where necessary and practicable) periodically re-assessing umpires for that purpose. The Development Committee shall also support the Treasurer as appropriate in collecting membership, registration or other fees from umpires (whether or not they are Members).
- 9.2 The Umpiring Committee (appointed under Rule 8.3) shall be primarily concerned with managing and promoting the interests of Graded Members and those other Members who receive appointments from the Association, including appointing Members to matches and coaching and grading such Members.



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10 SUBSCRIPTIONS

10.1 The annual subscriptions for the different classes of Members will be fixed at each Annual General Meeting. An Annual General Meeting may also fix discounted levels of subscription which will only apply if a Member pays his or her subscription by 30 November of the relevant season.

10.2 The relevant subscription becomes payable on election (provided that the Executive Committee may decide that a lower level of subscription may be paid by a Member elected after 1 December for the period until the following 30 September) and thereafter on 1 October in each year. If the relevant subscription is unpaid by 30 November any discount referred to in Rule 10.1 will cease to apply and the Member will not be entitled to vote at General Meetings or receive appointments except with the authority of the Executive Committee. If the subscription is still unpaid by 31 March, the Member shall be deemed to have resigned.

11 ANNUAL GENERAL MEETING

The Annual General Meeting of the Association shall be held in the month of May or June, not less than fourteen days' written notice being given to all Members of the business to be transacted. The meeting shall receive the report of the Executive Committee on the work of the season and the audited statement of accounts. It shall elect the Officers and others required under Rule 7 and the Honorary Auditor for the following season and pass any resolution necessary to amend the annual subscriptions in accordance with Rule 10.1, and shall transact any other business properly brought before it. Nominations for the Executive Committee must be received by the General Secretary in writing, duly proposed and seconded and endorsed with the consent of the nominee.

12 EXTRAORDINARY GENERAL MEETING

The General Secretary shall convene an Extraordinary General Meeting at any time by the order of the Executive Committee or upon receipt of a requisition signed by not less than ten Members. Fourteen days' written notice of all Extraordinary General Meetings and of all resolutions and business to be discussed thereat shall be given to all Members. No other business shall be transacted.

13 ATTENDANCE AND VOTING

13.1 All Members shall be entitled to attend and speak at General Meetings and shall (subject to Rules 10.2 and 13.2) be entitled to vote. Subject to Rule 14, any question shall be decided by a simple majority of those present with a right to vote and voting. In the case of an equality of votes the chairman of the meeting shall have a second and casting vote.

13.2 Only Life and Graded Members, and any other Members who were members of the Association on 7 June 2000 or have at any time been Graded Members, shall (but subject to Rule 10.2) be entitled to vote on resolutions relating to any matter referred to in Rule 10.1 or Rule 14.



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14 ALTERATION OF RULES

These Rules may only be amended and other Rules made at a General Meeting by the vote of two thirds of those present with a right to vote and voting. Written notice of any proposed amendment or addition to the Rules (other than any proposed by the Executive Committee) shall be sent to the General Secretary not later than twenty eight days prior to the date of the meeting, and details of all proposed amendments or additions to the Rules shall be given in the notice convening the General Meeting.

15 WINDING UP

In the event of the Association being wound up, the property and monies of the Association shall be given to SCHUA (or any successor thereto) except to the extent that the Executive Committee determines that monies paid by clubs or by MHA on account of appointments and Members' travelling expenses should properly be returned to such clubs or to MHA (as the case may be).

[adopted 8/6/00]