



## SENIOR, RESERVE & YOUTH TEAM FOOTBALL

### DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN LEAGUE MATCHES ONLY - PLAYERS

As set out in the schedule hereto for Players associated with Clubs playing teams in Senior, Reserve & Youth divisions of the National Leagues

SEASON 2020/2021

#### 1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) **Caution Offences**

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) **Sending-off Offences**

Referees must submit a report to the Football Association of Wales within 2(two) hours after the completion of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(c) If a Referee omits to show the appropriate card when taking action against a player, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

#### 2. CAUTION OFFENCES

A player who has been cautioned in any match will be notified through the player's club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£10.00** will be charged to the player through the club for the cost of processing each report.

### 3. SENDING-OFF OFFENCES

A player who has been sent-off in a match under the provisions of Law 12 will be notified through the player's club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) That the player will be subject to the agreed standard punishment (see Section 6). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£10.00** will be charged to the player through the club for the cost of processing each report.

### 4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player cautioned or sent-off in a match, the club, on behalf of the player, must:-
  - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
  - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be faxed (029 20 435876) or e-mailed ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales prior to the commencement of the second match.
  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.
  - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player will be eligible to play in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player play in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player concerned for playing whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
  - (i) The claim is rejected - the player reported by the referee serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
  - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the player reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

## **5. CLAIMS OF WRONGFUL DISMISSAL**

- (a) A player and their club may seek to limit the disciplinary consequences of the dismissal of a player from the Field-of-Play by demonstrating to this Association that the dismissal was wrongful.
- (b) A Claim of Wrongful Dismissal may be lodged only for on-field offences which result in a sending-off, except for two cautions leading to a dismissal.

- (c) The club, on behalf of the player, must:-
- (i) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the player's dismissal from the field of play will remain on the record of the player and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
- (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be faxed (029 20 435876) or e-mailed ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales prior to the commencement of the second match.
  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
  - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player will be eligible to play in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player play in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player concerned for playing whilst under suspension.

- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
- (i) The claim is rejected - the player serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
  - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) will not be invoked in relation to this dismissal if the player is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

## 6. PUNISHMENTS

### (a) Caution Offences

- (i) If a player accumulates five (5) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.
- (ii) If a player accumulates ten (10) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next TWO (2) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.
- (iii) If a player accumulates fifteen (15) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next THREE (3)

recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.

- (iv) If a player accumulates twenty (20) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next FOUR (4) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The player shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further five (5) cautions recorded against a player.
- (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a MATCH SUSPENSION (see Section 8).
- (vi) The player must serve the suspension with the club at which the player holds a valid registration.
- (vii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.

(b) **Players Sent-off Under Law 12 (7)**

A player who is dismissed from the Field of Play for a second cautionable offence after having received a caution will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the Field of Play for denying a goal or an obvious goal scoring opportunity to an opponent whose overall movement is towards the offender's goal or by handling the ball, will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(d) **Players Sent-off Under Law 12 (6)**

A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures, whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only, until such time the player has missed his/her club's next TWO (2) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the Field of play for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only, until such time as the player has missed his/her club's next THREE (3) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season in the same League Competition and an Open Friendly match, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season in the same League Competition and an Open Friendly match will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

All suspensions from League Competitions will remain separate and only applicable to that specific League Competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the player received their suspension.

The only exception to this is where a player receives a suspension (as set out in these Procedures) from an Open Friendly match (see clause 9). This must be measured by players next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season with the club at which the player is registered and measured by the players club's matches in the same League Competition.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Laws of the Game whilst on the field of play which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under (i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under (i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Payment to Players Under Suspension**

Clubs must not pay a player more than their basic wage during the period of a suspension.

(k) **Clubs Imposing Fines**

Clubs may fine players for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(l) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the player to complete their suspension and thus qualify them to play in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(m) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £10.00 administration fee from the players concerned. Clubs will have 31 calendar days to make the payment for each player's £10.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £10.00 administration fee within 31 calendar days, then the player will become ineligible from playing in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

Any club experiencing difficulty in meeting the 31-day limit should contact the Finance Department of the Football Association of Wales on (029) 20 435833.

## **7. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS**

- (a) Any club whose players accumulate a total number of Penalty Points during a season, and that total is considered to be appreciably above the average number of points in the same league, may be required to appear before a FAW Disciplinary Panel and shall be liable to be warned and/or fined for having permitted its players to violate the Laws of the Game in contravention of FAW Rule 38.1.1. In addition, the Panel shall be entitled to make an order as to costs against the club. Any action taken by the club to discipline its players under Section 6(k) will be taken into consideration by the Panel in its findings.

In so far as this Regulation shall apply, the following Penalty Points will be recorded against a club:-

For all recorded cautions	- 4 Points
For Sending-off under Law 12 (4) (5) & (7)	- 10 Points
For Sending-off under Law 12 (1) (2) (3) & (6)	- 12 Points

- (b) A club required to appear before an FAW Disciplinary Panel shall be represented by at least one of its Directors/Officials and the Manager.
- (c) The Football Association of Wales reserves the right to prefer a charge against a club at any time during the season arising from field offences committed by players of the club.

## **8 SUSPENSIONS IMPOSED UNDER THESE REGULATIONS**

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see clause 9).
- (b) Any suspension imposed may only be served whilst the player holds a registration with a football club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club with

which the player has transferred to has completed the required number of matches in Approved Competitions.

## **9 DEFINITIONS**

### **i BUSINESS DAY**

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

### **ii. CLOSED FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

### **iii. MATCH SUSPENSION**

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

### **iv. OPEN FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

## APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

<b>For teams playing in:-</b>	<b>£ Fee payable (inclusive of VAT)</b>
The Cymru Premier	314.40
The Cymru North & South	219.60
The Welsh Football League	219.60
The Mid Wales Football League	219.60
The Welsh Alliance Football League	219.60
The Welsh National Football League	219.60
The Welsh Premier Women's League	219.60

## APPENDIX 2

### APPROVED COMPETITIONS

#### Leagues

The Cymru Premier  
The Cymru North  
The Cymru South  
The Welsh Premier Women's Football League  
The Ardal Leagues  
The FAW Youth League  
The FAW Reserve League

## SENIOR, RESERVE & YOUTH TEAM FOOTBALL

### DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN CUP MATCHES ONLY - PLAYERS



As set out in the schedule hereto for Players associated with Clubs playing teams in the Cup Competitions under the direct jurisdiction of the Football Association of Wales

SEASON 2020/2021

#### 1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) Caution Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) Sending-off Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(c) If a Referee omits to show the appropriate card when taking action against a player, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

#### 2. CAUTION OFFENCES

A player who has been cautioned in any match will be notified through the player's club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£10.00** will be charged to the player through the club for the cost of processing each report.

### 3. SENDING-OFF OFFENCES

A player who has been sent-off in a match under the provisions of Law 12 will be notified through the player's club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) That the player will be subject to the agreed standard punishment (see Section 6). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

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### 4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player cautioned or sent-off in a match, the club, on behalf of the player, must:-
  - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player responsible for the offence should also be supplied.
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  - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be faxed (029 20 435876) or e-mailed ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales prior to the commencement of the second match.
  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.

- (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player will be eligible to play in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player play in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player concerned for playing whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
  - (i) The claim is rejected - the player reported by the referee serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
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- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
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- (ii) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the player's dismissal from the field of play will remain on the record of the player and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
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  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
  - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player will be eligible to play in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player play in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player concerned for playing whilst under suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
  - (i) The claim is rejected - the player serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
  - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) will not be invoked in relation to this dismissal if the player is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

## **6. PUNISHMENTS**

### **(a) Caution Offences**

- (i) If a player accumulates two (2) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match in the Cup Competition and final match in the same Cup Competition of the 2020/2021 Season.
- (ii) If a player accumulates four (4) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.

- (iii) If a player accumulates six (6) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.
- (iv) If a player accumulates eight (8) recorded cautions in the same Cup Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The player shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further two (2) cautions recorded against a player.
- (v) After the completion of the Preliminary Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all players being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
- any player who receives a suspension resulting from an accumulation of cautions in the last match of a Preliminary Round **will** be suspended for the same Cup Competitions in the First-Round proper; and
  - any £10.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(l) of these Procedures).
- (vi) After the completion of the Quarter Final Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all players being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
- any player who receives a suspension resulting from an accumulation of cautions in the Quarter Final match **will** be suspended for the same Cup Competitions Semi-Final; and
  - any £10.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(l) of these Procedures).
- (vii) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a MATCH SUSPENSION (see Section 8).
- (viii) The player must serve the suspension with the club at which the player holds a valid registration.

(ix) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.

(b) **Players Sent-off Under Law 12 (7)**

A player who is dismissed from the Field of Play for a second cautionable offence after having received a caution will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the Field of Play for denying a goal or an obvious goal scoring opportunity to an opponent whose overall movement is towards the offender's goal or by handling the ball, will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(d) **Players Sent-off Under Law 12 (6)**

A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures, whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same Cup Competition only, until such time the player has missed his/her club's next TWO (2) recognised matches in the same Cup Competition(see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the Field of play for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her

club's next THREE (3) recognised matches in the same Cup Competition(see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

The player must serve the suspension with the club at which the player holds a valid registration.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season in the same Cup Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season in the same Cup Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

All suspensions from Cup Competitions will remain separate and only applicable to that specific Cup Competition. Therefore, any suspension imposed under these procedures will only be applicable to the Cup Competition in which the player received their suspension.

(h) **Outstanding Suspensions**

Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season with the club at which the player is registered with and measured by the Club's matches in the same Cup Competition..

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Laws of the Game whilst on the field of play which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under (i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under (i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Payment to Players Under Suspension**

Clubs must not pay a player more than their basic wage during the period of a suspension.

(k) **Clubs Imposing Fines**

Clubs may fine players for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(l) **Collection of Administration Fees**

It will be the responsibility of the club to collect the **£10.00** administration fee from the players concerned. Clubs will have 31 calendar days to make the payment for each player's £10.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £10.00 administration fee within 31 calendar days, then the player will become ineligible from playing in ANY Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Football Association of Wales from time to time.

Any club experiencing difficulty meeting the 31-day limit should contact the Finance Department of the Football Association of Wales on (029) 20 435833.

**7. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS**

The Football Association of Wales reserves the right to prefer a charge against a club at any time during the season arising from field offences committed by players of the club.

**8. SUSPENSIONS IMPOSED UNDER THESE REGULATIONS**

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see clause 9).
- (b) Any suspension imposed may only be served whilst the player holds a registration with a football club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club with which the player has transferred to has completed the required number of matches in Approved Competitions.

**9. DEFINITIONS**

i **BUSINESS DAY**

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

ii. **CLOSED FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

iii. **MATCH SUSPENSION**

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iv. **OPEN FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

## APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

<b>For teams playing in:-</b>	<b>£ Fee payable (inclusive of VAT)</b>
The Cymru Premier	314.40
The Cymru North & South	219.60
The Welsh Football League	219.60
The Mid Wales Football League	219.60
The Welsh Alliance Football League	219.60
The Welsh National Football League	219.60
The Welsh Premier Women's League	219.60

## APPENDIX 2

### APPROVED COMPETITIONS

#### **Cup Competitions**

The FAW Welsh Cup  
The FAW Women's Cup  
The FAW Amateur Trophy  
The FAW Youth Cup  
The Nathaniel MG Cup  
The Welsh Premier Women's League Cup  
The Ardal North Cup  
The Ardal South Cup



## SENIOR, RESERVE & YOUTH TEAM FOOTBALL

### DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN LEAGUE MATCHES ONLY – TEAM OFFICIALS

As set out in the schedule hereto for Team Officials associated with Clubs playing teams in Senior, Reserve & Youth Divisions of the National Leagues

SEASON 2020/2021

#### 1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) **Caution Offences**

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) **Sending-off Offences**

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(c) If a Referee omits to show the appropriate card when taking action against a team official, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

#### 2. CAUTION OFFENCES

A team official who has been cautioned in any match will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£10.00** will be charged to the team official through the club for the cost of processing each report.

### 3. SENDING-OFF OFFENCES

A team official who has been sent-off in a match under the provisions of Law 5 and/or Law 12 will be notified through the team officials club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) That the team official will be subject to the agreed standard punishment (see Section 6). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£10.00** will be charged to the team official through the club for the cost of processing each report.

### 4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a team official cautioned or sent-off in a match, the club, on behalf of the team official, must:-
  - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
  - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be faxed (029 20 435876) or e-mailed ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales prior to the commencement of the second match.
  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.

- (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a team official will be eligible to play in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a team official participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and team official concerned for breaching the terms of their suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
  - (i) The claim is rejected - the team official reported by the referee serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
  - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

## **5. CLAIMS OF WRONGFUL DISMISSAL**

- (a) A team official and their club may seek to limit the disciplinary consequences of the dismissal of a team official from the Field-of-Play by demonstrating to this Association that the dismissal was wrongful.

- (b) A Claim of Wrongful Dismissal may be lodged only for on-field offences which result in a sending-off, except for two cautions leading to a dismissal.
- (c) The club, on behalf of the team official, must:-
- (i) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension is one which should be imposed in view of the facts of the case. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the team official's dismissal from the Technical Area will remain on the record of the team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
- (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be faxed (029 20 435876) or e-mailed ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales prior to the commencement of the second match.
  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
  - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a team official will be eligible to participate in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a team official participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and team official concerned for breaching the terms of their suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
  - (i) The claim is rejected - the team official serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
  - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) will not be invoked in relation to this dismissal if the team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

## **6. PUNISHMENTS**

### **(a) Caution Offences**

- (i) If a team official accumulates three (3) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.
- (ii) If a team official accumulates six (6) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.

- (iii) If a team official accumulates nine (9) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.
- (iv) If a team official accumulates twelve (12) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next FOUR (4) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The team official shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further three (3) cautions recorded against a team official.
- (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 8).
- (vi) The team official must serve the suspension with the club at which the team official committed the suspension offence.
- (vii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.

(b) **Sending Off resulting in a One Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

- *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
- *receiving a second caution in the same match*
- *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*

The team official must serve the suspension with the club at which the team official committed the suspension offence.

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

- *deliberately leaving the technical area to:*
  - i. *show dissent towards, or remonstrate with, a match official*
  - ii. *act in a provocative or inflammatory manner*
  - iii. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the video operation room (VOR)*
- *entering the field of play to interfere with play, an opposing player or match official*
- *entering the field of play to confront a match official (including at half-time and full-time)*

The team official must serve the suspension with the club at which the team official committed the suspension offence.

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

- *deliberately throwing/kicking an object onto the field of play*
- *physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, spectator or any other person (e.g. ball boy/girl, security or competition official etc.)*
- *violent conduct*

The team official must serve the suspension with the club at which the team official committed the suspension offence.

(e) **Sending's Off not detailed**

- (i) Any team official dismissed from the Technical Area for a reason not set out in section 6(b), (c) & (d), will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see clause 9) only for ONE (1) recognised match in the same League Competition for which the team official participates in (see Appendix 2)

during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

- (ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:
  - (a) A one Match Suspension as set out in 6(e)(i) shall suffice and there should be no further suspension; or
  - (b) That the standard one Match Suspension as set out in 6(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.
- (iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Section 4 and 5. In this procedure set out in 6(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.
- (iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.
- (v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii), then the same Disciplinary Panel will consider the sanction.
- (vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.

(f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same League Competition or an Open Friendly, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season in the same League Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

All suspensions from League Competitions will remain separate and only applicable to that specific League Competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the team official received their suspension.

The only exception to this is where a team official receives a suspension (as set out in these Procedures) from an Open Friendly match (see clause 9). This must be measured by the team officials next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season with the club at which the team official committed the suspension offence and measured by the Club's matches in the same League Competition.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a team official commits an act of misconduct and/or a sending-off offence as set out in the Laws of the Game whilst on the field of play and/or in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under (i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under (i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Clubs Imposing Fines**

Clubs may fine team officials for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(k) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the team official to complete their suspension and thus qualify them to participate in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(l) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £10.00 administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £10.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £10.00 administration fee within 31

calendar days, then the team official will become ineligible from participating in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

Any club experiencing difficulty in meeting the 31-day limit should contact the Finance Department of the Football Association of Wales on (029) 20 435833.

## **7. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR TEAM OFFICIALS**

- (a) Any club whose team official accumulate a total number of Penalty Points during a season, and that total is considered to be appreciably above the average number of points in the same league, may be required to appear before a FAW Disciplinary Panel and shall be liable to be warned and/or fined for having permitted its team officials to violate the Laws of the Game in contravention of FAW Rule 38.1.1. In addition, the Panel shall be entitled to make an order as to costs against the club. Any action taken by the club to discipline its team officials under Section 6(j) will be taken into consideration by the Panel in its findings.

In so far as this Regulation shall apply, the following Penalty Points will be recorded against a club:-

For all recorded cautions	-	4 Points
For Sendings-off resulting in a one Match Suspension	-	10 Points
For Sendings-off resulting in all other Match Suspensions	-	12 Points

- (b) A club required to appear before an FAW Disciplinary Panel shall be represented by at least one of its Directors/Officials and the Manager.
- (c) The Football Association of Wales reserves the right to prefer a charge against a club at any time during the season arising from field offences committed by team officials of the club.

## **8 SUSPENSIONS IMPOSED UNDER THESE REGULATIONS**

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see clause 9) for a sending-off offence or a Touchline Suspension (see clause 9) for an accumulation of cautions.
- (b) Any suspension imposed may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the club with which the team official committed the offence has completed the required number of matches in Approved Competitions.

## **9 DEFINITIONS**

i **BUSINESS DAY**

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

ii. **CLOSED FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

iii. **MATCH SUSPENSION**

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iv. **OPEN FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

v. **TOUCHLINE SUSPENSION**

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.
4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such persons.

## APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

<b>For teams playing in:-</b>	<b>£ Fee payable (inclusive of VAT)</b>
The Cymru Premier	314.40
The Cymru North & South	219.60
The Welsh Football League	219.60
The Mid Wales Football League	219.60
The Welsh Alliance Football League	219.60
The Welsh National Football League	219.60
The Welsh Premier Women's League	219.60

## APPENDIX 2

### APPROVED COMPETITIONS

#### Leagues

The Cymru Premier  
The Cymru North  
The Cymru South  
The Welsh Premier Women's Football League  
The Ardal Leagues  
The FAW Youth League  
The FAW Reserve League



## SENIOR, RESERVE & YOUTH TEAM FOOTBALL

### DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN CUP MATCHES ONLY – TEAM OFFICIALS

As set out in the schedule hereto for Team Officials associated with Clubs playing teams in the Cup Competitions under the direct jurisdiction of the Football Association of Wales

SEASON 2020/2021

#### 1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) Caution Offences

Referees must submit a report to the Football Association of Wales within 2(two) hours after the completion of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) Sending-off Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(c) If a Referee omits to show the appropriate card when taking action against a team official, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

#### 2. CAUTION OFFENCES

A team official who has been cautioned in any match will be notified through the team official's club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£10.00** will be charged to the team official through the club for the cost of processing each report.

### 3. SENDING-OFF OFFENCES

A team official who has been sent-off in a match under the provisions of Law 12 will be notified through the team official's club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) That the team official will be subject to the agreed standard punishment (see Section 6). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£10.00** will be charged to the team official through the club for the cost of processing each report.

### 4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a team official cautioned or sent-off in a match, the club, on behalf of the team official, must:-
  - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
  - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be faxed (029 20 435876) or e-mailed ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales prior to the commencement of the second match.
  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.

- (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a team official will be eligible to play in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a team official participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and team official concerned for playing whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
  - (i) The claim is rejected - the team official reported by the referee serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
  - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

## **5. CLAIMS OF WRONGFUL DISMISSAL**

- (a) A team official and their club may seek to limit the disciplinary consequences of the dismissal of a team official from the Field-of-Play by demonstrating to this Association that the dismissal was wrongful.

- (b) A Claim of Wrongful Dismissal may be lodged only for on-field offences which result in a sending-off, except for two cautions leading to a dismissal.
- (c) The club, on behalf of the team official, must:-
- (i) By 2.00pm of the next Business Day following the day of the match submit in writing via fax (029 20 435876) or e-mail ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
  - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension is one which should be imposed in view of the facts of the case. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the team official's dismissal from the Technical Area will remain on the record of the team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
- (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be faxed (029 20 435876) or e-mailed ([discipline@faw.co.uk](mailto:discipline@faw.co.uk)) to the Football Association of Wales prior to the commencement of the second match.
  - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
  - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a team official will be eligible to participate in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via fax or e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a team official participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and team official concerned for breaching the terms of their suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
  - (i) The claim is rejected - the team official serves the standard punishment as set out in this Memorandum.
  - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
  - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) will not be invoked in relation to this dismissal if the team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

## **6. PUNISHMENTS**

### **(a) Caution Offences**

- (i) If a team official accumulates two (2) recorded cautions in in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match in the Cup Competition and final match in the same Cup Competition of the 2020/2021 Season.
- (ii) If a team official accumulates four (4) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.

- (iii) If a team official accumulates six (6) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season.
- (iv) If a team official accumulates eight (8) recorded cautions in the same Cup Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The team official shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further two (2) cautions recorded against a team official.
- (v) After the completion of the Preliminary Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all team officials being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
- any team official who receives a suspension resulting from an accumulation of cautions in the Preliminary Round **will** be suspended for the same Cup Competition in the First Round proper; and
  - any £10.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(l) of these Procedures).
- (vi) After the completion of the Quarter Final Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all team officials being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
- any team official who receives a suspension resulting from an accumulation of cautions in the Quarter Final match **will** be suspended for the same Cup Competitions Semi-Final; and
  - any £10.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(l) of these Procedures).
- (vii) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 8).

- (viii) The team official must serve the suspension with the club at which the team official committed the suspension offence.
- (ix) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.

(b) **Sending Off resulting in a One Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition (see clause 9) only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

- *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
- *receiving a second caution in the same match*
- *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*

The team official must serve the suspension with the club at which the team official committed the suspension offence.

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition (see clause 9) only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

- *deliberately leaving the technical area to:*
  - i. *show dissent towards, or remonstrate with, a match official*
  - ii. *act in a provocative or inflammatory manner*
  - iii. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the video operation room (VOR)*
- *entering the field of play to interfere with play, an opposing player or match official*
- *entering the field of play to confront a match official (including at half-time and full-time)*

The team official must serve the suspension with the club at which the team official committed the suspension offence.

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition (see clause 9) only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).

- *deliberately throwing/kicking an object onto the field of play*
- *physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, spectator or any other person (e.g. ball boy/girl, security or competition official etc.)*
- *violent conduct*

The team official must serve the suspension with the club at which the team official committed the suspension offence.

(e) **Sending's Off not detailed**

- (i) Any team official dismissed from the Technical Area for a reason not set out in section 6(b), (c) & (d), will be suspended automatically with immediate effect from the same Cup Competition (see clause 9) only for ONE (1) recognised match in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2020/2021 Season. The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 8).
- (ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:
  - (a) A one Match Suspension as set out in 6(e)(i) shall suffice and there should be no further suspension; or
  - (b) That the standard one Match Suspension as set out in 6(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.
- (iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Section 4 and 5. In this procedure set out in 6(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.

- (iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.
- (v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii), then the same Disciplinary Panel will consider the sanction.
- (vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.

(f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same Cup Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season in the same Cup Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

All suspensions from Cup Competitions will remain separate and only applicable to that specific Cup Competition. Therefore, any suspension imposed under these procedures will only be applicable to the Cup Competition in which the team official received their suspension.

(h) **Outstanding Suspensions**

Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season with the club at which the team official committed the suspension offence and measured by the Club's matches in the same Cup Competition.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a team official commits an act of misconduct and/or a sending-off offence as set out in the Laws of the Game whilst in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under (i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under (i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Clubs Imposing Fines**

Clubs may fine team officials for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(k) **Collection of Administration Fees**

It will be the responsibility of the club to collect the **£10.00** administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £10.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £10.00 administration fee within 31 calendar days, then the team official will become ineligible from playing in ANY Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Football Association of Wales from time to time.

Any club experiencing difficulty meeting the 31-day limit should contact the Finance Department of the Football Association of Wales on (029) 20 435833.

## **7. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR TEAM OFFICIALS**

The Football Association of Wales reserves the right to prefer a charge against a club at any time during the season arising from field offences committed by team officials of the club.

## **8 SUSPENSIONS IMPOSED UNDER THESE REGULATIONS**

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see clause 9) for a sending-off offence or a Touchline Suspension (see clause 9) for an accumulation of cautions.
- (b) Any suspension imposed may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the club with which the team official committed the offence has completed the required number of matches in Approved Competitions.

## **9 DEFINITIONS**

i **BUSINESS DAY**

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

ii. **CLOSED FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

iii. **MATCH SUSPENSION**

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iv. **OPEN FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

v. **TOUCHLINE SUSPENSION**

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.

4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such persons.

## APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

<b>For teams playing in:-</b>	<b>£ Fee payable (inclusive of VAT)</b>
The Cymru Premier	314.40
The Cymru North & South	219.60
The Welsh Football League	219.60
The Mid Wales Football League	219.60
The Welsh Alliance Football League	219.60
The Welsh National Football League	219.60
The Welsh Premier Women's League	219.60

## APPENDIX 2

### APPROVED COMPETITIONS

#### **Cup Competitions**

The FAW Welsh Cup  
The FAW Women's Cup  
The FAW Amateur Trophy  
The FAW Youth Cup  
The Nathaniel MG Cup  
The Welsh Premier Women's League Cup  
The Ardal North Cup  
The Ardal South Cup