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1. Introduction

1.1 Archery Victoria is committed to making Archery a safe and fair place where we respect the rights, dignity and worth of all athletes, coaches, administrators, officials, volunteers, and members of Archery Victoria. To achieve this, Archery Victoria has adopted the National Integrity Framework (NIF).

1.2 The National Integrity Framework is designed to assist with creating a safe and fair sporting environment for all, by setting out rules about behaviours that are unacceptable in Sport. These behaviours are defined as Prohibited Conduct.

1.3 In addition to Prohibited Conduct, Archery Victoria has expectations about respectful behaviour, that is behaviour that does not meet the minimum threshold of prohibited conduct under the National Integrity Framework, but is unacceptable in Community Based sports. In these instances, the processes outlined in this Policy shall be adopted.

1.4 Within the National Integrity Framework, this Policy sets out the process and parameters for how allegations of Prohibited Conduct and unacceptable behaviour are managed and resolved.

1.5 This Policy should be read and used in conjunction with Complaints, Disputes and Discipline Policy.

1.6 Nothing in the National Integrity Framework overrides a law of the Commonwealth, state or territory, which takes precedence and must be complied with in the first instance.

1.7 This Policy subsumes the previous Member Protection Policy, the Archery Victoria Code of Conduct and the behaviours that were contained within those Policies.

1.8 This Policy, and associated documents enter into force and applies as of 30 November 2025. It will be reviewed on or before 30 November 2027. Unless required by changes to legislation, changes to the Rules Archery Victoria or Archery Australia policies, or as determined necessary by the Archery Victoria Board.

1.9 Copies of all documents can be obtained from the Archery Victoria website. Additional information is available from the Secretary, Archery Victoria.

1.10 Archery Victoria may amend this Policy from time to time and make the new version available on its website as soon as possible, including the date on which any amendments take effect.

1.11 Breaches of the Policy after 30 November 2025 may lead to disciplinary sanctions in accordance with the processes provided in the Policy.

2. Policy Intent

2.1 This Policy and its procedures are designed to ensure that allegations of Prohibited Conduct and unacceptable behaviour are managed through an effective and timely process, which is consistent and fair.

3. Definitions

3.1 In this policy the following are deemed Prohibited Conduct.

- **Bullying** means repeated behaviour that a reasonable person, having regard to all the circumstances, would anticipate being humiliating, intimidating, undermining or threatening and which causes a risk to health and safety.
- **Discrimination** means unfavorable treatment of a person due to that person's Protected Attribute, as defined in the Equal Opportunity Act 2010 (Vic), including an attribute that a person has, has had in the past, is presumed to have, or may have future, and includes direct and indirect discrimination.
 1. **Direct discrimination** is when a person treats, or proposes to treat, another person unfavorably because of that person's attribute. In relation to a person with an impairment or disability, direct discrimination also occurs if a person does not make, or proposes not to make, reasonable adjustments for that person, and a failure to make a reasonable adjustment has the effect, because of the impairment or disability, of that person being treated unfavorably.
 2. **Indirect discrimination** is when a person imposes, or proposes to impose, a requirement, condition or practice:
 - a) that has, or is likely to have, the effect of disadvantaging a person with a protected attribute; and
 - b) that is not reasonable.
- **Fraud** means dishonest activity causing actual or potential financial loss to any individual or Archery Victoria including theft of moneys or other property by members of Archery Victoria or individuals external to the Archery Victoria and where deception is used at the time, immediately before or immediately following the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a non-business purpose or the improper use of information or position for financial benefit.
- **Harassment** means any conduct of an individual towards another individual on the basis of a Protected Attribute of that other individual that is reasonably likely, in all circumstances, to humiliate, offend, intimidate or distress the other individual.
- **Offensive Behaviour** because of race, colour or national or ethnic origin means an act, otherwise than in private, where:
 - a) the act is reasonably likely, in all the circumstances, to offend, insult, humiliate or intimidate another person or a group of people; and
 - b) the act is done because of the race, colour or national or ethnic origin of the other person or of some or all the people in the group.
- **Offensive Language** is language that is deemed inappropriate, offensive, or vulgar by the general public or within a particular audience. In Victoria, it is explicitly illegal to use offensive language in public. It may be cursing, cussing, expletive, foul language, swearing, profanity, or any language that is considered socially offensive due to being vulgar, obscene, or irreverent. May also be:
 - Talk about inappropriate things and/or make sexual comments.
 - Mature/immature discussion that is not typical of their age.
 - Make inappropriate innuendoes.
 - Make "inside jokes" as indicated by laughing after the comment or words.
- **Physical Assault** means the direct or indirect application of force by a person to the body of, or to clothing or equipment worn by, another person, which is either intended to cause harm or the person is reckless of the possibility that harm will be inflicted.
- **Protected Attribute** means any of the following on the basis of which discriminatory language or actions are made: age; breastfeeding; employment activity; gender identity; disability; industrial activity; lawful sexual activity; marital status; parental status or status as a carer; physical features; political belief or activity; pregnancy; a profession, trade or occupation; race; religious belief or activity; sex; sex characteristics; sexual orientation; an expunged homosexual conviction; a spent conviction: personal association.

Note: Many forms of sexual misconduct constitute criminal conduct and breach Commonwealth laws, equal opportunity, and workplace health and safety laws.

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- **Sexual Assault** is defined in the Crimes Act 1958 (Vic) (section 40) and means a person intentionally touching another person who does not consent to the touching; and the touching is

sexual; and the person touching does not reasonably believe that the other person consents to the touching. Touching can be 'sexual' because of:

- a) the area of the body that is touched or used in the touching, including (but not limited to) the genital or anal region, the buttocks or the breasts;
 - b) the fact that the person doing the touching seeks or gets sexual arousal or sexual gratification from the touching; or
 - c) any other aspect of the touching, including the circumstances in which it is done.
- **Sexual Harassment** as defined in the Sex Discrimination Act 1984 (Cth) – occurs if a person:
 - a) makes an unwelcome sexual advance, or an unwelcome request for sexual favours, to another person; or
 - b) engages in any unwelcome conduct of a sexual nature in relation to the other person,
 - c) in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated the possibility that the other person would be offended, humiliated or intimidated.

Examples of sexually harassing behaviour include:

- i. subjecting a person to any act of physical intimacy or touching;
 - ii. staring or leering;
 - iii. making, orally or in writing, any remark or statement with sexual connotations to a person or about a person in his or her presence, including suggestive comments or jokes;
 - iv. making any gesture, action or comment of a sexual nature in a person's presence;
 - v. sexually explicit pictures or posters;
 - vi. unwanted invitations to go out on dates;
 - vii. requests for sex;
 - viii. intrusive questions about a person's private life or body;
 - ix. unnecessary familiarity, such as deliberately brushing up against a person;
 - x. insults or taunts based on sex;
 - xi. sexually explicit physical contact; and
 - xii. sexually explicit emails or SMS text messages.
- **Sexual Misconduct** in this policy includes sexual harassment, sexual assault and rape. Some forms of sexual misconduct can occur online including through email, websites, online meetings, social media, games or other forums. Some sexual misconduct may also amount to criminal conduct under state and federal legislation, including the following:
 - a) rape which is the penetration of the vagina or anus of any person with any part of the body of another person (including their fingers), or with any object, without the first person's consent;
 - b) unwanted oral sex which includes insertion of the penis into the mouth of another person, or use of the tongue or lips on the vagina, penis, scrotum or anus of another person, without their consent;
 - c) sexual touching which includes kissing or touching a person's body in a sexual manner, without their consent. This includes unwanted touching of a person's breast, buttocks or genitals;
 - d) sexual acts which include doing an act of a sexual nature with or towards another person without their consent or making another person do an unwanted act of a sexual nature;
 - e) requests for sexual intercourse, or other sexual acts;
 - f) exposing genitals (including flashing) or sexual gestures;
 - g) making promises or threats in return for sexual favours;
 - h) sexually suggestive behaviour, such as leering or staring;
 - i) unwelcome touching, hugging, kissing, fondling or brushing up against someone;
 - j) smutty or sexually suggestive comments or jokes;
 - k) repeated or inappropriate invitations to go out on dates or to 'hook up';
 - l) following, watching or loitering nearby someone;

m) displaying offensive images, objects or sexually graphic material including posters, pinups, cartoons, graffiti or messages left on notice boards, desks, common areas or electronic devices/ computer screens;

n) sexually explicit or indecent emails, text messages or posts on social media or via any other digital or electronic communication;

o) making a person show another person their breasts, buttocks or genitals;

p) masturbating or pretending to masturbate in front of another person;

q) name-calling of a sexual nature;

r) unwelcome physical contact including massaging a person without invitation;

s) forcing a person to watch sexual acts/pornography;

t) making, displaying, sending, distributing, threatening to distribute or requesting sexually explicit pictures or posters, audio recordings or photo-shopped images of another person;

u) giving sexually explicit gifts;

v) intrusive questions about a person's private life or physical appearance; or

w) grooming and predatory conduct undertaken to prepare a child for sexual activity at a later time.

- **Stalking** is the willful and repeated following, watching and/or harassing of another person, which usually involves a series of actions that occur over a period. Stalking is not limited to Archery Victoria events and may include actions through electronic communication and virtual environments such as social media.
- **Unlawful Dealing with Children** is where a person who has a duty of care takes, or fails to take, action that has either resulted in harm to the child or has the potential to cause harm. This includes subjecting a child to any activity deemed inappropriate for a minor.
- **Victimisation** means when a person is treated, or threatened to be treated, in a detrimental manner as a result of seeking assistance, making or threatening to make a complaint or raising a disclosure, or considering whether to raise a disclosure or complaint, or participating in proceedings about a matter under this policy.
- **Vilification** means an act to incite hatred, serious contempt, or severe ridicule towards an individual or group of individuals on the grounds of the race, religion, sex, gender identity, or intersex status of the individual or group through:
 - a) any form of communication, such as speaking, writing, printing, messaging Apps, internet and social media; or
 - b) any conduct observable at Archery Victoria events or by the public, including actions, gestures, wearing or display of clothing, signs, flags, emblems or insignia.

3.2 In this policy the following additional definitions apply

- **Relevant Organisation** means any of the following organisations:
 - Archery Australia;
 - Member Organisations; or
 - Any other organisation that has agreed to be bound by the Relevant Policies.
- **Relevant Person** means any of the following persons:
 - Individual member;
 - Associate member;
 - Participant;
 - Contractor;
 - Volunteer; or
 - Any other person who has agreed to be bound by the relevant policies.
- **Relevant Policies** means the following of Archery Victoria Policies:
 - Protection of Children and Young Person Policy
 - Member Protection Policy
 - Conduct and Disciplinary Policy
- **Complainant** is a person who is directly affected by the alleged Prohibited Conduct and makes a complaint about the Respondent in accordance with this policy.
- **Respondent** is a Relevant Person or Relevant organisation about whom a complaint has been made and who is bound by the Relevant Policy/ies at the time of the alleged Prohibited Conduct occurred.
- **Sanction** means the disciplinary action(s) taken against a respondent for breaching a Relevant Policy.

4. Policy Application

4.1 This policy applies to behaviour occurring both within and outside the course of Archery Victoria business, activities, and events, when the behaviour involves individuals associated with Archery Victoria and negatively affects relationships within our sport.

4.2 It applies to all Relevant Persons and Relevant Organisations, e.g. Officers of AV/AA and other RGBs, all Club Administrators, Club officials, coaches, athletes, volunteers, contractors, and visitors to Archery Victoria events or clubs.

4.3 Or any person who, or organisation that,

- has had a Complaint, or Report made against them;
- and was bound by the Relevant Policies at the time of the Prohibited Conduct, even if they are no longer a Relevant Person or Relevant Organisation.

4.4 A Relevant Organisation must ensure that all contractors and volunteers are contractually bound to abide by the Relevant Policies.

4.5 By participating in an activity, or providing a service to Archery Victoria or a club, a participant is deemed to have agreed to be bound by the Relevant Policies.

4.6 Any person or organisation who has had a Complaint made about them and was bound by the Relevant policies at the time of the alleged behaviour continues to be bound by the Relevant policies until the Complaint is finalised and any sanction has been complied with.

5. Responsibilities

5.1 Archery Victoria Board

Archery Victoria is responsible for taking all reasonable steps to ensure Prohibited Conduct does not occur in our association and for ensuring our policies are well known throughout the association. This means we will take whatever steps necessary to ensure that everyone in the association knows;

- What constitutes Prohibited Behaviour.
- That in many instances it is against the law
- That it will not be tolerated.

5.2 Club Presidents

While the President, Archery Victoria and the Board of Archery Victoria have ultimate responsibility for ensuring that the association is free from Prohibited Conduct; Club Presidents are likewise responsible for the day- to-day implementing and enforcing this policy. The Club President shall be responsible with keeping the Archery Victoria Board/President informed of any breaches within their club.

5.3 Member Protection Information Officer

Where possible, clubs should appoint a Member Protection Information Officer (MPIO) who will be the principle point of contact for any member that raises a concern. MPIO's can gain support and assistance from either the President of Archery Victoria, Secretary of Archery Victoria, the National Integrity Manager, Archery Australia.

5.4 Club Officers, Officials and Coaches

Club Officers (committee members), officials, and coaches have a direct responsibility to make sure that members, volunteers and athletes know about this policy and adhere to it and that the relevant procedures as outlined in this document are followed.

5.5 Members, and Others

5.5.1 Members, volunteers, athletes, contractors and visitors will be informed about this policy throughout Archery Victoria and its member clubs.

5.5.2 It will be the responsibility of all administrators, officials, coaches, volunteers, athletes and members to;

- Comply with this policy and procedures.
- Offer support to anyone who is being affected by Prohibited Conduct and let them know where they can get help and advice.
- Maintain complete confidentiality.
- Avoid gossiping or spreading rumours about Complaints (outside giving information as part of a legitimate investigation process). Such behaviour can result in legal action for defamation.

6. Complaints

6.1 Archery Victoria will deal promptly, seriously, sensitively, confidentially and fairly with any Complaints about breaches of its member protection policies. Archery Victoria will ensure that a Complaint is dealt with in accordance with Archery Victoria Complaints, Disputes and Discipline Policy, and/or Sport Integrity Australia's National Integrity Framework. This provides both formal and informal mechanisms for dealing with complaints. (see SIA National Integrity Framework Complaints, Disputes and Discipline Policy 2024)

6.2 Complaints cannot be made anonymously; they must be a formal written submission of an allegation by a Complainant using Complaint Form.

6.3 In the first instance, advice and assistance can be provided by the Club MPIO, the Club President or by emailing integrity@archeryvic.gov.au.

6.4 Clubs shall advise Archery Victoria of their MPIO after each Club Annual General Meeting as part of the Club Reaccreditation process.

6.5 Club MPIO's can offer help in several ways. They can;

- Listen and provide moral support.
- Clarify whether the behaviour being experienced is Prohibited or Unacceptable Conduct.
- If it appears that it is Prohibited or Unacceptable Conduct, explain the courses of action available to deal with Conduct, from informal/internal measures through to formal/external complaints.
- Give information, where appropriate, on self-help measures, such as suggesting that the person approach the instigator and explain that the behaviour is unacceptable and upsetting.
- Provide referral to other people or bodies charged with taking formal complaints.
- Follow up with the person, after appropriate action has been taken to ensure their wellbeing and that they are satisfied with the resolution.

6.6 While it is recommended that the Club MPIO be approached in the first instance, the person experiencing Prohibited Conduct may also seek advice and support from another trusted person such as;

- Club President.
- Club Administrator or coach.
- Archery Victoria Board Member
- National Integrity Manager Archery Australia
- External organisations.

7 Reports

7.1 A Report is a submission of allegations that the Respondent has engaged in conduct which may be unacceptable behaviour or Prohibited Conduct which does not meet the definition of a Complaint.

7.2 Reports received by integrity@archeryvic.org.au may be recorded for information purposes only with no further action taken. Reports and documentation about the report will be kept confidential. The process for managing a report will be at the discretion of the President, Archery Victoria. In some cases, the Report may be managed through to the Complaints Process. A person making a Report will not be contacted regarding their Report unless further information is required.

7.3 Where multiple Reports relate to the same or related alleged conduct by the same person; they may be combined for the purposes of the Complaints Process.

7.4 If a Report progresses through to the Complaints Process, any reference to a Complaint throughout this policy will apply to the Report.

8. Resolution

8.1 Informal Resolution

8.1.1 Informal resolution of complaints is the most common avenue for finding resolution. Informal solutions may occur to the Complainant while he or she is talking to the MPIO. These may then be carried out by the Complainant with or without the assistance of another party. Resolution of complaints at this level allows for complete confidentiality for both parties and can sometimes result in an improved relationship.

8.1.2 The second level of informal resolution involves mediation by a third party. The mediator may be a member of the Archery Victoria Board, or could be the Club President, Coach or Club Officer agreed to by both parties for this purpose.

8.2 Formal Resolution

8.2.1 The Complainant may decide, however, after talking to the MPIO, or other person, or after an informal resolution has failed, to go to the stage of lodging a formal written complaint.

8.2.2 A Complaints Manager will be designated to receive formal written complaints about Prohibited Conduct and unacceptable behaviour. This person shall be appointed by the Archery Victoria Board.

8.2.3 On receiving the complaint, the Complaints Manager will arrange mediation in an attempt to resolve the matter between the Complainant and the alleged Respondent, unless this is inappropriate in the circumstances. If mediation fails, or is not attempted, the Complaints Manager will proceed to arrange a fair and timely investigation of the complaint. The purpose of the investigation will be to establish whether Prohibited Conduct occurred, and if so, what action should be taken to resolve the matter.

8.2.4 A Complainant can withdraw from the complaint process at any time. However, Archery Victoria is not absolved from its obligation to pursue a complaint of Prohibited Conduct of a serious nature. Archery Victoria has a legal responsibility to maintain a safe sport environment. If a Complainant does not wish to pursue a formal complaint, it is up to the Complaints Manager to determine if the alleged Prohibited Conduct is serious enough to warrant an investigation by Archery Victoria, or an external body, and whether that can be carried out without revealing the Complainant's identity.

9. Failure to Cooperate

9.1 If any Relevant Person to the complaint fails or refuses to cooperate fully with the Complaints Process or Resolution Process, then Archery Victoria will follow the guidance set out in the National Integrity Framework, section 6.12.

10. Standard of Proof

The standard of proof that applies to all substantive decisions (including by a Hearing Tribunal) made under this Policy in respect of allegations of Prohibited Conduct is "balance of probabilities". This means the decision-maker must be satisfied that it is more likely than not that there has been a breach of a Relevant Policy.

11. Right To Appeal

11.1 After an investigation of a complaint, and a decision has been reached, and action recommended, both parties to the complaint have the right to appeal the decision and recommended action/s, if a matter of procedure, bias or fairness is called into question.

11.2 Appeals will be conducted in line with Complaints, Disputes and Discipline Policy. The Appeal may be held either internally or externally to Archery Victoria depending on the severity of the behaviour resulting in the complaint, the Complaints Manager will advise parties of their options.

12. Sanctions

12.1 Archery Victoria may impose sanctions on a Respondent where it is considered appropriate. Sanctions will be determined by a Disciplinary Panel arranged by the Complaints Manager, made up of two members of the Archery Victoria Board and one member co-opted on a randomised selection from Club Presidents.

12.2 Sanctions, where decided are an appropriate action, may be determined referring to the Case Categorisation Model, and or Archery Victoria Complaints, Disputes and Discipline Policy clause 5.6.2, taking in to account clause 8.4 of the Sport Integrity Australia's National Integrity Framework.

12.3 Archery Victoria may also take disciplinary action against anyone who victimises a person who has complained of Prohibited Conduct, or who makes a false, frivolous, or vexatious complaint to Archery Victoria.

12.4 Any provisional actions or final adjudications on an applicable Sanction imposed under this Policy shall be recognised and respected by all Archery Victoria Clubs automatically upon receipt of notice of the provisional action or sanction without need for any further formality. Each Archery Victoria Club shall take all steps legally available to it to enforce and give effect to the Sanction.

13. Other Avenues

13.1 Apart from internal procedures outlined in this document for making a complaint, Complainants may at any time contact the relevant State or Federal anti-discrimination/human rights body for information or advice, or to lodge a complaint of Prohibited Conduct. Where Commonwealth laws are broken, Complainants may wish to contact Police Victoria.

14. The Prohibited Conduct Complaint Procedure

14.1 Archery Victoria has adopted the Sport Integrity Australia complaints process as a formal system for handling alleged breaches of the National Integrity Framework.

14.2 Complaints related to Child Safeguarding or Discrimination are to be submitted directly to Sport Integrity Australia with additional notification to integrity@archeryvic.org.au.

14.3 Complaints about other Prohibited Conduct under the National Integrity Framework and this Policy should be submitted to integrity@archeryvic.org.au. Depending on individual circumstances it may be referred to other bodies to investigate.

14.4 The complaints process involves evaluating the complaint to determine if it's within the scope of the NIF and this policy, and if further action is needed. If the complaint is within scope, it may be investigated, and if a breach is found, Archery Victoria may implement a sanction/s.

14.5 The process for making a formal Complaint is outlined below:

STEP 1 - MAKING A COMPLAINT

Individuals can lodge a Child Safeguarding or Discrimination complaint directly to Sport Integrity Australia using the online form. Assistance is available by calling 1300 027 232 and selecting option 3.

Complaints about other Prohibited Conduct and unacceptable behaviour outlined in this Policy should be submitted to the integrity@archeryvic.org.au using Archery Victoria's Complaint Form. If a Complaint is about bullying, Sport Integrity Australia has created a 'Bullying in Sport' booklet that offers other pathways a person may choose to pursue.

STEP 2 - INITIAL EVALUATION

When a Complaint is received, it will be evaluated to determine if it is in-scope and whether it will be managed through the Complaints process. To be in-scope, a Complaint needs to meet the following criteria:

- The person who submitted the Complaint is the person directly affected by the alleged conduct (or their authorised representative), or the parent/guardian of a Vulnerable Person directly affected by the alleged conduct.
- The alleged conduct meets the definition of Prohibited Conduct under any of the National Integrity Framework policies or this Member Protection policy.
- The alleged conduct meets the definition of unacceptable behaviour under this Member Protection Policy or the Code of Conduct.
- The alleged Prohibited Conduct occurred after the issuing of this Policy.
- The person or organisation accused of wrongdoing was bound by the Archery Victoria's policies at the time the alleged conduct occurred.

At this stage, a Complaint may also be referred to another organisation, such as the police or child protection agency.

Who manages complaints? Complaints about alleged conduct under the Child Safeguarding Policy or Discrimination based on Protected Characteristics including race, disability, sex, religion or age can be submitted directly to Sport Integrity Australia.

All other complaints will be managed initially by the contacting integrity@archeryvic.org.au. A Complaints Manager will be allocated the complaint to manage.

STEP 3 – ASSESSMENT

Sport Integrity Australia, or the Archery Victoria appointed Complaints Manager will determine which category the Complaint falls into based on the Case Categorisation Model in the Case Categorisation Guidance Note).

If the Complaint is assessed as 'Category 1' it may be managed through a range of measures such as information and education, and the matter will be closed.

If the Complaint is assessed as Category 2 or 3, the Complaint may be investigated by a Hearing Tribunal or Decision Maker and lead to a finding. As part of an investigation, people involved with the Complaint, including witnesses, may be contacted to provide information about the allegations that have been made. In more complex matters, the people involved in the Complaint may be required to participate in formal recorded interviews.

It is important that enough information is received to make an informed decision, so depending on the complexity of the Complaint, this can take time. Parties to the Complaint will be kept updated at appropriate points during the process, taking into account confidentiality requirements.

STEP 4 OUTCOME

If a person's Complaint is investigated, there are three possible findings that can be made.

- **Substantiated:** There is sufficient evidence to suggest the alleged conduct is more likely to have occurred than not, the allegation/s in the Complaint will be found to be substantiated.
- **Unsubstantiated:** If, based on the evidence, it is more likely than not that the Respondent did NOT breach this policy, the allegations will be found to be unsubstantiated and the matter will be closed with no further action.
- **Unable to be Substantiated:** If there are two equally plausible versions of events, the matter will be found, unable to be substantiated.

4.1 External Investigations

In the case of external investigations, Sport Integrity Australia, will notify the Secretary of Archery Victoria, who will notify the parties to the Complaint of the findings and refer the matter to the Archery Victoria Board to manage the resolution process, including guidance on sanctioning if applicable.

4.2 Internal Investigations

If the investigation is conducted within Archery Victoria using internal or external resources, the Decision Maker or Disciplinary Panel (whichever) will determine the resolution process including sanctions if appropriate.

STEP 5 RESOLUTION

If a Complaint is found to be substantiated, the Complaints Manager will be responsible for issuing a Breach Notice (1004-F-03 Breach Notice) to the Respondent, based on the determination of the Decision Maker of Disciplinary Panel, outlining the sanction.

A sanction can include a range of measures ranging from a reprimand to a suspension or expulsion from the sport, depending on the category of the breach.

The Respondent can either accept the Breach Notice and the proposed sanction, at which point the matter will be finalised, or they can choose to challenge the findings against them and/or the proposed sanction. If an appeal is lodged based on procedural grounds or a form of bias, an appeals hearing as outline in Complaints, Disputes and Discipline Policy.

Archery Victoria will enforce any sanctions that result from the completed Complaints process. Archery Victoria expects that all clubs will recognise and respect the sanction imposed and shall take all steps legally available to it to enforce and give effect to the sanction.

15. Other Documents to use with this Policy

- Complaints, Disputes and Discipline Policy
- Complaint Form
- Complaint Assessment Form
- Breach Notice
- Guidance Note Case Categorisation
- Code of Conduct - Administrators
- General Code of Contact Poster

