

SENIOR AND RESERVE TEAM FOOTBALL
DISCIPLINARY PROCEDURES CONCERNING
FIELD OFFENCES

**As set out in the schedule hereto for Players associated with Clubs playing teams in
Senior and Reserve divisions of the Directly Affiliated Leagues**

SEASON 2017/2018

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) **Caution Offences**

Referees must submit to the Football Association of Wales within 2 Business Days of the match a report stating the offence and giving a description of the incident.

(b) **Sending-off Offences**

Referees must submit a report to the Football Association of Wales by 2.00pm on the next Business Day following a match stating the offence(s) and giving a description of the incident(s).

(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 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 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 435877) or e-mail (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 435877) or e-mailed (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 being 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 his 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 435877) or e-mail (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 435877) or e-mailed (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 being 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 Senior and/or Reserve Team football competitions under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the **31st December** (inclusive) in the same season, the player will be suspended automatically on the 14th day following the date of the player's last offence from all domestic Senior and Reserve league matches, Senior and Reserve cup matches and Senior and Reserve Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next ONE (1) recognised **Senior Team match in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season.
- (ii) If a player accumulates five (5) recorded cautions in Senior and/or Reserve Team football competitions under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and **the last day of the same season, the player will be "warned as to his/her future conduct"**.
- (iii) A player who has already been subject to disciplinary action as a result of accumulating five (5) cautions and then goes on to accumulate a further five (5) cautions during the same season, will be subject to the following punishments:-
 - (a) If a player accumulates ten (10) cautions in Senior and/or Reserve Team football competitions under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the **second Sunday of April** in the same season, the player will be suspended automatically on the 14th day following the date of the player's last offence from all domestic Senior and Reserve league matches, Senior and Reserve cup matches and Senior and Reserve Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next TWO (2) recognised **Senior Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season.
 - (b) If a player accumulates ten (10) cautions in Senior and/or Reserve Team football competitions under the direct disciplinary jurisdiction of this association between the opening day of the playing season and the **last day of the same season, the player will be "severely censured and warned as to his/her future conduct"**.

- (iv) If a player accumulates fifteen (15) recorded cautions in Senior and/or Reserve Team football competitions under the direct disciplinary jurisdiction of this association between the opening day of the playing season and the **last day of the same season**, the player will be suspended automatically on the 14th day following the date of the player's last offence from all domestic Senior and Reserve league matches, Senior and Reserve cup matches and Senior and Reserve Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next THREE (3) recognised **Senior Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season.
- (v) A player who has already been subject to disciplinary action as a result of accumulating five (5) cautions, ten (10) cautions and fifteen (15) cautions, and who goes on to record twenty (20) cautions in Senior and Reserve Team football competitions under the direct disciplinary jurisdiction of this Association in the same season, shall be required to attend a meeting of a Disciplinary Panel when requested to do so. The members of the Panel shall have the power to deal with the player in such manner as they deem fit. The same procedure will apply for every further five (5) cautions recorded against a player.
- (vi) 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).
- (vii) The player must serve the suspension with the club at which the player committed the suspension offence.
- (viii) 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 all domestic Senior and Reserve league matches, Senior and Reserve cup matches and Senior and Reserve Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next ONE (1) recognised **Senior Team match in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 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 committed the suspension offence.

(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 by physical means or by handling the ball, will be suspended automatically **with immediate effect** from all domestic Senior and Reserve league matches, Senior and Reserve cup matches and Senior and Reserve Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next ONE (1) recognised **Senior Team match in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018

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 committed the suspension offence.

(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 all domestic Senior and Reserve league matches, Senior and Reserve cup matches and Senior and Reserve Open Friendly Matches (see clause 9) **only**, until such time the player has missed his/her club's next TWO (2) recognised **Senior Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 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 committed the suspension offence.

(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 all domestic Senior and Reserve league matches, Senior and Reserve cup matches and Senior and Reserve Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next THREE (3) recognised **Senior Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 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 committed the suspension offence.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season, 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 will be suspended for an extra two matches, and so on.

(g) **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 committed the suspension offence, except that:-

- (i) A player may request the consent of the Football Association of Wales to transfer an outstanding suspension to the reserve team (second team) with

which the player committed the offence on the condition that the Senior Team of the club has completed all of its domestic fixtures (league and cup competitions) at the end of a season before that of the player's reserve team (second team).

- (ii) When requesting a transfer of a suspension, a player must be able to demonstrate that they have played for the reserve team (second team) of the club during the current season by providing the appropriate team sheets from a minimum of 3 (three) competitive matches.
- (iii) Upon receipt of the information requested in (ii) hereabove, the Football Association of Wales will determine whether or not it is appropriate to transfer the suspension and will communicate (written or electronic) to the player and club detailing the decision. This decision will be final and not subject to appeal.
- (iv) A player may also obtain consent from the Football Association of Wales to transfer a suspension outstanding from the previous season to their new club at the commencement of the next following season. To obtain consent, a player must put a request in writing to the Football Association of Wales which should include the following:-
 - (a) Registration details of the club the player has signed for at the commencement of the new season.
 - (b) A letter of support from the club the suspension is being transferred to.
- (v) Upon receipt of the information requested in (g)(iv) hereabove, the Football Association of Wales will determine whether or not it is appropriate to transfer the suspension and will communicate (written or electronic) to the player and clubs the decision. This decision will be final and not subject to appeal.
- (vi) A suspension may only be transferred to a player's reserve team (second team) once during a season.

(h) **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 (h)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

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

(i) **Payment To Players Under Suspension**

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

(j) **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.

(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 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.

(l) **Collection of Administration Fees**

It will be the responsibility of the club to collect the **£10.00** administration fee from the players concerned. The Football Association of Wales will invoice clubs periodically throughout the season for their accrued administration fees. Failure by a club to pay an invoice within **21 calendar days** will result in the FAW imposing a suspension on part or all of the club's football activities until such time as the outstanding amount has been paid in full. Any club experiencing difficulty meeting the 21-day limit should contact the Finance Department of the Football Association of Wales on (029) 20 435833.

Any club experiencing difficulties in obtaining monies owed by players of the club may refer such matters to the Registrations Department of the Football Association of Wales.

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(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 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 sanctioned by the appropriate league. 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 club with which the player committed the suspension 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.

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

For teams playing in:-	£ Fee payable (inclusive of VAT)
The Welsh Premier Football League	314.40
The Welsh Football League	219.60
The Huws Gray Alliance 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 Welsh Premier Football League
The Welsh Football League
The Huws Gray Cymru Alliance Football League
The Mid Wales Football League
The Welsh Alliance Football League
The Welsh National Football League
The Welsh Premier Women's Football League

Cup Competitions

The FAW Welsh Cup
The FAW Women's Cup
The FAW Trophy
The Welsh Premier League Cup
The Welsh Premier Women's League Cup
The Welsh Football League Cup
The Huws Gray Cymru Alliance League Cup
The Mid Wales Football League Division One Cup
The Mid Wales Football League Division Two Cup
The Welsh Alliance League Division One Cup
The Welsh Alliance League Division Two Cup
The Welsh Alliance League Mawddach Challenge Cup
The Welsh National League Premier Division Cup
The Welsh National League Division One Cup
The Welsh National League Presidents Cup
The North East Wales FA Challenge Cup
The North Wales Coast FA Senior Challenge Cup
The Central Wales FA Challenge Cup
The West Wales FA Senior Cup
The South Wales FA Senior Cup
Senior Area Association Cup Competitions (Women's)

YOUTH TEAM FOOTBALL

DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES

**As set out in the schedule hereto for Players associated with Clubs playing teams in
Youth divisions of the Directly Affiliated Leagues**

SEASON 2017/2018

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) **Caution Offences**

Referees must submit to the Football Association of Wales within 2 Business Days of the match a report stating the offence and giving a description of the incident.

(b) **Sending-off Offences**

Referees must submit a report to the Football Association of Wales by 2.00pm on the next Business Day following a match stating the offence(s) and giving a description of the incident(s).

(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 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 of:-

- (c) the offence reported by the Referee;

- (d) 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 435877) or e-mail (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 435877) or e-mailed (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 being 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

- (d) A player and his 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.
- (e) 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.
- (f) 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 435877) or e-mail (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 435877) or e-mailed (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 being 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 Youth Team football competitions under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the **31st December** (inclusive) in the same season, the player will be suspended automatically on the 14th day following the date of the player's last offence from all domestic youth league and youth cup matches and youth Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next ONE (1) recognised **Youth Team match in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season.
- (ii) If a player accumulates five (5) recorded cautions in Youth Team football competitions under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and **the last day of the same season, the player will be "warned as to his/her future conduct"**.
- (iii) A player who has already been subject to disciplinary action as a result of accumulating five (5) cautions and then goes on to accumulate a further five (5) cautions during the same season, will be subject to the following punishments:-
 - (a) If a player accumulates ten (10) cautions in Youth Team football competitions under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the **second Sunday of April** in the same season, the player will be suspended automatically on the 14th day following the date of the player's last offence from all domestic youth league and youth cup matches and youth Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next TWO (2) recognised **Youth Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season.
 - (b) If a player accumulates ten (10) cautions in Youth Team football competitions under the direct disciplinary jurisdiction of this association between the opening day of the playing season and the **last day of the same season, the player will be "severely censured and warned as to his/her future conduct"**.

- (iv) If a player accumulates fifteen (15) recorded cautions in Youth Team football competitions under the direct disciplinary jurisdiction of this association between the opening day of the playing season and the **last day of the same season**, the player will be suspended automatically on the 14th day following the date of the player's last offence from all domestic youth league and youth cup matches and youth Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next **THREE (3) recognised Youth Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season.
- (v) A player who has already been subject to disciplinary action as a result of accumulating five (5) cautions, ten (10) cautions and fifteen (15) cautions, and who goes on to record twenty (20) cautions in Youth Team football competitions under the direct disciplinary jurisdiction of this Association in the same season, shall be required to attend a meeting of a Disciplinary Panel when requested to do so. The members of the Panel shall have the power to deal with the player in such manner as they deem fit. The same procedure will apply for every further five (5) cautions recorded against a player.
- (vi) 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).
- (vii) The player must serve the suspension with the club at which the player committed the suspension offence.
- (viii) 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 all domestic youth league and youth cup matches and youth Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next **ONE (1) recognised Youth Team match in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 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 committed the suspension offence.

(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 by physical means or by handling the ball, will be suspended automatically **with immediate effect** from all domestic youth league and youth cup matches and youth Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next **ONE (1) recognised Youth Team match in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 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 committed the suspension offence.

(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 all domestic youth league and youth cup matches and youth Open Friendly Matches (see clause 9) **only**, until such time the player has missed his/her club's next **TWO (2) recognised Youth Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 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 committed the suspension offence.

(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 all domestic youth league and youth cup matches and youth Open Friendly Matches (see clause 9) **only**, until such time as the player has missed his/her club's next **THREE (3) recognised Youth Team matches in Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 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 committed the suspension offence.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season, 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 will be suspended for an extra two matches, and so on.

(g) **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 committed the suspension offence, except that:-

- (i) A player may obtain consent from the Football Association of Wales to transfer a suspension outstanding from the previous season to their new club's Youth Team at the commencement of the next following season. To obtain consent, a

player must put a request in writing to the Football Association of Wales which should include the following:-

- (a) Registration details of the club the player has signed for at the commencement of the new season.
- (b) A letter of support from the club the suspension is being transferred to.
- (ii) Upon receipt of the information requested in (g)(i) hereabove, the Football Association of Wales will determine whether or not it is appropriate to transfer the suspension and will communicate (written or electronic) to the player and clubs the decision. This decision will be final and not subject to appeal.
- (iii) Should a player have an outstanding suspension from the previous season and will no longer be eligible to participate in Youth football due to age restrictions for the following season, the player must serve his suspension with the club he/she next registers with.

(h) **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 (h)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

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

(i) **Payment To Players Under Suspension**

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

(j) **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.

(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 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.

(1) **Collection of Administration Fees**

It will be the responsibility of the club to collect the **£10.00** administration fee from the players concerned. The Football Association of Wales will invoice clubs periodically throughout the season for their accrued administration fees. Failure by a club to pay an invoice within **21 calendar days** will result in the FAW imposing a suspension on part or all of the club's football activities until such time as the outstanding amount has been paid in full. Any club experiencing difficulty meeting the 21-day limit should contact the Finance Department of the Football Association of Wales on (029) 20 435833.

Any club experiencing difficulties in obtaining monies owed by players of the club may refer such matters to the Registrations Department of the Football Association of Wales.

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(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 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) For Clubs participating in **BOTH** the Welsh Premier Development League and the Welsh Football League Youth Divisions, the following provisions shall apply:-
- (i) A Match Suspension imposed on a player whilst participating in the Welsh Premier Development League or the Welsh Premier Development League Cup

following a sending-off or on receiving a 5th, 10th or 15th caution, will be measured by the following matches:

- Welsh Premier Development League
- Welsh Premier Development League Cup
- Welsh Youth Cup

A player serving such a suspension will not be permitted to participate in any other Youth Team match (as defined in Appendix 2, Approved Competitions) until such time as the MATCH SUSPENSION has been served.

- (ii) A Match Suspension imposed on a player whilst participating in the Welsh Football League Youth Divisions or Welsh Football League Youth Cup following a sending-off or on receiving a 5th, 10th or 15th caution, will be measured by the following matches:

- Welsh Football League Youth Divisions
- Welsh Football League Youth Cup
- Welsh Youth Cup

A player serving such a suspension will not be permitted to participate in any other Youth Team match (as defined in Appendix 2, Approved Competitions) until such time as the MATCH SUSPENSION has been served.

- (iii) A Match Suspension imposed on a player whilst participating in the Welsh Youth Cup following a sending-off or on receiving a 5th, 10th or 15th caution, will be measured by the following matches:

- Welsh Premier Development League
- Welsh Premier Development League Cup
- Welsh Youth Cup

A player serving such a suspension will not be permitted to participate in any other Youth Team match (as defined in Appendix 2, Approved Competitions) until such time as the Match Suspension has been served.

- (c) Any suspension imposed may only be served whilst the player holds a registration with a football club sanctioned by the appropriate league. 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 club with which the player committed the suspension 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.

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

For teams playing in:-	£ Fee payable (inclusive of VAT)
The Welsh Premier Development League	314.40
The Welsh Football League Youth Divisions	219.60

APPENDIX 2

APPROVED COMPETITIONS

(For those clubs whose Youth Team play in the Directly Affiliated League)

Leagues

The Welsh Premier Development League
The Welsh Football League Youth Divisions

Cup Competitions

The Welsh Youth Cup
The Welsh Football League Youth Cup
The Welsh Premier Development League Cup

FUTSAL DISCIPLINARY PROCEDURES CONCERNING PITCH OFFENCES

**As set out in the schedule hereto for Players associated with Clubs
playing teams in the FAW National Futsal League**

SEASON 2017/2018

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) **Caution Offences**

Referees must submit to the Football Association of Wales within 2 Business Days of the match a report stating the offence and giving a description of the incident.

(b) **Sending-off Offences**

Referees must submit a report to the Football Association of Wales by 2.00pm on the next Business Day following a match stating the offence(s) and giving a description of the incident(s).

(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 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.

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 of the Futsal Laws of the Game will be notified through the player's club by this Association 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.

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 435877) or e-mail (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 435877) or e-mailed (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 being 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 his club may seek to limit the disciplinary consequences of the dismissal of a player from the pitch by demonstrating to this Association that the dismissal was wrongful.
- (b) A Claim of Wrongful Dismissal may be lodged only for 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 435877) or e-mail (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 Futsal 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 435877) or e-mailed (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 being 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 three (3) recorded cautions in the National Futsal League under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically for a period covering ONE (1) **Senior Team Match**.
- (ii) If a player accumulates five (5) recorded cautions in the National Futsal League under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically for a period covering ONE (1) **Senior Team Match**.
- (iii) If a player accumulates seven (7) recorded cautions in the National Futsal League under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically for a period covering ONE (1) **Senior Team Match**.
- (iv) A player who has already been subject to disciplinary action as a result of accumulating three (3) cautions, five (5) cautions and seven (7) cautions, and who goes on to record nine (9) cautions in any competition under the direct disciplinary jurisdiction of this Association in the same season, shall be required to attend a meeting of a Disciplinary Panel when requested to do so. The members of the Panel shall have the power to deal with the player in such manner as they deem fit. The same procedure will apply for every further two (2) cautions recorded against a player.
- (v) Any period of suspension arising from the accumulation of cautions shall commence **with immediate effect**. The suspension shall cover all National **Futsal** League matches and Futsal Open Friendly Matches (see clause 9) until such time as the player's club's recognised **Senior Team** has completed the number of matches appropriate to the punishment in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season. The terms of the suspension will be as set out under clause 8 of these regulations.

The player must serve the suspension with the Futsal club at which the player committed the suspension offence.

- (vi) 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 pitch for a second cautionable offence after having received a caution will be suspended automatically **with immediate effect** from all National Futsal League and Futsal Open Friendly Matches (see clause 9) until such time as the player has missed his/her club's next 1 (ONE) recognised **Senior Team match** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season. The terms of the suspension will be as set out under clause 8 of these regulations.

The player must serve the suspension with the Futsal club at which the player committed the suspension offence.

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

A player who is dismissed from the pitch for denying a goal or an obvious goal scoring opportunity by physical means or by handling the ball, will be suspended automatically **with immediate effect** from all National Futsal League matches and Futsal Open Friendly Matches (see clause 9) until such time as the player has missed his/her club's next 1 (ONE) recognised **Senior Team match** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season. The terms of the suspension will be as set out under clause 8 of these regulations.

The player must serve the suspension with the Futsal club at which the player committed the suspension offence.

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

A player who is dismissed from the pitch 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 all National Futsal League and Futsal Open Friendly Matches (see clause 9) until such time as the player has missed his/her club's next 2 (TWO) recognised **Senior Team matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season. The terms of the suspension will be as set out under clause 8 of these regulations.

The player must serve the suspension with the Futsal club at which the player committed the suspension offence.

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

A player who is dismissed from the pitch 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 all National Futsal League and Futsal Open Friendly Matches until such time as the player has missed his/her club's next 3 (THREE) recognised **Senior Team matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2017/2018 Season. The terms of the suspension will be as set out under clause 8 of these regulations.

The player must serve the suspension with the Futsal club at which the player committed the suspension offence.

(f) **Additional Sendings-off**

Players dismissed from the pitch for a second time in the same Season, 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 will be suspended for an extra two matches, and so on.

(g) **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 Futsal club at which the player committed the suspension offence, except that:-

(i) A player may request the consent from the Football Association of Wales to transfer a suspension outstanding from the previous season to their new Futsal club at the commencement of the next following season. To obtain consent, a player must put a request in writing to the Football Association of Wales which should include the following:-

(a) Registration details of the Futsal club the player has signed for at the commencement of the new season.

(b) A letter of support from the Futsal club the suspension is being transferred to.

(ii) Upon receipt of the information requested in (g)(i) hereabove, the Football Association of Wales will determine whether or not it is appropriate to transfer the suspension and will communicate (written or electronic) to the player and Futsal clubs the decision. This decision will be final and not subject to appeal.

(h) **FAW Rule 38**

In special cases where a match official's report indicates a serious breach of the Futsal Laws of the Game, 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 such a case, the Disciplinary Panel may take into account any automatic punishment imposed under these regulations.

(i) **Payment To Players Under Suspension**

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

(j) **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.

(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 Futsal 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.

(l) **Collection of Administration Fees**

It will be the responsibility of the Futsal club to collect the **£10.00** administration fee from the players concerned. The Football Association of Wales will invoice clubs periodically throughout the season for their accrued administration fees. Failure by a club to pay an invoice within **21 calendar days** will result in the FAW imposing a suspension on part or all of the club's football activities until such time as the outstanding amount has been paid in full. Any club experiencing difficulty meeting the 21 day limit should contact the Finance Department of the Football Association of Wales on (029) 20 435833.

Any club experiencing difficulties in obtaining monies owed by players of the club may refer such matters to the Registrations Department of the Football Association of Wales.

7. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS

- (a) Any Futsal 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 Futsal 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(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 Futsal 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 futsal 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 as follows:-

A match suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the pitch. A match suspension may be imposed on a player or an official.

The area immediately surrounding the pitch includes:-

1. The pitch.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the pitch.
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 Futsal club organised private training session. However, a player or official is prohibited from attending or taking part in a Futsal Open Friendly Match.

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

- (b) Any suspension imposed may only be served whilst the player holds a registration with a Futsal club sanctioned by the Football Association of Wales. Should a player transfer or register for a new Futsal 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 club with which the player committed the suspension offence has completed the required number of matches in Approved Competitions.
- (c) Any period of suspension imposed under these 'Regulations' shall be from the FAW National Futsal League only.

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. 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

For teams playing in:-	£ Fee payable (inclusive of VAT)
The FAW Futsal League	120.00

APPENDIX 2

APPROVED COMPETITIONS

(For those clubs whose Senior Team play in the FAW Futsal League)

League:

The FAW National Futsal League