

## **ANNEX C**

### **DISCIPLINARY PROCEDURES FOR PLAYERS**

#### **SECTION 1: GENERAL**

1.1 This Annex is set out in five sections:-

Section 1: General

Section 2: Offences/Excessive Misconduct

Section 3: Schedule of Offences

Section 4: Suspensions for players in Men's football

Part A: Competitions

Part B: Competition Groups

Part C: Specified Cup Competitions

Part D: Other, Non-Specified Competitions and Friendlies

Part E: General Rules for player Suspensions

Part F: Rules Regarding Suspensions for Serious Foul Play,  
Violent Conduct, Spitting

Section 5: Suspensions for players in Women's football

1.2 These Disciplinary Procedures shall apply to football involving:

- i) member clubs;
- ii) clubs playing in competitions included in the Scottish FA's Register of Competitions involving a member club; and
- iii) clubs in membership of the Scottish Junior FA which are eligible to compete in the Scottish Cup, in respect of their participation in that competition.
- iv) competitions organised by the Scottish Women's Premier League, the Scottish Women's Football Leagues and Scottish Women's Football played under the jurisdiction of the Scottish FA:
  - a) The Scottish Women's Premier League
  - b) The Scottish Women's Premier League Cup
  - c) The Scottish Women's Football Leagues
  - d) The Scottish Women's Football League Cup
  - e) The Scottish Women's Development League
  - f) The Scottish Women's U21 League
  - g) The Scottish Women's Cup

1.3 These Disciplinary Procedures shall apply to all players registered or playing for clubs as defined by the foregoing paragraph, and also to players who are not participating in a match as either a player or named substitute.

- 1.4 Match officials shall report cautionable and sending-off offences and/or Excessive Misconduct by players at a match in terms of these Disciplinary Procedures. For the avoidance of doubt, references to cautionable and sending-off offences and/or Excessive Misconduct “at a match” shall include incidents and/or acts of Misconduct occurring at or in the environs of or associated with a match.
- 1.5 The Scottish FA shall administer suspensions of players under these Disciplinary Procedures.
- 1.6 Any sending-off offence reported in a match which is abandoned or declared void will apply notwithstanding the abandonment/voiding of the match.
- 1.7 Any cautions reported in a match that is abandoned or declared void shall not apply except where the match is abandoned or declared void due to player Misconduct.
- 1.8 The applicable suspension for sending-off offences shall apply to both reported offences and Determinations in respect of a CO Reference.
- 1.9 If a club is in any doubt whatsoever regarding which match(es) a player is suspended for, they should contact the Scottish FA for clarification.
- 1.10 Failure to contact the Scottish FA for clarification will constitute a waiver of a club/player’s right to argue that they were not aware of which match(es) a player was due to be suspended for.
- 1.11 Definitions for this Annex C:
  - 1.11.1 A player’s Recognised Team is defined as the team in which the player normally plays (i.e. First Team/Reserve Team/Youth Team). In cases where a player is regularly listed for more than one of his club’s teams, his level of participation for each team will be used to determine by which Category the player should be recognised (i.e. whichever team he has the most appearances for will be the one used for categorisation purposes). If a player has the same number of appearances for two or more teams, the highest Category team will be his Recognised Team.

1.11.2 The following definitions shall apply:-

“Recognised First Team Player”	a player who has been named in the team list for any of his club’s (or his previously registered club’s) 30 first team matches preceding the date of his offence.
“Recognised Reserve Team Player”	a player who has been named in the team list for any of his club’s (or his previously registered club’s) 25 reserve team matches preceding the date of his offence.
“Recognised Youth Team Player”	a player who has been named in the team list for any of his club’s (or his previously registered club’s) 25 youth team matches preceding the date of his offence.

## **SECTION 2: OFFENCES/EXCESSIVE MISCONDUCT**

### **1. Reporting of Offences by Match Officials**

- 1.1 The referee shall administer cautions and sendings-off in accordance with the Laws of the Game and report them to the Scottish FA.
- 1.2 A caution or sending-off is not nullified by a referee failing to show the player the appropriate card when administering the caution or sending-off to the player or by any other omission by a referee.
- 1.3 The referee shall also report offences by players, providing details, where the referee cannot administer a caution or sending-off for the offence but otherwise would have done so (for example because the player has already been dismissed during the match). Such offences, and offences for which a caution or sending-off has been administered, shall all be treated as cautionable or sending-off offences, as applicable, in these Disciplinary Procedures.
- 1.4 Where the referee intends to report an offence under clause 1.3, he shall generally inform an appropriate member of Team Staff or Team Official of his intention as soon as possible after the match.
- 1.5 Where a match official considers that a player has committed Excessive Misconduct at a match that should be referred to the Disciplinary Tribunal, they shall submit an Excessive Misconduct Report.

### **2. Recording of Offences**

- 2.1 General
  - 2.1.1 The Scottish FA records cautionable and sending-off offences committed by players of:
    - 2.1.1.1 member clubs;
    - 2.1.1.2 clubs playing in competitions included in the Scottish FA's Register of Competitions involving a member club;
    - 2.1.1.3 clubs in membership of the Scottish Junior FA which are eligible to compete in the Scottish Cup, in respect of their participation in that competition; and
    - 2.1.1.4 women's clubs playing in the competitions listed at paragraph 1.2 (iv) of Section 1 of this Annex.
  - 2.1.2 The Scottish FA records cautionable and sending-off offences committed by the players referred to at clause 2.1.1 above at matches in cup competitions which are not Specified Cup Competitions (as detailed in Section 4 of these Disciplinary Procedures) and/or matches in competitions not listed within the Scottish FA's Register of Competitions, including where reports are received from other

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National Associations, the confederations or FIFA in respect of matches played outside Scotland, in which cases the cautionable and sending-off offences shall be recorded in the player's recognised League disciplinary record.

- 2.1.3 The Scottish FA maintains appropriate disciplinary records in order to give effect to suspensions in accordance with Sections 4 and 5 of these Disciplinary Procedures.

## 2.2 Cautionable Offences

- 2.2.1 The Scottish FA records cautionable offences reported by referees and confirms to players, via their clubs, the cautionable offences recorded against them and the total number of cautionable offences recorded against them to date.
- 2.2.2 Where a player is sent off for receiving a second caution in the same match, such cautions shall not be recorded against the player's accumulation of cautionable offences.

## 2.3 Sending-off Offences

- 2.3.1 The Scottish FA records sending-off offences reported by referees and confirms to players, via their clubs, the sending-off offences recorded against them and that they are subject to an automatic suspension under Section 4 or 5 of these Disciplinary Procedures. For the avoidance of doubt an automatic suspension applies immediately and is not dependent upon confirmation by the Scottish FA.
- 2.3.2 The Scottish FA records and confirms a sending-off offence for "receiving a second cautionable offence in the same match" where the referee administers a caution to a player at a match under clause 1.1, and reports a subsequent cautionable offence by that player at the same match under clause 1.3.

## 2.4 Excessive Misconduct

- 2.4.1 Where match officials submit Excessive Misconduct Reports relating to sending-off offences, the Scottish FA records the sending-off offences and confirms to players, via their clubs, the sending-off offences recorded against them and that they are subject to an automatic suspension applicable under Section 4 or 5 of these Disciplinary Procedures. For the avoidance of doubt an automatic suspension applies immediately and is not dependent upon confirmation by the Scottish FA. The Scottish FA also refers Excessive Misconduct Reports to the Compliance Officer.

## 2.5 Misconduct in Non Specified Matches

- 2.5.1 In cases where cautionable and/or sending off offences involving players are reported from a match or Competition not specified within this Annex C, such offences will be recorded against the players' Recognised Team disciplinary record as per Part D of this Annex C.

### **SECTION 3: SCHEDULE OF OFFENCES**

#### **Sending-Off Offences**

- A1 Serious Foul Play
- A2 Violent Conduct
- A3 Spitting at an Opponent or Any Other Person
- A4 Denying the Opposing Team or an Opponent a goal or an Obvious Goal Scoring Opportunity as Defined by Law 12
- A5 Offensive, Insulting or Abusive Language and/or Gestures
- A6 Receiving a Second Caution in the Same Match

#### **Cautionable Offences**

- B1 Unsporting Behaviour
  - a) Obstruction involving bodily contact
  - b) Deliberately tripping
  - c) Recklessly dangerous play
  - d) Deliberately playing an opponent's leg or legs
  - e) Adopting a threatening and/or aggressive attitude
  - f) Holding or pushing an opponent
  - g) Time wasting
  - h) Shirt pulling, etc.
  - i) Handling the ball deliberately
  - j) Feigning injury
  - k) Simulation
  - l) Action(s) deemed by a match official to be inflammatory
  - m) All other offences deemed by a match official to be unsporting behaviour
- B2 Dissent by Word or Action
- B3 Persistently infringing the Laws of the Game
- B4 Delays the restart of play or fails to respect the required distance at the restart of play
- B5 Entering or re-entering or leaving the field of play without the referee's permission

## SECTION 5: SUSPENSIONS FOR PLAYERS IN WOMEN'S FOOTBALL

1. This Section 5 applies to the following competitions (organised by the Scottish Women's Premier League, the Scottish Women's Football Leagues and Scottish Women's Football played under the jurisdiction of the Scottish FA):
  - a) The Scottish Women's Premier League
  - b) The Scottish Women's Premier League Cup
  - c) The Scottish Women's Football Leagues
  - d) The Scottish Women's Football League Cup
  - e) The Scottish Women's Development League
  - f) The Scottish Women's U21 League
  - g) The Scottish Women's Cup
  
2. Serving of Suspensions in relation to offences committed in a Women's football:

<b><u>Offence</u></b>	<b><u>Suspension</u></b>	<b><u>Application of Suspension</u></b>
Accumulation of four cautionable offences during a Season	1 match dated suspension  (For every further accumulation of four reports for cautionable offences by that player during a Season, the suspension applied shall be extended by 1 match.)	Effective from 14 <sup>th</sup> day following date of match when fourth cautionable offence occurred and applied to all competitions listed at Section 5, Paragraph 1 of this Annex.
Serious Foul Play (A1)  Violent Conduct (A2)  Spitting at an Opponent or any other person (A3)	3 match automatic suspension	Effective immediately and applied to all matches in the competitions listed at Section 5, Paragraph 1 of this Annex.
Offensive, insulting or abusive language and/or gestures (A5)	2 match automatic suspension	Effective immediately and applied to all matches in the competitions listed at Section 5, Paragraph 1 of this Annex.
Denying the Opposing Team or an Opponent a goal or an Obvious Goal Scoring Opportunity (A4)  Receiving a Second Caution in the same match (A6)	1 match automatic suspension	Effective immediately and applied to all competitions listed at Section 5, Paragraph 1 of this Annex.

3. Sending-Off Offences – Additional Suspension

- 3.1 Where a player is reported for a sending-off offence, and that player has previously been reported for a sending-off offence in a Season, an additional suspension of one match for each previous sending-off offence will be applied.

3.2 Any additional suspension shall become effective on the 14th day following the date of the match at which the sending-off offence occurred.

4. General Rules for Player Suspensions in Women's Football

4.1 Reference is made to Paragraph 11.6 of the Protocol.

4.2 In the case of a player who becomes ineligible because of age conditions to play in a competition, any suspension or part thereof which remains outstanding and would have applied only to matches in that youth competition will apply instead to matches in the player's Recognised Team's League.

4.3. Suspensions incurred by players shall apply to all football, with the following exceptions:

4.3.1 International Matches; or

4.3.2 Friendly Matches; or

4.3.3 Matches in any other competition not referred to specifically within this Annex

4.4 Only one disciplinary record is maintained for each player. Any suspension incurred by a player will require to be served by the player's Recognised Team (i.e. the team for which she normally plays) playing the requisite number of matches. In cases where a player is regularly listed in the team lists for more than one of her club's teams, her level of participation for each team will be used to determine the player's recognised team (i.e. whichever team she has the most appearances for).

4.5 Where a registration of a player is transferred to another club or where a player becomes registered for another club, the player's disciplinary record at the time of her registration for another club will be transferred. Any suspension, or part thereof, which remains outstanding at the time of a player's transfer to/ registration for a club other than the club with which she was suspended, will similarly be transferred.

4.6 An unregistered player under an outstanding suspension is free to play as a trialist and the suspension shall only commence when she is registered for a club.

4.7 In the event that a National Association indicates that a player is subject to a suspension, or part thereof, which remains outstanding at the time when her International Transfer Certificate is issued to the Scottish FA, such suspension shall apply 14 days after the Certificate is received and her registration put into effect.

4.8 A player who is suspended as a result of a report made on a match she played in as a trialist cannot serve the suspension until such time as she registers for a club. The serving of the suspension shall commence immediately upon the player becoming registered for a club.

4.9 A suspension as a result of a player breaching Disciplinary Rule 202 (Excessive Misconduct) shall apply to all football and will be served by the player's Recognised Team playing the requisite number of matches.

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## ANNEX D

### DISCIPLINARY PROCEDURES FOR TEAM STAFF AND OFFICIALS

#### 1. General

- 1.1 These Disciplinary Procedures shall apply to football involving:
- i) member clubs;
  - ii) clubs playing in competitions included in the Scottish FA's Register of Competitions involving a member club;
  - iii) clubs playing in competitions listed in Annex C Part II, Section 1; and
  - iv) clubs in membership of the Scottish Junior FA which are eligible to compete in the Scottish Cup, in respect of their participation in that competition.
- 1.2 These Disciplinary Procedures shall apply to Team Staff and officials.
- 1.3 Match officials shall report Misconduct by Team Staff and officials at a match in terms of these Disciplinary Procedures. For the avoidance of doubt, references to incidents and/or acts of Misconduct occurring "at a match" may include incidents and/or acts of Misconduct occurring at or in the environs of or associated with a match.
- 1.4 The Scottish FA shall administer suspensions and fines of Team Staff and officials under these Disciplinary Procedures.
- 1.5 Where alleged Misconduct by a member of Team Staff is established, he will be suspended in terms of these Disciplinary Procedures and the Scale of Sanctions provided in the Disciplinary Rules (Annex A) for that Misconduct, subject to any reduction in the suspension where he accepts a "Fixed Suspension".
- 1.6 Where alleged Misconduct by an official is established, he will be fined in terms of these Disciplinary Procedures and the Scale of Sanctions provided in the Disciplinary Rules (Annex A) for that Misconduct.

#### 2. Reporting of Offences by Match Officials

- 2.1 Match officials shall submit to the Scottish FA a report detailing all incidents of alleged Misconduct by an individual member of Team Staff or official at a particular match.
- 2.2 On receipt of a report alleging Misconduct of an individual member of Team Staff or official, the Scottish FA shall refer the report to the Compliance Officer.

#### 3. Notice of Complaint

- 3.1 Where the Compliance Officer is satisfied that alleged Misconduct by a member of Team Staff or official would if established amount to Misconduct, the Compliance Officer shall issue a Notice of Complaint to that person. The Complaint shall be dealt with by the Disciplinary Tribunal under the Judicial Panel Protocol, except as where otherwise provided in these Disciplinary Procedures.

- 3.2 Where alleged Misconduct by a member of Team Staff or official is not reported by a match official, but the alleged Misconduct is brought to the attention of the Compliance Officer by whatever means, and he is satisfied that, if established, it would amount to Misconduct, he may issue a Notice of Complaint to that person. The Complaint shall be dealt with by the Disciplinary Tribunal under the Judicial Panel Protocol, except as where otherwise provided in these Disciplinary Procedures.

#### 4. Team Staff

##### 4.1 Team Staff: Offer of Fixed Suspension

- 4.1.1 Where alleged Misconduct would, if established, be the first Misconduct by an individual member of Team Staff within the Season in which the Misconduct occurred and the two immediately preceding Seasons, and the Compliance Officer considers that a suspension at the Lower End of the Scale of Sanctions for that Misconduct would be appropriate, the Compliance Officer may append to the Notice of Complaint an offer of a Fixed Suspension.

- 4.1.2 The “**Fixed Suspension**” offered in respect of alleged Misconduct shall be a period of suspension calculated by reducing by one match the period of suspension provided at the Lower End of the Scale of Sanctions for that Misconduct.

- 4.1.3 If a member of Team Staff wishes to refuse an offer of a Fixed Suspension, he shall deliver his written refusal to the Scottish FA before 1pm on the third Working Day after the date of delivery of the Notice of Complaint, otherwise he shall be deemed to have admitted the Misconduct and accepted the Fixed Suspension and the Scottish FA shall record the Fixed Suspension.

- 4.1.4 Where a member of Team Staff has refused an offer of a Fixed Suspension, the alleged Misconduct will be dealt with by the Disciplinary Tribunal under the Judicial Panel Protocol. The Disciplinary Tribunal shall not apply the one match reduction provided for at clause 4.1.2 above.

- 4.1.5 A Fixed Suspension accepted by a member of Team Staff shall apply immediately on acceptance. Where acceptance is deemed acceptance because the offer of a Fixed Suspension has not been refused, the Fixed Suspension shall apply from 1pm on the third Working Day after the date of delivery of the Notice of Complaint to the member of Team Staff.

##### 4.2 Team Staff: Scope of Suspensions

- 4.2.1 Reference is made to Paragraph 11.6 of the Protocol.
- 4.2.2 A suspension imposed upon a member of Team Staff will apply to all football until such time as the relevant team within his club has completed the requisite number of matches. The relevant team for this purpose is the highest Category team with which the member of Team Staff is regularly listed on the teamsheets. For the avoidance of doubt, this applies even

where the suspension was imposed for Misconduct at a match involving a lower Category team.

- 4.2.3 Only matches in competitions organised by the Scottish FA, included in the Scottish FA's Register of Competitions and/or in the Scottish FA's Youth Initiative and/or in competitions listed in Annex C Part II, Section 1 will count towards the number of matches completed by the relevant team within the member of Team Staff's club.
- 4.2.4 Following a match to which a suspension applies, a suspended member of Team Staff may not seek a meeting with the referee under the Post Match Protocol, the terms of which can be found on the Scottish FA's website.