



## SWF APPEALS PROCEDURE AND GUIDELINES

44. The Executive shall appoint a Committee (the "Appeals Committee") to investigate appeals from Players, officials, referees, clubs or leagues against decisions of its members. The Appeals Committee shall be responsible and shall draw up procedures governing such appeals which shall be available from the Secretary. The Appeals Committee shall have the power to:-
- 44.1 affirm the decision of the body whose decision is appealed against;
  - 44.2 uphold the appeal by setting aside the decision appealed against and quashing any penalty imposed:
  - 44.3 uphold the appeal in part by setting aside part only of the decision appealed against:
  - 44.4 substitute for the decision appealed against the decision to find the appellant guilty of a lesser offence and/or impose a lesser penalty or penalties in respect thereof:
  - 44.5 refer the case or any part of it back to the body whose decision is appealed against; and/or
  - 44.6 take any step which, in the exercise of its discretion, the Appeals Committee considers it would be appropriate to take in order to justly deal with the case in question.

If the appeal is unsuccessful the appellant may be held liable in all or part of the expenses of the meeting subject to the discretion of the Appeals Committee. The decision of the Appeals Committee shall be final and binding on the parties concerned unless the decision is appealed by the unsuccessful appellant within seven working days to the Scottish Football Association, as per the SFA Articles.

### **Any member may appeal against the decision of their League by adopting the following procedure:-**

1. All appeals must be sent in writing to the SWF office with a cheque for £50.00 enclosed, which will be kept by the SWF should the appeal be denied, and returned if the appeal is successful. Should the appeal be deemed frivolous by the Committee, the club may be held liable for all costs.
2. A copy of the appeals letter must also be sent to the relevant league who dealt with the initial disciplinary action.
3. All appeals should be received in the SWF Office no later than seven days following notification of Disciplinary Action.
4. The member who is being appealed against is free to participate in all competition, until the outcome of the appeal is settled, unless otherwise advised by the Executive Committee.
5. Confirmation of the receipt of the appeal will be sent to the appellant. Should the appellant wish to be represented at a hearing in person, they must advise SWF in writing, on the SWF Appeals Form. A club may have a maximum of two representatives at one meeting. The body making the original Disciplinary decision may also request to attend a hearing in person.
6. All decisions taken will relate specifically to the appeal in question, and will not set a precedent for any future appeals.
7. Intimation of the committee's findings may be given on the date of the hearing, if available. If not, notice will be sent out no later than seven days from the date of the hearing.
8. If the appellant is dissatisfied with the outcome of the appeal, they may make further representation to the SFA in line with the Articles of the Association.
9. Appeals may not be withdrawn.