



## SOFTBALL NEW ZEALAND SCORERS ASSOCIATION - CODE OF CONDUCT

The purpose of this Code of Conduct is to inform Scorers on the standards of conduct required. As officials of the game of Softball, Scorers are expected to act in accordance to the Softball New Zealand Code of Conduct.

It is expected that as an official of the game of softball you will;

1. Abide by the Softball New Zealand Code of Conduct as it upholds the values and principles of the organisation.
2. Conduct yourself in a professional manner relating to language, temper and punctuality and remember that you are a representative of Softball New Zealand. A professional manner means not acting in a manner that may bring the game of softball or Softball New Zealand Scorers into disrepute.
3. Be fair, consistent and impartial and avoid any situation that may lead to conflict of interest.
4. Accept responsibility for your actions and decisions.
5. Respect that along with the umpires, you are a member of an officiating team. This includes accepting the umpires' decisions in a professional and respectful manner. Umpires decisions should not be questioned or commented on, especially in a public arena. We encourage politeness towards other members of the officiating team and a simple thank you and acknowledgement of communication is a basic, common courtesy.
6. Make a commitment to providing quality service to softball by adopting keeping up to date with the latest scoring standards, rules of the game, trends and their applications. This includes the understanding and implementation of Rule 12 Sec 1 of the Official Rules of Softball and Sections 1.A.1 and 7C of the Scorers Manual.
7. Be courteous, respectful and open to discussion and interaction when scoring in a multi-scorer situation.
8. Understand and adhere to Softball New Zealand's Policies; including the Zero Tolerance Policy and the Smokefree Policy. This includes refraining from smoking while wearing any branded item of Scorers Uniform.
9. Refrain from any form of personal abuse towards player, other officials or spectators.
10. Respect the rights, dignity and worth of all people involved in the game, regardless of their gender, ability or cultural background.
11. Be a positive role model in behaviour and personal appearance and ensure your comments are positive and supportive.
12. Wear the SNZ Scorers uniform with pride and respect, as we are recognized as NZ Scorers at tournaments, whether we are officiating at games or not.
13. In recognition of the need to make clear and consistent decisions, refrain from being under the influence of alcohol or any other mind-altering substance while officiating as a Softball New Zealand Scorer.
14. Resolve any issues or complaints by taking them through appropriate channels. This includes refraining from participating in any hearsay complaint/dispute practices.
15. Refrain from participating in any sports betting while officiating at fixtures where sports betting is available.

NAME:

Signed \_\_\_\_\_ Date: \_\_\_\_\_

## Softball New Zealand Scorers Disciplinary Policy

### Breaches

Breaches of the Code of Conduct may result in disciplinary action along the following lines:

#### Informal Processes

- Discussion of the problem with the scorer/s concerned
- Assistance to help overcome the problem

#### Formal Disciplinary Action

Formal disciplinary action may be initiated by the lodgment of a written incident report with the Deputy Chief Scorer of the Region that the scorer is based in. Where the incident either directly concerns the relevant Deputy Chief Scorer or is written by the relevant Deputy Chief Scorer, the report shall be lodged with the Softball New Zealand Chief Scorer.

Breaches in this Code of Conduct may result in;

- A letter of expectation
- A disciplinary warning
- Withdrawal from appointed fixtures
- Non-appointment to fixtures
- A review of the individual's grade

### Hearings

- A hearing will be convened to consider any written incident reports.
- Hearings shall be conducted by at least three and no more than five persons. Where possible, the hearings will be conducted by members of the Scorers Interpretation Panel. However, the Chief Scorer will have the ability to appoint external members to a hearing panel upon the agreement of the Scorers Interpretation Panel. At least one Interpretation Panel member should form part of such a panel.
- Notice of any hearing shall be given, to the scorer/s the subject of the incident and shall specify the date, time and manner fixed for the hearing. The incident report along with any other relevant material shall be made available.
- The hearing date shall be fixed no earlier than seven days from the date the notice is dispatched, however the period of notice may be waived by the scorer affected. Any party may have appropriate support people participate in the process.
- Hearings shall in all matters observe the principles of natural justice.
- Details of hearings that involve personal information shall be kept confidential. Notwithstanding this, the Interpretation Panel reserves the right to notify of hearing topics that do not provide any details that may identify any individuals. This would only be undertaken in the interests of preventing recurrent instances of undesirable conduct.
- A listing of disciplinary hearings will be kept as a confidential record by the Softball New Zealand Chief Scorer. Such listing will be limited to the date, name of the scorer, one sentence record of the issue and penalty (if any) issued. Additional records of disciplinary hearings will be destroyed after two years, which is the timeframe covered by Softball New Zealand's Zero Tolerance Policy, with the exception of a listing of disciplinary hearings.
- All hearings will involve:
  - The placement of the matters in the report before the scorer affected.
  - The opportunity for panel members to ask questions of the scorer affected.
  - The opportunity for the scorer affected to state their case in reply.
  - The affected scorer, their support person and any other support person leaving the hearing.
  - The panel members discussing the incident.
  - The chair of the panel conveying the panel's decision to the scorer affected.

- Hearings may be conducted in three ways;

- Physical hearing

If practical a physical hearing may be convened. Neither Softball New Zealand Scorers nor Softball New Zealand will be responsible for any travel or accommodation costs associated with attendance at a physical hearing. Where attendance at a physical hearing is not possible because of distance issues, either a phone conference hearing or written correspondence hearing shall be held.

- Telephone Conference

A telephone conference hearing shall be convened should a physical hearing not be possible. The same requirements for notification shall apply. The process for the telephone conference will involve the panel, the scorer affected and any support person(s) nominated. The matters concerned in the report will be put to the scorer affected who will have a right of reply. The decision of the panel will be conveyed to the scorer affected within three (3) days.

- Written Correspondence Hearing

A written correspondence hearing may be held via email communication only if requested/agreed to by the scorer affected by the report. If this method is chosen the following process will apply:

- The affected scorer (and nominated support personnel if requested) shall be sent all relevant reports along with any questions set by the judiciary panel. The affected scorer shall also be notified at this stage of the identity of the panel members. The affected scorer will immediately acknowledge the receipt of the documents and within three (3) days submit a reply.
- The chair of the panel will immediately acknowledge the receipt of the reply and forward to the other members of the judiciary panel to consider the issue. Within five (5) days, the chair of the panel shall notify the affected scorer of the decision of the panel.

## Appeals

Any disciplinary decision may be appealed. Such appeals shall be made in writing to the Chief Scorer within 21 days of the notification of the disciplinary decision. The appeals will be heard by an Appeals Committee which shall consist of:

- The Chief Scorer (or his/her nominee)
- A Softball New Zealand representative
- An independent Grade 7 Scorer (not a panel member or member of the affected scorer's association)

General Examples of conduct likely to bring the game into disrepute (not an exclusive list):

- Failure to comply with the reasonable directions of a Tournament Chief Scorer
- Breaching the rules by the inappropriate notification of appeal situations to any party
- Deliberately not following scoring rules and requirements
- Abuse - either verbally, text, email, traditional media or social media
- Bad Language
- Misuse of alcohol or drugs
- Smoking in uniform
- Disrespect to umpires and other tournament officials
- Inappropriate dress
- Sexual, racial or verbal harassment
- Lateness
- Failure to fulfil the duties of the position
- Theft
- Assault
- Participating inappropriately in sports betting where it is available at a softball fixture

## Issues/Complaints/Disputes Process

The following processes should be used by all scorers.

