# BA 003 Policy - NST Conduct and Disciplinary Policy

# SCHEDULE 2: Warning Procedure

# **ITEM 2: Letter Template – Notification of Outcome**

This template is to be used in accordance with the Bowls Australia – National Sport Tribunal, Conduct and Disciplinary Policy. The highlighted yellow text is to be updated with relevant information, the letter content is to be presented on the Sport’s organisation letter head and provided to the Respondent.

## SCHEDULE 2

## [ENGROSS ON SPORT ORGANISATION LETTERHEAD]

## CONDUCT AND DISCIPLINARY POLICY - WARNING PROCEDURE

### **Notification of Outcome**

[insert name]

[address line 1]

[address line 2] **By email:** [insert email address]

### **Allegations**

1. You were previously notified by notice dated [insert date] of an Alleged Breach of an eligible policy of [insert Sport Organisation] (**Sport**), as outlined below.
2. It was alleged that you:

### [insert alleged conduct]; and

* 1. **[++++++]**.
1. If the above allegations were to be established, your conduct would likely constitute a breach of the following policies of the Sport:

### [insert specific sections of policies allegedly breached]; and

* 1. **[++++++]**.

### **Warning**

1. Without determining whether the allegations in the Alleged Breach were correct, or that the Alleged Breach is proven, Sport proposed to issue a warning that the allegations, if they were proven, would constitute a breach of the policies outlined at paragraph 3.
2. You were invited to comment on the proposed warning and whether or not that warning should be issued.

### **Outcome**

1. Sport has taken your response into consideration in making its decision on whether or not to warn you in relation to your conduct.
2. Sport has decided that a warning is not appropriate in relation to your conduct. OR Sport formally warns you that the allegations made in the Alleged Breach, if they were proven, would constitute a breach of the policies outlined at paragraph 3.
3. Sport reserves its rights in relation to any separate or future allegations or complaints that you have breached a policy of Sport.
4. If you have any questions or comments in relation to this letter, the Complaints Manager can be contacted by telephone on **[++++++]** or by email at **[++++++]**.

Yours faithfully

[insert signatory]