

# BOLAND FALCONRY CLUB

## NATURE OF DISCIPLINARY ACTION

### □ **INFORMAL**

A verbal warning may be administered in the normal of course of club affairs by a official and such warning will just be documented and filed on the club member's file.

### □ **FORMAL**

In dealing with more serious or repeated cases of breach of discipline, a official may initiate:

- ⇒ A disciplinary hearing which could result in a written/final written warning/ termination of membership when the membership relationship has become intolerable
- ⇒ A formal disciplinary hearing, which will be conducted by management who will decide on the appropriate disciplinary action to be taken.
- ⇒ The BFC may decide if the chairman of a disciplinary investigation will be assisted by a panel to be appointed by management.

### □ **DISCIPLINARY STEPS**

Disciplinary steps should be initiated immediately or as soon as possible after discovering that a member allegedly breached the disciplinary code.

### □ **TYPES OF DISCIPLINARY BREACHES**

All members must be made aware of the possible consequences of undesirable or unacceptable behaviour.

### **EXAMPLES OF GROSS MISCONDUCT**

These or similarly serious transgressions will result in a disciplinary hearing which may lead to the summarily termination of club membership of a member.

- ⇒ Any negligent behaviour in the housing, keeping and handling of raptors in their possession for falconry purposes
- ⇒ Refusing to obey an instruction.

- ⇒ Insubordination.
- ⇒ Unauthorised possession or removal of BFC property.
- ⇒ Disruption of BFC activities.
- ⇒ Preparing of and/or presenting false documents, information or evidence for personal gain.
- ⇒ Amending, falsifying or misrepresenting of official documents, with the intent to defraud or try to defraud
- ⇒ Intimidation or victimisation.
- ⇒ Disorderly conduct causing bodily injury or damage to property.
- ⇒ Breach of the membership contract
- ⇒ Serious negligence.

□ **NOTE:**

- ⇒ When charging a member, details concerning the actual offence or misconduct must be spelled out.
  
- ⇒ Factors that will be taken into account in determining the seriousness of the misconduct are as follows:
  - Was the member aware of the fact that his/her actions constituted misconduct?
  - What was the consequence of the member's conduct?
  - Was the BFC or other property damaged and then, to what extent?
  - Was the well being of the raptors ever jeopardized?
  - Was any human lives or safety jeopardized?
  - Was the image of the club damaged and to what extent?
  - Is there a pattern between this misconduct and previous misconduct?
  - To what extent is the club/ member's relationship affected?
  - Can guilt be proven on a balance of probabilities?

□ **EXAMPLES OF OTHER MISCONDUCT** - not limited to the following list:

- ⇒ Poor raptor housing facilities
- ⇒ Unauthorised absence from Club meetings
- ⇒ Unsafe raptor housing facilities
- ⇒ Failure to carry out instructions.
- ⇒ Inferior falconry equipment.

- ⇒ Negligence & Poor Record Keeping                      ⇒ Unlawfulness
- ⇒ Insulting, Rude insolent behaviour

□ **NOTE:**

Nothing in this disciplinary code and procedure shall affect the BFC's right to summarily terminate a member's contract of membership on the grounds of unlawfulness after holding a Disciplinary Hearing.

□ **VALIDITY OF DISCIPLINARY ACTION**

Written warnings shall remain effective for a period of six months, and final warnings shall remain effective for a period of twelve months, after which it will become invalid. The period stipulated must be reflected on the warning form.