

## **WWLOA Grievance Procedures:**

### General:

- a. Any person may report any official who violates or who is suspected of violating this Code of Conduct, Code of Ethical Conduct or Code of Ethics to the Washington Women's Lacrosse Officials Association (WWLOA) Board Chair.
- b. Absent allegations of bias or dishonesty, complaints of misapplication of the rules will not be accepted. In no event will any grievance under this procedure change the outcome of a contest.
- c. All accusations regarding officials shall first be addressed by WWLOA.
- d. Accusations involving the WWLOA Local Board Chair shall be reported to a member of the WWLOA Executive Committee who will report the accusation within 7 days to the Officials Region Coordinator, and the US Lacrosse Regional Manager.
- e. All grievances must be submitted in writing. Email is considered in writing. No oral grievances will be considered until submitted in writing.
- f. Incidents shall be reported within 10 calendar days of the incident giving rise to the grievance. Grievances first reported beyond that time may be accepted if it is determined that reasonable grounds exists for delay.

### WWLOA Grievance Procedure:

- a. The WWLOA Local Board Chair will inform the members of the Executive Committee within 7 days of the date of the grievance and will serve as head of the Executive Committee.
- b. The Executive Committee shall be comprised of the Local Board Chair, the Past Chair and the Chair Elect.
- c. The purpose of the initial meeting is to determine whether there exists a reasonable basis to conduct an inquiry into the grievance. After the Executive Committee has made a determination, both the grievant and the accused official will be notified in writing whether the grievance has been accepted or denied.
- d. If the grievance is denied, the person may appeal in writing to the Officials Region Coordinator or US Lacrosse Regional Manager, who will facilitate an inquiry into whether the denial was warranted.
- e. If the grievance is accepted, the official will be given the opportunity to respond to the grievance in writing within a time set by the Executive Committee.
- f. When it deems it appropriate or necessary, the Executive Committee may take written or oral statements from any witness, including the official, the grievant, other officials, coaches, players, or spectators; may procure game tapes or other evidence; or may take other actions to obtain information relevant to the grievance.
- g. If the Executive Committee determines that a violation of the Code of Ethical Conduct, the Code of Conduct, or the Code of Ethics occurred, the Executive Committee shall

determine the appropriate penalty which may include, for example, suspension, reduction, or termination of the official's competency level and standing within WWLOA.

- h. The Executive Committee shall notify both the grievant and the involved official of the outcome of the grievance in writing within 30 days of the date of the grievance. The Executive Committee shall also provide a copy of the written notification to the Officials Region Coordinator and the US Lacrosse Regional Manager.
- i. Any official found to be in violation of the Code of Ethical Conduct, the Code of Conduct, or the Code of Ethics by the Executive Committee of WWLOA may appeal the outcome by sending written notification of intent to appeal to the Officials Region Coordinator and US Lacrosse Regional Manager within 10 days of the written notice of the outcome by the WWLOA Executive Committee.
- j. To the extent possible, grievances will remain confidential. However, the Executive Committee may contact individuals with knowledge relevant to the grievance. In addition, the outcome of a grievance may become public or may be shared with others if the Executive Committee determines disclosure would be appropriate. If the decision involves suspension or termination of an official's competency level and good standing in WWLOA, the Executive Committee may also notify other Local Board Chairs in an area where the official has been known to officiate or belong to Local Boards/Associations.