

## Standard Directions in Schedules A, B and C

These Standard Directions are subject to the terms of the Regulations for Football Association Disciplinary Action and the relevant Memorandum. In the case of any conflict, first the Regulations and then the relevant Memorandum will apply.

These are Standard Directions only which give effect to the general principle that it is ordinarily in the interest of the timely and efficient disposal of disciplinary proceedings that Standard Directions be given (typically for less complex matters). The Standard Directions may be deviated from at the discretion of the Chairman of the Judicial Panel or the Regulatory Commission dealing with any given case if the circumstances of that case so dictate. Where there has been a breach of procedure or failure to follow these Standard Directions by The Association, this shall not invalidate the proceedings or its outcome unless the breach has been such as to seriously and irremediably prejudice the position of the Participant charged.

### Schedule A

Standard Directions for Incidents on the Field of Play which fall within Law 12, which were not seen by Match Officials, but caught on video (serious foul play, violent conduct, spitting at an opponent or any other person, offensive, insulting or abusive language or gestures)

For Players of Clubs of The FA Premier League, Football League, Football Conference National Division and The FA WSL competing in FTM.

#### (a) General Principles

These Standard Directions will apply where The Association charges a Player with Misconduct under the Rules of The Association for incidents on or around the Field of Play, excluding the tunnel area, that are caught on camera but not seen and dealt with by the Match Officials at the time. The Charge may be accompanied by an offer of the standard punishment that would apply to the offence had it been seen and reported by the Match Official(s) during the match.

In exceptional circumstances, where The Association is satisfied that the standard punishment that would otherwise apply is clearly insufficient, no standard punishment offer will be made in the charge letter.

Where the Player charged under these Standard Directions has been dismissed (save where the Player has successfully claimed that the dismissal was mistaken or wrongful) or otherwise suspended under these Standard Directions in the same season prior to the issue of the charge, the penalty offered shall be increased to include, in addition to the applicable standard punishment, one game for each occasion that the player has been so suspended. For these purposes a dismissal in, or suspension arising from, a non first team competitive match prior to issue of the Charge will only be taken into account where it is for violent conduct, serious foul play or spitting.

A written statement by Match Officials that they did not witness a particular incident shall be conclusive evidence of that fact.

#### (b) Timings

##### (i) *The Charge*

A Charge under these provisions shall ordinarily be issued within the period of two working days of the incident (i.e. for a Saturday/Sunday game, a Charge shall ordinarily be issued prior to 6pm on the Tuesday). The Charge will be accompanied by all evidence, documents and written submissions upon which The Association intends to rely.

Where the Charge is not accompanied by an offer of the standard punishment, the Charge will state that The Association claims that the standard punishment would be clearly insufficient, and will set out the basis for that claim.

(ii) *The Reply*

The Player is required to respond to the Charge in writing by 6pm on the first working day following receipt of the Charge (either by fax 0844 980 0626 or by e-mail Disciplinary@TheFA.com). In the absence of a Reply, the matter will be dealt with directly at the next available Regulatory Commission, and submissions from the Player may not be admitted.

Where the offer of the standard punishment is made in the Charge the Player may accept or deny the Charge.

In accepting the Charge, the Player may also accept the standard punishment offered, or claim that the standard punishment would be clearly excessive having regard to the factors set out at (d)(i) below.

In the event that the offered punishment is accepted, the suspension will commence forthwith upon receipt by The Association of the consent of the chairman of the Judicial Panel (or his nominee).

In denying the Charge, the Player may also claim that the standard punishment would be clearly excessive having regard to the factors set out at (d)(i).

Where no offer of the standard punishment is made in the Charge, the Player may accept or deny the Charge, and in either case may contest any claim by The FA that the standard punishment would be clearly insufficient.

(iii) *Submissions*

Along with the Reply, by 6pm on the first working day following the Charge, the Club or Player must provide The Association and the Regulatory Commission with copies of all evidence, documents and written submissions upon which the Club or the Player intends to rely. If the evidence, documents and written submissions are not submitted within this time limit, they may not be considered by the Regulatory Commission.

As a guide the following schedule will ordinarily apply:

Incident	Charge	Reply	Submissions	Commission
Sat/ Sun	Tuesday	Wednesday	Wednesday	Thursday

(c) **Regulatory Commission Procedures**

The following procedures shall be followed at the Regulatory Commission unless the Regulatory Commission thinks it appropriate to amend them:

- (i) Reports along with any other evidence, including video evidence, in support of the Charge, shall be put before the Regulatory Commission by the Secretary of the Regulatory Commission;

- (ii) All statements and video or other evidence in defence of the Charge shall be put before the Regulatory Commission by the Secretary of the Regulatory Commission.

Where the subject matter of or facts pertaining to a Charge or Charges against one or more Participant(s) is sufficiently linked (including, but not limited to, where offences are alleged to have been committed in the same match, or where there is common Association or defence evidence), the Regulatory Commission shall hear all Charges at the same hearing. Evidence adduced by or on behalf of a Player shall be capable of constituting evidence against another Player. The Regulatory Commission shall give appropriate weight to such evidence. The Regulatory Commission may hear evidence in any order and shall have complete discretion to take matters out of order for the timely, efficient and appropriate disposal of the proceedings.

(d) **Decisions**

Where a Charge is denied, the Regulatory Commission will decide whether the Charge is proved or not proved.

In the event that the Charge is not proved, the Charge will be dismissed.

In the event that a Charge is proved or admitted, the Regulatory Commission will decide on the penalty to be served by the Player. The standard punishment may be decreased or

increased by the Regulatory Commission only in the exceptional circumstances set out at (i) and (ii) below. In all other cases, the penalty shall be the standard punishment.

(i) *Decreasing the standard punishment*

Where the offer of the standard punishment is made in the charge letter, the Regulatory Commission may only decrease that standard punishment where the Player has claimed in their Reply to the Charge that the standard punishment would be clearly excessive.

In such cases the Regulatory Commission shall decrease the standard punishment only where it is satisfied so that it is sure that the circumstances of the incident under review are truly exceptional, such that the standard punishment should not be applied, and the standard punishment would be clearly excessive, having regard to the following –

- a. The applicable Law(s) of the Game and any relevant FIFA instructions and / or guidelines;
- b. The nature of the incident including the Player's state of mind, in particular any intent, recklessness or negligence;
- c. Where applicable, the level of force used;
- d. Any injury to an opponent caused by the incident;
- e. Any other impact on the game in which the incident occurred;
- f. The prevalence of the type of incident in question in football generally;
- g. The wider interests of football in applying consistent punishments for dismissal offences.

If the Regulatory Commission is so satisfied, the Player shall not be subject to the standard punishment applicable to the incident. The Commission shall determine what level of punishment shall apply instead, having regard to the factors at a-g above.

If the Regulatory Commission is not so satisfied, the player shall be subject to the standard punishment applicable to the incident.

(ii) *Increasing the standard punishment*

Where no offer of the standard punishment is made in the charge letter, the Regulatory Commission may only increase the applicable standard punishment where The FA has claimed in the Charge that the standard punishment would be clearly insufficient.

In such cases, the Regulatory Commission shall increase the standard punishment only where it is satisfied so that it is sure that the circumstances of the incident under review are truly exceptional, such that the standard punishment should not be applied, and the standard punishment would be clearly insufficient, having regard to the following –

- a. The applicable Law(s) of the Game and any relevant FIFA instructions and / or guidelines;
- b. The nature of the incident and the Player's state of mind, in particular any intent, recklessness or negligence;
- c. Where applicable, the level of force used;
- d. Any injury to an opponent caused by the incident;
- e. Any other impact on the game in which the incident occurred;
- f. The prevalence of the type of incident in question in football generally;
- g. The wider interests of football in applying consistent punishments for dismissal offences.

If the Regulatory Commission is so satisfied, the Player shall not be subject to the standard punishment applicable to the incident. The Commission shall determine what level of punishment shall apply instead, having regard to the factors at a-g above.

If the Regulatory Commission is not so satisfied, the player shall be subject to the standard punishment applicable to the incident.

In all cases, the Regulatory Commission may increase any punishment that it imposes if it

believes a denial of the Charge or any claim by the Player that the standard punishment would be clearly excessive in their case, to have been an abuse of process or without any significant foundation.

The decision of the Regulatory Commission will be communicated verbally to the Player/ Club on the same day as the decision is reached, and in writing by the end of the following working day.

**(e) Right of Appeal**

The Player will have a right of appeal only (i) in the event that the penalty imposed is in excess of a three-match suspension; (ii) on the single ground that the penalty imposed is excessive; and (iii) in respect of that part of the suspension in excess of three matches. No other appeal (for instance, against the decision that the Charge was pursued) is allowed.

Information regarding the appeals process is set out in the Standard Directions for Appeals against decisions of Regulatory Commissions (see Schedule C).

**(f) Written Reasons**

A request for written reasons in respect of the decision of the Regulatory Commission may be lodged with the Regulatory Commission, in which case the request must be made at the time of verbal notification of the decision (i.e. on the same day as the Regulatory Commission). If requested, written reasons will be supplied to parties by 6pm on the first working day following the Regulatory Commission.

**(g) Representation**

A Player does not have the right to be present or represented at a hearing of a Regulatory Commission in respect of incidents covered by this Standard Direction. The matter will be dealt with on video and written evidence only.

**Schedule B**

**Standard Directions for incidents of Misconduct (except as set out below\*) on or around the field of play (including the tunnel area), incidents outside the jurisdiction of Match Officials but reported to The Football Association and media comments**

**For Participants of the FA Premier League, Football League, Football Conference National Division and The FA WSL.**

**AND for Participants of the Football Conference (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League (together "Steps 2-4"), save that any time limits provided for in this Schedule shall not apply at Steps 2-4.**

\*These Standard Directions do not apply to any Misconduct Charges which are subject to the Standard Directions set out at Schedule A, or any Misconduct Charges for any of the following –

- The conduct of a Club's spectators and / or supporters and / or followers;
- Betting or any conduct relating to match fixing;
- Doping Offences;
- Any Aggravated Breach of Rule E3(1);

or where it was thought such charges may arise when an investigation was commenced.

**(a) General Principles**

These Standard Directions will apply where The Association charges a Participant with Misconduct under the Rules of The Association for an incident before, during, or after a game, on or around the Field of Play (including the tunnel area), for an incident outside the jurisdiction of Match Officials but reported to The Football Association or for media comments.

In addition, the Judicial Panel Chairman may order, of his own volition or following the application of any party, that any disciplinary action brought against any Participant in

respect of any incident of alleged Misconduct be subject to these Standard Directions. Such an order may be made, but is not limited to such cases, where the incident concerned arises from the same facts as, or is otherwise sufficiently linked to, an incident which is subject to these Standard Directions.

**(b) Charging Timing and Procedures**

**(i) *The Charge***

A Charge under these provisions shall ordinarily be issued within the period of three working days of the incident, or within three working days of any media comments being brought to the attention of The Association, or where observations on media comments are requested from a Participant, three working days from the deadline for the provision of those observations to The Association, ending at 6pm on the third working day. (i.e. for a Saturday/Sunday game, a Charge shall ordinarily be issued prior to 6pm on the Wednesday).

**(ii) *Standard Penalties in Standard Cases***

Explanatory note: These Standard Directions give effect to the principle that credit, in the form of a reduction in the applicable penalty, should be given to a Participant who admits a Charge. To achieve this, where a Standard Penalty is offered with a Charge in a Standard Case it will incorporate a reduction, usually of approximately one third. Should the Charge be denied and subsequently found proved, a higher Standard Penalty will apply which will not incorporate that reduction.

For the purposes of cases subject to these Standard Directions only, when issuing a Charge in a particular case, The Association may designate that case as a Standard Case. Whether or not a particular case is designated as a Standard Case shall be at the discretion of The Association.

In exercising that discretion, The Association shall not designate any case as a Standard Case where any one or more of the following exceptional circumstances applies -

- Where the particular facts of the alleged offence are of a serious and / or unusual nature, as determined by The Association;
- Where the Participant Charged has been Charged with Misconduct for a similar matter, as determined by The Association, in the preceding 12 months;
- Where the Charge is for media comments made by the Participant;
- Where the Charge is for incidents outside the jurisdiction of Match Officials but reported to The Football Association.

The Association may determine from time to time a Tariff of Standard Penalties to apply to Standard Cases. Where any case has been designated as a Standard Case, Standard Penalties determined in accordance with the Tariff shall be used in that case as follows -

- Standard Penalty 1 - The Standard Penalty which shall be offered in the Charge letter in a Standard Case and come into effect when such a Charge is admitted and the Standard Penalty is accepted, and
- Standard Penalty 2 - The second, higher Standard Penalty which shall come into effect when in a Standard Case the Charge is denied and subsequently found proved by a Regulatory Commission. In such cases Standard Penalty 1 shall not apply.

In all cases, Standard Penalty 1 shall be lower than Standard Penalty 2, usually by approximately one third.

Where a case is not designated as a Standard Case, a Standard Penalty will not be offered in the Charge letter, and where such a Charge is admitted or found proved, the Regulatory Commission shall have a discretion to impose any such penalty as it considers appropriate.

(iii) *The Reply, Submissions and Evidence – all cases*

The Participant Charged is required to respond to any Charge in writing, and to provide The Association and the Regulatory Commission with copies of all submissions, evidence and any other relevant material upon which it is intended to rely, along with the appropriate hearing fee of £100 where relevant, by 6pm on the third working day following receipt of the Charge.

Submissions, evidence and any other relevant material may be sent either by fax to 0844 980 0626 or e-mail [Disciplinary@TheFA.com](mailto:Disciplinary@TheFA.com). If the submissions, evidence and any other relevant material are not submitted within this time limit, they may not be considered by the Regulatory Commission.

A. *Where a case is designated as a Standard Case, by way of Reply to that Charge, the Participant may –*

- i. Admit the Charge and accept Standard Penalty 1. In such cases, Standard Penalty 1 shall come into effect immediately upon receipt of the consent of the Chairman of the Judicial Panel (or his nominee).
- ii. Admit the Charge and submit general mitigation in writing and / or an application for Standard Penalty 1 to be reassessed due to the level of the Participant's income, for a Regulatory Commission to consider at a hearing not attended by either the Participant or The Association (a "paper hearing"). This hearing will take place within three working days of receipt of the Reply by The Association.
- iii. Deny the Charge and contest it at a personal hearing before a Regulatory Commission which both the Participant and The Association shall be entitled to attend (a "personal hearing"). This hearing will take place within ten working days of receipt of the Reply by The Association, or any response to that Reply by The Association being received by The Participant.
- iv. Deny the Charge and submit written material for a Regulatory Commission to consider at a paper hearing. This hearing will take place within three working days of receipt of the Reply by The Association, or any response to that reply by The Association being received by the Participant.

Where a Charge is denied and subsequently found proved by a Regulatory Commission, the Regulatory Commission may consider any general mitigation and / or an application for Standard Penalty 2 to be reassessed due to the level of the Participant's income, as submitted by the Participant with the Reply to the Charge, before it determines the level of penalty.

In any case where general mitigation and / or an application for a Standard Penalty to be reassessed due to the level of the Participant's income is submitted to the Regulatory Commission, the Commission shall proceed as at paragraph (e) below.

B. *Where a case is not designated as a Standard Case, by way of Reply to that Charge, the Participant may –*

- i. Admit the Charge and submit written mitigation for a Regulatory Commission to consider at a paper hearing. This hearing will take place within three working days (subject to Schedule B, paragraph (b)(v) below) of receipt of the Reply by The Association.
- ii. Admit the Charge but request a personal hearing before a Regulatory Commission in order to present mitigation. This hearing will take place within three working days (subject to Schedule B, paragraph (b)(v) below) of receipt of the Reply by The Association.

- iii. Deny the Charge and contest it at a personal hearing before a Regulatory Commission. Such a hearing will take place within ten working days (subject to Schedule B, paragraph (b)(v) below) of receipt of the Reply by The Association, or any response to that Reply by The Association being received by the Participant.
- iv. Deny the Charge and submit written evidence and representations for a Regulatory Commission to consider at a paper hearing. This hearing will take place within three working days (subject to Schedule B, paragraph (b)(v) below) of the Reply being received by The Association, or any response to that Reply by The Association being received by the Participant.

In the absence of a Reply, or if the Participant fails to pay the appropriate fee, within the applicable time limit, the matter will be dealt with directly at the next available Regulatory Commission, and submissions from the Participant may not be admitted.

(iv) *Responses*

Where a Participant denies the Charge, The Association will have three working days to provide its responses, if any, to the Reply, submissions, evidence and any other relevant material provided by the Participant. The Association's responses must be provided to the Participant and the Regulatory Commission. Submissions, evidence and any other relevant material not submitted within this time limit may not be considered by the Regulatory Commission.

Where a Participant admits a charge but submits mitigation or any other material for a Regulatory Commission to consider which the Association considers constitutes a denial of part or all of the Charge, the Association reserves the right to respond to the Reply. Any such response must be provided to the Participant and the Regulatory Commission within three working days of the Reply.

(v) *Personal Hearings*

Where a Participant denies the Charge and requests a personal hearing, The Regulatory Commission will conduct personal hearings at the earliest available opportunity and in any event:

- a) If no response is to be provided by The Association to the Reply, no later than ten working days from the date of confirmation by The Association to the Participant that it does not intend to provide a response;  
or
- b) In the event that The Association provides a response to the Reply, no later than ten working days from the date of receipt by the Participant of that response;  
or
- (c) In the instance of a case concerning incidents outside the jurisdiction of Match Officials but reported to The Association, wherever possible the hearing will take place prior to the next match in which the Player would be eligible to play.

(c) **Regulatory Commission Procedures**

The following procedures shall be followed at a personal hearing before the Regulatory Commission unless the Regulatory Commission considers it appropriate to amend them:

- (i) The part of the Charge(s) stating the nature of the alleged Misconduct, and identifying the provisions breached or not complied with, will be read out to the Participant Charged (or their representative where the Participant is a Club or other entity) by the Chairman of the Regulatory Commission and the Participant asked whether each Charge is admitted or denied, to which the Participant shall respond;

- (ii) The Association may then address the Regulatory Commission, summarise the case against the Participant, and then call its evidence;
- (iii) After the conclusion of the evidence of The Association, the Participant may summarise its case and call evidence of any matter of which notice has been given in the Reply;
- (iv) Each party in turn may question witnesses as they give evidence and the Regulatory Commission may question parties and witnesses at any time;
- (v) After the conclusion of the evidence of the Participant, The Association and the Participant in turn may make closing submissions;
- (vi) Where the Participant admits the Charge(s), the Regulatory Commission may dispense with hearing the evidence and consider submissions from The Association and the Participant in turn. Where the Participant denies a Charge or part thereof, or where it is admitted but there remains a factual dispute between the Participant Charged and The Association, the Regulatory Commission shall consider the witness and other evidence placed before it together with each party's submissions in order to make findings in respect of any factual dispute(s) in order to determine: (i) whether a Charge is proven; (ii) if so proven or admitted, the factual basis on which the Charge is proven.

Where the subject matter of or facts pertaining to a Charge or Charges against one or more Participant(s) is sufficiently linked (including, but not limited to, where offences are alleged to have been committed in the same match or where there is common Association or defence evidence), the Regulatory Commission shall hear all Charges at the same hearing. Evidence adduced by or on behalf of a Participant shall be capable of constituting evidence against another Participant. The Regulatory Commission shall give appropriate weight to such evidence. Participants or their representatives shall be entitled to cross-examine other Participants and their witnesses. The Regulatory Commission may hear evidence in any order and shall have complete discretion to take matters out of order for the timely, efficient and appropriate disposal of the proceedings.

**(d) Decisions**

The Regulatory Commission will decide whether each denied Charge is proved or not proved in respect of each Participant Charged. In the event that a Charge is proved, subject to the application of any Standard Penalty, the Regulatory Commission will have the power to impose any one or more of the following penalties on the Participant:

- (i) A reprimand or warning as to future conduct;
- (ii) A fine;
- (iii) A suspension from all or any specified football activity permanently or for a stated period;
- (iv) Such further or other penalty as it considers appropriate.

In the event that a Charge is not proved, no penalty shall be imposed by the Regulatory Commission.

The decision of the Regulatory Commission will be communicated verbally to the Participant on the same day as the decision is reached, and in writing by the end of the following working day.

**(e) The level of penalty to be imposed by the Regulatory Commission**

Explanatory note: These Standard Directions aim to ensure that in a Standard Case, either Standard Penalty 1 or Standard Penalty 2 shall not be reduced unless truly exceptional mitigation exists, or a Participant can demonstrate that the Standard Penalty would be disproportionately harsh due to their level of income.

A. *In a Standard Case, where a Participant either*

- Admits the Charge and does not accept the Standard Penalty offered, or



- Denies the Charge and it is subsequently found proved by a Regulatory Commission, the Participant may submit general mitigation and / or an application for the applicable Standard Penalty to be reassessed due to the level of the Participant's income, before the Regulatory Commission imposes any penalty on the Participant.

In such circumstances, the Regulatory Commission shall proceed as follows –

- i. Where the Participant submits general mitigation  

Following the consideration of general mitigation, the Regulatory Commission will have a discretion to impose any penalty that it considers appropriate, including increasing the penalty above the applicable Standard Penalty. A Regulatory Commission shall decrease the Standard Penalty that would otherwise apply only where it is satisfied that any mitigation put forward is truly exceptional.

Where a Regulatory Commission does accept that any general mitigation put forward is truly exceptional and so merits a reduction in the applicable Standard Penalty, it may impose any penalty that it considers to be appropriate in accordance with its general powers. This includes a suspended penalty.
- ii. Where the Participant submits an application for reassessment of the Standard Penalty  

Where a Participant can demonstrate that any financial element of a Standard Penalty would be disproportionately harsh due to the level of their income, the Participant may make an application to have the financial element of the penalty reassessed by reference to that income.

Where such an application is made, and the Regulatory Commission does accept that the Standard Penalty would be disproportionately harsh, the Standard Penalty will not apply and the Regulatory Commission may impose any penalty that it considers to be appropriate in accordance with its general powers.
- iii. Where a case is not designated as a Standard Case and the Charge is admitted or found proved, the Regulatory Commission shall have a discretion to impose any such penalty as it considers appropriate.

**(f) Right of Appeal**

The Participant and the Association will have a right of appeal in respect of the decision of the Regulatory Commission (against the decision and / or penalty ordered). Information regarding the appeals process is set out in the Standard Directions for Appeals against decisions of Regulatory Commissions (see Schedule C).

**(g) Written Reasons**

A request for written reasons in respect of the decision of the Regulatory Commission may be lodged with the Regulatory Commission, in which case the request must be made at the time of verbal notification of the decision. If requested, written reasons will be supplied to parties by 6pm on the third working day following the hearing.

**(h) Representation**

In the event that a Participant wishes to be represented at any hearing of a Regulatory Commission at which a Participant is entitled to be present, this fact, together with the identity of any representative, shall be submitted at the same time as the Reply, as set out in (b) above.

Failure to submit this information within the specified time limit will result in the right to representation being forfeited. The date of any personal hearing that takes place pursuant to these Standard Directions shall be in accordance with the timings set out in these Standard Directions, regardless of the availability or otherwise of the Participant's chosen representative.

(i) **Costs**

Any costs incurred in bringing, or responding to a Charge shall be borne by the party incurring the costs. Any costs incurred in relation to the convening of the Regulatory Commission may be ordered by the Regulatory Commission to be paid by either party.

**Schedule C**

**Standard Directions for Appeals against decisions of Regulatory Commissions in relation to:**

- (A) Incidents on the Field of Play which fall within Law 12, which were not seen by Match Officials, but caught on video (serious foul play, violent conduct, spitting at an opponent or any other person, offensive, insulting or abusive language or gestures), dealt with under the Standard Directions at Schedule A;  
or
- (B) Incidents of Misconduct on or around the field of play (including the tunnel area), incidents outside the jurisdiction of Match Officials but reported to The Football Association and media comments, dealt with under the Standard Directions at Schedule B;  
or
- (C) Penalties imposed in respect of 'Dismissals – Claims that the Standard Punishment is Clearly Insufficient' pursuant to:
  - paragraph 7 of the Disciplinary Procedures Concerning Field Offences for Players of Clubs of the FA Premier League, Football League, Football Conference (National) Division and The FA WSL in FFCM (Section A);
  - paragraph 7 of the Disciplinary Procedures Concerning Field Offences for Players of Clubs of the FA Premier League, Football League, Football Conference (National) Division and The FA WSL in NFFM (Section B); or
  - paragraph 10 of the Disciplinary Procedures Concerning Field Offences for Players associated with teams competing in the Football Conference (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League (together "Steps 2-4") (Section D).

(a) **Criteria**

An appeal may be lodged against the decision of a Regulatory Commission subject to the following criteria:

- (i) For Incidents dealt with under the Standard Directions at Schedule A – an appeal may be lodged only by a Participant and only (i) in the event that the penalty imposed is in excess of three matches; (ii) on the single ground that the penalty imposed is excessive; and (iii) in respect of that part of the suspension in excess of three matches, not accounting for any additional matches included in the penalty as a result of a Player having served a suspension earlier in the same season.
- (ii) For incidents dealt with under the Standard Directions at Schedule B – an appeal may be lodged by either a Participant or The Association on any of the grounds set out at Schedule C, paragraph (d)(vi) below. However, an appeal may not be lodged in order only to challenge the Tariff of Standard Penalties determined by The Association as applicable to Standard Cases.  
N.B. In respect of appeals by The Association or by Participants in respect of incidents concerning Participants of Clubs at Steps 2-4, any time limits provided for in this Schedule shall not apply.
- (iii) For appeals against penalties imposed in respect of 'Dismissals – Claims that the Standard Punishment is Clearly Insufficient' – an appeal may be lodged only by a Participant and only (i) in the event that the penalty imposed (in addition to

the automatic suspension) is in excess of three matches; (ii) on the single ground that the additional suspension is excessive; and (iii) in respect of that part of the additional suspension in excess of the additional three matches (for example, where a Player is suspended for 8 matches, he may appeal only in respect of the two matches in excess of the three automatic and three additional match suspension).

**(b) Written Reasons**

A request for written reasons in respect of the decision of the Regulatory Commission may be lodged with the Regulatory Commission, in which case the request must be made at the time of verbal notification of the decision. In these circumstances written reasons will be supplied to parties by 6pm on the third working day following the Regulatory Commission.

**(c) Timings**

*(i) Notification*

If the Participant or The Association intends to lodge an appeal, The Association must be notified in writing (either by fax 0844 980 0625 or by e-mail [Disciplinary@TheFA.com](mailto:Disciplinary@TheFA.com))

- (a) by 12 noon on the first working day following the Regulatory Commission; or
- (b) in cases where written reasons are requested, by 12 noon on the first working day following receipt of the written reasons, i.e. the fourth working day after the Regulatory Commission.

*(ii) Submissions*

By 6pm on the first working day following notification of intention to appeal, the Appellant (whether the Club, Player or The Association as appropriate) must provide The Association and the Chairman of the Judicial Panel (or his nominee) with copies of all submissions, evidence and any other relevant material upon which it intends to rely, along with the appropriate appeal fee of £100. If the submissions, evidence and any other relevant material are not submitted within this time limit, they may not be considered by the Appeal Board.

An appeal shall be by way of a review of documents and oral submissions only and shall not involve a rehearing of the evidence considered by the Regulatory Commission. However, new evidence may be admitted with the permission of the Chairman of the Appeal Board. The Football Regulatory Authority will ensure that all documents relating to the original Regulatory Commission hearing are provided to the Appeal Board.

*(iii) Responses*

The Respondent (whether the Club, Player or The Association as appropriate) will have two working days to provide its responses to the appeal submissions, evidence and any other relevant material provided by the Appellant. The responses must be provided to the Appellant and the Appeal Board. Submissions, evidence and any other relevant material not submitted within this time limit may not be considered by the Appeal Board.

*(iv) Hearing*

The Appeal Board will hear the appeal at the earliest available opportunity, but, in any case, no earlier than on the second day after submission of responses.

**(d) Appeal Board Procedures**

The following procedures shall be followed at the Appeal Board unless the Appeal Board considers it appropriate to amend them:

- (i) A summary of the matter appealed will be put forward by the Appellant. The Respondent will then put forward a summary of the points to be raised on its behalf;

- (ii) All evidence, of which notice will have been given, to be presented on behalf of the Appellant;
- (iii) All evidence, of which notice will have been given, to be presented on behalf of the Respondent;
- (iv) Each party shall have the opportunity to put questions in respect of the evidence presented by the other party, and the Appeal Board may question parties at any time;
- (v) After the conclusion of the evidence, the Appellant and the Respondent in turn may make closing submissions;
- (vi) The Appeal Board will decide whether the appeal is allowed or dismissed.

Save where otherwise stated, the grounds of appeal available to The Association, shall be that the Regulatory Commission:

- (1) misinterpreted or failed to comply with the rules or regulations relevant to its decision; and/or
- (2) came to a decision to which no reasonable such body could have come and/or
- (3) imposed a penalty, award, order or sanction that was so unduly lenient as to be unreasonable

Save where otherwise stated, the grounds of appeal available to Participants shall be that the Regulatory Commission:

- (1) failed to give the Participant a fair hearing and/or
- (2) misinterpreted or failed to comply with the rules or regulations relevant to its decision; and/or
- (3) came to a decision to which no reasonable such body could have come and/or
- (4) imposed a penalty, award, order or sanction that was excessive

**(e) Decisions**

A decision of the Appeal Board shall be final and binding and there shall be no right of further challenge.

The Appeal Board shall have power to:

- (i) Allow or dismiss the appeal;
- (ii) Increase or decrease the penalty, award or sanction originally imposed;
- (iii) Make such further or other order as it considers appropriate.

**(f) Representation**

A Participant has the right to be present at a hearing of an Appeal Board. A Participant may also be represented at a hearing of an Appeal Board. In the event that a Participant wishes to be represented, this fact, together with the identity of any representative, shall be submitted at the same time as the notification, as set out in (c) above. Failure to submit this information within the specified time limit will result in the right to representation being forfeited.

An Appeal Board may also conduct a hearing on the basis of written submissions only, should the Appellant not wish to be present or represented.

**(g) Costs**

Any costs incurred in bringing, or responding, to an appeal shall be borne by the party incurring the costs. Any costs incurred in relation to the convening of the Appeal Board may be ordered by the Appeal Board to be paid by either party.