

## FIELD OFFENCES & FAST TRACK

### SECTION A

#### DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES in First Team Competitive Matches (FTCM)

For Players and Officials of Clubs of the FA Premier League, Football League, the Football Conference National Division and The FA WSL.

*Note: FTCM are matches in the following competitions: FA Challenge Cup, FA Challenge Trophy, FA Premier League, Football League, Football League Cup, Football League Trophy, the Football Conference and The FA WSL.*

#### 1. MATCH OFFICIALS' REPORTING OF OFFENCES

##### (a) *Caution Offences*

Referees must submit a report to The Association by 12 noon on the day following a match stating the offences and giving a description of the incidents.

##### (b) *Sending Off Offences*

Referees and Assistant Referees must submit a report to The Association by 12 noon on the day following a match stating the offence(s) and giving a description of the incident(s).

(c) If a referee omits to show the appropriate card when taking action against a player, this does not nullify the caution or sending off offence. However, the attention of the Referee should be drawn to the correct procedure.

#### 2. CAUTION OFFENCES - Administration

A Player who has been cautioned in a FTCM, will be notified through his Club by The Association of:

(a) the offence reported by the Referee;

(b) the total number of cautions recorded against the Player under these procedures during the current Season; and

(c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from The Association is received before it is due to take effect in accordance with these Disciplinary Procedures.

An administration fee of £10.00 will be charged to the Player through the Club for the cost of processing each report.

#### 3. SENDING OFF OFFENCES - Administration

A Player who has been sent off in a FTCM under the provisions of Law 12 will be notified through his Club by The Association of:

(a) the offence reported by the Referee;

(b) that he will be subject to the standard punishment (see Section 8). Any such punishment will take effect regardless of whether or not the notification of it from The Association is received before it is due to take effect in accordance with these Disciplinary Procedures.

An administration fee of £10.00 will be charged for the cost of processing each report.

#### 4. MISTAKEN IDENTITY

(a) If a Player who has been cautioned or sent off in a FTCM claims that he was the victim of mistaken identity in relation to the imposition of such sanction, he may appeal to The Association. The Club on behalf of the Player must, by 1pm of the next working day

following their game, notify The Association in writing (by fax or e-mail - Fax 0844 980 0626 or e-mail Disciplinary@TheFA.com) of their intention to submit a claim.

- (b) By 1pm on the second working day following the incident, the Players and Club must submit in writing to The Association the evidence upon which the claim is founded. Where possible, a written statement from the Player responsible for the offence should be supplied. The details must, however, include:
- (i) a signed statement by the Player reported by the Referee that he was not responsible for the offence reported and identifying specifically the name of the person responsible; and
  - (ii) a video and/or DVD of the incident.

The relevant fee for Clubs in each League is as follows:

FA Premier League	£1,500
Football League Championship	£750
Football League 1	£500
Football League 2	£350
Football Conference National Division	£300

The fee is only payable in the event that the claim is unsuccessful. The Association may collect the fee in any manner it deems appropriate.

- (c) The Claim will be determined based on video and/or DVD and written evidence only. None of the Match Officials nor the Club or Player are entitled to be present or represented at the Regulatory Commission established for such purpose.
- (d) The Players and Club should note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by The Association.
- (e) The Association will empanel a Regulatory Commission to examine the claim, that will consider the matter prior to any suspension being served. The following procedures will be used at a Regulatory Commission unless the Regulatory Commission thinks it appropriate to amend them:
- I. The Secretary of each Regulatory Commission will produce:
    - (i) The Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action.
    - (ii) All statements and video and/or DVD and other evidence provided in support of the claim, including details of the Player;
  - II. After considering the evidence, the Commission will decide whether the claim should be rejected or successful.
  - III. (i) If the Commission's decision is to reject the claim, it will, in every case, go on to consider whether or not the Player's punishment should be increased.

If the Commission considers that the rejected claim had no prospect of success and / or amounts to an abuse of process, the Commission shall have the discretion to increase the penalty up to twice the standard punishment set out in this Memorandum.

In all other cases, the Player reported by the Referee shall serve the standard punishment set out in this Memorandum.
  - (ii) If the Commission's decision is that the claim is successful, the standard punishment set out in this Memorandum is transferred from the record of the Player reported by the Referee to the appropriate identified offender, who will serve the standard punishment transferred by the Regulatory Commission.

- IV. The decision will be conveyed to the Secretary of each Regulatory Commission, who will prepare Minutes of the decision of the Regulatory Commission and communicate the decision to the Club that day.
- (f) Should a Club have two FTCMs with no, or insufficient, working days in between for the claim for mistaken identity to be notified, lodged and heard by a Regulatory Commission, the following will apply:
- I. Where there are no working days between two matches and a Club wishes to make a claim for mistaken identity, the Club shall notify The Association by fax and e-mail (using the contact details as set out in (a) hereabove) within 24 hours of the dismissal. If, and only if, this notification is appropriately submitted, the Player will be eligible to play in the second match. Submission of evidence will still be required by 1pm on the second working day as set out in (b) hereabove.
  - II. Where there are insufficient working days between two matches for a Regulatory Commission to decide on a claim for mistaken identity, the timetable for notification and submission as set out in (a) and (b) hereabove will still apply. However, a Player will be eligible to play in matches prior to the decision of the Regulatory Commission, provided the claim for mistaken identity has been appropriately notified.

In respect of these specific circumstances, particular attention should be paid to (e) III (i) hereabove, in respect of claims brought which had no prospect of success or amounted to an abuse of process.

Should a Player play in a match without the appropriate notification having been lodged as set out hereabove, this shall constitute Misconduct (as defined in the Rules of The Association).

- (g) If, despite the fact that evidence clearly shows that there is a case of mistaken identity, a Club does not lodge a claim within the specified time limits, The Association reserves the right within seven days of the alleged misconduct to request a Regulatory Commission to review the matter.
- (h) A Club failing to lodge a claim for mistaken identity may be charged with Misconduct by The Association if there is evidence that the Club sought to gain an advantage by remaining silent on the matter.
- (i) The decision of the Regulatory Commission in relation to claims for mistaken identity is final and binding on all parties and not subject to appeal.
- (j) In the event that a claim is submitted for mistaken identity and wrongful dismissal for the same incident, the matter of mistaken identity will be considered first.

## 5. CLAIMS OF WRONGFUL DISMISSAL

- (a) A Player and his Club may seek to limit the disciplinary consequences of the dismissal of a Player from the Field of Play by demonstrating to The Association that the dismissal was wrongful.
- (b) A claim of wrongful dismissal may be lodged only for on-field offences which result in a sending off, except for two cautions leading to a dismissal.
- (c) The Regulatory Commission that considers a claim of wrongful dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. This role is not to usurp the role of the Referee and the dismissal from the Field of Play will remain on the record of the Club and the Player, will remain the subject of the administration fee and will accrue the appropriate number of penalty points for a first team sending off.
- (d) The Club on behalf of the Player must, by 1pm on the next working day following the game, notify The Association in writing (by fax or e-mail - Fax 0844 980 0626 or e-mail

Disciplinary@TheFA.com) of their intention to submit a claim. The claim will NOT proceed if this deadline is not met. The evidence upon which the claim is founded (which must include a video and/or DVD recording showing the incident from all available angles), must be submitted by the Player concerned or his Club by 1pm on the second working day following the incident. The relevant fee for clubs in each league is as follows:

FA Premier League	£1,500
Football League Championship	£750
Football League 1	£500
Football League 2	£350
Football Conference National Division	£300

The fee is only payable in the event that the claim is unsuccessful. The Association may collect the fee in any manner it deems appropriate.

**Important - forfeiture of fee for late withdrawal of a claim.** It should be noted that where a claim is withdrawn after 5pm on the next working day following the game, any fee that has been submitted to The Association in respect of the claim WILL NOT be refunded. If the relevant fee has yet to be paid, the claimant will still be required to pay it to The Association. Failure to pay the fee in these circumstances will result in disciplinary action against the claimant.

Where a claim is withdrawn before the 5pm deadline, if any fee has been submitted, it will be refunded. If the relevant fee has yet to be paid to The Association the claimant will not be required to pay it.

- (e) The Claim will be determined based on video and/or DVD and written evidence only.  
None of the Match Officials nor the Club or Player are entitled to be present or represented at the Regulatory Commission.
- (f) Players and Clubs should note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by The Association.
- (g) Once the claim is lodged with The Association it will confirm that the video and/or DVD shows the incident as reported by the Referee/Assistant Referee and the claim has conformed with the criteria.
- (h) Prior to the commencement of the suspension, a Regulatory Commission will be convened to decide the matter on any relevant documentary and video and/or DVD evidence submitted. The following procedures will be used at a Commission unless the Commission thinks it appropriate to amend them:  
The Commission Secretary will produce:
  - I. (i) The Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action.
  - (ii) All statements and video and other evidence provided in support of the claim, including details of the Player;
  - II. After considering the evidence, the Commission will decide whether the claim should be rejected or successful.
  - III. If the Commission's decision is to reject the claim, it will, in every case, go on to consider whether or not the player's punishment should be increased.  
If the Commission considers that the rejected claim had no prospect of success and / or amounts to an abuse of process, the Commission shall have the discretion to increase the penalty up to twice the standard punishment set out in this Memorandum.

## DISCIPLINARY PROCEDURES 2013-2014

---

In all other cases, the Player reported by the Referee shall serve the standard punishment as set out in this Memorandum. In all cases where a claim is rejected the fee shall be retained.

- IV. If the Commission's decision is that the claim is successful, the standard punishment set out in the Memorandum is withdrawn and the fee returned. The dismissal will not be counted for the purposes of paragraph 8(g) below.
- The decision shall be conveyed to the Commission Secretary who shall prepare Minutes of the decision of the Commission and communicate the decision to the Club that day. The Club must provide the Commission with contact details.
- (i) Should a Club have two FTCMs with no, or insufficient, working days in between for the claim for wrongful dismissal to be notified, lodged and heard by a Regulatory Commission, the following will apply:
- I. Where there are no working days between two matches and a Club wishes to make a claim for wrongful dismissal, the Club shall notify The Association by fax and e-mail (using the contact details as set out in (d) hereabove) within 24 hours of the dismissal. If, and only if, this notification is appropriately submitted, the Player will be eligible to play in the second match. Submission of evidence and the fee will still be required by 1pm on the second working day as set out in (d) hereabove.
- II. Where there are insufficient working days between two matches for a Regulatory Commission to decide on a claim for wrongful dismissal, the timetable for notification and submission as set out in (d) hereabove will still apply. However, a Player will be eligible to play in matches prior to the decision of the Regulatory Commission, provided the claim for wrongful dismissal has been appropriately notified.
- In respect of these specific circumstances, particular attention should be paid to (h) III. here above, in respect of claims brought which had no prospect of success or amounted to an abuse of process.
- Should a Player play in a match without the appropriate notification having been lodged as set out hereabove, this shall constitute Misconduct.
- (j) As a general guide, the following schedule will apply:
- | Match Day   | Notice of Claim | Claim Lodged | Commission |
|-------------|-----------------|--------------|------------|
| Fri/Sat/Sun | Monday          | Tuesday      | Thursday   |
- (k) In the event that a Club submits a notification of their intention to claim wrongful dismissal but fails to complete the claim or withdraws a complete claim prior to it being considered by a Regulatory Commission, and The Association believes that the notification or claim of wrongful dismissal had no prospect of success or amounted to an abuse of process, The Association may issue a charge of misconduct under FA Rule E3.
- (l) The decision of the Regulatory Commission in relation to a claim of wrongful dismissal is final and binding on all parties and is not subject to appeal.

### DISMISSALS – EXCEPTIONAL CIRCUMSTANCES

Regulations 6 and 7 below are intended to apply only in truly exceptional circumstances. Regulatory Commissions considering cases under these Regulations will be specifically instructed to approach them in this way. It is envisaged that, in the vast majority of dismissals, the standard punishments set out in this Memorandum will be appropriate and will be applied.

The facilities available under Regulations 6 and 7 are provided only so exceptional cases may be rectified. They are not intended to encourage or lead to the systematic, regular review of standard punishments, and are reserved for truly exceptional cases.

**6. DISMISSALS – CLAIMS THAT THE STANDARD PUNISHMENT IS CLEARLY EXCESSIVE**

- (a) A Player and his Club may in very limited circumstances seek to limit the disciplinary consequences of the dismissal of a Player from the Field of Play by demonstrating to The Association that the circumstances of a particular dismissal were truly exceptional, such that the standard punishment applicable to that dismissal (as set out in section 8 below) would be clearly excessive. A claim cannot be brought under this regulation in respect of any dismissal which is the subject of a claim for wrongful dismissal under Regulation 5 above.
- (b) All players dismissed from the Field of Play shall be subject to at least a one match suspension, save for where a successful claim for wrongful dismissal is brought.
- (c) Claims that the standard punishment is clearly excessive brought under this Regulation may be lodged only for on-field offences which result in a sending off under Law 12(6) (offensive or insulting or abusive language/gestures) 12(1) (violent conduct), 12(2) (serious foul play) or 12(3) (spitting).
- (d) Any Claimant bringing a claim under this Regulation accepts that the sending off was correct according to the Laws of the Game and waives any right to challenge that sending off via a claim for wrongful dismissal under Regulation 5 above or by any other means whatsoever.
- (e) The Regulatory Commission that considers a claim of this type is concerned with only the question of whether the standard punishment should not be imposed in view of the truly exceptional facts of the case. This role is not to usurp the role of the Referee and the correctness of the dismissal from the Field of Play shall not be subject to any scrutiny by the Commission, will remain on the record of the Club and the Player, will remain the subject of the administration fee and will accrue the appropriate number of penalty points for a first team sending off.
- (f) The Club on behalf of the Player must, by 1pm on the next working day following the game, notify The Association in writing (by fax or e-mail – Fax 0844 980 0626 or e-mail Disciplinary@TheFA.com) of their intention to submit a claim. The claim will NOT proceed if this deadline is not met. The evidence upon which the claim is founded (which must include a video and/ or DVD recording showing the incident from all available angles), must be submitted by the Player concerned or his Club by 1pm on the second working day following the incident. The claim must explain why the case is truly exceptional. The relevant fee for clubs in each league is as follows:

FA Premier League	£1,500
Football League Championship	£750
Football League 1	£500
Football League 2	£350
Football Conference National Division	£300

The fee is only payable in the event that the claim is unsuccessful. The Association may collect the fee in any manner it deems appropriate.

**Important – forfeiture of fee for late withdrawal of a claim.** It should be noted that where a claim is withdrawn after 5pm on the next working day following the game, any fee that has been submitted to The Association in respect of the claim WILL NOT be refunded. If the relevant fee has yet to be paid, the claimant will still be required to pay it to The Association. Failure to pay the fee in these circumstances will result in disciplinary action against the claimant.

Where a claim is withdrawn before the 5pm deadline, if any fee has been submitted, it will be refunded. If the relevant fee has yet to be paid to The Association, the claimant will not be required to pay it.

- (g) The Claim will be determined based on video and/or DVD and written evidence only. The Match Officials, Club and Player are not entitled to be present or represented at the Regulatory Commission.
- (h) Players and Clubs should note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by The Association.
- (i) Once the claim is lodged with The Association it will confirm that the video and/or DVD shows the incident as reported by the Referee/Assistant Referee and the claim has conformed with the criteria.
- (j) If possible, prior to the commencement of the suspension, but in all cases before the second match that the Player would miss were the standard punishment to apply to the dismissal that is the subject of the claim, a Regulatory Commission will be convened to decide the matter on any relevant documentary and video and/or DVD evidence submitted. The following procedures will be used at a Commission unless the Commission thinks it appropriate to amend them:

The Commission Secretary will produce:

- I.
  - (i) The Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action.
  - (ii) All statements and video and other evidence provided in support of the claim, including details of the Player;
- II. After considering the evidence, the Commission will decide whether the claim should be rejected or successful.
- III. A claim will only be successful under this Regulation where a Claimant satisfies the Commission so that it is sure that –
  - (a) The circumstances of the dismissal under review are truly exceptional, such that the standard punishment should not be applied; and
  - (b) As a result of the truly exceptional circumstances the standard punishment would be clearly excessive.
- IV. In considering the matters at III above, the Commission shall have regard to:
  - (a) The applicable Law(s) of the Game and any relevant FIFA instructions and/or guidelines;
  - (b) The nature of the dismissal offence, and in particular any intent, recklessness, negligence or other state of mind of the Player;
  - (c) Where applicable, the level of force used;
  - (d) Any injury to an opponent caused by the dismissal offence;
  - (e) Any other impact on the game in which the dismissal occurred;
  - (f) The prevalence of the type of offence in question in football generally;
  - (g) The wider interests of football in applying consistent punishments for dismissal offences.
- V. If the Commission's decision is to reject the claim, it will, in every case, go on to consider whether or not the Player's punishment should be increased. If the Commission considers that the rejected claim had no prospect of success and/or amounts to an abuse of process, the Commission shall have the discretion to increase the penalty up to twice the standard punishment set out in this Memorandum.

In all other cases where a claim is rejected, the Player reported by the Referee shall serve the standard punishment as set out in this Memorandum. In all cases where a claim is rejected the fee shall be forfeited.

- VI. If the Commission's decision is that the claim is successful, the standard punishment set out in the Memorandum is withdrawn.

The Commission will then decide on the punishment to be applied to the Player in respect of the dismissal. This shall be in all cases a suspension of at least one match.

In deciding on such punishment, the Commission shall have regard to:

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

The decision shall be conveyed to the Commission Secretary who shall prepare Minutes of the decision of the Commission and communicate the decision to the Club that day. The Club must provide the Commission with contact details. The fee shall be returned to the Club.

- (k) As a general guide, the following schedule will apply:

Match Day	Notice of Claim	Claim Lodged	Commission
Fri/Sat/Sun	Monday	Tuesday	Thursday

- (l) In the event that a Club submits a notification of their intention to claim but fails to complete the claim or withdraws a complete claim prior to it being considered by a Regulatory Commission, and The Association believes that the notification or claim had no prospect of success or amounted to an abuse of process, The Association may issue a charge of misconduct under FA Rule E3.
- (m) The decision of the Regulatory Commission in relation to a claim under this Regulation is final and binding on all parties and is not subject to appeal.

**7. DISMISSALS - CLAIMS THAT THE STANDARD PUNISHMENT IS CLEARLY INSUFFICIENT**

- (a) All players dismissed from the Field of Play shall be subject to at least a one match suspension, save only for where a successful claim for wrongful dismissal is brought.
- (b) The Association may seek to increase the disciplinary consequences of the dismissal of a Player from the Field of Play, where The Association is satisfied that the standard punishment that would otherwise apply following the dismissal is clearly insufficient.
- (c) Claims may be brought under this Regulation only for on-field offences which have resulted in a sending off under Law 12(1) (violent conduct), Law 12(2) (serious foul play) or Law 12(3) (spitting).
- (d) Where The Association brings such a claim, a Referee's report showing that a Player was dismissed for violent conduct under Law 12(1), serious foul play under Law 12(2) or spitting under Law 12(3) shall be conclusive evidence that the player has breached the relevant Law and shall not be subject to challenge, save for where any such dismissal is subject to a claim for wrongful dismissal.

- (e) The Regulatory Commission that considers a claim of this type is concerned with only the question of whether the standard punishment should not be imposed in view of the truly exceptional facts of the case. This role is not to usurp the role of the Referee and the correctness of the dismissal from the Field of Play shall not be subject to any scrutiny by the Commission, will remain on the record of the Club and the Player, will remain the subject of the administration fee and will accrue the appropriate number of penalty points for a first team sending off.
- (f) Claims brought under this Regulation must be brought by 1pm on the second working day following the game in which the relevant dismissal occurred. Such a claim must include the evidence upon which the claim is founded (which must include the Referee's report and a video and/or DVD recording showing the incident from all available angles).
- (g) A Player must submit any Reply to the claim, including all evidence in support of that response, by 6pm on the second working day following the issue of the claim. If no Reply is received by The Association, the Commission shall consider the claim as if it had been denied by the Player.
- (h) Claims brought under this Regulation shall be determined based on video and/or DVD and written evidence only. The Match Officials, Club and Player are not entitled to be present or represented at the Regulatory Commission.
- (i) If possible, prior to the commencement of the suspension, but in all cases before the second match that the Player would miss were the standard punishment to apply to the dismissal that is the subject of the claim, a Regulatory Commission will be convened to decide the matter on any relevant documentary and video and/or DVD evidence submitted. The following procedures will be used at a Commission unless the Commission thinks it appropriate to amend them:
- The Commission Secretary will produce:
- I.
    - (i) The Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action.
    - (ii) All statements and video and other evidence provided in support of the claim.
    - (iii) The Reply and all evidence and submissions provided by the Player in response to the claim.
  - II. After considering the evidence, the Commission will decide whether the claim should be rejected or successful.
  - III. A claim will only be successful under this Regulation where The Association satisfies the Commission so that it is sure that:
    - (i) The circumstances of the dismissal under review are truly exceptional, such that the standard punishment should not be applied; and
    - (ii) The standard punishment would be clearly insufficient.
  - IV. In considering the matters at III above, the Commission shall have regard to:
    - (a) The applicable Law(s) of the Game and any relevant FIFA instructions and/or guidelines;
    - (b) The nature of the dismissal offence, and in particular any intent, recklessness, negligence or other state of mind of the Player;
    - (c) Where applicable, the level of force used;
    - (d) Any injury to an opponent caused by the dismissal offence;
    - (e) Any other impact on the game in which the dismissal occurred;
    - (f) The prevalence of the type of offence in question in football generally;

(g) The wider interests of football in applying consistent punishments for dismissal offences.

V. If the Commission's decision is to reject the claim, it shall deliberate no further on the claim and the Player shall serve the standard punishment.

VI. If the Commission's decision is that the claim is successful, the standard punishment set out in the Memorandum is set aside.

The Commission will then decide on the punishment to be applied to the Player in respect of the dismissal.

In deciding on such punishment, the Commission shall have regard to the matters at 7(i)IV above.

Any punishment imposed by the Commission shall be limited to a suspension from playing a specified number of matches in addition to the standard punishment ordinarily applicable to the relevant dismissal. The Commission shall not impose any other punishment on the Player.

The decision shall be conveyed to the Commission Secretary who shall prepare Minutes of the decision of the Commission and communicate the decision to the Club that day. The Club must provide the Commission with contact details.

(j) As a general guide, the following schedule will apply:

<b>Match Day</b>	<b>Notice and Evidence of Claim</b>	<b>Reply</b>	<b>Commission</b>
Fri/Sat/Sun	Tuesday	Thursday	Friday

(k) The decision of the Regulatory Commission in relation to a claim under this regulation shall be subject to appeal only (i) in the event that the penalty imposed (in addition to the ordinarily applicable standard punishment) 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 following a dismissal for violent conduct, he may appeal only in respect of the two matches in excess of the three standard and three additional match suspension). Appeals under this Regulation shall proceed pursuant to Schedule C (Standard Directions for Appeals against decisions of Regulatory Commissions).

## 8. PUNISHMENTS – Relating to First Team Competitive Matches

### (a) CAUTIONS ADMINISTERED ON THE FIELD OF PLAY

(i) If a Player accumulates five cautions in FTCM between the opening day of the Playing Season and 31 December (including any FTCM played on that day) in the same Season, he will be suspended automatically for a period covering: -

*One First Team Match*

(ii) If a Player accumulates five cautions in FTCM between the opening day of the Playing Season and the last day of the same Season, he will be: -

*“Warned as to his Future Conduct”*

(iii) A Player who has already been subject to disciplinary action as a result of receiving five cautions and then proceeds to receive a further five cautions during the same Season, will be subject to the following punishments: -

(iv) If a Player accumulates ten cautions in FTCM between the opening day of the Playing Season and the second Sunday of April in the same Season, he will be suspended automatically for a period covering:-

*Two First Team matches*

If in the final match before the second Sunday of April a player accumulates his tenth caution in FTCM since the opening day of the Playing season and then

receives a second caution in the same match and consequently is dismissed, the player will be suspended automatically for a period covering Two First Team Matches. This two match suspension will automatically apply in such cases, instead of the one match automatic suspension which would otherwise apply to a player who is sent off for receiving two cautions in the same match.

- (v) If a Player accumulates ten cautions in FTCM between the opening day of the Playing Season and the last day of the same Season, he will be: -

*“Severely Censured and Warned as to his future Conduct”*

- (vi) If a Player accumulates 15 cautions in FTCM between the opening date of the Playing Season and the last day of the same Season, he will be suspended automatically for a period covering:-

*Three First Team matches*

- (vii) A Player who has already been subject to disciplinary action as a result of receiving five, ten and 15 cautions, and who goes on to receive 20 cautions in FTCM in the same Season, shall be required to attend a meeting of a Regulatory Commission, within seven days of the date of the last caution. The Members of a Regulatory Commission will have the power to deal with the Player in such manner as they deem fit. The same procedure will apply for every further five cautions received by that Player.
- (viii) Any period of suspension arising from cautions will commence forthwith. The suspension will cover all approved First Team matches until such time as his Club's First Team has completed the number of matches appropriate to the punishment in approved Competitions during the period covered by its opening league match and ending with the final match in which the Club is playing in an approved domestic Competition.
- (ix) Any period of suspension or part thereof which remains outstanding at the end of a Season must be served at the commencement of the next following Season.
- (b) PLAYERS SENT OFF UNDER LAW 12 (7)  
Subject to the provision of 8(a)(iv) above, player who is dismissed from the Field of Play for receiving a second caution in the same match will be suspended automatically from FTCM forthwith until his Club's First Team has completed its next FTCM.
- (c) PLAYERS SENT OFF UNDER LAW 12 (4) and (5)  
A Player who is dismissed from the Field of Play for denying a goal or an obvious goalscoring opportunity by physical means or by handling the ball, will be suspended automatically from FTCM commencing forthwith, until such time as his Club has completed its next FTCM.
- (d) PLAYERS SENT OFF UNDER LAW 12 (6)  
A Player who is dismissed from the Field of Play for using offensive or insulting or abusive language/gestures, whether he has previously been cautioned in the match or not, will be suspended automatically from FTCM commencing forthwith, and until such time as his Club's First Team has completed its next two FTCM.
- (e) PLAYERS SENT OFF UNDER LAW 12 (1), (2) AND (3)  
A Player who is dismissed from the Field of Play for Violent Conduct, Serious Foul Play or spitting at an opponent or any other person, whether he has previously been cautioned in the match or not, will be suspended automatically from all Club football, except for any match sanctioned or regarded by The Football Association as a Friendly Match, including non-First Team matches commencing forthwith and until such time as his Club's First Team has completed its next three matches in approved Competitions.

(f) PLAYERS SENT OFF – COMMENCEMENT AND PERIOD OF SUSPENSION

Any period of suspension arising from a dismissal from the Field of Play will commence forthwith, unless a claim has been lodged in accordance with Sections 4 or 5 above.

(g) Players dismissed from the Field of Play in a FTCM, having previously in the same season been sent off in a FTCM (or suspended under the Standard Directions set out in Schedule A in these Regulations for an incident in a FTCM), will be suspended for one extra match for each such previous sending off or suspension, in addition to the automatic suspension applicable to the dismissal.

For the purposes of this regulation a previous dismissal in a non FTCM will only be taken into account where it was for violent conduct, serious foul play or spitting.

(h) OUTSTANDING SUSPENSIONS

Any suspension or part thereof which remains outstanding at the end of a Season resulting from these Disciplinary Procedures, must be served at the commencement of the next Season within the terms of these Disciplinary Procedures [Section 8 (a) to (g)].

(i) PLAYERS MOVING BETWEEN CLUBS

Where a Player moves between Clubs at a time when he is subject to a suspension from playing resulting from either these Disciplinary Procedures or any charge of Misconduct, the following shall apply –

- (a) Until the Player moves, the suspension shall be served by reference to matches completed by the Club that the Player moves from;
- (b) Where the Club that the player moves to competes at the same level as the Club that the player moves from, any remaining period of suspension at the time that the Player moves shall be served by reference to matches completed by the Club that the Player moves to;
- (c) Where the Club that the player moves to competes at a different level from the Club that the player moves from, any remaining period of suspension at the time that the Player moves shall continue to be served by reference to matches completed by the Club that the Player moves from.

For the purposes of this section, Clubs compete at three different levels. Each level is comprised as follows –

- (i) The Premier League, Football League and Football Conference (National);
- (ii) The Football Conference (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League;
- (iii) Steps 5 to 7 of the National League System, or any other league outside of the National League System which operates a match-based disciplinary system.

This section applies to all moves by Players between Clubs which are completed and evidenced to the satisfaction of the Association, however they occur.

This includes, but is not limited to, all transfers, loans and the expiration of loans, and Players whose registration is cancelled by the Club that the Player moves from, where that Player is subsequently registered by the Club that the Player moves to.

(j) RULE E1 OF THE ASSOCIATION

A charge of Misconduct (as defined in and) pursuant to Rule E1 of the Rules of The Association may be brought against a Player in relation to an incident whether or not the same incident has been dealt with by the referee and/or pursuant to this Memorandum. In deciding whether or not to bring a charge under this regulation, The Association will have particular (but not exclusive) regard to the following:

- (a) Any applicable Law(s) of the Game or Rules and Regulations or FIFA instructions and/or guidelines;

- (b) The nature of the incident, and in particular any intent, recklessness, negligence or other state of mind of the Player;
- (c) Where applicable, the level of force used;
- (d) Any injury to any Participant 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 sanctions.

A Regulatory Commission considering a charge under Rule E1 in such circumstances shall have regard to any punishment imposed under this Memorandum for the same incident when considering any punishment under Regulation 8.1 (Penalties) of the Regulations for Football Association Disciplinary Action.

(k) **PAYMENT TO PLAYERS UNDER SUSPENSION**

Clubs must not pay a Player more than his basic wage as declared to The Association in the contract during the period of a suspension.

(l) **CLUBS IMPOSING FINES**

Clubs may fine Players for on-field offences under their employment contract. If a Club does impose such a fine it must notify The Association within 14 days of the details. Clubs are required to submit a nil return for any offence under the Field Discipline Guide-Lines issued by the Professional Football Negotiating Consultative Committee (PFNCC) for which a Player was not fined.

(m) **RE-ARRANGED MATCHES**

A Regulatory Commission has discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the Club with a view to enabling a Player to complete his suspension.

(n) **COLLECTION OF ADMINISTRATION FEES**

It will be the responsibility of the Club Secretary to collect the £10.00 administration fees from the Players concerned and forward them to The Association when requested so to do.

(o) **DEFINITION**

References to "video" material shall include not just video tape but all and any other audio visual material requested by, or used by, a Regulatory Commission.

**9. DISCIPLINARY ACTION AGAINST CLUBS FOR MISCONDUCT BY THEIR PLAYERS**

- (a) Any Club that has six or more individual Players cautioned or dismissed from the Field of Play in the same match will be offered a Standard Punishment according to the following table on the first occasion that this happens during the Season:

LEAGUE/DIVISION	FINE
FA Premier League	£25,000
Football League Championship	£5,000
Football League 1	£2,500
Football League 2	£1,000
Football Conference National Division	£750

- (b) For each successive occasion that this happens in the same Season, the Standard Punishment offered will be a fine that is double and then treble etc. the above amount.

All clubs offered a Standard Punishment may either accept it or request the opportunity to mitigate the punishment at a personal hearing before a Regulatory Commission. Following such mitigation the Regulatory Commission may impose, decrease or increase the Standard Punishment as it thinks fit.

- (c) Any Club whose players accumulate a total number of Penalty Points in First Team Competitive Matches between the start of the Season and 31 December (including any First Team Competitive Match played on that day) which is 40% or more above the median number of points per game average in the same League, will be required to appear before the Regulatory Commission to explain the players' conduct.

Following such explanation, the Regulatory Commission may order that a visit be made to the Club by representatives of The Association and/or PGM0 or other appropriate body, in order to discuss and/or offer advice on the Club's disciplinary record.

Any Club whose players accumulate a total number of Penalty Points in First Team Competitive Matches during the whole Season which is 40% or more above the median number of points per game average in the same League, will be required to appear before the Regulatory Commission to explain the players' conduct.

If the Club cannot provide a reasonable explanation for such occurrence, the Club will be liable to be warned and/or fined up to £100,000 (FA Premier League clubs), £50,000 (Football League Championship clubs), £25,000 (Football League 1 clubs), £12,500 (Football League 2 clubs) or £6,000 (Football Conference National Division clubs) for having permitted its Players to breach, or not having prevented its Players from breaching, the Laws of the Game in contravention of Rule E1(a) of The Association.

Where any Club's players accumulated a total number of Penalty Points which is between 40% and 50% (inclusive) above the median number of points per game average in the same League, any fine will normally be suspended in whole or in part for a period of one year, unless the Regulatory Commission determines that this is not appropriate, in which case it will be imposed immediately.

Where any Club's players accumulated a total number of Penalty Points which is more than 50% above the median number of points per game average in the same League, any fine will normally be imposed immediately, unless the Regulatory Commission determines that this is not appropriate, in which case it will be suspended in whole or in part for a period of one year.

In addition, the Regulatory Commission shall be entitled to order the Club to pay the cost of the Hearing to The Association. Any action taken by the Club to discipline its Players under Section 8(k) will be taken into consideration by the Regulatory Commission in its findings.

Any Club required to appear before a Regulatory Commission under this regulation must ensure that its first team manager and one of its Directors or Committee members attend the hearing.

- (d) In calculating the number of points accumulated in a Season, for the purposes of this Memorandum, the following scale will apply for each:

Recorded cautions	-	4 Points
Sending off under Law 12 (4)(5) & (7)	-	10 Points
Sending off under Law 12 (1)(2)(3) & (6)	-	12 Points

Where any sending off is subject to a successful claim for wrongful dismissal, no points shall be added to a Club's accumulated points total in respect of it.

- (e) Proceeds of fines imposed under this Section of the Disciplinary Procedures shall be disbursed as decided by The Association.
- (f) A Club required to appear before a Regulatory Commission under this provision of the Memorandum shall be represented by at least one of its Directors and the Manager.
- (g) The Association may prefer a Charge against a Club at any time during the Season arising from Field Offences committed by players of the Club. All records will also be subject to interim review as at the 31st October annually. Clubs may be ordered to attend a Regulatory Commission to discuss a record that is deemed to be poor at that stage of the Season.

## SECTION B

### DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES in Non-First Team Matches (NFTM)

For Players associated with FA Premier League, Football League and Football Conference (National) Clubs

1. **REPORTING OF OFFENCES BY MATCH OFFICIALS** in all matches apart from those played in the FA Premier League, Football League, Football Conference (National), Football League Cup, FA Challenge Cup, FA Challenge Trophy, Football League Trophy and Play-offs (NFTM) and any match sanctioned or regarded by The Football Association as a Friendly Match.

FA Misconduct – Steps 1 (Conference National) and above.

Non First team misconduct dealt with by The Football Association will be limited to all Male open aged teams, Under 19s, Under 18s and Academy teams. All other cases will be dealt with by the Parent County Football Association of the Club.

- (a) **Caution Offences**  
Referees must submit to The Association within two days of the match (Sundays not included) a Report stating the offences and giving a description of the incidents.
- (b) **Sending Off Offences**  
Referees and Assistant Referees must submit to The Association within two days of the match (Sundays not included) a Report stating the offence(s) and giving a description of the incident(s).
- (c) If a referee omits to show the appropriate card when taking action against a player, this does not nullify the caution or sending off offence. However, the attention of the Referee should be drawn to the correct procedure.

2. **CAUTION OFFENCES**

A player who has been cautioned in a NFTM, will be notified through his Club by The Association of the offence reported by the Referee, the total number of cautions recorded against the player under these procedures during the current Season and at the same time, will be advised of any punishment resulting from the accumulation of these cautions. An administration fee of £10.00 will be charged for the processing of each report. Any such punishment will take effect regardless of whether or not the notification of it from The Association is received before it is due to take effect in accordance with these Disciplinary Procedures.

3. **SENDING OFF OFFENCES**

A player who has been sent off in a NFTM under the provisions of Law 12 will be notified through his Club by The Association of the offence reported by the Referee, and at the same time advised that he will be subject to the agreed standard punishment (see Section 8). An administration fee of £10.00 will be charged for the processing of each report. Any such punishment will take effect regardless of whether or not the notification of it from The Association is received before it is due to take effect in accordance with these Disciplinary Procedures.

4. **CLAIMS OF MISTAKEN IDENTITY**

In the case of a claim of alleged mistaken identity concerning a player cautioned or sent off in a NFTM, the PLAYERS concerned and the CLUB must within three working days of the

match submit in writing to The Football Regulatory Authority particulars upon which the claim is founded, including the right to claim Wrongful Dismissal. If The Football Regulatory Authority is satisfied that the claim warrants further investigation, a Regulatory Commission shall be convened and will meet within the 14 days before any automatic penalty is due to take effect. If the members of the appointed Regulatory Commission are satisfied that mistaken identity has been proved in a case, the record of the offence will be transferred to the appropriate offender, who will be subject to disciplinary action in accordance with the provisions of the current Procedures.

The relevant fee is **£1,500 for FA Premier League Clubs, £750 for Football League Championship Clubs, £500 for Football League 1 Clubs, £350 for Football League 2 Clubs and £300 for Football Conference (National) Clubs**, which is only payable in the event that the claim is unsuccessful. The Association may collect the fee in any manner it deems appropriate.

#### 5. CLAIMS OF WRONGFUL DISMISSAL.

In the case of a claim of wrongful dismissal for offences with a penalty imposed under the Laws of the Game of an immediate dismissal (this excludes Law S6, the use of offensive or insulting or abusive language/gestures as well as Law S7 – receiving a second caution in the same match), evidence upon which the claim is founded, which must include a video and/or DVD recording showing the incident, must be submitted by the Player concerned and his Club, and **MUST** be received by The Football Association by the close of business of the third **working** day following the match (as below). An indication by fax (0844 980 0626) or e-mail (disciplinary@thefa.com) on the first working day following the game is required to alert The Football Regulatory Authority that a claim is to be submitted.

Saturday	-	Wednesday
Sunday	-	Wednesday
Monday	-	Thursday
Tuesday	-	Friday
Wednesday	-	Monday
Thursday	-	Tuesday
Friday	-	Wednesday

*(If Bank Holidays fall within the period, the appropriate number of extra days will be made available.)*

Once the claim is lodged with The Football Association it will confirm that the video and/or DVD shows the incident as reported by the Referee/Assistant Referee and the claim has conformed with the criteria. The Club will then be advised whether the claim has been accepted or not.

An accepted claim is placed before a Regulatory Commission, to which the Club, Player and Match Officials will NOT be invited to attend. They will be dealing only with the level of punishment, the dismissal from the Field of Play will always remain on the record of the Club and the Player and be the subject of the administration fee.

The only decisions available to the members of the Regulatory Commission are:-

- (i) The punishment will remain with the fee to become payable;
- (ii) The punishment will be withdrawn, no fee will be payable and that Section 8(f) of the procedure will not be invoked if the player is sent off again following the offence.

The relevant fees for players associated with **FA Premier League Clubs** is **£1,500**, **Football League Championship Clubs** is **£750**, **Football League 1 Clubs** is **£500**, **Football League 2 Clubs** is **£350** and **Football Conference (National) Clubs** is **£300** and is only to become

payable in the event that the claim is unsuccessful. The Association may collect the fee in any manner it deems appropriate.

**DISMISSALS – EXCEPTIONAL CIRCUMSTANCES**

Regulations 6 and 7 below are intended to apply only in truly exceptional circumstances. Regulatory Commissions considering cases under these Regulations will be specifically instructed to approach them in this way. It is envisaged that, in the vast majority of dismissals, the standard punishments set out in this Memorandum will be appropriate and will be applied.

The facilities available under Regulations 6 and 7 are provided only so exceptional cases may be rectified. They are not intended to encourage or lead to the systematic, regular review of standard punishments, and are reserved for truly exceptional cases.

**6. DISMISSALS – CLAIMS THAT THE STANDARD PUNISHMENT IS CLEARLY EXCESSIVE**

- (a) A Player and his Club may in very limited circumstances seek to limit the disciplinary consequences of the dismissal of a Player from the Field of Play by demonstrating to The Association that the circumstances of a particular dismissal were truly exceptional, such that the standard punishment applicable to that dismissal (as set out in section 8 below) would be clearly excessive. A claim cannot be brought under this regulation in respect of any dismissal which is the subject of a claim for wrongful dismissal under Regulation 5 above.
- (b) All players dismissed from the Field of Play shall be subject to at least a one match suspension, save for where a successful claim for wrongful dismissal is brought.
- (c) Claims that the standard punishment is clearly excessive brought under this Regulation may be lodged only for on-field offences which result in a sending off under Law 12(6) (offensive or insulting or abusive language/gestures) 12(1) (violent conduct), 12(2) (serious foul play) or 12(3) (spitting).
- (d) Any Claimant bringing a claim under this Regulation accepts that the sending off was correct according to the Laws of the Game and waives any right to challenge that sending off via a claim for wrongful dismissal under Regulation 5 above or by any other means whatsoever.
- (e) The Regulatory Commission that considers a claim of this type is concerned with only the question of whether the standard punishment should not be imposed in view of the truly exceptional facts of the case. This role is not to usurp the role of the Referee and the correctness of the dismissal from the Field of Play shall not be subject to any scrutiny by the Commission, will remain on the record of the Club and the Player, will remain the subject of the administration fee and will accrue the appropriate number of penalty points for a first team sending off.
- (f) The Club on behalf of the Player must, on the next working day following the game, notify The Association in writing (by fax or e-mail – Fax 0844 980 0626 or e-mail Disciplinary@TheFA.com) of their intention to submit a claim. The claim will NOT proceed if this deadline is not met. The evidence upon which the claim is founded (which must include a video and/ or DVD recording showing the incident from all available angles), must be submitted by the Player concerned or his Club by the close of business of the third working day following the incident. The claim must explain why the case is truly exceptional. The relevant fee for clubs in each league is as follows:

FA Premier League	£1,500
Football League Championship	£750
Football League 1	£500
Football League 2	£350
Football Conference National Division	£300

- The fee is only payable in the event that the claim is unsuccessful. The Association may collect the fee in any manner it deems appropriate.
- (g) The Claim will be determined based on video and/or DVD and written evidence only. The Match Officials, Club and Player are not entitled to be present or represented at the Regulatory Commission.
  - (h) Players and Clubs should note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by The Association.
  - (i) Once the claim is lodged with The Association it will confirm that the video and/or DVD shows the incident as reported by the Referee/Assistant Referee and the claim has conformed with the criteria.
  - (j) If possible, prior to the commencement of the suspension, but in all cases before the second match that the Player would miss were the standard punishment to apply to the dismissal that is the subject of the claim, a Regulatory Commission will be convened to decide the matter on any relevant documentary and video and/or DVD evidence submitted. The following procedures will be used at a Commission unless the Commission thinks it appropriate to amend them:
    - The Commission Secretary will produce:
      - I. (i) The Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action.
      - (ii) All statements and video and other evidence provided in support of the claim, including details of the Player;
    - II. After considering the evidence, the Commission will decide whether the claim should be rejected or successful.
    - III. A claim will only be successful under this Regulation where a Claimant satisfies the Commission so that it is sure that –
      - (a) The circumstances of the dismissal under review are truly exceptional, such that the standard punishment should not be applied; and
      - (b) As a result of the truly exceptional circumstances the standard punishment would be clearly excessive.
    - IV. In considering the matters at III above, the Commission shall have regard to:
      - (a) The applicable Law(s) of the Game and any relevant FIFA instructions and/or guidelines;
      - (b) The nature of the dismissal offence, and in particular any intent, recklessness, negligence or other state of mind of the Player;
      - (c) Where applicable, the level of force used;
      - (d) Any injury to an opponent caused by the dismissal offence;
      - (e) Any other impact on the game in which the dismissal occurred;
      - (f) The prevalence of the type of offence in question in football generally;
      - (g) The wider interests of football in applying consistent punishments for dismissal offences.
    - V. If the Commission's decision is to reject the claim, it will, in every case, go on to consider whether or not the Player's punishment should be increased. If the Commission considers that the rejected claim had no prospect of success and/or amounts to an abuse of process, the Commission shall have the discretion to increase the penalty up to twice the standard punishment set out in this Memorandum.

In all other cases where a claim is rejected, the Player reported by the Referee shall serve the standard punishment as set out in this Memorandum. In all cases where a claim is rejected the fee shall be forfeited.

- VI. If the Commission's decision is that the claim is successful, the standard punishment set out in the Memorandum is withdrawn.

The Commission will then decide on the punishment to be applied to the Player in respect of the dismissal. This shall be in all cases a suspension of at least one match.

In deciding on such punishment, the Commission shall have regard to:

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

The decision shall be conveyed to the Commission Secretary who shall prepare Minutes of the decision of the Commission and communicate the decision to the Club that day. The Club must provide the Commission with contact details. The fee shall be returned to the Club.

- (k) As a general guide, the following schedule will apply:

Match Day	Notice of Claim	Claim Lodged
Fri/Sat/Sun	Monday	Wednesday

- (l) In the event that a Club submits a notification of their intention to claim but fails to complete the claim or withdraws a complete claim prior to it being considered by a Regulatory Commission, and The Association believes that the notification or claim had no prospect of success or amounted to an abuse of process, The Association may issue a charge of misconduct under FA Rule E3.
- (m) The decision of the Disciplinary Commission in relation to a claim under this Regulation is final and binding on all parties and is not subject to appeal.

**7. DISMISSALS - CLAIMS THAT THE STANDARD PUNISHMENT IS CLEARLY INSUFFICIENT**

- (a) All players dismissed from the Field of Play shall be subject to at least a one match suspension, save only for where a successful claim for wrongful dismissal is brought.
- (b) The Association may seek to increase the disciplinary consequences of the dismissal of a Player from the Field of Play, where The Association is satisfied that the standard punishment that would otherwise apply following the dismissal is clearly insufficient.
- (c) Claims may be brought under this Regulation only for on-field offences which have resulted in a sending off under Law 12(1) (violent conduct), Law 12(2) (serious foul play) or Law 12(3) (spitting).
- (d) Where The Association brings such a claim, a Referee's report showing that a Player was dismissed for violent conduct under Law 12(1), serious foul play under Law 12(2) or spitting under Law 12(3) shall be conclusive evidence that the player has breached the relevant Law and shall not be subject to challenge, save for where any such dismissal is subject to a claim for wrongful dismissal.

## DISCIPLINARY PROCEDURES 2013-2014

---

- (e) The Regulatory Commission that considers a claim of this type is concerned with only the question of whether the standard punishment should not be imposed in view of the truly exceptional facts of the case. This role is not to usurp the role of the Referee and the correctness of the dismissal from the Field of Play shall not be subject to any scrutiny by the Commission, will remain on the record of the Club and the Player, will remain the subject of the administration fee and will accrue the appropriate number of penalty points for a first team sending off.
- (f) Claims brought under this Regulation must be brought by 1pm on the second working day following the game in which the relevant dismissal occurred. Such a claim must include the evidence upon which the claim is founded (which must include the Referee's report and a video and/or DVD recording showing the incident from all available angles).
- (g) A Player must submit any Reply to the claim, including all evidence in support of that response, by 6pm on the second working day following the issue of the claim. If no Reply is received by The Association, the Commission shall consider the claim as if it had been denied by the Player.
- (h) Claims brought under this Regulation shall be determined based on video and/or DVD and written evidence only. The Match Officials, Club and Player are not entitled to be present or represented at the Regulatory Commission.
- (i) If possible, prior to the commencement of the suspension, but in all cases before the second match that the Player would miss were the standard punishment to apply to the dismissal that is the subject of the claim, a Regulatory Commission will be convened to decide the matter on any relevant documentary and video and/or DVD evidence submitted. The following procedures will be used at a Commission unless the Commission thinks it appropriate to amend them:

The Commission Secretary will produce:

  - I.
    - (i) The Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action.
    - (ii) All statements and video and other evidence provided in support of the claim.
    - (iii) The Reply and all evidence and submissions provided by the Player in response to the claim.
  - II. After considering the evidence, the Commission will decide whether the claim should be rejected or successful.
  - III. A claim will only be successful under this Regulation where The Association satisfies the Commission so that it is sure that:
    - (i) The circumstances of the dismissal under review are truly exceptional, such that the standard punishment should not be applied; and
    - (ii) The standard punishment would be clearly insufficient.
  - IV. In considering the matters at III above, the Commission shall have regard to:
    - (a) The applicable Law(s) of the Game and any relevant FIFA instructions and/or guidelines;
    - (b) The nature of the dismissal offence, and in particular any intent, recklessness, negligence or other state of mind of the Player;
    - (c) Where applicable, the level of force used;
    - (d) Any injury to an opponent caused by the dismissal offence;
    - (e) Any other impact on the game in which the dismissal occurred;
    - (f) The prevalence of the type of offence in question in football generally;

(g) The wider interests of football in applying consistent punishments for dismissal offences.

V. If the Commission's decision is to reject the claim, it shall deliberate no further on the claim and the Player shall serve the standard punishment.

VI. If the Commission's decision is that the claim is successful, the standard punishment set out in the Memorandum is set aside.

The Commission will then decide on the punishment to be applied to the Player in respect of the dismissal.

In deciding on such punishment, the Commission shall have regard to the matters at 7(i)IV above.

Any punishment imposed by the Commission shall be limited to a suspension from playing a specified number of matches in addition to the standard punishment ordinarily applicable to the relevant dismissal. The Commission shall not impose any other punishment on the Player.

The decision shall be conveyed to the Commission Secretary who shall prepare Minutes of the decision of the Commission and communicate the decision to the Club that day. The Club must provide the Commission with contact details.

(j) As a general guide, the following schedule will apply:

Match Day	Notice and Evidence of Claim	Reply	Commission
Fri/Sat/Sun	Tuesday	Thursday	Friday

(k) The decision of the Regulatory Commission in relation to a claim under this Regulation shall be subject to appeal only (i) in the event that the penalty imposed (in addition to the ordinarily applicable standard punishment) 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 following a dismissal for violent conduct, he may appeal only in respect of the two matches in excess of the three standard and three additional match suspension). Appeals under this Regulation shall proceed pursuant to Schedule C (Standard Directions for Appeals against decisions of Regulatory Commissions).

## 8. PUNISHMENTS – RELATING TO NON-FIRST TEAM MATCHES.

### (a) CAUTIONS ADMINISTERED ON THE FIELD OF PLAY

(i) If a player accumulates five cautions in NFTM between the opening day of the Playing Season and 31 December (including any NFTM played on that day) in the same Season, he will be suspended automatically for a period covering: -

#### One Match

(ii) If a player accumulates five cautions in NFTM between the opening day of the Playing Season and the last day of the same Season, he will be: -

#### “Warned as to his Future Conduct”

(iii) A player who has already been subject to disciplinary action as a result of receiving five cautions and then goes on to receive a further five cautions during the same Season, will be subject to the following punishments: -

(iv) If a player accumulates ten cautions in NFTM between the opening day of the Playing Season and the second Sunday of April in the same Season, he will be suspended automatically for a period covering: -

If, in the final match before the second Sunday of April, a player accumulates his tenth caution in NFTM since the opening day of the Playing season, and then receives a second caution in the same match and consequently is dismissed, the

player will be suspended automatically from all NFTM commencing on the 14th day following the match in which he was sent off, until such time as THE CLUB has completed two matches in the competition as decided by The Football Association. This two match suspension will automatically apply in such cases, instead of the one match automatic suspension which would otherwise apply to a player who is sent off for receiving two cautions in the same match.

#### **Two Matches**

- (v) If a player accumulates ten cautions in NFTM between the opening day of the Playing Season and the last day of the same Season, he will be: -

#### **“Severely Censured and Warned as to his future Conduct”**

- (vi) If a player accumulates 15 cautions in NFTM between the opening date of the Playing Season and the last day of the same Season, he will be suspended automatically for a period covering: -

#### **Three Matches**

- (vii) A player who has already been subject to disciplinary action as a result of receiving five, ten and 15 cautions, and who goes on to receive 20 cautions in NFTM in the same Season, shall be required to attend a meeting of a Regulatory Commission, within 14 days of the date of the last caution. The members of a Regulatory Commission shall have the power to deal with the player in such manner as they deem fit. The same procedure will apply for every further five cautions received by a player.
- (viii) Any period of suspension arising from cautions shall commence on the 14th day following the date of his last offence. The suspension will cover all matches (excluding The FA Premier League, The Football League, The Football Conference (National), Football League Cup, FA Challenge Cup, FA Challenge Trophy, Football League Trophy and Play-offs and any match sanctioned or regarded by The Football Association as a Friendly Match) until such time as THE CLUB has completed the number of matches appropriate to the punishment in the competition as decided by The Football Association during the period covered by the date of the opening match in The FA Premier League or The Football League or The Football Conference (National) and ending with the final match in which THE CLUB is playing in a competition sanctioned by The Football Association or an affiliated County Association.
- (ix) Any period of suspension or part thereof which remains outstanding at the end of a Season must be served at the commencement of the next following Season.
- (b) **PLAYERS SENT OFF UNDER LAW 12 (1), (2) and (3)**
- A Player who is dismissed from the Field of Play for Violent Conduct, Serious Foul Play or spitting at an opponent or any other person, whether he has previously been cautioned in the match or not, will be suspended automatically from all Non-First Team matches commencing on the 14th day following the match in which he was sent off until such time as his Club has completed its next three matches in approved Competitions.
- (c) **PLAYERS SENT OFF UNDER LAW 12 (7)**
- Subject to the provision of 8(a)(iv) above, a player who is dismissed from the Field of Play for receiving a second caution in the same match will be suspended automatically from all Non-First Team Matches commencing on the 14th day following the match in which he was sent off, until such time as THE CLUB has completed one match in the competition as decided by The Football Association.

(d) PLAYERS SENT OFF UNDER LAW 12 (4) and (5)

A player who is dismissed from the Field of Play for denying a goal or an obvious goal scoring opportunity by physical means or by handling the ball, will be suspended automatically from all Non-First Team Matches commencing on the 14th day following the match in which he was sent off, until such time as THE CLUB has completed one match in the competition as decided by The Football Association.

(e) PLAYERS SENT OFF UNDER LAW 12 (6)

A player who is dismissed from the Field of Play for using offensive or insulting or abusive language/gestures whether he has previously been cautioned in the match or not, will be suspended automatically from all Non-First Team Matches commencing on the 14th day following the match in which he was sent off, until such time as THE CLUB has completed two matches in the competition as decided by The Football Association.

(f) PLAYERS SENT OFF UNDER LAW 12 (1), (2), (3), (4), (5), (6) and (7) above.

The terms of the suspension will be from all Non-First Team matches (excluding The FA Premier League, The Football League, The Football Conference, Football League Cup, FA Challenge Cup, FA Challenge Trophy, Football League Trophy and Play-offs) during the period covered by the opening date in The FA Premier League, The Football League and The Football Conference (National) and ending with the final match in which THE CLUB is playing in a competition sanctioned by The Football Association or an affiliated County Association.

(g) ADDITIONAL SENDINGS OFF

Players dismissed from the Field of Play for a second time in the same Season, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season will be suspended for an extra two matches, and so on. A Regulatory Commission when dealing with a Claim of Wrongful Dismissal (Section 5) has the power not to invoke a future one match suspension if it so decides.

For the purposes of this regulation a previous dismissal in a first team competitive match or suspension under Schedule A to these Regulations arising out of a first team competitive match will only be taken into account where it was for violent conduct, serious foul play or spitting.

(h) OUTSTANDING SUSPENSIONS

Any suspension or part thereof which remains outstanding at the end of a Season resulting from these Disciplinary Procedures, must be served at the commencement of the next following Season within the terms of these Disciplinary Procedures [Section 8(a) to (g)], subject to age restrictions.

(i) PLAYERS MOVING BETWEEN CLUBS

Where a Player moves between Clubs at a time when he is subject to a suspension from playing resulting from either these Disciplinary Procedures or any charge of Misconduct, the following shall apply –

(a) Until the Player moves, the suspension shall be served by reference to matches completed by the Club that the Player moves from;

(b) Where the Club that the player moves to competes at the same level as the Club that the player moves from, any remaining period of suspension at the time that the Player moves shall be served by reference to matches completed by the Club that the Player moves to;

(c) Where the Club that the player moves to competes at a different level from the Club that the player moves from, any remaining period of suspension at the

time that the Player moves shall continue to be served by reference to matches completed by the Club that the Player moves from.

For the purposes of this section, Clubs compete at three different levels. Each level is comprised as follows –

- (i) The Premier League, Football League and Football Conference (National);
- (ii) The Football Conference (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League;
- (iii) Steps 5 to 7 of the National League System, or any other league outside of the National League System which operates a match-based disciplinary system.

This section applies to all moves by Players between Clubs which are completed and evidenced to the satisfaction of the Association, however they occur.

This includes, but is not limited to, all transfers, loans and the expiration of loans, and Players whose registration is cancelled by the Club that the Player moves from, where that Player is subsequently registered by the Club that the Player moves to.

(j) **RULE E1 OF THE ASSOCIATION**

A charge of Misconduct (as defined in and) pursuant to Rule E1 of the Rules of The Association may be brought against a Player in relation to an incident whether or not the same incident has been dealt with by the referee and / or pursuant to this Memorandum.

In deciding whether or not to bring a charge under this regulation, The Association will have particular (but not exclusive) regard to the following –

- (a) Any applicable Law(s) of the Game or Rules and Regulations or FIFA instructions and/or guidelines;
- (b) The nature of the incident, and in particular any intent, recklessness, negligence or other state of mind of the Player;
- (c) Where applicable, the level of force used;
- (d) Any injury to any Participant 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 sanctions.

A Regulatory Commission considering a charge under Rule E1 in such circumstances shall have regard to any punishment imposed under this Memorandum for the same incident when considering any punishment under Regulation 8.1 (Penalties) of the Regulations for Football Association Disciplinary Action.

(k) **PAYMENT TO PLAYERS UNDER SUSPENSION**

Clubs must not pay a player more than his basic wage during the period of a suspension.

(l) **CLUBS IMPOSING FINES**

The responsibility for fining players for field offences is left with the Club, who must notify The Football Association, without delay, the details of the fine in each case.

Clubs are required to submit a nil return for any offence under the Field Discipline Guidelines issued by the Professional Football Negotiating Consultative Committee. (PFNCC) for which a player was not fined.

(m) **RE-ARRANGED MATCHES**

A Regulatory Commission shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the Club with a view to enabling the player to complete his suspension and thus qualify him to play in a specific match.

(n) **COLLECTION OF ADMINISTRATION FEES**

It will be the responsibility of the Club Secretary to collect the £10.00 administration fees from the players concerned and forward them to The Football Association when requested so to do.

**9. ASSAULTS ON MATCH OFFICIALS**

1. In addition to assisting a Match Official who has reported an assault against him, The Football Association or appropriate Affiliated Association shall without delay investigate the Official's report and if, after such investigation, the Chairman and the Secretary of the Association or their nominees are satisfied that a prima facie case can be made out against the alleged offender shall take such steps as are necessary to ensure that a charge is preferred and that a Regulatory Commission appointed from Senior Members meet to consider the charge within 28 days of the date of the charge letter. The alleged offender shall not participate in any football activity from the date he is notified of the charge, until a Regulatory Commission has heard and adjudicated on the matter.

2. There shall be three categories of assault:-

(a) COMMON ASSAULTS - for instance, jostling, holding, pushing

(b) ASSAULTS CAUSING BODILY HARM - for instance, more forceful degrees of the above

(c) ASSAULTS CAUSING SERIOUS BODILY HARM - for instance, where serious harm is caused, such as severe bruising or a broken nose

3. All assaults on Match Officials in the above three categories must be reported to The Football Association within 14 days of the completion of a case that has been proved, along with the decision of the Regulatory Commission.

**10. DISPUTES AND CLAIMS**

Any dispute or claim arising from the application of a suspension affecting Non-First Team matches will only be dealt with on correspondence by members of a Regulatory Commission and must be received by The Football Association within three days of the suspension notice being received by the Club. The direct fax line to the Disciplinary Department is 0844 980 0626. At no time will a suspension start date be deferred. The level in which a player enters the procedures following a transfer from a league outside the procedure will be decided by The Football Association.

## SECTION C

### DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES in Friendly Matches for Players associated with FA Premier League, Football League, Football Conference (National) Clubs and The FA WSL.

#### 1. REPORTING OF OFFENCES BY MATCH OFFICIALS in any Match sanctioned or regarded by The Football Association as a Friendly Match ("Friendly Matches")

##### (a) *Caution Offences*

Referees must submit to The Association within two days of the match (Sundays not included) a Report stating the offences and giving a description of the incidents.

##### (b) *Sending Off Offences*

Referees and Assistant Referees must submit to The Association within two days (Sundays not included) a Report stating the offence(s) and giving a description of the incident(s)

##### (c) If a referee omits to show the appropriate card when taking action against a player, this does not nullify the caution or sending off offence. However, the attention of the Referee should be drawn to the correct procedure.

#### 2. PUNISHMENTS – Relating to Friendly Matches

##### (a) CAUTIONS ADMINISTERED ON THE FIELD OF PLAY

The Association shall not impose any sanction in respect of cautions administered during Friendly Matches. Where sanctions are imposed in respect of cautions on Participants with their agreement (e.g. as part of tournament rules), any such sanction may only apply to Friendly Matches and shall not apply to FTCM or NFTM.

##### (b) PLAYERS SENT OFF UNDER LAW 12

A player dismissed from the Field of Play will be suspended automatically from Friendly Matches until such time as his Club has completed its next Friendly Match, as decided by The Football Association.

##### (c) RULE E1 OF THE ASSOCIATION

A charge of Misconduct pursuant to Rule E1 of the Rules of The Association may be brought against a Player in relation to any incident arising in a Friendly Match notwithstanding that the same incident has been dealt with pursuant to this Memorandum. A Regulatory Commission considering a charge under Rule E1 in such circumstances shall have regard to any punishment imposed under this Memorandum, and shall be free to impose a suspension relating to FTCM, and/or NFTM and/or Friendly Matches, at its absolute discretion.