

**South Australian Country Basketball Council Inc.**

ABN: 24 495 373 755  
Adelaide Arena, 44a Crittenden Rd, FINDON SA 5023  
PO Box 29, FINDON SA 5023  
08 8268 8157  
office@sacbc.com.au  
sacbc.com.au



**TO:** All Associations

**FROM:** Stuart Macdonald, Executive Officer

**DATE:** 22<sup>nd</sup> May 2014

**SUBJECT:** Tribunal procedure amendment

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At the Council Executive meeting on Saturday 17<sup>th</sup> May 2014, amendments were made to our Tribunal procedure. The updated procedure accompanies this memo and is available to download from our website.

These changes have been made to assist volunteers to manage a controlled, fair process.

The changes are outlined below, marked in **red text**. Additionally, the report form has been altered to reflect these changes:

9. Duties of officials making a report

- 9.1. An official who makes a report under clauses 7.1 or 8.1 shall enter the details of the alleged offence(s) on the report form (Appendix B) as soon as possible **(but in any case within 4 days)** after the match or other activity, noting all the particulars in connection with the report so that a clear account can be given to the Tribunal when the report is to be dealt with.
- 9.2. An official who makes a report under clauses 7.1 or 8.1 shall lodge a report form with the person nominated by the Organising Body to take charge of reports at the venue on the day of competition as soon as possible after the game/incident and on the same day if the report resulted from a game. **If that is not possible, to leave the report at the stadium or Association office, marked to the attention of that person, as soon as possible (but in any case within 4 days) after the activity.**