



# Irish Judo Association



## Irish Judo Association Code of Ethical Conduct

### **I. Introduction**

The mission of Irish Judo Association is to encourage participation and the pursuit of excellence in all aspects of judo. Irish Judo Association grants the privilege of membership to individuals and organizations committed to that mission. Irish Judo Association may, therefore, withdraw the privilege of membership or discipline a member where Irish Judo Association determines that an individual or organization's conduct is inconsistent with the mission of Irish Judo Association or the best interest of the sport and those who participate in it.

To better serve the interests of those who participate in judo, the Irish Judo Association has adopted the Code which follows below. This Code is not intended to establish a set of rules that will, by inclusion or exclusion, prescribe the appropriate behaviour for members in every aspect of their participation in the sport. Rather, the Code offers general principles to guide the conduct, and the judicious appraisal of conduct, of all Irish Judo Association members (individuals, organizations and clubs, which are collectively referred to as "Members" and individually as a "Member") in situations that have ethical implications.

This Code cannot further ethical conduct in the sport of judo; that can only come from the personal commitment of the participants in the sport to behave ethically. This Code is offered instead to guide and to affirm the commitment of all Members to safeguard the best interests of the sport by acting ethically at all times.

### **II. Elements of the Code**

#### **A. Participant Relationships**

Members of Irish Judo Association are charged with the responsibility for contributing to an environment that makes participation in the sport a positive and rewarding experience. To achieve that result, each club and Member has a special obligation to make decisions based in the best interests of the athlete. It is inconsistent with this obligation for any Member to:

1. Fail to follow the safety guidelines established by Irish Judo Association, or otherwise knowingly subject a participant to unreasonable physical or emotional risk.
2. Engage in conduct that is unfair including, in particular, attempting to injure, disable or intentionally interfere with the preparation of a competitor.
3. Engage in conduct toward another participant in the sport that is abusive. The Irish Judo Association recognizes that the process for training and motivating athletes varies with each coach and each athlete, but it is nevertheless incumbent on everyone involved in the sport

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to support the development and use of motivational and training methods that avoid conduct that is, or is likely to be perceived as being, abusive.

4. Attempt to intimidate, embarrass or improperly influence any individual responsible for judging or administering a competition or any member or employee whose role is to participate in the administration of the Association.

## **B. Non-Discrimination**

Any Irish Judo Association activity or event should be open to any Member properly qualified under the rules of that activity or event. It is inconsistent with this obligation for any Member to:

1. Restrict the ability of a Member to qualify for or participate in competition because of the Member's association with a particular organization or individual or because of that Member's race, sex, creed, sexual orientation, age, national origin or mental or physical disability.
2. Discriminate in the provision of resources or opportunities to any Member or prospective Member on the basis of race, sex, creed, sexual orientation, age, national origin or mental or physical disability.

## **C. Participation**

Every Member participating in an Irish Judo Association activity or event has an obligation to participate to the best of his/her abilities. It is inconsistent with this obligation for any Member to:

1. Knowingly participate as a judge, coach, athlete or administrator in any activity or event where that judge, coach, athlete or administrator is inadequately prepared, unable to participate or fails to participate to the best of his or her ability.
2. Engage in behaviour that is so disorderly or inappropriate as to interfere with the orderly conduct of the activity or other Members' participation in, or enjoyment of, the activity or event.

## **D. Commitment to Integrity**

A Member of Irish Judo Association has a responsibility to uphold the integrity of the sport of judo and the rules and regulations that govern it, and to act honestly, openly, fairly and competently. It is inconsistent with this obligation for any Member to:

1. Knowingly misrepresent the policies or actions of Irish Judo Association or its authorized representatives.
2. Act on behalf of Irish Judo Association or a Member without appropriate authorization.

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3. Alter, falsify, or omit any information, record or document to intentionally make a false or exaggerated claim or statement or to mislead.
4. Fail to resort in the first instance to the established procedures for challenging a competitive result, contesting a team selection decision, complaining about the conduct of another Member, or attempting to alter or reverse a policy adopted by Irish Judo Association.
5. Breach the duty to maintain appropriately established confidences of Irish Judo Association or any Member.
6. Incur expenses in furtherance of Irish Judo Association business that are unreasonable, unnecessary, or unsubstantiated.
7. Fail to avoid both actual and perceived conflicts of interest in the conduct of business.
8. Participate in the deliberation or decision-making process about any issue for which the Member has a direct financial interest, unless full disclosure of that interest and meaningful consent is obtained prior to participation.

## E. Communication

Members of Irish Judo Association have a duty to communicate honestly and openly with Irish Judo Association and Members. It is inconsistent with this obligation for any Member to:

1. Misrepresent competitive achievements, professional qualifications, education, experience, eligibility, criminal record or affiliations.
2. Knowingly disseminate false or misleading information about another Member.
3. Misrepresent actions taken or not taken in an effort to show compliance with Irish Judo Association policies or procedures.
4. Withhold from athletes information or resources likely to enhance the athletes' enjoyment of the sport or reduce their risk of injury or illness.
5. Fail to consult with or inform fully the athlete or the athlete's parents/guardians about opportunities made available to the athlete involving competitions, commercial activities or recognition.
6. Misrepresent the nature or extent of an injury in order to decline an invitation to participate in or withdraw from a competition, training camp or other similar activity.
7. Misrepresent the nature or extent of an injury in order to participate in (or cause an athlete to participate in) a competition, training camp or other similar activity when such participation is inconsistent with the appropriate medical response to the injury.
8. To abuse another Member or Members through the medium of social media.
9. To act in a manner that is injurious to Irish Judo Association
10. Participate in injurious behaviour against any Member or Administrators of Irish Judo Association

This section applies to all forms of communication, including social media.

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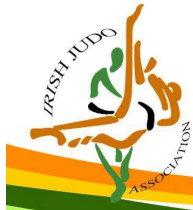
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## F. Alcohol and Drug Abuse

Members of Irish Judo Association must ensure that the sport is conducted in an environment free of drug or alcohol abuse. It is inconsistent with this obligation for any Member to:

1. Use or provide to a third party any drug proscribed by applicable law.
2. Assist or condone any competing athlete's use of a drug banned by the International Olympic Committee, IJF, World Anti-Doping Agency, or, in the case of athletes, to use such drugs or refuse to submit to properly conducted drug tests administered by any of those organizations.
3. Provide alcohol to, or condone the use of alcohol by, minors; abuse alcohol in the presence of athletes or at Irish Judo Association activities; or consume alcoholic beverages while a minor.

## G. Criminal Conduct

Members of Irish Judo Association are expected to comply with all applicable criminal codes. This obligation is violated by any Member who:

1. Has been listed on any State sexual offender list or registry.
2. Has been declared a sex offender in any applicable State jurisdiction.
3. Has been convicted of or has entered a plea of guilty or no contest to a criminal charge or indictment directly or indirectly involving or relating to sexual misconduct, child abuse, or conduct that is a violation of a law or regulation specifically designed to protect minors.

Depending on the nature of the crime, this obligation may be violated by any Member who has been convicted of or has entered a plea of guilty or no contest to any felony charge or indictment involving conduct other than that specifically described above.

## H. Sexual Misconduct

Members of Irish Judo Association are expected to promote a safe environment for participants, coaches, officials, volunteers and staff in all judo disciplines, which includes an environment free from sexual misconduct. It is inconsistent with this obligation for any Member to:

1. Solicit or engage in sexual relations with any minor.
2. Engage in any behaviour that utilizes the influence of a Member's position as coach, judge, official or administrator to encourage sexual relations with an athlete or participant.
3. Engage in sexual harassment by making unwelcome advances, requests for sexual favours or other verbal or physical conduct of a sexual nature where such conduct creates an intimidating, hostile or offensive environment.

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## **I. Sexual Relationships**

Members of Irish Judo Association must protect the integrity of the sport and the interests of the athletes they serve by avoiding sexual relationships with athletes except where the capacity and quality of the athlete's consent to enter that relationship is beyond question.

## **III. Enforcement of Code**

Compliance with this Code depends primarily upon understanding and voluntary compliance, secondarily upon reinforcement by peers, and, when necessary, upon enforcement through disciplinary action.

Any Member ('Complainant') who believes that another Member of Irish Judo Association has failed to meet such Member's obligations under this Code is, under all but the most egregious circumstances, encouraged to first address that concern directly to that Member. If that action does not result in a satisfactory resolution, the Complainant may file a written complaint with the President/Secretary, or other appropriate executive member of Irish Judo Association. That complaint must be signed and state specifically the nature of the alleged misconduct. Upon review of the complaint and, where appropriate, additional discussions with the Complainant and/or Member who is the subject of the complaint, the Management Committee may:

1. Determine that the complaint does not merit further action,
2. Counsel the Member who is the subject of the complaint and record both the complaint and the nature of the counselling in the Member's permanent record.

## **DISCIPLINARY PROCEDURE**

Whilst the Irish Judo Association does not intend to impose unreasonable rules of conduct on its Members, certain standards of behaviour are necessary to maintain good practice and discipline in the interest of all the Membership. The Irish Judo Association prefers that discipline be voluntary and self-imposed and in the great majority of cases this is how it works. However, from time to time, it may be necessary for the Irish Judo Association to take action towards individuals whose level of behaviour is deemed unacceptable.

This disciplinary procedure is as follows and at all stages of the procedure, an investigation will be carried out.

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## ***Stage 1: Notification of Allegations***

The Irish Judo Association will notify the Member in writing of the allegations against him/her and will invite the Member to a disciplinary meeting to discuss the matter. The Irish Judo Association will also notify the Member of the basis for the complaint of alleged misconduct or behaviour.

## ***Stage 2: Disciplinary Meeting***

Having given the Member a reasonable opportunity to consider his/her response to the allegations, a disciplinary meeting will then take place at which the Member will be given the chance to state their case. The Member may be accompanied, if requested, by an appropriate individual. The Member must take all reasonable steps to attend that meeting. Following the meeting, the Member will be informed of the Irish Judo Association's decision in writing and notified of his/her right to appeal against it.

## ***Stage 3: Appeals***

If the Member wishes to appeal against the Irish Judo Association's decision, he/she can do so to the Secretary of the Executive Committee within five working days of the decision. Appeals should be made in writing and state the grounds for appeal. The Member will be invited to attend an appeal meeting chaired by a member of the Executive Committee. At the appeal meeting, the Member will again be given the chance to state his or her case and will have the right to be accompanied by an appropriate individual. Following the appeal meeting, the Member will be informed of the appeal decision in writing. The Irish Judo Association's decision on an appeal will be final.

## **MEMBER GRIEVANCE PROCEDURE**

### ***Policy***

The primary purpose of this grievance procedure is to enable Members to air any concerns that they may have about practices, policies or treatment from other Members, and to produce a speedy resolution where genuine problems exist. It is designed to help all Members to take the appropriate action, when they are experiencing difficulties, in an atmosphere of trust and collaboration.

Although it may not be possible to solve all problems to everyone's complete satisfaction, this policy forms an undertaking by the Irish Judo Association that it will deal objectively and constructively with all Member grievances, and that anyone who decides to use the procedure may do so with the confidence that their problem will be dealt with fairly.

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This grievance procedure is not a substitute for good communication where we encourage Members to discuss and resolve any issues in a supportive atmosphere. Many problems can be solved on an informal footing very satisfactorily if all Members are prepared to keep the channels of communication between themselves open and working well. This procedure is designed to deal with those issues that need to be approached on a more formal basis so that every route to a satisfactory solution can be explored and so that any decisions reached are binding and long lasting.

## ***Procedure***

If a grievance cannot be settled informally, it will be dealt with formally. This procedure has been drawn up to establish the appropriate steps to be followed when pursuing and dealing with a formal grievance.

### ***Stage 1***

In the event of a formal grievance it should, in the first instance, be put in writing to the Secretary of the Executive Committee. Where your grievance is against the Secretary, your complaint should be addressed to the President of the Executive Committee. A Secretary of the Executive Committee (who may not be the person to whom your grievance was addressed) will then invite you to attend a grievance meeting to discuss your grievance and you have the right to be accompanied at this meeting by an appropriate individual. Every effort will be made to convene the grievance meeting at a time which is convenient for you and your companion to attend.

## **MEMBER GRIEVANCE PROCEDURE**

### ***Stage 1***

You must take all reasonable steps to attend the grievance meeting.

Following the meeting, the Irish Judo Association will endeavour to respond to your grievance within five working days of the grievance meeting. If it is not possible to respond within this time period, you will be given an explanation for the delay and be told when a response can be expected. You will be informed in writing of the Irish Judo Association's decision on the grievance and notified of your right to appeal against that decision if you are not satisfied with it.

### ***Stage 2***

In the event that you feel your grievance has not been satisfactorily resolved, you may then appeal in writing to the Secretary of the Executive Committee within five working days of the grievance decision.

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On receipt of your appeal letter, the Executive Committee shall make arrangements to hear your grievance at an appeal meeting and at this meeting you may again, if you wish, be accompanied by an appropriate individual.

You must take all reasonable steps to attend the grievance appeal meeting.

Following the meeting, the Executive Committee will endeavour to respond to your grievance as soon as possible and, in any case, within five working days of the appeal hearing. If it is not possible to respond within this time period, you will be given an explanation for the delay and be told when a response can be expected. You will be informed in writing of the Irish Judo Association's decision on your grievance appeal.

This is the final stage of the grievance procedure and the Irish Judo Association's decision shall be final.

Under Rule 14.1.1 of the Memorandum of association of Irish Judo Association the Executive Committee are empowered to expel or suspend any member or club of the Association for conduct, which in the opinion of the Executive is injurious to the character or interest of the Association. The rules pertaining to natural justice will apply.

Rule 20 (Dispute Resolution) will apply.

## **Disciplinary & Grievance Committee**

This Committee will be made up of three members of the Executive Committee.

## **Disciplinary & Grievance Appeals Committee**

This Committee will be made up of three members of the Executive Committee who did not preside at the original discipline or grievance hearing.

*If a Club or Member request a hearing at the Disciplinary & Grievance Appeals Committee it is with the understanding that if this Committee finds in favour with the decision made by the Disciplinary & Grievance Committee the sanction imposed can be increased by up to 50%.*

**7<sup>th</sup> November 2013**

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