



**UNITED STATES TENNIS ASSOCIATION/SOUTHERN CALIFORNIA SECTION**

**SPORTSMANSHIP AND GRIEVANCE PROCEDURES**

**I. Grievance Committee**

- A.** It is the objective of the United States Tennis Association Southern California Section (“SCTA”) Sportsmanship and Grievance Committee to further the orderly and fair conduct of the game through the establishment of and adherence to the highest standards of conduct in all tournaments sanctioned by the SCTA, or where participated in by SCTA members, including out-of-section play. The Sportsmanship and Grievance Committee is charged with the responsibility of insuring that this objective is achieved by seeing that a firm but reasonable code of conduct is applied in a fair and consistent manner.
- B.** The Sportsmanship and Grievance Committee shall be composed of at least seven (7) people appointed by the SCTA President. The Committee shall be responsible for addressing grievances involving the rules and regulations of the United States Tennis Association (“USTA”) and SCTA, and the standards of conduct, fair play and good sportsmanship. A quorum of the Committee shall consist of no fewer than three (3) Committee members.
- C.** The Sportsmanship and Grievance Committee may address grievances concerning violations occurring at SCTA sanctioned tournaments and out-of-section USTA national tournaments participated in by SCTA members. As representatives of the SCTA, each and every player who participates outside this section automatically becomes the USTA/SCTA’s ambassador of goodwill and sportsmanship. Grievances that arise from USTA/SCTA League play are handled by a SCTA League Grievance Committee in the manner spelled out in the League Regulations (see League Regulations, Section 2.00). In addition, the Sportsmanship and Grievance Committee will not address grievances at non-sanctioned events. The Sportsmanship and Grievance Committee may impose penalties different from and/or additional to any penalties imposed by USTA officials at any tournament under the Committee’s jurisdiction.

**II. Filing Grievances**

- A.** Grievances may be filed against any member of the USTA; any parent, coach or other apparent representative of any such member; or any SCTA official or organizer of an SCTA sanctioned tournament.
- B.** Any interested party, tournament official, player or spectator may file a grievance.
- C.** All grievances must be in writing on the proper form, signed and submitted to Southern California Tennis Association, Sportsmanship and Grievance Committee, P.O. Box 240015, Los Angeles, CA 90024-9115, fax (310) 824-7691, or emailed to [Takamori@scta.usta.com](mailto:Takamori@scta.usta.com). In addition, grievances can be submitted using the on-line form available on the SCTA website ([www.scta.usta.com](http://www.scta.usta.com)). The name of the party filing the grievance shall not be disclosed by the Committee to the party against whom the grievance is filed without the consent of the filing party.
- D.** Any such written grievance should be filed (i.e., received) within thirty (15) days from the date on which the alleged violation occurred. The Committee may, at its discretion, consider grievances submitted more than thirty (15) days from the date of the alleged violation.
- E.** It shall be responsibility of the party filing the grievance to set forth all facts establishing a violation. This information shall include the name of the party against whom the grievance is filed



and a description of the alleged violation. The grievance should include the names and telephone numbers of any witnesses to the alleged violation and/or accompanying declarations of those witnesses, the date(s) of the alleged violation and the name of the tournament in which the violation occurred.

### **III. Investigation and Disposition**

- A.** The Committee shall consider every signed written grievance filed. Those grievances, which appear to the Chairperson to allege violations, shall be investigated. Whenever possible, the primary investigation shall be conducted via in-person interviews with the involved parties and/or appearance before the Sportsmanship and Grievance Committee. Telephonic interviews shall be the secondary method of investigation.
- B.** Grievances shall be decided by a majority of the quorum of the Committee within forty-five (45) days of the conclusion of the investigation and within one hundred twenty (120) days of the filing of the grievance.
- C.** The Committee shall not be required to hold any hearing prior to making any decision or taking any action upon such decision.
- D.** The Committee shall have the absolute discretion to determine the severity of an offense and to impose penalties for such violations.
- E.** Grievances against members or their representatives:
  - 1. The parties shall be notified of the decision of the Committee within thirty (30) days after a decision has been made.
  - 2. In the event that a decision of the Committee imposes probation or suspension, written notification shall be mailed to the parties within thirty (30) days of the date of the decision.
  - 3. The Committee may, at its discretion, also notify:
    - a. Tournament directors of all SCTA sanctioned tournaments in which the member would have been eligible to play, but for the probation or suspension, during the period of probation or suspension.
    - b. SCTA Director of Adult Competition and/or the SCTA Director of Junior Competition.
    - c. SCTA Executive Director and/or SCTA President
    - d. USTA Grievance Committee
    - e. USTA National office and/or other sections of the USTA
    - f. Any other appropriate parties, as determined by the Committee
- F.** Grievances against the SCTA
  - 1. For any decision of the Committee, the parties will be notified within thirty (30) days after the date of decision. At its discretion, the SCTA may also notify other potentially interested persons, organizations or entities.



**IV. Sample Violations**

- A.** Minor violations by a member or his/her representative include, but are not limited to, the following:
1. Use of profanity or obscene gestures
  2. Ball or equipment abuse
  3. Continuous or disruptive screaming or shouting
  4. Extended or impolite arguing with tournament officials, umpires and/or directors
  5. Spectator interference by relatives, coaches or friends of a player
  6. Unauthorized coaching
  7. Intimidation
  8. Intentional failure to complete to player's best ability (e.g., tanking)
  9. Stalling or gamesmanship of any form
  10. Any conduct employed to gain an unfair advantage, including cheating or any other unsportsmanlike conduct
  11. Defaulting a match in any sanctioned tournament without notification and/or substantial justification
  12. Entering two or more tournaments, matches or exhibitions scheduled to take place at the same time, in whole or in part, unless each tournament director involved consents in writing. Failure to comply will result in loss of ranking points from all tournaments involved and the player will be assessed suspension points.
- B.** Major violations by a member or his/her representative include, but are not limited to, the following:
1. Striking, threatening or abusing in a way any tournament official, player, spectator or director
  2. Knowingly falsifying or forging information on any official USTA or SCTA document, or on any written document submitted to the USTA or SCTA
  3. Committing multiple or repeated minor offenses after receiving warnings for such conduct, or after imposition of or in violation of prior disciplinary action
  4. Any conduct deemed detrimental to the SCTA and/or USTA

**V. Penalties**

- A.** Minor Offenses
1. First violation: verbal or written reprimand



2. Second violation: placed on probation with appropriate terms and conditions
3. Third and subsequent violations: placed on suspension

Note: In circumstances particularly flagrant, a single violation of the above “minor” offenses may constitute “aggravated” behavior and as such, shall result in the party at fault being placed on probation or suspension. In addition, while an investigation is being conducted or an appeal is in process, the party at fault may also be placed on probation or suspension in circumstances that are deemed particularly flagrant.

**B. Major Offenses**

1. First violation: placed on probation with appropriate terms and conditions and/or suspension
2. Second violation: placed on suspension
3. Third and subsequent violations: These violations will be dealt with in a severe manner, including possible permanent suspension.

**VI. Appeals**

- A** A direct appeal may be filed for reconsideration of the final decision of the Committee, if it suspends or places on probation a member of his/her representative.
- B.** A party filing an appeal shall do so in writing within thirty (30) days after the mailing of a written notice of decision by the Grievance Committee. Such appeal shall be directed to the SCTA President and mailed as indicated in Section II (B) both to the SCTA President and to the Grievance Committee. If a decision is made against the SCTA, the SCTA will determine the need and format for an appeal.
- C.** Upon receipt of a written appeal, the SCTA President shall promptly fix a time and place for a hearing and shall give the appealing and responding parties not less than ten (10) days written notice of the hearing. At any such hearing, the person penalized shall have the right to appear personally, to present testimony and other evidence, and to cross-examine witnesses. The SCTA President shall have the power to affirm, modify, or reverse the prior decision, and to impose any additional penalties as may be deemed appropriate. The SCTA President shall notify the appealing party of the SCTA President’s decision within thirty (30) days of the last day of the hearing and shall prepare written findings of fact in support of the decision.
- D.** With regard to non-league matters, a complainant may appeal to the USTA Grievance Committee if his/her suspension is for a period of six (6) months or more. (see USTA Bylaw 43, section C) This appeal is subject to the procedures of the USTA Grievance Committee with regards to timeliness and procedure.

**VII. Reciprocity**

- A.** It is the policy of this section to grant reciprocity for a suspension from play imposed as a result of the grievance procedures of other sections. Upon receipt of notice by the Executive Director that a player's suspension within another Section has become final (all appeals have been concluded or the time for appeal has run), the suspension shall apply within this section as if it had been imposed by the grievance procedures of this section.