

DBC Zero Tolerance Policy & Procedures

The **Zero Tolerance Committee** (hereafter “ZTC”) is a standing committee of the Club which may not be dissolved by the Board.

The Vice President of the Club (VP) will chair the ZTC, the membership of which shall include one other Board member, and a Club member who is not currently serving on the Board, all chosen by the Vice President.

Committee members who are unable to be impartial or have a conflict of interest with respect to any incident being investigated must recuse themselves, and the Vice President shall appoint a replacement.

The ZTC will address allegations of misconduct at the Club as detailed in the Zero Tolerance Policy & Procedures.

The purpose of the **Zero Tolerance Policy (ZTP)** is to maintain a pleasant atmosphere at Club games, free of improper conduct and behavior problems.

The ZTC is responsible for educating players regarding this policy, and enforcing it.

1. The following are examples of behavior that will not be tolerated:
 - a. Badgering, rudeness, intimidation, profanity, threats or violence.
 - b. Negative comments concerning partner’s or opponents’ play or bidding.
 - c. Loud and disruptive arguing, including arguing with a director’s ruling.
 - d. Constant and gratuitous lessons and analyses at the table.
 - e. Gloating over good results.
2. Any player or game director may submit a written complaint regarding a potential ZTP violation using the **Zero Tolerance Incident Form**. The game director is not responsible for resolving complaints about player behavior. This is the responsibility of the ZTC. The form to make a complaint is available at the game site and on the DBC website. The form should be promptly completed and given or emailed to any DBC Board Member.
3. The ZTC will resolve written complaints according to the following procedure and timetable:
 - a. All complaints will be promptly sent/forwarded to the VP, who presides over the proceedings thereafter.
 - b. The VP shall promptly inform the person(s) against whom the complaint has been made (hereafter the Subject(s) of the complaint) of the nature and details of the

complaint.

- c. The ZTC will seek information from other players at the game in question and carry out any additional fact finding considered necessary, including any relevant history of previous incidents involving the Subject(s).
- d. The VP shall schedule a hearing before the ZTC within five days of the date of receipt of the complaint and immediately advise the Subject(s) and complainant of the hearing date, place and time. The Subject(s) and complainant may appear in person or by other means at the hearing and neither side may be represented by an attorney.
- e. The ZTC may consider the following options in determining the action to be taken:
 - 1. A written statement that the incident was a misunderstanding.
 - 2. A written warning, with or without probation.
 - 3. A written reprimand with suspension and probation.
 - 4. Permanent suspension from the Club.
- f. Within three days after the hearing the ZTC shall report the findings and recommendations of a majority of its members to the Board, the Subject, the complainant and the Sr Center Director in writing using the **ZTC Resolution Form**.
- g. Actions taken by the ZTC may be appealed to the Board within a week of the ZTC's decision. The Subject(s) or the complainant may request a hearing before the Board which shall be promptly scheduled. To overrule the ZTC decision requires a majority plus one of Board members voting on the issue.
- h. The above time line has as its objective that all ZTC matters be resolved and final within 30 days. If for any reason the above schedule cannot be conformed to, the complainant and Subject(s) should be promptly informed.
- i. If the final resolution bars a player from games, the **Notice of Barring** will be provided to the ACBL and the game directors.