

2.14.2 - CHIEF COMMISSIONER'S DIRECTIVE - HANDLING OF MAJOR BEHAVIOURAL PROBLEMS

Step 1

1. A warning must be given by the Team Leader in the presence of a witness who can verify the details of the discussion. The warning must be specific to the misdemeanour and the discussion must be recorded.

Step 2

2. If there is no improvement in the behaviour, or the situation, or if there is a repeat of the same misdemeanour then a final warning shall be given to the individual concerned. The Team Leader responsible for the next higher management level or their delegate must be present when this occurs; the individual must be advised that this is a final warning and the discussions must be recorded in writing.

Step 3

3. If there is still no improvement in the behaviour or the situation gets worse, a recommendation for disciplinary action is to be made to the appropriate Commissioner or their delegate. The Adult Leader making this recommendation to the Commissioner must advise the accused person of their intention to do so.

Step 4

4. The Commissioner or their delegate will investigate the matter and make a determination. However, if suspension is contemplated then the procedure set out in step 5 is to be followed.

Step 5

5. The relevant Commissioner upon receipt of advice of such allegations will immediately suspend the appointment of the member concerned.
6. Step 6
7. The relevant Commissioner shall immediately upon enacting the suspension advise the Chief Commissioner and the Branch Office in writing.

Step 6

8. The member must be advised in writing of this suspension, which must be regarded as a temporary measure. The offending person will be advised of the decision. Upon receipt of this advice, the member may appeal to the Chief Commissioner.

Step 7

9. A person thus suspended must refrain from participation in any activity connected with the Movement and must not wear uniform or badges. Any Association papers or funds held by the person must be passed to the relevant Commissioner or their delegate. Any appointment held in the Movement by such a person is to be considered vacant for the time being. Any case of difficulty arising in this regard should be referred to the Chief Commissioner and the Branch Office.

Step 8

10. Where the Chief Commissioner deems appropriate, a Commissioner or other responsible person or persons may be appointed to investigate the matter further, to consider an appeal or clarify any related aspect they deem appropriate.

Step 9

11. A member involved in making an appeal shall have the right to be heard in person to state their case.

Step 10

12. The Chief Commissioner will, following that investigation, review the matter and advise the parties concerned of their decision. This could include lifting of a suspension or terminating Association membership of any person.

Step 11

13. Where the Chief Commissioner's recommendation is termination of membership, then the determination is the prerogative of the Branch Executive Committee. This decision will be final.
14. Step 12
15. In the event of the Branch Executive Committee deciding to cancel membership, the person concerned will be immediately advised in writing.

AUTHORITY

16. This Chief Commissioner's Directive or amended Directive was approved by the Chief Commissioner on 7 August 2019.