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## 1 Name, revocation and replacement

- (1) These Regulations are known as the Disciplinary Regulations having been enacted and come into force on 14 February 2025.
- (2) These Regulations replace and revoke the Regulations Part D: Disciplinary Regulations dated 10 July 2023.

## 2 Application

These Regulations apply to an Affiliated Member and an Affiliated Organisation of Table Tennis England or any person who is deemed to have agreed to comply with these Regulations.

## 3 Interpretation

The following terms as defined apply to these Regulations, unless stated otherwise:

- (a) Adult at Risk means any individual aged 18 or over who is, or may be, in need of community care services by reason of a mental or other disability, age or illness; and who is or may be unable to take care of themselves or unable to protect themselves against significant harm or exploitation.
- (b) Affiliated Member means an individual affiliated to TTE.
- (c) Affiliated Organisation means a County Association, Local League, club or other organisation that is affiliated to Table Tennis England (TTE).
- (d) Articles means the Articles of Association of the English Table Tennis Association Limited known as TTE<sup>1</sup>.
- (e) Board means the English Table Tennis Association Limited Board of Directors (TTE Board), and any reference to person holding a Board position will be in relation to this Board of Directors.
- (f) CEO means the TTE Chief Executive Officer, or such person exercising such delegated functions.
- (g) Disciplinary Action means proceedings or any part of proceedings in accordance with the Disciplinary Regulations.
- (h) Disciplinary Breach means a breach of these Disciplinary Regulations, Articles or any other requirement published or adopted by TTE at the material time.
- (i) English Table Tennis Association Limited means Table Tennis England / TTE.
- (j) Investigator means an individual or organisation appointed by the CEO.
- (k) Investigator Report means the written report produced by the Investigator as part of the investigation.
- (l) Regulations means these Disciplinary Regulations.
- (m) Respondent means an Affiliated Member and / or Affiliated Organisation against whom Disciplinary Action is initiated under these Disciplinary Regulations.
- (n) Safeguarding Case Management Group means a group of individuals within TTE who are responsible for managing, monitoring and recommending actions in relation to any safeguarding related matters.
- (o) TTE Board means the English Table Tennis Association Limited Board of Directors.

<sup>1</sup><https://www.tabletennisengland.co.uk/content/uploads/2024/07/Articles-25.7.24-Final.pdf>

#### 4 Required Standard of Conduct

- (1) An Affiliated Member and /or Affiliated Organisation who fails to meet the required conduct or behavioural standards contained within these Regulations, or any behavioural or other criterion as published or adopted by TTE from time to time will be liable to Disciplinary Action.
- (2) For the purposes of Regulation 4(1), an Affiliated Member and/or Affiliated Organisation who in particular<sup>2</sup>:
  - (a) fails to comply with the Articles or any other regulations enacted by TTE from time to time;
  - (b) fails to comply with a TTE Code of Conduct as in force at the material time;
  - (c) does anything which could bring TTE or the sport of table tennis into disrepute;
  - (d) fails to comply with a written agreement or a written undertaking given to TTE;
  - (e) makes an untruthful written statement to Table Tennis England or a person or organisation acting on its behalf;
  - (f) fails to treat any individual or organisation associated in any way within the sport with dignity and respect;
  - (g) participating or assisting in any way in regulated competitions which do not comply with the regulations;
  - (h) takes part or facilitates in any form of unauthorised substance use;
  - (i) takes part or facilitates in any form of table tennis related betting;
  - (j) takes any part in any form of table tennis related match fixing;
  - (k) acts in a way that directly or indirectly adversely affects the welfare or safety of an individual under 18 years of age or an Adult at Risk, or places either category of individual at risk;
  - (l) assists or incites either directly or indirectly an Affiliated Member or Affiliated Organisation to breach these Regulations or any other requirements as adopted by Table Tennis England at the material time;
  - (m) fails to comply with any venue specific requirement;
  - (n) fails to notify TTE of any sanction or interim suspension or any other preventative measures taken by another regulatory or governing body;
  - (o) fails without good reason to assist or obstructs TTE or the Investigator in relation to any action undertaken to investigate an alleged breach of these Regulations;shall be considered as having breached these Regulations and shall be liable to be sanctioned in accordance with these Regulations.
- (3) If an Affiliated Member or Affiliated Organisation is found to have breached the requirements of another governing or regulatory body, a Disciplinary Panel constituted under these Disciplinary Regulations, on the direction of the CEO will determine whether or not the Affiliated Member or Affiliated Organisation's continued membership with TTE should continue in any capacity.

#### 5 Evidential Threshold

Where a Disciplinary Panel, howsoever constituted is to consider and decide on any matter, it shall do so on the basis of a balance of probabilities threshold.

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<sup>2</sup> It should be noted that this is not an exhaustive list, but rather examples, each case will depend on its particular set of circumstances.

## **6 Disciplinary Process**

- (1) Where the CEO is notified of a potential breach of these Disciplinary Regulations or a breach of another standard by another regulatory or governing body, the CEO will request that the matter be investigated for the purposes of these Regulations and that the Investigator provide the CEO with a reasoned written report within twenty-eight (28) days wherever possible.
- (2) If the Investigator's Report recommends that the Affiliated Member or Affiliated Organisation's conduct should be subject to a disciplinary process, the matter will be referred by the CEO to the Disciplinary Committee.
- (3) If the Investigator's Report also recommends any preventative interim suspension measures, the CEO in liaison with the Disciplinary Committee Chair, or deputy Disciplinary Committee Chair as appropriate, will consider and give effect to such interim suspension preventative measures as prescribed within these Regulations.
- (4) Notwithstanding (3) above, the CEO if recommended by the Safeguarding Case Management Group upon receipt of an Investigator's Report or of the CEO's own volition, in liaison with the Disciplinary Committee Chair can initiate the imposition of an interim suspension preventative measure in accordance with the procedure prescribed in these Regulations.
- (5) Notwithstanding anything in these Regulations, the CEO can appoint a third party to administer, manage and/or appoint a panel on TTE's behalf in relation to any disciplinary breach in accordance with these Regulations; in such circumstances the nominated third party will perform the functions prescribed by these Regulations.

## **7 Disciplinary Committee**

- (1) The Disciplinary Committee is to consist of up to ten (10) persons who are not TTE employees, as appointed by the Board.
- (2) Members can be appointed by the Board to vacancies, as they arise.
- (3) Each Disciplinary Committee member shall serve for up to two (2) years; unless the Board considers there is a need to remove a nominated individual who has not resigned.
- (4) No person can serve for more than a total of eight (8) years.
- (5) The Disciplinary Committee Chair and Deputy Chair will be selected by the Board for up to two years at a time.
- (6) The Disciplinary Committee shall be responsible for deciding whether or not an Affiliated Member or an Affiliated Organisation has breached these Regulations by way forming a sub-committee known as the Disciplinary Panel to consider the referral.
- (7) The Disciplinary Committee will report quarterly to the Board regarding its work, or more frequently if so directed by the Board.
- (8) The Disciplinary Committee Chair, on the advice of the Board, can decide on any matter which assists the Disciplinary Committee or a Disciplinary Panel in its work.

## **8 Disciplinary Panel**

- (1) A Disciplinary Panel shall comprise of three (3) members of the Disciplinary Committee members and they must participate in each disciplinary committee adjudication and attend each relevant meeting.

- (2) The Disciplinary Panel Chair shall nominate, on the advice of the Disciplinary Secretary, a panel for matters referred to it by the CEO regarding an Affiliated Member and / or an Affiliated Organisation in consequence of each Investigator's Report.
- (3) Each nominated Disciplinary Panel shall amongst themselves, decide on a Chair, should they be unable to do so, the Disciplinary Committee Chair will elect a Chair.
- (4) The Disciplinary Panel Chair will decide the process to be followed for adjudicating upon a disciplinary matter; at a minimum, unless another regulation states otherwise, the respondent and TTE will have the right to make written representations to the panel regarding whether or not to attend in person, but the decision will be that of the Disciplinary Panel.
- (5) The Disciplinary Secretary will ensure that each member receives the relevant documentation at least four (4) working days prior to all relevant meetings.

### 9 Disciplinary Secretary

- (1) The CEO shall appoint a member of TTE staff to act as a Disciplinary Secretary.
- (2) The Disciplinary Secretary shall implement and administer these Regulations in accordance with the directions of the Disciplinary Committee Chair and / or the Disciplinary Panel Chair and, where applicable, the CEO.
- (3) The Disciplinary Secretary may, with the approval of the CEO, delegate any function in a case to another suitable person.
- (4) The Disciplinary Secretary is responsible for ensuring that the Disciplinary Committee and / or Disciplinary Panel members are appropriately informed in a timely manner of all relevant matters and that appropriate records are taken and maintained in relation to the Disciplinary Committee and / or Disciplinary Panel's work.

### 10 Appointment of Expert

- (1) The Disciplinary Committee and/or the Disciplinary Panel can request the services of and appoint one or more experts to assist them in their work; such requests are to be made via the Disciplinary Committee Chair or relevant Chair to the CEO.
- (2) The Disciplinary Committee Chair can appoint a third-party expert as a member of the Disciplinary Panel.
- (3) The CEO can also recommend that one or more experts be appointed, which unless the Disciplinary Committee or Disciplinary Panel as the case may be, has good reason not to do so, must accept.
- (4) The Disciplinary Committee / Disciplinary Panel will, via the Disciplinary Secretary (unless there is justifiable reason not to do so) provide the CEO with a reasoned written implementation recommendation within 7 days; which the CEO, unless there is a justifiable reason not to do so, will implement.

### 11 Sanctions

- (1) If the Respondent admits an allegation or if the Disciplinary Panel finds an allegation proved it may impose any one or more of the following sanctions: [template of outcome and sanction imposed within 7 days]
  - (a) suspension from:

- (i) involvement in any capacity in any or all table tennis activities; and / or
    - (ii) from any or all privileges of affiliation (including suspension of coach licence or status as a qualified official).
  - indefinitely or for a stated time period;
  - (b) cancellation of the affiliation and /or any involvement with TTE;
  - (c) a monetary sterling fine to be paid within 28 days;
  - (d) censure stating how and why the Disciplinary Panel strongly disapproves of the Respondent's action giving rise to a breach;
  - (e) a requirement to give an undertaking in such terms as the relevant Disciplinary Panel has imposed, such an undertaking having already been stated by the Respondent as being acceptable – a Respondent's failure to comply with the undertaking will be considered as an aggravating factor in relation to any subsequent and related disciplinary proceedings under the Disciplinary Regulations;
  - (f) a requirement to pay a contribution towards the costs of the hearing within 28 days<sup>3</sup>; and/or
  - (g) in the case of a former Affiliated Member or former Affiliated Organisation, a stipulation that they may not re-affiliate without the express permission of the Board.
- (2) An indefinite suspension for the purposes of Regulation 11(1)(a) above can only be removed by a decision of the Board, after a minimum of five (5) years from the date of imposition; unless the relevant Disciplinary Panel have stated otherwise at the time when imposing their sanction.
- (3) The Disciplinary Panel may also impose such sanctions as it considers appropriate under these Regulations for offences relating to unauthorised substances, in addition to any other sanction that may be imposed by a third-party.
- (4) When imposing any sanction, the Disciplinary Panel must have regard to:
- (a) the age of the Affiliated Member at the time when the breach occurred, whether or not in particular the Affiliated Member was either under 18 years of age or an Adult at Risk; and/or
  - (b) whether or not the Affiliated Member or Affiliated Organisation has a history of breaching behavioural requirements as imposed by TTE or another governing or regulatory body.
- (5) The Disciplinary Panel is entitled to have regard to any mitigating or aggravating factors it considers appropriate in the circumstances when imposing any sanction under these Regulations and will identify these and the weight given to any mitigating or aggravating factors within its reasoned decision
- (6) Mitigating or aggravating factors could include without limitation:
- (a) cooperation with the investigation;
  - (b) attempt to conceal or transparency regarding the breach;
  - (c) demonstration of genuine remorse; and
  - (d) appreciation of the circumstances and breach.

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<sup>3</sup> This requirement may arise where the Panel considers that the Respondent has acted vexatiously, abusively, disruptively or otherwise unreasonably in the way that the proceedings (or part) have been conducted.

## 12 Interim Suspension

- (1) The CEO, based on a recommendation following an investigation, or separately, in liaison with the Disciplinary Committee Chair or another nominated member, as appropriate<sup>4</sup>, may suspend an Affiliated Member or Affiliated Organisation ('interim suspension') from:
  - (a) involvement in any capacity in any or all table tennis activities; and
  - (b) from any or all privileges of affiliation (including suspension of coach licence or status as a qualified official);or recommend to the Board that such a measure be taken in relation to an honorary appointment.
- (2) An interim suspension shall be imposed only, for as long as, and to the extent that, the CEO is satisfied it is necessary in the best interests of TTE, the sport of table tennis or any individual associated with TTE or the sport itself.
- (3) The CEO or a person appointed by the CEO for this purpose, must keep the Interim Suspension under periodic review so as to ensure its continued relevance.
- (4) If the alleged breach or other ground for an Interim Suspension relates to an honorary appointment, the initial decision as to whether or not to impose an interim suspension requires Board approval; thereafter it will be periodically reviewed as would any other Interim Suspension.

## 13 Disciplinary Committee Panel Decisions

- (1) All decisions made by the relevant Disciplinary Panel regarding alleged disciplinary misconduct will be publicly accessible in the manner decided upon by the Board.
- (2) The Disciplinary Secretary shall within 7 days of the Disciplinary Committee decision in respect of a Disciplinary Action notify the decision in writing to the Respondent and any other Affiliated Member or Affiliated Organisation involved.
- (3) The Decision will take effect on the day on which the Affiliated Member or Affiliated Organisation is notified by the Disciplinary Secretary, where this cannot be effected initially in person, the Disciplinary Secretary may communicate in writing.
- (4) The Disciplinary Secretary shall take a record of each hearing which will be retained by TTE for five years after the Disciplinary Panel's Decision is provided to the Respondent.

## 14 Former Affiliated Members or Affiliated Organisations

Disciplinary action can be instigated in relation to a former Affiliated Member or Affiliated Organisation, notwithstanding the fact that they are no longer affiliated to TTE if the breach occurred during their membership and any sanction will stand as if they were a member at the time the sanction is imposed.

## 15 Disciplinary Register

TTE will maintain a publicly accessible register of Affiliated Members and Affiliated Organisations recording the breach and sanction imposed.

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<sup>4</sup> By way of example, the need for an interim suspension could arise by virtue of a third-party notification e.g. statutory authority or police undertaking a criminal investigation.

### 16 Representation at Disciplinary Hearings

- (1) Parties, may at their own cost, elect to use a professional or lay party to assist or represent them in relation to any matter arising out of or in connection with these Regulations.
- (2) The recovery of any associated cost will be at the Disciplinary Committee and / or Disciplinary Panel's absolute discretion.

### 17 Appeals

The Respondent shall have a right of appeal against a decision of the Disciplinary Panel in accordance with Part E (Right of Appeal) of the regulations.

### 18 Recommendations

The Disciplinary Committee and / or the Disciplinary Panel has the discretion, if it deems necessary, to notify TTE of any recommendations it considers TTE should consider implement in consequence of its work.

Signed by: 

Name: Nick Donald

Capacity: Table Tennis England Chair

Date: 12/2/2025