



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”) 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 not covered in the USTA League Regulations, including but not limited to Junior Tennis, Senior Tennis, NTRP Tournaments, USA Team Tennis and Junior Team Tennis, held in or out of this section. The procedures herein shall apply to all Southern California players participating in any SCTA or USTA sanctioned event held within or outside the Southern California Section, or where participated in by SCTA members, including out-of-section play. The SCTA’s Sportsmanship and Grievance Committee (the “Committee”) is charged with the responsibility of ensuring that this objective is achieved and to establish procedures to address violations of these standards.
- B. The Committee shall be charged with the responsibility of ensuring that these standards of conduct are adhered to through the establishment of procedures to address grievances involving the rules and regulations of the United States Tennis Association (“USTA”) and the SCTA, as well as the standards of conduct, fair play and good sportsmanship. The Committee shall be composed of at least seven (7) people appointed in accordance with the SCTA By-Laws. A quorum of the Committee, or any subcommittee duly established, shall consist of no fewer than three (3) Committee members.
- C. The Committee may address grievances concerning violations occurring at SCTA sanctioned tournaments or out-of-section USTA national tournaments participated in by SCTA members. The Committee may impose penalties different from and/or additional to any penalties imposed by USTA officials at any tournament under the Committee’s jurisdiction.
- D. All decisions from the Committee are subject to the Appeals Process set forth in Section VI of this document.

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.** Grievances may be filed by any person witnessing or having personal knowledge of the alleged violation, the Chairperson of the Committee, SCTA staff, or any tournament official.
- 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 jowens@scta.usta.com. In addition, grievances can be submitted using the on-line form available on the SCTA website (www.scta.usta.com). The Committee will make an effort to not disclose the name of the party filing the grievance; however, as noted on the grievance form, written grievances are not guaranteed confidentiality.
- D.** A written grievance filed by any person witnessing the alleged violation should be filed (i.e., received) within fourteen (14) days from the date on which the alleged violation occurred. The Committee may, at its sole discretion, consider grievances submitted more than fourteen (14) days from the date of the alleged violation. Grievances may be filed at any time by the Chairperson, SCTA staff, or any tournament official.
- E.** It shall be the 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.
- F.** Failure to comply with any procedural rule for filing a grievance may result in such grievance being dismissed without consideration by the Committee.

III. Investigation and Disposition

- A.** The Committee shall consider every signed, written grievance that is timely filed. If the Committee deems it necessary to resolve a grievance, the grievance shall be investigated to the extent the Committee deems necessary. The Committee's investigation may include telephone or in-person interviews, written statements from witnesses, a request for written response from the alleged violation(s), or a hearing attended by all parties the Committee deems necessary for a fair adjudication of the grievance. The failure by the party against whom a grievance is filed to cooperate with the Committee's investigation shall be taken into consideration by the Committee in the adjudication of the grievance.



- 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 fifty (150) 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, if any, or remedial actions for such violations.
- E.** The Committee will provide notification of its decision as follows:
 - 1. The parties shall be notified of the decision of the Committee within forty-five (45) 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 forty-five (45) 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

IV. Types of 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 any 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. Intentionally 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 that the Committee deems to be 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 the Committee’s sole and absolute discretion. 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 by the Committee to be particularly flagrant.

B. Major Offenses

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

VI. Appeals

A. An appeal may be filed of any decision by the Committee only if that decision results in the probation or suspension of a member or 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 Committee. Such appeal shall be directed to both the SCTA President and the applicable committee, and mailed as required in Section II (C). It shall be the responsibility of the appealing party to set forth all facts and arguments establishing the basis for the appeal. Failure to comply with any procedural rule for filing an appeal may result in such appeal being dismissed.



- C. The SCTA President shall have the sole and absolute discretion to resolve the appeal in a manner he/she deems appropriate. The SCTA President shall not be required to hold a hearing, but may base his/her decision entirely on the findings of fact of the Committee or and on the facts and arguments submitted in writing by the parties to the appeal. The SCTA President may also interview Committee members, the appellant, other witnesses, or set a hearing requiring the attendance of one or both parties to the appeal. The procedures for the hearing shall be set in advance by the SCTA President. The SCTA President shall have the power to affirm, modify, or reverse the decision of the Committee, and to impose any additional penalties as he/she may deem appropriate. The SCTA President may appoint a three member panel to hear and resolve the appeal in his stead. No panel member may be a member of the applicable committee whose decision is being appealed. A copy of the SCTA President’s decision shall be promptly sent to all parties involved, with a copy to the Committee, and such decision shall be final and binding.
- D. With regard to non-league matters, a complainant may appeal to the USTA National 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 National Grievance Committee with regards to timeliness and procedure.

VII. Reciprocity

- A. It is the policy of this Section and the SCTA 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.

VII. USTA Junior Point Penalty Suspension System

- A. Beginning January 1, 2015, the USTA has adopted a uniform suspension point system for all junior tournaments in the U.S. The new policy is set forth in USTA Regulation IV.F. in Friend of Court. Please refer to the SCTA’s “Point Penalty Suspension System” for more information concerning its application in our section. Please also note that the process to appeal a suspension based on the accumulation of suspension points is not governed under these grievance procedures but rather under the SCTA’s Point Penalty Suspension System.

Document Revised: April 25, 2016

