



**SPORT INTEGRITY  
AUSTRALIA**

**waiss**



# WESTERN AUSTRALIAN INSTITUTE OF SPORT COMPLAINTS, DISPUTES AND DISCIPLINE POLICY

## Overview

The Complaints, Disputes and Disciplines Policy (CDDP) provides WAIS and its athletes, employees and other relevant persons with a complaint management process that can be run by either Sport Integrity Australia or WAIS.

This means when someone wants to make a formal Complaint about allegations of Prohibited Conduct under any of the National Integrity Framework policies, it will be managed under the same process, whether the Complaint is being handled by Sport Integrity Australia or by WAIS.

The CDDP sets out the process for how Complaints will be managed and, if required, how any sanctions will be imposed.

## Why make a complaint?

Sport is a wonderful part of Australian society, providing physical, mental and social benefits for everyone who participates.

To keep people involved in sport, we need to make sure it is safe and fair for everyone. Unfortunately, sometimes people turn a blind eye to poor behaviour, even when it's clear that something unacceptable has happened or people have been hurt.

Reporting these behaviours as soon as they occur can address the behaviour, prevent any ongoing issues and make sure they don't get worse. Holding people accountable for bad behaviour also sets a standard within sport that these types of conduct won't be tolerated. Doing so will protect all participants, and build environments that are safe, fun and fair for everyone.

## What is managed under the Complaints, Disputes and Discipline Policy?

The CDDP can be used to manage any instance of Prohibited Conduct under these policies:

- ✓ Safeguarding Children and Young People Policy
- ✓ Participant Protection Policy
- ✓ Competition Manipulation and Sport Gambling Policy
- ✓ Improper Use of Drugs and Medicine Policy

## What is not managed under the Complaints, Disputes and Discipline Policy?

The CDDP is forward-looking and puts in place a new process to protect the future of Australian sport. As such, Complaints that have already been managed under another complaints process in the past cannot be managed under the CDDP unless new information becomes available or there is a compelling reason to do so.

Additionally, non-recent complaints, or complaints about Prohibited Conduct that occurred before WAIS adopted the CDDP, cannot be managed through this process. Poor conduct which occurred before this should be managed under the disciplinary policies in place at the time.



## Reporting Non-Recent Matters to Sport Integrity Australia

Participants can report non-recent Safeguarding matters or Discrimination matters to Sport Integrity Australia if they choose. This information can then be used in ways other than this Complaint Process to make sure similar behaviour doesn't occur in future – for example, to help build education and intervention programs. Sport Integrity Australia can also pass the information to someone else who may be able to take action if appropriate (for example, police or a child protection agency).

Sport Integrity Australia's Safe Sport Hotline is offered to members of sport to share their story with a trusted member of the Sport Integrity Australia team. Wellbeing support is offered throughout this process.

Phone 1800 161 361

7am-7pm, 7 days a week, 365 days a year

## Where to make a Complaint

View the WAIS Concerns and Complaints Guide for information on how you can report or make a complaint.

Complaints can be made to the WAIS Integrity and Safeguarding Manager.

If your Complaint is about Discrimination or any issue relating to the Safeguarding Children and Young People Policy, you can make the Complaint to Sport Integrity Australia by filling in the online form at [www.sportintegrity.gov.au/making-integrity-complaint-or-report](http://www.sportintegrity.gov.au/making-integrity-complaint-or-report).

## What is the Complaints Process?

Once a Complaint is received, it will be evaluated to determine whether it can be managed under the CDDP.

If the Complaint meets the requirements to be managed under the CDDP, it will be evaluated to determine which category it falls into.

If the Complaint is categorised as 'Category 1' it may be managed through a range of measures such as education rather than a formal investigation.

If the Complaint is categorised as Category 2 or 3, the Complaint may be investigated and will lead to a finding about what is likely to have happened.

As part of an investigation, people involved with the Complaint, including witnesses, may be contacted to provide information about the allegations that have been made.

If there is not enough evidence to substantiate the Complaint, the process will end. If there is enough evidence to suggest the alleged conduct is more likely to have occurred than not, the allegation/s in the Complaint will be found to be Substantiated and the sport will issue a Breach Notice and manage the resolution process, including deciding and enforcing any sanction they deem appropriate.

The Respondent may appeal the Breach Notice or sanction before the matter is finalised.

At any time during the process, the matter may be referred to an external organisation such as to law enforcement or a child protection agency if required.



## Prohibited Conduct

The CDDP also outlines Prohibited Conduct relevant to the Complaints Process.

The following actions and behaviours are breaches of the Policy:

- ❌ Failure to report potential Prohibited Conduct once aware of it.
- ❌ Deliberately withholding information about Prohibited Conduct during the Complaints Process.
- ❌ Deliberately providing inaccurate or misleading information during the Complaints Process.
- ❌ Failure to provide information or documentation when requested during the Complaints Process.
- ❌ Failure to comply with any sanction/s as required.
- ❌ Failure to keep information about a Complaints Process confidential.

Full definitions of Prohibited Conduct are available in the CDDP.



## Find out more

For more information on the National Integrity Framework, and the Complaints, Disputes, and Discipline Policy, visit [www.sportintegrity.gov.au/making-integrity-complaint-or-report](http://www.sportintegrity.gov.au/making-integrity-complaint-or-report).

## Disclaimer

This fact sheet does not replace the National Integrity Framework Complaints, Disputes and Discipline Policy. The Policy applies and overrules this fact sheet in any instances.

