

Scottish Bridge Union (SCIO Reg No SC051361)

Investigation Panel Procedures

1. Introduction

- a) The Investigation Panel (IP) has been established by the SBU to receive allegations of online cheating, to gather and examine relevant evidence and, if the evidence is assessed as sufficient, to submit a report to Convenor of the Disciplinary Panel for a case to be heard by a Disciplinary Tribunal.
- b) In the following descriptions, if the Chair of the IP is incapacitated for any reason, the SBU has the right to nominate a replacement. The Chair has the right to delegate any task to a member of the IP.

2. Receipt of a complaint

- a) Any person, whether a member of the SBU or not, can lodge a complaint of online cheating. Ideally, this should be accompanied by examples, but it is not essential. The complaint should be addressed to the Chair of the IP (email ian.taylor@sbu.org.uk)
- b) Public allegations of cheating against a member of the SBU will be viewed as a breach of the SBU Disciplinary Code and will be reported to the Laws and Ethics Committee.
- b) The Chair of the IP is the only person authorised to communicate with the complainant(s). Such communication will be in writing and normally on 2 occasions only: to acknowledge receipt of the complaint and later to advise the finalisation of the case.
- c) The name(s) of the complainant(s) will be kept confidential at all times. The name(s) of the player(s) complained about (the CP) will be disclosed only if and when the allegation is found by the Disciplinary Tribunal to be proved.
- d) If the complaint is made against a player(s) who is not a member of the SBU, the results of the investigation will be passed to the appropriate NBO.

3. Initial Investigation Process

- a) If the complaint was raised by a member of the IP, that person will not play any further part in the investigative process.
- b) The evidence will be assessed by the Chair of the IP to determine whether there is a possible case to answer. If it is determined that there is not a possible case to answer the investigation process will terminate. The decision of the Chair of the IP is final, and the complainant will be informed accordingly.

4. Possible Case to Answer

- a) If it is determined there is a possible case to answer, the Chair of the IP may write to the CP(s) and ask for an explanation of their actions on specific boards. If that explanation is satisfactory, the investigation process will terminate.
- b) If the explanation is unsatisfactory, and the CP(s) is/are considered by the Chair of the IP to be inexperienced player(s) who are not involved in any official way in their local or national bridge community the CP(s) will be informed that their play will be monitored for a period of 6 months and the reasons for that decision.
If during this period:
 - (i) no further suspicious actions take place, the matter will be closed.
 - (ii) suspicious actions are noted the investigation process will continue as below.
- c) If the CP(s) do not fall within clause 4b above, or if suspicious actions are noted during the 6-month monitoring period, investigators will be assigned by the Chair of the IP to examine the evidence in detail and determine whether there is a probable case to answer.
- d) If it is determined that there is a probable case to answer the Chair of the IP together with the investigators assigned to the case will prepare a report detailing the evidence to support the allegations made against the CP(s) and will submit the report to the Convenor of the Disciplinary Panel.
- e) If it determined that there is not a probable case to answer the investigation process will terminate. The decision of the Chair of the IP is final, and the complainant will be informed accordingly.

Document Control	
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