

Codes of Conduct Complaint/Enforcement Process

ROLE OF THE CLUB/ORGANIZATION

- The club or organization is responsible for addressing all code of conduct complaints utilizing their established due process.
- All code of conduct related complaints will be directed to the club or organization.
- The club or organization will be responsible for addressing issues of credibility and judgment of fact.

ROLE OF CITY STAFF

- In circumstances where city staff observes a potential code of conduct violation the city will file a complaint with the club or organization.
- In cases where the club or organization chooses to impose facility use restrictions, within the context of their allocated usage, on members or teams as a result of Code of Conduct violations, the city of Phoenix will make reasonable efforts to support those restrictions.
- The city of Phoenix will take action or impose penalties/sanctions only when there is evidence that the organization has failed to produce a Code of Conduct, or failed to follow their established due process for monitoring, receiving, investigating and resolving code of conduct issues.
- City staff will only take action or impose penalties/sanctions upon the club or organization that holds the facility use allocation or contract.
- Enforcement and penalties will be assessed by city staff on a case by case basis.
- The city's response will be determined based on pertinent factors such as nature and severity of the problem and club's/organization's history with code of conduct related problems.
- All city staff imposed actions/penalties/sanctions will be approved through the chain of command prior to their enforcement.
- Penalties can range from warnings to loss of facility use privileges for the club or organization.

APPEALS

- Appeals to penalties or sanctions imposed by city staff can be filed in writing with the Parks and Recreation Board. The Board may appoint an advisory committee with authorization to handle such appeals.
- The decision of the Parks and Recreation Board or their authorized advisory committee will be final.