

Grievance Report Process

BADGER REGION GRIEVANCE REPORT

Club Directors and their staff have an obligation to be familiar with the rules, guidelines and ethics codes of Badger Region and USA Volleyball. Lack of awareness, misunderstanding of a rule or standard is not a defense to a charge of wrongdoing. When a Club Director is uncertain whether a particular situation or course of action would violate policy or ethics, the director should consult with knowledgeable authorities.

When a member believes that there may have been a violation of the policy or ethics by another member, they should attempt to resolve the issue by bringing it to the attention of that individual if an informal resolution appears appropriate and when intervention does not violate any member rights that may be involved.

If you feel a violation is not appropriate for informal resolution or informal resolution did not resolve the violation properly, you may need to file an official grievance. The steps for this process are:

- 1) Contact the Board Member that represents your area (found on the Badger Region web page). If you feel there is a conflict of interest between the party with the grievance and the Area Rep, contact the Region Office or the Junior Chairperson.
- 2) Your Area Rep may attempt another try at informal resolution of the violation.
- 3) If informal resolution fails again or is not appropriate, your Area Rep will notify the Badger Region office and the appropriate Ethics and Eligibility Chair (Junior Chair or Adult Program Chair) and assist you in filing the grievance with Badger Region.
- 4) Complete a **Badger Region Grievance Report**. The form should be submitted with any supporting documents to the Badger Region Office, with a copy to the Region Commissioner. The report will be forwarded to the appropriate Ethics and Eligibility Committee for review. The Ethics and Eligibility Committee will follow the procedures outlined in the **Badger Region Due Process Guidelines**, found on the region web page.

Club directors and coaches of USAV/Badger Region must cooperate in Ethics and Eligibility investigations, proceedings and resulting requirements. Failure to cooperate is itself an ethics violation.

Club Directors and their staff do not file or encourage the filing of complaints that are frivolous and are intended to harm the respondent rather than to protect the public.

(Revised 10/05/04)

You must submit, within ten (10) days from date of occurrence, your grievance stating the specific matter being reported.

Report On

(Club/Club Representative)

Concerning

(Violation)

Violation: Please include names, phone numbers of any witnesses. (Attach additional pages if necessary.)

Date _____

Club _____

Signed _____

Phone (Day) _____

Email _____

USPS Confirmed Mail to:

Badger Region
2931 N. 73rd Street
Milwaukee, WI 53210