



SENIOR, RESERVE & YOUTH TEAM FOOTBALL

DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN LEAGUE MATCHES ONLY – PLAYERS AND TEAM OFFICIALS

As set out in the schedule hereto for Players and Team Officials associated with Clubs playing teams in Senior, Reserve & Youth divisions of the National Leagues and the Adran North/South

SEASON 2024/2025

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) Caution Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) Sending-off Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

- (c) If a Referee omits to show the appropriate card when taking action against a player or team official, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

2. CAUTION OFFENCES

A player or team official who has been cautioned in any match will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player or team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

3. SENDING-OFF OFFENCES

A player or team official who has been sent-off in a match under the provisions of Law 12 will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) That the player or team official will be subject to the agreed standard punishment (see Section 6 for players or Section 7 for team officials). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player or team official cautioned or sent-off in a match, the club, on behalf of the individual, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player or team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player or team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.

- (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play and/or participate in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player or team official play and/or participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
 - (i) The claim is rejected - the player or team official reported by the referee serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the player or team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

5. CLAIMS OF WRONGFUL DISMISSAL

- (a) A player or team official and their club may seek to limit the disciplinary consequences of the dismissal of a player or team official from the Field-of-Play by demonstrating to this Association that the dismissal was wrongful.
- (b) A Claim of Wrongful Dismissal may be lodged only for on-field offences which result in a sending-off, except for two cautions leading to a dismissal.
- (c) The club, on behalf of the player or team official, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. A Claim will only be successful if the Panel is satisfied that the Referee made an obvious error in dismissing the player or team official. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the player's or team official's dismissal from the field of play will remain on the record of the player or team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player or team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player or team official play and/or participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
 - (i) The claim is rejected - the player or team official serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) or Section 7(f) (as the case may be) will not be invoked in relation to this dismissal if the player or team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

6. PUNISHMENTS FOR PLAYERS

(a) Caution Offences

- (i) If a player accumulates five (5) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period

covered by its opening match and final match of the 2024/2025/2025 Season, subject to section 6(h).

- (ii) If a player accumulates ten (10) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next TWO (2) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025/2025 Season, subject to section 6(h).
- (iii) If a player accumulates fifteen (15) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next THREE (3) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).
- (iv) If a player accumulates twenty (20) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next FOUR (4) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The player shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further five (5) cautions recorded against a player.
- (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a MATCH SUSPENSION (see Section 10).
- (vi) The player must serve the suspension with the club at which the player holds a valid registration.
- (vii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (viii) Any player found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Players Sent-off Under Law 12 (7)**

- (i) A player who is dismissed from the Field of Play for a second cautionable offence after having received a caution will be suspended automatically with

immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

- (ii) As set out in Law 10 of the IFAB Laws of the Game, if a player receives a second caution during kicks from the penalty mark to determine the outcome of the match, the player will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the player has accumulated in the league competition. The player will also be liable for the second administration fee of £12.00.
- (iii) If the player receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 6(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £12.00 from the caution received during the match and the administration fee of £12.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the Field of Play for denying a goal or an obvious goal scoring opportunity to an opponent whose overall movement is towards the offender's goal or by handling the ball, will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(d) **Players Sent-off Under Law 12 (6)**

- (i) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures not directed towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time the player has missed his/her club's next TWO (2) recognised matches in the same League

Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- (ii) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time the player has missed his/her club's next THREE (3) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the Field of play for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the player has missed his/her club's next THREE (3) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season in the same League Competition and an Open Friendly match, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season in the same League Competition and an Open Friendly match will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 6(h), all suspensions from League Competitions will remain separate and only applicable to that specific League Competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the player received their suspension.

In addition, where a player receives a suspension (as set out in these Procedures) from an Open Friendly match (see section 10), this must be measured by player's next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Should a player transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the player and will be served at the new club at which the player is registered, and measured by the player's new club's matches in the same, or equivalent, League Competition, as determined by the FAW.

(i) **National League Play Off's**

If any of the National League competitions run a play-off at the end of each season, this competition will be a standalone competition from the league from a disciplinary perspective only. Therefore, the following will apply:

- (i) Any suspension received in the regular season from a sending off or accumulation of cautions will not be applicable in the Play-Offs. These suspensions will be carried over and must be served at the commencement of the next following season with the club at which the player is registered and measured by the players club's matches in the same League Competition. For clarity, the individual would be eligible to participate in the Play-Offs in these circumstances.
- (ii) The FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches shall apply to the Play-Offs in National League competitions. The following exceptions will apply for the National League Play-Offs:
 - a. Any player who receives a suspension for a sending off or an accumulation of cautions in the National League Play-Offs will be suspended for the next match in the Play-Offs.
 - b. If the players club has been knocked out of the Play-Off's, or the Play-Offs have been completed, then the suspension will commence the next following season and be applicable to league competitions only.

If there is any discrepancy in this section 6(i)(ii) and any section in the FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches, then this section shall prevail.

For clarity, section 6(i) is **only** applicable in a National League Play-Off competition.

(j) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or

- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Laws of the Game whilst on the field of play which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 6(j)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 6(j)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(k) **Payment to Players Under Suspension**

Clubs must not pay a player more than their basic wage during the period of a suspension.

(l) **Clubs Imposing Fines**

Clubs may fine players for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(m) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the player to complete their suspension and thus qualify them to play in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(n) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £12.00 administration fee from the players concerned. Clubs will have 31 calendar days to make the payment for each player's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the player will become ineligible from playing in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by

the FAW, the club will automatically have this suspension removed with immediate effect.

(o) **Abandoned Matches**

- (i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed
- (ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(p) **Team(s) Withdrawal from the League**

- (i) Where a team withdraws from the League before completing all of its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in the matches in that team's matches will remain on the record of the player/official sanctioned.
- (ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

7. PUNISHMENTS FOR TEAM OFFICIALS

(a) **Caution Offences**

- (i) If a team official accumulates three (3) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).
- (ii) If a team official accumulates six (6) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).
- (iii) If a team official accumulates nine (9) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this

Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).

- (iv) If a team official accumulates twelve (12) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next FOUR (4) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The team official shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further three (3) cautions recorded against a team official.
- (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 10).
- (vi) The team official must serve the suspension with the club at which the team official committed the suspension offence.
- (vii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the following season.
- (viii) Any team official found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Sending Off resulting in a One Match Suspension**

- (i) Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).
 - *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
 - *receiving a second caution in the same match*
 - *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*

- (ii) As set out in Law 10 of the IFAB Laws of the Game, if a team official receives a second caution during kicks from the penalty mark to determine the outcome of the match, the team official will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the team official has accumulated in the league competition. The team official will also be liable for the second administration fee of £12.00.
- (iii) If the team official receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 7(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £12.00 from the caution received during the match and the administration fee of £12.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately leaving the technical area to:*
 - i. *show dissent towards, or remonstrate with, a match official*
 - ii. *act in a provocative or inflammatory manner*
 - iii. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the video operation room (VOR)*
- *entering the field of play to interfere with play, an opposing player or match official*
- *entering the field of play to confront a match official (including at half-time and full-time)*

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the

suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately throwing/kicking an object onto the field of play*
 - *physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, spectator or any other person (e.g. ball boy/girl, security or competition official etc.)*
 - *violent conduct*

(e) **Sending's Off not detailed**

- (i) Any team official dismissed from the Technical Area for a reason not set out in section 7(b), (c) & (d), will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only for at least ONE (1) recognised match in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).
- (ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:
 - (a) A one Match Suspension as set out in 7(e)(i) shall suffice and there should be no further suspension; or
 - (b) That the standard one Match Suspension as set out in 7(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.
- (iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Sections 4 and 5. In this procedure set out in 7(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.
- (iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.
- (v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii) and the sending off is subject to section 7(e), then the same Disciplinary Panel will consider the sanction.
- (vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.

(f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same League Competition or an Open Friendly, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season in the same League Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 7(h), all suspensions from League Competitions will remain separate and only applicable to that specific League Competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the team official received their suspension.

In addition, where a team official receives a suspension (as set out in these Procedures) from an Open Friendly match (see section 10). This must be measured by the team official's next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Should a team official transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the official and will be served at the new club at which the official is registered, and measured by the official's new club's matches in the same, or equivalent League Competition, as determined by the FAW.

(i) **National League Play Off's**

If any of the National League competitions run a play-off at the end of each season, this will be a standalone competition from the league from a disciplinary perspective only. Therefore, the following will apply:

(i) Any suspension received in the regular season from a sending off or accumulation of cautions will not be applicable in the Play-Offs. These suspensions will be carried over and must be served at the commencement of the next following season with the club at which the team official is registered and measured by club with which the team official committed the offence. For clarity, the individual would be eligible to participate in the National League Play-Offs in these circumstances.

(ii) The FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches shall apply to the National League Play-Offs competition. The following exceptions will apply for the National League Play-Off's:

a. Any team official who receives a suspension for a sending off or an accumulation of cautions in the National League Play-Offs will be suspended for the next match in the National League Play-Offs.

- b. If the team officials club has been knocked out of the Play-Offs, or the Play-Offs have been completed, then the suspension will commence the next following season and be applicable to league competitions only.

If there is any discrepancy in this section 7(i)(ii) and any section in the FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches, then this section shall prevail.

For clarity, section 7(i) is **only** applicable in a National League Play-Off competition.

(j) **FAW Rule 38**

In special cases where:-

- (h) a match official's report indicates a serious breach of the Laws of the Game, or
- (h) a team official commits an act of misconduct and/or a sending-off offence as set out in the Laws of the Game whilst on the field of play and/or in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 7(j)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 7(j)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(k) **Clubs Imposing Fines**

Clubs may fine team officials for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(l) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the team official to complete their suspension and thus qualify them to participate in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(m) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £12.00 administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the team official will become ineligible from participating in **any**

Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd July 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(n) *Deliberately left blank*

(o) **Abandoned Matches**

- (i) **any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed**
- (ii) **Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.**

(p) **Team(s) Withdrawal from the League**

- (i) Where a team withdraws from the League before completing all of its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in the matches in that team's matches will remain on the record of the player/official sanctioned.
- (ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

8. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS AND TEAM OFFICIALS

- (a) The FAW will prefer a charge of misconduct under FAW Rule 38.1.1 against a club if they receive six or more cautions and sending's off in the same match. The club may be required to appear before a FAW Disciplinary Panel and shall be liable to be warned and/or fined. In addition, the Panel shall be entitled to make an order as to costs against the club.

In accordance with the IFAB Laws of the Game, the decisions of the Match Official shall be final and will not be reviewed by the FAW Disciplinary Panel.

- (b) The Football Association of Wales reserves the right to prefer a charge against a club at any time during the season arising from field offences committed by players and/or team officials of the club.

9. SUSPENSIONS IMPOSED UNDER THESE REGULATIONS

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see section 10). The only exception is where a team official receives a suspension for an accumulation of cautions. In this instance, the category of suspension will be a Touchline Suspension (see section 10).
- (b) Any suspension imposed on a player may only be served whilst the player holds a registration with a football club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club with which the player has transferred to has completed the required number of matches in Approved Competitions.
- (c) Any suspension imposed on a team official may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the club with which the team official has transferred or registered to, has completed the required number of matches in Approved Competitions.

10. DEFINITIONS

i BUSINESS DAY

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

ii. CLOSED FRIENDLY MATCH

A game of Association Football (or a modified version of the game) which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

iii. MATCH SUSPENSION

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.

3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match, except for a player or team official receiving a suspension from an accumulation of cautions or a sending-off in an FAW Cup Competition who will not be suspended for Open Friendly Matches.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iv. **OPEN FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

v. **TOUCHLINE SUSPENSION**

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.
4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and

will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such persons.

APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

For teams playing in:-	£ Fee payable (inclusive of VAT)
The Cymru Premier	400.00
The Cymru North & South	250.00
The FAW Ardal Leagues	200.00
The Adran Premier	200.00
The Adran North & South	150.00

APPENDIX 2

APPROVED COMPETITIONS

Leagues

The Cymru Premier
The Cymru North
The Cymru South
The Adran Premier
The FAW Ardal Leagues
The Adran North
The Adran South
The FAW Youth League
The FAW Reserve League
The FAW Development League
The Adran North u19s
The Adran South u19s

SENIOR, RESERVE & YOUTH TEAM FOOTBALL



DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN CUP MATCHES ONLY – PLAYERS AND TEAM OFFICIALS

As set out in the schedule hereto for Players and Team Officials associated with Clubs playing teams in the Cup Competitions under the direct jurisdiction of the Football Association of Wales

SEASON 2024/2025

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) Caution Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) Sending-off Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(c) If a Referee omits to show the appropriate card when taking action against a player or team official, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

2. CAUTION OFFENCES

A player or team official who has been cautioned in any match will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player or team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

3. SENDING-OFF OFFENCES

A player or team official who has been sent-off in a match under the provisions of Law 12 will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) That the player or team official will be subject to the agreed standard punishment (see Section 6 for players or Section 7 for team officials). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player or team official cautioned or sent-off in a match, the club, on behalf of the individual, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player or team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player or team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play and/or participate in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player or team official play and/or participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
 - (i) The claim is rejected - the player or team official reported by the referee serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the player or team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

5. CLAIMS OF WRONGFUL DISMISSAL

- (a) A player or team official and their club may seek to limit the disciplinary consequences of the dismissal of a player or team official from the Field-of-Play by demonstrating to this Association that the dismissal was wrongful.

- (b) A Claim of Wrongful Dismissal may be lodged only for on-field offences which result in a sending-off, except for two cautions leading to a dismissal.
- (c) The club, on behalf of the player, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. A Claim will only be successful if the Panel is satisfied that the Referee made an obvious error in dismissing the player or team official. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the player's or team official's dismissal from the field of play will remain on the record of the player or team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player or team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player or team official play and/or participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
 - (i) The claim is rejected - the player or team official serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) or Section 7(f) (as the case may be) will not be invoked in relation to this dismissal if the player or team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

6. PUNISHMENTS FOR PLAYERS

(a) Caution Offences

- (i) If a player accumulates two (2) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match in the Cup Competition and final match in the same Cup Competition of the 2024/2025 Season, subject to section 6(h).
- (ii) If a player accumulates four (4) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised

match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).

- (iii) If a player accumulates six (6) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).
- (iv) If a player accumulates eight (8) recorded cautions in the same Cup Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The player shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further two (2) cautions recorded against a player.
- (v) After the completion of the Preliminary Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all players being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
 - any player who receives a suspension resulting from an accumulation of cautions in the last match of a Preliminary Round **will** be suspended for the same Cup Competitions in the First-Round proper; and
 - any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(m) of these Procedures).
- (vi) After the completion of the Quarter Final Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all players being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
 - any player who receives a suspension resulting from an accumulation of cautions in the Quarter Final match **will** be suspended for the same Cup Competitions Semi-Final; and
 - any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(m) of these Procedures).
- (vii) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- (viii) The player must serve the suspension with the club at which the player holds a valid registration.
- (ix) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (x) Any player found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Players Sent-off Under Law 12 (7)**

- (i) A player who is dismissed from the Field of Play for a second cautionable offence after having received a caution will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

- (ii) As set out in Law 10 of the IFAB Laws of the Game, if a player receives a second caution during kicks from the penalty mark to determine the outcome of the match, the player will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the player has accumulated in the cup competition. The player will also be liable for the second administration fee of £12.00.
- (iii) If the player receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 6(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £12.00 from the caution received during the match and the administration fee of £12.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the Field of Play for denying a goal or an obvious goal scoring opportunity to an opponent whose overall movement is towards the offender's goal or by handling the ball, will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the

suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(d) **Players Sent-off Under Law 12 (6)**

(i) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures not directed towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same Cup Competition and Open Friendly matches (see section 10) only, until such time the player has missed his/her club's next TWO (2) recognised matches in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

(ii) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same Cup Competition and Open Friendly matches (see section 10) only, until such time the player has missed his/her club's next THREE (3) recognised matches in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the Field of play for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next THREE (3) recognised matches in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season in the same Cup Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season in the same Cup Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 6(h), all suspensions from Cup Competitions will remain separate and only applicable to that specific Cup Competition. Therefore, any suspension imposed under these procedures will only be applicable to the Cup Competition in which the player received their suspension.

(h) **Outstanding Suspensions**

Should a player transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the player and will be served at the new club at which the player is registered, measured by the player's new club's matches in the same, or equivalent, Cup Competition, as determined by the FAW.

(i) **National League Play Off's**

If any of the National League competitions run a play-off at the end of each season, this Play-Off competition will be a standalone competition from the league from a disciplinary perspective only. Therefore, the following will apply:

- (i) Any suspension received in the regular season from a sending off or accumulation of cautions will not be applicable in the Play-Offs. These suspensions will be carried over and must be served at the commencement of the next following season with the club at which the player is registered and measured by the players club's matches in the same League Competition. For clarity, the individual would be eligible to participate in the National League Play-Offs in these circumstances.
- (ii) The FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches shall apply to the National League Play-Offs competition. The following exceptions will apply for the National League Play-Offs:
 - a. Any player who receives a suspension for a sending off or an accumulation of cautions in the National League Play-Offs will be suspended for the next match in the National League Play-Offs.
 - b. If the players club has been knocked out of the Play-Off's, or the Play-Offs have been completed, then the suspension will commence the next following season and be applicable to league competitions only.

If there is any discrepancy in this section 6(i)(ii) and any section in the FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches, then this section shall prevail.

For clarity, section 6(i) is **only** applicable in a National League Play-Off competition.

(j) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Laws of the Game whilst on the field of play which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 6(j)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 6(j)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(k) **Payment to Players Under Suspension**

Clubs must not pay a player more than their basic wage during the period of a suspension.

(l) **Clubs Imposing Fines**

Clubs may fine players for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(m) **Collection of Administration Fees**

It will be the responsibility of the club to collect the **£12.00** administration fee from the players concerned. Clubs will have 31 calendar days to make the payment for each player's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the player will become ineligible from playing in ANY Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Football Association of Wales from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be

removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(n) *Deliberately left blank*

(o) **Abandoned Matches**

- (i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed
- (ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(p) **Team(s) Withdrawal from the League**

- (i) Where a team withdraws from the League before completing all of its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in the matches in that team's matches will remain on the record of the player/official sanctioned.
- (ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

7. PUNISHMENTS FOR TEAM OFFICIALS

(a) **Caution Offences**

- (i) If a team official accumulates two (2) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match in the Cup Competition and final match in the same Cup Competition of the 2024/2025 Season, subject to section 7(h).
- (ii) If a team official accumulates four (4) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).

- (iii) If a team official accumulates six (6) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).
- (iv) If a team official accumulates eight (8) recorded cautions in the same Cup Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The team official shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further two (2) cautions recorded against a team official.
- (v) After the completion of the Preliminary Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all team officials being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
- any team official who receives a suspension resulting from an accumulation of cautions in the Preliminary Round **will** be suspended for the same Cup Competition in the First Round proper; and
 - any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 7(l) of these Procedures).
- (vi) After the completion of the Quarter Final Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all team officials being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
- any team official who receives a suspension resulting from an accumulation of cautions in the Quarter Final match **will** be suspended for the same Cup Competitions Semi-Final; and
 - any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 7(l) of these Procedures).
- (vii) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 10).

- (viii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (ix) Any team official found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Sending Off resulting in a One Match Suspension**

- (i) Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition matches only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).
 - *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
 - *receiving a second caution in the same match*
 - *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*
- (ii) As set out in Law 10 of the IFAB Laws of the Game, if a team official receives a second caution during kicks from the penalty mark to determine the outcome of the match, the team official will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the team official has accumulated in the cup competition. The team official will also be liable for the second administration fee of £12.00.
- (iii) If the team official receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 7(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £12.00 from the caution received during the match and the administration fee of £12.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).

The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately leaving the technical area to:*
 - i. *show dissent towards, or remonstrate with, a match official*
 - ii. *act in a provocative or inflammatory manner*
 - iii. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the video operation room (VOR)*
- *entering the field of play to interfere with play, an opposing player or match official*
- *entering the field of play to confront a match official (including at half-time and full-time)*

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately throwing/kicking an object onto the field of play*
- *physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, spectator or any other person (e.g. ball boy/girl, security or competition official etc.)*
- *violent conduct*

(e) **Sending's Off not detailed**

(i) Any team official dismissed from the Technical Area for a reason not set out in section 7(b), (c) & (d), will be suspended automatically with immediate effect from the same Cup Competition only for at least ONE (1) recognised match in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

(ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:

- (a) A one Match Suspension as set out in 7(e)(i) shall suffice and there should be no further suspension; or

(b) That the standard one Match Suspension as set out in 7(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.

(iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Section 4 and 5. In this procedure set out in 7(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.

(iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.

(v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii) and the sending off is subject to section 7(e), then the same Disciplinary Panel will consider the sanction.

(vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.

(f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same Cup Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season in the same Cup Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 7(h), all suspensions from Cup Competitions will remain separate and only applicable to that specific Cup Competition. Therefore, any suspension imposed under these procedures will only be applicable to the Cup Competition in which the team official received their suspension.

(h) **Outstanding Suspensions**

Should a team official transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the official and will be served at the new club at which the official is registered, and measured by the official's new club's matches in the same, or equivalent Cup Competition, as determined by the FAW.

(i) **National League Play Off's**

If any of the National League competitions run a play-off at the end of each season, this Play-Off competition will be a standalone competition from the league from a disciplinary perspective only. Therefore, the following will apply:

- (i) Any suspension received in the regular season from a sending off or accumulation of cautions will not be applicable in the Play-Offs. These suspensions will be carried over and must be served at the commencement of the next following season with the club at which the team official is registered and measured by club with which the team official committed the offence. For clarity, the individual would be eligible to participate in the National League Play-Offs in these circumstances.
- (ii) The FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches shall apply to the National League Play-Offs competition. The following exceptions will apply for the National League Play-Off's:
 - a. Any team official who receives a suspension for a sending off or an accumulation of cautions in the National League Play-Offs will be suspended for the next match in the National League Play-Offs.
 - b. If the team officials club has been knocked out of the Play-Offs, or the Play-Offs have been completed, then the suspension will commence the next following season and be applicable to league competitions only.

If there is any discrepancy in this section 7(i)(ii) and any section in the FAW's Disciplinary Procedures Concerning Field Offences in Cup Matches, then this section shall prevail.

For clarity, section 7(i) is **only** applicable in a National League Play-Off competition.

(j) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a team official commits an act of misconduct and/or a sending-off offence as set out in the Laws of the Game whilst on the field of play and/or in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 7(j)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 7(j)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(k) **Clubs Imposing Fines**

Clubs may fine team officials for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(l) **Collection of Administration Fees**

It will be the responsibility of the club to collect the **£12.00** administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the team official will become ineligible from playing in ANY Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Football Association of Wales from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(m) *Deliberately left blank*

(n) *Deliberately left blank*

(o) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(p) **Team(s) Withdrawal from the League:**

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.

(ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

8. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS AND TEAM OFFICIALS

- (a) The FAW will prefer a charge of misconduct under FAW Rule 38.1.1 against a club if they receive six or more cautions and sending's off in the same match. The club may be required to appear before a FAW Disciplinary Panel and shall be liable to be warned and/or fined. In addition, the Panel shall be entitled to make an order as to costs against the club.

In accordance with the IFAB Laws of the Game, the decisions of the Match Official shall be final and will not be reviewed by the FAW Disciplinary Panel.

- (b) The Football Association of Wales reserves the right to prefer a charge against a club at any time during the season arising from field offences committed by players and/or team officials of the club.

9. SUSPENSIONS IMPOSED UNDER THESE REGULATIONS

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see section 10). The only exception is where a team official receives a suspension for an accumulation of cautions. In this instance, the category of suspension will be a Touchline Suspension (see section 10).
- (b) Any suspension imposed may only be served whilst the player holds a registration with a football club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club with which the player has transferred to has completed the required number of matches in Approved Competitions.
- (c) Any suspension imposed on a team official may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the new club to which the team official has transferred, has completed the required number of matches in Approved Competitions.

10. DEFINITIONS

i BUSINESS DAY

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

ii. CLOSED FRIENDLY MATCH

A game of Association Football (or a modified version of the game) which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

iii. **MATCH SUSPENSION**

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match, except for a player or team official receiving a suspension from an accumulation of cautions or a sending-off in an FAW Cup Competition who will not be suspended for Open Friendly Matches.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iv. **OPEN FRIENDLY MATCH**

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

v. **TOUCHLINE SUSPENSION**

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.
4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such persons.

APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

For teams playing in:-	£ Fee payable (inclusive of VAT)
The Cymru Premier	400.00
The Cymru North & South	250.00
The FAW Ardal Leagues	200.00
The Adran Premier	200.00
Teams who have a first team that compete in the English Premier League, English Football League or the English National League	400.00
The Adran North, Adran South and any other team not accounted for in the above	150.00

APPENDIX 2

APPROVED COMPETITIONS

Cup Competitions

The FAW Welsh Cup (Men's)
The FAW Welsh Cup (Women's)
The FAW Amateur Trophy
The Welsh Blood Service League Cup
The FAW Reserve League Cup
The FAW Youth Cup
The Nathaniel MG Cup
The Ardal North Cup
The Ardal South Cup
The Adran Trophy
The Cymru Premier Playoffs



ACADEMY TEAM FOOTBALL

DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN LEAGUE MATCHES ONLY – PLAYERS AND TEAM OFFICIALS

As set out in the schedule hereto for Players and Team Officials associated with
Clubs playing teams in Academy divisions of the National Leagues

SEASON 2024/2025

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) Caution Offences

Referees must submit to the Football Association of Wales within 2 (two) hours after the completion of the match, stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(b) Sending-off Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match, stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

- (c) If a referee omits to show the appropriate card when taking action against a player or team official, this will not nullify the caution or sending-off offence. However, the attention of the referee will be drawn to the correct procedure.

2. CAUTION OFFENCES

A player or team official who has been cautioned in any match will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player or team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£4.00** will be charged to the player or **£12.00** for a team official through the club for the cost of processing each report.

3. SENDING-OFF OFFENCES

A player or team official who has been sent-off in a match under the provisions of Law 12 will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the referee;
- (b) That the player or team official will be subject to the agreed standard punishment (see Section 6 for players or Section 7 for team officials). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£4.00** will be charged to the player or **£12.00** for a team official through the club for the cost of processing each report.

4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player or team official cautioned or sent-off in a match, the club, on behalf of the individual, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player or team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player or team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play and/or participate in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) here below, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player or team official play and/or participate in a match without the appropriate notification having being lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
 - (i) The claim is rejected - the player or team official reported by the referee serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the player or team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

5. CLAIMS OF WRONGFUL DISMISSAL

- (a) A player or team official and their club may seek to limit the disciplinary consequences of the dismissal of a player or team official from the Field-of-Play by demonstrating to this Association that the dismissal was wrongful.
- (b) A Claim of Wrongful Dismissal may be lodged only for on-field offences which result in a sending-off, except for two cautions leading to a dismissal.

- (c) The club, on behalf of the player or team official, must:-
- (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. A Claim will only be successful if the Panel is satisfied that the Referee made an obvious error in dismissing the player or team official. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the player's or team official's dismissal from the field of play will remain on the record of the player or team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player or team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
- (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player or team official play and/or participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
 - (i) The claim is rejected - the player or team official serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) or Section 7(f) (as the case may be) will not be invoked in relation to this dismissal if the player or team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

6. PUNISHMENTS FOR PLAYERS

- (a) **Caution Offences**
 - (i) If a player accumulates five (5) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition under the direct jurisdiction of the Football Association of Wales (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).
 - (ii) If a player accumulates ten (10) cautions in the same League Competition under the direct disciplinary jurisdiction of this Association anytime during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next TWO (2) recognised matches in the same League Competition under the direct jurisdiction of the Football Association of Wales (see Appendix 2) during

the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).

- (iii) If a player accumulates fifteen (15) recorded cautions in the same League Competition under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next THREE (3) recognised matches in the same League Competition under the direct jurisdiction of the Football Association of Wales during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).
- (iv) If a player accumulates twenty (20) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same League Competition only, until such time as the player has missed his/her club's next FOUR (4) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The player shall **also** be required to attend a meeting of a Disciplinary Panel to consider any additional sanction(s). The same procedure will apply for every further five (5) cautions recorded against a player.
- (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a MATCH SUSPENSION (see Section 10).
- (vi) The player must serve the suspension with the club at which the player holds a valid registration.
- (vii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (viii) Any player found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Players Sent-off Under Law 12 (7)**

- (i) A player who is dismissed from the Field of Play for a second cautionable offence after having received a caution will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

- (ii) As set out in Law 10 of the IFAB Laws of the Game, if a player receives a second caution during kicks from the penalty mark to determine the outcome of the match, the player will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the player has accumulated in the league competition. The player will also be liable for the second administration fee of £4.00.
- (iii) If the player receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 6(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £4.00 from the caution received during the match and the administration fee of £4.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the Field of Play for denying a goal or an obvious goal scoring opportunity to an opponent whose overall movement is towards the offender's goal by an offence punishable by a free kick, or by deliberately handling the ball, will be suspended automatically **with immediate effect** from the same League Competition and Open Friendly Matches (see section 10) only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same League Competition under the direct jurisdiction of the Football Association of Wales (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(d) **Players Sent-off Under Law 12 (6)**

- (i) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures, not directed towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from the same League Competition and Open Friendly Matches (see section 10) only, until such time the player has missed his/her club's next TWO (2) recognised matches in the same League Competition under the direct jurisdiction of the Football Association of Wales (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(ii) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from the same League Competition and Open Friendly Matches (see section 10) only, until such time the player has missed his/her club's next THREE (3) recognised matches in the same League Competition under the direct jurisdiction of the Football Association of Wales (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the Field of play for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from the same League Competition and Open Friendly Matches (see section 10) only, until such time as the player has missed his/her club's next THREE (3) recognised matches in the same League Competition, under the direct jurisdiction of the Football Association of Wales (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season in the same League Competition and an Open Friendly match, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season in the same League Competition and an Open Friendly match will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 6(h), all suspensions from League Competitions will remain separate and only applicable to that specific League Competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the player received their suspension, save that the suspension for an Academy player will apply to all age groups the player is eligible to play in.

In addition, where a player receives a suspension (as set out in these Procedures) from an Open Friendly match (see section 10), this must be measured by player's next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Should a player transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the player and will be served at the new club at which the player is registered, and measured by the player's new club's matches in the same, or equivalent League Competition, as determined by the FAW.

Should a player have an outstanding suspension from the previous season and will no longer be eligible to participate in Academy football due to age restrictions for the following season, the player must serve his/her suspension with the club he/she next registers with, in a designated League Competition to be approved by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Laws of the Game whilst on the field of play which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 6(i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 6(i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Re-Arranged Matches**

A Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the player to complete their suspension and thus qualify them to play in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(k) **Collection of Administration Fees**

It will be the responsibility of the club to collect the administration fees from the players concerned. Clubs will have 31 calendar days to make the payment for each player's £4.00 administration fee as and from the date of the match. Should the club

fail to make the payment of the £4.00 administration fee within 31 calendar days, then the player will become ineligible from playing in all Association Football and Futsal matches until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £4.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(m) *Deliberately left blank*

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) **Team(s) Withdrawal from the League:**

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.

(ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

7. PUNISHMENTS FOR TEAM OFFICIALS

(a) **Caution Offences**

(i) If a team official accumulates three (3) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same League Competition (see Appendix 2) during the

period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).

- (ii) If a team official accumulates six (6) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).
 - (iii) If a team official accumulates nine (9) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).
 - (iv) If a team official accumulates twelve (12) recorded cautions in the same League Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same League Competition only, until such time as the team official has missed his/her club's next FOUR (4) recognised matches in the same League Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The team official shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further three (3) cautions recorded against a team official.
 - (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 10).
 - (vi) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
 - (vii) Any team official found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.
- (b) **Sending Off resulting in a One Match Suspension**
- (i) Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the team official has missed his/her club's next ONE (1)

recognised match in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
- *receiving a second caution in the same match*
- *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*

(ii) As set out in Law 10 of the IFAB Laws of the Game, if a team official receives a second caution during kicks from the penalty mark to determine the outcome of the match, the team official will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the team official has accumulated in the league competition. The team official will also be liable for the second administration fee of £12.00.

(iii) If the team official receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 7(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £12.00 from the caution received during the match and the administration fee of £12.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately leaving the technical area to:*
 - iv. *show dissent towards, or remonstrate with, a match official*
 - v. *act in a provocative or inflammatory manner*
 - vi. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the video operation room (VOR)*
- *entering the field of play to interfere with play, an opposing player or match official*

- *entering the field of play to confront a match official (including at half-time and full-time)*

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately throwing/kicking an object onto the field of play*
- *physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, spectator or any other person (e.g. ball boy/girl, security or competition official etc.)*
- *violent conduct*

(e) **Sending's Off not detailed**

- (i) Any team official dismissed from the Technical Area for a reason not set out in section 7(b), (c) & (d), will be suspended automatically with immediate effect from the same League Competition and Open Friendly matches (see section 10) only for at least ONE (1) recognised match in the same League Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).
- (ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:
 - (a) A one Match Suspension as set out in 7(e)(i) shall suffice and there should be no further suspension; or
 - (b) That the standard one Match Suspension as set out in 7(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.
- (iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Sections 4 and 5. In this

procedure set out in 7(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.

- (iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.
- (v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii) and the sending off is subject to section 7(e), then the same Disciplinary Panel will consider the sanction.
- (vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.

(f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same League Competition or an Open Friendly, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season in the same League Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 7(h), all suspensions from League Competitions will remain separate and only applicable to that specific League Competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the team official received their suspension, save that a suspension for an Academy team official will apply to all Academy age groups.

In addition, where a team official receives a suspension (as set out in these Procedures) from an Open Friendly match (see section 10), this must be measured by the team officials next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Should a team official transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the official and will be served at the new club at which the official is registered, and measured by the official's new club's matches in the same, or equivalent League Competition, as determined by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or

- (ii) a team official commits an act of misconduct and/or a sending-off offence as set out in the Laws of the Game whilst on the field of play and/or in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 7(i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 7(i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Clubs Imposing Fines**

Clubs may fine team officials for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(k) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the team official to complete their suspension and thus qualify them to participate in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(l) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £12.00 administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the team official will become ineligible from participating in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(m) *Deliberately left blank*

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) **Team(s) Withdrawal from the League:**

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.

(ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

8. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS AND TEAM OFFICIALS

- (a) The FAW will prefer a charge of misconduct under FAW Rule 38.1.1 against a club if they receive six or more cautions and sending's off in the same match. The club may be required to appear before a FAW Disciplinary Panel and shall be liable to be warned and/or fined. In addition, the Panel shall be entitled to make an order as to costs against the club.
In accordance with the IFAB Laws of the Game, the decisions of the Match Official shall be final and will not be reviewed by the FAW Disciplinary Panel.
- (b) The Football Association of Wales reserves the right to prefer a charge against a club at any time during the season arising from field offences committed by players and/or team officials of the club.

9. SUSPENSIONS IMPOSED UNDER THESE REGULATIONS

- (a) Unless otherwise ordered by a Judicial Body of the Football Association of Wales, the terms of the suspensions imposed under these entire regulations will be as set out under the category of 'MATCH SUSPENSION' (see section 10). The only exception is where a team official receives a suspension for an accumulation of cautions. In this instance, the category of suspension will be a Touchline Suspension (see section 10).
- (b) Any suspension imposed on a player may only be served whilst the player holds a registration with a football club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club to which the player has transferred, has completed the required number of matches in competitions approved by the Football Association of Wales.

- (c) Any suspension imposed on a team official may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the new club, to which the team official has transferred, has completed the required number of matches in Approved Competitions.

10. DEFINITIONS

i. BUSINESS DAY

Any day of the week except a Saturday or Sunday or public bank holiday in Wales

ii. CLOSED FRIENDLY MATCH

A game of Association Football (or a modified version of the game) which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

iii. MATCH SUSPENSION

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match, except for a player or team official receiving a suspension from an accumulation of cautions or a sending-off in an FAW Cup Competition who will not be suspended for Open Friendly Matches.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iv. OPEN FRIENDLY MATCH

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

v. TOUCHLINE SUSPENSION

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.
4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such persons.

Appendix 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal for an Academy team is:

For clubs with First Teams playing in:-	£ Fee payable (Inclusive of VAT)
Cymru Premier League	£400.00
Cymru North & South	£250.00
The Ardal Leagues	£200.00

For any clubs that are not accounted for in the leagues above, please refer to FAW Rule 43.2.3 for the appropriate fee.

Appendix 2

APPROVED COMPETITIONS

Leagues

The FAW Academy League Under 16s North
The FAW Academy League Under 16s South
The FAW Academy League Under 15s North
The FAW Academy League Under 15s South
The FAW Academy League Under 14s North
The FAW Academy League Under 14s South
The FAW Academy League Under 13s North
The FAW Academy League Under 13s South
The FAW Academy League Under 12s North
The FAW Academy League Under 12s South

ACADEMY TEAM FOOTBALL

DISCIPLINARY PROCEDURES CONCERNING FIELD OFFENCES IN CUP MATCHES ONLY – PLAYERS AND TEAM OFFICIALS

As set out in the schedule hereto for Players and Team Officials associated with Clubs playing in Academy football Cup Competitions affiliated to leagues under the jurisdiction of the Football Association of Wales

SEASON 2024/2025

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) **Caution Offences**

Referees must submit to the Football Association of Wales within 2 (two) hours after the completion of the match, stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(b) **Sending-off Offences**

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the completion of the match, stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(c) If a referee omits to show the appropriate card when taking action against a player or team official, this will not nullify the caution or sending-off offence. However, the attention of the referee will be drawn to the correct procedure.

2. CAUTION OFFENCES

A player or team official who has been cautioned in any match will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player or team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£4.00** will be charged to the player or **£12.00** for a team official through the club for the cost of processing each report.

3. SENDING-OFF OFFENCES

A player or team official who has been sent-off in a match under the provisions of Law 12 will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the referee;
- (b) That the player or team official will be subject to the agreed standard punishment (see Section 6 for players or Section 7 for team officials). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£4.00** will be charged to the player or **£12.00** for a team official through the club for the cost of processing each report.

4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player or team official cautioned or sent-off in a match, the club, on behalf of the individual, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player or team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player or team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play and/or participate in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player or team official play and/or participate in a match without the appropriate notification having being lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
 - (i) The claim is rejected - the player or team official reported by the referee serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the player or team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

5. CLAIMS OF WRONGFUL DISMISSAL

- (a) A player or team official and their club may seek to limit the disciplinary consequences of the dismissal of a player or team official from the Field-of-Play by demonstrating to this Association that the dismissal was wrongful.
- (b) A Claim of Wrongful Dismissal may be lodged only for on-field offences which result in a sending-off, except for two cautions leading to a dismissal.

- (c) The club, on behalf of the player, must:-
- (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. A Claim will only be successful if the Panel is satisfied that the Referee made an obvious error in dismissing the player or team official. It must be noted that in accordance with the Laws of the Game, the match referee's decision is final and the player's or team official's dismissal from the field of play will remain on the record of the player or team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player or team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
- (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player or team official play and/or participate in a match without the appropriate notification having being lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
 - (i) The claim is rejected - the player or team official serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) or Section 7(f) (as the case may be) will not be invoked in relation to this dismissal if the player or team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

6. PUNISHMENTS FOR PLAYERS

- (a) **Caution Offences**
 - (i) If a player accumulates two (2) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition **only**, until such time as the player has missed his/her club's next ONE (1) recognised **match** in the same Cup Competition (see Appendix 2) during the period covered by its opening match in the Cup Competition and final match in the same Cup Competition of the 2024/2025 Season, subject to section 6(h).
 - (ii) If a player accumulates four (4) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition **only**, until such time as the player has missed his/her club's next ONE (1) recognised **match** in the same Cup Competition (see

Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).

- (iii) If a player accumulates six (6) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition **only**, until such time as the player has missed his/her club's next ONE (1) recognised **match** in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).
- (iv) If a player accumulates eight (8) recorded cautions in the same Cup Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect from the same Cup Competition **only**, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The player shall **also** be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further two (2) cautions recorded against a player.
- (v) After the completion of the Preliminary Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all players being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
 - any player who receives a suspension resulting from an accumulation of cautions in the last match of a Preliminary Round **will** be suspended for the same Cup Competitions in the First-Round proper; and
 - any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(k) of these Procedures).
- (vi) After the completion of the Quarter Final Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all players being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
 - any player who receives a suspension resulting from an accumulation of cautions in the Quarter Final match **will** be suspended for the same Cup Competitions Semi-Final; and
 - any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 6(k) of these Procedures).
- (vii) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a MATCH SUSPENSION (see Section 10).
- (viii) The player must serve the suspension with the club at which the player holds a valid registration.

- (ix) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (x) Any player found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Players Sent-off Under Law 12 (7)**

- (i) A player who is dismissed from the Field of Play for a second cautionable offence after having received a caution will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the player has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

- (ii) As set out in Law 10 of the IFAB Laws of the Game, if a player receives a second caution during kicks from the penalty mark to determine the outcome of the match, the player will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the player has accumulated in the cup competition. The player will also be liable for the second administration fee of £4.00.
- (iii) If the player receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 6(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £4.00 from the caution received during the match and the administration fee of £4.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the Field of Play for denying a goal or an obvious goal scoring opportunity to an opponent whose overall movement is towards the offender's goal or by handling the ball, will be suspended automatically **with immediate effect** from the same Cup Competition **only**, until such time as the player has missed his/her club's next ONE (1) recognised **match** in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(d) **Players Sent-off Under Law 12 (6)**

(i) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures not towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from the same Cup Competition **only**, until such time the player has missed his/her club's next TWO (2) recognised **matches** in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(ii) A player who is dismissed from the Field of Play for using offensive, insulting or abusive language/gestures towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from the same Cup Competition **only**, until such time the player has missed his/her club's next THREE (3) recognised **matches** in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the Field of Play for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from the same Cup Competition **only**, until such time as the player has missed his/her club's next THREE (3) recognised **matches** in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

The player must serve the suspension with the club at which the player holds a valid registration.

(f) **Additional Sendings-off**

Players dismissed from the field of play for a second time in the same Season in the same Cup Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season in the same Cup Competition will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 6(h), all suspensions from Cup Competitions will remain separate and only applicable to that specific Cup Competition. Therefore, any suspension imposed under these procedures will only be applicable to the Cup Competition in which the player received their suspension, save that the suspension for an Academy player will apply to all age groups the player is eligible to play in.

(h) **Outstanding Suspensions**

Should a player transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the player and will be served at the new club at which the player is registered, measured by the player's new club's matches in the same, or equivalent, Cup Competition as determined by the FAW.

Should a player have an outstanding suspension from the previous season and will no longer be eligible to participate in Academy football due to age restrictions for the following season, the player must serve his/her suspension with the club he/she next registers with, in a designated Cup Competition to be approved by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Laws of the Game whilst on the field of play which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 6(i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 6(i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Re-Arranged Matches**

A Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the player to complete their suspension and thus qualify them to play in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(k) **Collection of Administration Fees**

It will be the responsibility of the club to collect the administration fees from the players concerned. Clubs will have 31 calendar days to make the payment for each player's **£4.00** administration fee as and from the date of the match. Should the club fail to make the payment of the **£4.00** administration fee within 31 calendar days, then the player will become ineligible from playing in ANY Association Football and Futsal matches until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £4.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(l) *Deliberately left blank*

(m) *Deliberately left blank*

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) **Team(s) Withdrawal from the League:**

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.

(ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

7. PUNISHMENTS FOR TEAM OFFICIALS

(a) **Caution Offences**

(i) If a team official accumulates two (2) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised

match in the same Cup Competition (see Appendix 2) during the period covered by its opening match in the Cup Competition and final match in the same Cup Competition of the 2024/2025 Season, subject to section 7(h).

- (ii) If a team official accumulates four (4) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).
- (iii) If a team official accumulates six (6) recorded cautions in the same Cup Competition (see Appendix 2) which is under the direct disciplinary jurisdiction of this association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h).
- (iv) If a team official accumulates eight (8) recorded cautions in the same Cup Competition which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The team official shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanctions. The same procedure will apply for every further two (2) cautions recorded against a team official.
- (v) After the completion of the Preliminary Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all team officials being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
 - any team official who receives a suspension resulting from an accumulation of cautions in the Preliminary Round **will** be suspended for the same Cup Competition in the First Round proper; and
 - any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 7(k) of these Procedures).
- (vi) After the completion of the Quarter Final Round in all Cup Competitions listed in Appendix 2, the caution count shall be reset with all team officials being regarded as having zero (0) cautions attributed to them. For the avoidance of doubt, the following will still apply:
 - any team official who receives a suspension resulting from an accumulation of cautions in the Quarter Final match **will** be suspended for the same Cup Competitions Semi-Final; and

- any £12.00 administration fee accumulated in previous rounds for any caution **will** need to be paid within 31 days of the match (as set out in 7(k) of these Procedures).
- (vii) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 10).
- (viii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the following season.
- (ix) Any team official found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.
- (b) **Sending Off resulting in a One Match Suspension**
 - (i) Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition matches only, until such time as the team official has missed his/her club's next ONE (1) recognised match in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).
 - *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
 - *receiving a second caution in the same match*
 - *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*
 - (ii) As set out in Law 10 of the IFAB Laws of the Game, if a team official receives a second caution during kicks from the penalty mark to determine the outcome of the match, the team official will not be dismissed from the field of play as the caution count from the match is reset before the shootout commences. Both cautions shall count towards the number of cautions that the team official has accumulated in the cup competition. The team official will also be liable for the second administration fee of £12.00.
 - (iii) If the team official receives two (2) cautions during the kicks from the penalty mark, they will be dismissed and suspended automatically with immediate effect. The procedure as set out in 7(b)(i) shall apply for the suspension and how it must be served. For the avoidance of doubt, the administration fee of £12.00 from the caution received during the match and the administration fee of £12.00 for the sending off in the kicks from the penalty mark will both be payable.

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next TWO (2) recognised matches in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately leaving the technical area to:*
 - iv. *show dissent towards, or remonstrate with, a match official*
 - v. *act in a provocative or inflammatory manner*
 - vi. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the video operation room (VOR)*
- *entering the field of play to interfere with play, an opposing player or match official*
- *entering the field of play to confront a match official (including at half-time and full-time)*

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from the same Cup Competition only, until such time as the team official has missed his/her club's next THREE (3) recognised matches in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately throwing/kicking an object onto the field of play*
- *physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, spectator or any other person (e.g. ball boy/girl, security or competition official etc.)*
- *violent conduct*

(e) **Sending's Off not detailed**

- (i) Any team official dismissed from the Technical Area for a reason not set out in section 7(b), (c) & (d), will be suspended automatically with immediate effect from the same Cup Competition only for at least ONE (1) recognised match in the same Cup Competition for which the team official participates in (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- (ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:
 - (a) A one Match Suspension as set out in 7(e)(i) shall suffice and there should be no further suspension; or
 - (b) That the standard one Match Suspension as set out in 7(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.
- (iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Section 4 and 5. In this procedure set out in 7(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.
- (iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.
- (v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii) and the sending off is subject to section 7(e), then the same Disciplinary Panel will consider the sanction.
- (vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.
- (f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same Cup Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season in the same Cup Competition will be suspended for an extra two matches, and so on.

- (g) **Measurement of Suspension**

Subject to 7(h), all suspensions from Cup Competitions will remain separate and only applicable to that specific Cup Competition. Therefore, any suspension imposed under these procedures will only be applicable to the Cup Competition in which the team official received their suspension, save that a suspension for an Academy team official will apply to Cup Competitions of all Academy age groups.

- (h) **Outstanding Suspensions**

Should a team official transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the official and will be served at the new club at which the official is registered, and measured by the official's

new club's matches in the same, or equivalent Cup Competition, as determined by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Laws of the Game, or
- (ii) a team official commits an act of misconduct and/or a sending-off offence as set out in the Laws of the Game whilst on the field of play and/or in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 7(i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 7(i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Clubs Imposing Fines**

Clubs may fine team officials for on-field offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(k) **Collection of Administration Fees**

It will be the responsibility of the club to collect the **£12.00** administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the team official will become ineligible from playing in ANY Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Football Association of Wales from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(l) *Deliberately left blank*

(m) *Deliberately left blank*

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) **Team(s) Withdrawal from the League:**

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.

(ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

8. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS

- (a) The FAW will prefer a charge of misconduct under FAW Rule 38.1.1 against a club if they receive six or more cautions and sending's off in the same match. The club may be required to appear before a FAW Disciplinary Panel and shall be liable to be warned and/or fined. In addition, the Panel shall be entitled to make an order as to costs against the club.

In accordance with the IFAB Laws of the Game, the decisions of the Match Official shall be final and will not be reviewed by the FAW Disciplinary Panel.

- (b) The Football Association of Wales reserves the right to prefer a charge of misconduct against a club at any time during the season arising from field offences committed by players and/or team officials of the club.

9. SUSPENSIONS IMPOSED UNDER THESE REGULATIONS

- (a) Unless otherwise ordered by a Judicial Body of the Football Association of Wales, the terms of the suspensions imposed under these entire regulations will be as set out under the category of 'MATCH SUSPENSION' (see section 10). The only exception is where a team official receives a suspension for an accumulation of cautions. In this instance, the category of suspension will be a Touchline Suspension (see section 10).
- (b) Any suspension imposed may only be served whilst the player holds a registration with a football club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club with which the

player has transferred to has completed the required number of matches in competitions approved by the Football Association of Wales.

- (c) Any suspension imposed on a team official may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the club with which the team official committed the offence has completed the required number of matches in Approved Competitions.

10. DEFINITIONS

i. BUSINESS DAY

Any day of the week except a Saturday or Sunday or public bank holiday in Wales

ii. CLOSED FRIENDLY MATCH

A game of Association Football (or a modified version of the game) which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) but is not made open for the public to attend.

iii. MATCH SUSPENSION

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field of play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match, except for a player or team official receiving a suspension from an accumulation of cautions or a sending-off in an FAW Cup Competition who will not be suspended for Open Friendly Matches.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iv. OPEN FRIENDLY MATCH

A game of Association Football which is not an Official Match which is played between two (2) teams (whether or not from different Clubs) and is made open to the public to attend.

v. TOUCHLINE SUSPENSION

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.
4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such person

Appendix 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

For clubs with First Teams playing in:-	£ Fee payable (Inclusive of VAT)
Cymru Premier League	£400.00
Cymru North & South	£250.00
The Ardal Leagues	£200.00

For any clubs that are not accounted for in the leagues above, please refer to FAW Rule 43.2.3 for the appropriate fee.

Appendix 2

The FAW Academy Cup Under 16s

The FAW Academy Cup Under 14s

The FAW Academy Cup Under 12s

FAW U16's Girls Cup



THE FAW NATIONAL FUTSAL LEAGUE

DISCIPLINARY PROCEDURES CONCERNING PITCH OFFENCES IN LEAGUE MATCHES ONLY – PLAYERS AND TEAM OFFICIALS

As set out in the schedule hereto for Players and Team Officials associated with Clubs playing teams in the FAW National Futsal League

SEASON 2024/2025

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) **Caution Offences**

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the kick off time of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) **Sending-off Offences**

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the kick off time of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

(c) If a Referee omits to show the appropriate card when taking action against a player or team official, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

2. CAUTION OFFENCES

A player or team official who has been cautioned in any match will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player or team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures and clubs must therefore **maintain their own records**.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

3. SENDING-OFF OFFENCES

A player or team official who has been sent-off in a match under the provisions of Law 12 of the Futsal Laws of the Game will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) That the player or team official will be subject to the agreed standard punishment (see Section 6 for players or Section 7 for team officials). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player or team official cautioned or sent-off in a match, the club, on behalf of the individual, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player or team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player or team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play and/or participate in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player or team official play and/or participate in a match without the appropriate notification having being lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
 - (i) The claim is rejected - the player or team official reported by the referee serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the player or team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

5. CLAIMS OF WRONGFUL DISMISSAL

- (a) A player or team official and their club may seek to limit the disciplinary consequences of the dismissal of a player or team official from the pitch by demonstrating to this Association that the dismissal was wrongful.
- (b) A Claim of Wrongful Dismissal may be lodged only for offences which result in a sending-off, except for two cautions leading to a dismissal.

- (c) The club, on behalf of the player or team official, must:-
- (i) By 2.00pm of the next Business Day following the day of the match submit in writing via or e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. A Claim will only be successful if the Panel is satisfied that the Referee made an obvious error in dismissing the player or team official. It must be noted that in accordance with the Futsal Laws of the Game, the match referee's decision is final and the player's or team official's dismissal from the pitch will remain on the record of the player or team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player or team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
- (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player or team official play and/or participate in a match without the appropriate notification having being lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
 - (i) The claim is rejected - the player or team official serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) or Section 7(f) (as the case may be) will not be invoked in relation to this dismissal if the player or team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

6. PUNISHMENTS FOR PLAYERS

- (a) **Caution Offences**
 - (i) If a player accumulates three (3) recorded cautions in the FAW National Futsal League under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically with immediate effect for a period covering ONE (1) **Match**.
 - (ii) If a player accumulates five (5) recorded cautions in the FAW National Futsal League under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically with immediate effect for a period covering ONE (1) **Match**.
 - (iii) If a player accumulates seven (7) recorded cautions in the FAW National Futsal League under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player

will be suspended automatically with immediate effect for a period covering ONE (1) **Match**.

- (iv) If a player accumulates nine (9) recorded cautions in the FAW National Futsal League which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect for a period covering ONE (1) Match. The player shall also be required to attend a meeting of a Disciplinary Panel to consider any additional sanction(s). The same procedure will apply for every further two (2) cautions recorded against a player.
- (v) Any period of suspension arising from the accumulation of cautions shall commence **with immediate effect**. The suspension shall cover all National **Futsal** League matches and friendly matches until such time as the player's club's recognised **FAW National Futsal League team** has completed the number of matches appropriate to the punishment in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).
- (vi) The player must serve the suspension with the futsal club at which the player holds a valid registration with.
- (vii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (viii) Any player found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Players Sent-off Under Law 12 (7)**

A player who is dismissed from the pitch for a second cautionable offence after having received a caution will be suspended automatically **with immediate effect** from all FAW National Futsal League and friendly matches until such time as the player has missed his/her club's next 1 (ONE) recognised **match** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the pitch for denying a goal or an obvious goal scoring opportunity by physical means or by handling the ball, will be suspended automatically **with immediate effect** from all FAW National Futsal League matches and friendly matches until such time as the player has missed his/her club's next 1 (ONE) recognised **match** in **Approved Competitions** (see Appendix 2) during the

period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(d) **Players Sent-off Under Law 12 (6)**

(i) A player who is dismissed from the pitch for using offensive, insulting or abusive language/gestures, not towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from all FAW National Futsal League and friendly matches until such time as the player has missed his/her club's next 2 (TWO) recognised **matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(ii) A player who is dismissed from the pitch for using offensive, insulting or abusive language/gestures towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from all FAW National Futsal League and friendly matches until such time as the player has missed his/her club's next 3 (THREE) recognised **matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the pitch for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from all FAW National Futsal League and friendly matches until such time as the player has missed his/her club's next 3 (THREE) recognised **matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(f) **Additional Sendings-off**

Players dismissed from the pitch for a second time in the same Season, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 6(h), all suspensions from Futsal League Competitions will remain separate and only applicable to that specific league competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the player received their suspension.

In addition, where a player receives a suspension (as set out in these Procedures) from a friendly match this must be measured by the player's next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Should a player transfer to a new club at any point, any period of suspension or part thereof which remains outstanding will transfer with the player and will be served at the new futsal club at which the player is registered, and measured by the player's new club's matches in the same or equivalent Futsal League Competition, as determined by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Futsal Laws of the Game, or
- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Futsal Laws of the Game whilst on the pitch which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 6(i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 6(i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Payment To Players Under Suspension**

Clubs must not pay a player more than their basic wage during the period of a suspension.

(k) **Clubs Imposing Fines**

Clubs may fine players for on-pitch offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(l) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the futsal club with a view to enabling the player to complete their suspension and thus qualify them to play in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(m) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £12.00 administration fee from the players concerned. Clubs will have 31 calendar days to make the payment for each player's £12.00 administration fee as and when the caution or sending off report is submitted on COMET. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the player will become ineligible from playing in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) **Team(s) Withdrawal from the League:**

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either

side in that team's matches will remain on the record of the player/official sanctioned.

- (ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

7. PUNISHMENTS FOR TEAM OFFICIALS

(a) Caution Offences

- (i) If a team official accumulates three (3) recorded cautions in the FAW National Futsal League which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match.
- (ii) If a team official accumulates five (5) recorded cautions in the FAW National Futsal League which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match.
- (iii) If a team official accumulates seven (7) recorded cautions in the FAW National Futsal League which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match.
- (iv) If a team official accumulates nine (9) recorded cautions in the FAW National Futsal League which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match. The team official shall **also** be required to attend a meeting of a Disciplinary Panel to consider any additional sanction(s). The same procedure will apply for every further two (2) cautions recorded against a team official.
- (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 10).
- (vi) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (vii) Any team official found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) Sending Off resulting in a One Match Suspension

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from all FAW National Futsal League and friendly matches until such time as the team official has

missed his/her club's next ONE (1) recognised match in Approved Competitions (See Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
- *receiving a second caution in the same match*
- *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from all FAW National Futsal League and friendly matches until such time as the team official has missed his/her club's next TWO (2) recognised matches in Approved Competitions (See Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately leaving the technical area to:*
 - i. *show dissent towards, or remonstrate with, a match official*
 - ii. *act in a provocative or inflammatory manner*
 - iii. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the pitch to:*
 - i. *confront a match official (including at half-time and full-time)*
 - ii. *interfere with play, an opposing player or a match official*

The team official must serve the suspension with the club at which the team official committed the suspension offence.

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from all FAW National Futsal League and friendly matches until such time as the team official has missed his/her club's next THREE (3) recognised matches in Approved Competitions (See Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately throwing/kicking an object onto the pitch*
- *aggressive behaviour (including spitting or biting) towards any other person*
- *violent conduct*

(e) **Sending's Off not detailed**

- (i) Any team official dismissed from the Technical Area for a reason not set out in section 7(b), (c) & (d), will be suspended automatically with immediate effect from all FAW National Futsal League and friendly matches until such time as the team official has missed his/her club's next ONE (1) recognised match in Approved Competitions (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).
- (ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:
 - (a) A one Match Suspension as set out in 7(e)(i) shall suffice and there should be no further suspension; or
 - (b) That the standard one Match Suspension as set out in 7(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.
- (iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Sections 4 and 5. In this procedure set out in 7(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.
- (iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.
- (v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii) and the sending off is subject to section 7(e), then the same Disciplinary Panel will consider the sanction.
- (vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.

(f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same League Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 7(h), all suspensions from League Competitions will remain separate and only applicable to that specific League Competition. Therefore, any suspension imposed under these procedures will only be applicable to the League Competition in which the team official received their suspension.

In addition, where a team official receives a suspension (as set out in these Procedures) from a friendly match this must be measured by the team official's next match(es) in League Competitions.

(h) **Outstanding Suspensions**

Should a team official transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the official and will be served at the new Futsal club at which the official is registered, and measured by the team official's new club's matches in the same, or equivalent, Futsal League Competition, as determined by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Futsal Laws of the Game, or
- (ii) a team official commits an act of misconduct and/or a sending-off offence as set out in the Futsal Laws of the Game whilst on the pitch and/or in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 7(i) or (ii) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 7(i) or (ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Clubs Imposing Fines**

Clubs may fine team officials for on-pitch offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(k) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the team official to complete their suspension and thus qualify them to participate in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(l) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £12.00 administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the team official will become ineligible from participating in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(m) *Deliberately left blank*

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) **Team(s) Withdrawal from the League:**

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.

(ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

8. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS AND MATCH OFFICIALS

- (a) The FAW will prefer a charge of misconduct under FAW Rule 38.1.1 against a Futsal club if they receive four or more cautions and sending's off in the same match. The club may be required to appear before a FAW Disciplinary Panel and shall be liable to be warned and/or fined. In addition, the Panel shall be entitled to make an order as to costs against the club.

In accordance with the FIFA Futsal Laws of the Game, the decisions of the Match Official shall be final and will not be reviewed by the FAW Disciplinary Panel.

- (b) The Football Association of Wales reserves the right to prefer a charge against a futsal club at any time during the season arising from pitch offences committed by players of the club.

9. SUSPENSIONS IMPOSED UNDER THESE REGULATIONS

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see section 10). The only exception is where a team official receives a suspension for an accumulation of cautions. In this instance, the category of suspension will be a Touchline Suspension (see section 10).
- (b) Any suspension imposed on a player may only be served whilst the player holds a registration with a futsal club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club with which the player has transferred to has completed the required number of matches in Approved Competitions.
- (c) Any suspension imposed on a team official may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the new club to which the team official has transferred, has completed the required number of matches in Approved Competitions.

10. DEFINITIONS

i. BUSINESS DAY

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

ii. MATCH SUSPENSION

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match, except for a player or team official receiving a suspension from an accumulation of cautions or a sending-off in an FAW Cup Competition who will not be suspended for Open Friendly Matches.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iii. TOUCHLINE SUSPENSION

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.
4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and

will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such persons.

APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

For teams playing in:-	£ Fee payable (inclusive of VAT)
The FAW Futsal League	150.00

APPENDIX 2

APPROVED COMPETITIONS

(For those clubs whose Team play in the FAW Futsal League)

League:

The FAW National Futsal League



THE FAW NATIONAL FUTSAL CUP DISCIPLINARY PROCEDURES CONCERNING PITCH OFFENCES

As set out in the schedule hereto for Players associated with Clubs
playing teams in the FAW National Futsal Cup

SEASON 2024/2025

1. REPORTING OF OFFENCES BY MATCH OFFICIALS

(a) Caution Offences

Referees must submit a report to the Football Association of Wales within 2 (two) hours after the kick off time of the match stating the offence and giving a description using the procedures set by the Association from time to time.

(b) Sending-off Offences

Referees must submit a report to the Football Association of Wales within 2(two) hours after the kick off time of the match stating the offence(s) and giving a description of the incident(s) using the procedures set by the Association from time to time.

- (c) If a Referee omits to show the appropriate card when taking action against a player or team official, this will not nullify the caution or sending-off offence. However, the attention of the Referee will be drawn to the correct procedure.

2. CAUTION OFFENCES

A player or team official who has been cautioned in any match will be notified through their club by this Association using the systems and procedures set by the Association from time to time of:-

- (a) the offence reported by the Referee;
- (b) the total number of cautions recorded against the player or team official under these procedures during the current Season; and
- (c) any punishment resulting from the accumulation of these cautions. Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

3. SENDING-OFF OFFENCES

A player or team official who has been sent-off in a match under the provisions of Law 12 of the Futsal Laws of the Game will be notified through their club by this Association of:-

- (a) the offence reported by the Referee;
- (b) That the player or team official will be subject to the agreed standard punishment (see Section 6 for players or Section 7 for team officials). Any such punishment will take effect regardless of whether or not the notification of it from this Association is received before it is due to take effect in accordance with these Disciplinary Procedures.

An administration fee of **£12.00** will be charged to the player or team official through the club for the cost of processing each report.

4. CLAIMS OF MISTAKEN IDENTITY

- (a) In the case of a claim of alleged mistaken identity concerning a player or team official cautioned or sent-off in a match, the club, on behalf of the individual, must:-
 - (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm on the second Business Day following the day of the match, submit to the Football Association of Wales written statements and evidence (including video/DVD where available) in support of the claim together with the relevant fee as set out in Appendix 1. A signed statement by the player or team official reported by the referee that they were not responsible for the offence reported and identifying specifically the name of the person responsible must be included. Where possible a written statement from the player or team official responsible for the offence should also be supplied.
- (b) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Mistaken Identity shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 4(a)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 4(a)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play and/or participate in the second match, if, and only if, notification as set out in 4(b)(i) or 4(b)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail

to the Football Association of Wales and therefore attention should be paid to 4(d)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (c) Should a player or team official play and/or participate in a match without the appropriate notification having being lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the club and player or team official concerned for playing and/or participating whilst under suspension.
- (d) The decisions available to the Disciplinary Panel considering a Claim of Mistaken Identity are as follows:-
 - (i) The claim is rejected - the player or team official reported by the referee serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process - the Disciplinary Panel will have the discretion to increase the match suspension to up to twice that of the standard punishment.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is transferred from the record of the player or team official reported by the referee to the appropriate identified offender.
- (e) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order of costs against the claimant(s).
- (f) A club failing to lodge a claim for mistaken identity may be charged with misconduct by the Football Association of Wales if there is evidence that the club sought to gain an advantage by remaining silent on the matter.
- (g) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (h) The decision of the Disciplinary Panel in relation to a Claim of Mistaken Identity is final and binding on all parties and not subject to appeal.

5. CLAIMS OF WRONGFUL DISMISSAL

- (a) A player or team official and their club may seek to limit the disciplinary consequences of the dismissal of a player or team official from the pitch by demonstrating to this Association that the dismissal was wrongful.
- (b) A Claim of Wrongful Dismissal may be lodged only for offences which result in a sending-off, except for two cautions leading to a dismissal.
- (c) The club, on behalf of the player, must:-

- (i) By 2.00pm of the next Business Day following the day of the match submit in writing via e-mail (discipline@faw.co.uk) to the Football Association of Wales their intention to submit a claim and the particulars upon which the claim is founded.
 - (ii) By 2.00pm of the second Business Day following the day of the match submit written statements and evidence (including a video/DVD of the incident where available) in support of the claim together with the relevant fee as set out in Appendix 1.
- (d) A Disciplinary Panel will be convened as soon as is practically possible to decide the matter on any relevant documentary and video/DVD evidence submitted. The Disciplinary Panel considering a Claim of Wrongful Dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. A Claim will only be successful if the Panel is satisfied that the Referee made an obvious error in dismissing the player or team official. It must be noted that in accordance with the Futsal Laws of the Game, the match referee's decision is final and the player's or team official's dismissal from the pitch will remain on the record of the player or team official and the club. The offence will remain the subject of the administration fee and the club will accrue the appropriate number of penalty points for the sending-off. Consequently, the club, player or team official and match official(s) will not attend the meeting of the Disciplinary Panel when the matter is considered.
- (e) Should a club have two matches with no, or insufficient Business Days in between, a Claim of Wrongful Dismissal shall be notified and lodged with the Football Association of Wales in accordance with the following procedure:-
 - (i) Where there are no Business Days between two matches, written notification of the club's intent to make a claim must be e-mailed (discipline@faw.co.uk) to the Football Association of Wales prior to the commencement of the second match.
 - (ii) Where there is just one Business Day between two matches, the timetable for notification as set out in 5(c)(i) hereabove, will still apply.
 - (iii) The submission of statements, evidence and the applicable fee must be lodged with the Football Association of Wales by 2.00pm on the second Business Day as set out in 5(c)(ii) hereabove.

In respect of these specific circumstances, a player or team official will be eligible to play and/or participate in the second match, if, and only if, notification as set out in 5(e)(i) or 5(e)(ii) hereabove is appropriately submitted. A club will not be permitted to withdraw a claim once written notice to do so has been sent via e-mail to the Football Association of Wales and therefore attention should be paid to 5(g)(ii) herebelow, in respect of claims which are believed to be frivolous or an abuse of process.

- (f) Should a player or team official play and/or participate in a match without the appropriate notification having been lodged as set out hereabove, the Football Association of Wales will prefer an appropriate charge of misconduct against the

club and player or team official concerned for playing and/or participating whilst under suspension.

- (g) The decisions available to a Disciplinary Panel when considering a Claim of Wrongful Dismissal are as follows:-
- (i) The claim is rejected - the player or team official serves the standard punishment as set out in this Memorandum.
 - (ii) The claim is rejected and considered frivolous and/or an abuse of process – the Panel will have the discretion to increase the match suspension beyond the standard punishment as set out in this Memorandum.
 - (iii) The claim is successful - the standard punishment as set out in this Memorandum is withdrawn and Section 6(f) or Section 7(f) (as the case may be) will not be invoked in relation to this dismissal if the player or team official is sent-off again following the offence.
- (h) Irrespective of the decision reached, the Disciplinary Panel shall have the discretion to either retain or return the fee submitted and if considered appropriate, make an order for costs against the claimant(s).
- (i) It is important to note that the time limits set out above are strict. Only complete claims submitted before the relevant deadlines will be considered by the Football Association of Wales.
- (j) The decision of the Disciplinary Panel in relation to a Claim of Wrongful Dismissal is final and binding on all parties and not subject to appeal.

6. PUNISHMENTS FOR PLAYERS

- (a) **Caution Offences**
- (i) If a player accumulates two (2) recorded cautions in the FAW National Futsal Cup under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically with immediate effect for a period covering ONE (1) **Match**.
 - (ii) If a player accumulates four (4) recorded cautions in the FAW National Futsal Cup under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically with immediate effect for a period covering ONE (1) **Match**.
 - (iii) If a player accumulates six (6) recorded cautions in the FAW National Futsal Cup under the direct disciplinary jurisdiction of this Association between the opening day of the playing season and the last day of the same season, the player will be suspended automatically with immediate effect for a period covering ONE (1) **Match**.

- (iv) If a player accumulates eight (8) recorded cautions in the FAW National Futsal Cup which is under the direct disciplinary jurisdiction of this Association any time during the season, the player will be suspended automatically with immediate effect for a period covering ONE (1) Match. The player shall **also** be required to attend a meeting of a Disciplinary Panel to consider any additional sanction(s). The same procedure will apply for every further two (2) cautions recorded against a player.
- (v) Any period of suspension arising from the accumulation of cautions shall commence **with immediate effect**. The suspension shall cover all National **Futsal** Cup matches only until such time as the player's club's recognised **FAW National Futsal Cup team** has completed the number of matches appropriate to the punishment in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).
- (vi) The player must serve the suspension with the futsal club at which the player holds a valid registration with.
- (vii) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (viii) Any player found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Players Sent-off Under Law 12 (7)**

A player who is dismissed from the pitch for a second cautionable offence after having received a caution will be suspended automatically **with immediate effect** from all FAW National Futsal Cup until such time as the player has missed his/her club's next 1 (ONE) recognised **match** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(c) **Players Sent-off Under Law 12 (4) and (5)**

A player who is dismissed from the pitch for denying a goal or an obvious goal scoring opportunity by physical means or by handling the ball, will be suspended automatically **with immediate effect** from all FAW National Futsal Cup matches until such time as the player has missed his/her club's next 1 (ONE) recognised **match** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h).

The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(d) **Players Sent-off Under Law 12 (6)**

(i) A player who is dismissed from the pitch for using offensive, insulting or abusive language/gestures, not towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from all FAW National Futsal Cup until such time as the player has missed his/her club's next 2 (TWO) recognised **matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(ii) A player who is dismissed from the pitch for using offensive, insulting or abusive language/gestures towards a Match Official, whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from all FAW National Futsal Cup until such time as the player has missed his/her club's next 3 (THREE) recognised **matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(e) **Players Sent-off Under Law 12 (1) (2) and (3)**

A player who is dismissed from the pitch for Violent Conduct, Serious Foul Play or Spitting at an opponent or any other person whether they have previously been cautioned in the match or not, will be suspended automatically **with immediate effect** from all FAW National Futsal Cup until such time as the player has missed his/her club's next 3 (THREE) recognised **matches** in **Approved Competitions** (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 6(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see section 10 of these regulations).

The player must serve the suspension with the futsal club at which the player holds a valid registration with.

(f) **Additional Sendings-off**

Players dismissed from the pitch for a second time in the same Season, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A player dismissed for a third time in the same Season will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 6(h), all suspensions from Futsal Cup Competitions will remain separate and only applicable to that specific Cup competition. Therefore, any suspension imposed under these procedures will only be applicable to the Cup Competition in which the player received their suspension.

(h) **Outstanding Suspensions**

Should a player transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the player and will be served at the new Futsal club at which the player is registered, measured by the player's new Futsal club's matches in the same or equivalent, Futsal Cup Competition, as determined by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Futsal Laws of the Game, or
- (ii) a player commits an act of misconduct and/or a sending-off offence under Law 12 (1), (2), (3), (4), (5) or (6) of the Futsal Laws of the Game whilst on the pitch which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the player in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 6(i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 6(i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Payment To Players Under Suspension**

Clubs must not pay a player more than their basic wage during the period of a suspension.

(k) **Clubs Imposing Fines**

Clubs may fine players for on-pitch offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(l) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the futsal club with a view to enabling the player to complete their suspension and thus qualify them to play in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(m) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £12.00 administration fee from the players concerned. Clubs will have 31 calendar days to make the payment for each player's £12.00 administration fee as and when the caution or sending off report is submitted on COMET. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the player will become ineligible from playing in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) Team(s) Withdrawal from the League:

(i) where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.

(ii) where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.

7. PUNISHMENTS FOR TEAM OFFICIALS

(a) Caution Offences

- (i) If a team official accumulates two (2) recorded cautions in the FAW National Futsal Cup which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match.
- (ii) If a team official accumulates four (4) recorded cautions in the FAW National Futsal Cup which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match.
- (iii) If a team official accumulates six (6) recorded cautions in the FAW National Futsal Cup which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match.
- (iv) If a team official accumulates eight (8) recorded cautions in the FAW National Futsal Cup which is under the direct disciplinary jurisdiction of this Association any time during the season, the team official will be suspended automatically with immediate effect for a period covering ONE (1) Match. The team official shall **also** be required to attend a meeting of a Disciplinary Panel to consider any additional sanction(s). The same procedure will apply for every further two (2) cautions recorded against a team official.
- (v) The terms of a suspension resulting from the accumulation of cautions will be as set out under the category of a TOUCHLINE SUSPENSION (see Section 10).
- (vi) Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next following season.
- (vii) Any team official found to have intentionally received a caution in way to manipulate the commencement of any suspension will be charged under Section E of the Rules and be suspended for a minimum of two (2) matches and be subject to a fine.

(b) **Sending Off resulting in a One Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from all FAW National Futsal Cup matches until such time as the team official has missed his/her club's next ONE (1) recognised match in Approved Competitions (See Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *delaying the restart of play by the opposing team e.g. holding onto the ball, kicking the ball away, obstructing the movement of a player*
- *receiving a second caution in the same match*
- *using unauthorised electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment*

(c) **Sending Off resulting in a Two Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from all FAW National Futsal Cup matches until such time as the team official has missed his/her club's next TWO (2) recognised matches in Approved Competitions (See Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately leaving the technical area to:*
 - i. *show dissent towards, or remonstrate with, a match official*
 - ii. *act in a provocative or inflammatory manner*
 - iii. *enter the opposing technical area in an aggressive or confrontational manner*
- *using offensive, insulting or abusive language and/or gestures*
- *entering the pitch to:*
 - iii. *confront a match official (including at half-time and full-time)*
 - iv. *interfere with play, an opposing player or a match official*

(d) **Sending Off resulting in a Three Match Suspension**

Any team official dismissed from the Technical Area for one of the reasons listed below will be suspended automatically with immediate effect from all FAW National Futsal Cup matches until such time as the team official has missed his/her club's next THREE (3) recognised matches in Approved Competitions (See Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).

- *deliberately throwing/kicking an object onto the pitch*
- *aggressive behaviour (including spitting or biting) towards any other person*
- *violent conduct*

(e) **Sending's Off not detailed**

- (i) Any team official dismissed from the Technical Area for a reason not set out in section 7(b), (c) & (d), will be suspended automatically with immediate effect from all FAW National Futsal Cup matches until such time as the team official has missed his/her club's next ONE (1) recognised match in Approved Competitions (see Appendix 2) during the period covered by its opening match and final match of the 2024/2025 Season, subject to section 7(h). The terms of the suspension will be as set out under the category of a MATCH SUSPENSION (see Section 10).
- (ii) The dismissal will then be subject for review by a Disciplinary Panel of the Football Association of Wales. The Disciplinary Panel shall have the power to determine:
 - (a) A one Match Suspension as set out in 7(e)(i) shall suffice and there should be no further suspension; or
 - (b) That the standard one Match Suspension as set out in 7(e)(i) is insufficient and the Panel will have the power to increase the Match Suspension.
- (iii) The club or team official will not be permitted to submit any evidence for the Disciplinary Panel's considerations and the matter will be considered solely on the match official(s) sending off report. Should a club require a Disciplinary Panel to consider the validity of the suspension resulting from the sending off, then they must submit a Claim of Mistaken Identity and/or a Claim of Wrongful Dismissal as set out in Sections 4 and 5. In this procedure set out in 7(e), the Disciplinary Panel will only confine themselves to the level of sanction imposed from the dismissal.
- (iv) Should a club lodge a Claim of Mistaken Identity then the same Disciplinary Panel will consider the sanction.
- (v) Should a club lodge a Claim of Wrongful Dismissal and the claim is rejected as set out under section 5(g)(i) & (ii) and the sending off is subject to section 7(e), then the same Disciplinary Panel will consider the sanction.
- (vi) The decision of the Disciplinary Panel in relation to this procedure is final and binding on all parties and not subject to appeal.

(f) **Additional Sendings-off**

Team officials dismissed from the Technical Area for a second time in the same Season in the same Cup Competition, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match.

A team official dismissed for a third time in the same Season will be suspended for an extra two matches, and so on.

(g) **Measurement of Suspension**

Subject to 7(h), all suspensions from Cup Competitions will remain separate and only applicable to that specific Cup Competition. Therefore, any suspension imposed under these procedures will only be applicable to the same Cup Competition in which the team official received their suspension.

(h) **Outstanding Suspensions**

Should a team official transfer to a new club at any point, any period of suspension, or part thereof, which remains outstanding, will transfer with the team official and will be served at the new club at which the team official is registered, measured by the team official's new Futsal club's matches in the same, or equivalent Futsal Cup competition, as determined by the FAW.

(i) **FAW Rule 38**

In special cases where:-

- (i) a match official's report indicates a serious breach of the Futsal Laws of the Game, or
- (ii) a team official commits an act of misconduct and/or a sending-off offence as set out in the Futsal Laws of the Game whilst on the pitch and/or in the Technical Area which is not seen by the match officials but caught on video;

the Football Association of Wales reserves the right to prefer an appropriate charge of misconduct against the team official in accordance with one or more of the provisions under FAW Rule 38.

When dealing with a case under 7(i)(i) hereabove, the Disciplinary Panel may take into account any automatic punishment imposed under the Procedures.

When dealing with a case under 7(i)(ii) hereabove, confirmation by the match officials that they did not see the incident in question shall be conclusive evidence of that fact.

(j) **Clubs Imposing Fines**

Clubs may fine team officials for on-pitch offences but must notify the Football Association of Wales, without delay, the details of the fine in each case.

(k) **Re-Arranged Matches**

A FAW Disciplinary Panel shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the club with a view to enabling the team official to complete their suspension and thus qualify them to participate in a specific match. The decision of the Disciplinary Panel in relation to re-arranged matches is final and binding on all parties and not subject to appeal.

(l) **Collection of Administration Fees**

It will be the responsibility of the club to collect the £12.00 administration fee from the team officials concerned. Clubs will have 31 calendar days to make the payment for each team official's £12.00 administration fee as and from the date of the match. Should the club fail to make the payment of the £12.00 administration fee within 31 calendar days, then the team official will become ineligible from participating in **any** Association Football and Futsal match until payment is received. The administration fee must be paid on the COMET system, or any other system as prescribed by the Association from time to time.

At the end of the season each club will be required to clear all the £12.00 administration fees on their COMET account by no later than 1st June 2025. A failure to do this will result in an automatic suspension from All Football and Futsal Related Activity for the whole club as and from 2nd June 2025. This suspension will only be removed once payment has been made in full. As soon as the payment is received by the FAW, the club will automatically have this suspension removed with immediate effect.

(m) *Deliberately left blank*

(n) **Abandoned Matches:**

(i) any caution or sending-off issued in a match which is subsequently abandoned will remain on the record of the player/official irrespective of whether the match is replayed.

(ii) Abandoned matches will not count towards clearing a player/official of a suspension. All matches must be completed for a match to count down the suspension.

(o) **Team(s) Withdrawal from the League:**

(i) **where a team withdraws from the League before completing all its matches for the season, all disciplinary sanctions imposed upon any player or official of either side in that team's matches will remain on the record of the player/official sanctioned.**

(ii) **where a player/team official has served a suspension, any part of which has been counted down by a match against a Club who subsequently withdraw from the League, the match will still count for the purpose of serving the suspension.**

8. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS AND TEAM OFFICIALS

(a) The FAW will prefer a charge of misconduct under FAW Rule 38.1.1 against a Futsal club if they receive four or more cautions and sending's off in the same match. The club may be required to appear before a FAW Disciplinary Panel and shall be liable

to be warned and/or fined. In addition, the Panel shall be entitled to make an order as to costs against the club.

In accordance with the FIFA Futsal Laws of the Game, the decisions of the Match Official shall be final and will not be reviewed by the FAW Disciplinary Panel.

- (b) The Football Association of Wales reserves the right to prefer a charge against a futsal club at any time during the season arising from pitch offences committed by players of the club.

9. SUSPENSIONS IMPOSED UNDER THESE REGULATIONS

- (a) Unless otherwise ordered by a FAW Disciplinary Panel, Appeals Panel or Independent Arbitration Panel, the terms of the suspensions imposed under these entire regulations will be as set out under the category of a Match Suspension (see clause 10). The only exception is where a team official receives a suspension for an accumulation of cautions. In this instance, the category of suspension will be a Touchline Suspension (see section 10).
- (b) Any suspension imposed may only be served whilst the player holds a registration with a futsal club. Should a player transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the player will not be eligible to play for their new club until such time as the new club with which the player has transferred to has completed the required number of matches in Approved Competitions.
- (c) Any suspension imposed on a team official may only be served whilst the team official holds a registration with a football club. Should a team official transfer or register for a new club prior to the commencement of the suspension or during the period of the suspension, the team official will not be eligible to participate for their new club until such time as the new club has completed the required number of matches in Approved Competitions.
- (d) Any period of suspension imposed under these 'Regulations' shall be from the FAW National Futsal Cup only.

10. DEFINITIONS

i. BUSINESS DAY

Any day of the week except a Saturday or Sunday or public bank holiday in Wales.

ii. MATCH SUSPENSION

A Match Suspension is a ban on taking part in a match and on attending it in the area immediately surrounding the field-of-play. A Match Suspension may be imposed on a player or an official.

The area immediately surrounding the field-of-play includes:-

1. The field-of-play.
2. The dressing rooms and their immediate area.
3. The tunnel and/or private way leading from the dressing rooms to the field-of-play.
4. The dugouts, benches and technical areas.
5. The prohibited area in the vicinity of the touchline and goal lines.

The player or official under a Match Suspension is prohibited from contact with match officials, players and club officials, as well as giving any media interviews, before, during and after the match.

A Match Suspension does not prohibit a player or official from attending or taking part in a Closed Friendly Match or a club organised private training session. However, a player or official is prohibited from attending or taking part in an Open Friendly Match, except for a player or team official receiving a suspension from an accumulation of cautions or a sending-off in an FAW Cup Competition who will not be suspended for Open Friendly Matches.

A club who permits a player or an official to attend any ground whilst serving a Match Suspension will be responsible for ensuring the terms of the suspension are adhered to.

iii. TOUCHLINE SUSPENSION

A Touchline Suspension is a ban from any immediate contact with players, club officials and match officials participating in a match for the duration of the match. A Touchline Suspension may be imposed on a player and an official. A Touchline Suspension prohibits an individual from:-

1. Attending the dugouts and technical areas before, during and after the match.
2. Entering the field-of-play and the prohibited area in the vicinity of the touchline and goal lines.
3. Coaching or issuing instructions for the duration of the game.
4. Engaging the match officials whilst they are on the field-of-play or in the tunnel and/or private way leading from the dressing rooms to the field-of-play.

The player or official under a Touchline Suspension is permitted to attend the team changing room pre-match, at half-time and post-match. Furthermore, the individual is permitted to approach the match officials pre-match or post-match whilst they are in their dressing room and provided the match officials are agreeable to the approach.

The FAW is aware that due to the nature of many grounds, the individual under a Touchline Suspension may stand behind the perimeter barrier surrounding the field-of-play but still remain sufficiently close enough to the field-of-play to allow them to continue coaching or issue instructions to the coaching / technical staff. This will be considered as a breach of the Touchline Suspension and will result in the Football Association of Wales preferring charges of misconduct against the club and player or official who is under the suspension.

Where a stand exists within the ground, the Football Association of Wales requires the player or official to sit in the stand away from the field-of-play.

For the duration of the game, a player or official under a Touchline Suspension is NOT PERMITTED to communicate with the coaching / technical staff via radio or other electronic communication and is prohibited from having personal contact with any such persons.

APPENDIX 1

Fees applicable when making a Claim of Mistaken Identity or a Claim of Wrongful Dismissal

The following fees are defined by FAW Rule 43.2.3

For teams playing in:-	£ Fee payable (inclusive of VAT)
The FAW Futsal Cup	150.00

APPENDIX 2

APPROVED COMPETITIONS

(For those clubs whose Team play in the FAW Futsal Cup)

The FAW National Futsal Cup