

DATE _____

**Ad Hoc Discipline Committee:
Revisions to the Code of Conduct of the Canadian Fencing Federation**

Terms of Reference

- References:**
- A. CFF Policy on Committee Organisation, Structure and Roles
 - B. CFF Code of Conduct, approved February 2014
 - C. CFF Dispute Resolution Policy and Procedures
 - D. HPP Athletes' Agreement appropriate to the event

I. Purpose and Mandate:

1. The Ad Hoc Disciplinary Committee will review the alleged violation of the Code of Conduct of the Canadian Fencing Federation by _____ on _____ at the _____, held in _____ on _____.
2. The Ad Hoc Disciplinary Committee will recommend and apply sanctions in accordance with the policies of the Canadian Fencing Federation.
3. The Ad Hoc Committee will present its findings to _____ by _____ and will inform the President of the Canadian Fencing Federation within 24 hours of its decision.

II. Composition:

4. The Ad Hoc Disciplinary Committee will be composed of the following:
 - a. Chair:

Name	Position
 - b. Members:

 - c. All members of the Ad Hoc Disciplinary Committee shall declare any Conflict of Interest prior to the committee's deliberations.

DATE _____

III. Authority

5. The Ad Hoc Disciplinary Committee has the authority to impose sanctions in accordance with the policies of the Canadian Fencing Federation.

IV. Responsibilities

6. The Committee Chair is responsible to ensure full consultation takes place with all committee members.
7. The Committee Chair is responsible to ensure that the individual who it is alleged has violated the Code of Conduct receives a fair and equitable hearing.
8. The Committee Chair is responsible to ensure that the individual is adequately represented at any hearing.
9. The Committee Chair is responsible to report the findings of the Committee to the President of the CFF within 24 hours of the imposition of sanctions or the convening of the Ad Hoc Disciplinary Committee.

V. Accountability

10. The Ad Hoc Disciplinary Committee is accountable to the Board of Directors for the completion of its mandate.
11. The Board of Directors is accountable for enacting the recommendations of the Ad Hoc Disciplinary Committee as it seems fit, and in a timely fashion, including if necessary a review of the Committee's findings and any subsequent appeal processes.