



Twin Bridges Lightning Youth Hockey Organization
Serving Madison County, IL & North St. Louis County, MO

RULES & DISCIPLINE (R&D) INVESTIGATION PROCESS

1. R&D Complaint is filed by a TBL Member against another TBL Member, Player or Coach to either the Chairman of the R&D Committee or Secretary of the Board. If filed with the Secretary of the Board, the complaint is immediately forwarded to the R&D Chairman
2. R&D Chairman selects a minimum of 1-3 R&D Committee members to investigate the complaint the same day the complaint is received.
3. R&D Investigators start the investigation within 1 day of receipt and conduct meetings (in person, via phone or via email) with all parties involved in complaint.
4. R&D Investigators complete all interviews within 3-5 days of having complaint assigned to them.
5. R&D Investigators prepare written recommendation based on information found during their investigations and submit it to the R&D Chairman within 7 days of complaint filing.
6. R&D Chairman reviews the recommendations and forwards the Investigators Report to the President of the Board.
7. The Board reviews the R&D Committee's recommendation(s) and informs the party involved of the R&D Committee's decision.
8. The party involved has 7 days from date of Board notification of action by the R&D Committee to appeal the decision to the Secretary of the Board. Appeal must be in writing and accompanied with a \$100 check payable to TBL. If the Party wins the appeal the \$100 check is returned to them.

NOTES

- Vice President(s) will follow up on formal complaints to ensure the process is meeting the deadlines
- The Head Coach is informed of the R&D complaint progress through each step of the investigation.