



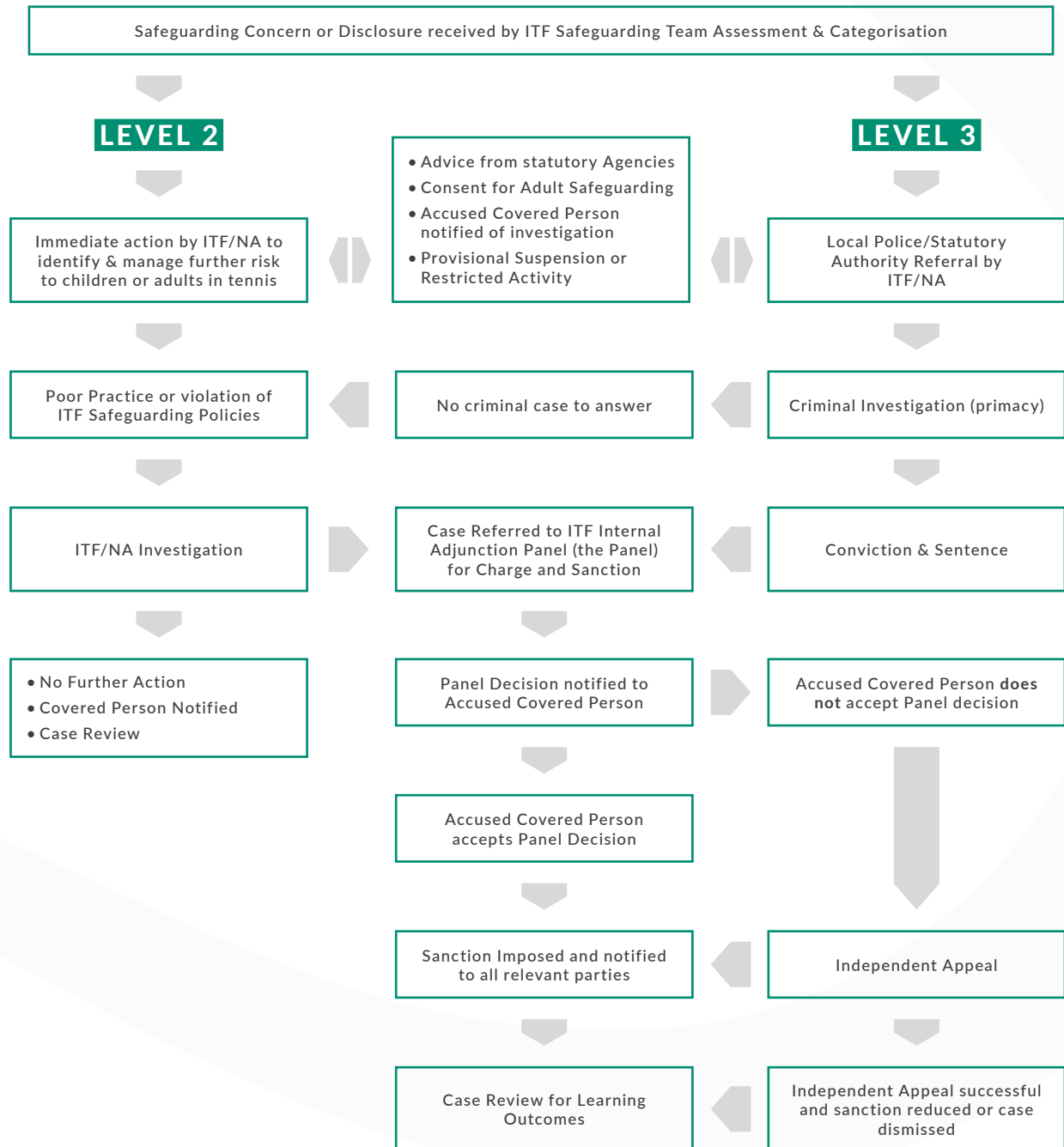
SAFEGUARDING AND CASE MANAGEMENT

PROCEDURES 2023

CONTENTS



ITF SAFEGUARDING & CASE MANAGEMENT PROCEDURES



1. INTRODUCTION

1.1 For safeguarding to be effective it is vital that the ITF can support and enforce the conditions laid out in the ITF Safeguarding Policies. These Safeguarding and Case Management Procedures (the 'Procedures') play a crucial role by establishing a clear structure within which complaints, concerns and enquiries are handled for both Children and Adults. They explain how a specific case will be handled after it is reported to the ITF and provide a clear course along which more complex or serious matters will progress.

1.2 The Procedures will also ensure that important decisions surrounding safeguarding cases for Children and Adults respect the needs of those who require protection by the ITF and the needs of those who are subject to a complaint or investigation. This will ensure that cases are dealt with in a robust and fair manner.

1.3 The ITF's duty towards children and adults has moral, ethical, contractual and statutory elements. This is recognised in the ITF Safeguarding Policies which use current UK safeguarding legislation and guidance as a basis in conjunction with articles set out in The United Nations Convention on the Rights of the Child (UNCRC, 1989) and International Bill of Human Rights.

1.4 Much of the ITF's duty in the protection of Children and Adults is met by Covered Persons working directly for or on behalf of the ITF, and through the development of safeguarding best practice across worldwide tennis in partnership with Regional and National Associations. Safeguarding is a process of early intervention and risk prevention, to stop situations escalating and in some situations when a Child or Adult has been harmed or is likely to be harmed, that intervention is paramount to ensure their immediate protection and safety.

1.5 Countries hosting ITF tournaments, events and activities with children and adults internationally, will also have their own national and local safeguarding legislation relating to the protection of Children aged under 18 years and Adults who may be at risk of harm. Depending on the seriousness of the case, and any subsequent investigation being undertaken by the Police or Statutory Authorities, it is recognised that this investigation will ordinarily take primacy over an investigation conducted under these Procedures.

1.6 This does not prevent the ITF, Regional or National Associations from working together with the Police or Statutory Authorities in taking such action as is necessary in line with these Procedures, to prevent further risk of harm to other Children or Adults participating in tennis activities.

2. DEFINITIONS

THE FOLLOWING DEFINITIONS ARE USED IN THESE PROCEDURES

Abuse refers to the acts of commission or omission that led to a Child or Adult experiencing harm.

Adult: any person aged 18 years and over.

Adult at Risk: any person eighteen years of age and over who is or may be in need of community care services by reason of mental health, age, illness or disability and who is or may be unable to take care of themselves or protect themselves against significant harm or exploitation.

Child: everyone aged under 18 years.

Child / Adult Protection is a set of actions or activities that are required to ensure the safety of children or adults who are at risk of/have suffered or are suffering from significant harm.

Covered Person refers to anyone bound by the ITF Safeguarding Policies.

Harm refers to the negative impact or consequences arising from abuse or poor practice.

Independent Tribunal refers to an independent and impartial tribunal appointed and operating in accordance the Procedural Rules Governing Proceedings before an Independent Tribunal Convened Under ITF Rules (as amended from time to time), which is empowered to determine disputes, appeals and other matters referred to it under the ITF Rules and Regulations;

ITF: The International Tennis Federation, which is the world governing body for the sport of tennis.

ITF Competitions: any circuit, tournament or tennis event owned, managed and/or sanctioned by the International Tennis Federation.

ITF Internal Adjudication Panel ("IAP" or "Panel"): a panel of ITF-appointed members, appointed and operating in accordance with the Procedural Rules Governing Proceedings before an IAP Convened Under ITF Rules (as amended from time to time), which is empowered to determine disputes, appeals and other matters referred to it under the ITF Rules and Regulations.

NA: National Associations.

Police: means police or law enforcement agencies tasked with the prevention and detection of crime, whether domestic or international (for example, Interpol);

RA: Regional Associations.

Safeguarding refers to the action(s) taken to ensure all Children and Adults are safe from harm when involved in ITF events and tennis activities.

Statutory Authorities: means any authority, agency or similar organisation with statutory or government-issued powers related to protection, welfare and/or safeguarding of persons (whether children or otherwise);

Violence refers to "all forms of physical or mental violence, injury and abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse." (Article 19 United Nations Convention on the Rights of the Child)

3. SAFEGUARDING CASES

3.1 GENERAL

The Safeguarding Team may answer general safeguarding queries from individuals within tennis and from members of the public. Examples of this activity may include suitability reviews of UK DBS and Overseas Criminal Records checks which contain disclosures of criminal offences, advice and guidance on best practice, risk assessment, safeguarding planning and policy implementation in any ITF Tennis activities involving children.

3.2 CATEGORISATION OF CASES

A safeguarding case will be categorised as Level One, Level Two or Level Three (dependent on its specific circumstances) and will receive the appropriate response from the ITF Safeguarding Team. These categories are not final and at any time during an investigation may be reviewed and re-categorised up or down (for example, where a Level Two allegation is investigated, and information of a more serious nature is disclosed, leading to the case being re-categorised as Level Three).

The Safeguarding Manager will regularly brief the ITF Senior Safeguarding Lead on the progress of all safeguarding cases reported to the ITF. The Senior Safeguarding Lead must be involved in the key decision-making processes relating to all Level Two and Level Three cases to ensure the appropriate oversight in the management of those cases.

3.2.1 Level One

A safeguarding case involving a Covered Person who is alleged to have committed minor breaches of the Safeguarding Code of Conduct, or a case requiring a response from the Safeguarding Manager or Safeguarding Team involving the management of risk to the welfare of Children or Adults where there is no allegation of malpractice against a Covered Person, are classified as Level One.

Level One cases are not referred to the IAP. The Safeguarding Manager will not impose a sanction upon an individual or organisation for a Level One case but may recommend a course of remedial action.

3.2.2 Level Two

A safeguarding case which the Safeguarding Manager deems necessary for investigation or referral to the IAP and which is likely to result in any of the following:

- i. Imposition of a Provisional Suspension of any Covered Person either in exclusivity or reciprocity to that of a Regional / National Association;
- ii. A decision that a breach (which is not a minor breach) of the ITF Safeguarding Code of Conduct has occurred;
- iii. Action by the ITF against any Covered Person or tennis organisation to mitigate the risk of harm to any Child or Adult participating in a tennis environment.

A breach (which is not a minor breach) of the ITF Safeguarding Code of Conduct is deemed to have occurred where any conduct of a Covered Person has caused real risk of harm to or placed a child or adult at risk of suffering harm from any form of poor practice or abuse defined in the ITF Safeguarding Policies, even if such conduct falls below the prosecutorial threshold for charging a criminal offence, or has a finding of “not guilty” in the execution of criminal proceedings.

3. SAFEGUARDING CASES

3.2.3 Level Three

A safeguarding case that requires immediate intervention to protect a Child or Adult who has suffered significant harm or is at risk of suffering significant harm. These cases will require intervention from Police or Statutory Authorities to take the appropriate protective and investigative action.

The referral out to the Police or Statutory Authorities may be notified directly by the ITF Safeguarding Team or in partnership with the relevant Regional / National Association.

The ITF may also receive notification of such cases involving Covered Persons directly from: national or international sporting organisations; the Police or Statutory Authorities; or from Regional / National Associations.

In such cases an application may also be submitted for the immediate Provisional Suspension of an accused Covered Person from tennis subject to an investigation by Police or Statutory Authorities.

4. CASE MANAGEMENT AND DISCIPLINARY PROCEDURES

4.1 INITIAL ACTION

4.1.1 The responsibility of the ITF Safeguarding Manager (or his/her designee) shall be to oversee the management of all safeguarding cases considered under these Procedures.

4.1.2 When a safeguarding report is received it will normally be acknowledged within 24 hours. This initial contact is essential as the informant may have further information to provide that has not yet been documented.

4.1.3 Once all available information has been reviewed and assessed, the case will be categorised.

4.1.4 Where a case is categorised as Level Three, if not already done so, an immediate referral will be made to the relevant Police or Statutory Authorities.

4.1.5 In cases where an Adult is deemed to be at risk of significant harm, their consent to refer the matter to the Police, Statutory Authorities or other relevant organisations, will be sought. In certain circumstances such information can be shared without consent, such as when the Adult does not have the capacity to consent, it is in the public interest to protect other people from harm, or a crime may have been committed.

4.1.6 If the ITF Safeguarding Manager considers that there has been an apparent violation of the Safeguarding Policy, they will initiate an investigation.

4.1.7 Consideration will also be given to whether any application for Provisional Suspension of a Covered Person from all tennis activities is necessary.

4.1.8 A safeguarding case file will be opened and all information, actions, tasks and resolutions throughout the case will be maintained in a secure, auditable format.

4.2 ALLEGATIONS AGAINST ITF STAFF

4.2.1 Any allegation against ITF staff must be reported immediately to the Safeguarding Manager.

4.2.2 Further action will depend on whether the ITF staff member is based in the UK or overseas, where the incident took place, the nature of the allegation and any identified risk to children or adults in tennis.

4.2.3 When an allegation is made against a member of staff, ITF HR procedures must be followed.

5. PROVISIONAL SUSPENSIONS

5.1 PROVISIONAL SUSPENSION SHALL BE IMPOSED ON A COVERED PERSON WHERE IT IS NECESSARY AND PROPORTIONATE IN THE CIRCUMSTANCES FOR ANY OF THE FOLLOWING REASONS:

- 5.1.1 To manage or prevent a risk of harm to any child or adult making an allegation or to whom an allegation relates;
- 5.1.2 To manage or prevent a risk of harm to any other child or adult;
- 5.1.3 To preserve the integrity of any investigation being conducted against the accused Covered Person;
- 5.1.4 Where any Covered Person's failure to comply with a request made by the ITF in the course of its investigation hinders or prevents the expeditious progress of any investigation;
- 5.1.5 To preserve the integrity and/or reputation of any ITF Competition, the ITF and/or the sport of tennis.
- 5.1.6 In reciprocation of any provisional suspension imposed by a National or Regional Association, the ITIA, the ATP, the WTA or any other recognised national or international sport governing body under its safeguarding rules.

5.2 IMPOSING A PROVISIONAL SUSPENSION

- 5.2.1 Upon application by the ITF Safeguarding Manager (or his/her designee), the Panel shall have authority to provisionally suspend a Covered Person at any time from attending or participating in any ITF tour or team competition or related tennis activity such as training camps or coaching courses.
- 5.2.2 In exceptional circumstances, the ITF Senior Safeguarding Lead may impose an urgent provisional suspension on a Covered Person where the Senior Safeguarding Lead considers it necessary and proportionate to do so, for any of the reasons stated in section 5.1 above.
- 5.2.3 If a provisional suspension is urgently imposed under section 5.2.2, then the Safeguarding Manager must submit a Statement of Case to the Panel within 7 working days for a full review and consideration of whether the imposed urgent provisional suspension should be ratified or lifted.
- 5.2.4 Should the Panel decide to lift the urgent provisional suspension the Covered Person shall be immediately notified of that decision.
- 5.2.5 Where any provisional suspension is imposed or ratified the ITF Legal Team shall notify the Covered Person in writing of the provisional suspension including the reason(s) for the suspension, the period for which the individual is suspended, review dates (if known), and any right to appeal under the Panel's Procedural Rules.
- 5.2.6 A Covered Person may refer a decision of the Panel to impose a provisional suspension to the Independent Tribunal under its supervisory jurisdiction on the basis that: (a) the decision is irrational (i.e. it falls outside the range of what a reasonable decision-maker might decide), arbitrary or capricious; (b) the decision is based on an error of law (i.e. it is contrary to the ITF Rules and Regulations, properly construed, or to applicable law); or (c) the procedure that was followed in reaching the decision was so unfair as to be contrary to natural justice.
- 5.2.7 Where a provisional suspension is not challenged by the Covered Person and is confirmed by the Panel (as applicable), it may be communicated by the ITF Safeguarding Team to member Regional and National Associations or other tennis or sports organisations as necessary and proportionate to manage risk to any Child or Adult.
- 5.2.8 Where case investigations are protracted by due process, the Panel may set periodic review dates at appropriate intervals dependent on the case. The Safeguarding Manager will submit a written update detailing any change in circumstances and progress of any investigation or other judicial proceedings.

6. INVESTIGATIONS

6.1 INVESTIGATIONS WILL FALL BROADLY INTO FOUR MAIN CATEGORIES:

- 6.1.1 A criminal investigation by the police or prosecuting authorities;
- 6.1.2 A Statutory Authority child or adult protection investigation;
- 6.1.3 A National Association- or Regional Association-led investigation for alleged violation(s) of the applicable ITF/RA/NA Safeguarding Policy. In certain circumstances this may be supported by the ITF.
- 6.1.4 An ITF-led investigation for alleged violation of the ITF Safeguarding Policy and Code of Conduct.
- 6.1.5 All Covered Persons are obliged to fully cooperate with any safeguarding investigation. If the Covered Person fails to cooperate with, impedes or obstructs an investigation, then the Covered Person will be charged with a violation of these Procedures.

6.2 POLICE AND STATUTORY AUTHORITIES

If a Level Three case is referred to or received from the Police or Statutory Authorities, then the ITF Safeguarding Manager will liaise with them directly or through the relevant Regional or National Association to:

- 6.2.1 Assist the Police or Statutory Authorities in the investigation process by ensuring that any relevant information is shared;
- 6.2.2 Identify and manage further risk to any other Children or Adults in tennis or sport arising from the circumstances of the case.
- 6.2.3 Act as the liaison between the ITF, the Police or Statutory Authorities and victim or witnesses who may need support if they are still actively involved in tennis.
- 6.2.4 Where a criminal or Statutory Authority investigation is initiated, the ITF may decide to stay or suspend its investigation until the conclusion of those proceedings.

6.3 CRIMINAL CONDUCT

6.3.1 Where a Covered Person is investigated for any criminal offence relating to sexual misconduct or involving harassment, abuse or violence, an investigation will be undertaken by the NA/RA/ITF into the circumstances of the offence(s) to:

- i. manage any risk of harm to children or adults, whether in tennis or otherwise; and
- ii. ascertain if any violation of the ITF Safeguarding Code of Conduct has been committed.

6.3.2 Any Covered Person convicted of or having entered a plea of guilty or no contest to a criminal charge or indictment relating to sexual misconduct or involving harassment, abuse or violence, will be deemed to be in violation of the ITF Safeguarding Code of Conduct.

6. INVESTIGATIONS

6.4 REGIONAL ASSOCIATION / NATIONAL ASSOCIATION INVESTIGATIONS

6.4.1 Where Regional Associations and National Associations have their own safeguarding policies and procedures, they should initiate and lead investigations into allegations of poor practice or abuse of children and adults in a tennis environment consistent with their national legislation and tennis regulations;

6.4.2 Where possible, information should be lawfully shared by way of notification to the ITF Safeguarding Team of **all persons** subject to investigation (criminal or governing body disciplinary), provisional suspension, or sanction for any misconduct, abuse or poor practice relating to safeguarding any child and/or adult;

6.4.3 During any safeguarding investigation the Regional Association/National Association Safeguarding Lead should work collaboratively with the ITF Safeguarding Manager to ensure investigations are conducted expeditiously and appropriately, to avoid duplication of effort or compromise of evidence gathering procedures and to manage any further risk of harm to any child and/or adult in a tennis environment;

6.4.4 Where necessary, formal agreement between the Regional and National Associations, the ITF, (and any other relevant governing bodies such as the WTA, the ATP, the ITIA) should set out reciprocity conditions of a provisional suspension imposed against any person subject to investigation (whether criminal or disciplinary), that is necessary and proportionate to manage risk of further harm to any child and/or adult in a tennis environment.

6.4.5 At the conclusion of a Regional Association or National Association investigation, the ITF (and any other relevant governing bodies such as the WTA, the ATP, the ITIA) should be notified of any sanction or safeguard, such as a period of suspension imposed against any person, where it is necessary and proportionate to manage risk of further harm to any children and/or adult in a tennis environment.

6.4.6 In certain circumstances a Regional Association / National Association investigation may be supported by the ITF. This may include investigations where:

- i. The alleged incident(s) took place during an ITF Tournament or event;
- ii. The ITF is requested to assist and support by the Regional Association / National Association because of a lack of resource or expertise;
- iii. where the Regional Association / National Association does not have in place relevant safeguarding policies and procedures;
- iv. There is a real or apparent conflict of interest at local level;
- v. The investigation involves complex aspects such as, but not limited to, where Covered Persons are from multiple regional or national jurisdictions, there is requirement for a coordinated response and oversight, the incident involves more than one victim or perpetrator, or allegations are of a historic nature;
- vi. Children or adults in international tennis have suffered harm and/or the case has caused significant public interest or in other circumstances where it is necessary to ensure that the matter is properly dealt with.

6.4.7 When considering any joint safeguarding investigations being undertaken by the ITF in partnership with a Regional Association / National Association, terms of reference and jurisdiction will be formerly agreed before the commencement of any investigative activity.

6. INVESTIGATIONS

6.5 INTERNATIONAL TENNIS FEDERATION INVESTIGATION

6.5.1 Upon receipt of a safeguarding concern relating to a child or adult the Safeguarding Manager (or his/her designee), will carry out the initial action set out in Section 4.

6.5.2 The Safeguarding Manager may also convene a strategy meeting with other key professionals for example, the ITF Legal Team, international translators or specialists in the protection of Children and Adults with additional vulnerability.

6.5.3 The Safeguarding Manager will consider whether it is appropriate to refer the matter to the ITF Senior Safeguarding Lead for their consideration of whether to impose an urgent Provisional Suspension of the Covered Person in accordance with Section 5.2.2 above, or to refer the matter directly to the Panel in accordance with Section 5.2.1 above.

6.5.4 The Safeguarding Manager will present a Statement of Case detailing the safeguarding concern and information from any preliminary investigation to the ITF Senior Safeguarding Lead, with a recommendation for the next stage of action.

6.5.5 Contact should be made with the accused Covered Person to ascertain the appropriate postal address or email address to which sensitive material should be sent (save where to do so would place any child or adult at risk of harm or hinder or prejudice any police or statutory authority investigation).

6.5.6 The accused Covered Person will be notified that they are subject to a safeguarding investigation (save where to do so would place any child or adult at risk of harm or hinder or prejudice any police or statutory authority investigation).

6.5.7 The ITF reserves the right to share information about a safeguarding concern and conduct any investigation in conjunction with any tennis organisation, for example any Regional or National Association, the International Tennis Integrity Agency (ITIA), the WTA and the ATP.

6. INVESTIGATIONS

6.6 INVESTIGATORY PROCEDURE

6.6.1 The Safeguarding Manager may commence an investigation at any time or if necessary, instruct an external investigator nationally or internationally, to investigate a Level Two Safeguarding case in line with the procedures below:

- i. Any such investigation shall be conducted in a fair and impartial manner.
- ii. The ITF shall inform the accused Covered Person in writing of the investigation as soon as it is reasonable to do so and set out the procedure to be followed (save where to do so would place any child or adult at risk of harm or hinder or prejudice any investigation). The notification may be delayed if the Safeguarding Manager considers it is in the best interests of the investigation to do so.
- iii. The ITF Safeguarding Manager will be updated on the progress of the investigation every two weeks by the designated investigator.
- iv. An investigator working on an ITF Safeguarding case shall be suitably trained in using the Achieving Best Evidence (ABE) interview techniques when interviewing Children, young people and Adults at risk.
- v. If it is appropriate to do so, the investigator may seek to obtain an external assessment regarding the mental capacity of the complainant (if any), any other witnesses, or the accused Covered Person.
- vi. The ITF will ensure that appropriate support and expertise are in place to support any child or adult involved in a safeguarding case who has learning disabilities or other impairments.
- vii. The ITF will ensure that appropriate support and expertise are in place to support the effective communication (for example translators or sign language) with the complainant, alleged victim, witnesses, and the accused Covered Person during any safeguarding investigation.
- viii. The investigator should interview the complainant, alleged victim and any other witnesses either in person or if appropriate, recorded during a video or telephone call. Evidence should be documented and provided for review to the complainant, alleged victim and witnesses in transcripts or written statements.
- ix. The Covered Person subject to investigation may also be required to attend an interview. Where the Covered Person is interviewed, they shall be provided with sufficient information regarding the details of the allegation against them before being interviewed to a) enable them to seek legal representation or advice, and b) enable them to understand the allegation and respond to it, save where the ITF Safeguarding Manager considers that to do so may put any child or adult at risk of harm or hinder or prejudice any police or statutory authority investigation.
- x. The ITF Senior Safeguarding Lead may request updates on the progress of the investigation from the Safeguarding Manager at any time. In any case, the Safeguarding Manager will provide updates every 14 days.
- xi. Where an external investigator has been appointed, upon conclusion of their investigation, they shall produce a final written report in English (or translated into English) setting out the procedure followed, their findings and a referenced bundle of all collated evidence. This report will be submitted to the Safeguarding Manager.

7. DISCIPLINARY PROCEDURES

7.1 THE SAFEGUARDING MANAGER IS RESPONSIBLE FOR OVERALL CASE MANAGEMENT.

7.2 UPON COMPLETION OF ALL INVESTIGATIONS THE ITF SAFEGUARDING MANAGER SHALL CONSIDER WHETHER:

7.2.1 There is no case to answer, in which case the Safeguarding Manager shall recommend that no further action should be taken.

7.2.2 There is a case to answer for an alleged violation of the Safeguarding Code of Conduct, in which case the Safeguarding Manager will provide a Statement of Case and full evidence bundle of associated papers to the ITF Senior Safeguarding Lead for review.

7.3 IF THE ITF SENIOR SAFEGUARDING LEAD CONSIDERS THAT THERE IS A CASE TO ANSWER, THEN:

7.3.1 If the ITF Senior Safeguarding Lead considers that the violation is sufficiently serious to warrant formal disciplinary action, then he/she will issue a Notice of Charge (“Notice”) to the Covered Person.

7.3.2 If the ITF Senior Safeguarding Lead considers that the violation is not sufficiently serious to warrant formal disciplinary action, he/she may issue the Covered Person with an executive written warning and:

- i. If the Covered Person accepts the warning it will be entered onto his/her record as if it were a determination by the Panel;
- ii. If the Covered Person does not accept the warning, then the ITF Senior Safeguarding Lead may issue a Notice of Charge (“Notice”) to the Covered Person.

7.4 Where a Notice of Charge is issued, it will contain sufficient information for the Covered Person to understand the nature and detail of the allegation against them, which may include the Statement of Case and other evidence relied upon (save where to do so would place any child or adult at risk of harm). The Notice will also contain the ITF’s recommended sanction.

7.5 SHOULD THE ACCUSED COVERED PERSON

7.5.1 **accept the charge(s)** and recommended sanction, the case shall be found proven, and the sanction and/or safeguard shall be imposed without recourse to the Panel.

7.5.2 either (a) **not accept the charge** or (b) **accept the charge but not accept the sanction recommended**, the accused Covered Person will have 14 days to submit their written representation for consideration by the Panel.

7.5.3 fail to respond to the Notice of Charge or fail to submit their written representation within 14 days, the charge(s) will be deemed proven, and the recommended sanction and/or safeguard shall be imposed without recourse to the Panel.

ITF INTERNAL ADJUDICATION PANEL DETERMINATION

7.6 The Panel shall determine the matter(s) in accordance with its Procedural Rules and it shall have all such powers as are necessary to carry out its function efficiently and effectively.

7. DISCIPLINARY PROCEDURES

7.7 Where there is a dispute of fact, the Panel will determine any factual matter on the balance of probabilities. Having determined the facts, the Panel shall consider whether the Covered Person poses or may pose a risk of harm to children or adults. The Panel shall bear in mind that its paramount consideration is to ensure the welfare of Children and Adults.

7.8 If the charge is (a) proven or (b) accepted but the recommended sanction and/or safeguard is not accepted, in determining the appropriate sanction and/or safeguard the Panel shall have regard to all relevant factors, and specifically consider any risk posed by the accused Covered Person to Children or Adults if they were permitted to come into contact with either Children or Adults in an international tennis environment.

7.9 All sanctions and/or safeguards imposed are at the sole discretion of the Panel. In addition to those sanctions and/or safeguards set out within its Procedural Rules, the Panel may impose, without limitation, any (or any combination) of the following:

7.9.1 A permanent suspension from all ITF Competitions or from taking part in any other capacity in tennis events and/or centres organised, authorised or sanctioned by the ITF;

7.9.2 withdrawal of access to and accreditation for any tennis event and/or centre organised, authorised or sanctioned by the ITF;

7.9.3 a referral to the Disclosure and Barring Service or other equivalent Statutory Agency in country, e.g. US Safesport in USA;

7.9.4 a suspension from participating in or otherwise attending any tennis tournament, event and/or centre organised, authorised or sanctioned by the ITF for a specified period;

7.9.5 a written warning outlining the areas of safeguarding concern which must be addressed by the accused Covered Person within a specified period before any access to any centre or accreditation for any tennis event organised, authorised or sanctioned by the ITF is granted;

7.9.6 conditions upon any such participation or access to any centre or approval of accreditation for any tennis event organised, authorised or sanctioned by the ITF;

7.9.7 a requirement that the accused Covered Person be supervised and/or work with a mentor for a specified period of time or permanently;

7.9.8 a requirement that the accused Covered Person concerned undertake approved safeguarding training or relevant education before any suspension is lifted or access to any centre or accreditation for any tennis event organised, authorised or sanctioned by the ITF is approved;

7.9.9 a requirement that the accused Covered Person complete a supervised probationary period on reinstatement from suspension; and/or

7.9.10 a reprimand and/or warning as to future conduct.

The ITF Internal Adjudication Panel also reserves the right to extend to any or all ITF Competitions or events a suspension or other disciplinary action taken against a Covered Person by a National or Regional Association or other tennis organisation such as the International Tennis Integrity Agency (ITIA), the WTA and ATP, or a conviction or plea of guilty or no contest to a criminal charge or indictment relating to the harassment and abuse of any child or adult.

8. ITF INTERNAL ADJUDICATION PANEL DECISIONS AND NOTIFICATION

8.1 All proceedings of the Panel will be confidential and will take place in private. The public and the media shall have no right of access.

8.2 The Panel shall promptly issue its determination, with reasons, to the parties directly involved, the ITF Safeguarding Team and any other tennis organisation it considers appropriate.

8.3 Any decision of the Panel imposed based on a conviction of, or a plea of guilty or no contest to, a criminal charge or indictment for any offence that is a violation of any law specifically designed to protect children in any jurisdiction, shall be final and binding and not subject to appeal.

9. APPEALS

9.1 Decisions of the ITF Internal Adjudication Panel may be appealed to the Independent Tribunal in accordance with the ITF Regulations for the applicable ITF Competition and the Procedural Rules Governing Procedures before an Independent Tribunal convened under ITF Rules.

10. OUTCOME & CASE REVIEWS

10.1 Upon final determination, whether by the Panel or the Independent Tribunal, the ITF may publish the decision, giving due consideration to confidentiality and any risk or harm to any Child or Adult that such publication may cause.

10.2 Notwithstanding the above case management procedures, the ITF Safeguarding Team shall review all reported safeguarding concerns and the facts (irrespective of whether further action was taken), for learning outcomes to determine whether any action to reduce the risk of further concerns is necessary.

Approved: January 2023

Effective: 1 January 2023

Review: 1 December 2023