



The GEA Disciplinary Procedure

From time to time the GEA receives letters of complaint from members complaining about the activities of other members and/or from Government agencies or other trade bodies complaining about a member. In such situations the procedure below will be followed:

The Disciplinary Procedure:

1. The complainant writes and sends evidence to the GEA office.
2. The Chief Executive reviews all evidence to measure the importance and seriousness of the situation and acts as front-line arbitrator between the complainant and the accused.
3. After gathering all necessary information, the Chief Executive will decide if the GEA 'Disciplinary Procedure' should be initiated and at what level.
4. Disciplinary Procedure (First Level). The Chief Executive will visit the accused member to seek reassurance and review evidence that the problem has been resolved.
5. Disciplinary Procedure (Second Level). If the Chief Executive is not satisfied that all has been put right or the member continues to offend then the Chief Executive will call up a neutrally selected 'Disciplinary Committee' to meet and judge at the next Council meeting (the accused member is invited to send a representative).
6. The 'Chair' of the 'Disciplinary Committee' will deliver the Committee's findings and rulings back to Council.

The company's case details will be held on the GEA's Disciplinary File. The file will be made available to any future 'Disciplinary Committees' asked to judge on the same said company. This will provide all 'Disciplinary Committees' with the transparency to clearly see if a member continually breaks any rules.

GEA Confidentiality:

Any Member shall not, without the prior written approval of the Garage Equipment Association, disclose to any person other than the Garage Equipment Association, any Confidential Information contained in Garage Equipment Association Material or Information. In giving written material the Garage Equipment Association may impose such terms and conditions as it thinks fit.