

PROCEDURE FOR CENSURE, SUSPENSION OR TERMINATION REQUEST



According to the OSAC Charter and Bylaws, Section 6. Censure, Suspension, or Termination of Membership, the FSSB has the authority to regulate and determine membership in OSAC. Any OSAC member or affiliate may request that another member or affiliate be censured or that a membership be suspended or terminated. This Procedure for Censure, Suspension, or Termination specifies what is required in a request for these actions; when the FSSB can censure, suspend, or terminate a member or an affiliate; and the process that shall be followed.

FSSB Authority: The FSSB can censure, suspend, or terminate any OSAC member, including FSSB members serving as professional forensic science association representatives and affiliates.

Request for FSSB Action: A Request for Censure, Suspension, or Termination (hereinafter "Request") must be made by writing the Chair of the FSSB or designee. It may contain or refer to supporting materials.

Initial Review of the Request by FSSB Executive Task Group: The FSSB Executive Task Group shall review the Request to determine, normally within seven business days of the receipt of the request, whether it alleges:

- misconduct related to participation and activities within OSAC, including adherence to the OSAC Code of Responsibility; or
- conviction of a crime punishable by imprisonment for more than one year in the convicting jurisdiction.

If the FSSB Executive Task Group members determine the Request makes one or both allegations, then the Chair shall refer the Request to the FSSB, inform the applicable OSAC unit leadership if necessary, and inform the requester of this action.

If the FSSB Executive Task Group determines that the Request fails to make one or more of the allegations required above or is defective for any other reason, the Chair shall inform the Requester. The Requestor may submit an amended Request to the Chair within seven (7) business days of the date of notification.

Notification of Member or Affiliate: If a Request is referred to the FSSB, the Chair shall provide the OSAC member or affiliate who is the subject of the Request with a copy of the Request and any supporting materials. The OSAC member or affiliate may submit a written response to the Request within seven (7) business days from the date of the copy of the Request.

If the FSSB Executive Task Group determines that the Request fails to make one or more of the allegations required above or is defective for any other reason, the Chair, after consulting with the Executive Task Group, may inform the member or affiliate of the Request. To protect the identity of the Requester, the Chair may supply a redacted version of the Request.

FSSB Review and Decision: In response to a Request, the FSSB may censure, suspend, or terminate the OSAC member or affiliate. These actions require a two-thirds ($\frac{2}{3}$) majority vote of the FSSB.

Notification of the FSSB Decision: The FSSB shall notify all parties in writing of its decision. A sanction shall not be effective before the period for a Request for Reconsideration has expired or that request has been denied.

Request for Reconsideration: The OSAC member or affiliate or the Requester may file a written request for reconsideration with the FSSB Chair within thirty (30) business days of the date of the FSSB's written notification. The Chair shall inform the member or affiliate and the Requester in writing of its disposition of the request for reconsideration.

Effect of Resignation by Respondent: If the OSAC member or affiliate resigns while a Request for Censure, Suspension, or Termination or a Request for Reconsideration by the FSSB is pending, the FSSB Executive Task Group shall decide whether the Request should be dismissed.

Effect on Pending Membership Appointments: An ongoing request shall have no impact on pending OSAC member or affiliate appointments.

False Claims: Making knowingly false accusations or knowingly providing false information may be grounds for censure, suspension, or termination.

Retaliation: A Request made in good faith, even if found to be unsubstantiated, will not be grounds for retaliation or threats of retaliation against any person who initiates the Request.