



Northern Alberta Interlock

REGULATIONS

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Northern Alberta Interlock Regulations

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1. OPERATING RULES

- a) The Northern Alberta Interlock shall operate under the rules and regulations of Hockey Canada (CHA), Hockey Alberta (HA), and The Northern Alberta Interlock Hockey League (NAI).

2. CODE OF CONDUCT, ZERO TOLERANCE POLICY

- a) The Canadian Hockey Association has adopted a zero tolerance policy on abuse. The Northern Alberta Interlock supports this policy.
- b) The NAI has adopted a Zero Tolerance policy on referee abuse.
- c) Participation in the NAI is a privilege not a right. Coaches, players, parents, team officials, referees, and all participants are required to abide by the Bylaws and Regulations of the League, and their behaviour is expected to mirror the spirit of the Bylaws, Regulations, and this Code.
- d) Profanity and the use of alcohol, drugs, tobacco, and tobacco products are prohibited in all games under the jurisdiction of the NAI.
- e) All players, coaches, managers, officials, and members shall conduct themselves in a polite and sportsmanlike manner at all times. Obvious or persistent unacceptable conduct and/or blatant disregard of the CHA, HA, or NAI Regulations can result in the loss of the association's performance bond at any time.
- f) All members and participants of the league shall respect other members, officials, parents, players, spectators, team officials, volunteers, Executive Committee members, employees and property of the league. Any inappropriate conduct, threats, harassment or abuse (including the use of profanity) directed towards anyone, including game or team officials, members, parents, players, fans, spectators, volunteers, Executive Committee members, employees, or damage to the property of another association will not be tolerated.
- g) The NAI will not tolerate loud, obscene, obnoxious coaches, managers, assistants, players, parents, or spectators. Such individuals will be subject to disciplinary action. Disciplinary action will be forwarded to the member association where the individual belongs for investigation and subsequent disciplinary action as required. The association may be asked to report back to the NAI Chair on its findings and any discipline levied.
- h) Parents and spectators are not permitted in the dressing rooms except as expressly permitted by the coach to assist their child in changing before or after a game.
- i) Under no circumstances is a parent or spectator to enter the opposing team's dressing room.
- j) Coaches and other team officials, players, parents, and spectators are not permitted in the officials' dressing room, nor are they permitted to confront game officials about the game. The home team is responsible for ensuring that nobody enters the officials' room or attempts to confront them. The home team manager or delegate is the only person that is allowed to remain by the officials' room to retrieve the game sheets and Incident Reports if necessary. Any report that may be received by the NAI will be forwarded to the home association. Should officials, players, parents, and/or spectators have questions about the officiating they are asked to either file a formal complaint through their association (either through their President or Referee-in-Chief), or submit an informal "Referee Compliment or Complaint Form" to the NAI Discipline Co-ordinator.
- k) Violation by any member, spectator, or participant of any provision of this Code of Conduct may result in disciplinary action being taken by the NAI against the association that the individual is associated with and may include the removal of the offending team from regular season play or the playoffs.
- l) Conduct of fans, spectators, and team followers; parents, hockey fans, or spectators who are abusive toward referees, game officials, players, team officials, or other spectators may be dealt with in the following manner:



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1. Any member of the NAI Executive, Senior Governor, Governor, Discipline Coordinator, upon properly identifying themselves, will instruct the referee to stop the hockey game.
2. This person will then identify himself to the offending person or persons and inform them that the hockey game will not continue until the offending person or persons have left the arena.
3. In the event that the offending person or persons do not leave the arena within 10 minutes of the game being stopped, the team to which the offender(s) belongs will be declared the loser of the hockey game, regardless of the score at the time the game was stopped. The incident shall be reported to the association President with the name of the ejected person who was involved.
4. The league will only review comments about off ice incidents that are presented in a signed letter received from the association's President. Then the league will request a statement from the accused association's President. Should the league receive both statements and there is still a conflict, the league may provide representation (minimum 2) at the next game, with reimbursement for travel and time for these representatives being split by both associations. League representatives will not intervene, but sanctions could result from further issues.

The NAI encourages member associations to have a similar procedure as above within their Regulations in dealing with their teams only by their Executive or Board of their association.

3. REGULATION CHANGES

- a) Major changes to any of the NAI Regulations may only be made once per season at the Annual General Meeting (AGM). When requesting changes, additions, or deletions to the regulations, a Notice of Motion form must be submitted to the NAI Executive no later than 21 days prior to the league's AGM. Notices of Motion will be voted on at the AGM. Notices of Motion received will be posted on the website, along with the AGM agenda
- b) Minor changes to NAI Regulations may be made at general or executive meetings with a majority vote. Changes or adjustments made by the NAI Executive must be presented at the next general meeting for ratification.

4. MEMBER ASSOCIATIONS

- a) Associations are encouraged to name their NAI representative and send the same representative to each NAI general meeting.
- b) Associations must have a representative at each general meeting, including the AGM, or they will be fined \$200, unless given permission by the NAI Chair. Payment must be mailed or e-transferred to the NAI Treasurer at treasurer@nainterlock.com within 14 days or risk forfeiture of the association's performance bond.
- c) In case of extreme weather and road conditions, the Chair may, after consulting with the Executive, cancel a NAI meeting by putting a notice on the NAI website. The league's secretary or administrator will also send individual e-mails to all League Governors and NAI representatives (each MHA is responsible for keeping contact information current, so these messages will go to the proper NAI rep). If they are unsure of whether or not the meeting has been cancelled, it is up to NAI representatives to check the website and their e-mail the morning of the meeting.
- d) The entire association shall be suspended if there are any outstanding team fees or fines not paid.
- e) Associations must post a list of governors' names, phone numbers, and e-mail addresses in the referees' room of each of their arenas.



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- f) Associations and their teams must be properly registered with Hockey Alberta.
- g) The Hockey Canada Registry roster will be considered the official team/player list and must be provided to the Tier Governor for each team.
- h) The NAI's League Boundaries shall consist of those as defined on the boundary map in Appendix A. The NAI will not accept associations from outside of this boundary without the support of 9/10 of the member associations in a vote at the AGM.
- i) Any association that resides outside of the boundaries would be able to apply as a full member for their teams if they secure home ice within the NAI boundaries. Any association applying for acceptance as a member from outside the league boundaries must provide their home ice from a location well inside the boundaries of the league so as to not force teams to travel to the outer edges of the boundaries to play these new teams. Home ice location must meet the Executive's approval before the AGM.
- j) Each season, the NAI Executive will define an appropriate "Tiering Committee" at the discretion of the Executive.

5. REGISTRATION

- a) The registration fee for the 2017/2018 season shall be \$200.00 per team when registering prior to, or at the registration meeting. Teams added after the registration meeting shall be charged an additional \$200.00 (total \$400.00 per team). One Game Book per team is included in the registration fee. Each association will also receive 1 Referee Game Incident Report book for each of their arenas used. Extra Game Books and Referee Game Incident Report books are available at \$15.00 each.
- b) For each association entering teams in the NAI, the association director or representative shall submit on-line or bring to the Fall registration meeting the following: registration fees, home game ice times for all teams, home tournament/blackout dates, complete association contact list including President, NAI rep, ice co-ordinator, referee-in-chief, Governor, and team contacts (addresses, phone numbers, and e-mail addresses as per the NAI Registration Contact form). To submit information on-line, forms can be found on the NAI website under "Forms".
- c) Associations are responsible for notifying and paying the NAI Treasurer for any teams registered after the Fall registration meeting. Use the "Team Registration Form" on the NAI website.
- d) Requests for refunds or for cancelled teams must be made on "Team Cancellation Forms" and sent to the Treasurer. Refunds are subject to a \$25 cancellation fee.
- e) Refunds will not be issued if requests in writing are not received by December 30th of the current season.
- f) New associations requesting entry to the NAI must apply in writing a minimum of 6 weeks before the AGM. The application must be signed by the association's President, and include a \$500.00 performance bond cheque. Acceptance will be made by a two thirds (2/3) majority vote at a NAI Annual General Meeting for those associations that have applied from within the League Boundaries and a nine-tenths (9/10) majority vote for an association that is applying from outside the boundary.
- g) The performance bond is held in trust with the NAI. This bond shall be liable for any breach of the NAI Objectives and Bylaws, Regulations, fines, and/or for the failure to fulfill obligations within the NAI.
- h) Any fine, charge against a bond, or debt to the NAI, shall be paid in full by the team or their association within 14 days of receiving the assessment.
- i) Associations that have forfeited their performance bond must post a new \$500.00 performance bond to be reinstated in the NAI.



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- j) An association must apply in writing to request a leave of absence or to withdraw from the NAI. Their bond can either remain in trust with the NAI or be refunded, as desired. Failure to submit requests in writing will result in a forfeiture of the bond.

6. ICE REQUIREMENTS

- a) All communications directed to the NAI Ice Scheduler are only to come from the associations' Ice Schedulers or Ice Co-ordinators. Teams must only communicate with their own association ice co-ordinators on any issue such as ice times, tournament dates, or any other questions. The association Ice Co-ordinators will communicate or request any information of the Ice Scheduler.
- b) All home ice times or game slots for each team from each association is required to be e-mailed using an Excel spreadsheet one week prior to the Fall registration meeting. There must be a sufficient number of slots for each team for the entire regular season schedule (see NAI Maximum Game Allotment table) and pre-season tiering games. The absolute deadline for receiving ice times for registered teams is midnight of the date of the Fall registration meeting. All teams being registered after this time will be considered late. Any ice times that are not submitted in the correct format or quantities per team, as determined by the Scheduling Committee, will be fined \$200.00 and may have their team disqualified. Insufficient or poorly submitted ice is a major cause of TBA (To Be Advised) games which has a negative impact on all associations and teams. The ice slots requested for the tiering ice must fall within the start and end dates of the tiering schedule for each team. Ice slots requested for regular season must be provided between the start and end date of the regular season as posted on the season timeline.
- c) Please submit a minimum of 5 more slots than the number of home games for the regular season. The scheduler will only use what is required for each schedule and send the unused times back to each association.
- d) Should a team move from one tier to another during the tiering process, the team is then required to submit an additional 3 ice slots due to the likelihood of additional tiering games being required for the team.
- e) Each association will be required to provide a minimum of 4 additional ice slots for every team in the NAI to the league scheduler to schedule the pre-season tiering games. These additional ice slots may or may not be used and the NAI will make every attempt to notify the teams as soon as practical if some of the slots are not going to be used. The required schedule (start and end dates) for these required slots will be determined by the NAI and the requirements posted on the website prior to the Fall meeting.
- f) Every effort must be made to provide the scheduler with choices. When possible, these ice times should include a variety of weeknight and weekend game slots. Weeknight games can be used to schedule teams close to each other. It also helps to reduce the weekend workload on referees and can reduce the number of postponed games due to weekend tournaments.
- g) Associations should provide home tournament dates for all of their teams. The scheduler will then attempt to schedule around them, however, only if possible. Teams, through their ice co-ordinators, are also invited to provide the ice scheduler with a maximum of 3 Blackout weekends for tournaments where the ice scheduler will attempt to not schedule games during these weekends. Blackout weekend dates must be provided prior to the end of the team's/tier's final pre-season tiering weekend games. Please remember that only the association ice schedulers are able to submit information to the NAI Scheduler.
- h) Understanding that some associations may have problems in securing sufficient ice time, the following is the NAI's recommendations for game ice time lengths. Associations should attempt to use the following as minimum guidelines when allotting game times (see table below). Continuous alterations to these recommendations should be brought to the NAI



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Chair's attention. Visiting coaches or managers must be forewarned when game times do not meet the recommendations.

- i) Although the NAI scheduling team takes age into consideration when scheduling regular season games, a guideline for setting game times is that mid-week and Sunday games shall commence no later than 17:00 for Novice, Atom, and PeeWee and no later than 19:30 for Bantam and Midget without the consent of both coaches. The game start time must consider the travel time of the visiting team, which will apply if teams are more than 80 kilometres away from the game location. Teams shall not be asked to leave their home town before 07:00 in order to travel to a game. Games shall be scheduled so that when travelling, the away team will arrive home no later than 23:00 on a night when they have school the next day, unless agreed upon by both managers beforehand. Weekend games shall not commence before 08:00, and where travel of more than 80 kilometres from rink to rink is required, the game shall not commence before 09:00 without the written consent of the two team managers and the tier Governor. Each additional 100 kilometres of travel will add another hour to the game start time. Written approval must once again be obtained. It is up to the visiting team's manager to notify the tier Governor and the home team's manager at least 72 hours in advance if they are unhappy with the scheduled start time for the game.
- j) The NAI insists that coaches, on-ice officials, and off-ice officials discuss ice slot length, clock management, and frequency of floods before every game. The agreed game management can only be changed by the two coaches and the referee unless unforeseen or special circumstances arise. In this case the referee will have the final say in the game management for the completion of the game. Both the home and away coaches are responsible for completing this process. Every NAI game shall ensure that a minimum of the final 3 minutes (preferably 5 minutes) at the end of any game shall be played stop time (time permitting). Game management agreements must allow for this time and the time may be adjusted to ensure that this is completed to be able to complete this within the allotted time slot. During the regular season only, if the ice slot time is running short, the clock may be adjusted to run time only if the goal differential is 3 goals or more. All teams must ensure that the run time is adjusted, if necessary, to ensure that the stop time can be played.
- k) For regular season and playoffs, if there is a game time that is agreed to that is different from the time recommended, it must be documented on the back of the game sheet and initialed by both teams (coaches or managers) and by the head referee. The home team will then not be allowed to alter the game time after that agreement has been made and initialed. Off-ice officials (timekeepers) have absolutely no jurisdiction or input into the time management process.
- l) As per Hockey Canada and Hockey Alberta rules, teams are allowed one 30 second Time Out per game within NAI regular season or playoff games. When a time out is called during run time, the clock shall be stopped until the next drop of the puck.

NAI RECOMMENDED MINIMUM GAME ICE TIME LENGTHS

| | | |
|---------------|------------|---------------------|
| <u>NOVICE</u> | Tier 1 & 2 | 1.25 hour ice slots |
| | Tier 3 – 5 | 1.00 hour ice slots |
| <u>ATOM</u> | Tier 1 - 5 | 1.50 hour ice slots |
| <u>PEEWEE</u> | Tier 1 & 2 | 2.00 hour ice slots |
| | Tier 3 – 5 | 1.50 hour ice slots |
| <u>BANTAM</u> | Tier 1 & 2 | 2.25 hour ice slots |
| | Tier 3 – 5 | 2.00 hour ice slots |



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MIDGET

Tier 1 - 5

2.25 hour ice slots

NAI "MAXIMUM" GAME ALLOTMENT TABLE

(for regular season scheduling and tiering purposes; some divisions or tiers may play less than the number of games indicated)

| NOVICE | | | | | |
|--------|----------------|------|------|--------------------------|-----------------------------|
| TIER | REGULAR SEASON | Home | Away | Pre-Season Tiering Slots | Slots required for Schedule |
| I | 18 games | 9 | 9 | 2 + EXTRA "2" = 4 | 9 + EXTRA "5" = 14 |
| II | 18 games | 9 | 9 | 2 + EXTRA "2" = 4 | 9 + EXTRA "5" = 14 |
| III | 16 games | 8 | 8 | 2 + EXTRA "2" = 4 | 8 + EXTRA "5" = 13 |
| IV | 16 games | 8 | 8 | 2 + EXTRA "2" = 4 | 8 + EXTRA "5" = 13 |
| V | 16 games | 8 | 8 | 2 + EXTRA "2" = 4 | 8 + EXTRA "5" = 13 |

| ATOM | | | | | |
|------|----------------|------|------|--------------------------|-----------------------------|
| TIER | REGULAR SEASON | Home | Away | Pre-Season Tiering Slots | Slots required for Schedule |
| I | 20 games | 10 | 10 | 2 + EXTRA "2" = 4 | 10 + EXTRA "5" = 15 |
| II | 20 games | 10 | 10 | 2 + EXTRA "2" = 4 | 10 + EXTRA "5" = 15 |
| III | 18 games | 9 | 9 | 2 + EXTRA "2" = 4 | 9 + EXTRA "5" = 14 |
| IV | 16 games | 8 | 8 | 2 + EXTRA "2" = 4 | 8 + EXTRA "5" = 13 |
| V | 16 games | 8 | 8 | 2 + EXTRA "2" = 4 | 8 + EXTRA "5" = 13 |

| PEEWEE | | | | | |
|--------|----------------|------|------|--------------------------|-----------------------------|
| TIER | REGULAR SEASON | Home | Away | Pre-Season Tiering Slots | Slots required for Schedule |
| I | 22 games | 11 | 11 | 2 + EXTRA "2" = 4 | 11 + EXTRA "5" = 16 |
| II | 22 games | 11 | 11 | 2 + EXTRA "2" = 4 | 11 + EXTRA "5" = 16 |
| III | 20 games | 10 | 10 | 2 + EXTRA "2" = 4 | 10 + EXTRA "5" = 15 |
| IV | 18 games | 9 | 9 | 2 + EXTRA "2" = 4 | 9 + EXTRA "5" = 14 |
| V | 18 games | 9 | 9 | 2 + EXTRA "2" = 4 | 9 + EXTRA "5" = 14 |

| BANTAM | | | | | |
|--------|----------------|------|------|--------------------------|-----------------------------|
| TIER | REGULAR SEASON | Home | Away | Pre-Season Tiering Slots | Slots required for Schedule |
| I | 24 games | 12 | 12 | 2 + EXTRA "2" = 4 | 12 + EXTRA "5" = 17 |
| II | 22 games | 11 | 11 | 2 + EXTRA "2" = 4 | 11 + EXTRA "5" = 16 |
| III | 20 games | 10 | 10 | 2 + EXTRA "2" = 4 | 10 + EXTRA "5" = 15 |
| IV | 20 games | 10 | 10 | 2 + EXTRA "2" = 4 | 10 + EXTRA "5" = 15 |
| V | 20 games | 10 | 10 | 2 + EXTRA "2" = 4 | 10 + EXTRA "5" = 15 |



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| MIDGET | | | | | |
|--------|----------------|------|------|--------------------------|-----------------------------|
| TIER | REGULAR SEASON | Home | Away | Pre-Season Tiering Slots | Slots required for Schedule |
| I | 26 games | 13 | 13 | 2 + EXTRA "2" = 4 | 13 + EXTRA "5" = 18 |
| II | 24 games | 12 | 12 | 2 + EXTRA "2" = 4 | 12 + EXTRA "5" = 17 |
| III | 22 games | 11 | 11 | 2 + EXTRA "2" = 4 | 11 + EXTRA "5" = 16 |
| IV | 22 games | 11 | 11 | 2 + EXTRA "2" = 4 | 11 + EXTRA "5" = 16 |

7. TEAM PLACEMENT/TIERING

- a) Associations and the NAI will be expected to place teams into tiers where they feel they will be competitive. This will be done at the Fall registration meeting. Team placement that does not follow the placement guidelines, as shown below, must be identified in writing to the Executive and tiering committee. It is the responsibility of the associations to identify these variances to the Executive and tiering committee along with reasoning for their wishes to not follow the guidelines. During the tiering process, the Executive and/or Tiering Committee has the right to request changes if the Executive and/or Tiering Committee feel a team is too strong or weak for the tiers provided.
- b) To protect the NAI from any associations tampering or stacking teams, or registering teams that cannot be placed competitively in any tier, the NAI Tiering Committee has the discretionary authority to declare a "Non-competitive Team". This declaration will occur in writing. A "Non-competitive Team" is defined as a team that cannot be re-tiered competitively within the tier structure of any given season. Once a team has been declared Non-Competitive, the association from which the non-competitive team was formed is responsible for providing opposition for the team or re-structuring the team(s) to ensure that it can be tiered competitively within the NAI. The association in question must inform the NAI Chair of their intent with the non-competitive team and if they elect to provide opposition by organizing team play outside of the NAI, they must be sure to abide by point (h) below. A team may also be declared non-competitive due to circumstances beyond anyone's control or Force Majeure (e.g. team accident, players moving). The Executive and Tiering committee have complete discretionary authority when dealing with a "Non-competitive Team".
- c) Tiering and/or team placement is not necessarily in accordance with the Hockey Alberta categorization.
- d) Based on registration, numbers, and placement of teams at the Fall meeting, an attempt will be made to provide and schedule for 4-5 tiers in all divisions. Should it be required for any division, a sixth or seventh tier may be added. Depending on the perceived ability and number of teams in any age category, associations should use the following table as a reference for the initial placement of their teams. The table only considers placement of teams that are tiered internally by the association. When associations place more than one team into a tier, the teams must be of equal calibre. Associations with two or more teams in the same tier cannot use affiliation with each other in any NAI game.



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Atom and older initial team placement guidelines

| | | | | |
|-------------|----------------------|---------------------|----------------------------|------------------|
| One team | Any Appropriate Tier | | | |
| Two teams | 1 in Tier 1, 2, or 3 | 1 in Tier 4 or 5 | Or Recommend 2 Equal Teams | |
| Three teams | 1 in Tier 1 or 2 | 2 in Tier 3, 4 or 5 | | |
| Four teams | 1 in Tier 1 | 1 in Tier 2 or 3 | 2 in Tier 3, 4 or 5 | |
| Five teams | 1 in Tier 1 | 1 in Tier 2 or 3 | 1 in Tier 3 or 4 | 2 in Tier 4 or 5 |
| Six teams | 2 in Tier 1 | 1 in Tier 2 | 1 in Tier 3 or 4 | 2 in Tier 4 or 5 |
| Seven teams | 2 in Tier 1 | 1 in Tier 2 | 1 in Tier 3 or 4 | 3 in Tier 4 or 5 |

Novice initial team placement guidelines

| | | | | |
|-------------|----------------------|---------------------|---|------------------|
| One team | Any Tier | | | |
| Two teams | 1 in Tier 1, 2, or 3 | 1 in Tier 4 or 5 | Or, Recommend 2 Equal Teams in Appropriate Tier | |
| Three teams | 1 in Tier 1 or 2 | 2 in Tier 3, 4 or 5 | | |
| Four teams | 1 in Tier 1 | 1 in Tier 2 or 3 | 2 in Tier 3, 4 or 5 | |
| Five teams | 1 in Tier 1 | 2 in Tier 2 or 3 | | 2 in Tier 4 or 5 |
| Six teams | 2 in Tier 1 | 2 in Tier 2, 3, 4 | 2 in Tier 4 or 5 | |
| Seven teams | 2 in Tier 1 | 2 in Tier 2, 3, 4 | 3 in Tier 4 or 5 | |

- d) Associations will be required to notify the NAI when they have any of their teams playing in other leagues or in-house leagues.
- e) **PRE-SEASON TIERING GAMES:** pre-season tiering games must have all players registered on a team. Shortly after the initial team placement, each team will be scheduled by the NAI to play various teams within, or in other tiers. There will be a maximum of 4 tiering games to be played by each team at the complete discretion of the league scheduler. These teams will be selected to provide a good indication of the playing ability of the team as well as the other teams they play. The tiering committee requires the game sheets to be entered in the same way as the regular season. The game sheet needs to be scanned and e-mailed to the Governor, if requested, and uploaded to the NAI website, and any Referee Incident Report must be sent to the NAI Discipline Co-ordinator.
- f) The Tiering Committee will consist of the NAI Chair, Vice-Chair, the 1660 Schedulers, and the Vice-Scheduler. Representing the best interests of the member associations, the primary role of the group will be to possibly adjust the initial team placement if necessary, continually analyze pre-season tiering information, and to observe results from pre-season tiering games. The expectation will then be to impartially confirm the proper placement of all teams before the regular season schedule is assembled. Teams that demonstrate that they do not belong in a tier will be moved to a tier more fitting with their ability. The committee in consultation with the involved association(s) and in particular cases with the team(s) will



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determine the final placement of all teams. The decision of the placement committee shall be final, with no appeal fee imposed. It is the associations' responsibility to ensure that their teams are responsible in playing the tiering games in a way that will best determine and identify their teams' ability. Throwing of tiering games or manipulating the tiering process will result in an association and team review by the committee. Input from the teams, through the association's league representative, will be encouraged and recommended.

- g) The team movement deadline is the date that the Tiering Committee has posted the Final Tier Placements, and the Full Regular Season Schedules are being prepared. The NAI will notify the associations and teams by e-mail or by posting on the website this deadline during the tiering and scheduling process. Any team requesting to move after this date will be required to follow the appeal process to the tiering committee. If the full season schedules have been fully or partially prepared, an additional charge of \$300 for re-scheduling will be imposed on an appeal that is successful. This charge is for re-scheduling, and will be paid to the schedulers. Any movement after this date may be denied at the discretion of the tiering committee. Appeals from teams that have not followed the recommendations of the tiering committee will not be heard.
- h) Teams requesting to withdraw from the NAI after the Full Regular Season Schedules have been posted will become an association not in good standing and will require reinstatement at the next AGM, unless the team in question has already been declared non-competitive as shown in (c) above. The minimum fees for the offending association for withdrawing a team as above without the necessary and proper league approvals can be subject to the following:
- The offending team's association will be fined a minimum of \$300.00 for each tier requiring re-scheduling. This fine shall be payable to the Treasurer.
 - The offending team's association could have its NAI bond forfeited and require replacement within a reasonable time frame identified or risk the immediate disqualification of all of their teams from participation in the league.
 - The offending team's association will be responsible for paying the costs for referees, ice, and possible travel expenses to teams that either played a regular season game with the offending team or are scheduled to be played within a 1 week period.

The fines, costs, and date payable above will be at the complete discretion of the NAI Executive and tiering committee.

- i) All pre-season tiering games, as indicated above, are defined as a "League Game" when referencing Hockey Alberta Regulations

8. SCHEDULING and STATISTICAL SERVICES

- a) League scheduling will be contracted out to qualified persons or organizations. The contract will be reviewed on an annual basis by the league Executive.
- b) During the scheduling period, please allow only the association's ice co-ordinators to communicate with the NAI Scheduler. Team managers or coaches should first direct their concerns or questions to their Governor. If unavailable, queries can alternately be directed to the appropriate Senior Governor or the Vice President.
- c) All confirmation and changes of schedules must go through the NAI Scheduler before the final approved version is released. The NAI Scheduler will identify the final version as such. During the proof stages of scheduling, e-mail will be the primary channel of communication between the NAI Scheduler and the associations' ice co-ordinators. Associations will be expected to respond quickly for confirmation and/or changes they may have. This will enable the expedient completion and release of the approved schedules.



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- d) The Chair, Vice-Chair, Vice-Scheduler, and the website administrator will be responsible for proofing the schedules to confirm the format, number of home/away games played, balance, double bookings, etc.
- e) **IMPORTANT.... DO NOT DISTRIBUTE ANY SCHEDULE THAT HAS “PROOF” ON IT!**
- f) All approved regular season and playoff schedules will be uploaded to the NAI website. At any time, these schedules are to be regarded as “THE OFFICIAL SCHEDULE” or the latest version and will be posted on the NAI website by the league’s administrator. The associations’ ice co-ordinators will also have the schedules e-mailed to them where possible.
- g) The website will be the primary method of communication of standings and statistics.

9. SENIOR GOVERNORS

- a) Senior Governors shall be appointed to each level of the NAI (i.e. Novice, Atom, PeeWee, Bantam, and Midget).
- b) Senior Governors shall abide by the Hockey Canada and Hockey Alberta rules and regulations, and also support, and comply with the NAI Bylaws and Regulations.
- c) Senior Governors shall provide support to all Tier Governors in their Level.
- d) If at all possible, Senior Governors should have at least 1 season of experience as a Governor in the 1660 Hockey League, Sturgeon Pembina Minor Hockey League, or the North Central Minor Hockey Association.

10. GOVERNORS

- a) Governors shall abide by the Hockey Canada and Hockey Alberta rules and regulations, and also support, and comply with the NAI Bylaws and Regulations.
- b) Governors shall ensure that all players, coaches, and managers within their tier follow the Hockey Canada, Hockey Alberta, and the NAI Bylaws and Regulations.
- c) Governors shall not be a coach or manager of a team within their specific tier. It is also recommended that they not be a spouse of a coach or manager within their specific tier.
- d) It is recommended that first time volunteers are not placed as Bantam or Midget tier governors. These tiers are of a higher workload and require more extensive hockey knowledge, as well as a greater time commitment.
- e) Each governor is expected to attend and contribute to any periodic Governors’ meetings.
- f) Before, or shortly into the season, Governors should announce to their teams their personal communication preferences.
- g) Governors are required to verify the rosters of each of the teams in their division based on the Hockey Canada Registry (HCR) roster submitted to them. The team is responsible for any errors or omissions.
- h) Working with the NAI Scheduler, Governors are responsible for the management of their tier’s regular season and playoff schedule. This involves monitoring game changes, cancellations, postponements, etc.
- i) Governors are responsible for ensuring that the game sheets and incident reports are uploaded to the web site within the league mandated time frame.
- j) Governors should regularly communicate with their Senior Governor.
- k) Governors **will not** have the authority to grant playoff deadline extensions. This is solely at the discretion of the Chair and Vice-Chair with input from other Executive members.

11. MANAGERS/COACHES/THE HOME TEAM/CRIMINAL RECORD CHECKS



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- a) The designated team manager should be the primary link or contact to the governor. Problems with scheduling, uploaded game sheets, suspension queries, etc. must first be brought to the Governor's attention.
- b) Through their local association, the manager must ensure that all players are properly registered with Hockey Alberta. Each team must supply their Governor with the Hockey Canada Registry (HCR) roster, by uploading them to the NAI website, prior to playing their first NAI pre-season tiering game. It is the responsibility of each team to update this roster with their Governor to include any affiliated or overage players. No player shall play in a NAI league game unless the Governor is in possession of the HCR with the player being identified. At the discretion of the Governor, Senior Governor, and Discipline Co-ordinator they may forfeit any game where an ineligible player has played.
- c) It is imperative that team managers and coaches review their own HCR in order to determine whether or not their affiliated players fall within the NAI's regulations. Failure to properly affiliate players is not a responsibility of the League or its Governors.
- d) Managers/coaches are responsible for seeing that game score sheets and if required, referee incident reports, are completely and correctly filled out.
- e) For all NAI scheduled regular season and playoff games, the home team is responsible for uploading the game sheet and any referee/incident report within 48 hours of the conclusion of a regular season game, and within 24 hours of the conclusion of a tiering or playoff game. Failure to upload the game sheets within the required timeframe will result in a warning to the team. If 3 warnings are issued, the NAI will have the right to suspend the offending team for all or part of the season, including playoffs.
- f) Managers/coaches are expected to immediately notify the Governor or the Discipline Co-ordinator of serious incidents and suspendable infractions which require prompt attention.
- g) The home team manager/coach must retain all of the original white copies of the game sheets and the referee incident reports until the end of the season. The originals are to be made available at any time upon request.
- h) NAI suspensions only are determined by the Discipline Co-ordinator. Upon incident, a suspension form will be completed and forwarded to the offending team member's manager. It is the manager's/coach's responsibility to explain the suspension to the individual and to see that the suspension is served in its entirety.
- i) The NAI has no jurisdiction over non-NAI scheduled games. These include exhibition, tournament, and Provincial games. When involved in games of this nature, it is the responsibility of the manager/coach to send the game sheet/referee report to their Hockey Alberta Zone Discipline Co-ordinator.
- j) Managers/coaches are strongly encouraged to plan their team's season. NAI league obligations must not be neglected at any time. NAI league play has priority over exhibition and tournament play. Necessary communication and proper procedure for re-scheduling and postponing games must be completed. Each team must complete their regular season schedule to be eligible to compete in playoffs. Due to the burden that is placed on associations' ice co-ordinators and teams, the Governor shall limit any team from re-scheduling more than 3 games during a season. Governors have complete authority to deny a game to be re-scheduled. It is strongly recommended that a Governor not approve any re-scheduled game if it results in a TBA game and that they only approve game changes where the new date and time has been agreed to by both teams. (See POSTPONEMENTS/ RESCHEDULING/4- POINT GAME/FORFEITS)
- k) For all levels, the NAI requires that all coaches and team staff be certified and registered as per Hockey Alberta requirements, although their LMHA is responsible for enforcement.
- l) For all levels, the NAI requires that associations have a "Team Official's" criminal record check policy in effect that mirrors the Hockey Alberta/Hockey Canada requirements. The NAI may request a copy of each association's criminal record check policy and confirmation from the association that it is being followed. A verification form is available on the NAI web site



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and must be filled in and submitted to the NAI Chair prior to the beginning of each season. The league does not assume any responsibility for LMHA's enforcement of their policy.

- m) The home team is responsible for changing jerseys if colours conflict with the visiting team's jerseys.
- n) Crowd, fan, or spectator control before, during, and after the game is the responsibility of both the home and visiting team's managers and coaches.
- o) There shall be no admission charge to any NAI scheduled game unless prior approval is received from the NAI Chair.

12. REGULAR SEASON

- a) All players must be properly registered with Hockey Alberta on a team before their first NAI pre-season tiering game. This is a Hockey Alberta and Hockey Canada requirement.
- b) Home team shall supply the warm-up pucks for both teams in any NAI hockey game.
- c) Failure of a team to show up for any NAI scheduled game will result in penalties and forfeit.
- d) No overtime shall be played in regular season games.
- e) Game times shall follow the recommendations as set out in 6 i) and j).
- f) All teams must complete their regular league schedule to be eligible to compete in playoffs.
- g) The format for regular season schedules will be dependent primarily on the number of teams involved. Allowing for team input, the format will be arranged and determined at the discretion of the Governor, the Chair, Vice-Chair, and the Tiering Co-ordinator. Some format considerations will be: division size, travel, spring break schedule, divisional splits, balance, number of games, playoff set-up. The Chair and/or Vice-Chair must be fully aware of the decided format.
- h) **Regular Season Standings Tie-Breaker** When teams in any tier or division are tied for points in the final (official) standings of the regular season, the following tie-breaker procedure will apply:

- 1st) Team with most wins overall
- 2nd) Team with the best record between the tied teams
- 3rd) Team with the highest goal ratio using the following formula:

Formula = total goals for divided by total goals for plus total goals against;

$$\frac{GF}{GF+GA} \times 100 = \textit{Goal Ratio } \%$$

- 4th) Team with lowest penalty minutes accumulated
- 5th) Single toss of a coin by the Tier Governor.

13. PLAYOFFS

- a) Teams must complete their regular season schedule to be eligible to compete in any playoff series. If a team forfeits a game during the season, they will be deemed to have not completed their regular season and therefore will not be eligible to play in the playoffs.
- b) The playoff format proposal will be arranged by the League Schedulers, with minimal input from the teams. The formats will be posted on the website in or around the beginning of January, or earlier if possible.
- c) All playoff series must be played and completed by the assigned deadlines. Playoff extensions are rarely granted, and will only be granted by the President. There must be extremely extenuating circumstances for the extension to be granted, and teams going to Provincial tournaments does not qualify as an extenuating circumstance.



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- d) Any team not wishing to participate in the playoffs, for whatever reason, must notify the NAI Chair and Vice-Chair in writing, with permission from their association's President. This request must be made prior to **February 1st**.
- e) The NAI will provide at least one banner to the winner of each tier championship and consolation playoff. This may vary depending on the playoff format, number of teams, and splitting tiers. The NAI will also provide 19 "mini" banner replicas to all Division Champions to be distributed to the players.
- f) All playoff games are to be arranged by the teams and require the use of the Notice of Game Change notification process and confirmation with your tier Governor. The team who finished highest in the regular season standings in the entire tier has venue, meaning it has 1st choice of game slots provided by the opposition in the same way that venue is determined in provincial play. The only exception to this is where two teams have already played a playoff series against one another, and in this case the team who won this playoff series will have venue. Teams must be prepared to play mid-week games especially with the Provincial tournaments approaching. Governors will be advised to deal with unreasonable managers quickly and that they may have to dictate to the teams. Governors will have the final say in any dispute!
- g) All game time management must follow the process as laid out in Regulation 6 l). Should there be a dispute during a game, a Protest must be filed in order for the League to investigate.
- h) If, after the first game of a two game total point series, there is a 10 goal or more differential the series will be considered complete unless both teams agree, in writing, to play the second game.
- i) With the exception of a total goal/total points series, any "best of" series game must be played to a win, including overtime and a shootout if necessary. In the case of a 2 game total points series, the first game is permitted to end in a tie, but the second game must be played to a win using the tie breaker rules as stated in 13 k).
- j) All final series (Gold/Silver, Bronze banner) must be completed in their entirety whether they are a 2 game total goals or best of 3 series, regardless of the score in any of the series games.
- k) **Playoff game or series tie-breaker** - when teams in any tier or division involved in a playoff series are tied at the end of regulation time of a game in which the outcome is required to decide the series or tournament winner, the tie breaker procedure will be as follows:
- Overtime will consist of a 5 minute stop time period, sudden victory. Teams play with a full complement of players on the ice (5 players plus a goaltender or 6 skaters). All penalties remain in effect. Teams do not change ends.
 - If score remains tied, there will be a shoot-out. Home team decides which team shoots first. Each team alternates shots through 3 players. If still tied, teams will alternate 1 player at a time until a winner is decided.
 - No player may shoot a second time until all players on the team have shot once.
 - Players who still have time remaining on penalties at the end of the overtime period must remain on the penalty bench until the completion of the shoot out and are not allowed to participate in the shoot-out. This includes misconducts. No player that has been ejected from the game due to penalty or stick infractions may participate in the shoot-out.
 - Teams must use a goaltender to defend during the shoot-out.
 - Scorekeepers will note on the score sheet the number of each player who takes part in the shoot-out in order and indicate whether the shot was successful or not.
 - A copy of the overtime format and the shoot-out format must be posted in the officials' dressing room (referees' room), and a copy must be available at the scorekeeper's bench (penalty box). Attaching it to the score book is acceptable.



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- Failure to comply with the overtime and shoot-out rules may result in forfeiture and coaches may be liable for further sanctions or suspension.
- l) **Playoff round robin standings tie-breaker** - when 2, 3, or more teams in any tier or division are tied for the number of wins in the final (official) of a playoff round robin series, the tie-breaker procedure will be the same as for the regular season (see 12 h). Ties are not permitted in playoff games of round robin style playoff formats. Only current round robin playoff stats may be used to determine the winning team.

14. GAME SHEETS and REFEREE GAME INCIDENT REPORTS

- a) In all cases, it is up to the home team manager/coach to be sure that the game sheet is filled out properly. This means dates, team names, referee's name and number, division and tier, game number, and it must be legible. Improperly filled out game sheets will be returned to the home team and points could be deducted from the standings.
- b) The home team is responsible for uploading the game sheet and Referee Game Incident Report **WITHIN 48 HOURS** for a regular season game and **WITHIN 24 HOURS** of a playoff game. When there is a question or obvious suspendable infraction from the game, the score sheet and referee report must be scanned and e-mailed to the Discipline Co-ordinators and they must be contacted immediately. It is also the responsibility of the offending player's team to ensure that the Online Game Incident Report form is filled out, submitted, and confirmation e-mail received, and to ensure that they hear back from the Discipline Co-ordinator with the ruling before that player plays another game. Failure to upload the game sheets within the required timeframe will result in a warning to the team. If 3 warnings are issued, the NAI will have the right to suspend the offending team for all or part of the season, including playoffs.
- c) The Governor, after consulting with the division Senior Governor, will issue up to 3 written warnings for those teams that do not upload their game sheets within the times indicated. Failure to upload the game sheets within the required timeframe will result in a warning to the team. If 3 warnings are issued, the NAI will have the right to suspend the offending team for all or part of the season, including playoffs. The offending team's association could also have their bond forfeited and a resultant suspension, if the non-compliance persists. This applies to all NAI scheduled games.
- d) The NAI has no jurisdiction over non-NAI scheduled games. These include game sheets from exhibition, tournament, and Provincial games. Game sheets from these games must be forwarded to the appropriate Hockey Alberta Zone Discipline Co-ordinator.
- e) After scanning and e-mailing to the Governor, if required, the home team manager/coach must retain all of the original white (top) copies of the game sheets and referee reports until the end of the season. The originals are to be made available at any time upon request.
- f) The home team must provide a copy of the game sheet to the visiting team immediately following the game. It is also the responsibility of the visiting team to ensure that they receive their copy of the game sheet.
- g) Referee Game Incident Report books are supplied to each association. These books are for incident reporting by the referee and must always remain in the referee room of each arena. Each report is a three-copy document. Upon completion, the original white (top) copy stays with the home team to be scanned and e-mailed along with the game sheet. The pink copy is to be given to visiting team, while the yellow copy remains in the book for further reference (*see Officials/Referees for description*).
- h) The home team is responsible for ensuring that the referee's Game Incident Report is completed and must be scanned and e-mailed, along with the game sheet, directly to the Discipline Co-ordinator and Governor. Along with the game sheet, the home team must provide a copy (pink) of the referee report to the visiting team immediately following the



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game. It is also the responsibility of the visiting team to ensure that they receive their copy of the referee incident report.

15. POSTPONEMENTS/RE-SCHEDULING/4-POINT GAMES/FORFEITS

- a) A team requesting to postpone, re-schedule, forfeit, or play a 4-point game, must begin the communication process with the other team and the tier Governor by filling out their portion of the Notice of Game Change form and forwarding it to both parties. For clarity, a game “cancellation” is a forfeit in the eyes of the NAI. The maximum number of voluntarily re-scheduled or postponed games (i.e. due to tournament or players being away) per season is 3. Any more than this and the Governor will be required to closely evaluate the request to determine the effect to the division, and the other team. The Senior Governor and/or Executive may be involved when these types of game changes exceed 3.
- b) This process is best achieved by initially phoning to give a “heads-up” and to discuss it. This is followed by e-mailing the Notice of Game Change Form among the 3 parties involved (Governor, home team manager, visiting team manager). Whether approved or not, the Governor will close the loop and confirm the communication by e-mailing the form back to both teams. All 3 parties must sign, or provide confirmation in writing on an e-mail, confirming their acceptance of the form before the approval is complete and the agreement is considered binding.
- c) The Notice of Game Change form will be the formal document and is very important in providing a record for confirmation of the communication and the agreements.
- d) Failure to have the Notice of Game Change form completed before the originally scheduled game time and approved by the Governor will result in the immediate forfeit of that game.
- e) Games will be considered for postponement only due to bad weather and/or unforeseen circumstances. Normally these requests will be considered for approval only if they are within 24 hours of game time. The Notice of Game Change form is required for these situations also.
- f) Except for a game postponement situation, a 3-way agreed upon date and time for the re-scheduled game must be indicated on the Notice of Game Change form. The notice for re-scheduling a game should be made well in advance (minimum of 72 hours) to allow associations to adjust or re-book their ice. Teams in default may be subject to pay for ice time if the home team cannot re-allocate their ice and referees.
- g) Approval for game changes will not be given to teams who give short notice for re-scheduling of game(s) to go to a tournament. They must have the approval and a re-scheduled game date and time, well in advance, and prior to the original game being scheduled.
- h) Short notice postponements will require re-scheduling ASAP with a deadline to do so, at the discretion of the Governor. Brief postponements will be granted for Provincial playoff obligations, but will also require immediate re-scheduling. Provincial play does not mean that teams neglect NAI obligations.
- i) At any time when a 4-point game is requested or required, and before the game is played, both teams and the Governor must show their approval by signing the 4-point game section found on the Notice of Game Change form.
- j) The Governor has the final approval or refusal for postponements, re-scheduling, and/or 4-point games. In unco-operative circumstances, the Governor reserves the right to determine who is at fault and may determine that one or both teams are guilty of a forfeit.
- k) When any team wants to forfeit a game(s) at any time and for any reason, or when a forfeit is necessary due to unforeseen circumstances, and there is a request to dismiss any forfeit penalty, the case will be evaluated upon notification in writing from the requesting team’s association to the Governor and the NAI Chair.



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- l) A game that has been forfeited, or team refuses to start play, or team is unable to continue to play will follow Hockey Canada's Forfeiture Policy (5.6). A typical forfeiture will be a score of 5-0 for the non-offending team, and they will be awarded the 2 points for a win.
 - m) If any team does not play or forfeits a game in the playoffs, they will be removed and the non-offending team will move on. If this happens in a banner series, the non-offending team will be presented with the winning banner and the remaining banner will trickle down to the next series below winner. So for example, in a Gold/Silver series, the non-offending team will win Gold and the winner of the Bronze series will then receive the Silver banner. The loser of the Bronze series will then receive the Bronze banner. All penalties for forfeits will remain in effect
- **ANY TIME A GAME IS FORFEITED DURING THE REGULAR OR PRE-SEASON, THE FOLLOWING PENALTIES WILL BE ASSUMED:**

- 1) Two points (or the win), **WILL** be awarded to the non-offending team and a score of 5-0 will be entered into the statistics.
- 2) The offending team's association **WILL** be fined \$350.00.
- 3) The offending team **could** be disqualified from competing in the playoffs.
- 4) The offending team's association **could** be subject to pay the costs for ice, referees, and travel expenses.
- 5) The offending team's association **could** have its NAI bond forfeited.

- **ANY TIME A GAME IS FORFEITED DURING THE PLAYOFFS, THE FOLLOWING PENALTIES WILL BE ASSUMED:**

- 1) The offending team **WILL** be disqualified from competing for the balance of the playoffs.
- 2) The offending team's association **WILL** be fined \$350.00.
- 3) Two points (or the win), **WILL** be awarded to the non-offending team.
- 4) The offending team's association **WILL** be subject to pay the costs for ice, referees, and travel expenses.
- 5) The offending team's association **WILL** have its NAI bond forfeited.

16. SUSPENSIONS

- a) The NAI Hockey League will follow the Hockey Alberta Minimum Suspension guidelines and the Accumulation Sanctions for suspensions. No suspension will be issued without a referee's Game Incident Report being uploaded. If an incident is recorded on a game sheet but no incident report has been filled out, then the Hockey Alberta Zone Rep shall determine if a suspension is warranted.
- b) The NAI Discipline Co-ordinator shall inform the following by e-mailing suspension notices to:
 - The team's manager
 - The team's association President and NAI rep
 - The applicable Hockey Alberta Zone Discipline Co-ordinator
 - The NAI Vice-Chair
 - The appropriate tier's Senior Governor



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- c) The NAI reserves the right to consider all previous suspensions that a player has received in past seasons with the NAI for appeals.
- d) Playoffs and/or playoff tournaments will be considered as a continuation of the regular season.
- e) All suspensions from games at the end of the season or playoffs will carry into the next season.
- f) Suspended parties shall have the right to appeal the decision (*see Appeals*).
- g) The NAI reserves the right to use discretion in determining any NAI suspensions. Any additional suspensions exceeding the Hockey Alberta guidelines will be discussed between any 4 of the following 5 people – the Discipline Co-ordinator, Vice-Chair, Senior Governor, Tier Governor, and the LMHA designated representative.
- h) Managers shall ensure that all their timekeepers are aware of the Playing Rule, and keep track of the number of stick infractions incurred by a player in order to advise the referee when possible as per rule 4.;2 (e) that states:
“A Game Ejection penalty shall be assessed to any player that incurs a total of three or more stick infraction penalties during the same game. For the purpose of this rule, only high-sticking, cross-checking, slashing, butt-ending, and spearing are considered stick infractions. Players penalized under this rule shall be ordered to the dressing room for the remainder of the game”.

17. OFFICIALS/REFEREES

- a) Hockey Canada/Hockey Alberta approved officiating systems must be used for all NAI games.
- b) The NAI recommends a three (3) man system for Atom Tier 1 and higher divisions. Any Hockey Alberta approved referee system may be used in a NAI sanctioned hockey game.
- c) Referees should be at least 2 years older than the category they are officiating.
- d) Referees must be certified at least Level 1 before officiating Atom and Pee Wee NAI games.
- e) Referees must be certified at least Level 2 before officiating Bantam and Midget NAI games.
- f) It is recommended by the NAI, that individuals not officiate a NAI game if they have a member of their immediate family participating in that game as a player, coach, manager, trainer, or off-ice official. The NAI recognizes the shortage of qualified referees and realizes that this may not always be possible, especially in the smaller communities. The Discipline Co-ordinator will monitor any referee complaints that involve referee relations with team members. The NAI reserves the right to not permit referees from refereeing games, where family members are involved, based on any justified bias complaints.
- g) The LMHA is responsible for providing qualified officials for all 1660 games.
- h) If an official, or officials, are unavailable for a game, follow the Hockey Canada rules. In this case, both of the teams' coaches or managers must agree on the official(s) to be used by signing the back of the game sheet before the game begins.
- i) All officials must clearly print their name and their registration number on all NAI game sheets.
- j) Referees must fill out a Referee Game Incident Report when a significant infraction(s) has occurred in any NAI game. This includes infractions for major, match, gross, and all further severe penalties. Reports need not be filled out for single 10 minute misconduct penalties.
- k) Each member association is required to have a Referee-In-Chief (RIC) or similar position. The person named will be the contact for referee matters concerning the association. The name, phone number, and e-mail address are to be supplied as part of the association contact list on the NAI contact and information form.
- n) Minor penalties (normally 2 minutes) that are assessed when the clock is running time shall be 3 minutes in duration. Major penalties (normally 5 minutes) shall be 7 minutes. If a penalty is assessed during run time, the length of the penalty is as shown above even if the



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time moves to stop time at any time during the penalty. All run time penalties must be recorded on the game sheets as normal 2 or 5 minute penalties.

- o) Anytime a fan, spectator, or other non-carded participant is ejected from a NAI game, it is the responsibility of the referee to complete a write-up on the ejected individual. The home team is responsible for forwarding this write up to the Governor and the Discipline Co-ordinator just as any other.

18. PLAYER MOVEMENT/OVER-AGE/AFFILIATION

- a) The NAI will not approve or accept lateral tier player movement from association to association. This means if association A has a Tier 1 team, players from that association will not be allowed to go to association B that also offers a Tier 1 team. An exception to this will be when there is a written agreement between the associations to allow it to happen and upon final approval of the NAI. Teams found to be in default of this, will immediately be excluded from participation within the NAI.
- b) Hockey Canada Registry (HCR) Rosters must be provided to the tier Governor prior to any affiliate or overage player being allowed to play.
- c) Import players, as defined by Hockey Alberta, shall be permitted within the association teams, however, only if they do not change the Hockey Alberta categorization of the team importing the player. Should the current season categorization of the team, as determined by Hockey Alberta, change due to imports (i.e. from Atom AA Minor to Atom AA Major), the Executive of the NAI, after reviewing the circumstances, statistics, and the impact of the import players on the team, will have the right to suspend, at any time after December 1st, the offending team from any further league play, and also deny the team the opportunity to participate the NAI playoffs.
- d) Following specific Hockey Alberta procedures, overage players may be approved and/or accepted at the discretion of the NAI Chair and/or Executive. The NAI Executive may revoke overage status at any time, when it has deemed that the actions of the overage player are not in the best interests of those affected by those actions including if this player is deemed an impact player. All applications must be sent to the President for approval.
- e) The number of overage players on any given team will be limited to 2, unless express, written consent is given by the Chair and Vice-Chair. Any applications for players to play overage Midget (finished minor hockey) will not be considered except in exceptional cases. This will be entirely at the discretion of the Chair and Vice-Chair.
- f) Associations with two or more teams in the same tier cannot use affiliation with each other in any NAI game.
NOTE: as defined by Hockey Canada, the term “skater” is used to identify any player other than a goaltender.
- g) All affiliation must be approved by and follow Hockey Alberta Rules.
- h) It is strongly recommended that associations do not use Tier 1 or 2 players to affiliate to Tier 3, 4, or 5 of a higher division. However, if that is the only option available in the association, it is permissible under Hockey Alberta rules, but the players will be monitored to ensure that they are not “impact” players.
- i) Therefore, an affiliated player that is identified as being an impact player by the Tier Governor or the level Senior Governor will not be allowed to play in league play at the higher level for the remainder of the season. This notification, along with reasons for the decision, will be sent via e-mail to the Team Manager.
- j) Any player that is registered on a “AAA” (Elite) team will not be permitted to participate as an affiliate in NAI league play. Players registered on “AAA” (Elite) teams have been classified as so through an evaluation process and are therefore automatically deemed to be an “impact” player in the NAI. Players that are not listed on a team’s HCR as an Affiliated Player will be considered ineligible under Hockey Alberta regulations.



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- k) All affiliations **to** Novice must also follow Hockey Alberta regulation regarding the use of affiliates by a Novice team. Please refer to Hockey Alberta Regulation Section A, Part 8.9. The following is an excerpt from the Hockey Alberta Regulations regarding Novice affiliation only:
- (b) Only registered team players that are sick, injured, or otherwise unavailable may be replaced by affiliated players, provided however when a team has less than twelve (12) registered players, affiliated players may be used to increase the number of players in a game sheet to a maximum of twelve (12) players. When Affiliated Players are used in a game the maximum number of players to be placed on a game sheet is twelve (12). This maximum number of twelve (12) includes the total of both registered team players and affiliated players.
 - (f) An affiliated Novice player may not play more than five (5) games with the affiliated team in the current Hockey Season, excluding exhibition and tournament games.
 - **Note:** after five (5) games, such a player will be an ineligible player and HA rules respecting playing an ineligible player will be enforced.

19. PLAYOFF AFFILIATIONS:

- a. Affiliations for playoff games must have prior approval from the Tier Governor before being used. In order for the Governor to approve an affiliate, the requesting team must fill out the Affiliated Player Playoff Request Form that has been created under the forms tab and e-mail it to the Governor at least 48 hours prior to game time, providing the following information to make the decision:
- Affiliate player's name
 - Affiliated player's league and division
 - Affiliate player's statistics with their current team
 - The number of games that the player played for the requesting team in the current season
 - Affiliated player's statistics in games played for their affiliated team.
- It is recommended that the teams plan the use of their affiliates for the playoffs by making every effort to have the affiliates play for the team during the regular season. Having the affiliates play with the team during the regular season will provide the Governor with information to assist in the approval process. Affiliates may still be deemed to be "impact" players in the playoffs and can be refused the chance to play for a team.
- l) In Tiers 3, 4, and 5 the same affiliated player can only appear the following number of times in any one playoff series (does not apply to goaltenders or the Midget level):
- Once in a Home and Home series or 3 game round robin series
 - Twice in a five game round robin format
- m) When affiliated goalies are used for the playoffs, they can only play in the event that the team's registered goalie is injured, ill, away, or ejected from the game and is not able to dress or continue to play.

20. CONCERNS/SUGGESTIONS (Referee/Team Related/Parents, etc.)

- a) Concerns and/or suggestions must first be dealt with at the member association level.
- b) Concerns must be sent to the NAI Chair or Vice-Chair, in writing, and they will only be accepted from the member association representatives.
- c) Concerns between LMHA's need to be communicated with each other and all attempts to work out the situation should be made. If LMHA executives deem it necessary, they can forward it to the NAI Chair. In some instances they may bypass the NAI and go directly to Hockey Alberta.



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- d) Although the NAI has very little authority over the referees, concerns in this regard will be passed on to the appropriate parties that do.

21. PROTESTS

- a) Protests on any game matter must come only from the member association representative, and will not be accepted if sent from a coach, manager, parent, etc. Protest notification, by phone or e-mail, must be made to the tier Governor within 24 hours of the incident.
- b) The written protest and a \$300.00 certified cheque or money order must be mailed to the NAI Treasurer within 48 hours, payable to the Northern Alberta Interlock, or e-transferred to the Treasurer at treasurer@nainterlock.com. This money is non-refundable.
- c) The defending association or team must file their defense to the Tier Governor and the Chair, in writing, within 48 hours of being notified of the protest by the Governor.
- d) Protests because of the official's calls made during a game will not be recognized. Use the procedures mentioned in Concerns/Complaints/Suggestions, when dealing with these matters.
- e) Protests will not be entertained on the outcome of any final playoff game.
- f) An appeal to the NAI Chair is possible only if the Governor's ruling is not acceptable to the protesting association (see Appeals).

22. APPEALS

- a) Appeals will only be accepted from the member association representative, not from coaches, managers, parents, etc.
- b) An appeal can only be made to the NAI Chair within 14 days of a decision. In cases during playoffs they must be filed within 2 days.
- c) The appeal must be accompanied by a \$300.00 certified cheque or money order, or it can be e-transferred to the league's Treasurer at treasurer@nainterlock.com, which is non-refundable.
- d) The NAI Chair will assemble an appeal committee, which will consist of the NAI Chair, Vice-Chair, and (3) three impartial NAI Governors.
- e) A hearing shall be held within 5 (five) days of receiving the appeal.
- f) The hearing shall follow Hockey Canada and Hockey Alberta rules.
- g) Any decision upheld by the committee may be appealed to Hockey Alberta.

23. HONORARIUMS

- a) The NAI Executive and Governors will not receive honorariums from the NAI. If associations or Governors feel that an honorarium should be granted, the individual Executive or Governor is free to negotiate with their home association.

24. EXPENSE CLAIMS

- a) Executive and Governors will be reimbursed for only pre-approved expenses. The Chair or Vice-Chair and the Treasurer must approve each expense item
- b) Executive expense claims should be mailed or scanned and e-mailed directly to the NAI Treasurer. Final claims must be submitted before April 30th of the current season.
- c) Postage, stationary, etc. will be paid when receipts are provided.



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- d) All expenses must be proven to be NAI related. The NAI Executive reserves the right to determine the validity of any related expenses.

