

League1 Alberta



Operations Manual

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1. Organization

- i. League1 Alberta (L1AB) is an adult open age Pro-Am Soccer League operated by Alberta Soccer.
- ii. The League permits the participation of 'all amateur' teams. The following outlines are subject to change as deemed necessary by the league's Governance structure and the needs of the league. The league operates under Alberta Soccer's by-laws, rules, and policies. All discipline matters are applied as per the Alberta Soccer Association Discipline and Appeal Rules.

a) Strategic Direction

- i. L1AB shall be governed by a L1AB Governance Committee chaired by the ASA Executive Director who was appointed by the ASA Board of Directors. This representative will be the Commissioner of L1AB.
- ii. Representative Members of the L1AB Governance committee will be the ASA Executive Director, the ASA Technical Director, the ASA League Coordinator, at least one representative from the north teams (north of Red Deer) and at least one representative from the south teams (south of Red Deer).
- iii. Resolution of any matter not specifically addressed within this document will be the responsibility of the L1AB Governance Committee.

b) Technical Oversight

- i. L1AB Governance Committee may establish annually a Technical Group to provide guidance and advise on all L1AB Technical matters.

c) License Holder Advisory Group

- i. L1AB License Holders shall have the opportunity to provide feedback to the L1AB Governance Committee through the L1AB License Holder Advisory Group.
- ii. The L1AB Commissioner will Chair the License Holder Advisory Group meetings.
- iii. One (1) representative from each License Holders must be appointed to the L1AB Advisory Group.
- iv. Participation at the Advisory Group meetings is mandatory.

d) Establishment of Working Groups

- i. The L1AB Governance Committee may establish working groups as necessary.
- ii. Working Groups will have specific Terms of Reference outlining their mandate, role, responsibility, authority and limits.

e) Discipline Chair and Judicial Matters

- i. The L1AB Commissioner shall appoint the ASA League Coordinator as Discipline Chair for L1AB.
- ii. The L1AB Discipline Chair will appoint independent Discipline Panels as required.
- iii. The L1AB Discipline Chair may issue automatic suspensions for match play in

accordance with the ASA Discipline and Complaints Policy and Appeals Policy.

- a. The L1AB Discipline Chair will notify License Holders of automatic sanctions resulting from match play.
- b. License Holders may request a hearing for automatic suspensions.
- c. Such a request shall be submitted to the L1ADB Discipline Chair within 72 hours of receiving the sanction complete with a \$250 non-refundable appeal fee.

iv. Suspensions

- a. A player or coach that was suspended in a match must serve the suspension with the team that they are registered with.
- b. No player or coach may participate with another team within the ASA sanctioned events until suspension has been served with said team.
- c. When a player or team official has been suspended for misconduct for a specific number of games and the suspension is not completed within the current season, the suspension shall carry over into the following season.
- d. All cumulative disciplinary records and suspensions will carry over and into any end of season league cup finals/playoffs.

v. Match day suspension guidelines

- a. Players and coaches dismissed from the field are not permitted to watch the match from within their team's designated area.
- b. Coaches dismissed from the match are not permitted to communicate with their team, staff, or players during the remainder of the match.
- c. The type of communication prohibited would include cellular, electronic/digital, written, or verbal.
- d. Players or coaches returning to the field of play during or directly following the match are subject to additional sanctions.

vi. Fines

- a. In the event a L1AB Club contravenes L1AB rules and regulations, L1AB Discipline Chair, has the authority to levy fine(s) against the offending License Holder.
- b. All fines are to be paid within 72 hours of fine levy.

vii. Appeals

- a. All appeals should be handled in accordance with ASA Discipline and Complaint Policy and Appeal Policy.

2. License Holder Commitment and Expectations

a) Standards

- i. Standards of operation will be set by the L1AB Governance Committee and outlined in the Licensing Agreement.
- ii. Licence Holders must hold a National Youth Club Licence by 2024.
- iii. Licence Holders must have a male and female team by 2024.
- iv. Standards will be reviewed annually by the License Holder Advisory Group.
- v. License Holders must submit to ASA League Coordinator the qualifications of their Medical Personnel.
- vi. Canada Soccer has introduced the new “National Level Two Club Licensing Standards”.
 - a. The “Canada Soccer National Level 2” is required for participation in the Canadian Championship. (by 2025)
 - b. License Holders participating in the 2023 exhibition season must start the process in 2023 with the completion March 2025.
 - i. Exhibition teams must start the process by June 2023 with monthly updates submitted to the ASA League Coordinator.
- vii. Annual League Fee
 - a. The Alberta Soccer Association Board will set the annual league fee.
 - b. License Holders pay an annual league fee in accordance with Alberta Soccer’s Program Fee Schedule.
 - c. Annual League Fee is set in accordance with the obligations incurred by Alberta Soccer to manage and operate L1AB.
 - i. Obligations are set in the Licensing Agreement.
- viii. Alberta Soccer Association Fees
 - a. License Holders are required to pay all Team and Player fees to Alberta Soccer in accordance with registration rules and timelines.
- ix. New License Holder Fee
 - a. A one time \$10,000 (Ten thousand dollars) per team New License Holders fee applies to all new License Holders.
- x. Performance Bond
 - a. A \$5,000 (Five thousand dollars) per team performance bond is required at the signing of the Licensing Agreement.
- xi. Expansion
 - a. On an annual basis, the L1AB Governance Committee may consider new applicants as deemed necessary.

- xii. Financial Statements
 - a. Evidence of cash flow is necessary to operate for consecutive years, a minimum operational cost per year of \$60,000 per team.
 - b. Proof of individual or combined net worth guaranteeing financial solvency in the case of operational losses is also a requirement.
- xiii. League Fee Payment Schedule
 - a. Each season, the league administrative fee for each team is due on March 1st and is based on Alberta Soccer's Program Fee Schedule.
- xiv. Performance/Licence Review
 - a. To ensure that the established technical, financial and operational standards are being met, all License Holders are subject to ongoing review and annual evaluation. Central to this process is an annual performance review conducted with each L1AB License Holder after each season overseen by the L1AB Governance Committee.
 - b. License Holder Performance Reviews are scheduled annually by the L1AB Governance Committee.
 - c. License Holders attend these reviews and provide all information requested in advance as well as at the meeting.
 - d. License Holder Performance Reviews assess the License Holder's adherence to and compliance with their obligations as stipulated in all Alberta Soccer and L1AB requirements including the License Holder Agreement.
 - e. These Performance Reviews also provides an opportunity for L1AB License Holders to present feedback for the continuous improvement of the league's operations and effectiveness.
 - f. This performance review process may also identify opportunities for improvement that are not necessarily related to compliance of the standards.
 - g. Any exceptions to Licence Holder Commitments and Expectations are subject to approval by the L1AB Governance Committee.

b) Licensing Agreement

- i. Participation in L1AB is contingent on the signing of a L1AB Licensing Agreement by a binding authority of the License Holder as well as payment of the annual league fee set by the ASA Board.
- ii. The standard Licensing Agreement term is of a 3-year commitment. At the discretion of the L1AB Governance Committee the licensing agreement term may be reduced based on performance and compliance to league standards.

c) Code of Conduct

- i. L1AB endeavors to provide an elite, highly competitive level of soccer competition that will engender the respect of the soccer community.

- ii. L1AB will strive to be a desired destination for the top players in the Province of Alberta.
- iii. Each L1AB License Holder shall be responsible for the conduct of its players, team officials, members and spectators attending any L1AB match and shall abide by all Alberta Soccer bylaws, rules, and policies.
- iv. L1AB will enforce a Code of Conduct for the behavior that all individuals involved in or around the League are expected to adhere to.
- v. Players, coaches, team officials and officers of all L1AB license holders will:
 - a. Behave respectfully toward the Match Officials and their opponents.
 - b. Present a professional image, both in behavior and appearance, to the general public before, during and after competitions.
 - c. Never jeopardize the integrity of any L1AB match by behaving in a manner that adversely affects the outcome of any match. This includes the intentional throwing of games, the offering of improper incentives to opponents to secure a desired result or the offering of gifts to Match Officials.
 - d. Never engage in wagering on L1AB matches.
 - e. Refrain from any form of misconduct in public that will negatively affect the reputation of the Alberta Soccer, L1AB or the License Holder or that generally risks bringing the sport of soccer into disrepute.
 - f. Not intentionally damage or vandalize the physical property of another club or at a facility where L1AB matches are being played.
 - g. Refrain from the use of tobacco or cannabis products and the consumption of alcohol while performing official duties. The use of illegal substances is never acceptable, under any circumstances.
 - h. Respect the Clean Air policy and ban on smoking at venues and facilities.
 - i. Respect the rules of the sport, the Alberta Soccer By-Laws, Rules, and Policies.
 - j. Comply with rulings by officials, coaches, managers, or any other person in a position of authority or responsibility.
 - k. Participate in L1AB competitions in the spirit of fair play, co-operation, and respect for others at all times.
 - l. Report to L1AB any actions that are a violation of the Code of Conduct without fear of recrimination.
- vi. L1AB will impose fines and other forms of discipline upon any individual who violates the terms of this or the ASA Rules and Regulations of Conduct and Ethics.
- vii. Performance Bond may be forfeited for serious Code of Conduct violations and is required to be replenished to \$10,000.00 at the start of each season.

3. Structure

a) Game Format

- i. The Laws of the Game shall be those adopted by the International Football Board (IFB) each year and shall come into force as mandated by Canada Soccer, unless exceptions are clearly noted in this document.
- ii. Field dimensions and field surface preparation for official L1AB matches shall comply with FIFA regulations (Law 1 of the FIFA Laws of the Game) and L1AB Match Day Standards.

b) Playing Season

- i. The duration of the “Regular Season” shall be determined annually by the L1AB Governance Committee.
- ii. Except when conflicting with L1AB schedule, teams may also arrange exhibition friendlies or international matches with the approval of Alberta Soccer and where appropriate sanctioning by Canada Soccer for additional revenue opportunities.
- iii. To receive sanctioning from Canada Soccer for potential participation in the Canadian Championships, Canada Soccer will have to approve the length of playing season.

c) Competition Format

- i. The ASA League Coordinator, in consultation with the L1AB License Holders will create a schedule that balances competition while maximizing the opportunity for home team revenue generation.
- ii. The league will feature matches consisting of home and away series during the season.
- iii. In addition to a regular season, the L1AB will also integrate a Cup competition into the schedule.
- iv. For regular season league competition, L1AB teams shall be organized into a single table or, alternatively, organized into Conferences as deemed necessary by the L1AB Governance Committee.

d) Match Point System

- i. 3 points for a win, 1 point for a tie and 0 points for a loss.

e) League Standings

- i. The ASA League Coordinator is responsible for tracking and determining the official standings of all teams in the league. The team with most points in each gender will be declared “League1 Alberta Champions”.
- ii. If two or more teams are equal on points, standings will be determined as follows:
 - a. Results between the tied teams
 - b. Greater goal difference between the tied teams

- c. Greater goal difference in all league matches
- d. Greatest number of goals scored in all league matches
- e. Teams with the least amount of yellow cards
- f. Teams with the least red cards
- g. Coin toss

f) League1 Alberta Cup

- i. The “League1 Alberta Cup” competition format shall be determined by the L1AB Governance Committee and communicated in writing to all License Holders by January 31 of each year.

g) League Schedule

- i. L1AB Governance Committee will annually approve the competition schedule for L1AB.
- ii. License Holders are required to provide L1AB with a list of home dates and match start times by the deadline established by the ASA League Coordinator but no later than March 15th.
- iii. The official schedule will be posted on the league’s website by April 1st of each year.
- iv. Standard match days shall be Fridays, Saturdays, or Sundays only.
 - a. Exceptions can be granted for Matches to be played Tuesdays, Wednesdays, or Thursdays under extenuating circumstances and if approved by the ASA League Coordinator.
- v. License Holders must comply with all league policies regarding cancellation, rescheduling of matches, and compensation to teams affected by cancellations or forfeits.
- vi. Games must not be scheduled prior to 12:00pm or after 3:00 pm for teams traveling 300 km or more.
- vii. Home team must change their jersey if there are any color conflicts with the opposition.
- viii. Changes to the official schedule will only be granted in exceptional circumstances and at the sole discretion of the L1AB Governance Committee.
- ix. Once the final L1AB schedule is posted, any changes can only be considered under this process:
 - a. A Match Change Form must be completed by the team requesting the change and accompanied by a written agreement from the opposing club before changes can be made.
 - b. A new date must be provided, and no changes will be accepted within 20 days of a match, except under special circumstances, i.e., weather, health related issues, etc.
 - c. Approved match changes with new dates are subject to a fee of \$100.00 to the License Holder initiating the change. Time changes within 20 days may only be allowed upon approval of the ASA League Coordinator and both teams.

h) Match Length

- i. All L1AB matches will consist of two (2) forty-five (45) minutes halves, with a fifteen (15) minute half-time interval.

i) League1 Game Day Countdown

PRE-GAME TIMING

60 Minutes to Kick-off
45 Minutes to Kick-off
45 Minutes to Kick-off
30 Minutes to Kick-off
10 Minutes to Kick-off
6 Minutes to Kick-off
3 Minutes to Kick-off

EVENT

Team Arrival
Referee Arrival
Team Warm up
Pitch Inspection
Game Sheet and Player Card Review
Player Line-up and equipment inspection
Player Walk-out, handshake, and coin toss

Game Timing

45 Minutes + Added time
15 Minutes
45 Minutes + Added time

Event

First Half
Half Time
Second Half

POST-GAME TIMING

30 Minutes after the final whistle
Teams

Event

Game Sheets and Misconduct Reports to

j) Substitutions

- i. L1AB and Cup Competition: Seven (7) substitutions within open play (including half time) of a match with no re-entry.
- ii. Substitution Procedure:
 - a. Substitutes shall report and submit a substitution slip to the fourth official or Assistant Referee at midfield.
 - b. To replace a player with a substitute there must be a stoppage in play and the referee must be informed.
 - c. The player only enters the field of play after the player being replaced has left the field and after receiving a signal by the referee.
 - d. The substituted player may leave the field from any boundary line.

k) Incomplete Games

- i. If a match cannot continue through to full regulation time, the match will only count if 75% of the match was completed.
- ii. If not resumed the same day, a match abandoned prior to the completion of 75% will be considered incomplete.
- iii. The ASA League Coordinator will decide if the match must be rescheduled on another date and replayed in its entirety or declared forfeited.

- a. A team sanctioned with a forfeit is considered to have lost the match by 3-0, unless the goal difference at the time match was abandoned is greater than three, the result on the pitch is upheld.
- iv. Any match that must be rescheduled due to abandonment must be replayed within forty-five (45) days of the original date of the game, but no later than three (3) days after the final scheduled league match of the season.
- v. Rescheduling will be organized between the ASA League Coordinator and the affected teams.
- vi. Referee fees will have to be paid again for the re-start. The Referee has the final decision on abandoning matches due to weather, field conditions and/or discipline.

l) Postponements/Cancellation

- i. In case of postponements, each home team shall communicate any delay of a postponement with the ASA League Coordinator and the opposing club.
- ii. If a team is scheduled, to travel to another city (more than 150 km) and the game must be canceled/postponed due inclement weather, the home team must communicate the game cancellation to the traveling team by 8:30 AM the same day.
- iii. If a traveling team arrives for a scheduled match and it is not played because the field does not meet standards, the consequences are as follows:
 - a. Home team will be fined the cost of officials.
 - b. Home team will be responsible for the away teams accommodates (if applicable).
 - c. The match will be rescheduled at the Away team's home field. The Away team will choose two possible reschedule dates, in conjunction with the ASA League Coordinator. These dates must be submitted within one week from the originally scheduled match. Failure to do so will result in the ASA League Coordinator choosing a day for the rescheduled match.
- iv. All efforts must be made to cancel/postpone a match before the visiting team leaves home because of inclement weather or situations considered as acts of God.
- v. Any postponed match must be rescheduled within (5) days of the original date of the match. Any non-played matches will result in no points being awarded to either team and the match will be recorded as a non-played match.

m) Forfeits

- i. Should any team fail to appear for a scheduled league match or not be able to fulfill a scheduled match, the related License Holder shall incur a forfeit fine of \$1,500 made to the League and a \$3,000 fine to the opposition.
 - a. In addition to the \$1,500 fine, the opposition impacted by a forfeit may claim an additional fee up to a maximum of \$1,500 for any additional

- financial loss incurred due to the failure of the team to appear.
- b. All claims will be assessed by the ASA League Coordinator.
 - i. All claims must be submitted in writing to the ASA League Coordinator and include detailed reasons and evidence of payments along with rational.
 - ii. The L1AB Governance Committee will determine each claim's validity and financial remuneration, if any, based on each claim's merit.
 - ii. The team will also incur a deduction of three (3) points in the league standings and a 3-0 win will be given to the opposing team.

n) Match Forms

- i. Each team shall present three (3) copies of an official game sheet to the Match Officials no less than ten (10) minutes prior to the scheduled kickoff time.
- ii. Any changes to the starting eleven (11) can only be made if a player listed as a starter is deemed unable to participate.
 - a. In that case, player must be struck from the game sheet altogether and shall be replaced in the starting eleven (11) by one of the listed substitutes.
 - b. Any player or team official who is listed on the official game sheet but who is not present on the field of play or on the substitute bench at the time of kickoff will be struck from the Game Sheet by the Fourth Official and will not be eligible to participate in that match.
- iii. Game sheet should include all players and team officials who will be on the bench.
- iv. Teams must arrive with a minimum of fourteen (14) players; teams not respecting this requirement will be subject to sanction.
- v. The game sheet shall have room for up to eighteen (18) players to be listed with Eleven (11) starters and Seven (7) substitutes.
- vi. The game sheet shall have room for up to six (6) team officials, including:
 - a. Head Coach
 - b. Assistant Coach/Goalkeeper Coach
 - c. Team Manager
 - d. Equipment Manager
 - e. Medical Staff
 - f. Strength and Conditioning Coach / Sports Science Professional
- vii. No more than six (6) male or eight (8) female players listed on the game sheet of each team can be classified as over U23 players. To be reviewed annually by the governance committee.
- viii. No more than six (6) male or eight (8) female of the designated starting eleven (11) players on each team can be classified as over U23 players. To be reviewed annually by the governance committee.

- ix. A maximum of three (3) CPL professional players are permitted to play in a match if the player is recovering from an injury.
 - a. A letter from the team's physician must be sent to the ASA League Coordinator and the L1AB Governance Committee for approval before the player's first game.
- x. No more than three (3) of the players listed on the game sheet may be "import players".
 - a. An "import player" is any player who is not a Canadian citizen or a permanent resident of Canada. "Import players" must be clearly identified on the game sheet.
 - b. Suspended players must be placed on the games sheet and identified as not being eligible to play due to a serving a suspension.
- xi. L1AB teams shall verify the accuracy of game sheets and obtain a signed copy from the Match Officials within thirty (30) minutes of completion of the match.

o) Reporting of Match Results

- i. The home team will be responsible for submitting both the game sheets and the misconduct summary. All game reports must be uploaded to the L1AB website by the end of the first working day following the game. The home team must ensure the game score has been recorded.
 - a. Failure to meet these responsibilities, will result in one warning. Each subsequent offence will result in a \$100 fine.
 - b. Home and Away teams are responsible to submit an online referee feedback form by the end of the first working day following the game. Failure to do so will result in a \$100 fine.

p) Post-Game Media Zone

- i. The Post-Game Media Zone will be identified by the home team/host organization, at a location between the field of play and the dressing rooms where the league assigned staff and/or media representatives can conduct post-game interviews with players and coaches from both teams.
 - a. Home and Away teams must provide at least one (1) player and one (1) team official to be interviewed per game.

4. Player Eligibility and Team Rosters

a) Player Status

- i. License Holders may register amateur players or players under professional contracts.
- ii. If License Holders have players under professional contract, the following applies:
 - a. No more than six (6) male or eight (8) female can be on professional contract, and
 - b. Each player on contract can receive no more than \$5,000 per year.

b) Registration Deadline and Team Roster

- i. All players (amateur or professional) must be registered accordingly with Alberta Soccer Rules & Policies. All pro players must be registered with Canada Soccer.
- ii. Unless transferred or released by their team of origin, a player is bound to the team for which the player is signed until the end of the team's current playing season, including Provincial Cup Competition, before being eligible to sign with a L1AB License Holder.
- iii. A minimum of fourteen (14) players and a Head Coach shall be registered twenty-one (21) days before the first scheduled league match of any season.
- iv. All License Holders will submit their final L1AB Team Rosters within ten (10) days of the first scheduled league match of any season.
- v. For a player or team official to be eligible to appear on a game sheet and participate in a match, they must be properly registered with Alberta Soccer at least forty-eight (48) hours before the match.
- vi. L1AB rosters will be frozen on July 1st of every year. No new players may be registered after this point. This applies to any lower-level team from which players may be called up to the L1AB team. Call ups from those lower-level teams are still permitted after July 1st.
- vii. If a team seeks to register a player that requires an International Transfer Certificate (ITC) ahead of the July 1 roster freeze date, the ASA League Coordinator will not do so unless the ITC has been approved and submitted to the league office on or prior to said deadline. Teams are only permitted to register a player that is signed to a Professional Contract and who also requires an ITC during one of two official transfer windows each calendar year. The windows are established annually by Canada Soccer.
- viii. A maximum of twenty-three (23) players can be registered to a L1AB Team Roster at any given time.
- ix. The team rosters listed on the Alberta Soccer L1AB website are the official player rosters of the License Holder.
- x. Player and team information must be updated and kept current 48 hours prior to each match.
- xi. L1AB teams will be permitted to use trialists from other clubs. A properly

completed form must be submitted prior to kick-off of the first game the trialist will participate in.

- a. A maximum of three (3) trialists from other clubs is allowed at any one time.
 - b. Trialists are permitted to participate in five (5) matches and then must either be returned to their original club or be signed to a L1AB team.
 - c. Players who are returned to their original club after completing their trialist requirement can not be called up by the same team.
 - d. Any L1AB team, using the player that has already been called up as a triallist from another club, will be required to resubmit a new triallist form for the player.
- xii. Players are considered committed to their team for the duration of the regular season.
- xiii. Any transfers or player movement to/from a L1AB team requires a representative from the License Holder to contact the ASA League Coordinator. All transfers must comply with Alberta Soccer Rules and Policies.

c) Eligible Player

- i. An eligible player is a player who is properly registered and not subject to any kind of suspension by Alberta Soccer in effect at the time.

d) Ineligible Player

- i. Players listed on the L1AB Team Roster, but not eligible to play due to reasons such as waiting for an International clearance, serving a league suspension, not age-eligible, not on the official match day roster or subject to other applicable sanctions shall be considered to be an ineligible player.
- ii. Any team using players that have not been properly registered or cleared of sanctions by the league will be subject to the appropriate disciplinary action as determined by Alberta Soccer and subject to the ASA Discipline and Complaints Policy and Appeal Policy.

e) Illegal Player

- i. Any player that is not listed on the Official Roster, has not been registered and has not received a player ID card and competes in a match is considered an illegal player. Any team using an illegal player shall be subject to a loss of three (3) points in the standings for each match the player was used and forfeiture* of each match in which the illegal player was used. The related club will be assessed a fine as outlined on the L1AB website and in effect at the time.

f) Improper Player Recruitment and Solicitation

- i. Improper Recruitment refers to the practice of deliberate and proactive persuasion or enticement of a player already registered with an L1AB License Holder by an individual or individuals associated with another L1AB License Holder, with the intent of convincing the player to leave their current team.

- ii. No L1AB License Holder shall approach a player who is registered with another L1AB team without the written consent of the team for which the player is registered at that time.
- iii. All L1AB License Holders shall be responsible for the conduct of their staff, players or anyone associated to the License Holder in this regard.
- iv. Any person or persons found to be in violation of these rules will be subject to discipline, in accordance with the ASA Discipline and Complaints Policy and Appeal Policy.

g) League1 Identification

- i. All players must have a District ID. All players must check in with the Match Officials, as per the game day countdown. Players failing to check in with the Match Officials, will be considered ineligible players in the game.
- ii. Teams not able to provide proper L1AB identification when requested by Match Officials will be required to forfeit the match resulting in a 3-0 default win for the opponent.
- iii. All L1AB teams must wear the Official L1AB logo on their home and away jerseys.
 - a. L1AB patches must be either sewn or sublimated on the left jersey sleeve of all home and away jerseys. Failure to do so will result in a \$100 fine per game.
 - b. Teams may request one new set of patches annually free of charge.
 - c. Patch allowance will not carry over into the next year.
 - d. Additional patch sets are available at a cost to teams.

h) Transfer Deadline

- i. The transfer deadline within L1AB ends on June 30th of the playing season.

i) Cast Policy

- i. The CSA Cast Policy will apply. Prior to the match any player wearing a cast or who intends to wear a brace or medical support is to be presented for inspection. The Match Official will assess the player's eligibility to play in accordance with the Laws of the Game.

5. Team Officials

a) Team Officials

- i. There may be no more than six (6) Team officials on the bench, who are either
 - a. Head coach
 - b. Assistant coach
 - c. Manager
 - d. Goalkeeper coach
 - e. Athletic Therapist
 - f. One authorized Club official (e.g. The organization's Technical Director).
- ii. One of the occupants of the bench must be trained and hold a current first aid certificate and know how to operate an Automated External Defibrillator (AED).
- iii. At minimum, the Head Coach or the Assistant Coach must be of the same gender of the Team.

b) Technical Staff Credentials

- i. Head Coaches of all teams within L1AB must meet minimum certifications standards as outlined in Section 9 (Technical Standards).

c) Management and Personnel

- i. Staffing, whether on a part-time or full-time basis, either via volunteers, internships, or honorariums is required by all License Holders, at minimum, to provide management oversight for Front Office, Squad and Match Day operations.

d) Criminal Record Check Clearances

- i. All Team officials must have completed their CPIC requirements by January 1st for the following season or their cards are to be removed by the club.
- ii. Any new L1AB staff will not receive proper identification until CPIC clearance is received by their club.

6. Match Day Hosting Requirements

a) Facility Standards

- i. All outdoor playing surfaces must meet FIFA standards. The facility must have field markings and equipment pursuant to FIFA Rules.
- ii. Capacity for at least 400 spectators.
- iii. Change room and shower facilities for home/away teams and for Match Officials.
- iv. Concession stand availability for spectators.
- v. Ticket booth availability.
- vi. PA system for announcements, National Anthem, and announcement of line-ups prior to the kickoff of every match.
- vii. Electronic scoreboard.
- viii. Tents over both teams' bench in every match.
- ix. Ice/water and nutritional needs available on site for all teams and Match Officials.
- x. Home team will provide all field set up requirements (i.e. netting, corner flags, balls, substitution board).

b) Equipment

- i. The home team must ensure that all equipment complies with the FIFA Laws of the Game.

c) Match Day Personnel

- i. The home team must have the following match day personnel on site:
 - a. a press box supervisor
 - b. a field manager
 - c. a Designated Medical Staff
 - d. a visiting team liaison person
 - e. a match official liaison
 - f. uniformed security
 - g. access to an ambulance with ten (10) minute response time
 - h. at least six (6) uniformed ball persons
 - i. adequate ticket sellers/ticket takers, and ushers.
 - j. Key personnel must be able to communicate via radio to the match day operations controller.
- ii. An individual can hold multiple positions simultaneously.

d) Designated Medical Staff

- i. Each home team is required to have, at minimum, one (1) Designated Medical Staff person available on match days.
- ii. The Designated Medical Staff can be the Home License Holder's Athletic Therapist registered to a team.
- iii. Designated Medical Staff shall have an Emergency Action Plan (EPA) on site.

- iv. Failing to provide a Designated Medical Staff can result on fines and License Review.

e) Qualification for Designated Medical Staff

- i. The following is the approved list of the certification/qualifications required for an L1BC Designated Medical Staff:
 - a. Canadian Academy of Sport and Exercise Medicine (CASEM) Sports Medicine Physician
 - b. Medical Doctor (M.D.) with Standard First Aid / CPR-HCP certification
 - c. Athletic Therapist certified by the Canadian Athletic Therapists Association (C.A.T.A)
 - d. Athletic Therapist Certification Candidate who has completed First Responder Certification
 - e. Doctor of Chiropractic (D.C.) FRCCSS(C)
 - f. Doctor of Chiropractic (D.C.) Sports Residency who has completed First Responder Certification
 - g. Sport Physiotherapist Diploma
 - h. Sport Physiotherapist Certificate
 - i. Registered Physiotherapist
 - j. Registered Nurse
 - k. Registered Massage Therapist who has completed First Responder Certification

7. Match Officials

a) Assignment of Match Officials

- i. Match officials for each match are assigned by Alberta Soccer from a list of registered officials approved by Alberta Soccer's Manager of Referees. Referees will be registered with Canada Soccer through Alberta Soccer.
- ii. There shall be a minimum of one (1) referee and two (2) assistant referees for each match.

b) Payment of Match Officials

- i. Officials will be paid directly by AB Soccer.
- ii. Referees are paid in accordance with fees outlines in the Alberta Soccer Rules and reviewed annually by the Alberta Soccer Board.

c) Cancellation of Match Officials

- i. If a match official receives no prior notification of a cancellation or forfeit the day of the match and upon arrival at the field declares or realizes the match is not playable for any reason, they will receive 100% of their match fees. If a match official has been made aware of such notifications prior to the match day, then no compensation will be awarded.

8. League Fines

- i. Match forfeit fee, \$1,500 + 3,000 (see [Forfeits Rule](#))
- ii. Missed administrative deadline, \$100/day (this is for something like the player registration deadline or scheduling deadlines that are agreed upon by all clubs)
- iii. Game scheduling change, \$150 (Applicable to the club instigating a game change request)
- iv. Late remittance of annual league fee, \$300
- v. Not maintaining minimum match day standards, \$300 (Applicable unless pre-match approval is given by Alberta Soccer to waive)
- vi. Playing a suspended/illegal player, \$500
- vii. Fine for withdrawal of a committed team, \$1,000
- viii. Fine per Red Card is \$500
- ix. Accumulation of five (5) yellow cards per player is \$250
- x. Coach or staff Dismissal is \$500 per person
- xi. Where a referee sanctions at least five (5) members of the same team during a match (caution or expulsion), \$250

9. Technical Objectives and Standards

a) Technical Objectives

- i. L1AB is positioned within the Alberta Soccer Pathway as a Pro-am league run professionally as a platform for adults within the Long-term player development model (LTPD) stage 5 of “Training to Compete”.
- ii. The league’s purpose is to foster ongoing development by creating a performance environment for potential professional and national team players. It will also add the benefit of supporting and assisting with the transition from youth to adult soccer for players, coaches and referees.

b) Guiding Principles

- i. To work in harmony with existing adult and youth league structures.
- ii. To provide an elevated level of competition for adult performance players in Alberta.
- iii. To support the Canadian Soccer Association’s, Long Term Player Development Principles.
- iv. To promote a Player First Mentality.
- v. To advocate an enhanced standards-based soccer environment.

c) Technical Responsibilities

L1AB will become a critically important pathway for top players from the youth ranks to the highest level of soccer in Alberta, beneath the fully professional level. L1AB will provide a favorable development ground for players and more importantly, will provide these players opportunity to showcase their skills in a semi-professional environment.

License Holders will:

- i. Appoint technical staff including Head Coach, Assistant Coach(s), Goalkeeping Coach and Athletic Therapist in accordance with minimum certification requirements outlines below.
- ii. Provide training session of at least 1.5 hours in duration each.
- iii. Conduct training sessions at full size fields (turf or grass) for all sessions.
- iv. Hold training sessions at least 4 times per week.
- v. Video record all home games and stream or upload within 48 hrs of the competition on watch.albertasoccer.com. Failure to stream or upload by game by timelines will result in a \$200 fine.
 - Minimum video quality will be standard definition 640 x 480 quality.

d) Coaching Certification Requirements

- i. All Team Officials shall be registered in accordance with Alberta Soccer Rules.
- ii. In addition to a valid CPIC and completion of NCCP “Make Ethical Decisions”, “Respect in Sport”, a Team Official must hold the following certifications before

be assigned as a Team Official for L1AB:

| POSITION | 2023 | 2024 | 2025 & BEYOND |
|--------------------|---|------------|---------------|
| HEAD COACH | B National | B National | A License |
| ASSISTANT COACH | C License | C License | B National |
| GOALKEEPER COACH | Canada Soccer GK Diploma | | |
| ATHLETIC THERAPIST | In accordance with Qualification for Designated Medical Staff | | |

e) Alberta Soccer Pathway

- i. License Holders consent to supporting the Alberta Soccer Pathway as it relates to its programs, players, and competitions by not conflicting with any of the Development Programs as Alberta Soccer deems in the best interest for youth development. This includes Alberta Soccer District and Club programming, Alberta Youth Soccer League, and Alberta Soccer Provincial Programming.
- ii. License Holders agree with:
 - Complying with the role that the License plays within the Alberta Soccer Pathway as being the extension and transition from youth to adult soccer playing environments and not establishing new youth programming under the franchise.
 - Adhering to the structure of the Alberta Soccer Pathway and playing environment as outlined by Alberta Soccer.
 - Acknowledging that the Alberta Soccer designate that has oversight of this league has authority to review and determine potential conflicts arising from License Holders that may not support Alberta Soccer's Pathway as it relates to its programs, players, and competitions.