

# MANITOBA SOCCER ASSOCIATION RULES & REGULATIONS

## TABLE OF CONTENTS

	Page
I. GENERAL.....	2
II. REGISTRATION.....	4
III. OPERATION OF LEAGUES.....	6
IV. REGISTRATION OF PLAYERS AND TEAM OFFICIALS.....	7
A. General.....	7
B. Multiple Registrations.....	9
C. Youth Player Registration.....	10
D. Senior Player Registration.....	11
E. Youth-to-Senior Guest Player Permits.....	11
F. Reinstatements.....	12
G. Amateur Status.....	12
H. Tampering.....	12
V. PLAYER TRANSFERS AND RELEASES.....	13
VI. REFEREES.....	14
VII. COMPETITIONS.....	16
A. MSA-Sanctioned Competitions.....	16
B. Provincial Championships.....	16
VIII. MSA DISCIPLINARY CODE.....	17
IX. DEFINITIONS.....	46
APPENDIX A: Certification of Presentation of Financial Statements..	48
APPENDIX B: MSA’s Seven Geographic Areas.....	49

## **I. GENERAL**

1. These Rules & Regulations, as well as Canada Soccer's Code of Conduct & Ethics, apply to individual members (e.g., players, team officials, match officials, spectators, etc. registered with the MSA) and to member organizations (e.g., regions, leagues, clubs, teams, academies, etc.).
2. Members of the MSA Board and MSA committees function as representatives of the MSA, not as representatives of any other organization or constituency.
3. The Rules & Regulations may be amended by a simple majority of the MSA's Board of Directors at a duly constituted meeting. A copy of approved changes to the Rules & Regulations shall be forwarded by the MSA Executive Director to the membership within 10 working days after Board approval. These decisions are in effect two working days after the sending of notification (unless otherwise stated) and should be posted on the MSA's website accordingly.
4. The MSA may uphold and honor all suspensions imposed by member organizations, Canada Soccer, or other provincial associations upon written notification of such suspensions and review by the MSA's Discipline Committee.
5. Every member organization is responsible to take all precautions necessary to:
  - a. prevent its players, team officials, and spectators from threatening or assaulting anyone (especially the match officials) present at games;
  - b. provide reasonable security for players and match officials before, during, and after games;
  - c. prevent use of objectionable, insulting, and offensive behavior; and
  - d. provide an environment that supports their participants' physical and emotional safety (i.e., free of bullying, discrimination, etc.).

In any case of a breach of the above, any person may be removed from any grounds/playing area by a representative of the member organization having jurisdiction or by a match official. It is the duty of all to refrain from conduct likely to bring the game into disrepute. The MSA may take additional disciplinary action in response to such behavior.

6. Betting and match-fixing on any game is strictly prohibited.
7. No person may smoke or vape within a buffer zone of 100 metres surrounding any outdoor soccer field or 25 metres from the entrance to a facility or clubhouse.

8. Individual members and member organizations will not take any dispute to the ordinary courts unless specifically allowed in the By-Laws or Rules & Regulations of either the MSA or Canada Soccer. Any disagreement shall be submitted to the jurisdiction of the MSA, Canada Soccer, or the Sport Dispute Resolution Centre (SDRC). The SDRC shall deal with disputes that do not fall under the jurisdiction of the MSA and Canada Soccer.
9. The competitions of the MSA take precedence over all other competitions, except games under the direct control of Canada Soccer, the Confederation of North, Central America and Caribbean Association Football (CONCACAF), or the International Federation of Association Football (FIFA).
10. The MSA may (at its discretion) operate a league(s) or competition(s) under its own jurisdiction or it may operate a team in a member league.
11. Every volunteer or employee of the MSA must be in compliance with the MSA's Criminal Record Screening Policy.
12. Each member organization must institute screening policies consistent (at minimum) with the criminal record screening policies of the MSA and Canada Soccer.

In the case where a member organization has a player(s) on the team roster who has not reached the age of majority by the date of the game, all registered officials of that member organization will be required to have current (*i.e.*, within three calendar years) Criminal/Police Record checks (C/PRC) including Vulnerable Sector Checks.

In the case where a member organization wishes to use a guest player(s) who has not reached the age of majority by the date of the game, one registered member organization official will be required to have a current C/PRC screening. The member organization official who is C/PRC-cleared must be present at the game and be clearly identified on the game sheet.

13. Except with the permission of the MSA, only team members, member organization officials, match officials, the news media, and medical persons will be allowed access to dressing rooms.
14. Photo identification approved by the MSA for both players and member organization officials may be required by the member organization having authority for players and member organization officials. It is incumbent upon member organization officials to present the photo identification of the players and officials to the match officials (as required) prior to any member organization competition. Players and member organization officials without approved photo identification will not be permitted to play, coach, or manage. An exception will be made only when the person not able to present their photo identification has a letter of

permission from either the appointed registrar (or designate of the member organization having jurisdiction over the competition) or the MSA.

## **II. REGISTRATION**

1. New MSA applicants for voting or non-voting membership (excluding Life Members) must:
  - a. make an application to the MSA Board for approval of membership providing:
    - i. organization name;
    - ii. location (city/town/village);
    - iii. district/region (if applicable);
    - iv. province;
    - v. president's name and contact information (phone and email), and
    - vi. name of the desired membership category and rationale for membership consideration.
  - b. provide evidence of meeting the requirements defined in Sections II (2), II (3) and II (4); and
  - c. pay the applicable fees as prescribed by the MSA Board in Section II (5).
2. Following the approval of the voting or non-voting (excluding Life Members) membership application (and annually thereafter), each member organization (except any registered referee association) will:
  - a. ensure that all subordinate organizations, leagues, clubs, teams, managers, coaches, players (including those of community centres), and match officials are registered with the MSA using the MSA's designated registration system and pay the corresponding fees as prescribed in Section II.5; and
  - b. provide to the MSA information satisfactory to the MSA Board demonstrating that the member organization is:
    - i. currently providing an active soccer program that meets the membership category being applied for (i.e., Soccer Region, League, or Associate Member);
    - ii. committed to providing an enjoyable soccer experience for all participants;
    - iii. focused on long term participation;
    - iv. adopts programming that considers Long Term Player Development (LTPD) stage-appropriate principles (<https://www.canadasoccer.com/play-landing/canada-soccer-pathway/>);

- v. has a policy that is provided to member organization officials, players, or parents (where minors are involved), outlining what to do if inappropriate conduct is witnessed;
  - vi. has a 'Rule of Two' Policy (<https://www.coach.ca/3-steps-to-responsible-coaching-p161376>) and educates member organization officials, players (and parents where minors are involved) on the policy;
  - vii. utilizes facilities and equipment that are safe, well-maintained; and
  - viii. does not interact with non-member organizations unless approved by the MSA.
- c. Where the soccer program includes youth, provides the MSA information satisfactory to the board indicating:
- i. program information details:
    - stream(s) of participation (Grassroots, Community, Competitive, Development, and Performance)
    - stage(s)/age(s) of participation
    - gender(s) of participation
  - ii. the member organization's Infrastructure and Facilities form;
  - iii. guidelines for appropriate/inappropriate conduct between adults/adolescents and children;
  - iv. a policy requiring that any suspicion of child abuse is reported to law enforcement;
  - v. adoption of playing formats that are aligned to Canada Soccer guidelines:
    - number of players on the field and on a team
    - size of ball, goals, and field,
    - length of game, and
    - coach-to-player ratio;
  - vi. that coaches are trained and/or certified appropriately for the program in which they coach; and it is mandatory for coaches working with youth (U9-U18) teams in Manitoba that include girls and gender diverse people to complete the Keeping Girls in Sport program;
  - vii. that programming is provided that targets underrepresented groups as outlined in the Canada Soccer Guide to Accessibility and Inclusion;
  - viii. the existence of programs, partnerships, and/or other mechanisms to reduce barriers to participation;
  - ix. appreciation of diversity to ensure everyone feels safe and that they belong regardless of ability and background;
  - x. that coaches are culturally sensitive and programs include culturally appropriate activities; and
  - xi. facilities are accessible to participants of all abilities.

3. Voting member organizations must annually provide to the MSA:

- a. governing documents, such as By-Laws and the document governing the applicant's member-approved process to appoint delegates to act on its

- behalf at the MSA's annual general meeting and special meetings of member organizations;
- b. rules, regulations, policies, and procedures;
  - c. names and addresses of its board of directors; and
  - d. certification by one of its officers (in the form attached hereto as Appendix A) that its most recent financial statements were presented to its members in accordance with its governing documents or The Corporations Act of Manitoba.
4. At any time, the MSA or MSA Board may request any other information pertinent to membership in the MSA. This information shall be provided within a specified time frame.
  5. Annual membership fees will be paid as follows:
    - a. Each member organization must ensure all players registered pay the player registration fee.
    - b. Each voting member region or member league will pay a fee;
    - c. Each non-voting member (Associate Member) will pay a fee for each league in which they have at least one team participating;
      - i. Each youth district club or youth regional club pays one fee irrespective of the number of teams participating in youth competition.
      - ii. Each community centre pays one fee irrespective of the number of teams participating in youth competition.
      - iii. Each senior men's club and each senior women's club pays one fee per senior league irrespective of the number of teams the club has in that particular League.
    - d. All other Associate Members pays a fee irrespective of the number of teams participating in a particular league.

### **III. OPERATION OF LEAGUES**

1. A league is an organization operating under an executive to provide sanctioned competition for teams.
2. A league must be composed of a minimum of four teams.
3. A league is responsible for:
  - a. providing an active soccer program consistent with the membership registration category;

- b. establishing and maintaining current governing documents, including accurate administrative and financial records;
  - c. establishing rules and regulations consistent with the MSA's By-Laws as well as Rules & Regulations;
  - d. organizing competitions among participating teams; and
  - e. registering players and team officials (if delegated to do so by the MSA).
4. League rules and regulations must provide for:
- a. defaults/forfeits and consequences thereof;
  - b. allocation of "goals for" to the team awarded a win as a result of default/forfeit;
  - c. a method for breaking point ties in the standings;
  - d. use of guest players (including youth players); and
  - e. discipline and appeal procedures.
5. Leagues shall not allow games to be played before the league's rules and regulations are approved by the MSA, and the participating teams are registered with the MSA.
6. Prior to any participation in an MSA league, a team from another provincial, state, or national association must have the approval of both the MSA and the team's governing association (*i.e.*, their provincial or state association, or Canada Soccer, if applicable).

#### **IV. REGISTRATION OF PLAYERS AND TEAM OFFICIALS**

##### **A. GENERAL**

1. In order to participate in a sanctioned competition, players and team officials (coaches, managers, and medical staff, as applicable) must register on the roster of a team participating in that competition for each applicable indoor or outdoor season.
2. A player may register with a member organization to retain the benefits of registration for the sole purpose of training in the immediately subsequent off-season (*i.e.*, following the outdoor or indoor seasons).

3. Players may not register for more than one team under the jurisdiction of the MSA at any one time, except as otherwise permitted in these Rules & Regulations.
4. Except with the consent of the MSA, no team shall register more than 20 players. The following leagues and/or divisions may register up to 25 players: the Winnipeg Women's Soccer League, the Manitoba Senior Soccer League, as well as all Co-ed and Masters Divisions.
5. Subject to the rules and regulations of the member organization having jurisdiction, member organizations that operate two or more teams in different divisions of a league may use players from their lower division team(s) on their higher division team(s). However, no more than three lower division players shall play per team in any one game in a higher division or league.
6. Member organizations may establish a deadline for player registration in competitions organized by that member organization. In this situation, the member organization must advise the MSA that such a deadline has been established.
7. A player's registration shall date from the day on which the player's registration is received and validated by the MSA's registrar or designate.
8. Where the MSA allows a person other than the MSA's registrar to receive registrations or transfers, the date such registrations or transfers are signed and dated by the aforementioned authorized party shall be recognized as the date such registrations or transfers are effective. In these cases, the registrations or transfers shall be forwarded to the MSA in accordance with time limits set by the MSA. Failing that, the date of mailing or transmission to the MSA's registrar shall be the accepted date of registration or transfer.
9. Except as otherwise permitted in these Rules & Regulations, players who are registered with the MSA shall not play for any organization in any jurisdiction outside of Manitoba without an interprovincial or international transfer certificate (ITC) and a release from the MSA. In addition to any other discipline by any other jurisdiction outside of Manitoba, violation of this rule will immediately cancel the registration and render the player ineligible to compete in MSA-sanctioned competition during the current playing season.
10. A player who was registered in another provincial/territorial association must receive written clearance from the provincial/territorial association with which the player was last registered in order to be eligible to register in Manitoba. This clearance must indicate that the player is free of all obligations (including disciplinary suspensions) to that association and it must also indicate the player's status as amateur or professional.
11. Any player aged 12 or over whose last registration was outside the jurisdiction of Canada Soccer must have their prospective Manitoba member organization



request that the MSA obtain the necessary ITC from Canada Soccer. Upon receipt of the request, the MSA will forward the request for an ITC to Canada Soccer.

12. A player who is under suspension may register with the MSA in accordance with the MSA's Rules & Regulations, but the player may not participate in those soccer activities from which the player is suspended until the suspension is completed.
13. It is the responsibility of the member organization registering players to ensure that it is aware of each player's status with the MSA as it relates to suspensions or any matter that may impact each player's participation. Member organizations must be aware of pertinent Rules & Regulations.
14. Any player or member organization official found to have provided false information for registration purposes will be subject to the MSA's disciplinary minimums.
15. A registered female player may play on a corresponding age category male team. However, a registered male player may not play on a corresponding age category female team. For the purpose of this rule, Co-ed is not considered a male or female team.
16. Coaches must be registered on the team roster as a team official prior to coaching that team in a game.
17. In the case of a "player-coach" of a team, the player-coach shall register as both a player and a coach, and pay the prescribed fees.
18. Coaches and other member organization officials must complete the 'Respect in Sport' course at least every five years.

## **B. MULTIPLE REGISTRATIONS**

1. No player shall be permitted to register for more than one team at any one time or play in more than one provincial championship, tournament competition, league, or age group competition under the jurisdiction of the MSA unless permitted by these Rules & Regulations.
2. In outdoor competitions, senior players may register with a maximum of two teams as long as the teams are in different Leagues or are in distinct competitions within those leagues (such as Masters or Co-ed).
3. In indoor competition, senior players may register with a maximum of three teams, as long as the teams are in different Leagues or are in distinct competitions within those leagues (such as Masters or Co-ed). Only Co-ed and Masters players may play on more than one team in the same League (providing there are Co-ed and/or Masters divisions in that league). For example, a player may register concurrently for a Co-ed team, a Masters team, and a senior team.

4. USL players appearing on any game roster of a USL game may be registered in a member league once the USL season is completed or upon being released (subject to the rules and regulations of the respective league or competition in which the player wishes to register).
5. In indoor and/or outdoor competitions, players may register with (if required) an MSA team and/or a school affiliated with the Manitoba High Schools Athletic Association (MHSAA) and/or a provincial team and/or a post-secondary institution recognized by the MSA. Youth- and senior-registered players may play on high school teams as long as they meet the MHSAA criteria, irrespective of other MSA rules.

### **C. YOUTH PLAYER REGISTRATION**

1. When first registering with the MSA, a youth-aged player shall be required to provide proof of age (such as a birth certificate, baptismal certificate, passport, or other evidence acceptable to the MSA). Documented proof of age may be required from time to time. In the event of a protest or dispute, the burden of proof of age will rest with the player.
2. To play in both the outdoor and indoor seasons, youth players must register separately for the outdoor season and indoor season.
3. If a player is released by any youth member organization, the registrar of the youth league must be so informed in writing by the releasing member organization.
4. In the case of a player being released, the player shall automatically be permitted to register with another youth member organization provided the player does not displace any other player(s) from the receiving member organization.
5. Member organizations are permitted to play youth players in a youth age group higher than that in which the player is eligible to play (by age) conditional upon league rules and the consent of the player's parent.
6. A registered youth player who wishes to leave their youth member organization during the playing season and register as a senior player must obtain written permission from both their youth member organization and parent/guardian, as well as be deleted from the youth team's roster (according to the rules and regulations of the regional association having jurisdiction). The senior member organization must present the written permission and proof of deletion from the youth roster with the completed senior registration form to the MSA (or its designate). The senior registration will be considered a new registration (not a transfer) and will be subject to senior registration rules, regulations, and fees. A youth member organization may not withhold the release of a youth player wishing to play as a senior player for more than 15 working days from request.

7. A youth-aged player who registered as “senior amateur” shall be ineligible to play in youth competitions unless the player has, upon request, been reinstated to youth status. (See Section IV.F.)

#### **D. SENIOR PLAYER REGISTRATION**

1. Except as otherwise permitted in these Rules & Regulations, no player shall be allowed to register as a senior player until the year in which that player will attain their 18<sup>th</sup> birthday. Proof of age may be requested by the MSA or the league at any time.
2. Senior players must register separately for the outdoor and indoor seasons. Senior players pay one annual registration fee. (That is, a senior player’s registration fee for an outdoor season also covers the following indoor season. If, however, a senior player does not play an outdoor season, but registers (and pays the registration fee) for the subsequent indoor season, that player must again pay the annual registration fee for the subsequent outdoor season.)
3. Subject to approval of the MSA:
  - a. A youth player may register with a senior member organization where the youth player is involved in the Regional Excel Center (REX)/Prospects Program or is traveling with a national youth program. This is conditional upon completion of the REX/Prospects Youth-to-Senior Player Release Form and process, including parental consent.
  - b. Upon release from the REX/Prospects or national youth program, the player may continue to play as a senior player or choose to return to youth soccer (via the senior-to-youth reinstatement process).
  - c. A youth player may register as a senior player if the player resides in a region that does not have adequate opportunities for youth-aged competition with parental consent; and
  - d. At the end of the current season (outdoor or indoor) in which permission has been granted under Section IV.D (3c) for a youth player to register as a senior player, the youth player (providing they remain youth-aged) must return to youth status for the following season (outdoor or indoor).
  - e. Any youth player who turns 18 during the current indoor season may register as a senior player at the beginning of that indoor season.

#### **E. YOUTH-TO-SENIOR GUEST PLAYER PERMITS**

1. To play as a guest on a senior team, a youth player must be in their 16<sup>th</sup> birthday year, or older. The senior team must obtain permission from the youth club or team

and from a parent/guardian of the youth player. The appropriate form(s), which are available from the MSA, must also be completed.

2. A youth playing on a senior team under Section IV.E (1) may play in that game without affecting their youth registration status.
3. All guest players who have not reached the age of majority by the date of the game must be clearly identified as a youth guest player on the game sheet.
4. No more than three youth players may play on one senior team in a single game. The number of youth guest players counts towards the limit of three total guest players allowed per team in any single game.

#### **F. REINSTATEMENTS**

1. Any registered senior player of youth age wishing to be reinstated to youth status must apply to the MSA.
2. A registered senior player must wait until the completed reinstatement application is approved and the prescribed fee is received by the MSA before taking part in any game for the youth member organization.
3. Professional-to-amateur reinstatements are subject to the Rules & Regulations of Canada Soccer.

#### **G. AMATEUR STATUS**

1. Amateur status is as defined and governed in Canada Soccer's Rules & Regulations.

#### **H. TAMPERING**

1. Tampering is prohibited. Tampering is communicating with a player who is registered with another team before the current season is over and without the consent of the player's current team. In tampering, the purpose of the communication is for the negotiating or soliciting of a player's services for the current season or for the purpose of inducing the player to leave their current team before the current season is over.
2. If a team is contacted during the playing season by a player registered with another team in order to discuss or negotiate that player leaving their current team to play with the contacted team before the current season is over, the contacted team must refrain from having a discussion or negotiation with the player on this issue. The contacted team must advise the player that no such discussion can take place until the current season is over without the consent of the player's current team. Failure to do so would amount to tampering on the part of the contacted team.

3. It is tampering if a team official or a player does the communicating on behalf of the team, or if it is done indirectly through a third party.

## **V. PLAYER TRANSFERS AND RELEASES**

1. A player is bound to the team for which they have registered until the end of the current playing season of the league in which their team plays (unless the player is transferred or released, as provided in these Rules & Regulations). Outdoor and indoor seasons are considered separate and distinct seasons.
2. A player shall be entitled to transfer or release subject to the following:
  - a. MSA and applicable member organization By-Laws as well as Rules & Regulations.
  - b. Rules governing national and provincial championships and/or other cup competitions.
  - c. A maximum of three transfers within the jurisdiction of the MSA during the current playing season. This includes transfers among teams within a member organization. Once transferred to another team, a player cannot be transferred back to the team for which that player was originally registered until a period of 30 calendar days has elapsed.
  - d. A maximum of one out-of-province transfer within the jurisdiction of Canada Soccer, except if a player transfers back to the club or team with which that player was originally registered.
  - e. A player currently under suspension is not eligible for release or transfer until the suspension is served.
3. A player may be released or transferred to another club or team through submission of a Release for Transfer form or by giving notice in writing to that player's current club or team. A club or team official must send the approved request to the MSA within five working days from receipt of notice.
4. Any player registered with a team that has (with the consent of the member organization) ceased to operate or been declared defunct may be transferred to any other team without fee by making an application to the MSA. The MSA may, at its discretion, transfer a player of a team that has been declared defunct after the member organization competition transfer deadline.
5. A senior player released by a team will be placed in a season-specific "Open-to-Transfer Pool" maintained by the MSA. A released player may re-register with the original team at any time, if the player has not registered with another team since

being released by the original team. The registration of a released player will be considered a transfer and subject to applicable transfer rules and fees.

## **VI. REFEREES**

1. All MSA-registered referees shall be under the control and jurisdiction of the MSA.
2. All referee candidates shall be examined as to their suitability for duty by the MSA. Such examination may include oral, written, field test, and fitness tests as determined by provincial and national criteria.
3. Only those persons who are MSA registered referees (*i.e.*, senior, youth, and small-sided referees) shall officiate as a referee in competitions under the sanction or jurisdiction of MSA.
4. MSA referees shall pay an annual fee established by the MSA based on guidelines provided by Canada Soccer.
5. Senior referees shall be defined as all persons who meet the Canada Soccer age requirement (as outlined in the Canada Soccer Regulations for the Registration and Control of Referees) and who pass the required examinations and fitness testing. Senior referees shall register annually to the MSA with the accompanied fee determined by the MSA and submitted according to the terms and conditions set by the MSA. Senior referees shall officiate in leagues sanctioned by the MSA and they are covered under the MSA's insurance.
6. All senior referees will be required to have a clear CPIC, including vulnerable sector, that is valid for three years.
7. Youth referees shall be defined as a referee of at least 14 years of age who has successfully completed the Entry Level Referee's Course and is not considered as per section 5 above. Youth referees shall operate under the jurisdiction of the MSA and must register with the MSA on an annual basis. Registrations shall be accompanied by a fee determined by the MSA and submitted according to the terms and conditions set by the MSA. Youth referees shall officiate in leagues sanctioned by the MSA and they are covered under the MSA's insurance.
8. Small-sided referees shall be defined as an individual of at least 12 years of age who has successfully completed the Small-Sided Referees Course and is not considered as per sections 5 and 7 above. These small-sided referees shall operate under the jurisdiction of the MSA and must register with the MSA on an annual basis. Registrations shall be accompanied by a fee determined by the MSA and submitted according to the terms and conditions set by the MSA. Small-sided referees shall officiate in leagues sanctioned by the MSA and they are covered under the MSA's insurance.

9. Referees shall not be appointed to games that their classification does not permit.
10. The MSA's referee assignor will assign MSA referees to the games of member organizations to which the MSA has agreed to provide this benefit. The MSA (through the MSA's referee assignor) will assign officials to non-member organization games that have been sanctioned by the MSA (*i.e.*, Provincial Championships, exhibition, semi-professional, etc.). The MSA may approve the assigning of referees to special events that may not be sanctioned formally but the MSA believes it is for the benefit of the greater community.
11. A registered player who is also a MSA referee shall not officiate in any member organization competition or division for which a conflict of interest may exist.
12. A registered member organization official who is a registered referee of the MSA shall not officiate in any member organization competition for which a conflict of interest may exist.
13. A referee shall be deemed to have accepted an appointment if, within 48 hours after it has been communicated to the referee, the referee does not decline the appointment via the online assigning platform.
14. If, due to unforeseen circumstances, the appointed referee is unable to act, a member organization involved shall have the right to agree on some other person to officiate during this emergency situation. The decisions of the person assuming the duties of the referee in such an emergency situation shall have the same force and effect as an assigned referee. This person shall file an official referee's report upon the completion of the game to the authority having jurisdiction over the game.
15. All game and discipline reports (as required by the competition) shall be forwarded by the referee to the competition organizers having jurisdiction over the game. This shall occur within 48 hours of the conclusion of a game at which the referee officiated, or such other time as may be stipulated in the rules of the competition. In the event of a physical assault, attempted physical assault, or threatening behavior towards a game official, the discipline report must also be submitted to the MSA within 48 hours of the conclusion of the game.
16. A MSA referee shall not sit on the Discipline or Appeal Committees of the MSA or of any member organization, unless authorized by the MSA.
17. All registered referees shall comply with Canada Soccer's Code of Ethics for Canada Soccer referees.
18. In cases where a referee matter is not addressed in these Rules & Regulations, the MSA shall follow the Regulations for the Registration and Control of Referees as set out by Canada Soccer.

## **VII. COMPETITIONS**

### **A. MSA-SANCTIONED COMPETITIONS**

1. Any member organization wishing to receive MSA sanctioning for:
  - a. a tournament, exhibition game (including against competitors from outside the MSA's jurisdiction), or any other soccer related event; or
  - b. travel for a competition outside the jurisdiction of the MSA

must submit an application (as provided in the MSA's applicable policies and procedures) to obtain the permission of the MSA.
2. Member organizations may not hold out an unsanctioned event to be a sanctioned event.

### **B. PROVINCIAL CHAMPIONSHIPS**

1. The format of the Provincial Championships shall be determined by the MSA. The MSA shall control the operation of these competitions, including the associated fees. Within the established format, authority and responsibility may be delegated to Leagues to conduct preliminary rounds of Provincial Championships.
2. The Provincial Championships shall be subject to the Competition Rules & Regulations for Provincial Championships as adopted each year and in accordance with the Canada Soccer Rules for National Competitions.



**VIII. MSA DISCIPLINARY CODE (MSADC)**

**TABLE OF CONTENTS**

	Page
<u>INTRODUCTION</u>	
A. DEFINITIONS.....	19
B. PURPOSE.....	20
C. SCOPE OF APPLICATION.....	20
D. MEMBER ORGANIZATION DISCIPLINARY CODES.....	20
E. JURISDICTION.....	21
F. DECISIONS OF THE REFEREE.....	22
G. MISCONDUCT.....	22
H. MEMBERSHIP CONSEQUENCES.....	23
<u>GENERAL PRINCIPLES</u>	
I. INDEPENDENCE.....	23
J. CONFIDENTIALITY.....	23
K. CONFLICT OF INTEREST.....	24
L. SANCTIONS COMMON TO BOTH NATURAL AND LEGAL PERSONS	24
M. ENFORCEMENT.....	25
N. INFORMATION REPORTING REQUIREMENTS.....	25
<u>ADMINISTRATION</u>	
O. TIMELINES.....	26
P. LIABILITY.....	26
Q. LIMITATION PERIOD FOR PROSECUTION.....	26

## THE PROCESS

R.	SUBMITTING A COMPLAINT.....	26
S.	ASSIGNATION OF A COMPLAINT TO A JUDICIAL COMMITTEE....	27
T.	COMPOSITION OF JUDICIAL COMMITTEES.....	28
U.	CONDUCT & ETHICS COMMITTEE PROCEDURES.....	28
V.	DISCIPLINE COMMITTEE PROCEDURES.....	29
W.	PERSONAL HEARINGS.....	30
X.	SANCTIONS.....	31
Y.	APPEALS.....	31
Z.	APPEAL COMMITTEE PROCEDURES.....	32
AA.	MANITOBA DISCIPLINARY MANDATORY MINIMUMS.....	33

## INTRODUCTION

### A. DEFINITIONS

For the purpose of the *Manitoba Soccer Association Disciplinary Code (MSADC)*, the terms set out below are defined as follows:

1. **MSA** means the Manitoba Soccer Association;
2. **Chair** means the chair of the judicial committee, or Chair of the Discipline Committee of a member organization, or such person appointed by the respective chair to serve as the Chair for the purpose of a hearing;
3. **Match** shall mean any sanctioned match by the MSA;
4. **Judicial committees** means one of the following committees of the MSA: (i) the Discipline Committee; (ii) the Appeal Committee; (iii) the Conduct & Ethics Committee; and all of them together shall be known as the judicial committees;
5. **Match official** means the referee, assistant referee, fourth official, match commissioner, referee inspector/assessor, and other persons appointed by the MSA to assume responsibility in connection with a match;
6. **Member organization** means both voting and non-voting member organizations as defined in the MSA By-Laws;
7. **Official** means anyone, with the exception of players, performing an activity connected with soccer at an MSA or member organization, regardless of title, the type of activity (administrative, sporting or any other) and the duration of the activity. It includes all directors, officers, committee members, coaches, trainers, match officials, and any other person responsible for technical, medical and/or administrative matters in the MSA, and its member organizations, as well as all other persons obliged to comply with the MSA By-Laws and Rules & Regulations;
8. **Post-match** means the time between the final whistle from the referee and the teams' departure from the confines of the facility;
9. **Pre-match** means the time between the teams' arrival in the confines of the facility and the whistle for kickoff from the referee;
10. **Facility** means an area of land on which sports are played. Its perimeter is defined by the lot or contiguous lots used for the purpose of sports, and any ancillary uses thereto, and it may include structures which house change rooms, a club house, administrative offices, or similar and rows of seats or standing areas surrounding or partially surrounding the playing surface.

Terms not defined herein shall have the meaning ascribed to them in the MSA By-Laws or Rules & Regulations, as amended from time to time.

## **B. PURPOSE**

The *MSADC*:

1. Specifies the organization, procedures and functions of the judicial committees of the MSA;
2. Describes the disciplinary processes that the MSA will follow when the *FIFA Laws of the Game*, *Canada Soccer's Code of Conduct & Ethics*, *MSA Rules & Regulations*, and any/all *MSA Competition Regulations* are breached; and
3. Specifies the disciplinary measures or sanctions that may be imposed.

Where there are any absences within this document, the *Canada Soccer Disciplinary Code (CSDC)* will take precedence.

## **C. SCOPE OF APPLICATION**

1. The *MSADC* applies to all individual members and member organizations of the MSA. It applies to officials, employees, and persons performing duties on behalf of the MSA and its member organizations. The *MSADC* applies to conduct both on and off the field.
2. This *MSADC* applies to every match and competition organized by the MSA or its member organizations and to breaches of the *FIFA Laws of the Game*, *MSA By-Laws*, *MSA Rules & Regulations*, *Canada Soccer's Code of Conduct & Ethics*, and policies and directives in force. It also applies to any breach of *MSA By-Laws*, *MSA Rules & Regulations*, *Canada Soccer's Code of Conduct & Ethics*, and policies that do not fall under the jurisdiction of any other body.
3. Infringements are punishable regardless of whether they have been committed deliberately or negligently and regardless of whether one is the instigator or an accomplice.
4. The *MSADC* applies to facts, circumstances and situations that have arisen after the *MSADC* has come into force.
5. Terms referring to any persons are applicable to all genders. Any term in the singular applies to the plural and vice-versa.

## **D. MEMBER ORGANIZATION DISCIPLINARY CODES**

1. The sanctions outlined in the *MSADC* represent the minimum sanctions that shall be imposed by a member organization. Member organizations shall not incorporate sanctions within their own disciplinary rules and/or regulations that fall below those specified in the *MSADC*.

## **E. JURISDICTION**

1. Any person or organization reported for misconduct (as defined in Section VIII.G), and all cases of misconduct involving alleged physical assault, attempted physical assault, or threatening behavior towards a match official shall be dealt with by a judicial committee of the MSA except as otherwise stipulated herein.
2. The MSA shall have direct jurisdiction in the following matters which relate to individual members or member organizations:
  - a. Complaints or enquiries referred to it by another provincial soccer association;
  - b. Misconduct by any person arising from participation in MSA provincial programs;
  - c. Misconduct by an individual member or a member organization participating in a jurisdiction outside of the MSA;
  - d. Misconduct by a member organization or any of their players and officials;
  - e. Misconduct in leagues or competitions sanctioned and/or organized by the MSA;
  - f. Misconduct at Canada Soccer's National or Regional Competitions;
  - g. Misconduct arising from any event where participation is given prior approval by the MSA; and
  - h. Any other matter directly related to the MSA which the MSA, in its sole discretion, chooses to handle.
3. All alleged offenses, other than those involving alleged physical assault, attempted physical assault, threatening behavior, alleged physical contact, or attempted physical contact towards match officials, may be dealt with by the member organization in whose jurisdiction the alleged offence took place.
4. All hearings involving alleged physical assault, attempted physical assault, threatening behavior, alleged physical contact, or attempted physical contact with match officials shall be dealt with by the MSA.
5. Member organizations shall ensure that their disciplinary rules, regulations, and procedures are consistent with those of the MSA and any discipline hearing shall be conducted in accordance with these rules and regulations.
6. In all cases, the parties concerned shall have the right to appear and make statements at a hearing. Any person accused may be accompanied by another

person throughout the process and at any hearings. The accused may request that the accompanying person act and speak on their behalf at hearings. Approval of such requests is at the discretion of the presiding chair.

7. Every member organization is responsible for the actions of its players, officials and spectators. Players, officials, and spectators may only take part in or attend games on condition that they observe MSA *Rules & Regulations* and policies.
8. Every member organization is required to take all precautions necessary to prevent its players, officials, and spectators from threatening or assaulting anyone at games, including and not limited to the match officials. Member organizations are expected to create a safe environment for players and match officials.

#### **F. DECISIONS OF THE REFEREE**

1. Decisions involving the referee's judgment or discretion are final and may not be reviewed by the MSA's judicial committees. However, decisions involving a referee acting outside the scope of their authority (e.g., misapplication of the Laws of the Game or the competition rules, misidentification of a player) or acting in bad faith are subject to review and appeal.
2. In cases of serious misconduct, disciplinary action may be taken even if the referee and his assistants did not see the event in question and were therefore unable to take any action.
3. At first instance, these issues are taken to the respective discipline committee.

#### **G. MISCONDUCT**

1. In addition to any/all matters referred to in any of the MSA's *Rules & Regulations* or policies, it shall be deemed misconduct if any individual, person, entity or organization has, in the judgment of a judicial committee following a hearing of that committee, committed any of the following offenses:
  - a. Violated the *Laws of the Game*, the MSA *Rules & Regulations*, Canada Soccer's *Code of Conduct & Ethics*, or the rules, regulations or policies of a member organization;
  - b. Bet on any match or MSA-sanctioned event, other than as permitted in accordance with provincial, federal or international law;
  - c. Offered or accepted, with a view to influencing the result of a match, consideration to or from any individual;
  - d. Criminal misconduct or human rights abuse; or

- e. Any act or statement, verbally or in writing, which is considered to be unbecoming, insulting, or improper behavior or is likely to bring the game into disrepute.
2. Anyone who, in soccer-related activities, forges a document, falsifies an authentic document, or uses a forged or falsified document to purposely deceive will be sanctioned as per the MSA mandatory minimums.

## **H. MEMBERSHIP CONSEQUENCES**

1. When an individual member or member organization is sanctioned, the MSA Board may apply any subsequent action in respect to the offender's membership with the MSA.
2. No suspended person of any member organization shall be eligible for membership in any other member organization belonging to, or under the jurisdiction of the MSA.

## **GENERAL PRINCIPLES**

### **I. INDEPENDENCE**

1. The judicial committees make their decisions entirely independently. They shall not receive instructions from any other judicial committee, and a member of another judicial committee may not stay in the meeting room during the judicial committees' deliberations unless they have been explicitly summoned to attend.
2. An individual may not serve as Chair of more than one judicial committee.
3. An individual who serves on a judicial committee may not at the same time be a director or serve on any other committee of the MSA.
4. An individual may not serve on a judicial committee if that individual or an immediate family member (meaning their spouse, parents, siblings, or children, or the parents, siblings, or children of their spouse) is either employed or contracted by or holds any other official position at the MSA.

### **J. CONFIDENTIALITY**

1. Members of the judicial committees shall ensure that everything disclosed to them during the course of their work, including but not limited to the facts of the case, the content of their deliberations, and the decisions taken, remain confidential.
2. The content of written decisions provided to addressees may subsequently be made public at the discretion of the MSA.

## **K. CONFLICT OF INTEREST**

1. Members of the judicial committees must decline to participate in any meeting concerning a matter in which they are in a real or perceived conflict of interest. Such instances include, but are not limited to the following:
  - a. if the member in question has a direct interest in the outcome of the matter;
  - b. if the member is associated with any of the parties; or
  - c. if the member has already dealt with the case under different circumstances.
2. Members of the judicial committees who decline to participate in a meeting on any of the above grounds shall notify the Chair immediately.
3. The parties subject to any proceeding with the judicial committees may also raise an objection to a member of a judicial committee hearing the case whom they believe to be biased. The Chair of the applicable judicial committee shall decide on any such claim of bias. The Chair's decision shall be final and binding. In the event that the claim of bias is raised against the Chair, the Deputy Chair of the judicial committee shall decide on any such claim of bias, and their decision shall be final and binding.
4. Proceedings that have involved someone whom the Chair has ordered not to participate will be considered null and void.

## **L. SANCTIONS COMMON TO BOTH NATURAL AND LEGAL PERSONS**

Both natural and legal persons are punishable by each, or a combination of, the following sanctions at the discretion of the judicial committee hearing the case:

1. Warning
  - a. A warning is a reminder of the substance of a disciplinary rule allied with the threat of a sanction in the event of a further infringement.
2. Reprimand
  - a. A reprimand is an official written pronouncement of disapproval sent to the perpetrator of an infringement.
3. Fine
  - a. Judicial committees may impose monetary sanctions, consistent with mandatory minimums.



- b. The judicial committee that imposes the fine decides the terms and time limits for payment.
4. Suspension
  - a. Judicial committees may impose a suspension, consistent with mandatory minimums.
5. Return of Awards
  - a. The person required to return an award shall return the benefits received, and in particular sums of money and symbolic objects (e.g., medal, trophy).

**M. ENFORCEMENT**

1. A sanction imposed by a member organization shall be enforced by that member organization. If the person moves to a new member organization, the new organization is responsible for enforcement.

**N. INFORMATION REPORTING REQUIREMENTS**

1. Member organizations are required to notify the MSA of any violations of MSA's *By-Laws, Rules & Regulations*, policies, or Canada Soccer's *Code of Conduct & Ethics*.
2. Any disciplinary action to be taken at an exhibition match between two representative teams from different member organizations is the responsibility of the organization to which the sanctioned player belongs. However, in serious cases, the MSA Discipline Committee may intervene in the case. The member organization is required to inform the MSA of the sanctions pronounced.
3. Member organizations shall include, with all decisions, a notice that indicates the following information:
  - a. Member organization rules regarding appeals;
  - b. Member organization address where the appeal is to be lodged;
  - c. Method of payment and amount of fee;
  - d. Statement of fact document; and
  - e. Decisions which may be appealed to the MSA.

## **ADMINISTRATION**

### **O. TIMELINES**

1. Time limits referred to herein begin the business day following the receipt of all relevant documents.
2. Time limits to which other persons must adhere commence the business day after the MSA has provided notice.
3. If the last day of the time limit coincides with a public holiday, a Saturday or a Sunday, the time limit will expire on the next business day.
4. Documents must be sent to the MSA no later than end of business on the last day of the time limit.
5. If the document is sent electronically, the document must be sent to the MSA before end of business on the last day of the time limit.
6. In the case of appeals, the deposit demanded is considered to have been paid in time if the payment is received by the MSA by end of business on the last day of the time limit.
7. Time limits are suspended during the MSA's winter holiday break as posted on the MSA website.
8. Time limits established by the Chair of a judicial committee may be extended but never more than once.

### **P. LIABILITY**

1. Where members of judicial committees, Staff or Directors act in good faith and within the scope of their authority, they will not be liable for their decisions.

### **Q. LIMITATION PERIOD FOR PROSECUTION**

1. The length of time which has passed since an alleged offence or an applied sanction may be considered by judicial committees when exercising their discretion whether to sanction, enforce, or allow leave to appeal.

## **THE PROCESS**

### **R. SUBMITTING A COMPLAINT**

1. Any person may file a report where that person believes conduct has taken place that is incompatible with the MSA *By-Laws, Rules & Regulations*, and/or Canada Soccer's *Code of Conduct & Ethics*. The report, along with all supporting evidence, is to be made in writing and sent to [mbsoccer@manitobasoccer.ca](mailto:mbsoccer@manitobasoccer.ca) where it will be

reviewed by the MSA committee clerk and assigned in accordance with Section VIII.S below.

2. The complaint submitted must include the following:
  - a. Complainant name, address, phone, email and affiliation to a member organization, if applicable;
  - b. Respondent name, address, phone, email and affiliation to a member organization, if applicable;
  - c. By-Laws, Rules & Regulations, or Code of Conduct & Ethics breached;
  - d. Description of the circumstances/events; and
  - e. List of evidence submitted including any witness statements.
3. Referees are to submit a match report form and are to report all misconduct by players who receive a caution or who are sent from the field of play together with any other infractions or incidents which they observe when officiating. Other match officials appointed to a match are to report on infringements observed by them. Reports are to be submitted in writing in accordance with the competition regulations.
4. Notice shall be deemed to have been given to any player, coach, manager, club official, spectator, match official, or other person associated with a member organization if written notice has been received by the member organization. The member organization is responsible for informing the parties of the hearing as to the time and date of the hearing, and of any decisions of the judicial committee.
5. A complainant and/or respondent may apply to the MSA for leave to appeal a decision rendered on completion of the member organization appeal process that involves an interpretation or breach of the MSA *Rules & Regulations*, policies, Canada Soccer's *Code of Conduct & Ethics*, or the policies or regulations of the member organization.
6. A complainant and/or respondent may apply to the MSA for leave to appeal decisions taken by the MSA under the provision of Canada Soccer's *Code of Conduct & Ethics* that involve only an interpretation or a breach of that policy.

An appeal may be lodged with the Appeal Committee against any decision rendered by the MSA judicial committees.

## **S. ASSIGNATION OF A COMPLAINT TO A JUDICIAL COMMITTEE**

1. Within five business days of receipt, the report shall be assigned to the appropriate judicial committee as follows:

- a. All cases regarding conduct that violate Canada Soccer's *Code of Conduct & Ethics* or any ethics related matter not related to game activity shall be referred to the MSA's Conduct & Ethics Committee;
  - b. All cases regarding provincial disciplinary matters shall be referred to the MSA's Discipline Committee; and
  - c. All cases regarding appeals of a matter at a provincial level shall be referred to the MSA's Appeal Committee.
  - d. All other complaints, including misconduct that escaped the attention of a match official shall be referred to the MSA Discipline Committee.
2. In all cases of alleged physical assault, attempted physical assault, threatening behavior, alleged physical contact, or attempted physical contact toward a match official, the accused shall be suspended from all soccer activities from the date of the alleged incident until a hearing has been held and the case has been decided.
  3. In all cases where a person has been charged with a Criminal Code of Canada offence(s), which is deemed by the Chair of the Discipline Committee to have a material effect on their participation in soccer in Manitoba, the accused shall be suspended from all soccer activities until the case has been concluded in the Criminal Court, and if necessary, a hearing has been held and the case has been decided.

#### **T. COMPOSITION OF JUDICIAL COMMITTEES**

1. The chair of the committee in question can decide in their discretion whether to appoint a committee of one or three persons.
2. The MSA shall appoint a staff member to serve as the committee clerk to manage claims submitted to any of the judicial committees.
3. The Discipline Committee is responsible for:
  - a. All matters relating to Section VIII.F (Decisions of the Referee);
  - b. Extending the duration of a match suspension incurred automatically by an expulsion;
  - c. Pronouncing additional sanctions
  - d. Acting upon any report and supporting materials received from the Conduct & Ethics Committee.

#### **U. CONDUCT & ETHICS COMMITTEE PROCEDURES**

1. The Conduct & Ethics Committee deals with non-game-related conduct.

2. The procedures of the Conduct & Ethics Committee are found in the Committee's Terms of Reference.

## **V. DISCIPLINE COMMITTEE PROCEDURES**

1. Parties to a complaint are obliged to assist in establishing the facts. As a result, they must comply with requests for information received from the Committee Clerk. Failure to comply with such requests for information within the stipulated timeline may result in a fine.
2. The Discipline Committee may initiate an investigation based on a filed complaint which may include collecting written information, requesting documents, and obtaining witness statements.
3. Types of proof that may be presented include but are not limited to:
  - a. Reports from match officials;
  - b. Misconduct reports from other organizations;
  - c. Declarations from the parties and from witnesses;
  - d. Material evidence;
  - e. Expert opinions; and
  - f. Audio and/or video recordings.
4. The Discipline Committee has absolute discretion regarding what constitutes proof and what evidence is admissible.
5. The Discipline Committee will normally make its decision based on the material within its possession once the stipulated timelines are reached. The Discipline Committee may summon parties to a personal hearing when it believes that oral statements should be heard. In such instances, the hearing must comply with the requirements in Section VIII.W below.
6. Decisions rendered by the Discipline Committee are to be written and must include the match information, alleged misconduct, the names of the Discipline Committee members, and the names of the parties. It must also state the decision taken or sanctions applied, the reasons and the appeal process. Decisions are to be authorized by the Chair of the Committee.
7. Written decisions are to be forwarded to the parties concerned within 15 business days after the case has been received, and in cases where a personal hearing is held, within 15 business days after the date of the hearing.

8. Decisions may be communicated by facsimile, by electronic mail, or by registered letter.

## **W. PERSONAL HEARINGS**

1. If a judicial committee determines that a personal hearing is required, it shall set the hearing on a date within 25 business days of receiving the case and shall give notice to all parties and, if applicable, to the member organization concerned as soon as possible and in every case within at least 10 business days prior to the scheduled hearing. The person accused of the misconduct and the judicial committee may agree to modify the timelines set out herein.
2. At the discretion of the judicial committee in question, a person involved in a judicial committee hearing (e.g., a judicial committee member, a match official, the complainant, the accused, etc.) may participate by phone or other electronic means. Furthermore, the judicial committee in question may decide if a party must participate (in-person or electronically) or if their written statement is sufficient.
3. The parties may call witnesses to the incident to submit written information or to appear at the hearing. The party calling the witness is responsible for expenses when the witness is required to appear at the hearing.
4. The hearing must be held behind closed doors, not open to the public, and shall proceed as follows. The Chair may adjust the sequence of these actions.
  - a. The Chair shall introduce the members of the committee and the committee clerk.
  - b. The Chair shall confirm the identity of other hearing attendees for the record.
  - c. The Chair shall inform the hearing attendees that the hearing is being recorded for future reference in case disagreement or confusion should arise with respect to statements made at the hearing.
  - d. The Chair shall explain that all persons must be recognized by the Chair before speaking at the hearing.
  - e. The Chair shall read the complaint and clearly state the charge.
  - f. The author of the report (if present) shall be given an opportunity to comment on or to add any qualifications to the complaint.
  - g. The accused shall be allowed to ask relevant questions to the complainant (if present) and to make submissions and/or statements on his or her own behalf.

- h. Committee members may question the complainant and the accused and any witnesses invited to participate by either the complainant or the accused.
  - i. The complainant and the accused will be invited to make summary statements before withdrawing.
  - j. The Committee shall consider the evidence presented and decide the case such that the timeline in Section XVIII.V (7) is met.
- 5. The Committee may discipline a party for failing to appear at a discipline hearing.
  - 6. The Committee may adjourn or postpone a hearing.

## **X. SANCTIONS**

- 1. The MSA judicial committee shall have the power to order any of the following sanctions, in any combination, using the sanctions outlined in the MSA Mandatory Minimums:
  - a. to be suspended from any or all specific soccer activity either permanently, indefinitely, or for a stated period of time;
  - b. to be suspended for a specific number of scheduled games in a designated competition;
  - c. to be fined;
  - d. to receive a written notice of admonishment;
  - e. to prepare and deliver a letter of apology; or
  - f. to require completion of any courses, training or programs.

## **Y. APPEALS**

- 1. A decision of the MSA Discipline Committee or Conduct & Ethics Committee, in the latter only when a hearing was held, may be appealed, as provided for by Section VIII.R (5) and (6).
- 2. A complainant and/or respondent may apply to the MSA's Appeal Committee for leave to appeal a decision rendered via a member organization judicial process, as provided for by Section VIII.R (4).
- 3. A decision cannot be appealed on its merits. An appeal may be heard only if the committee:
  - a. made a decision for which it did not have authority or jurisdiction;

- b. exercised its discretion for an improper purpose or in bad faith; or
  - c. failed to follow proper procedures.
4. To submit an appeal, the appellant must apply in writing to the MSA.
  5. The written appeal must contain:
    - a. Decision being appealed;
    - b. Reason for appeal;
    - c. Statement of facts;
    - d. Rule or regulation that has been contravened;
    - e. Remedy sought; and
    - f. The current appeal fee.
  6. Where an appeal has been submitted to the MSA, a decision shall not be suspended unless the MSA's Appeal Committee so orders.
  7. Filing an appeal does not delay the enforcement of a sanction.

## **Z. APPEAL COMMITTEE PROCEDURES**

1. Any party intending to appeal shall inform the MSA of their intention to do so in writing. This application for leave to appeal notification shall include the grounds for appeal as per Section VIII.Y above and must be accompanied by cash, a cheque, money order, or e-Transfer for the current appeal fee. The Appeal Committee may return all or part of the fee to the appellant at any time in the process if they deem it to be appropriate in the circumstances.
2. Sanctions imposed remain in force until the Appeal Committee procedure is completed.
3. Within 10 business days of receipt of the appeal, the Appeal Committee must decide whether or not the appeal has been made on legitimate grounds.
4. If the Appeal Committee determines that the appeal is made on legitimate grounds, and therefore grants leave to appeal, it shall inform both the appellant and the respondent immediately and shall provide a copy of the appeal to the respondent. If the Appeal Committee determines that the appeal is not made on legitimate grounds it shall so inform the appellant who shall be granted no further avenues of appeal with the MSA.
5. The Appeal Committee may request additional information at their sole discretion.



6. The respondent shall be granted 15 business days to submit a rebuttal to the appellant's submission.
7. The Appeal Committee may, at its sole discretion and without holding a hearing, decide an appeal if, on the basis of the written documentation submitted to it, it is evident that the MSA *By-Laws* and/or *Rules & Regulations* and/or Canada Soccer's *Code of Conduct & Ethics* have or have not been breached.
8. If upon review of the written submissions from the parties the Appeal Committee determines that a personal hearing is required, the hearing process will be followed as per Section VIII.W above.
9. Decisions rendered by the Appeal Committee are to be written and must include the name of the Appeal Committee Chair, the names of the parties, the grounds for the decision, the facts upon which it was based and the decision itself. Decisions are to be authorized by the Chair of the Committee.
10. Written decisions are to be forwarded to the parties concerned within 45 business days from the date the leave to appeal is granted. And, in cases where a personal hearing is held, within 15 business days after the date of the hearing.
11. Decisions may be communicated by facsimile, by electronic mail or by registered letter.
12. The right is reserved for an appeal to be made to Canada Soccer.

The MSA *Disciplinary Code (MSADC)* came into force on January 13, 2021 and may be amended, deleted, or replaced by Ordinary Resolution of the Board of Directors. With immediate effect, all MSA judicial hearings shall be conducted in accordance with the *MSADC*. Member organizations shall ensure that their disciplinary rules, regulations, and procedures are consistent with those of the MSA.

## **AA. MANITOBA DISCIPLINARY MANDATORY MINIMUMS**

### **APPLICATION & ADMINISTRATION**

· The *Disciplinary Mandatory Minimums* are only applicable to players on teams 13 years and older. Players 12 years and younger will not follow these minimums, but will be subject to the Youth Disciplinarian, who has the authority to use these minimums as punishment. All club officials, regardless of age and competition are under the jurisdiction of the *Disciplinary Mandatory Minimums*.

· Only the MSA shall have the authority to suspend a person or organization from all soccer activities either permanently, indefinitely, or for a stated period of time across all jurisdictions. Members may suspend persons or organizations from activities over which they have direct jurisdiction but may request the MSA to extend suspensions to all soccer activities across all jurisdictions.

<p>· With the exception of a time suspension or suspension from all soccer activities, game suspensions only apply to the competition in which it was received. Game suspensions that have not been completely served in the competition (i.e., tournaments, Nationals, exhibition, show cases, etc.) they were received, shall then be served during the next games to be played in league play or Provincial Championship games. Suspensions received during the outdoor season that are not completely served during the outdoor season it was received, shall carry over to the next outdoor season in which the person is registered. Suspensions received during the indoor season that are not completely served during the indoor season it was received, shall carry over to the next indoor season in which the person is registered.</p>
<p>· With the exception of a time suspension or suspension from all soccer activities, a person may be permitted to participate with a different club or team in a different competition other than the competition from which the person was suspended. A “Permission to Play” letter must be requested (by the player or team) of the organization hosting the other competition in order to be eligible to play while suspended from the original competition. Registrations that occur after a suspension shall not count towards the suspension.</p>
<p>· A player or club official who is suspended cannot be released/replaced during the current playing season until the suspension is served or the playing season is over - whichever is first.</p>
<p>· All cases of red card dismissals and further misconduct, other than those involving physical contact with Match Officials, attempted physical contact with Match Officials, or threatening behavior towards Match Officials, shall be dealt with by the member organization. Member organizations of the MSA in whose jurisdiction the alleged offence took place.</p>
<p>· All cases involving physical contact, attempted physical contact, or threatening behavior towards match officials shall be dealt with by the MSA.</p>
<p>· Member Organizations may request guidance with regards to discipline situations that do not clearly fall within the Disciplinary Mandatory Minimums punishable offences.</p>
<p>· For decisions that sanction a person for a period of 12 months or longer, and prior to the decision being made public, the member organization applying the sanction must forward the decision to the MSA Discipline Committee which would have five business days to provide any comments to the member organization.</p>
<p>· All member organizations are required to post all sanctions on their website, which includes the decision of their discipline committee and appeal committee, as well as details on the terms of the suspension. All sanctions must be submitted to the MSA on a monthly basis by the 10th of each month.</p>

As per Section V of the *CSDC*, the sanctions listed below represent the minimum penalty that a judicial committee must apply for the acts of misconduct listed. Sanctions for any offense may be more than the minimum based on the severity of the misconduct. A sanction for a particular offence may be a fine, a suspension, or combination of a fine and a suspension.

## 1. Breaching the Code of Conduct & Ethics

<b>Name/Description of Misconduct</b>	<b>Field/Administrative</b>	<b>Fine</b>	<b>Suspension</b>
1.1 Offensive Behaviour & Fair Play – Anyone who insults someone in any way, especially using offensive gestures or language, or who violates the principles of fair play	Administrative	\$250	Suspended from all soccer related activities for 30 days
1.2 Discrimination/Harassment (player or official)	Field/Administrative	\$2,500 (player), \$10,000 (official)	(Player) 10 matches (Official) suspended from all soccer related activities for 45 days; where appropriate removal from a position of authority.
1.3 Discrimination/Harassment (one or more persons/officials from same member organization)	Field/Administrative	\$20,000 (member organization)	Point deduction, and/or relegation, and/or team disqualification from competition; match forfeiture
1.4 Discrimination/Harassment (team supporters)	Field/Administrative	\$20,000 (member organization)	N/A
1.5 Discrimination/Harassment (spectators)	Field/Administrative	\$20,000 (member organization)	Stadium ban of at least two years
1.6 Threats (intimidation of a match official)	Field/Administrative	\$1,000	(Player) six-match suspension (official) suspended from all soccer related activities for 60 days; where appropriate removal from a position of authority.
1.7 Coercion (violence or threats to pressure a match official)	Field/Administrative	\$1,000	(Player) six-match suspension (official) suspended from all soccer related

			activities for 60 days; where appropriate removal from a position of authority.
1.8 Forgery and Falsification (player)	Field/Administrative	\$250	Six matches
1.9 Forgery and Falsification (official, match agent or intermediary)	Field/Administrative	\$500	A 12-month ban on taking part in any soccer related activity
1.10 Forgery and Falsification (member organization)	Field/Administrative	\$2500	Expulsion from a competition
1.11 Forgery and Falsification (Club)	Field/Administrative	\$1000	Expulsion from a competition and/or a transfer ban
1.12 Corruption	Field/Administrative	\$10,000	Complete ban on taking part in any soccer- related activity and on entering any stadium
1.13 Unlawfully Influencing Match Results (Match Fixing)	Field/Administrative	\$10,000	Complete ban on taking part in any soccer- related activity; match suspension
1.14 Doping	Field/Administrative	As defined in accordance with the CCES Anti-Doping Regulations	As defined in accordance with the CCES Anti-Doping Regulations
1.15 Failure to Respect Decisions (member organization)	Field/Administrative	\$500	Point deduction and/or relegation to a lower division and/or expulsion from Canada Soccer Competitions
1.16 Failure to Respect Decisions (player or official)	Field/Administrative	\$250	A 12-month ban on taking part in any soccer- related activity

## 2. Minor Infringements – *Laws of the Game*

For minor infringements, the competition regulations may identify a fine structure and/or a yellow card accumulation suspension to be imposed. A player is cautioned if s/he commits any of the following offences:

<b>Name/Description of Misconduct</b>	<b>Field/Administrative</b>	<b>Fine</b>	<b>Sanction</b>
2.1 Unsporting behaviour	Field	As per competition regulations	Yellow Card
2.2 Dissent by word or action	Field	As per competition regulations	Yellow Card
2.3 Persistent infringement of the Laws of the Game	Field	As per competition regulations	Yellow Card
2.4 Delaying the restart of play	Field	As per competition regulations	Yellow Card
2.5 Failure to retreat the required distance when play is restarted with a corner kick, free kick or throw-in	Field	As per competition regulations	Yellow Card
2.6 Entering or re-entering the field of play without the referee's permission	Field	As per competition regulations	Yellow Card
2.7 Entering the Referee Review Area (RRA)	Field	As per competition regulations	Yellow Card
2.8 Excessively using the 'Review' (TV Screen) signal	Field	As per competition regulations	Yellow Card
2.9 Yellow card accumulation			
a) Player received four yellow cards during the seasonal competition	1 game	No fine	A player who receives a red card for any offence other than two yellow cards and was previously cautioned will have the yellow card added to the seasonal total. Player received four competition total.
b) Player received six yellow cards during the seasonal competition	2 games	No fine	A player who receives a red card for any offence other than two

			yellow cards and was previously cautioned will have the yellow card added to the seasonal total. Player received six competition total.
c) Player received seven yellow cards during the seasonal competition	Open to Discipline Committee	Open to Discipline Committee	If a player receives two yellow cards in the same match, they do not count towards the yellow card seasonal competition total.

3. **Serious Infringements of the FIFA *Laws of the Game*: Misconduct against Opponents or Persons other than Match Officials**

Where a player or member of the team technical staff is dismissed by a match official the following minimum suspensions are to be applied. The Discipline Committee hearing the case may, based on the weight of evidence presented, impose further sanctions as per Section VIII.T (3b) and apply additional sanctions as per Section VIII.T (3c). Competition regulations may have in place a fine structure; this does not replace or negate the requirement for a participant to fulfil the minimum suspension outlined below. A player or team's technical staff shall be dismissed if they commit any of the following offences:

<b>Name/Description of Misconduct</b>	<b>Field/Administrative</b>	<b>Fine</b>	<b>Sanction</b>
3.1 Serious foul play (including the use of excessive or brute force)	Field	As per competition regulations	A two-match suspension
3.2 Violent conduct (including elbowing, punching, kicking, etc.)	Field	As per competition regulations	A three-match suspension
3.3 Biting or Spitting at someone	Field	As per competition regulations	A seven-match suspension
3.4 Denying the opposing team a goal or an obvious goal- scoring opportunity by a handball offence (except a goalkeeper within their own penalty area)	Field	As per competition regulations	A one-match suspension

3.5 Denying a goal or an obvious goal-scoring opportunity to an opponent whose overall movement is towards the offender's goal by an offence punishable by a free kick	Field	As per competition regulations	A one-match suspension
3.6 Using offensive, insulting or abusive language and/or gestures	Field	As per competition regulations	A two-match suspension
3.7 Receiving a second caution (yellow card) in the same match	Field	As per competition regulations	A one-match suspension
3.8 Entering the video operation room (VOR)	Field	As per competition regulations	A one-match suspension

#### 4. Misconduct against Match Officials

Notwithstanding the sanctions outlined in Section VIII.AA (3) above, where misconduct is directed at a match official in the circumstances described below the minimum sanctions imposed shall be, but not limited to, the following:

<b>Name/Description of Misconduct</b>	<b>Field/Administrative</b>	<b>Fine</b>	<b>Suspension</b>
4.1 Unsporting conduct towards a match official (using offensive, insulting or abusive language and/or gestures to a match official)	Field	As per competition regulations	A six-match suspension; or appropriate period of time
4.2 Assaulting (elbowing, punching, kicking, spitting, hitting, biting etc.) a match official	Field	As per competition regulations	A 15-match suspension, or appropriate period of time
4.3 Intimidating or threatening a match official	Field	As per competition regulations	A 10-match suspension; or appropriate period of time

## 5. Disorderliness at Matches and Competitions

Disciplinary measures may be imposed on member organizations and/or clubs where disorderliness takes place.

<b>Name/Description of Misconduct</b>	<b>Field/Administrative</b>	<b>Fine</b>	<b>Suspension</b>
5.1 Inciting hatred and violence during a match (player or official)	Field/Administrative	\$2,500	(Player) A 12-match suspension (Official) Suspended from all soccer related activities for six months; where appropriate removal from a position of authority.
5.2 Inciting hatred and violence (player or official) using mass and/or social media or if it takes place on a match day in or around a stadium	Field/Administrative	\$10,000	(Player) A 12-match suspension (Official) Suspended from all soccer related activities for six months; where appropriate removal from a position of authority.
5.3 Provoking the general public during a match (player or official)	Field/Administrative	\$1,000	(Player) A two-match suspension (Official) suspended from all soccer related activities for 45 days; where appropriate removal from a position of authority.
5.4 Improper conduct among spectators (letting off incendiary device)	Field/Administration	\$250	Most serious offences a number of games, or certain sections of the ground, not being open to the public.
5.5 Improper conduct among spectators (displaying insulting or political slogans in any form)	Field/Administration	\$250	Most serious offences a number of games, or certain sections



			of the ground, not being open to the public.
5.6 Improper conduct among spectators (entering or invading the field of play)	Field/Administration	\$250	Most serious offences a number of games, or certain sections of the ground, not being open to the public.
5.7 Improper conduct among spectators, ( violence towards persons uttering insulting words or sounds)	Field/Administration	\$250	Most serious offences a number of games, or certain sections of the ground, not being open to the public.
5.8 Improper conduct among spectators (throwing missiles)	Field/Administration	\$250	Most serious offences a number of games, or certain sections of the ground, not being open to the public.

Where a club has been previously sanctioned in any one season for offences in Clause 5 above, subsequent minimum sanctions will be doubled.

## 6. Team Misconduct

Disciplinary measures may be imposed on member organizations and/or clubs where a team fails to conduct itself properly. In particular:

<b>Name/Description of Misconduct</b>	<b>Field/Administrative</b>	<b>Fine</b>	<b>Suspension</b>
6.1 Where a referee sanctions at least five members of the same team during a match (caution or expulsion)	Field	Team/club/PTSO fine of \$250	N/A
6.2 Where several players or officials of the same team threaten or harass match officials or other person(s)	Field	Team/Club/PTSO fine of \$1000	Suspension may be imposed
6.3 Where two or more players surround a match official to protest a decision	Field	Member organization fine of \$250	N/A
6.4 Player ineligibility – An ineligible player takes part in a sanctioned competition match(s)	Field	\$1,000	Team forfeits the match(s)

6.5 Un-played Match and/or Abandonment (member organization behavior)	Field/Administrative	\$2,500 against the member organization responsible	Match shall either be forfeited or replayed as per competition regulations. In exhibition games a team may be suspended from playing exhibition games for a period of time
6.6 Brawl	Field	As per competition regulations	A six-match suspension to be imposed on those found guilty of inciting or provoking the offence

## 7. Team Official Misconduct

<b>Name/Description of Misconduct</b>	<b>Field/Administrative</b>	<b>Fine</b>	<b>Sanction</b>
7.1 Where an offence is committed and the offender cannot be identified, the senior team coach present in the technical area will receive the sanction	Field	As per competition regulations	As per the offence committed
7.2 Entering the field of play in a respectful/non-confrontational manner	Field	As per competition regulations	Warning. Repeated/blatant offences: yellow or red card
7.3 Failing to cooperate with a match official e.g. ignoring an instruction/request from an assistant referee or the fourth official	Field	As per competition regulations	Warning. Repeated/blatant offences: yellow or red card
7.4 Minor/low-level disagreement (by word or action) with a decision	Field	As per competition regulations	Warning. Repeated/blatant offences: yellow or red card
7.5 Occasionally leaving the confines of the technical area without committing another offence	Field	As per competition regulations	Warning. Repeated/blatant offences: yellow or red card
7.6 Clearly/persistently not respecting the confines of their team's technical area	Field	As per competition regulations	Yellow Card

7.7 Delaying the restart of play by their team	Field	As per competition regulations	Yellow Card
7.8 Deliberately entering the technical area of the opposing team (non-confrontational)	Field	As per competition regulations	Yellow Card
7.9 Dissent by word or action including: throwing/kicking drinks bottles or other objects; gestures which show a clear lack of respect for the match official(s) e.g., sarcastic clapping	Field	As per competition regulations	Yellow Card
7.10 Entering the referee review area (RRA)	Field	As per competition regulations	Yellow Card
7.11 Excessively/persistently gesturing for a red or yellow card	Field	As per competition regulations	Yellow Card
7.12 Excessively showing the TV signal for a VAR 'review'	Field	As per competition regulations	Yellow Card
7.13 Gesturing or acting in a provocative or inflammatory manner	Field	As per competition regulations	Yellow Card
7.14 Persistent unacceptable behaviour (including repeated warning offences)	Field	As per competition regulations	Yellow Card
7.15 Showing a lack of respect for the game	Field	As per competition regulations	Yellow Card
7.16 Delaying the restart of play by the opposing team e.g., holding onto the ball, kicking the ball away, obstructing player movement	Field	As per competition regulations	A one-match suspension
7.17 Deliberately leaving the technical area to: show dissent towards, or remonstrate with, a match official; act in a provocative or inflammatory manner	Field	As per competition regulations	A one-match suspension
7.18 Enter the opposing technical area in an aggressive or confrontational manner	Field	As per competition regulations	A one-match suspension
7.19 Deliberately throwing/kicking an object onto the field of play	Field	As per competition regulations	A one-match suspension

7.20 Entering the field of play to: confront a match official (including at half-time and full-time); interfere with play, an opposing player or a match official	Field	As per competition regulations	A one-match suspension
7.21 Entering the video operation room (VOR)	Field	As per competition regulations	A one-match suspension
7.22 Physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, spectator or any other person (e.g., ball boy/girl, security or competition official etc.)	Field	As per competition regulations	A seven-match suspension; 15-match suspension if against a match official
7.23 Receiving a second caution in the same match	Field	As per competition regulations	A one-match suspension
7.24 Using offensive, insulting or abusive language and/or gestures	Field	As per competition regulations	A two-match suspension
7.25 Using unauthorized electronic or communication equipment and/or behaving in an inappropriate manner as the result of using electronic or communication equipment	Field	As per competition regulations	A one-match suspension
7.26 Violent conduct	Field	As per competition regulations	A three-match suspension

**While under suspension from all soccer activity a person is not allowed to:**

<ul style="list-style-type: none"><li>· Register with any CS/MSA-registered member organization.</li></ul>
<ul style="list-style-type: none"><li>· Play in any CS/MSA-sanctioned league, exhibition game, practice or tournament.</li></ul>
<ul style="list-style-type: none"><li>· Act in any capacity as a board member, executive or official with any CS/MSA-registered member organization.</li></ul>
<ul style="list-style-type: none"><li>· Communicate with any CS/MSA-registered player or club official for the purpose of mentoring, coaching or advising players or coaches during any sanctioned game or team practice.</li></ul>
<ul style="list-style-type: none"><li>· Be within fifty meters of any CS/MSA-registered club's bench in any outdoor competitions, if the person is a player, but may attend any game as a spectator. For indoor facilities the player must remain in the spectator area, may not enter the field of play or team bench area at any time.</li></ul>
<ul style="list-style-type: none"><li>· Attend games as a spectator, if the person is a team official. This is defined as keeping away from sight or sound of a match involving the team or teams from which they have been suspended.</li></ul>
<ul style="list-style-type: none"><li>· Officiate as a referee or assistant referee in any CS/MSA-sanctioned game or competition.</li></ul>
<p><b>If a person while under suspension violates any of the above conditions or brings the game into disrepute or causes the game to be disrupted by their presence or actions they will be subject to further sanctioning.</b></p>

## IX. DEFINITIONS

**Club** – an organization operating one or more teams under a common Executive.

### **Competition**

**Indoor competition** – A competition played in a roofed facility (except for outdoor games moved indoor).

**Outdoor competition** – A competition held outdoors.

**Sanctioned competition** – A competition recognized by the MSA, organized and operated by a member organization, and in compliance with the MSA's Rules & Regulations. The MSA insurance program coverage only applies to sanctioned competitions.

**Game played** – A player shall be considered to have played in a game if the player's name appears on the game sheet. Should any dispute with respect to the above arise, the onus shall be on the player to show that their name is on the game sheet in error.

**Geographic areas** – The boundaries of these seven geographic areas (Winnipeg, Central, Parkland, Eastman, Westman, Interlake and Norman) are as shown in Appendix B. For the purposes of membership, a soccer region (as bounded by one of the seven geographic areas) must meet the requirements of the MSA By-Laws, as well as the Rules & Regulations.

**League** – An organization operating under an executive to provide sanctioned competition for teams.

**Member** – Defined in Article 2 of the MSA's By-Laws.

**Individual member** – A natural person; a human being (e.g., player, team official, match official, spectator, etc.) registered with the MSA.

**Member organization** – An organization (e.g., region, league, club, team, academy, etc.) registered with the MSA.

### **Official**

**Match official** – The referee, the assistant referees, or any fourth official appointed to a match.

**Member organization official** – A designated representative appointed by a member organization.

**Player age** – For the purposes of eligibility for age-defined divisions or Leagues, a player's age is the age that player turns between January 1<sup>st</sup> and December 31<sup>st</sup> of the year in which the season in question begins. (For example, a player turning 16 in October would be considered in the under 16 (U16) age category for outdoor and indoor seasons that start in that calendar year.)

**Youth player** – A player who is under the age of 18 before January 1<sup>st</sup> of the current year, or as otherwise provided in these Rules & Regulations.

**Senior player** – A player who turns 18 or older on or after January 1<sup>st</sup> of the current year, or as otherwise provided in these Rules & Regulations.

**Masters Player**

**Female** – Any female player who has reached their 30<sup>th</sup> birthday prior to January 1<sup>st</sup> of the current year.

**Male** – Any male player who has reached their 35<sup>th</sup> birthday prior to January 1<sup>st</sup> of the current year.

**Season**

**Indoor season** – Commences in October/November and terminates in March/April. Member organizations may extend these dates for specific events upon written consent of the MSA.

**Outdoor Season** – Commences in April/May and terminates in September/October. Member organizations may extend these dates for specific events upon written consent of the MSA.

**Team** – a group of players and officials formed by a club for the purpose of participation in sanctioned competition.

## Appendix A

### Certification of Presentation of Financial Statements

(as required by Section II (3d))

I, \_\_\_\_\_, am the \_\_\_\_\_ of  
(printed name) (office)  
\_\_\_\_\_, a member organization of the MSA, ("The Member").  
(name of member organization)

I hereby certify to the MSA that the most recent financial statements of The Member were presented to its members in accordance with The Member's governing documents or The Corporations Act of Manitoba.

Dated at \_\_\_\_\_ in Manitoba, on \_\_\_\_\_, 20\_\_\_\_.  
(place) (month and date)

\_\_\_\_\_  
(officer's signature)



# Appendix B - MSA Seven Geographic Areas

The Winnipeg Boundary can be seen in Red in the image below – the border is set by home address, all non-Winnipeg addresses are considered outside of the Winnipeg Region.

Surrounding Communities that are outside of the Winnipeg Region include:

- Dugald
- East Saint Paul
- Elie
- Grande Pointe
- Headingly
- Ile des Chenes
- La Salle
- Landmark
- Lockport
- Lorette
- Narol
- Oakbank
- Oak Bluff
- Rosser
- Saint Adolphe
- Stonewall
- Stony Mountain
- West Saint Paul

