



SASKATCHEWAN SOCCER ASSOCIATION

POLICIES AND PROCEDURES MANUAL

Section Nine Competitions Policy

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1 **Sask Cup** 1123

1.0 **General Policies**

- 1.0.1 Sask Cup may be offered during the indoor and outdoor seasons at various age, gender and divisional classifications as determined by SSA, in alignment with the Saskatchewan Soccer Competitions Designations available [here](#).
- 1.0.2 When interest is sufficient, SSA offers provincial championships in the following classifications:
 - a) Indoor
 - i. Sask Cup 6-aside
 - ii. Sask Cup 9-aside
 - iii. Sask Cup Futsal
 - b) Outdoor
 - i. Sask Cup 11-aside
 - ii. Sask Cup Rural
 - iii. Sask Cup Adult
 - iv. Sask Cup Masters
- 1.0.3 SSA, at its sole discretion, determines when and where (as outlined in Articles 2.1 and 2.2) Sask Cup will be held.
- 1.0.4 SSA, at its sole discretion, determines the allocation of berths at Sask Cup.
 - a) Sask Cup will ideally involve eight teams per classification. Additional entries may be accepted depending on the number of entries received.
 - i. Generally, the allocation of berths is one team per eligible MO outside of Saskatoon and Regina.
 - ii. Saskatoon and Regina shall generally be entitled to two berths per classification.
 - iii. SSA may allocate additional berths to facilitate the tournament draw and schedule.
(Ex. A draw of 6 teams is preferable to 5 teams, thus an additional berth may be allocated in this instance).
 - b) In the event that the number of entries exceeds the number of berths available, play downs may be used to determine the entries in the Sask Cup.
 - c) SSA shall, at its sole discretion, have the ability to determine the use and format of play downs.
 - d) Format for the Sask Cup will be determined by SSA based on the following principles, except when circumstances require adjustment:
 - i. Generally, championships will be played using a round robin followed by semi-final and final format unless otherwise indicated in the competition rulebook or the number of entries prevents this format.

- ii. In the event that pools are used as a part of a provincial championship format, they will be created through random draw with the exception of events that involve more than one team from the same Member Organization, in which case these teams will be separated, if possible.
 - iii. Generally, all teams participating in Sask Cup will be guaranteed a minimum of three games, unless the number of entries prevents it or it is otherwise indicated in the rulebook.
- 1.0.5 Sask Cup will be conducted in accordance with the Section 10 – *Sanctioning and Endorsements Policy* unless otherwise stated in this policy and played under the rules in the rulebook provided for each competition.
- 1.0.6 Team personnel are responsible for the conduct and supervision of their players both on and off the field, including:
 - a) All players at Sask Cup - Youth are subject to an in room curfew of 11:00 pm and all players at an adult provincial competition shall observe an in room curfew of 1:30 am. Disturbances after curfew may be subject to discipline according to the *Discipline Policy*.

1.1 Responsibilities of the SSA

- 1.1.1 SSA is responsible for the administration and all decision making in relation to the operation of Sask Cup.
- 1.1.1 SSA will create the schedule for each competition.
The host organizing committee may be consulted in the development of the schedule as it pertains to facilities only. Schedules will be finalized and distributed to the competing teams, Member Organizations, host organization and provincial representative(s) a minimum 10 business days before the start of the competition. The schedule will not be changed during the 5 business days prior to the competition except under extenuating circumstances.
- 1.1.2 SSA will book referee accommodations.
- 1.1.3 SSA will provide all awards and ensure they arrive at the host venue.
- 1.1.4 SSA will be responsible for any initiatives taking place during Sask Cup that are not outlined in this policy, unless otherwise indicated.
- 1.1.5 SSA is responsible for the following financial aspects of each Sask Cup: **251123**
 - a) Setting and collection of entry fees (see Article 2.4);
 - b) All awards and recognition (e.g. trophies, medals, fair play pins, etc.);
 - c) All expenses associated with the staffing of Sask Cup as outlined in Article 2.2;
 - d) Payment of referee game fees and expenses, including meal per diem, accommodation and travel as dictated by SSA policies; and,

1.2 Logistics at Sask Cup ¹¹²³

- 1.2.1 SSA will appoint and make all logistical arrangement for appropriate staffing at Sask Cup based on the following:
- a) Sask Cup Lead
 - i. A minimum of one Sask Cup lead will be appointed for each event. The Sask Cup lead is responsible for overseeing the competition. The decisions of the Sask Cup lead at the competition shall be final and binding on all parties. Specific responsibilities of the SSA Sask Cup lead include, but are not limited to the following:
 - a Arrange a meeting with the other SSA staff and volunteers prior to the competition;
 - b Convene and chair a pre-competition meeting prior to the start of the competition, and;
 - c Ensure that the pre-competition meeting is attended by a representative of each participating team, the supervisor of officials, and the host organizing committee representative;
 - d Make decisions, where required, on any matters not covered in the rules;
 - e Document any reported incidents on proper forms;
 - f Convene, chair and appoint members of a panel to hear any discipline or protest arising at the competition using the process described in the rulebook;
 - g Present medals to finalists and champions and take photos of winning teams;
 - h In conjunction with SSA provincial championship support, submit any final day discipline reports to SSA office within 24 hours of the end of the competition; and,
 - i In conjunction with SSA provincial championship support, submit a completed competitions report, together with the SSA copy of the game sheets and any report forms, to the SSA office at the completion of the competition. All documents, including expense forms, should be submitted to the SSA office no later than 7 days after the competition.
 - b) Supervisor of Officials
 - i. A minimum of one supervisor of officials will be appointed for each Sask Cup competition. The supervisor of officials is responsible for overseeing the match officials during the competition. Specific responsibilities of the SSA supervisor of officials includes, but is not limited to, the following:
 - a Scheduling of match officials for all games;
 - b Providing a schedule of assigned match officials to the SSA a minimum of 5 days before the competition;
 - c Working in conjunction with provincial assessors at the competition, determine assignments for semi-finals and finals based on match official performance during the competition;



- d* Support match officials in completion of necessary match, discipline and special incident reports;
- e* In conjunction with SSA provincial championship lead and support, document any reported incidents on proper forms;
- f* Serve on a panel to hear any discipline or protest arising at the competition using the process described in the rulebook;
- g* Ensure all match official expense forms are completed and submitted to the SSA office no later than 7 days after the competition.

1.3 Team Entry Fees

- 1.3.1 SSA will establish entry deadlines for each Sask Cup on a yearly basis and communicate these deadlines to Member Organizations.
- 1.3.2 Only Regular members (or their entities) in Good Standing may enter representative teams into Sask Cup
- 1.3.3 For competitions classified by division (i.e. Division 2), teams may not enter a lower classification than the league in which they compete (e.g. a team that plays in a premier league may not enter a Division 2 provincial championship). In the event that the team does not compete in a league, they will be permitted to enter any classification.
- 1.3.4 For competitions classified by gender, male teams must enter the male classification, female teams must enter the female classification and co-ed teams (those comprised of male, female, and other gender expressed/identified players) must enter the male competition.
- 1.3.5 SSA will distribute the entry form to all Member Organizations and post on the SSA website.
- 1.3.6 SSA is responsible for setting fees for Sask Cup.
 - a) Fees will be set and communicated on a yearly basis.
 - b) Should there be only one entry in a Sask Cup which leads to a Canada Soccer national/regional championship, the participating team will be responsible for a provincial championship registration fee of \$300.00.
- 1.3.7 Unless otherwise stated or agreed upon by SSA, the entry process for Sask Cup will be as follows:
 - a) Teams entering into Sask Cup must submit entry forms and fees to their Member Organization.
 - b) Member Organizations then submit all entries and a single payment for all representative teams to SSA in advance of the entry deadline.
 - c) Entry forms and fees must be received in the SSA office by the established deadline or teams will not be eligible for the competition.
 - d) Teams composed of representatives from multiple Member Organizations must enter through a single Member Organization using the process outlined above.



1.4 Team Colours 1123

- 1.4.1 In general, teams participating in Sask Cup should have two sets of jerseys in two distinct colours.
- 1.4.2 All teams participating in Sask Cup must have two sets of socks in two distinct colours.
- 1.4.3 All teams must have both colours of jerseys and socks available for all matches.
 - i. Teams failing to have two sets of jerseys and two sets of socks will be fined \$250.00.
- 1.4.4 Before the start of every game, if the teams are wearing colours as determined by the match official as being too similar, the 'home' team must change to their alternate jersey.
- 1.4.5 All players of a team, except the goalkeeper, must wear the same combination of jersey, shorts, and sock colours.
- 1.4.6 Each player's jersey, including goalkeepers, must have a unique number on the back.

1.5 Player Eligibility and Rosters

- 1.5.1 Player eligibility and roster requirements are governed by this policy and the applicable rulebook.
- 1.5.2 All participants (players and team personnel) must be registered and in good standing (as outlined in Article 3 of Section 2 - *Member Rights and Responsibilities Policy*) in order to participate in Sask Cup.
- 1.5.3 All individuals listed on the roster, including team personnel, participating in Sask Cup must have photo identification, which must be available upon request from the provincial representative(s). Soccer or school photo identification cards are acceptable as a form of identification.
- 1.5.4 Only the players and team personnel taking part in a game, the match officials, medical personnel, host organization volunteers and members of the media will be allowed access to the field area.
- 1.5.5 Only the players and team personnel taking part in a game and match officials should have access team dressing rooms. Other individuals may be given access with permission of team personnel.
- 1.5.6 Cameras and recording devices are strictly prohibited from team dressing rooms.

- 1.5.7 Registered team members who wish to play at Sask Cup may not be excluded from the competition roster.
- 1.5.8 A player may play in one or more Sask Cup in each of the indoor or outdoor seasons but may not compete with more than one team within the same competition (including play downs) or in two competitions taking place during the same timeframe/weekend. (10 20)
- 1.5.9 Age eligibility requirements are determined by the age of the participant as of January 1st of the year in which the season concludes, as outlined in Article 3 of the Section 2 - *Member Rights and Responsibilities Policy*.
- 1.5.10 All players participating in Sask Cup - Adult must be at least 15 years of age as of January 1 of the year in which the competition will take place.
- 1.5.11 SSA will set a roster deadline for all Sask Cup events and communicate this deadline to the Member Organizations. The roster deadline will generally be a minimum of three weeks before the competition.
- 1.5.12 SSA will create a roster form for all Sask Cup competitions, which must be used for the roster submission.
- 1.5.13 Each team entering a Sask Cup must complete the roster form and submit it to SSA in advance of the roster deadline.
 - a) Teams failing to submit rosters in advance of the roster deadline will be fined \$250.00 and may be removed from the competition.
- 1.5.14 Where a team has been found to have played an ineligible player, that team will forfeit all games in which the ineligible player was listed on the game sheet. The ineligible player and the team personnel who allowed the ineligible player to participate may be subject to additional disciplinary action as outlined in the *Discipline Policy*.

1.6 Guest Players, Call-up Players and Transfers 1123

- 1.6.1 The guest and call-up player policies are meant to provide teams with the opportunity to add players to their rosters for a Sask Cup if regular registered team members are unable to participate. The guest and call-up player policies are means of facilitating the participation of as many teams as possible and should not be used to exclude players wishing to participate.
 - a) Regular registered team members who wish to play at a Sask Cup may not be replaced by a guest or call-up player.
- 1.6.2 Players are permitted to play up divisions within their age classification or play up age classifications (e.g. a U15 Division 3 player may play on a U15 Division 2 team at a Sask Cup or a U17 Division 2 player may play on a U19 division 3 team at a Sask Cup); however, a player may not play down divisions within their age classification. (ex. A U17 Division 2 player may not play on a U17 Division 3 team at a Sask Cup).
- 1.6.3 Guest Players



- a) For the sake of Sask Cup, a guest player shall be defined as any player not registered (within their Member Organization) with the team with whom they are wishing to compete with in Sask Cup.
- b) All guest players must be registered and in good standing with SSA and an SSA Member Organization (if applicable).
- c) All guest players must have the permission of the team with whom they are registered to participate as a guest player with another team in a Sask Cup.
- d) Guest players may not be on a league roster of a team that participates at a higher level than that of the Sask Cup in which they intend to compete. (E.g. a player participating in a local Premier league is not eligible to be a guest player at a Division 2 provincial championship)
- e) Guest players must be designated as such on the roster.
- f) Youth teams participating in 11-aside Sask Cup may include up to a maximum of 3 guest players on their roster.
- g) Youth teams participating in small-sided Sask Cup (i.e. 9-aside, 6-aside or Futsal) may include up to a maximum of 4 guest players in total on their roster. Teams may include any combination of guest and call-up players but may not exceed 4, the maximum allowed number in total between both classifications of player.
- h) Adult teams participating in Sask Cup may include up to a maximum of 5 guest players on their roster with the exception of the Saskatchewan Cup – Adult event where guest players are not permitted.

1.6.4 Call-up Players

- a) For the sake of Sask Cup, a call-up player shall be defined as the addition to the roster of a registered player from a lower division or younger age category within a club/zone/Member Organization.
- b) As different soccer structures exist in different communities within Saskatchewan, for the sake of Article 2.6.4a, 'club/zone/Member Organization' shall be taken to mean the lowest structural level that exists in the given community.
- c) All call-up players must have the permission of the team with whom they are registered to participate as a call-up player with another team in a Sask Cup.
- d) Call-up players must be designated as such on the roster.
- e) Youth teams participating in Sask Cup 11-aside may include up to a maximum of 2 call-up players on their roster.
 - i. A call-up player may be classified as a guest player for competitions that permit the participation of guest players; however, a guest player may not be classified as a call-up player.
- f) Youth teams participating in small-sided Sask Cup may include up to a maximum 3 (6 aside) and 4 (9 aside) guest and/or call up players in total on their roster. Teams may include any combination of guest and call up players but may not exceed the maximum allowed number in total between both classifications of player.



- i. For clarification purposes, the following are examples of acceptable call-up players:
 - a Ex. A player participating in Under 15 Division 2 in a club/zone/Member Organization may be called up to an Under 15 Premier team within the same club/zone/Member Organization for a Sask Cup.
 - b Ex. A player participating in Under 15 Premier in a club/zone/Member Organization may be called up to an Under 17 Division 2 team within the same club/zone/Member Organization for a Sask Cup.
- g) Adult teams participating in Sask Cup may not include call-up players.

1.6.5 Transfers

- a) For the sake of Sask Cup, a transfer shall be defined as the permanent movement of a registered player from one team to another during the course of a given season.
- b) SSA will establish and communicate a transfer deadline for each Sask Cup competition. Transfers will not be accepted after this deadline.
- c) All transfers must be completed using the appropriate forms and processes as established by SSA and/or Member Organization(s) involved in the transfer.
- d) For Sask Cup whose winner will represent Saskatchewan at Canada Soccer national and regional championships, all transfers must comply with the Canada Soccer rules for national competitions.

1.7 Performance Accountability

- 1.7.1 Failure to meet the established expectations as outlined in the policies, rulebook and/or circulations and postings pertaining to the competition may result in a discipline hearing, fines and/or suspension of players and team personnel from any and all soccer events including competition at the local level.
- 1.7.2 It is mandatory that all teams participating in the competition have a team representative present at the pre-competition meeting. Teams failing to have a representative attend the pre-competition meeting will be fined \$200.00.
- 1.7.3 Performance related post event fines will be issued for a variety of offenses including, but not limited to:
 - a) Not having appropriate representation at pre-event meetings
 - b) Default or withdrawal from an event/game
 - c) Failure to adhere to established rules
 - d) Inappropriate conduct, on or off the field
 - e) Withdraw after the entry deadline

- 1.7.4 Member Organizations are accountable for the conduct of their competing team(s). As such, when fines have been assessed the Member Organization is accountable for payment in a timely manner. Failure to do so will impact good standing and participation in future events for all teams, categories and age divisions of the Member Organization until such time as the fee is paid.

1.8 Schedule of Fines

Infraction	Fine
Failure to have a team representative attend the pre-competition meeting	\$200.00
Failure to have two sets of jerseys and two sets of socks in two distinct colours	\$250.00
Failure to wear the assigned or required colours for a game	\$100.00 per game
Failure to submit a roster form in advance of the roster deadline	\$250.00
Withdrawal from Sask Cup after the entry deadline	\$500.00
Withdrawal from Sask Cup after the schedule has been made	\$1,000.00
Fines for all other infractions will be determined by the event discipline committee or SSA and aligned to the sanctions outlined in the <i>Discipline Policy</i>	Various

2 Canada Soccer National and Regional Championships

2.0 Participation Requirements

- 2.0.1 The winner of some provincial championships will be declared as the Saskatchewan representative at the Canada Soccer national and regional championships.
- 2.0.2 Provincial championships whose winner will represent Saskatchewan at the Canada Soccer national and regional championships will be indicated in advance of the entry deadline.
- 2.0.3 It is the responsibility of teams participating in provincial championships whose winner will represent Saskatchewan at the Canada Soccer national and regional championships to review and comply with all [Canada Soccer Rules for National Competitions](#).
- 2.0.4 Each team representing Saskatchewan at the Canada Soccer national and regional championships shall be prepared for and responsible for all costs associated with accommodations, meals, travel, and any associated fees set by Canada Soccer while representing the province of Saskatchewan at Canada Soccer national or regional championships.
- a) Teams representing Saskatchewan should be prepared to pay upwards of \$20,000 to support their participation in Canada Soccer national or regional championships.
- 2.0.5 Canada Soccer arranges and books all air travel for teams attending Canada Soccer national championships (excluding Masters competitions) according to the terms outlined in the Canada Soccer Travel Policy for Club Competitions.
- 2.0.6 With the exception of Masters representatives and teams traveling to the Canada Soccer national or regional championship using ground transportation or electing not to utilize Canada Soccer-arranged travel, the teams representing Saskatchewan at the



Canada Soccer national and regional championships will be required to make a pre-payment of \$10,000 to Saskatchewan Soccer. The pre-payment will be put towards the cost of air travel. Pre-payment will be required no later than 30 days prior to the competition date of the Canada Soccer national or regional championship. Teams will not be permitted to attend Canada Soccer national or regional championships unless they have made pre-payment. Teams that fail to make pre-payment shall be subject to additional sanctioning from SSA and/or Canada Soccer.

- 2.0.7 The participating teams are responsible for arranging, booking and paying for all accommodations and meals for players and team personnel according to the process identified by the local organizing committee and Canada Soccer and following the Canada Soccer Rules for National Competition.
- a) SSA will provide all information pertaining to arrangements involving Canada Soccer national championships to the participating team. The teams, in cooperation with SSA, shall ensure all deadlines are met and processes followed.
- 2.0.8 Following the completion of the Canada Soccer national and regional championships and confirmation of all outstanding financial obligations by Canada Soccer, reconciliation will be provided to each participating team.
- a) In the event that the balance owing for air travel is less than the \$10,000 deposit, the difference will be returned to the participating team. In the event that the balance owing is greater than the \$10,000 deposit, the team will be invoiced for the balance owing.
- 2.0.9 Any balancing owing will be subject to the financial policies of SSA. Failure to pay any outstanding balance by December 31st of the year in which the Canada Soccer national or regional championship took place will result in a fine of \$1,000.00 and all players and team personnel associated with the participating team having good standing revoked until such time as the outstanding balance and fine are paid.
- 2.0.10 A participating team (players and staff) that fails to fulfill its obligations to represent Saskatchewan at Canada Soccer national or regional championships will face disciplinary action which may include both financial penalty and suspension from future competitions.
- 2.0.11 The participating team shall also be responsible for the payment of the Canada Soccer fine for non-representation by a provincial association. Payment of the fines will be required prior to any further competition by the team and players in SSA sanctioned events and Member Organization related games.
- 2.0.12 In the event that a provincial championship winning team withdraws or fails to fulfill its obligation to represent Saskatchewan at a Canada Soccer national or regional championship, this opportunity will be extended to the 2nd place team and any subsequent teams until it is accepted.

3 Appendix A Definitions

- 3.0.1 *“Affected Party”* – any individual or entity, as determined by the Appeal Manager, who may be affected by a decision rendered under the Appeal Policy and who may have recourse to an appeal in their own right under the Appeal Policy.
- 3.0.2 *“Appellant”* – the Party appealing a decision pursuant to the Appeal Policy.
- 3.0.3 *“Appeal Manager”* – an individual appointed by SSA to oversee the administration of the Appeal Policy. The Appeal Manager’s responsibilities shall include those as described in the Appeal Policy. The Appeal Manager shall be independent of SSA. Appeal Managers that satisfy the relevant requirements to perform such duties can be found on the Sask Sport website here.
- 3.0.4 *“Athlete”* – includes any Individual who is registered with SSA (either directly or indirectly through their club, national sport organization or other sport organization) for either recreational or competitive purposes.
- 3.0.5 *“Board”* – the Board of Directors of SSA.
- 3.0.6 *“Case Manager”* – an independent individual appointed by SSA to fulfill the responsibilities described in the Discipline and Complaints Policy. In order to be appointed as a Case Manager, the individual must have relevant experience and skills to manage complaints and perform their duties, either as a legal practitioner or sport administrator. Case management service providers that satisfy the relevant requirements to perform such duties can be found on the Sask Sport website here.
- 3.0.7 *“Club Licensing”* - Club Licensing system in accordance with Canada Soccer’s Rules and Regulations directives whose objectives are to safeguard the credibility and integrity of Club competitions, to improve the level of professionalism of soccer in Saskatchewan, to promote sporting values in accordance with the principles of fair play as well as safe and secure match environments, and to promote transparency in the finances, management and control of MO.
- 3.0.8 *“Complainant”* – the Party making a complaint pursuant to the Discipline and Complaints Policy and as referred to in the Investigations Policy.
- 3.0.9 *“Complaint Resolution Officer”* – an individual appointed by SSA to handle the duties of the Complaint Resolution Officer as described in the Discipline and Complaints Policy. Complaint Resolution Officers that satisfy the relevant requirements to perform such duties can be found on the Sask Sport website here.
- 3.0.10 *“CONCACAF”* - Confederation of North and Central American and Caribbean Associations of Football; and is a Confederation of the FIFA.
- 3.0.11 *“Conflict of Interest”* – Any situation in which a representative’s decision-making, which should always be in the best interests of SSA, is influenced or could be perceived to be influenced by personal, organizational, family, financial, business, or other private interests.

- 3.0.12 *"Consent"* - Consent is (a) informed (knowing), (b) voluntary (freely given), and (c) active (not passive). Consent must be demonstrated by clear words or actions, indicating that a person who is legally and functionally competent has indicated permission to engage in mutually agreed upon sexual activity.
- 3.0.13 *"Criminal Record Check (CRC)"* – a search of the RCMP Canadian Police Information Centre (CPIC) system for adult convictions
- 3.0.14 *"Days"* – calendar days.
- 3.0.15 *"Director of Sanctions and Outcomes"* – the individual(s) responsible for overseeing the imposition of Provisional Measures, agreed outcomes, Sanctions and appearing before the Safeguarding Tribunal or the Appeal Tribunal in cases arising from a potential breach of the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS) (or other conduct rules, as applicable) within the jurisdiction of the Office of the Sport Integrity Commissioner (OSIC).
- 3.0.16 *"Discrimination"* – as defined in the UCCMS and as amended from time to time by the Sport Dispute Resolution Centre of Canada (SDRCC).
- 3.0.17 *"Enhanced Police Information Check (E-PIC)"* – a Criminal Record Check plus a search of local police information, available from Sterling Backcheck.
- 3.0.18 *"Event"* – an event sanctioned by SSA, and which may include a social Event.
- 3.0.19 *"FIFA"* - Fédération Internationale de Football Association, which is the Governing Organization of soccer in the world.
- 3.0.20 *"Governing Body"* - The organization that has the authority to manage a judicial process as per the policies of the governing body. Governing body may refer to Canada Soccer, SSA, or Member Organizations, clubs/zones or entities that are members of SSA.
- 3.0.21 *"Harassment"* – a vexatious comment (or comments) or conduct against an Individual or group, irrespective of whether the comment or conduct occurs in person or via any other media, including social media, which is known or ought to reasonably be known to be unwelcome. Types of behaviour that constitute Harassment include, but are not limited to:
 - a) Written or verbal abuse, threats, or outbursts;
 - b) Persistent unwelcome remarks, jokes, comments, innuendo, or taunts;
 - c) Racial harassment, which is racial slurs, jokes, name calling, or insulting behaviour or terminology that reinforces stereotypes or discounts abilities because of racial or ethnic origin;
 - d) Leering or other suggestive or obscene gestures;
 - e) Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
 - f) Practical jokes which endanger a person's safety, or which may negatively affect performance;



- g) Hazing, which is any form of conduct which exhibits any potentially humiliating, degrading, abusive, or dangerous activity, which does not contribute to any Individual's positive development, but is required to be accepted as part of a team or group, regardless of the individual's willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate or group member based on class, number of years on the team or with the group, or ability;
 - h) Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
 - i) Deliberately excluding or socially isolating a person from a group or team;
 - j) Persistent sexual flirtations, advances, requests, or invitations;
 - k) Physical or sexual assault;
 - l) Behaviours such as those described above that are not directed towards a specific person or group but have the same effect of creating a negative or hostile environment; and
 - m) Retaliation or threats of retaliation against a person who Reports harassment to SSA.
- 3.0.22 *"Independent Third Party"* – the independent organization or individual(s) retained by Sask Sport to receive complaints and to fulfill the responsibilities outlined in the Discipline and Complaints Policy, Investigation Policy and Appeal Policy, as applicable.
- 3.0.23 *"Individuals"* – refers to all categories of members in the Bylaws of SSA including, without limitation, Life Members, Participant Members and Organizer Members, as well as all people employed by, contracted by, or engaged in activities with SSA including, but not limited to, employees, contractors, Athletes, Team Personnel, officials, volunteers, managers, administrators, parents or guardians, spectators, committee members, directors or officers.
- 3.0.24 *"Maltreatment"* – as defined in the UCCMS, and as amended from time to time by the SDRCC.
- 3.0.25 *"Match Official/Referee"* – Individuals who perform as referees, assistant referees, 4th officials, referee administrators, referee assignors, referee supervisors, referee mentors, referee leads, referee instructors and referee assessors during sanctioned soccer activities.
- 3.0.26 *"Member Organizations"* (MO) – Regular Members and Associate Members, as defined in the SSA Bylaws.
- 3.0.27 *"Minor"* – any Individual who is under the age of 18. Adult Individuals are responsible for knowing the age of a Minor.
- 3.0.28 *"Non-Pecuniary Interest"* - An interest that an individual may have in a matter which may involve family relationships, friendships, volunteer positions or other interests that do not involve the potential for financial gain or loss.




- 3.0.29 *“Organizer”* – Anyone performing an activity connected with soccer at a Member Organization or entity, regardless of title, type of activity (administrative, sporting or any other) and duration of the activity. Includes all directors, officers, committee members, coaches, trainers, match officials, diversity officers, persons in charge of safety, and any other person responsible for technical, medical and/or administrative matters, members, clubs or leagues, as well as all other persons obliged to comply with SSA and Canada Soccer by-laws regardless of whether they are paid or volunteers.
- 3.0.30 *“OSIC”* – the Office of the Sport Integrity Commissioner, which is an independent division of the SDRCC, which comprises the functions of the Sport Integrity Commissioner.
- 3.0.31 *“Parties”* – in the context of a complaint under the Discipline and Complaints Policy, the Complainant and Respondent; in the context of an appeal under the Appeal Policy, the Appellant, Respondent and Affected Party (or Parties).
- 3.0.32 *“Pecuniary Interest”* – An interest that an individual may have in a matter because of the reasonable likelihood or expectation of financial gain or loss for that individual, or another person with whom that individual is associated.
- 3.0.33 *“Person in Authority”* – any Individual who holds a position of authority within SSA, including, but not limited to, coaches, officials, managers, support personnel, chaperones, committee members, directors or officers. In addition to the responsibilities described for Individuals in the Code of Conduct and Ethics, a Person in Authority shall be responsible for knowing what constitutes Maltreatment and Prohibited Behaviour.
- 3.0.34 *“Provisional Suspension”* – means that the Individual is barred temporarily from participating in any capacity in any Event or activity of SSA (or, as applicable, SSA’s Member Organizations), or as otherwise decided pursuant to the Discipline and Complaint Policy, prior to the decision rendered in a hearing conducted pursuant to the Discipline and Complaints Policy.
- 3.0.35 *“Power Imbalance”* – as defined in the UCCMS and as amended from time to time by the SDRCC.
- 3.0.36 *“Prohibited Behaviour”* – as defined in the UCCMS and as amended from time to time by the SDRCC.
- 3.0.37 *“Prohibited Method”* – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
- 3.0.38 *“Prohibited Substance”* – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
- 3.0.39 *“Reporting (or Report)”* – as defined in the UCCMS and as amended from time to time by the SDRCC.
- 3.0.40 *“Respondent”* – the Party responding to a complaint or investigation; or, in the case of an appeal, the body or organization whose decision is being appealed, or the Individual who was the subject of a decision that is being appealed.



- 3.0.41 *“Personal Information”* – Any information about an individual that relates to the person’s personal characteristics including, but not limited to: sex, gender, age, income, home address, phone number, ethnic background, family status, health history, and health conditions, athletic testing and results and email
- 3.0.42 *“PIPEDA”* - The Personal Information Protection and Electronic Documents Act (PIPEDA) sets out ground rules for how private sector organizations may collect, use or disclose personal information in the course of commercial activities
- 3.0.43 *“PSO Safe Sport Liaison”* - Each PSO will identify at least one designated individual who is responsible for acting as a representative of their organization and lead point of contact for any safe sport or dispute resolution matters. This includes, but is not limited to; 1) working directly with the Independent Third Party to select Complaint Resolution Officers, Case Managers and Appeal Managers from approved listing (on Sask Sport website), 2) ensuring major and minor sanctions are enforced, 3) ensuring mediation agreements are approved by PSO/club and upheld, 4) long-term suspensions (1 year or longer) are reported to Sask Sport, 5) screening requirements and educational/training requirements are enforced. Safe Sport Liaisons must have knowledge and experience in board governance and must have completed the Governance Essentials e-learning course offered by the Canadian Centre for Ethics in Sport.
- 3.0.44 *“Sask Cup”* – The suite of championships offered by the Saskatchewan Soccer Association
- 3.0.45 *“SSA”* – Saskatchewan Soccer Association.
- 3.0.46 *“Sexual Harassment”* – as defined in the UCCMS and as amended from time to time by the SDRCC.
- 3.0.47 *“Social media”* – the catch-all term that is applied broadly to computer-mediated communication media such as blogs, YouTube, Facebook, Instagram, Tumblr, Snapchat, TikTok, and Twitter.
- 3.0.48 *“SDRCC”* – the Sport Dispute Resolution Centre of Canada.
- 3.0.49 *“Tampering”* – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
- 3.0.50 *“Team Personnel”* - All supervisory team personnel including but not limited to coaches, assistant coaches, managers, trainers and other medical staff, and gender representative personnel or anyone that wishes to have access to the field of play.
- 3.0.51 *“UCCMS”* – the Universal Code of Conduct to Prevent and Address Maltreatment in Sport, as amended from time to time by the SDRCC.
- 3.0.52 *“UCCMS Participant”* - an Individual affiliated with Canada Soccer, and who has signed the required UCCMS Participant consent form.
- 3.0.53 *“Vulnerable Participant”* – as defined in the UCCMS and as amended from time to time by the SDRCC.



- 3.0.54 *“Vulnerable Sector Check (VSC)”* – a detailed check that includes a search of the RCMP Canadian Police Information Centre (CPIC) system, local police information, and the Pardoned Sex Offender database.
- 3.0.55 *“Workplace”* – any place where events, business or work-related activities are conducted. Workplaces include but are not limited to, the office or facilities of SSA, work-related social functions, work assignments outside offices, work-related travel, the training, and competition environment (wherever located), and work-related conferences or training sessions.
- 3.0.56 *“Workplace Harassment”* – vexatious comment(s) or conduct against a worker in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:
- a) Bullying;
 - b) Workplace pranks, vandalism, bullying or hazing;
 - c) Repeated offensive or intimidating phone calls, text messages or emails;
 - d) Inappropriate sexual touching, advances, suggestions or requests;
 - e) Displaying or circulating offensive pictures, photographs or materials in printed or electronic form;
 - f) Psychological abuse;
 - g) Excluding or ignoring someone, including persistent exclusion of a person from work-related social gatherings;
 - h) Deliberately withholding information that would enable a person to do his or her job, perform or train;
 - i) Sabotaging someone else’s work or performance;
 - j) Gossiping or spreading malicious rumours;
 - k) Intimidating words or conduct (offensive jokes or innuendos); and
 - l) Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.
- 3.0.57 *“Workplace Violence”* – the use of or threat of physical force by a person against a worker in a Workplace that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker in a Workplace that could cause physical injury to the worker; or a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a Workplace that could cause physical injury to the worker. Types of behaviour that constitute Workplace Violence include, but are not limited to:
- a) Verbal or written threats to attack;
 - b) Sending or leaving threatening notes, text messages or emails;
 - c) Physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, or throwing objects;
 - d)  Wielding a weapon in a Workplace;

- e) Hitting, pinching or unwanted touching which is not accidental;
- f) Dangerous or threatening horseplay;
- g) Physical restraint or confinement;
- h) Blatant or intentional disregard for the safety or wellbeing of others;
- i) Blocking normal movement or physical interference, with or without the use of equipment;
- j) Sexual violence; and
- k) Any attempt to engage in the type of conduct outlined above.