

NCL Handbook

15 and under; 17 and under; 19 and under; Senior

2023-2024



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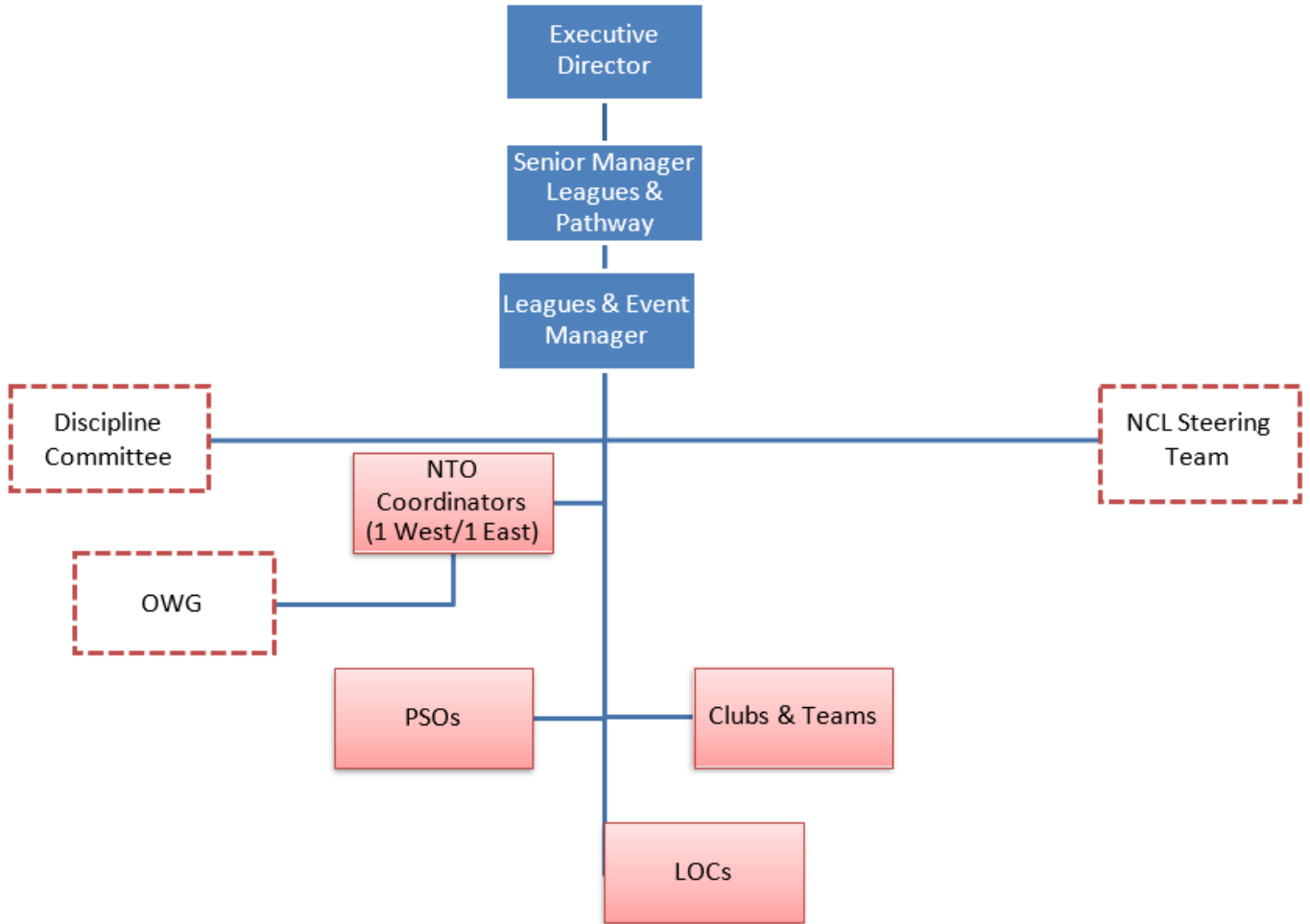
Water Polo Canada (WPC) would like to acknowledge the contributions from the Competition Review Working Group (CRWG) who were integral in establishing the National Championship League (NCL). The CRWG was formed in July 2011 and developed the implementation plan for the water polo in Canada Long-Term Athlete Development (LTAD) and the framework of the NCL. The CRWG members include Olivier Bertrand, John Csikos, Nishant Damani, Jymmi-Kaye Demchuk, Cyril Dorgigné, Dragan Jovanovic, Jeffrey Lindell, Patrick Oaten and David Soul.

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1. Governance, Categories and Administration

1.1. League Governance Model



1.2. Responsibilities

- 1.2.0. Water Polo Canada (WPC), represented by the Executive Director, Senior Manager of Leagues & Pathway, and the League and Events Manager, is responsible for the overall strategic direction, governance, partnership management, leadership, and financial management of the NCL. Other WPC staff will be appointed specific functional areas within the management and leadership of the NCL such as operations, logistics and procurement, communication and marketing and participant (athlete, coach, official) development. WPC will be responsible for establishing partnerships with local hospitality groups and establishing preferred hotel rates and other travel and accommodations concessions for participating teams. WPC is responsible for establishing a “stay and play” and “travel and play” policy for participating teams. WPC is responsible for providing each host club (or PSO) a hosting kit including marketing materials, and officials’ uniforms.
- 1.2.1. The NCL Advisory Council mandate is to aid in creating, evaluating, reviewing, and implementing all technical aspects of the NCL for the various age categories (15 and under, 17 and under, 19 and under and Senior). The terms of reference for this committee can be found in Appendix A: NCL Steering Team Terms of Reference.
- 1.2.2. The Discipline Committee’s mandate is to provide guidance and implement disciplinary standards for all competition related matters, and review behavior deemed to be detrimental to the image of the league or contrary to the WPC Code of Conduct for the various NCL age categories (15 and under, 17 and under, 19 and under Senior). The terms of reference for this committee can be found in Appendix B: Discipline Committee Terms of Reference.
- 1.2.3. The National Technical Official (NTO) Coordinators are responsible for scheduling referees and delegates for all NCL games. There will be a NTO Coordinator responsible for the western provinces (British-Columbia, Alberta, Saskatchewan, and Manitoba) and a NTO Coordinator for the eastern provinces (Quebec, Ontario, and Atlantic Canada). NTO coordinators can assign, evaluate, mentor, and discipline referees.
- 1.2.4. The representatives of Official’s Working Group (OWG) will work closely with the NTO Coordinators to develop and manage a list of eligible officials and delegates within their provincial jurisdiction. The terms of reference for this working group can be found in Appendix C: Officials Working Group Terms of Reference.
- 1.2.5. A Local Organizing Committee (LOC) will be formed for each of the Championships events: 15U Western Finals, 15U Eastern Finals; 17U Conference Championships, Senior Nationals; and the 17 and under National Finals; and 19 and under Open Championships. Members of the local club, municipal tourism departments and

Province will be asked to sit on the LOC along with the WPC staff members assigned. The LOC will be responsible for the organization of these events.

- 1.2.6. The host club is responsible for all the following during NCL games:
 - 1.2.6.1. Providing minor officials including a game secretary, shot clock/game clock worker, penalty secretary, minor officials supervisor and livestream operator for each field of play.
 - 1.2.6.2. Setup / take down of the field of play for all regular season games.
 - 1.2.6.3. The host club will be responsible for a hospitality suite for its volunteers, coaches, and officials for competition events of more than 6 hours per day. For any NCL Finals event, Water Polo Canada will provide \$100 per meal per field of play.
 - 1.2.6.4. The host club will be provided with a guide with regards to minimum field of play and timing equipment requirements. The host club will be required to use all elements in the host kit provided by WPC at no additional costs to the club.
 - 1.2.6.5. The host club is responsible for ensuring all volunteers are well trained on the roles that they have been assigned to. WPC will provide training opportunities online throughout the season for host clubs, and it is the hosts clubs responsibility to ensure volunteers attend these training sessions.
 - 1.2.6.6. Violation of WPC hosting policy (ex. lack of minor officials/goal judges, pool not set up in accordance with WPC policies, incomplete or incorrect RAMP gamesheet, no NCL banners, insufficient equipment to run event etc.) will result in a \$500 fine
 - 1.2.6.7. Failure to set-up appropriate hospitality room when applicable will result in a \$500 fine
- 1.2.7. The NCL has a stay and play policy for all categories (15U, 17U, 19U, and Senior). All clubs in the NCL will be expected to stay at WPC partner hotels for all NCL events where a host partner exists. The hotel partners will be listed on the WPC site. Any club who reserves rooms at a non-partner hotel will be in violation of the policy. Violation of the stay and play policy will result in the club paying fines of \$750 per team for regular season violations and \$1000 per team for Finals events violations.

1.3. NCL Handbook

1.3.0. The following Handbook will govern the rules and regulations for the competition categories and events outlined herein.

1.3.1. The handbook will be revised on an annual basis by the Senior Manager for Leagues & Pathway and the Manager of League and Events. The annual review will commence after the National Finals each year.

1.4. Competition Categories

1.4.0. 15 and under boys: born between **2009 and 2012**.

1.4.1. 15 and under girls: born between **2009 and 2012**.

1.4.2. 17 and under boys: born between **2007 and 2010**.

1.4.3. 17 and under girls: born between **2007 and 2010**.

1.4.4. 19 and under men: born between **2005 and 2008**.

1.4.5. 19 and under women: born between **2005 and 2008**.

1.4.6. Senior men: born in **2007 or earlier**. Each team may have up to a maximum of four (4) athletes born in 2008 on their roster for any game.

1.4.7. Senior women: born in **2007 and earlier**. Each team may have up to a maximum of four (4) athletes born in 2008 on their roster for any game.

1.4.8. No exemptions will be granted for players born outside the listed age brackets.

1.5. Definition

1.5.0. The NCL is open to citizens, permanent residents of Canada, and residents of another country who are living continuously in Canada under a travel, student, or work visa (including children) who are recorded on the WPC Registration System in the correct registrant category and in good standing with their Club and PSO.

1.5.1. Participants in the NCL shall be understood to include Players, coaches, referees, managers, chaperones, medical personnel, minor officials, and volunteers. All participants must be registered in good standing with their club and/or PSO and WPC.

1.5.2. Referees, coaches, and athletes must be recorded in the "Competitive" registration category and listed in Water Polo Canada's National Registration System, RAMP InterActive® (herein after referred to as "RAMP") prior to their first game.

1.5.3. All other participants – chaperones, team managers, non-paid minor officials, or

general volunteers – must be recorded in the “Volunteer” registration category and listed in the Water Polo Canada’s National Registration System, RAMP InterActive® (herein after referred to as “RAMP”) prior to their first game; the registration of these volunteers will be the responsibility of the club registrar.

1.6. Entry Format

- 1.6.0. A team wishing to enter the NCL must be affiliated with a registered Canadian Club in good standing with their PSO and WPC.
- 1.6.1. All teams wishing to participate in an NCL league or event must register and pay for their team’s entry through the RAMP registration system. Registration and payment deadlines will be determined annually by WPC.
- 1.6.2. Teams registering for the 17U and Senior divisions will be required to submit a 25% non-refundable deposit via RAMP of the total registration fees. The deposit deadline and registration deadline will be determined by WPC on an annual basis.
- 1.6.3. Teams wishing to enter the NCL after the deposit deadline, and prior to the final registration deadline, will be permitted to do so after sending a formal request to the Senior Manager of Leagues and Pathway and the League and Events Manager. They will review the request and will determine whether the team will be permitted to register. Teams registering after the deposit deadline will be imposed an administration fee up to a maximum of 25% of the final registration fees.
- 1.6.4. A list of all permanent or temporary transfers for 17U and Senior divisions must be provided to the Senior Manager of Leagues and Pathway and the League and Events Manager on or before October 31st of each calendar year. This applies to athletes and coaches permanently moving from one club to another and for those athletes and coaches being loaned to another club for the purpose of participating in the NCL as per rule 2.3.7.
 - 1.6.4.1. A player or coach who moves between cities in the middle of the NCL season can apply for an exemption to the October 31st deadline rule. Senior Manager of Leagues and Pathway and the League and Events Manager will review the application and determine if the transfer will be approved.
- 1.6.5. All personal information of registrants selected for a roster must be accurate, rosters with incomplete or inaccurate information may be declined.

1.7. Financial Obligation

- 1.7.0. Teams entering the NCL will be responsible for paying a non-refundable deposit totaling 25% of the registration fees.

Clubs that have paid a team deposit fee but choose not to pay the balance of the registration fee will not be refunded any portion of the deposit. A club that chooses not to pay the full registration fee after paying the deposit can put 50% of the deposit towards the registration balance of one of the club's other NCL teams (excluding 15U teams).

- 1.7.1. Deposit payment and final payment may only be made online via RAMP. WPC will not accept cheques.

- 1.7.2. Teams making late payment of the final registration fees will be charged an administration fee of \$100 for every three (3) business days excluding statutory holidays. Administration fees may be paid via PayPal (paypal@waterpolo.ca).

- 1.7.3. If a team is unable to attend an event due to extenuating circumstances, they must reach out to the Senior Manager of Leagues and Pathways to approve their withdrawal from the event.

- 1.7.4. WPC will be responsible for establishing the overall budget and will determine the deposit amount and final registration fees. The budget includes, but is not limited to, the following elements:

- 1.7.4.1. Pool rental costs
- 1.7.4.2. Officials and staff travel and accommodations
- 1.7.4.3. Officials and staff honoraria and salary
- 1.7.4.4. Officials and staff uniform
- 1.7.4.5. Team and individual awards and National Finals awards banquet
- 1.7.4.6. Marketing and Communication
- 1.7.4.7. General administration

- 1.7.5. WPC will attempt to enter into facility rental agreements directly with the competition venues. In the event a club holds the contract with the competition venue, the club will need to remit an official invoice to WPC to be reimbursed.

- 1.7.6. The registration fees for the 2023-2024 events are as follows:

- 1.7.6.1. 15 and under boys and girls: \$2000 / team
- 1.7.6.2. 17 and under boys and girls – Western Conference: \$6500 / team

- 1.7.6.3. 17 and under boys and girls – Eastern Conference: \$6500 / team
- 1.7.6.4. Senior men and women Ontario and Quebec teams: \$6000/ team
- 1.7.6.5. Senior men and women West (British-Columbia, Alberta, Saskatchewan, Manitoba) teams: \$6000 / team

2. General Rules

2.1. Rules of play

- 2.1.0. The rules of play for all categories shall be in accordance with World Aquatics WP Rule Book, except where specified elsewhere in this document.
 - 2.1.0.1. A free throw shall be taken from the location of the ball, except a) if the foul is committed by a defending player within the defender's 2 metre area, the free throw shall be taken on the 2-metre line opposite to where the foul was committed and b) where otherwise provided for in the Rules.
 - 2.1.0.2. A player taking a corner throw may a) shoot directly, b) swim and shoot without passing or may c) pass to another player.
 - 2.1.0.3. The goalkeeper shall be allowed to move beyond and touch the ball past the half distance line.
 - 2.1.0.4. The shot clock will be reset to 20 for a secondary possession and after exclusions where the clock systems allow for it.
 - 2.1.0.5. The World Aquatics rule allowing for flying substitutions will apply in all suitable fields of play.
- 2.1.1. In the event the World Aquatics Technical Water Polo Committee (TWPC) and/or World Aquatics Bureau modifies the rules of play, the NCL will have the ability to implement the new rules immediately.
- 2.1.2. The format for the number of players in the water (not including the goalie), and the ball size for each category is as follows:
 - 2.1.2.1. 15U Girls: 6 on 6 with a size four ball
 - 2.1.2.2. 15U Boys: 6 on 6 with a size five ball
 - 2.1.2.3. 17U Girls: 6 on 6 with a size four ball
 - 2.1.2.4. 17U Boys: 6 on 6 with a size five ball

- 2.1.2.5. 19U Women: 6 on 6 with a size four ball
 - 2.1.2.6. 19U Men: 6 on 6 with a size five ball
 - 2.1.2.7. Senior Women: 6 on 6 with a size four ball
 - 2.1.2.8. Senior Men: 6 on 6 with a size five ball
- 2.1.3. Teams are not required to have a second goaltender. Any goaltender is required to wear a red cap with the number 1, 13, 14 or 15. Any athlete on a team's signed game roster can be cap switched into a goalie cap (1, 13, 14, 15) during the game in case of injury, however, regular goaltender substitutions may only be between goaltenders wearing red caps.
- 2.1.4. There will be zero tolerance for violent acts committed in the water. Any elbows, knees, head-butts, or other physical action purposefully directed towards an opponent with intent to injure will result in brutality.
- 2.1.5. Teams will be permitted to request a maximum of two (2) timeouts throughout the entire game in all four competitions categories.
- 2.2. Team Eligibility
- 2.2.0. Teams/clubs must be Canadian based. Foreign teams may only register for a open Championship with the express consent of WPC.
 - 2.2.1. Teams must submit an initial roster of ten (10) athletes at least twenty-one (21) days prior to a team's first date of competition. Teams may manage their roster throughout the entire season via RAMPInteractive® and will be permitted to have up to thirty (30) athletes on their online roster. The roster will close on the final date of a teams' first date of competition. Athletes and staff must appear on the online roster to be eligible to compete and sit on the bench.
 - 2.2.2. A maximum of sixteen (16) players and three (3) certified staff are permitted to sit on the team bench, all of whom must appear on the online team roster form. Teams may rotate players and coaches in each match.
 - 2.2.3. Any athlete who is not on the team bench for the start of the game, but who is on their team bench before the start of the 3rd quarter is eligible to compete in the game, provided they are otherwise eligible to compete. Athletes who arrive after the start of the game, but before the start of the 3rd quarter, must check in with the WPC delegate and ensure their name is added to the game sheet before being allowed to sit on the team bench or enter the water. Coaches will make the WPC delegate aware of any potential late arrivers before the start of a game.
 - 2.2.4. 2.2.4. The head coach of the team must submit and sign their official lineup at

least 30- minutes prior to the start of each match through the RAMP Gamesheet. Teams may be asked by tournament organizers for lineups up to 24 hours prior to the competition weekend. The head coach may make lineup changes up to 2- minutes prior to each NCL match.

- 2.2.5. Any team taking minor age players (as per the provincial regulations of the location of the event) must bring, at its own expense, a chaperone other than the head coach who will be responsible for the team. The selected chaperone must be at least twenty-five (25) years of age, be registered and in good standing with their Club, PSO and WPC and registered as a “Volunteer” on the WPC Registration System. For the Senior competitions, an athlete may be listed as the chaperone.
- 2.2.6. One of the members of the team’s coaches must be of the same gender as the team competing. This coach must meet the minimum standard of certification.
- 2.2.7. NCL head and assistant coaches must meet certain criteria to be eligible to coach in the NCL. These criteria can be found here: [Water Polo Canada : Website by RAMP InterActive](#)
- 2.2.8. As a result of not having the proper coaching certification, or a head coach present (player/coach is not permitted), the WPC delegate will enforce the following penalties and sanctions:
 - 2.2.8.1. The team will receive three (3) demerits per offense.
 - 2.2.8.2. The assistant coach may act as the head coach when the head coach is serving a suspension due to a red card sanction if the assistant coach also meets the requirements to be a head coach.
- 2.2.9. Each athlete must wear similar attire, which includes the following: water polo caps; bathing caps; player’s clothing; and bathing suits. Athlete attire must be blank or contain the club’s logo or club/team name. Athletes can wear different versions of attire (i.e., swimsuits) as long as the design and major color schemes of the attire remain the same (ex. suits must have the same base color, but if the logo switches from the left side to the right side that is acceptable). WPC/National Team clothing, or clothing from another country, is prohibited. The uniform standard applies to opening ceremonies, pre/during/post games, and awards ceremony.
- 2.2.10. All bench staff must wear similar attire, which includes the following: pants, capris, shorts, t-shirt, golf shirt and dress shirt:
 - 2.2.10.1. Pants, capris, or shorts must be blank or contain the club’s logo or team name. All bench staff must wear the same style pants, capris, or shorts.
 - 2.2.10.2. A T-shirt, golf shirt or dress shirt must be blank or contain the club’s

logo or team name. All bench staff must wear the same T-shirt, golf shirt, or dress shirt.

- 2.2.10.3. Baseball caps are permitted if they contain the club's logo or team name.
- 2.2.10.4. WPC/National Team clothing or clothing from another country is prohibited.
- 2.2.10.5. The uniform policy applies to opening ceremonies, pre/during/post games, and awards ceremony.
- 2.2.10.6. Failure to adhere to the WPC clothing policy will result in 1 demerit per game toward the offending team.

2.3. Player Eligibility

- 2.3.0. Players must be Canadian Citizens, Residents of Canada, or be a resident of another country who is living in Canada under an appropriate visa (including children) and in good standing with their Club, PSO and WPC registered in the "Competitive" category and in good standing with their Club, PSO and WPC, and must appear on the WPC Registration System.
- 2.3.1. Athletes may only appear on one (1) roster per category, per year.
 - 2.3.1.1. Clubs who enter multiple teams in a single NCL category, excluding 15U (ex: two 17U boys' teams), will have the option of moving athletes between their multiple teams, under certain requirements. Each eligible team may move a **maximum of four** players during an NCL season. A club that has two teams entered a single category would therefore have a possible maximum of eight roster moves in one season, four players moving from Team A to Team B, and four players moving from Team B to Team A). Eligible teams must make any roster moves before Conference Finals or National Finals, whichever comes first.
- 2.3.2. Participants may not be listed as an athlete and a coach on the same roster.
- 2.3.3. If an athlete is listed on the signed roster with an incorrect hat number, the onsite Water Polo Canada delegate will make the change of hat number in the RAMP Gamesheet App. The team will be assessed 1 demerit for signing an incorrect scoresheet.
- 2.3.4. If an athlete who is on a team's event roster, but has not been listed on the scoresheet, is found to be in the water or on the team bench, the delegate will add the missing player's name to the scoresheet. The team will be assessed 1 demerit for signing an incorrect scoresheet.

- 2.3.5. If during the course of a game, an illegal player is found to be in the water (i.e. athlete not on the scoresheet and not registered online), the athlete shall not be permitted to play and the non-offending team shall decide if the game will be restarted from the beginning of the match or continued from the current point. In this scenario, an Incident Report will need to be written and submitted to the NTO Coordinator, Senior Manager of Leagues and Pathans and the League and Events Manager. If an illegal player is found after the match is over, the game will not be replayed. The Discipline Committee will review the report to determine if suspension, fines, forfeiture of match or another penalty deemed appropriate should be levied on the team who used an illegal player.
- 2.3.6. Athletes may only compete with the club with which they are registered as a primary, secondary, tertiary or fourth club member. The following exceptions will apply:
- 2.3.6.1. Senior NCL athletes, excluding Senior National Team athletes, may participate on any team provided they meet the requirements in 2.3.1. above.
- 2.3.6.2. Athletes who receive funding from their home province but wish to play for an NCL club outside of their home province because 1) they are training at the NTC and/or 2) there are no NCL clubs within their province, are eligible to apply for an exemption that will allow them to compete for a club in a different province, without having to give up their home province registration.
- 2.3.6.3. Athletes who participate in one NCL category for their home club but cannot play for their own club in a 2nd NCL category because their club has not entered a team into that category can submit an exemption request to play for a club in a different province of registration (without switching their registration) if they meet all the following conditions:
- The athlete is playing in either the 15 and under, 17 and under NCL category for their primary, secondary, tertiary or fourth club.
 - The athlete is unable to play in either the 15 and under, 17 and under NCL category for their primary, secondary, tertiary or fourth club because their club does not offer that team.
 - The athlete is unable to play in the specified NCL category for another club in their province of registration because no other club(s) has registered a team in the specified NCL category or the club(s) who have entered cannot accommodate the athlete on their team(s).

If an athlete meets all the above conditions, they are eligible to apply for an exemption to rule 2.3.7. The exemption request must be submitted to the Senior Manager of Leagues and Pathway and the Leagues & Events Manager and must clearly show the required conditions have been met.

2.3.6.4. Player Loan forms must be submitted to Senior Manager of Leagues and Pathway and the Leagues & Events Manager prior to an athlete being eligible to compete. The WPC office will confirm once the athlete is eligible to be added to the team's roster.

2.3.7. 17 and under and Senior athletes must compete in at least one event of the regular season to be eligible for the respective category's playoffs (East/West Conference Championships, National Finals, and the Senior National Championships). Extenuating circumstances may exist for injuries or other situations. The team will need to submit an official letter of appeal to the Senior Manager of Leagues and Pathway and the Leagues & Events Manager along with verification.

2.3.8. Athletes training at the National Team Centre (NTC) on a full-time basis are eligible to play in the Senior NCL category of the NCL. NTC athletes must have their club choice approved by the Senior National Team Staff in conjunction with the Senior Manager of Pathways and Leagues and the League and Event Manager. WPC will consider the following criteria when determining whether to accept or deny a placement for the athlete: club history of the athlete, positional need of the team, previous league placement of the team, logistics, and competitive balance. The Senior NT athletes are on loan from the NT during the Senior season, and as such, ALL NT activities will take precedence over Senior games.

2.4. Duration of the Game

2.4.0. 15 and under, 17 and under, 19 and under and MLWP (Senior) games shall consist of four (4) quarters of eight (8) minute stop time with a two (2) minute interval break between periods.

2.4.1. Stop time will be used throughout the game, unless a 10-goal differential is reached. Once a 10-goal differential is reached run time will be used. Should a team reduce the goal differential to below 10, stop time will be re-introduced.

2.4.2. Regular season or finals events that have a round robin followed by a medal round will use World Aquatics tie breaking procedures for any teams tied after round robin play.

- 2.4.3. Finals events where there is only round robin play, will require every game to have a definitive winner. For any game ending with a tied score at the end of regulation will proceed to a shootout to determine the winner. The World Aquatics shootout procedure will be applied, only 3 shooters instead of 5. Regular season round robin games will end in a tie.
- 2.4.4. Elimination or qualification games during the Championship competitions (East/West Conference Championships, National Championships, Open Championships and Senior Nationals) ending with a tied score at the end of regulation will proceed to a shootout to determine the winner. The World Aquatics shootout procedure will be applied.

2.5. Pool Specifications

- 2.5.0. The distance between the goal lines shall be twenty-five (25) meters. The width of the field of play shall be twenty (20) meters. The boundary of the field of play at each end shall be zero point three (0.30) meters behind the goal line. The depth of the field of play shall be two (2) meters.
 - 2.5.0.1. WPC will allow a variance of a maximum of 20% on the length and depth of the field of play and a maximum of 40% on the width for regular season games.
 - 2.5.0.2. WPC will allow a variance of a maximum of 15% on the width, length, and depth for the Championship competitions (East/West Conference Championships, National Finals, Open Championships and Senior Nationals).

2.6. Competition Formats

- 2.6.0. The **15 and under** categories shall observe the following competition format and calendar:
 - 2.6.0.1. 15U Eastern and Western Championships will be an open registration. Any team that is in good standing with WPC and the PSO are eligible to register a team to compete.
 - 2.6.0.2. The Championship format will be determined by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager on an annual basis.
- 2.6.1. The **17 and under** categories shall observe the following competition format and calendar:
 - 2.6.1.1. Teams shall play a regular season spanning between November and May of each year. Teams shall be divided into a Western Conference

(British- Columbia, Alberta, Saskatchewan and Manitoba) and an Eastern Conference (Ontario, Quebec and Atlantic Canada).

- 2.6.1.2. Where possible, teams shall further be divided into divisions based on regional proximity.
- 2.6.1.3. The 17U category will be a tiered competition format, when possible, with all matches played as a part of large tournament weekends.
- 2.6.1.4. Teams will play a minimum of 15 regular season games
- 2.6.1.5. The playoffs shall consist of a Western Championship and an Eastern Championship, which will take place late April / early May. Each team from within the conference will automatically qualify for their respective regional Championship. The top four (4) finishers at each respective Championship will qualify for the National Finals (last weekend of May).
- 2.6.1.6. The format for the regular season, regional Championships and National Finals shall be determined by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager on an annual basis.
- 2.6.2. The **19 and under** categories shall observe the following competition format and calendar:
 - 2.6.2.1. As there is no longer a 19U League in the NCL, 19U club teams will now have the option to participate in various Provincial Sport Organization (PSO) and club organized 19U events.
 - 2.6.2.2. The playoffs shall consist of an open National Championship hosted by WPC. The 19U event will be open to any properly sanctioned club in the country wishing to participate in the event (assuming there are no restrictions on the maximum number of teams that can be accommodated).
- 2.6.3. The **Senior** categories shall observe the following competition format and calendar:
 - 2.6.3.1. Teams will play a regular season spanning between December and May of each year. Teams shall be divided into a Western Division (British-Columbia, Alberta, Saskatchewan, and Manitoba), Ontario Division and a Quebec Division where possible.
 - 2.6.3.2. Teams from Ontario and Quebec will play a minimum of 15 regular season games. Teams from the West will play a minimum of 15 regular

season games.

2.6.3.3. The Senior category like the 17U category will be a tiered competition format, when possible, with all matches played as a part of large tournament weekends.

2.6.3.4. The regular season format and Senior National Championships shall be determined by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager on an annual basis.

2.6.4. The format of the 17U National Finals will be determined by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager on a year-by-year basis.

2.6.4.1. The location of both the 17U and 19U National Finals will be determined on a yearly basis by a bid committee led by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager. Cities and Tourism Associations will submit a bid to WPC with the hosting rights going to the best overall bid as determined by the bid committee. This bid will also identify the local club that will be part of the hosting committee.

2.7. Point System

2.7.0. In the regular season, teams in the 15 and under, 17 and under and Senior NCL categories will receive three (3) points for a win and one (1) point for a tie.

2.8. Tie Breaking Procedure

2.8.0. In the event there are teams tied in the standings during round robin play, the World Aquatics bylaw 9.6.3 shall be used to rank the teams.

2.8.1. In the event two (2) teams are tied in the standings during the regular season of the 17 and under and Senior NCL categories the following tie breaking procedures will be used to rank the teams:

2.8.1.1. Head-to-head record

2.8.1.2. Goal difference against the highest placed team

2.8.1.3. If the two teams are tied for first place, the goal difference against the next highest placed team

2.8.1.4. If the teams remain tied, goals for and against the highest or next highest placed team.

2.8.1.5. If the teams remain tied the two teams will go to shootout

2.8.1.6. Random Draw

2.8.2. In the event three (3) teams are tied in the standings during the regular season of the 17 and under and Senior categories the following tie breaking procedures will be used to rank the teams:

2.8.2.1. Goal differential between the three tied teams

2.8.2.2. Goals scored between the three tied teams.

2.8.2.3. Goal differential against a higher ranked team

2.8.2.4. Overall goal differential

2.8.2.5. Overall goals for

2.8.2.6. Random draw

2.8.2.7. Once a team advances the two (2) tie breaking procedure shall be employed to rank the remaining teams.

3. Championship Awards

3.1. Championship Trophy and Banners

3.1.0. WPC will provide a trophy and banner to the winning team and medals (gold, silver, and bronze) for each of the Championship events identified below.

3.1.0.1. 15 and under Western Champions

3.1.0.2. 15 and under Eastern Champions

3.1.0.3. 17 and under Western Champions

3.1.0.4. 17 and under Eastern Champions

3.1.0.5. 17 and under National Champions

3.1.0.6. 19 and under National Champions

3.1.0.7. Senior National Champions

3.2. Individual Awards

3.2.0. The following individual awards will be presented at the respective 15 and under Western and Eastern National Championship events:

3.2.0.1. All-Star Team

3.2.1. The following individual awards will be presented at the respective 17 and under

Western and Eastern Championship events:

- 3.2.1.1. Regular season All-Star Team
- 3.2.1.2. Regular season Top Goal Scorer

3.2.2. The following individual awards will be presented at the 17 and under National Finals and 19 and under Open Championships:

- 3.2.2.1. Most Valuable Player
- 3.2.2.2. Most Valuable Defensive Player
- 3.2.2.3. Most Valuable Goalie
- 3.2.2.4. Most Valuable Coach

3.2.3. The following individual awards will be presented at the Senior National Championships.

- 3.2.3.1. Senior NCL regular season Most Valuable Player
- 3.2.3.2. Senior NCL regular season Top Goal Scorer
- 3.2.3.3. Senior NCL regular season Most Valuable Defensive Player
- 3.2.3.4. Senior NCL regular season Most Valuable Goalie
- 3.2.3.5. Senior NCL regular season Most Valuable Coach
- 3.2.3.6. Senior Nationals Championships Most Valuable Player

3.2.4. Participating teams will be asked to provide votes for regular season awards and all- star team awards. The team of delegates responsible for Championship events will select the Most Valuable awards.

3.2.5. The NCL Club Cup will be awarded at the 17U National Finals to the club who has accumulated the most points over the course of the NCL season, across all four categories of competition. Points will be awarded as follows:

- Conference Championships: 3 points for Gold, 2 points for Silver, 1 point for Bronze.
- National Championships: 6 points for Gold, 4 points for Silver, 2 points for Bronze.
- Open Championships: 6 points for Gold, 4 points for Silver, 2 points for Bronze.

4. Abuse-Free Sport and the NCL

4.1. What is Abuse-Free Sport?

As of Friday, March 24, 2023 Water Polo Canada officially joined Abuse-Free Sport, the new independent program to prevent an address maltreatment in sport, managed by the Office of the Sport Integrity Commissioner (OSIC).

4.2. What it means?

As of March 24, 2023 a new complaint process will be in effect, and as part of the Agreement signed between WPC and the Sport Dispute Resolution Centre of Canada (SDRCC) in connection with its Office of the Sport Integrity Commissioner (OSIC), designated registrants of Water Polo Canada will become subject to the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS) under the Abuse-Free Sport umbrella. These designated registrants are referred to as “WPC UCCMS participants”.

4.3. Who are the “WPC UCCMS participants”?

WPC UCCMS participants are:

- any individual associated with WPC’s National Team and High-Performance programs (including Regional Development Centres) such as athletes, coaches or any other staff or individual supporting one of these WPC programs and/or interacting with any of these WPC programs’ participants;
- **WPC’s National Championship League (NCL) and WPC’s National Inter- Provincial Championship participants including all athletes, all team coaches and all other staff associated with teams as well as all WPC staff, contractors, technical officials and event volunteers involved in these tournaments;**
- all WPC Board Members, WPC employees/contractors and WPC committee volunteers.

4.4. What is the new complaint process?

The new complaint process is available at [LINK](#).

For abuse, maltreatment, violence, bullying, harassment, discrimination, or similar kind of safe sport concerns – i.e., UCCMS violations - where the respondent (the person who engaged in such violations) is a UCCMS Participant, please contact Abuse-Free Sport. UCCMS participants include athletes, coaches, officials, and WPC staff operating at the National level – including the NCL. Abuse-Free Sport reports can be filed through: <https://sportintegritycommissioner.ca/report>.

For other matters or if you are not sure, Water Polo Canada’s Independent Third Party

(ITP) - Ms. Lise Maclean - is a key point of contact for individuals wishing to make a complaint under Water Polo Canada's Code of Conduct and Ethics / Discipline and Complaints Policy or any other relevant policies. Should the matter be of another nature, Ms. Maclean will know where to re-direct someone from the Canadian water polo community who has a concern.

5. Judiciary – NCL specific processes

This section as well as the following (The NCL Code of Conduct) is specific to the NCL and is meant to deal with "Field of Play" or "NCL environment" situations that are different than those addressed at section 5 just above. For situations that constitutes UCCMS violations, section 5 "supersedes" such NCL specific processes.

5.1. Definition

- 5.1.0. This section applies to clubs, teams, athletes, coaches, officials, chaperones, and parent fans, and other team personnel and herein will be referred to as a "participant".
- 5.1.1. An incident is referred to as an event in which a participant is ejected from the game or competition venue due to any behaviour deemed to be detrimental to the image of the league, WPC and the sport of water polo (i.e. brutality, red card and misconduct). All participants are expected to act in a manner in which reflects a positive image. Incidents may occur before, during or after a NCL match as well as any adverse comments made publicly about the league or any of its members. An incident also refers to withdrawals, forfeits or code of conduct violations.
- 5.1.2. Each discipline issue will remain on a participants' record for a period of five (5) years. A physical assault of another participant outside of the field of play will remain on a participants' record indefinitely.
- 5.1.3. A minor incident is defined as an event that requires no sanction up to a maximum of a three (3) game suspension.
- 5.1.4. A major incident is defined as an event that requires four (4) or more games suspension. Other incidents may be deemed major incidents if they involve: repeat offenders, defaults, forfeits, withdrawals, illegal participants, a failure to adhere to sanctions or code of conduct violations.
- 5.1.5. Sanctions will apply to all NCL events and may be carried over to other categories and seasons in which that participant is partaking.

5.2. Responsibilities and Authority

- 5.2.0. The NCL incident reporting form found in Appendix D: Incident Reporting Form must be completed by game officials (referees and delegates) and submitted to the League Coordinator for all incidents defined in section 5.1. above within 24-hours after the conclusion of the match / incident.
- 5.2.1. Delegates and WPC Representatives have the authority to give an athlete, coach or spectator a yellow or red card, depending on the action of the participant, if they see an action that is missed by the official.
- 5.2.2. The delegate(s) may suspend a participant up to a maximum of one (1) game without review by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager. A written report must be provided to the participant in question (via the club) and the Senior Manager of Leagues and Pathway and the Leagues & Events Manager prior to the sanction being applied.
- 5.2.3. The Senior Manager of Leagues and Pathway and the Leagues & Events Manager may suspend a participant up to a maximum of three (3) games without review by the Discipline Committee. A written report must be provided to the participant in question (via the club) prior to the sanction being applied.
- 5.2.4. The Discipline Committee will review all major incident reports and provide a written discipline report to the interested parties (via the clubs) after receiving the incident.
- The Discipline Committee may also review minor incidents at the request of the Senior Manager of Leagues and Pathway and the Leagues & Events Manager.
- 5.2.5. Water Polo Canada can transfer any NCL incident review from the NCL judiciary process to the WPC Code of Conduct and Disciplinary Procedure policy, if deemed appropriate by the executive director of WPC. A brutality will carry an automatic one (1) game suspension. A second brutality within the same season, regardless of the category, will carry an automatic three (3) game suspension. A third brutality within the same season will result in a suspension for the remainder of the season.
- 5.2.6. A player who receives three disqualifications and in one season, regardless of category, will automatically receive a one game suspension, in addition to any suspension determined by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager and/or the Discipline Committee. If a player receives four disqualifications in one season, regardless of category, it will be deemed a major incident and reviewed by the Discipline Committee.

- 5.2.7. The League and Events Manager and/or the Discipline Committee will decide whether player suspensions resulting from disqualifications and/or brutalities are served in the category they were received in, within a different category (if applicable), or across multiple categories (if applicable) on a case-by-case basis.
- 5.2.8. A coaching red card will carry an automatic one (1) game suspension. Coaching red cards apply towards the category the red card was received in. A second red card for misconduct within the same season will carry an automatic two (2) game suspension. A third red card for misconduct within the same season will carry an automatic three (3) game suspension.
- 6.2.8.1. If a coach receives a red card and the suspension cannot be served because the team the coach received the red card with has no games remaining in the season, the carded individual will not be allowed to coach another one of his/her NCL teams without first serving the suspension with that team.
- 6.2.8.2. If a coach receives four (4) total red cards, regardless of the category, it will be deemed a major incident and reviewed by the Discipline Committee. The Discipline Committee can levy additional sanctions upon review, including sanctions outside the category in which the fourth (4th) red card was received.
- 5.2.9. All decisions from the Senior Manager of Leagues and Pathway and the Leagues & Events Manager and/or the discipline committee will be sent to the club of the involved participants.

5.3. VIDEO REVIEW

- 5.3.0. A video review may be requested for disciplinary action by the head coach of a team within 1 hour of a game's completion. This review may be for new claims or for review of a call for additional sanctions to be put in place. A fee of \$100 CAD, payable by cash only, must accompany the request for video review. If the review results in new or additional disciplinary action, this fee will be refunded. The process below outlines how the video review request can be submitted and the process that will be followed to review video.
- 5.3.1. The Head Coach of a team must indicate to the Senior Manager of Leagues and Pathway and/or the Leagues & Events Manager onsite or the NTO that they would like the video to be reviewed for disciplinary action. At this time, they must indicate the quarter, the approximate time of the game the incident took place and the location of the action.
- 5.3.2. The Senior Manager of Leagues and Pathway and/or the Leagues & Events Manager and the NTO will then review the video to decide if an incident did

occur. It is important to note that only the official WPC video will be reviewed at this time. No other video will be considered.

5.3.3. Once the video is reviewed the following steps will be take:

6.3.3.1. If the video is reviewed and disciplinary action is not applied, no further action will be taken.

6.3.3.2. If the video is reviewed and an incident did take place.

Senior Manager of Leagues and Pathway and/or the Leagues & Events Manager, along with the NTO will discuss with the officials and delegate of the game to gain an understanding from their point of view what took place during the game.

Senior Manager of Leagues and Pathway and/or the Leagues & Events Manager and the NTO may request from both team's additional video footage of the incident.

Depending on the severity of the incident, the Senior Manager of Leagues and Pathway and/or the Leagues & Events Manager and the NTO may make the decision to provide sanction(s) for those involved in the incident. The Senior Manager of Leagues and Pathway and/or the League and Events Manager can provide up to a 2-game suspension for incidents without further review.

6.3.4. if the incident requires further investigation/review the Senior Manager of Leagues and Pathway and/or the Leagues & Events Manager and NTO will provide all evidence to the Disciplinary Committee for further review and discussion, as well as the recommendation on sanctions that will be given.

5.4 Protests

5.4.1 The delegate(s) shall be responsible for the handling of all protests. While reviewing a protest, any delegate who is perceived to have a conflict of interest with the matter at hand, must be removed from the review. All decisions rendered by the delegate(s) are final and cannot be appealed.

5.4.2 Teams may only protest a technical error. A technical error does not include a judgement call made by a referee regarding the interpretation of a rule. Video replay cannot be used in protests.

5.4.3 All protests must be submitted to delegate, up to (30) minutes following the final game time indicated on the electronic scoresheet. A fee of \$100 CAD, payable by credit card only, must accompany the protest (the fee shall be refunded if the

protest is successful). Protests must be in writing using Appendix E: Protest Form.

5.5 Appeals

- 5.5.1 Incidents may be appealed with the exception of protests and referee rule interpretations; the discipline committee is the final arbiter of all discipline issues and its decisions cannot be appealed
- 5.5.2 Player transfer requests may not be appealed.
- 5.5.3 Suspensions of two (2) games or less from a delegate may be appealed directly to the Senior Manager of Leagues and Pathway and the Leagues & Events Manager.
- 5.5.4 Suspensions of three (3) games or less from the Senior Manager of Leagues and Pathway and the Leagues & Events Manager may be appealed directly to the Discipline Committee.
- 5.5.5 Suspensions from the Discipline Committee cannot be appealed.
- 5.5.6 Appeals must be submitted within 24-hours after the interested parties receive the verdict and may only be submitted in electronic format accompanied by a \$200 administration fee payable by PayPal (paypal@waterpolo.ca) only. Clubs, represented by the President, may submit appeals on behalf of a club participant.
 - 5.5.6.1 While under review, the rendered verdict will remain active and the participant must adhere to the imposed decisions.
 - 5.5.6.2 Appeals will be reviewed and decided within seven business days after receiving the official request and payment. The participant will be reimbursed the administration fee if the appeal is successful.

5.6 Team Forfeits and Defaults

- 5.6.1 A team that forfeits a regular season game will receive a sanction of \$250 per game forfeited.
- 5.6.2 A team that forfeits four (4) regular season games will not be permitted to participate in the current year's National Finals.
- 5.6.3 A team that has qualified for the Nationals Finals (Senior or 17U), but does not participate, will receive the following sanction:
 - 5.6.3.1 30 days or more notice prior to the first day of competition will result in a \$1,500 sanction;

5.6.3.2 Within 30 days will result in a \$2,000 sanction that will be provided to the team who replaces the defaulting team as a travel grant.

5.6.3.3 Within 7 days will result in a \$4,000 sanction that will be provided to the team who replaces the defaulting team as a travel grant.

5.6.4 Forfeits that result because of a force majeure or other circumstance outside of team control will not result in a sanction. WPC will review these situations on a case by case basis.

5.7 Demerit System

5.7.1 For minor violations of qualifying handbook regulations, teams will receive demerit points. After receiving six (8) demerit points, the team will be fined \$250 by WPC. If a team receives another three (3) demerit points, another fine of \$250 will be levied. Every demerit after the tenth (13th) demerit will result in a \$100 fine from WPC.

A coach after receiving six (6) demerit points, regardless of team or division will be fined \$250 by WPC and a subsequent fine of \$250 for every 2 demerits thereafter. A coach's demerits will also count towards team and club totals.

In addition, if a club with three (3) or less teams in the NCL/Senior receives a total of fifteen (18) demerits OR if a club with four (4) or five (5) teams in the NCL receives a total of twenty (22) demerit points OR if a club with more than five (5) teams in the NCL receives a total of twenty-five (27) demerits, then, in addition to the individual team fines levied, the club shall be fined an additional \$750.

Fines must be paid through PayPal (paypal@waterpolo.ca) within a week of receiving notice of the fine.

5.7.2 The following violations will result in demerits (all demerits are per offense):

5.7.2.1 Receiving a player misconduct (excluding for an illegal entry) or a coaching red card – 2 Demerit

5.7.2.2 Receiving a brutality - 3 Demerits

5.7.2.3 Signing a scoresheet with an incorrect roster - 1 Demerit.

5.7.2.4 Violation of WPC clothing policy (ex. Different base color of swimsuits) – 1 Demerit

5.7.2.5 Not having a certified coach because of a red card suspension - 3 demerits

5.7.2.6 The above list is not inclusive, and the Senior Manager of Pathways and League or the League and Events Manager can determine other violations

that will result in demerits on a case-by-case basis. Certain violations can result in multiple demerits (i.e., failure to have certified coach).

- 5.7.3 The Senior Manager of Leagues and Pathway and the Leagues & Events Manager will issue all demerits along with a notice of cause. Extenuating circumstances will be taken into consideration.

6. The NCL Code of Conduct

6.1. Participant Responsibilities

6.1.1. A participant attending a NCL match shall agree that:

- 6.1.1.1. There will be no possession or use of any illegal substances, recreational drugs and/or performance enhancing drugs.
- 6.1.1.2. If under the age of majority in the province of the competition, there will be no possession or use of alcohol.
- 6.1.1.3. If over the age of majority, there will be no supplying of alcohol to minors (as defined by the laws of the province of the competition).
- 6.1.1.4. Any physical damage occurring, or cost arising from missing items in a room, is the responsibility of the registered occupant(s) unless some other person(s) are proven responsible. If more than one person is sharing a room, cost will be shared equally, if there is no admission of guilt. The club involved shall be responsible for collecting any such costs.
- 6.1.1.5. Any contravention is sufficient grounds for a participant to be sent home at his/her own expense.
- 6.1.1.6. Any contravention of the above will be dealt with by the club involved. If the club fails to act responsibly, WPC has the obligation to impose sanction and to collect any money outstanding.
- 6.1.1.7. Unacceptable behaviour shall include:
 - 6.1.1.7.1. Committing any act which would be considered an offence under federal, provincial or municipal laws, or the rules of the facility. An offender shall immediately be sent home. When this is not possible, the offender shall, at their own expense, be sent home as soon as possible, disqualified from further games within the tournament, and the home provincial association

staff person shall be informed by telephone or fax.

6.1.1.7.2. Gross misbehaviour.

6.1.1.7.3. Unsportsmanlike conduct.

6.1.1.7.4. A participant reporting for a game in an impaired condition.

6.2. Chaperone Responsibilities

6.2.1. Be responsible for the safety and well-being in conjunction with the team coach; be responsible for the behaviour of players during the times they are not under the control of the coaching staff or manager.

6.2.2. Report to the coach any sickness or injury, and any incidents likely to bring discredit to the team, provincial association or country. Together with the coach, decide upon disciplinary action to be taken.

6.3. Coaches' Responsibilities

6.3.1. Determine curfew times, no later than midnight.

6.3.2. Determine team meeting times and places.

6.3.3. Control athletes during practices and games.

6.3.4. Assume duties of chaperone when chaperone is unavailable.

6.4. Referee's Responsibilities

6.4.1. Be responsible for the safety and well-being in conjunction with the team coach, be responsible for behaviour of players during warm up, game time and post activity on the pool deck.

6.4.2. Represent yourself to the best of your ability in a neutral manner as a referee of WPC.

6.4.3. Represent yourself to the best of your ability in a professional manner as a representative of WPC.

6.5. Doping Control

6.5.1. WPC has fully adopted the policies of the Canadian Centre for Ethics in Sport (CCES) and the Canadian Anti-Doping Program (CADP) available online at <http://www.cces.ca/en/antidoping/cadp>. WPC strongly opposes the use, possession and supply of banned substances and practices in competitive water

polo, either during training or competition in Canada or abroad by Canadian athletes, coaches, medical, para-medical or other support staff.

- 6.5.2. As a deterrent, WPC will participate in announced and unannounced doping control of athletes in accordance with the CCES CAPD.

Appendix A: NCL Advisory Council Terms of Reference

NAME: NCL ADVISORY COUNCIL (“Council”)

Operational Committee reporting to the WPC Chief Executive Officer

TERM: Ongoing annually updated

MANDATE: To provide a forum for discussion around the National Champions League and the National Provincial Championship.

KEY DUTIES: To review and discuss operational matters in relation to the NCL/NPC. The Advisory Group will bring issues or matters that are pertinent and have an impact on the operations or success of the NCL/NPC.

AUTHORITY: The Advisory Group holds no authority to bind the Corporation. At all times WPC will work with the PSOs and clubs to implement plans and ideas that are beneficial to all but may, in some circumstances, take a leading role and implement an idea or plan that does not meet the expectations of a minority of the PSOs and/or clubs.

COMPOSITION: The Advisory Group will be comprised of the following:

- Chief Executive Officer will be an ex-officio Advisory Group.
- WPC High Performance Director
- WPC Senior Manager of Leagues and Pathways
- WPC League and Event Manager
- Other Staff members as required
- Each registered PSO will have one representative on the Advisory Group.
- Other invited guests may be part of the meeting(s) and will serve in an informational capacity.

MEETING: The Advisory Group will meet as required.

- The Advisory Group will meet bi-monthly via conference call.
- The Advisory Group will meet otherwise when required to discuss an important or immediate requirement.

RESOURCES: When necessary to inform the conversation around an agenda item, WPC staff or Members of the WPC Board of Directors (in addition to those listed above), and/or subject matter experts will be invited to join the meeting for that discussion(s).

AREAS OF FOCUS:

At least once annually, the Advisory Group will review the operational plan for the NCL/NPC upcoming season.

OPERATIONAL PLAN:

All actions and work of the Advisory Group are directed towards achieving the best outcome and results for Water Polo Canada and its members.

EVALUATION: To track progress in an ongoing manner, a matrix of key performance indicators (KPIs) will be reported to the Chief Executive Officer.

REPORTING: The Advisory Group meeting minutes will be available to the Chief Executive Officer on an ongoing basis.

- A section in the Annual report will be added to report on the NCL/NPC accomplishments.
- The Key Performance Indicators matrix will be made available to the Chief Executive Officer quarterly.

REVIEW AND APPROVAL:

The Advisory Group will review these Terms of Reference once a year, and when updates are made, the document will be submitted to the WPC Chief Executive Officer for approval.

Appendix B: Discipline Committee Terms of Reference

Name:

Discipline Committee

Mandate:

To provide guidance and implement standards for all competition related matters, any behaviour deemed to be detrimental to the image of the league or contrary to the WPC code of conduct for the various NCL age categories (15 and under, 17 and under, 19 and under and Senior).

Key Duties:

1. Create disciplinary standards for all NCL categories.
2. Review the Judiciary section of the NCL Handbook on an annual basis.
3. Record keeping of all incident reports.
4. Record keeping of participants' disciplinary records.
5. Review minor incidents as needed.
6. Review and evaluate all major incidents.
7. Final arbiter in the appeal process.
8. Create precedents for minor and major incidents.
9. Ensure written reports are being distributed to interested parties on a timely basis as per the standards outlined in the NCL Handbook.

Authority:

The discipline Committee will work with the Senior Manager of Leagues and Pathways and the League & Events Manager and provide recommendations to WPC regarding the judiciary section of the NCL Handbook.

Composition:

- League and Events Manager – Chair
- Neutral representative
- NTO Coordinators
- International Liaison

Appointment and Succession:

- WPC staff will be appointed.
- Neutral representative will be appointed by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager.
- NTO Coordinators will be contracted by WPC.
- International liaison appointed by the Senior Manager of Leagues and Pathway and the Leagues & Events Manager.

Meetings:

The Discipline Committee will meet on an ad-hoc basis by conference call or webinar.

Objectives:

1. To develop, maintain and implement judiciary standards for the NCL.
2. Review the NCL Handbook section related to judiciary on an annual basis.

Appendix C: Officials Working Group Terms of Reference

Name:

Officials Working Group (hereafter OWG)

Relationship to Water Polo Canada:

The OWG is associated with Water Polo Canada is a working group that advises Water Polo Canada on matters related to the OWG's mandate.

Mandate:

The OWG's mandate is to regulate, monitor, and communicate all matters regarding water polo officials, with particular attention to their development, certification, and representation.

Scope:

Given the OWG's mandate, the OWG shall develop and restrict its annual workplan to: (1) regulating the development of officials and learning facilitators, including any materials related to their promotion and certification; (2) monitoring the progress of officials by tracking and recording evaluations in a central database; and (3) communicating rule interpretations according to best practices established domestically and internationally. The OWG may articulate political positions and policies related to this scope.

Membership:

The OWG will **comprised** of voting members, with a maximum of one voting member from each province. Voting members shall have a minimum certification of National Certified and must be active according to Water Polo Canada's records. Where no representative is available or eligible, the seat will remain vacant for that province or region. One appointment shall be reserved for the Maritimes region (e.g., representing New Brunswick, Nova Scotia, and Newfoundland and Labrador) when there are members with eligibility in that region.

The OWG may recruit, from time to time, temporary non-voting actors to support its initiatives through activities relating to administration, taking stock, promotion, appraisal, and development of new ideas or materials. Temporary non-voting actors can be from any province or region and with or without official certification.

Chair and Responsibilities:

The OWG shall elect a Chair annually. The Chair shall be voting member of the OWG. The Chair shall serve a one-year term with no term limits required. The Chair is responsible for ensuring the OWG carries out its mandate within its scope. Additionally, the Chair is responsible for setting and facilitating meetings, striking and monitoring committees, and recruiting non-voting members to support the OWG's activities and initiatives.

Meetings:

Meetings can be held remotely or in person. They will be held quarterly (August, October, January, April), or when needed, at greater frequency. In April of each year, the current OWG will set the time and rough agenda for the following annual term starting in the following August. In August of each year, the OWG will hold its first meeting during which the OWG will elect its Chair and determine its annual workplan and priorities, which can then be revised at subsequent meetings. Exact meeting dates and times shall be set by the Chair approximately one-month in advance. Non-voting members cannot attend meetings, unless otherwise invited by the Chair.

During the final meeting of the first term, a subcommittee (excluding the Chair) will lead a review of these terms of reference.

Quorum:

Two thirds of voting members must be present to constitute quorum.

Decision-making:

All decisions require a simple majority, except for the election of Chair which shall require a two-thirds majority. For decisions where there is a tied vote, the Chair shall provide the tiebreaking vote.

Appointments:

Appointments for voting members shall be held for two annual terms with no term limits. Voting members shall be appointed through a process determined and administered by their respective Provincial Sport Organizations (or similar body). All calls requesting nominations for appointments will be made four months prior to the August meeting.

In the case that no provincial sport organization (or similar) exists or lacks the capacity to conduct an election, an election will be held run by current OWG that includes a call for nominations of National Certified referees in the area. All provincial certified referees or higher who are registered as active in that particular province or region will be eligible to vote, if a vote is needed. After the first year during which all appointments shall be made, appointments shall alternate among provinces and regions according to the following schedule in Table 1.

Odd years	Even years
British Columbia	Alberta
Saskatchewan	Manitoba
Ontario	Quebec
Maritimes Region	

Appendix D: Incident Reporting Form

Date: _____ Location: _____ Event: _____

Game#: _____ Time/Quarter _____

of Incident:

Officials

Delegate(s)			
Referees			

Game and Incident Participant Details

	White Team		Blue Team	
Team				
Coach				
Hat #	Name	Hat #	Name	

Incident Description by referee(s) or delegate(s)

Decisions / Recommendations by delegate(s)

Event:	Date:	Time/Quarter of incident:
Game #:	White Team:	Blue Team:
World Aquatics or Handbook rule(s) in violation:		
What technical error occurred and who was at fault?		
How did the technical error affect the outcome of the game?		
Diagram (if applicable)		