

SNOWBOARD YUKON DISCIPLINE POLICY

PREAMBLE

1. Snowboard Yukon is committed to providing a sport environment which is athlete-centered, and which is characterized by open, clear communication and honesty, fairness and mutual respect.
2. Snowboard Yukon believes that these values and ideals should guide all our communications and actions, and that such conduct is in the best interests of all who participate in the sport of snowboarding.
3. Membership in Snowboard Yukon brings with it many benefits and privileges. At the same time, members are expected to fulfill certain responsibilities and obligations, including but not limited to, complying with the policies, rules and regulations of Snowboard Yukon and CSF. (Canada Snowboard Federation)
4. The Code of Conduct identifies the standard of behaviour which is expected of all Snowboard Yukon members. Members who fail to meet this standard will be subject to the disciplinary sanctions identified within this policy.
5. Where the reported behaviour may constitute harassment, or is of a similar sensitive nature, Snowboard Yukon will keep all proceedings under this policy confidential, except where disclosure is directed by the Discipline Panel as part of a sanction, is required by law or is in the best interests of the public.
6. If the person(s) whose conduct is being investigated may be guilty of a criminal offence, the matter may be referred to the appropriate authority.
7. For the purpose of this policy, days are considered to be calendar days unless otherwise indicated.

APPLICATION

1. This policy applies to members of Snowboard Yukon, and members include athletes, coaches, officials, volunteers, and board members.
2. Discipline matters arising within the business, activities or events of clubs, provincial associations or affiliates of Snowboard Yukon shall be dealt with using the discipline policies and mechanisms of such organizations.

TYPES OF INFRACTIONS

1. Major infractions are instances of misconduct that violate the Snowboard Yukon Code of Conduct and that result, or have the potential to result, in harm to other persons, to Snowboard Yukon or to the sport of snowboarding.
2. Minor infractions are single incidents of misconduct that breach the Code of Conduct but generally do not result in harm to others.

Examples of major and minor infractions are shown in Appendix A.

INCIDENT REPORTING PROCEDURE

1. Individual may report in writing, a Code of Conduct violation using the Incident Report Form in Appendix B.
2. Such report shall be submitted to the President of Snowboard Yukon or to any executive board member.
3. It shall be at the sole discretion of the Snowboard Yukon board to determine if the infraction is best dealt with as a minor infraction, or if a hearing is required to address the incident as a major infraction.

DISCIPLINARY PROCEDURE FOR MINOR INFRACTION

1. Procedures for dealing with minor infractions shall be informal as compared to those for major infractions and shall be determined at the discretion of the Snowboard Yukon board or designate, provided the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident.

2. The following disciplinary sanctions may be applied, singly or in combination, for minor infractions which may be of a singular occurrence:

- a) Verbal reprimand.
- b) Written reprimand to be placed in individual's file.
- c) Verbal apology.
- d) Hand delivered written apology.
- e) Team service or other voluntary contribution to Snowboard Yukon.
- f) Suspension from the current competition or activity.
- g) Other sanctions as may be considered appropriate for the offence

DISCIPLINARY PROCEDURE FOR MAJOR INFRACTION

1. If the incident is to be dealt with as a major infraction and a hearing is required, the alleged offender shall be notified as quickly as possible. And in any event no later than 3 working days from date of receipt of the incident report, and shall be advised of the procedures outlined in this policy.

2. Within 3 days of receiving the incident report, the President or appointed designate shall appoint three individuals to serve as a Discipline Panel. The Discipline Panel shall hold the hearing as soon as possible but not more than 7 days after the incident report is first received by Snowboard Yukon. The Discipline Panel shall govern the hearing as it sees fit, provided that:

- a) The individual being disciplined shall be given 5 days written notice (by courier or fax) of the day, time and place of the hearing. The Panel may decide to conduct the hearing in person or by telephone or video conference.
- b) The individual being disciplined shall receive a copy of the incident report with their notice to appear before the panel.
- c) Members of the Panel shall select from among themselves a Chairperson.
- d) A quorum shall be all 3 Panel members.
- e) Decisions shall be by majority vote; the Chairperson carries a vote.
- f) The individual being disciplined may be accompanied by a representative.
- g) The individual being disciplined shall have the right to present evidence and argument.
- h) The hearing shall be held in private.
- i) The panel may request that witnesses to the incident be present or submit written evidence.
- j) The panel shall render its decision, with written reasons within 5 days of the hearing to the President of Snowboard Yukon, the complainant and the respondent.
- k) Once appointed, the Panel shall have the authority to abridge or extend timelines (within a reasonable time frame) associated with all aspects of the Hearing.
- l) The decision shall be held on file with Snowboard Yukon.

3. The preceding provisions may be modified, or added to, as required by the provisions of any other pertinent Snowboard Yukon or CSF policy (e.g. Snowboard Yukon Anti-Harassment Policy). 8. The Discipline Panel may apply the following disciplinary sanctions, singly or in combination, for major infractions depending on the nature and severity of the incident:

- a) Written reprimand to be placed in individual's file.
- b) Hand delivered written apology.
- c) Referral to counseling.
- d) Termination of employment or contract, temporary suspension with or without pay, demotion or pay cut, removal of certain privileges of employment
- e) Suspension from certain Snowboard Yukon or CSF events which may include suspension from the current competition, teams, programs, or other Snowboard Yukon supervised activities.
- f) Suspension of all Snowboard Yukon funding.
- g) Suspension from certain Snowboard Yukon activities (i.e. playing, coaching or officiating) for periods of up to one year.
- h) Suspension from all Snowboard Yukon activities for periods of up to one year.
- i) Expulsion from Snowboard Yukon.
- j) Other sanctions as may be considered appropriate for the offence
- k) CSF and Sport Canada will be notified of the disciplinary actions as required.

Enforcement of the sanctions shall be the responsibility of the Snowboard Yukon board.

4. The preceding sanctions may be modified, or added to, as required by the provisions of any other pertinent Snowboard Yukon or CSF policy (e.g., Snowboard Yukon's Anti-Harassment Policy).

5. Unless the Discipline Panel decides otherwise, any disciplinary sanctions applied shall take effect immediately. Failure to comply with the sanction as determined by the Discipline Panel will result in automatic suspension of membership or participation in Snowboard Yukon until such time as the sanction is dealt with.

APPEALS PROCEDURE

1. Both the complainant and respondent shall have the right to appeal the decision and recommendations of the Panel, in accordance with Snowboard Yukon's Appeal Policy.

RECORDS AND USE OF DECISIONS

1. Snowboard Yukon shall maintain a record of all decisions of Hearing and Appeal Committees and Discipline Panels regarding matters of harassment and discipline.

2. The Committees and Panels may consider the decisions of previous Committees and Panels but are not bound by the precedent.

3. Names of persons disciplined may be disclosed to the extent necessary to give effect to any sanctions imposed.

APPENDIX A

1. Examples of minor infractions.

- a) A single incident of disrespectful, offensive, abusive, racist or sexist comments or behaviour directed towards others, including but not limited to peers, opponents, athletes, coaches, officials, administrators, spectators and sponsors.
- b) Unsportsmanlike conduct such as angry outbursts or arguing.
- c) A single incident of being late for or absent from Snowboard Yukon or CSF events and activities at which attendance is expected or required.
- d) Non-compliance with the rules and regulations under which Snowboard Yukon or CSF events are conducted, whether at the local, provincial, national or international level.

2. Examples of major infractions

- a) Repeated incidents of disrespectful, offensive, abusive, racist or sexist comments or behaviour directed towards others, including but not limited to peers, opponents, athletes, coaches, officials, administrators, spectators and sponsors
- b) Repeated unsportsmanlike conduct such as angry outbursts or arguing.
- c) Repeated incidents of being late for or absent from Snowboard Yukon or CSF events and activities at which attendance is expected or required
- d) Activities or behaviour which interferes with a competition or with any athlete's preparation for a competition
- e) Pranks, jokes or other activities which endanger the safety of others.
- f) Deliberate disregard for the rules and regulations under which Snowboard Yukon or CSF events are conducted, whether at the local, provincial, national or international level.

g) Abusive use of alcohol where abuse means a level of consumption which impairs the individual's ability to speak, walk or drive; causes the individual to behave in a disruptive manner; or interferes with the individual's ability to perform effectively and safely

h) Any use of alcohol by minors.

i) Use of illicit drugs and narcotics.

j) Use of banned performance enhancing drugs or methods.

k) Three or more minor infractions constitute a major infraction.

