

<b>Policy Name:</b> Code of Conduct and Ethics	<b>Date of Approval:</b> February 19 <sup>th</sup> , 2020	<b>Activation Date:</b> February 20 <sup>th</sup> , 2020
<b>Approved By:</b> Board of Directors	<b>Version:</b> 2020.2	<b>Replacing Previous Version:</b> 2020.1
<b>Review Cycle:</b> 3 Years or as Required		

### 1.1 Definitions

- a) In this Code of Conduct and Ethics Policy the following terms mean:
- i. “Individuals” – All categories of membership defined in the Association’s Bylaws, as well as all individuals engaged in activities with the Association including, but not limited to; athletes, coaches, managers, officials, volunteers and committee or board members.

### 1.2 Purpose

- a) The purpose of this code is to ensure a safe and positive environment within MGA programs, activities and events by making individuals aware that there is an expectation of appropriate behavior consistent with the MGA’s mission and objectives. The MGA support equal opportunity; prohibits discriminatory practices and is committed to providing an environment in which all individuals are treated with respect.

### 1.3 Application of this Code

- a) This code applies to individual’s conduct during MGA business, activities and events including, but not limited to competitions, practices, training camps, travel associated with MGA activities, and any association meetings. This policy does not apply to any MGA employees as such matters are governed by the MGA’s policies that expressly apply to its employees.
- b) An individual who violates this code may be subject to sanctions pursuant to the MGA’s Discipline and Complaints Policy. In addition to facing possible sanctions pursuant to the MGA’s Discipline and Complaints Policy, an individual who violates this code during a competition may be ejected from the competition and field of play, and the individual may be subject to sanctions pursuant to that competition’s policies.
- c) This code also applies to individuals’ conduct outside of the MGA’s business, activities, and events when such conduct adversely affects relationships within the MGA (and its work and sport environment) and is detrimental to the image and reputation of the MGA. Such applicability will be determined by the MGA at its sole discretion.

### 1.4 Responsibilities

- a) Individuals have a responsibility to maintain and enhance the dignity and self-esteem of individuals and other individuals by:
- i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identity, gender expression, sex, sexual orientation, religion, political belief, or economic status.
  - ii. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees or members
  - iii. Demonstrating the spirit of sportsmanship, sport leadership and ethical conduct
  - iv. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
  - v. Consistently treating individuals fairly and reasonably
  - vi. Adhering to the MGA's rules and policies, the rules of the sport and the spirit of those rules and policies
- b) Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious. Types of behaviour that constitutes harassment include, but are not limited to:
- i. Written or verbal abuse, threats, or outbursts
  - ii. The display of visual materials which is offensive or which a reasonable person ought to know is offensive in the circumstances
  - iii. Persistent unwelcome remarks, jokes, comments, innuendos or taunts
  - iv. Leering or other suggestive or obscene gestures
  - v. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
  - vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
  - vii. Any form of hazing where hazing is defined as any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking athlete by a more senior teammate, which does not contribute to either athlete's positive development, but is required to be accepted as part of a team, regardless of the junior-ranking athlete'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 based on class, number of years on the team or athletic ability.
  - viii. Physical assault
  - ix. Retaliation or threats of retaliation against an individual who reports harassment to the MGA
  - x. Bullying

- xi. Repeated offensive or intimidating phone calls or email
  - xii. Displaying or circulating offensive pictures, photographs or materials in electronic or printed form
  - xiii. Psychological abuse
  - xiv. Discrimination
  - xv. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, demeaning or intimidation
  - xvi. Behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating negative or hostile environment
- c) Refrain from any behavior that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favors or conduct of a sexual nature. Types of behavior that constitutes sexual harassment include, but are not limited to:
- i. Sexist jokes
  - ii. Sexual violence
  - iii. Display of sexually offensive material
  - iv. Sexually degrading words used to describe a person
  - v. Inquires or comments about a person's sex life
  - vi. Unwelcome sexual flirtations, advances or propositions
  - vii. Inappropriate sexual touching, advances, suggestions or requests
  - viii. Unwanted physical contact including but not limited to touching, petting, pinching or kissing
  - ix. Sexual assault
- d) Refrain from any behavior that constitutes violence, where violence is defined as the exercise of physical force, that causes or could cause physical injury; an attempt to exercise physical force that could cause physical injury; or a statement or behavior that is reasonable to interpret as a threat to exercise physical force. Types of behaviors that are applicable to this section include but are not limited to:
- i. Verbal threats to attack
  - ii. Sending to or leaving threatening notes or emails
  - iii. Making threatening physical gestures
  - iv. Wielding a weapon
  - v. Hitting, pinching or unwanted touching which is not accidental
  - vi. Throwing an object
  - vii. Blocking normal movement or physical interference, with or without the use of equipment
  - viii. Any attempt to engage in the type of conduct outlined above
- e) Abstain from the use of illegal drugs or the use of performance-enhancing drugs or methods. The MGA adopts and adheres to the [Canadian Anti-Doping Program](#). Any infraction under this program shall be considered an infraction of this code and may be subject to further disciplinary

action and possible sanction, pursuant to the MGA's Discipline and Complaints Policy. The MGA will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, where imposed by the MGA or any other sport organization.

- f) Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development or supervision of the sport, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and is recognized by the Canadian Center for Ethics in Sport (CCES).
- g) Refrain from the use of power or authority in attempt to coerce another person to engage in inappropriate activities.
- h) Refrain from consuming tobacco/vaping products or recreational drugs while participating in the organization's programs, activities, competitions or events.
- i) In the case of adults, avoid consuming alcohol in competitions and situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol and recreational drugs in adult-oriented social situations associated with the Organization's events.
- j) Respect the property of others and not willfully cause damage. Damage to the property of others, theft or vandalism shall be held totally responsible and shall be required to make reimbursement or restitution
- k) Act in a sportsmanlike manner and not display an appearance of violence, foul language or gestures to other players, officials, coaches or spectators
- l) Promote the sport in the most constructive and positive manner possible
- m) Adhere to all federal, province, municipal and host country laws
- n) Refrain from engaging in deliberate cheating which is intended to manipulate the outcome of a competition and/or not offer or receive any bribe which is intended to manipulate the outcome of a competition
- o) Comply, at all times, with the MGA's bylaws, policies and procedures, rules and regulations, as adopted and amended from time to time
- p) Treat other coaches with respect
- q) Report to the MGA any ongoing criminal investigation, conviction, or existing bail conditions involving yourself, including but not limited to those for violence, child pornography or possession, use or sale of any illegal substance

### 1.5 Volunteers

In addition to Section 1.4 *Responsibilities* volunteers have additional responsibilities. Volunteers are a critical part of the organization and the organization's success is directly related to volunteers carrying out their assigned responsibilities. Volunteers will:

- a) Act with honesty and integrity while carrying out any assigned responsibilities
- b) Comply with both the letter and the spirit of any training or orientation provided by the MGA
- c) Take responsibility for actions and decisions. Following reporting lines to facilitate the effective resolution of problem
- d) Prudently manage and allocate assets and resources, both financial and material
- e) Use inoffensive language
- f) Dress professionally, neatly and inoffensively
- g) Not exceed the authority of the assigned position
- a) Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol, tobacco or cannabis.
- h) Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if the volunteer is in a position of power, trust or authority over the athlete.

### 1.6 Coaches

In addition to Section 1.4 *Responsibilities*, coaches have many additional responsibilities. The coach athlete relationship is a privileged one and plays a critical role in the personal, sport and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously. Coaches will:

- b) Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability and fitness levels of the involved athletes

- c) Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical psychological adjustments while refraining from using training methods or techniques that may harm athletes
- d) Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments
- e) Support the coaching staff of a training camp, provincial team or national team should an athlete qualify for participation with one of these programs
- f) Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decision that affect the athlete
- g) Act in the best interest of the athletes' development as a whole person
- h) Meet the coaching requirements and screening policy, as required by the MGA or hosting authority
- i) Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol, tobacco or cannabis.
- j) Respect athletes participating with other teams and in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of "coaching", unless after first receiving approval from the coaches who are responsible for the athletes
- k) Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if the coach is in a position of power, trust or authority over the athlete
- l) Recognize the power inherent in the position of coach and respect and promote their rights of all participants in sport. This is accomplished by establishing fair procedures for confidentiality, informed participation, fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights
- m) Dress professionally, neatly and inoffensively
- n) Not use offensive language, taking into account the audience being addressed
- o) Not exceed the authority of the assigned position

### 1.7 Athletes (with the assistance of caregivers where necessary)

In addition to Section 1.4 *Responsibilities*, athletes will have additional responsibilities to:

- r) Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice or completion.
- s) Participate and appear on-time and be prepared to participate to their best abilities in all competitions, practices, training sessions, and sanctioned events
- t) Properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification or other reason
- u) Adhere to the MGA's rules and requirements regarding clothing and equipment
- v) Never ridicule a participant for a poor performance or practice
- w) Dress in a manner representative of the MGA, focusing on neatness, cleanliness and discretion
- x) Act in accordance with the MGA's policies and procedures, and when applicable, additional rules as outlined by coaches or managers
- y) Refrain from consuming illegal drugs, alcohol, cannabis or performance enhancing substances or methods while participating in MGA sanctioned activities

### 1.7 Officials

In addition to Section 1.4 *Responsibilities*, officials will have additional responsibilities to:

- a) Maintain and update their knowledge of the rules and any rule changes
- b) Work within the boundaries of their position's description while supporting the work of other officials
- c) Act as an ambassador for the MGA by agreeing to enforce and abide by national and provincial rules and regulations
- d) Take ownership of actions and decisions made while officiating
- e) Respect the rights, dignity, and worth of all individuals

- f) Not publicly criticize other officials, clubs, the MGA or any other associations
- g) Assist with the development of less-experience or minor officials
- h) Conduct themselves openly, impartially, professionally, lawfully and in good faith in the best interests of the MGA, athletes, coaches, other officials and parents
- i) Be, equitable, considerate, independent, honest and impartial in all dealings with others
- j) Respect the confidentiality required by issues of a sensitive nature, which may include ejection, discipline processes, appeals and specific information or data about individuals
- k) Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or MGA at the earliest possible time
- l) When writing reports, set out the true facts and not attempt to justify any decisions
- m) Dress in proper attire for officiating

### *1.8 Parents/Guardians and Spectators*

In addition to Section *1.4 Responsibilities*, parents/guardians and spectators will have additional responsibilities to:

- a) Encourage athletes to compete within the rules and to resolve conflicts without resorting to hostility or violence
- b) Condemn the use of violence in any form
- c) Never ridicule a participant for making a mistake during a performance or practice
- d) Provide positive comments that motivate and encourage participants' continued effort
- e) Respect the decisions and judgements of officials, and encourage athletes to do the same
- f) Support all efforts to remove verbal and physical abuse, coercion, intimidation and sarcasm
- g) Respect and show appreciation to all competitors, coaches, officials and other volunteers



### *1.9 Board/Committee Members*

In addition to Section *1.4 Responsibilities*, Board of Directors and Committee Members will have additional responsibilities to:

- a) Function primarily as a member of the board and or committee(s) of the MGA; not as a member of any other particular member or constituency
- b) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibility of the MGA's business and the maintenance of individuals confidence
- c) Ensure the MGA's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities
- d) Conduct themselves openly, professionally, lawfully and in good faith in the best interest of the MGA
- e) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism
- f) Behave with decorum appropriate to both circumstances and position
- g) Keep informed about the MGA's activities, the provincial sport community and general trends in the sectors in which they operate
- h) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant always to the By-Laws which the MGA is incorporated
- i) Respect the confidentiality appropriate to an issue of a sensitive nature
- j) Respect the decision of the majority and resign if unable to do so
- k) Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
- l) Have a thorough knowledge and understanding of all MGA governance documents
- m) Conform to the By-Laws and Policies approved by the MGA