

BRITISH COLUMBIA LACROSSE ASSOCIATION

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BRITISH COLUMBIA LACROSSE ASSOCIATION

GENERAL OPERATING POLICY

1. CODE OF CONDUCT

1.01 **All individuals affiliated with the BCLA shall:**

- i) Attempt at all times to work toward the goals and objectives of the BCLA and the game of Lacrosse, and towards the betterment of its members.
- ii) Strive to heighten the image and dignity of the Association and the sport of Lacrosse as a whole, and to refrain from behavior which may discredit or embarrass the Association or the game.
- iii) Always be courteous and objective in dealings with other members.
- iv) Except when made through proper channels, refrain from unfavorable criticism of other members or representatives of the BCLA.
- v) Strive to achieve excellence in the sport while supporting the concepts of Fair Play and Drug-free sport.
- vi) Show respect for the cultural, social and political values of all participants in the sport.
- vii) As a guest in another province or foreign country, abide by the laws of the host jurisdiction and adhere to any social customs concerning conduct.

1.02 **An individual's conduct shall be in question when they:**

- i) Breach any of the above Section 1.
- ii) Use their position within the BCLA for unauthorized personal and/or material gains.
- iii) Willfully circulate false, malicious statements, derogatory to any other member of the Association.
- iv) Willfully ignore or break the By-Laws, policies and/or rules and regulations of the BCLA.
- v) Counsel others to ignore or break the by-laws, policies, and/or rules and regulations of the BCLA.

1.03 **General:**

- i) The BCLA endorses the principles of natural justice and due process which allows any individual the right to a hearing and an appeal of any action which affects their rights.
- ii) The BCLA and its member governing bodies agree to honor and enforce disciplinary action taken by those governing bodies upon the completion of due process.

1.04 **Discipline Procedures:**

- i) Any report alleging a breach of Member obligation under this Code of Conduct shall be submitted in writing to the BCLA office within 15 days of the event/occurrence.
- ii) Upon receiving a report, the BCLA staff shall immediately notify the BCLA Executive who shall determine the merit of the complaint and determine if action is necessary.
- iii) If action is necessary, the President shall, with the Discipline Committee, appoint a date, time and place for which shall not be more than 30 days from the receipt of the report.
- iv) All interested parties will be notified of the proceedings and will have the opportunity to attend the hearing of the Discipline Committee at their own expense.
- v) The Discipline Committee may call witnesses and demand any pertinent information which it deems necessary to arrive at a decision.
- vi) The decision of the Discipline Committee will be announced by the Chair of the Discipline Committee within 7 days of the hearing and all interested parties will be provided with a copy of the written decision. Interested parties is defined as those parties who are directly involved in the proceedings.

- vii) Any individual whose rights are directly affected by a decision of the Discipline Committee may appeal that decision to the Appeals Committee.
- viii) The procedure and time lines for a presentation to the Appeals Committee shall be the same as those set out for the Disciplinary Committee.
- ix) Disciplinary action taken under this Code of Conduct section will be considered to be applicable to all disciplines of Lacrosse in B.C.

2. MEMBERSHIP

The Secretary shall record on a register of members the names of each Association, Team or Individual qualified for membership in accordance with By-Law II.

Player Registration forms will not be accepted from any Team or Association until membership requirements have been met and the Association or Team is recorded in the Register of Members.

3. FINANCING

- 3.01 The signing officers of the Association shall be the President, a Vice President, Treasurer, Executive Director, Secretary and one other executive member as designated by the executive. All financial transactions shall be signed by two of the signing officers, one of whom should be the Treasurer or the President.
- 3.02 At a meeting prior to the Annual Meeting, the Executive shall appoint a Budget Committee which shall have representation from the Directorates and be chaired by the Treasurer.
- 3.03 The Budget Committee shall prepare a budget for the Administrative and Service functions of the Association and shall assist the Directorates in preparing budgets for Programs and Development for the coming year.
- 3.04 Based upon the budgets prepared, the Treasurer shall recommend to the Annual Meeting the registration fees required for the coming year as outlined in **Appendix B: B.C. Lacrosse Registration Fees**.
- 3.05 Any changes in registration fees must be made by a resolution in accordance with By-Law XX, Section 3.
- 3.06 Any financial sponsorship secured by the BCLA shall not determine the location(s) of any Minor Provincials.

4. EXPENSES

Payment of expenses other than travel outlined below shall only be made on the authority of a purchase order issued by the Treasurer prior to incurring the expense.

To facilitate the general operation of the Association, the Treasurer may issue a general order to cover certain expenses specifically provided for as budgetary items.

5. TRAVEL

- 5.01 Travel expenses will be paid by the Association as follows:
 - (i) BCLA Executive and Operations Committee meetings, Annual and Special meetings, expenses of Executive members and Operations Committee members; and for other than

- Executive and Operations Committee meetings, as approved by specific Directorate or committee budget or as authorized by Special Resolution of the Executive.
- (ii) Senior Directorate, Minor Directorate, BCLOA, BCLCA, Field Directorate and Development Committee meetings, within the approved budget or as authorized by Special Resolution of the Executive.
 - (iii) CLA meetings -- three appointed delegates.
 - (iv) Other travel --as authorized by the Executive, and in the amount of:
 - Mileage -- .49c per km
 - Please Note:** That rate increases for kilometre expenses be left to the discretion of the BCLA Executive.
 - Ferry-- actual cost
 - Other fares -- actual cost
 - Meals -- up to \$40.00/day
 - Accommodation -- up to \$100.00/day

With the exception of mileage, receipts will be required for reimbursement of these expenses.

- (v) In exceptional circumstances, actual costs incurred over the allowed amounts may be paid at the discretion of the Treasurer.
- (vi) Transport and Support – Within the confines of the budget, the BCLA may offer assistance to conveners or attendees at Provincial Championships or invitational tournaments.

5.02 Out of Province and Out of Country Travel Permit

- (i) An application form for travel outside of province or country must be completed and submitted to the BCLA for approval within the following time lines:

Inter-Provincial Tournament	7 days before the event
Out of Country	14 days before the event
- (ii) All teams traveling out of country must arrange travel insurance.
- (iii) Only teams made up of players and coaches duly registered with the British Columbia Lacrosse Association (in the same discipline) can obtain a travel permit. A list of the team roster including coaches must accompany this travel permit. Coaches are to be identified by NCCP number and certification level.
- (iv) Traveling teams may only compete against teams or in tournament events approved in this permit. Games must be sanctioned by a recognized lacrosse governing body.
- (v) Traveling teams must adhere to the rules of the competition in which it is participating.
- (vi) Teams participating in any tournament or exhibition series shall abide by the rules of the Host in regards to any minor and major suspensions, which may be more or less severe than BCLA suspensions guidelines. Teams must ensure any suspensions in force from their local association are served during the games with game sheets marked accordingly on tournament games covered by this Permit. Suspensions may not be served during exhibition games. Any new suspensions received at the tournament shall be carried over and served during subsequent BCLA sanctioned games.
- (vii) Submission of a copy of all game sheets to your local commissioner within three (3) days of returning home from the tournament is required. Failure to do so may result in additional disciplinary action / suspension of the coach.
- (viii) Traveling teams shall remain subject to the BCLA Operating Policies & Codes of Conduct in regards to disciplinary matters and behavioural conduct. Teams are representing their local association and the BCLA, therefore, the conduct of the team must be indicative of this responsibility.

5.03 Cross-Border League Play

- (i) British Columbia teams playing in a league based outside the province of BC must be properly registered with the BCLA and an out of province or out of country travel permit

must be filed with the BCLA office before league play starts. The team must have permission from their local governing authority in order to participate in the out of province league and must inform the appropriate directorate of their intent to play in an out of province league based league before league play commences.

- (ii) Out of province teams playing in a British Columbia based league must have proof of extended health insurance and proof of liability insurance before playing in BC. The players must be properly registered with their teams and the team must have permission of their local governing authority to participate in the BC based league as well as permission of the local BC authority. The local BC authority must inform the appropriate directorate of the out of province team's participation before league play commences.

6. INSURANCE

Each year the Executive shall negotiate with a licensed insurance carrier, the cost of providing extended medical, accidental injury, and dental insurance for players, referees and team officials in all divisions. Such cost shall be separately negotiated for players and team officials in all divisions and for referees, and expressed as a per capita cost or Minor players and all referees, and as a per team cost for all Senior teams. For Minor players and all referees, this cost shall be added to the registration fee for each Minor player and all referees. For Senior teams, this cost shall be separate from registration fees. Referees who are also registered players shall not be subject to two insurance fees.

7. PLAYER REGISTRATION

- 7.01 Each association or team shall complete BCLA approved Registration Form for every player, in sufficient copies to meet the needs of the Association. Any association or team failing to register each and every player and pay the appropriate registration fee may be suspended in accordance with By-Law II.
- 7.02 All Minor/Youth players (Box/Field) must register within the set boundaries (a primary residence within a city, town, municipality, school district, etc. of the appropriate Directorate as determined by the specific Commission/League.
- 7.03 The local Commissions/Leagues are responsible to administer these boundaries and for providing these boundaries to the BCLA Office, through their respective Directorates.
- 7.04 Any person legally residing, either temporarily or permanently, in British Columbia may register as a member of the B.C. Lacrosse Association.
- 7.05 US residents may become members with approval of the appropriate Directorate. Potential members must apply to Minor Box/Senior Box/Field Directorate for approval, and must follow the applicable registration and transfer procedures.
- 7.06 All members must have medical insurance (equivalent to B.C. Medical Insurance coverage). Members without a B.C. Care Card must provide proof of basic health insurance.

8. JURISDICTION

The Senior Directorate shall have jurisdiction over all Box Lacrosse players over the age of sixteen as at January 1 of each playing year, registered with teams/leagues as defined in the Senior Directorate Operating Policy.

The Minor Directorate shall have jurisdiction over all Box Lacrosse players sixteen years and under as at January 1 of each playing year, including all Female Box lacrosse Junior age and below, registered with teams/leagues as defined in the Minor Directorate Operating Policy. Box

players of 17 years of age may be covered under the Minor Directorate as per conditions set up in Regulation 7 of the Minor Operating Policy.

The Field Lacrosse Directorate shall have jurisdiction over all Field Lacrosse players, registered with teams/leagues as defined in the Field Directorate Operating Policy.

The Recreation Directorate will have jurisdiction over all players on teams, in leagues or in programs not under the jurisdiction of the Senior, Minor or Field Directorates.

9. PLAYING YEAR

The playing year shall be from January 1 to December 31 in any calendar year.

10. PLAYING AGE

The playing age shall be the age of the individual player prior to January 1 of the playing year.

11. SUSPENSIONS AND DISCIPLINE

- 11.01 All BCLA members shall recognize that all disciplinary actions and suspensions given in the Field Directorate, Senior Directorate, Minor Directorate, Recreation Directorate, B.C. Lacrosse Coaches Association, B.C. Lacrosse Volunteer Leadership Association and the B.C. Lacrosse Officials Association will be served in that Directorate or Technical Support Group, unless upon a recommendation of the residing body, it is deemed by the BCLA Executive that the infraction warrants a suspension from all sectors or any other sectors of the BCLA. The only exception will be that a Minor Directorate player is not permitted to play with a Senior Directorate team until the player's suspension with the Minor team has been served and if a Minor Directorate player receives a suspension while playing up on a Senior Directorate team, the player is not able to play for their minor team until the suspension for the allotted number of games assessed in the Senior Directorate has been served with the team the player is registered with.
- 11.02 All outcomes of suspensions during hearings shall be reported to the BCLA Office for permanent record. The records are accessible by staff for access to Hearing /Appeal Chairs, Directorates, Technical Support Groups and/or Leagues/Commissions upon request for Suspension and/or Discipline Hearings and Appeals.

12. GENDER EQUITY

- 12.01 The BCLA is committed to providing both genders with full and equal opportunity to participate in and lead the BCLA's administration, programs and activities.
- 12.02 The BCLA will encourage Gender Equity by:
- a) Ensuring that the achievement of equal opportunities is a key consideration when developing, updating or delivering BCLA programs;
 - b) Ensuring that the needs and concerns of both genders are identified, promoted and supported;
 - c) Ensuring that the governance structure encourages and promotes full and equal opportunities of both genders;
 - d) Ensuring that all staff has equal opportunities to participate in decision-making, advance in management, and receive equal remuneration.
 - e) Co-operating with other organizations such as Sport Canada, Sport B.C., CAAWS, et al., to promote equal opportunities for both genders;
 - f) Providing international leadership with the IF in the promotion of equal opportunities for both genders;

- g) Encouraging all international games and event organizers to provide for equal opportunities for both genders to participate.

13. HARASSMENT

- 13.01 The BCLA is committed to promoting a sport environment in which the terms and conditions of participation are equitable and non-discriminatory. Every participant has the right to be treated with dignity and respect and to work, train and compete in a milieu conducive to productivity, self-development and performance advancement based upon individual interest and ability. The BCLA will foster a sport environment free of harassment on the basis of race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, sex, sexual orientation, disability, age, marital/family status or an offence for which a pardon has been granted.
- 13.02 Harassment means any behaviour by a person engaged in any paid or volunteer capacity, role, or function with the BCLA that is offensive to any person or group of people and which the individual knew or ought to have known would be unwelcome.
- 13.02.1 Harassment may be intentional or unintentional and can take many forms, but generally involves conduct, comment, or display which is insulting, intimidating, humiliating, hurtful, demeaning, belittling, malicious, degrading, or otherwise causes offence, discomfort, or personal humiliation or embarrassment to a person or group of people.
- 13.03 The following types of harassment are intolerable, whether or not individuals complain:
- 13.03.1 **Abuse:** Abuse can be physical, emotional or sexual.
- (i) **Physical Abuse** - using physical force or actions that result, or could result, in injury.
 - (ii) **Emotional Abuse** - a pattern of hurting an individual's feelings to the point of damaging their self-respect. It includes verbal attacks on the individuals, insults, humiliation or rejection.
 - (iii) **Sexual Abuse** - using an individual for sexual stimulation or gratification unless, in the case of an adult, that individual consents.
- 13.03.2 **Harassment:** Any behaviour that satisfies one or more of the following definitions of Harassment.
- (i) **Personal Harassment:** Behaviour, including communications, conduct or gesture, which:
 - (a) is insulting, intimidating, humiliating, hurtful, malicious, degrading, or otherwise offensive to an individual or group of individuals (including a statement with respect to a Prohibited Ground or otherwise); and
 - (b) would be considered by a reasonable person to create an intimidating, humiliating or uncomfortable work or sport-related environment.
 - (ii) **Sexual Harassment:** Behaviour involving unwelcome sexual advances, requests for sexual favours or other communication (verbal or written) or physical conduct of a sexual nature when:
 - (a) such conduct might reasonably be expected to cause embarrassment, insecurity, discomfort, offence or humiliation to another person or group; or
 - (b) submission to such conduct is made, implicitly or explicitly, a condition of employment or participation in a sport-related activity; or
 - (c) submission to or rejection of such conduct is used as a basis for any employment or sport-related decision; or
 - (d) such conduct has the purpose or the effect of interfering with a person's work or sport performance or of creating an intimidating, hostile or offensive work or sport environment.

- (iii) **Retaliation:** Acts of Retaliation: Types of behaviour that may constitute Harassment include, but are not limited to:
- (a) written or verbal abuse or threats;
 - (b) physical assault
 - (c) unwelcome remarks, jokes, innuendoes, or taunting about a person's body, sexual orientation, attire, age, marital status, ethnic or racial origin, or religion;
 - (d) displaying of racist or other offensive or derogatory material, racial, ethnic or religious graffiti;
 - (e) practical jokes, hazing or initiation rites which cause awkwardness or embarrassment, endangering a person's safety or negatively affecting performance;
 - (f) obscene gestures;
 - (g) intimidation;
 - (h) behaviour which undermines self-respect or adversely affects performance or working conditions;
 - (i) false accusations of Harassment motivated by malice or mischief, and meant to cause other harm.

13.03.3 **Retaliation:** Any action taken against an individual in retaliation for:

- (i) having initiated this policy on behalf of himself/herself or another individual;
- (ii) having participated or co-operated in any investigation under this policy; or
- (iii) having associated with anyone who has invoked this policy or participated in an investigation.

13.03.4 **Prohibited Ground:** The BC Human Rights Code provides that no person shall discriminate against another person with respect to, amongst other things, employment, publications, accommodation, service, and facilities on any of the following grounds (the "Prohibited Grounds"): race, marital status, sex, colour, conviction for an offence, age, ancestry unrelated to employment, sexual orientation, place of origin, physical disability, political belief, mental disability, family status, religion.

13.03.5 **Reasonable Person Standard:** In relation to a determination of Harassment under this policy, an assessment of responsibility that takes into account not only what the Complainant and Respondent actually experienced, knew, or understood about one another or the situation, but also what a reasonable person in each of their circumstances would or ought to have experienced, known, or understood.

13.03.6 **Responsible Adult:** Where the Complainant or the Respondent is a minor (under 19), or otherwise unable to speak for himself or herself, a parent, guardian, or other adult of the person's choice who may speak on behalf of the Complainant or Respondent.

13.04 It is the overall objective of the BCLA Policy on Harassment to create and maintain a work and sport environment free from harassment. Individuals who experience harassment are encouraged to take the appropriate actions to put an end to the harassment and seek adequate redress.

13.04.1 Harassment which is unintentional may be stopped by informing the harasser(s) that the behaviour is offensive. If the behaviour continues, the individual should file a complaint in the manner described in the BCLA Complaint Review Procedure.

13.04.2 If an individual feels uncomfortable or threatened about confronting the harasser(s) on their own, a complaint should be filed directly in accordance with the BCLA Complaint Review Procedure.

13.04.3 The BCLA takes any complaint seriously, and will investigate and respond in a sensitive, effective and timely manner.

13.05 The BCLA believes that harassment is a serious offence. It is also a serious offence to falsely accuse someone of harassment.

13.05.1 If the results of the investigation find that there has been harassment or that there has been an intentional false accusation of harassment, appropriate disciplinary action will be taken in accordance with the BCLA Discipline Policy.

14. DOPING CONTROL PROGRAM

14.01 Position Statement

14.01.1 The BCLA is unequivocally opposed, on ethical, medical and legal grounds to the practice of doping in sport and fully supports the position of Sport Canada and the Canadian Centre for Drug Free Sport (CCDS) against the use of banned substances and methods.

14.01.2 The use, possession, and/or trafficking of banned substances, methods or recreational drugs, or the encouragement or counseling to use banned substances, methods or recreational drugs; and/or taking measures to mask the use of banned substances, methods or recreational drugs by any member of the BCLA or its member associations is unacceptable, constitutes doping violations, and will not be tolerated.

14.01.3 The B.C. Lacrosse Association endorses and adopts The Canadian Policy on Penalties for Doping in Sport as developed and issued by the Canadian Centre for Drug-Free Sport.

14.02 Definitions

14.02.1 The BCLA defines doping as the use by, or distribution to, a player of banned substances or methods (below) which could have the effect of improving artificially the player's physical and/or mental condition and so augmenting their athletic performance.

14.02.2 In accordance with the Canadian Policy on Penalties for Doping In Sport, a doping infraction consists of doping infractions: the use of banned substances, and doping related infractions: infractions other than the use of banned substances or practices.

14.02.3 A doping infraction is the use of banned substances or practices. The reference for these substances and practices include the International Olympic Committee's published categories of banned classes and methods.

14.03 Doping related infractions are:

- a) Condoning the use of banned substances or practices;
 - b) Counseling or advising others to use banned substances or practices;
 - c) Avoiding or aiding in avoiding doping control and detection of banned substances or practices;
 - d) Securing, supplying or administering banned substances or practices;
 - e) Possession of banned substances without valid medical reason;
 - f) Importing or selling banned substances or materials intended for use in a manner contrary to anti-doping rules;
 - g) Refusal to participate in doping control;
 - h) Failing to co-operate as requested by any CCDS or sport-governing body investigation into a possible doping infraction;
- with the intent of violating anti-doping rules.

14.04 **Doping Control**

14.04.1 The BCLA acknowledges and endorses the Standard Operating Procedures (SOP) for doping control as developed through CCDS. Copies of the Canadian Doping Control Standard Operating Procedures are available upon request from the BCLA, CLA or CCDS.

14.04.2 The BCLA endorses the concept of Announced and Unannounced doping control as outlined in the CCDS Standard Operating Procedures.

14.04.3 The BCLA, through the CLA, will recommend anti-doping programs to the CCDS with the intent that all players selected to the National Team squads be tested.

14.05 **Doping Violations**

14.05.1 Any player producing a positive result in contravention of the BCLA Anti-Doping Policy shall be immediately ineligible for all competition, domestic and international.

14.05.2 In accordance with the SOP, a doping infraction may be proven by a positive test result obtained from an IOC accredited laboratory, or such other evidence which establishes a doping infraction (e.g. admission).

14.05.3 Whether a doping infraction is established by evidence other than a positive test result will be determined according to the Procedures for the Determination of Doping Related Infractions contained in the SOP.

14.05.4 The penalty for a doping infraction proven by a positive test result is calculated from the date of sample collection. Otherwise, a penalty is calculated from the decision of the Panel as set out in the Procedures for the Determination of Doping Related Infractions, with necessary modifications.

14.06 **Penalties**

14.06.1 **Doping Infractions.** Subject only to the provisions of reinstatement, the penalties for a doping infraction by an athlete are:
a) First infraction: 4 years ineligibility
b) Second infraction: life ineligibility

14.06.2 Subject only to the provisions of reinstatement, the penalties for a doping related infraction by a person other than an athlete are:
a) First infraction: life ineligibility

14.07 In cases where the infraction occurs at a major event (such as the World Cup), a person's four-year ineligibility will include the same major sporting event even if the date of the next event is beyond the four-year time period.

14.08 Subject only to the provision for reinstatement the Federal Government Sport Funding penalty for a doping infraction by any person is life ineligibility on the first infraction.

14.09 **Doping Related Infractions**

14.09.1 An athlete who has committed a doping related infraction will be subject to a lifetime ineligibility for direct federal sport funding, and a sport ineligibility for a minimum period of four years, except where the infraction and the athlete's misconduct is deemed by the BCLA to warrant a greater penalty.

14.09.2 Subject only to the provisions for reinstatement any person other than an athlete proven to have committed a doping related infraction shall be subject to a lifetime penalty in respect of direct federal sport funding and sport ineligibility.

14.09.3 Penalties for doping related infractions are calculated from:

- a) The date of refusal to be tested or avoiding doping control;
- b) In all other cases, from the decision of the Panel as set out in the SOP.

14.10 **Reinstatement**

14.10.1 A person who has been found to have committed a doping or doping related infraction may apply for reinstatement of sport eligibility and eligibility for direct federal sport funding under the guidelines established by the Canadian Policy on penalties for Doping in Sport. In all cases, the onus of proof of mitigating, exceptional or demonstrable circumstances for reinstatement rests with the sanctioned person.

14.10.2 As per the guidelines issued by the CCDS, there are three potential avenues for reinstatement.

a) **Category I**

Category I applies only to doping infractions involving stimulant class of banned substances when administered orally for medical purposes as defined from time to time by CCDS consistent with the IOC Charter Against Doping in Sport. On the first infraction an athlete may apply at any time to the BCLA to return to competition after three months. Subsequent infractions may be dealt with through Category II and III reinstatement.

b) **Category II**

Under limited and exceptional circumstances, a person who has committed an infraction with a four-year sport ineligibility and with a four-year ineligibility and who desires to be reinstated may apply to the CLA under Category II. The applicable limitations are described in the Criteria for Category II reinstatement issued by CCDS. In the event a person applies for Category II reinstatement for a second infraction as described in Category I reinstatement, the athlete shall remain ineligible to compete for a minimum of three months.

c) **Category III**

Unless otherwise reinstated, an athlete who has committed an infraction with a four-year penalty and who desires reinstatement must in all cases notify in writing the BCLA, CLA and CCDS of their desire for normal reinstatement of sport eligibility, once the applicable penalty has been served. Notice must be given 18 months prior to the date of desired reinstatement. The BCLA in conjunction with the CLA and the CCDS will determine the conditions which must be fulfilled during the remaining time period leading up to reinstatement.

15. FAIR PLAY CODES

15.01 The B.C. Lacrosse Association supports and promotes the Fair Play Codes as outlined in Appendix C of the General Operating Policy.

15.02 Remedial action to be from this Code will be deferred to the appropriate Governing Body who has jurisdiction, and their process of investigation and discipline shall apply.

16. RISK MANAGEMENT

16.01 The BCLA is committed to providing and promoting a safe environment for all members and staff, and shall adopt the Risk Management Program as outlined in the Risk Management Manual and its future updated materials.

17. CRIMINAL RECORD CHECK

- 17.01 All coaches who coach athletes 18 years of age or younger must submit to a criminal record check.
- 17.02 The criminal record check must be renewed every three (3) years, prior to the start of the regular season play.
- 17.03 Failure to provide a criminal record check could result in the individual being suspended from coaching.
- 17.04 The BCLA Executive strongly recommends that all associations with athletes 18 years of age or younger, institute a policy that states no adult should be alone with a child and there should always be at least two adults present at all times around a child.
- 17.05 It is the responsibility of the minor box associations, youth field associations, senior box teams, men's field teams and women's' field teams to ensure that the appropriate coaches have a current criminal record check on file. The CCR's are to be returned to a designated volunteer screening officer of the local association/team, who will confirm that the appropriate coaches have a current CCR. If there is a problem the CCR can be forwarded to the BCLA Volunteer Screening Officer for a resolution. The CCR box on the coaching form 100 must be filled in by the home association/team before submitting the form to the BCLA Office.

18. CONFIDENTIAL FILE

- 18.01 The BCLA Executive shall create and maintain a confidential file where information has been obtained about a BCLA Member or any individual desirous of becoming involved with the BCLA in so far as it regards a criminal record or pending criminal charge.
- 18.02 The BCLA Executive shall protect the personal information contained in the confidential file by making reasonable security arrangements against such risks as authorized access, collection, use, disclosure or disposal.
- 18.03 The BCLA Executive shall disclose the contents of its confidential file to the President or Head of any respective association with whom the "individual" is involved or proposes to become involved and the information contained therein must be communicated to the Executive of that respective association.
- 18.04 Prior to disclosing the personal information contained in the confidential file, the BCLA Executive shall make all reasonable efforts to notify the individual whose personal information is to be released.

19. WEBSITE PROTOCOL

The BCLA Website (www.bclacrosse.com) is a communication tool for the B.C. Lacrosse Association and its members to its members and other interested parties.

- 19.01 The BCLA General Operating Policy REGULATION 1: CODE OF CONDUCT will apply to all aspects of the BCLA Website, and any linked websites to the BCLA Website.
- 19.02 Disruptive and/or abusive behaviour will see the offending parties banned from the BCLA Fan Forum.
- 19.03 Posting of profanity, obscene, adult or abusive language or other obscene, adult or abusive material is strictly prohibited, and will be dealt with under the Code of Conduct.

- 19.04 Postings that could be unlawful, incorrect, libelous, and/or false will not be posted on the BCLA Fan Forum.
- 19.05 While the BCLA respects the privacy of others, the BCLA Executive and Webmaster will cooperate fully with any law enforcement authorities who request information in an investigation of any illegal (i.e., libelous, false, obscene, profane language and/or materials) behaviour.
- 19.06 The BCLA reserves the right to limit or ban anyone from the BCLA Fan Forum.

20. PRIVACY POLICY

- 20.01 The B.C. Lacrosse Association has adopted a Privacy Policy in accordance with the requirements of the British Columbia Personal Information Protection Act (PIPA). The Privacy Policy is applicable to the B.C. Lacrosse Association Executive Officers reporting directly to the Executive, Office Staff and other Employees; to the Minor, Senior, Recreation and Field Directorate Executive members; to the B.C. Lacrosse Coaches Association, the B.C. Lacrosse Volunteer Leadership Association and the B.C. Lacrosse Officials Association Technical Support Group Executive Members; to the B.C. Lacrosse Association Registrars and to members of the B.C. Lacrosse Association Committees.

Teams and Associations that are members of the B.C. Lacrosse Association are encouraged to create their own Privacy Policy.

21. AMENDMENTS

- 21.01 The General Section of the Operating Policy shall not be altered except at the BCLA Annual General Meeting and shall be made only by a majority vote of the members voting thereon.
- 21.02 Notice of the proposed amendment shall be given in writing to the BCLA Office at least forty-five days before the day of the Annual Meeting, and the proposed amendments shall be circulated to the members at least thirty days prior to the Annual Meeting.

APPENDIX A: BCLA APPEALS PROCESS

“**Member**” is defined as a person, association, club, league, etc. from all sectors including Minor, Senior, Field and Recreation Directorates, the B.C. Lacrosse Coaches Association, B.C. Lacrosse Volunteer Leadership Association and the B.C. Lacrosse Officials Association.

If a member wishes to appeal a decision/ruling made by the appropriate Commission (Minor and Field) or Commissioner (Senior) or the Recreation Directorate, the following will apply:

1. **First Appeal:** To the Appeal Board at Directorate Level
2. **Second Appeal:** If further appeal is felt to be necessary, the next step is to the Executive Board of the B.C. Lacrosse Association.

(a) General.

1. Any member in good standing has the right to appeal any decision or ruling of the Commissioner or other named person, who has the authority and responsibility based on their Operating Policies, Directives, League Agreements, to the Directorate Appeal Board. All Operating Policies, Directives, League Agreements may have valid limits of appeal and those will be honoured (i.e., not more than two games or a fine).
2. The decision of this Directorate Appeal Board is binding unless further appealed to the B.C. Lacrosse Association Executive Board.
3. All decisions by this Directorate Appeal Board must be in compliance with the B.C. Lacrosse Association Operating Policy and Constitution and By-Laws.

(b) Request for Appeal

1. A member may receive an initial verbal notification of a fine, suspension, or decision directly face to face, or by telephone. This must be followed by a formal written notification presented, faxed, e-mailed or mailed and post-marked within **seventy-two (72) hours** to the member after **initial notification**.
2. A person representing a Club who may receive such communication would generally be the General Manager of said Club, but due to absence may be given with good reasoning, to one of the following - President, Vice President or Coach/Co-Coach.
3. If the member feels the need to request review (appeal) then the member must supply the following:
 - a) **Within fourteen (14) days** of the date of written notification, written request for appeal to the Directorate Chair or delegate, clearly stating the basis of the Appeal. **NOTE:** Only matters stated in writing will be allowed to be addressed during the appeal.
 - b) Cheque, Cash or Cashier's Cheque in the amount of \$250.00.

(c) Appeal Board Members.

A list of thirty (30) responsible persons will be nominated and elected at the BCLA Annual General Meeting or the first BCLA Executive meeting thereafter.

NOTE 1: Chairs of Directorates, Commissioners (Minor, Senior and Field), and League representatives are not eligible for nomination.

NOTE 2: The realization that most people are connected in some form is prominent. The responsibility is everyone's to try to select the most neutral (removed) persons possible.

(d) Selection of Members to Hear Appeal.

1. After deciding to appeal, the Member shall send to the Directorate Chair or delegate the proper notification and meet the proper criteria. See Requests for Appeal, Number 3.
2. The Directorate Chair or delegate shall call and hold an Appeal meeting within fourteen (14) days of receipt of the above, and also select no less than three (3) up to seven (7) members of the Appeal Board to hear the appeal matter.
3. The Directorate Chair shall use his/her best judgment in selecting the members to hear this matter, realizing any perceived, real or imagined, conflict of interest. **It shall be the responsibility of the Directorate Chair or delegate to notify, communicate and secure the reports, records, witnesses, concerned parties, and all other pertinent materials as required for the Appeal as needed and requested.**
4. The general membership, if done at the Annual General Meeting, has selected their best selection of the Appeal Board, based on ability and neutrality.

(e) The Hearing of the Appeal. Based on only matters written on the Appeal, the following shall be the order of presentation:

1. The person who made the original decision to give brief overview of decision (background brief).
2. Appellant with guidelines of written appeal.
3. Any other Appellant in order of filing appeals.
4. The person who made original details, if necessary.
5. Other parties with jurisdiction (authority) that support decision of original.
6. Rebuttal of Appellants
7. Final statement of the Chair or Commissioner
8. Opportunity for Appeal Board questions
9. Adjournment - The Board to review evidence/presentations to make a decision.

(f) The Decision. The Decision, once made, would then be put in writing, clearly stating the following:

1. Decision
2. The Rationale of the Decision
3. Any further recommendations

All of the above shall be given to the Directorate Chair or delegate for distribution to the parties involved.

(g) Appeal Refunds

If the Appellant is successful, the cost of the Appeal (\$250.00) will be returned to the Club. If the Appellant is not successful, the money is then forfeited. There shall be no returning of moneys should the appeal be upheld. That will not be an option.

(h) BCLA Appeals

If a further appeal is warranted to the BCLA Executive Committee level, then a further \$250.00 will be required and a written appeal to the Executive Board started with the same time frames as indicated above.

APPENDIX B: 2008-2009 FEE SCHEDULE

SENIOR AND MINORBOX LACROSSE PLAYER REGISTRATION – 2008 Season

	TEAM FEE	INSURANCE	REGISTRATION
Senior A	\$250	\$385	\$53/Player
Senior B	\$150	\$385	\$53
Senior C	\$150	\$385	Year 1 \$15 Year 2 \$25 Year 3 \$53
Junior A	\$150	\$220	\$49
Junior B	\$100	\$220	\$49
Juvenile	\$100	\$220	\$29
Intermediate A	\$100	\$176	\$45
Intermediate B	\$100	\$176	\$45
Midget/Junior (Minor/Female)			\$43
Bantam (Minor/Female)			\$43
PeeWee (Minor/Female)			\$43
Novice (Minor/Female)			\$42
Tyke			\$42
Mini-Tyke			\$39
Female Box Lacrosse Recreational			\$15
Minor Box (First year associations)			\$15
Minor Box (Second year associations)			\$22

DEVELOPMENT SENIOR BOX LACROSSE PLAYER REGISTRATION – 2009 Season

	INSURANCE FEE	REGISTRATION
Senior Box	\$385	Year 1 \$15 Year 2 \$25 Year 3 \$53
Junior Box	\$220	Year 1 \$15 Year 2 \$25 Year 3 \$49
Intermediate Box	\$176	Year 1 \$15 Year 2 \$25 Year 3 \$45

Please Note:

- 1) Senior Clubs/Leagues who declare as recreational teams are not allowed to participate in any provincial championships.
- 2) If a new Senior League starts up from an area that does not currently have any organized Senior lacrosse, then they will start at Year 1 registration fees and graduate up to full fees after three years. They will be required to pay full insurance and team fees from Year One on.
- 3) If a new Senior League starts up from an area that currently does have organized Senior Lacrosse, then they will start at registration fees of Year 2, and graduate up the following year to full fees. They will be required to pay full insurance and team fees from the start.
- 4) If a recreational team starts a Senior League or joins an existing Senior League, then they will continue to pay full team and insurance fees.

FIELD LACROSSE PLAYER REGISTRATION – 2008-2009 Season

Please Note: Change in 2009-2010 Season

	REGISTRATION	
	2008-2009	2009-2010
Senior	\$45	\$49
Youth	\$40	\$44
Girls Field Lacrosse (House League – U19 and Below)	\$15	\$15
Youth Field/Girls Field (first year associations)	\$15	\$15
Youth Field/Girls Field (second year associations)	\$22	\$22

APPENDIX B: 2008-2009 FEE SCHEDULE – Page 2

RECREATIONAL OTHER LACROSSE PLAYER REGISTRATION – 2009 Season

REGISTRATION

Recreational (Non-School)

Masters Box	\$20/player
Masters Field	\$20/player
Emergency Services League	\$20/player
Senior Female Lacrosse	\$20/player
Groups approved by the Recreation Directorate	\$20/player

School Affiliate

\$ 0

BC COACHES ASSOCIATION FEES

Registration Fee	Paid with submission of Form 100's	\$10/Coach
Box Clinics	CBET - Community Coach - Initiation	TBD
	CBET - Community Coach - Development	TBD
	CBET - Competitive Coach – Introduction	TBD
	CBET - Competitive Coach – Development	TBD
	CBET Programs	TBD
Field Clinics		

B.C. OFFICIALS ASSOCIATION FEES

Registration Fees	Minor Box and Youth Field (Invoiced to Association)	\$10.00/Referee
	Senior Box and Senior Field (Paid by Referee)	\$45.00/Referee
Box Clinics	Entry Level 1	\$30.00
	Level 1	\$45.00
	Level 2	\$60.00
	Level 3 Minor	\$75.00
	Level 3 Senior	\$120.00
Field Clinics	First Year	\$30.00
	Levels 1/2	\$45.00
	Level 3	\$60.00

PAYMENTS TO REFEREES:

Senior Box Officials Payments (per game)

As set out by agreements with individual leagues.

Minor Box Officials Payment/Game

Mini-Tyke/Tyke	\$15
Novice (Minor/Female)	\$20
PeeWee (Minor/Female)	\$25
Bantam (Minor/Female)	\$30
Midget (Minor/Female)	\$35
Juvenile (Minor)/Junior/Senior (Female)	\$40

Youth/Senior Field Officials Payment/Game

Mini-Tyke (U6)	\$15
Tyke (U8)	\$20
Novice (U10)	\$20
PeeWee (U12)	\$25
Bantam (U14)	\$25
Midget (U16)	\$30
Junior Men's (U19)	\$35
Senior Men's	\$40

Women's Field Umpire Payment/Game

U15 League	\$20
U19 League	\$20
Senior League	\$25
U15 Club	\$20
U19 Club	\$25
Senior Club	\$30

APPENDIX C: FAIR PLAY CODES

FAIR PLAY CANADA, 1600 James Naismith Drive, Gloucester, Ont K1B 5N4
PHONE: (613) 748-5883/FAX: (613) 748-5890

FAIR PLAY Philosophy

Fair play is an attitude, a way of thinking. It can be taught and it can be learned. Once it's learned, it can apply to every aspect of a person's life. That's why fair play is so important and that's why all of us are responsible. At Fair Play Canada, they believe that the fair play philosophy becomes reality through the creation of a more ethical sport system, one that is democratic, open to all Canadians, and grounded in the principles of integrity, fairness and respect. Through sport, athletes learn about setting goals, working hard and having fun. They learn to respect their own abilities, and those of their competitors, and to value the effort of all participants, regardless of ability. When guided appropriately, athletes begin to realize that the joy of sport is as much in the effort as in the result.

Developing a more ethical sport system means addressing tough issues like violence and equity. In turn, both of those issues include difficult areas such as sexual harassment, the principles of team selection and participant involvement. Through fair play resources, advocacy, communications and training, we're working with partners at the national, provincial and municipal levels to create an atmosphere in which coaches, athletes, administrators and educators can make every athlete's sport experience a positive experience. They believe in an alternative and positive sport-model, one that closes the gap between fair play as a vision and fair play as a reality. We welcome your involvement.

FAIR PLAY Issues

To ensure a fair playing field, everyone involved in sport must support the principles of fair play – fairness, integrity and respect. When consistently applied, they not only provide a clear ethical framework for competition, but greater opportunities for getting the most out of the game. That's because they help participants focus on achievement rather than the desire to conquer an opponent.

Violence. Any physical aggression outside the rules of a sport is violence. Violence in sport reflects violence in our society; on television or the evening news, so too may we come to accept it as a fact of life in sport. It shouldn't be. The sport system must look at minimizing sources of frustration and at using the appropriate tools to control inappropriate behaviour. Officials must be empowered to enforce the rules.

Doping and Other Methods of Cheating. Winning is a reward for effort, will, discipline and talent. Violating the rules by taking performance-enhancing drugs or gaining any other unfair advantage over a competitor has nothing to do with winning; it's a form of cheating. It means that the participants are no longer all playing the same game; it demeans the efforts of every other participant, the integrity of the game and the essence of sport.

Respect. Unhealthy attitudes are just as harmful to the value and purpose of sport as unhealthy play. When opponents are viewed as enemies, officials are treated with contempt, and rules are seen only as obstacles to be overcome, nobody wins. Respect for the rules and for everyone involved is fundamental to the quality of sport and the integrity of the game.

Equal Opportunities and Fair Access. Sport is for everyone, regardless of age, sex, race or ability. Sport can have numerous benefits for everyone. All Canadians should have a range of choices and opportunities to be involved in sport.

FAIR PLAY: An Athlete's Role

Everyone involved in sport, from parents and spectators to athletes, officials and coaches, can and should play a part in promoting fair play. And the easiest way to do this is to lead by example; to always respect the written and unwritten rules of the game. It is also essential to learn how to constructively manage stress so that fair play skills and instincts will not be lost in the heat of competition. Here are some examples of how you can incorporate fair play into your sport or recreation activity.

As an athlete you have an opportunity to get the best out of sport. You can:

- Participate because you want to, not just because your parent or coach wants you to.
- Co-operate and respect your coach, teammates and opponents, because without them, there would be no game.

- Always try to control your temper. Competition is stressful and can provoke powerful emotions, but fighting and mouthing off spoil the game for everyone.
- Remember that winning isn't everything. While it's great to win, it should always be fun to play.

FAIR PLAY CODES FOR ATHLETES

1. I will participate because I want to, not just because my parents or coaches want me to.
2. I will play by the rules, and in the spirit of the game.
3. I will control my temper – fighting and mouthing off can spoil the activity for everybody.
4. I will respect my opponents.
5. I will do my best to be a true team player.
6. I will remember that winning isn't everything – that having fun, improving skills, making friends and doing my best are also important.
7. I will acknowledge all good players/performances – those of my team and of my opponents.
8. I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.

FAIR PLAY: A Coach's Role

Everyone involved in sport, from parents and spectators to athletes, officials and coaches, can and should play a part in promoting fair play. And the easiest way to do this is to lead by example; to always respect the written and unwritten rules of the game. It is also essential to learn how to constructively manage stress so that fair play skills and instincts will not be lost in the heat of competition. Here are some examples of how you can incorporate fair play into your sport or recreation activity.

As a coach you are a role model and leader, and have significant impact on your athletes' attitudes. You can:

- Encourage your team to respect the opposing team and the rules of the game, to accept the judgments of officials and opposing coaches without argument.
- Teach your players how to manage conflict and stress, and use good judgment in tough situations.
- Avoid overplaying talented players and allow average players equal playing time.
- Remember that children need a coach they can respect. Be generous with praise and set a good example.

FAIR PLAY CODES FOR COACHES

1. I will be reasonable when scheduling games and practices, remembering that young athletes have other interests and obligations.
2. I will teach my athletes to play fairly and to respect the rules, officials and opponents.
3. I will ensure that all athletes get equal instruction, support and playing time.
4. I will not ridicule or yell at my athletes for making mistakes or for performing poorly. I will remember that children play to have fun and must be encouraged to have confidence in themselves.
5. I will make sure that equipment and facilities are safe and match the athletes' ages and abilities.
6. I will remember that children need a coach they can respect. I will be generous with praise and set a good example.
7. I will obtain proper training and continue to upgrade my coaching skills.

FAIR PLAY: An Official's Role

Everyone involved in sport, from parents and spectators to athletes, officials and coaches, can and should play a part in promoting fair play. And the easiest way to do this is to lead by example; to always respect the written and unwritten rules of the game. It is also essential to learn how to constructively manage stress so that fair play skills and instincts will not be lost in the heat of competition. Here are some examples of how you can incorporate fair play into your sport or recreation activity.

As an official, you act as the conscience, reinforcing the Fair Play principals. You can:

- Be consistent and objective in calling infractions, regardless of your personal feelings toward a team or individual player.
- Prevent any players or team staff from intimidating other participants, either by word or action. Similarly, do not tolerate unacceptable conduct toward yourself, other officials, players or spectators.
- Remain open to constructive criticism and try to consider different points of view.
- Respect the athletes, their coaches and parents, and everyone involved in your sport. Remember that you have many shared interests and common sport goals.

FAIR PLAY CODES FOR OFFICIALS

1. I will make sure that every athlete has a reasonable opportunity to perform to the best of his or her ability, within the limits of the rules.
2. I will avoid or put an end to any situation that threatens the safety of the athletes.
3. I will maintain a healthy atmosphere and environment for competition.
4. I will not permit the intimidation of any athlete either by word or by action. I will not tolerate unacceptable conduct toward myself, other officials, athletes or spectators.
5. I will be consistent and objective in calling all infractions, regardless of my personal feelings toward a team or individual athlete.
6. I will handle all conflicts firmly but with dignity.
7. I accept my role as a teacher and role model for fair play, especially with young participants.
8. I will be open to discussion and contact with the athletes before and after the game.
9. I will remain open to constructive criticism and show respect and consideration for different points of view.
10. I will obtain proper training and continue to upgrade my officiating skills.

FAIR PLAY: A Parent's Role

Everyone involved in sport, from parents and spectators to athletes, officials and coaches, can and should play a part in promoting fair play. And the easiest way to do this is to lead by example; to always respect the written and unwritten rules of the game. It is also essential to learn how to constructively manage stress so that fair play skills and instincts will not be lost in the heat of competition. Here are some examples of how you can incorporate fair play into your sport or recreation activity.

As a parent, you have significant impact on how your child feels about his or her achievements in sport, and in all aspects of life. You can:

- Avoid forcing your child to participate in a sport, and remember that your child is playing for his/her enjoyment, not yours.
- Discuss Fair Play issues openly with your child. Encourage him/her to play by the rules and resolve conflicts without resorting to violence. Help them understand that violence is unacceptable in professional sport.
- Teach your child that although it is fun to win, trying hard and doing one's best is really the name of the game. Never ridicule or get angry at your child for making a mistake or losing a competition. Offer constructive advice and assurance that continued effort will make for improved performance the next time out.
- Remember that children learn best by example. Be a supportive and fair spectator. Applaud good plays by members of both teams.

FAIR PLAY CODES FOR PARENTS

1. I will not force my child to participate in sports.
2. I will remember that my child plays sport for his/her enjoyment, not for mine.
3. I will encourage my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
4. I will teach my child that doing one's best is as important as winning, so that my child will never feel defeated by the outcome of a game/event.
5. I will make my child feel like a winner every time by offering praise for competing fairly and trying hard.
6. I will never ridicule or yell at my child for making a mistake or losing a competition.
7. I will remember that children learn best by example. I will applaud good players/performances by both my child's team and their opponents.
8. I will never question the officials' judgment or honesty in public.
9. I will support all efforts to remove verbal and physical abuse from children's sporting activities.
10. I will respect and show appreciation for the volunteer coaches who give their time to provide sport activities for my child.

FAIR PLAY: An Administrator's Role

Everyone involved in sport, from parents and spectators to athletes, officials and coaches, can and should play a part in promoting fair play. And the easiest way to do this is to lead by example; to always respect the written and unwritten rules of the game. It is also essential to learn how to constructively manage stress so that fair play skills and instincts will not be lost in the heat of competition. Here are some examples of how you can incorporate fair play into your sport or recreation activity.

As a sport administrator, league or club official, you set the tone for fair and ethical competition.

You can:

- Make sure that coaches and officials are capable of promoting fair play as well as the development of sound judgment and good technical skills. Encourage them to become certified.
- Do your best to ensure that all children are given the same chance to participate, regardless of age, gender, ability, ethnic background or race.
- Work toward ensuring that recreation department staff, parents, coaches and participants understand their role and their responsibility for promoting fair play in sports.
- Distribute Fair Play Codes to spectators, coaches, players, officials, parents and news media.

FAIR PLAY CODES FOR ADMINISTRATORS

1. I will do my best to see that all children are given the same chance to participate, regardless of gender, ability, ethnic background or race.
2. I will absolutely discourage any sport program from becoming primarily an entertainment for the spectator.
3. I will make sure that all equipment and facilities are safe and match the athletes' ages and abilities.
4. I will make sure that the age and maturity level of the children are considered in program development, rule enforcement and scheduling.
5. I will remember that play is done for its own sake and make sure that winning is kept in proper perspective.
6. I will distribute the fair play codes to spectators, coaches, athletes, officials, parents and media.
7. I will make sure that coaches and officials are capable of promoting fair play as well as the development of good technical skills, and I will encourage them to become certified.

FAIR PLAY: A Spectator's Role

Everyone involved in sport, from parents and spectators to athletes, officials and coaches, can and should play a part in promoting fair play. And the easiest way to do this is to lead by example; to always respect the written and unwritten rules of the game. It is also essential to learn how to constructively manage stress so that fair play skills and instincts will not be lost in the heat of competition. Here are some examples of how you can incorporate fair play into your sport or recreation activity.

As a spectator, you set the appropriate tone during competition. You can:

- Avoid ridiculing an athlete for making a mistake during competition. Give positive feedback that motivates and encourages continued effort. Remember that children play sport for their own enjoyment, rather than to entertain others.
- Show respect for the coach and the officials, and their decisions.
- Condemn violence and verbal abuse and express your disapproval of such tactics to coaches and league officials.
- Encourage and applaud fair and skillful plays by all participants.
-

FAIR PLAY CODES FOR SPECTATORS

1. I will remember that children play sport for their enjoyment. They are not playing to entertain me.
2. I will not have unrealistic expectations. I will remember that child athletes are not miniature professionals and cannot be judged by professional standards.
3. I will respect the officials' decisions and I will encourage participants to do the same.
4. I will never ridicule an athlete for making a mistake during a competition. I will give positive comments that motivate and encourage continued effort.
5. I will condemn the use of violence in any form and will express my disapproval in an appropriate manner to coaches and league officials.
6. I will show respect for my team's opponents, because without them, there would be no game.
7. I will not use bad language, nor will I harass athletes, coaches, officials or other spectators.

APPENDIX D: CONDUCT OF HEARINGS/APPEALS BEFORE VARIOUS LACROSSE TRIBUNALS

For those individuals who preside at the hearings/appeals of various lacrosse tribunals, there are four cardinal principles. They are as follows:

1. Process is the most important factor in such hearings/appeals. The process is how the hearing/appeal is conducted. The most important factor is not who wins or loses.
2. The process must be fair.
3. Those who preside must come to the hearing/appeal with an open mind.
4. Be polite (even if it is difficult).

There are twelve specific rules which ought to be adhered to. They are as follows:

1. Read over the rules which apply to the particular case before you. You may think you know these rules without reference. You are wrong. Bring the rule book with you. Also bring paper and a pen or pencil.
2. Before the hearing/appeal begins, read all the material which has been filed. Note particular questions you may have in the margin.
3. Arrive in good time for the hearing/appeal. Do not arrive late.
4. Before the hearing/appeal starts, do not talk to the parties who appear before you, unless it is to say simply "hello" or to advise someone where the washroom is. Nothing is more disconcerting to the other side than to see a member of the tribunal in conversation with the other side, even if it only relates to pleasantries.
5. Make sure that the room where the hearing/appeal is to take place is properly set up before the hearing/appeal starts. If the furniture needs to be rearranged, do this before the scheduled time for the commencement of the hearing/appeal.
6. Call the hearing/appeal to order, describe the procedure to be followed. Introduce everybody. Although some organizations have both parties in the room at the same time, this may lead to outbursts and could intensify antagonism between the two parties. You may find it preferable to listen to and question each party separately. Make sure both parties understand the procedure to be used. Whoever has the onus of establishing the facts is heard first.
7. At the end of each side's presentation, if you have a question, ask it then. Do not interrupt the presentation unless absolutely necessary for purposes of clarification.
8. Have paper and pencil available. Make a note when something strikes you as important.
9. The members of the tribunal should retire to consider their decision. This means you must have your own room for your deliberations in the absence of the parties. This may be done by moving into another room or by asking the parties to leave the room you are in.
10. Write out your decision promptly. Give reasons. The reasons may be set up as follows:
 - Describe the issue
 - Set forth the relevant facts
 - Summarize in brief form each side's argument
 - State your findings
 - State your decisionThe reasons do not need to be long, but they must be clear and deal with the issues raised.
11. The written decision should be delivered (by hand, e-mail or mail) to the individual facing the disciplinary action. They should also be advised at that time of the appeal procedure available to them within your organization or through the BCLA.
12. At the end, leave and go home. Do not talk to the parties prior to the decision being delivered.

REMEMBER: At the end, it is important that both sides feel they have been given a fair opportunity to state their case.

APPENDIX E: CANADIAN CODE FOR VOLUNTEER INVOLVEMENT

VALUES FOR VOLUNTEER INVOLVEMENT

- **Volunteer involvement is vital to a just and democratic society.**

It fosters civic responsibility, participation and interaction.

- **Volunteer involvement strengthens communities.**

It promotes change and development by identifying and responding to community needs.

- **Volunteer involvement mutually benefits both the volunteer and the organization.**

It increases the capacity of organizations to accomplish their goals, and provides volunteers with opportunities to develop and contribute.

- **Volunteer involvement is based on relationships.**

Volunteers are expected to act with integrity and be respectful and responsive to other with whom they interact.

GUIDING PRINCIPLES FOR VOLUNTEER INVOLVEMENT

- **Volunteer organizations recognize that volunteers are a vital human resource and will commit to the appropriate infrastructure to support volunteers.**

The organizations' practices ensure effective volunteer involvement. The organization commits to providing a safe and supportive environment for volunteers.

- **Volunteers make a contribution and are accountable to the organization.**

Volunteers will act with respect for beneficiaries and community.

Volunteers will act responsible and with integrity.

ORGANIZATION STANDARDS FOR VOLUNTEER INVOLVEMENT

- The boards of directors and senior management acknowledge and support the vital role of volunteers in achieving the organization's purpose or mission.
- Policies and procedures are adopted by the organization to provide a framework that defines and supports the involvement of volunteers.
- A qualified person is designated to be responsible for the volunteer program.
- A clearly communicated screening process is consistently applied.
- Volunteer assignments address the purpose of the organization and involve volunteers in meaningful ways – reflecting their various abilities, needs and backgrounds.
- Volunteer recruitment and selection reaches out to diverse sources of volunteers.
- Volunteers receive an orientation to the organization, its policies and procedures, and receive training for their volunteer assignment.
- Volunteers receive appropriate levels of supervision according to their task and are given regular opportunities to receive and give feedback.
- Volunteers are welcomed and treated as valuable and integral members of the organization's human resources.
- The contributions of volunteers are regularly acknowledges with formal and informal recognition methods.

B.C. LACROSSE ASSOCIATION

SENIOR DIRECTORATE OPERATING POLICY

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EXCEL FILE ORG CHART #2**

SENIOR DIRECTORATE REGULATIONS

PREAMBLE

Recognizing the particular position of the Western Lacrosse Association within the structure of the British Columbia Lacrosse Association as the most senior level of lacrosse played in the Province of British Columbia, therefore the Regulations of the British Columbia Lacrosse Association, insofar as they apply to the Western Lacrosse Association and its members, shall apply; provided however, such Regulations shall not apply if they are contrary to or inconsistent with any present or future rule, regulation, provision or policy of the Western Lacrosse Association; and the said rules, regulations, provisions and policies of the Western Lacrosse Association shall take priority and apply.

REGULATION 1: CONDUCT OF LEAGUE AND TEAM PERSONNEL

- 1.01 Team personnel shall refrain from approaching League Executives either during or immediately following a game with reference to situations during that game.
- 1.02 League Executives and all team members, when in public and recognized, as members of this League, must conduct themselves so as to enhance the image of the League.
- 1.03 Players, executives or team personnel shall not approach and address League and/or game officials acrimoniously or derogatorily.

REGULATION 2: PLAYING DIVISIONS

- 2.01 The Senior Directorate shall have jurisdiction over all players over the age of sixteen years in any playing year.
- 2.02 The ages of the players prior to January 1 of each playing year shall be as follows:

Senior	no age limit
Junior	under 21 years of age
Intermediate	under 18 years of age

REGULATION 3: PLAYER AND COACH REGISTRATION REQUIREMENTS

- 3.01
 - (a) Playing Certificates shall be issued at the discretion of the Association to all teams whose financial obligations have been fulfilled.
 - (b) Every Senior Directorate team will receive from the League Commissioner, thirty-five (35) BCLA Playing Certificates by April 1 in each year.
 - (c) The appropriate fees must be given to the League Commissioner with each certificate presented for approval and registration.
 - (d) The Commissioner must submit the certificate and the required fee immediately to the BCLA Office.
 - (e) The approved registration forms shall be returned to the commissioners as expeditiously as possible.
- 3.02 It will be the Senior A, Senior B, Senior C, Junior A, Junior B, Intermediate A and Intermediate B League Commissioner's duty to see that no more than twenty-five (25) players are signed at any one time.

- 3.03 Each player of Intermediate age must be registered as an Intermediate player.
- 3.04 Except as provided in Regulation 5.01, each player of Junior age should be registered as a Junior player.
- 3.05 Players may be released by the completion of the Transfer/Release Form on the reverse of the team copy of the playing certificate, after being processed through the Commissioner of the league and the BCLA Office.
- 3.06 Under no circumstances shall certificates be distributed or players signed prior to January 1 of each year.
- 3.07 The final signing date shall be July 1 of each year.
- 3.08 A player who has signed a current certificate and has been released prior to July 1 may be signed by another team or re-signed by the player's original team at any time prior to July 15.
- 3.09 Any certificate bearing erasures will be returned by the League Commissioner marked "Not Approved".
- 3.10 All players signing certificates and all teams accepted into this Association do so on the understanding that they agree to come under the jurisdiction of the BCLA until released by the Association.
- 3.11 Each team in a league must have at least twelve players registered with the Association ten days prior to the scheduled opening league game for that team.
- 3.12 All coaches in the Senior Directorate shall comply with the registration and certification requirements in Regulation 11 of the BCLCA Operating Policy.

REGULATION 4: PLAYER ELIGIBILITY -- GENERAL

- 4.01 To be eligible to play, all players must be signed and their playing certificates approved by the League Commissioner prior to the first league game.
- 4.02 In the case of players brought up on a per game basis, an approved "One Game Permit" must be attached (in duplicate) to the official score sheet for the game in which they participate. One copy of the permit should be forwarded to the Commissioner of each league.
- 4.03 Any Senior C player who plays up to Senior B or Senior A for more than five (5) games in a playing season will be ineligible for play in Senior C Provincial Championships. Goaltenders will be allowed eight (8) games before becoming ineligible for the Senior C Championships. Any Junior B, Intermediate A, Intermediate B or Midget player who plays up to Junior A, Senior A or Senior B, will be ineligible for play in the Senior C Provincial Championships if they play up more than five (5) games as a player, or eight (8) games as a goaltender. Any Senior B released player may play Senior C Lacrosse.
- 4.04 Any player registered with the BCLA under the Senior Directorate who is a holdout from any league may not participate in any play down, provincial tournament or national tournament in the league in which they are a holdout.
- 4.05 All teams must submit a copy of the interprovincial transfer and the \$50.00 interprovincial transfer fee, if applicable, along with the registration card to their Commissioner. The Commissioner must not submit the registration card to the BCLA Office without a copy of the interprovincial transfer and the \$50.00 interprovincial transfer fee. Failure to submit the interprovincial transfer form/fee to the BCLA Office will result in the player registration being void.

- 4.06 A player, resident of a city, town, municipality, or boundaries set out in ratified league agreements, et cetera as of February 1 of the playing year, represented by a team(s) entered in a category for which they are eligible to play, must register with that team(s) except where such players' services are waived by the team(s), and subject to the Regulations here printed. If said player refuses to play for such team(s), after sitting out a year, the player becomes a free agent. Within ratified boundaries that contain more than one team, the distribution of players graduating will be outlined in the appropriate league agreement which has been ratified by the BCLA.
- 4.07 A Junior or Intermediate player resident of a city, town, municipality, or boundaries set out in ratified league agreements, et cetera with no team entered for which they are eligible, shall be given the choice of the team for which they will play.
- Having made a choice, such player shall remain a member of the team for which they have signed until properly released, or until the city, town, municipality, et cetera in which they live operates a team for which they are eligible, when the said player shall have the choice of signing with the new team in their own city, town, municipality, et cetera or of remaining with the team for which they originally signed.
- 4.08 Any player who has been turning out regularly to practice with a team but who is not given a chance to play in more than one of the first six league games for that team, shall have the right to apply to be heard by the Senior Directorate to be released from that team and become the property of the league.
- 4.09 (a) A player who signs a certificate for any team in the Association shall not play or sign with any other team or in any other league without first being properly released by his team of record.
- (b) Players who do sign or play in another league or association without being properly released may be suspended for the balance of that season and for the entire season following.
- (c) When a first year player is aged up to Junior A or Junior B due to ability, not availability of a team, they shall not be allowed to move down to a lower division in the following year.
- (d) When a first year Intermediate player signs with a Junior B team because there is no available Intermediate team, they are allowed to sign with an Intermediate team in the following year. In the current year, they may not play down in the Intermediate League.
- 4.10 Any player refused a release by the team of which they are a member, may request to be heard by the Senior Directorate to be granted such release. If applying for a release under this rule, the player may not play nor be signed or traded by any team in that league as long as any appeals are outstanding. This includes appeals to the BCLA Executive by either the player or the player's resident club.
- 4.11 If the player is applying to transfer to a club within the Association, the hearing shall be held by the Senior Directorate or a sub-committee appointed for that purpose. At the hearing of such appeal, the player and clubs concerned, including affiliates, shall have the right to be represented and heard.
- The hearing shall be heard within seven (7) days of the request being filed with the Senior Directorate.
- 4.12 If a player is released by a league after signing a form of that league, the player may only play in the next lower league with the team for which they last played, unless the player was a free agent, in which event they remain a free agent in the next lower league.

4.13 If a club or team withdraws during the scheduled playing season, the League Commissioner shall prepare a list of player personnel available to other clubs as a result of the withdrawal, and shall circulate the list to all member clubs. No player may sign with another club or team until the list has been circulated and rights assigned by the league.

In the event of a team withdrawing outside the scheduled playing season, the players of that team shall become the property of the league to be included in a dispersal draft as set up by the league.

4.14 No team may contact, influence, practice or play in exhibition games, players who do not come under their jurisdiction in conformity with the above rules and the affiliation rule (6.04). All trades and compensation of any kind must be documented in writing and signed by the General Manager or Governor of all teams involved. The original copy will be sent to the Senior Directorate, with additional copies to each club involved, the League Commissioner and the BCLA Office.

4.15 The Senior Directorate reserves unto itself the discretionary powers to disallow any proposed player movement from league to league or team to team if, in the opinion of the Senior Directorate such a move would not be in the best interests of the game of lacrosse generally.

4.16 Coaches, Managers and training staff must be registered with the team. Only registered personnel are to be allowed on the bench during the game.

4.17 Any team found guilty of playing a player over the age limit permitted in the division in which it is participating, shall be automatically suspended for the balance of the season. If this occurs during the playing of the original schedule, all games won by the team with the ineligible player on its lineup shall count as wins to the teams formerly credited with defeats. If however, a player is not found to be over the age limit until the semi-final or final series is reached, then only the game or games in which they participated in such semi-final or final series shall be awarded to the opposing side.

4.18 Any team found guilty of playing an ineligible player, other than over the age limit permitted, during a regularly scheduled game shall forfeit all games won during which said player was a participant. Points will be awarded to the opposing side. Should this occur in the playoffs, only games said player played in the playoffs will be awarded to the opposing side.

4.19 Clubs which play against ineligible players and which willfully conceal knowledge from the league until it suits their convenience to use it in any protest which arises, shall be considered equally guilty with the offending club and shall be judged accordingly.

4.20 The penalty for breaches of Regulation 4.01 to 4.17 will be \$100.00 for each offense and loss of the game, if applicable.

APPLICABLE TO SENIOR LEAGUES ONLY

4.21 Except as the Senior Directorate rules otherwise no player who has not attained the age of twenty-one years by January 1 of the season in question, or who has not previously signed a WLA or Senior Registration form, shall sign a WLA or Senior Registration form during the season in question.

4.22 (a) At a meeting called for the purpose, a Junior Draft will be held as follows:
Senior A on or before March 1
Senior B may hold a draft on or before March 15.
Senior C at the discretion of the league commissioner, but no later than one (1) month prior to the commencement of the league play.

The mechanics of draft for each category will be determined by the Commissioner and the clubs in that category. Each Senior A club may draft to bring its total of players, both "protected" and "drafted" to a maximum of thirty-five (35).

Players eligible for the Protected List are those who have signed registration cards with that team in the previous year, who have been acquired by trade, or who were properly drafted in the last draft.

- (b) At a meeting called for the purpose, a graduated Free Agent Midget Draft will be held as follows: Junior A on or before March 15.

The mechanics of draft for each category will be determined by the Commissioner and the clubs in that category. Each Junior A club may draft to bring its total of players, both "protected" and "drafted" to a maximum of forty (40).

Players eligible for the Protected List are those who have signed registration cards with that team in the previous year, or residency, or who have been acquired by trade, or who were properly drafted.

Players not drafted are unrestricted free agents and may try out and sign with any team.

For a drafted midget player still attending high school or due to the location of their residency, that drafted player may elect to play with the Intermediate or Junior B, in the absence of Intermediate team operating within their boundary, with their Junior A playing rights still held by the drafting team.

Drafted players rights are held by the drafting Junior A team up to three (3) years (covering two years of Intermediate eligibility and first year of Junior eligibility). If the drafted player has not signed a Junior A card by the end of the first year of Junior eligibility, then the player has the right to move to another Junior A team of his/her choice. If signed by another Junior A team, then compensation must be paid by the Junior A team signing the player to the Junior A team who originally held his/her rights, the compensation to be either monetary, a trade or a draft choice, and shall be arbitrated if teams cannot agree on the compensation.

- 4.23 Any Senior player unprotected or undrafted by a Senior A club may try for a position on any Senior A club. However, should the player not be successful in the attempt, they must return to the lower category club which holds the player's rights through playing or draft. If the player is a free agent, they may go to the lower category club of their choice.
- 4.24 Senior A clubs must submit a roster (Protected List) to a maximum of twenty-five (25) players on or before April 20, and register twenty-three (23) players or less prior to the first league game.
- 4.25 Any unsigned player, not on a protected or hold-out list on May 1 will become free to sign for any team. Prior to May 1, no team will be permitted to sign any player whose name does not appear on its Protected List.
- 4.26 No team shall be permitted to have more than a total of twenty-five (25) players signed at any one time.
- 4.27 Senior B clubs must submit a roster (Protected List) to a maximum of twenty-five (25) players on or before April 20, and register twenty-three (23) players or less prior to the first league game.
- 4.28 Any Senior B player who tries out for a Senior A club and who does not make that Senior A club will automatically be the property of the last Senior club that they played for.

Any Senior C player who tries out for a Senior B or Senior A club and who does not make that Senior B or Senior A club will automatically be the property of the last Senior C club they played for.

- 4.29 Any player whose name is on a Protected List but who does not report in person to the team on whose list his name appears, is subject to suspension. On May 1 his name shall be removed from the Protected List and placed on the holdout list. The team may then add another player to its Protected List.
- 4.30 Players who report in person to the club on whose list their names appear, but are not offered a certificate, and players who object to playing for the club on whose list their names appear, may apply to the Senior Directorate for a hearing on status. The decision of the Senior Directorate will be final.
- 4.31 Any player on holdout list(s) may only play in a lower category until the player's name is removed from such list(s).
- 4.32 Should a player leave the province or move to an area of the province in which there is no league of equivalent category to that which the player is presently playing, the player shall be released in accordance with the CLA Transfer/Release procedure.

APPLICABLE TO JUNIOR AND INTERMEDIATE ONLY

- 4.33 Only players who have not attained their twenty- first birthday prior to January 1 of the playing season shall be eligible to play in the Junior category. Only players who have not attained their eighteenth birthday prior to January 1 of the playing season shall be eligible to play in the Intermediate category. Proof of age shall be in the form of a certificate issued by the appropriate Registrar of Births or equivalent. Alternative proof of age may be accepted by the Senior Directorate.
- 4.34 Except where there is no Junior team in his/her city, town, municipality, or boundaries set out in ratified league agreements, et cetera for the current season, no player who signed as a Junior in the previous season shall play in any league other than a Junior league.
- 4.35 Junior clubs must submit a Protected List to a maximum of twenty-five (25) players on or before April 20 and must register a maximum of twenty-five (25) players or less prior to the first league game. Players eligible for registration shall be those who are named and eligible for protection on the Protected List and/or who are free agents.
- 4.36 Intermediate "A" clubs must submit a Protected List to a maximum of twenty-five (25) players on or before April 20. Intermediate "A" and "B" must register a maximum of twenty-five (25) players prior to the first league game. Players eligible for registration shall be those who are named and eligible for protection on the Protected List or residency rule and/or who are free agents.
- 4.37 The Protected List may include only those players who have previously signed a card with the team, or those who are protected by virtue of the residence rule or those whose trade has been properly approved by the Commissioner.
- 4.38 Only those players whose names appeared on the Protected List or who are free agents are eligible to be signed prior to May 1.
- 4.39 Any unsigned player, not on a protected or hold-out list on May 1 will become free to sign for any team.
- 4.40 Any player whose name is on a Protected List but who does not report in person to the team on whose list his name appears, is subject to suspension. On May 1 his name shall be removed from

the Protected List and placed on the holdout list. The team may add another player to its Protected List.

- 4.41 Once a player has signed a Junior certificate and it has been approved by the League Commissioner, the team having signed the player will retain the rights to their services until they are released, unless they have been signed on the privilege of conditional release recognized by the BCLA. This rule supersedes the residence rule.

A player released by a Junior club for which they are bound by the residence rule, will have their choice of signing with a team in the same league for which the player is eligible.

- 4.42 If a player makes a legitimate residential change and upon requesting a release is refused, the player will have the right to apply to be heard by the Senior Directorate.

REGULATION 5: INTER-LEAGUE USE OF PLAYERS

- 5.01 Where an agreement exists between a Junior league Commissioner and a Junior age player who should be, because of his ability, playing permanently in the Western Lacrosse Association, such a player should be permitted to play regularly in the Western Lacrosse Association with the consent of the player, his Junior coach or manager, and the Commissioner and Senior Directorate.

Where an agreement exists between an Intermediate player and Intermediate League Commissioner that such a player should, because of his ability, be playing permanently in a Junior league, such player should be permitted to play regularly in the Junior league with the consent of the player, Intermediate coach or manager, League Commissioner and the Senior Directorate.

- 5.02 Refer to Minor Directorate Operating Policy, Regulation 6, Movement-Minor to Senior for midget age players eligibility to play in the Senior Directorate.

- 5.03 For the current season, the number of games which a player may play in a higher calibre or division shall be unlimited in the case of Juniors and Intermediates save as the Commissioners of the lower and higher divisions may decide.

In any event, a player may only play in a higher category after the consent of his team's coach or manager is obtained, or if those persons are not available, the lower league Commissioner. Such consent is to be obtained before any approach is made to the individual player.

- 5.04 Violation of any of the above shall result in suspension of the player and the coach of the higher category team for whom they played.

REGULATION 6: AFFILIATION

- 6.01 Affiliations in British Columbia are to be the same as allowed by the CLA -- one affiliation only, in each of the lower divisions. That is, each team may be allowed one affiliation to one team in each of the lower category divisions as listed in 6.03.

Affiliation forms supplied by the BCLA are to be completed and filed in the BCLA office by August 1 of the current year.

- 6.02 Agreements of affiliation shall be signed by each team party to that affiliation. Copies of the agreement shall be forwarded to the BCLA office for approval of the Senior Directorate and distribution to appropriate league Commissioners and the Minor Directorate where applicable.

6.03 **Allowed Affiliations**

Senior A	Senior B	Senior C	Junior A	Junior B
Senior B	Senior C	Junior B	Junior B	Intermediate A
Senior C	Junior B	Intermediate A	Intermediate A	Intermediate B
Junior A	Intermediate A	Intermediate B	Intermediate B	Midget
Junior B	Intermediate B	Midget	Midget	
Intermediate A	Midget			

6.04 If a club enters a team in a higher category or division, such team will be considered as having been affiliated with the team in the lower category or division in the previous playing year.

6.05 Affiliated teams in lower divisions must play four games or more in their BCLA constituted league to be considered a valid or recognized team for affiliation with the teams of a higher classification.

**REGULATION 7: CLASSIFICATION AND GROUPING
LEAGUE AGREEMENTS AND SCHEDULING**

7.01 All team entries into the Association shall be to the Senior A, Senior B, Senior C, Junior A, Junior B, Intermediate A, Intermediate B and recreational lacrosse leagues. Any area may form a league of no less than three (3) teams for the regular playing season.

7.02 All clubs in the Association shall be grouped for the purpose of playing for Senior A, Senior B, Senior C Junior A, Junior B; Intermediate A and Intermediate B championships.

7.03 (a) The Association, through the Executive, recognizes that all leagues may function better by establishing certain rules for each league. It will be the function of each league to operate its own affairs within the jurisdiction and sanction of the Senior Directorate. Each league must file a copy of its league agreement for ratification with the BCLA on or before March 15. The BCLA must ratify, or reject for cause, each league agreement by May 1 of each year.

(b) If there are no changes to a league agreement in a particular year and the agreement has been ratified previously, then a simple notification of “no change” must be submitted to the BCLA by the deadline.

(c) Leagues not submitting league agreements by the deadline will be fined \$500.00 by the BCLA. Leagues having outstanding fines which have not been paid thirty (30) days prior to the BCLA AGM will be considered to be not in good standing and shall not have a vote at the AGM.

7.04 The Association, through the Senior Directorate, reserves to itself the right to place teams in whatever division it may deem best in the interests of the Association; but no team shall be admitted except with the consent of the Senior Directorate and a majority vote of the teams in good standing in that league.

7.05 Any member entering a team in an “A” league must be the sole “A” team entry in its category from that member. League entrants must show proof of supporting another team through affiliation in a lower category or division to ensure continuity of the club.

7.06 Where there are not more than six clubs in any league, only one group will be established.

REGULATION 8: TEAMS

- 8.01 Each member team in good standing which has been accepted by the Senior Directorate shall be entitled to a Team Certificate signed by the BCLA President and Chair of the Senior Directorate, certifying that the member holds a Certificate in the division and category for which it is issued. Such certificates shall be non-transferable and non-assignable except as provided in Regulation 8.03, and shall be in effect for the certificate year, January 1 to December 31.
- 8.02 To qualify for a Team Certificate, a club must submit a completed "Team Application Form" signed by the executive(s) of the team or their agent(s) annually to the Senior Directorate.
- In addition, in order to initially qualify for a Team Certificate, the guidelines listed in Appendix One must be adhered to
- 8.03 The Certificate of a member team may be assigned or otherwise transferred if the club is to continue to operate in the same city, town, municipality, et cetera, subject to the approval of a majority of the league directors and the Senior Directorate. If, however, the new executive of the team or the present holder desires to move the club from its location to another city, town, municipality, et cetera, approval of a majority of the league directors, the Senior Directorate and ratification by the BCLA Executive must be obtained.
- 8.04 Application for approval of a Certificate transfer must be made by the team certificate holder, signed by the executive(s) or agent(s) and submitted to the Senior Directorate in writing prior to January 1. In case of emergency, this date may be waived by the Senior Directorate.
- 8.05 A Certificate will be surrendered to the Senior Directorate if a club fails to satisfy its obligations for the Certificate year.

REGULATION 9: FACILITIES

- 9.01 All clubs must advise the League Commissioner of the location of their home games prior to drawing up the schedule or receiving permission to operate. Before being granted approval, every team must satisfy the Commissioner that suitable accommodation is provided.
- 9.02 The home club shall provide a gong or bell for the time-keeper and a stop-watch and horn for the thirty-second time-keeper, as well as such other equipment as is normally required for the conduct of a game.
- 9.03 The time-keeper's bench and penalty bench shall be located on the side of the playing area opposite the players benches where possible. The official score keeper shall be stationed with the timekeepers, and the score sheet must always be kept at floor level and available for inspection by the referees.
- 9.04 The home team shall be held responsible for assuring the playing area is suitable for all games to the satisfaction of the referees, and that police protection is provided if the Senior Directorate deems it necessary.
- 9.05 No team may change its home game from one arena to another without prior permission of the League Commissioner. Such permission may be granted only if the move complies with the Regulations.

REGULATION 10: FEES AND BONDS

- 10.01 The annual Team Fee shall be as outlined in Appendix B: BCLA Fee Schedule.

Payment of the fees and any other obligations to the Association shall entitle a team to register players and to one vote at the Annual Meeting.

Team fees must be paid in advance of registration of players.

- 10.02 Team fees are to be paid to the BCLA on or before January 1, except for new team applications, for which the fee must accompany the application.

Team fees not paid to the BCLA office prior to April 1 in each year will preclude entry into a league.

- 10.03 All fees shall be paid to the Association by negotiable money order, certified cheque, or cash.

- 10.04 If any other group, league or association accepted by the BCLA demands a fee or bond from its own clubs, such fees and bonds shall be in addition to those required by the Association and set out in the Constitution, By-Laws and Operating Regulations.

- 10.05 In addition to the annual Team Fee, a player registration fee will be established by the Senior Directorate annually for each category.

- 10.06 Team insurance fees are to be paid to the BCLA office prior to April 1 each year. Failure to do so will preclude entry into a league.

- 10.07 Recreational fees will be based on the current year fee schedule (as per Appendix B of the BCLA General Operating Policy). Recreational teams will pay the Senior Insurance plus the player registration fee. Recreational teams will be non-competitive, and will not be eligible for Provincial, National or International Championship. Recreational teams may play in invitational tournaments if all required team and player fees have been paid to the BCLA Office.

REGULATION 11: MAINTENANCE OF ORDER

- 11.01 Previous to the start of any game, the referees shall ensure that what they deem to be proper provision for the maintenance of order has been provided.

- 11.02 The home club in all matches shall be responsible for keeping the area clear of spectators and for the maintenance of good order.

- 11.03 The home team shall be responsible for the provision of police protection if the Senior Directorate deems it necessary.

- 11.04 In cases where the spectators in any way interfere with the players or officials so as to delay the progress or affect the result of the match, the referees shall declare the match off and report the circumstances to the Commissioner immediately.

- 11.05 The Association reserves the right, through its referees, to order the removal from all or any grounds, stadiums or arenas (including the parts reserved for spectators paying admission) of any person guilty of ungentlemanly or unsportsmanlike conduct; and if a home club fails to carry out the referees' orders, it may be fined.

- 11.06 All persons, including those who pay admission fees or receive passes, who attend matches under the jurisdiction of the Association, shall be deemed to have agreed that they were admitted to the grounds on the condition that they would subject themselves to and abide by the provision of the rules of the Association, even to the extent that they may be subjected to the necessary force to insure their expulsion by the police, the referee, or the officers of the home club.

REGULATION 12: EXHIBITION GAMES

- 12.01 All teams or players intending to take part in exhibition games must secure permission of the Association through the Commissioner before playing such games, otherwise they shall be subject to a penalty deemed suitable by the Senior Directorate.
- 12.02 Officials appointed to handle exhibition games must be approved by the BCLOA.
- 12.03 No player may participate in any exhibition game unless the player is eligible for that team, except that (a) the player has completed and signed a pre-registration form (for insurance purposes); and (b) the player is a member of another team, or has obligations (by agreement or Regulation) to the team for which the player was last signed, the player has written permission from that team for games played after May 1.

REGULATION 13: CHAMPIONSHIPS

- 13.01 The Championships of the Senior Directorate shall consist of the Senior, Junior and Intermediate series deemed desirable by the Senior Directorate.
- 13.02 The winners of the playoffs shall be declared British Columbia Champions and may represent the BCLA in CLA playoffs. If the B.C. Champion is also the host association when in the CLA Championships/Competitions, the B.C. Silver Medalist will represent the BCLA in the CLA Playoffs.
- 13.03 The Vice Chairs of the Senior Directorate shall be designated as the BCLA Senior Playoff Directors. The Playoff Directors shall ratify players and coaches.
- 13.04 At a scheduled meeting, the leagues may decide the number of teams to enter the playoffs, subject to the approval of the Senior Directorate.
- 13.05 Team standings in scheduled leagues shall be determined as follows:
.. a win shall count for two points
.. all draws or tied games, one point to each club
- 13.06 In the event of a tie in points, final standings shall be determined as follows:
- (i) Two teams tied, the winner of game or games between the two teams advances. If still tied, the Goal Average Formula will be used to break the tie.
 - (ii) Three or more teams tied, if one team has defeated the other teams with which it is tied after round robin play, that team shall advance. If this is not possible, the team with the best goal average advances.

GOAL AVERAGE FORMULA:

GF divided by the sum of GF + GA = Goal Average

Note: Only goals scored in the games between the teams involved in the points tie shall be used in the Goal Average Formula.

In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams with which it is tied shall be declared the higher team.

- 13.07 In the quarter-final, semi-final and final series, the team finishing highest at the completion of the League schedule shall have the right of choice, as long as said team remains in the running, to

the choice of the opening game, home or away.

- 13.08 Teams involved in Provincial Championship playoffs must be given a minimum of forty-eight (48) hours notice of a first playoff game. No team shall be required to play with less than forty-eight (48) hours notice.

The appointed Commissioner for each Senior Directorate category shall arrange the schedule of dates and venues for Provincial Championship Playoffs in co-operation with the BCLA Playoff Director, the league and teams involved.

- 13.09 For each category in which there are two or more leagues, the Provincial Championship host league shall be appointed the responsible Commissioner for that category throughout the province for the coming season.
- 13.10 For each Provincial Championship in categories containing two or more leagues, the Vice Chair of the Senior Directorate shall be present to arbitrate and decide on all disputes concerning the playing of the game or disputes concerning the operation of the series.
- 13.11 No League shall host a provincial championship that did not participate in the year prior to such a championship.
- 13.12 To qualify for provincial play-offs, a player must be signed to a current form and must have been listed and participated in three league games. This includes pick-ups from a lower division. The only exception would be a player who was placed on an injury list and could prove his injury to be valid. In the case of zones that do not have an Intermediate "B" and/or Junior "B" League, the player must have participated in at least three (3) exhibition games.

Senior C teams playing in the provincial championships may pick up three (3) players from other Senior C teams, within their own league.

Senior C teams can use any players from a lower division, provided that player has played up on the Senior C team for a minimum of three (3) games and the lower division club that player plays for has done the proper affiliation with the Senior C team. Pickups will not exceed three (3) players total.

No player may play in any playoff game with any team in a higher division except with written permission of the authorized officer of the player's team.

- 13.13 Intermediate A and Intermediate B teams entering Provincials must submit, prior to their first playoff game, a roster of their carded players, plus a maximum of four (4) qualifying call ups. For an Intermediate B team, only two (2) of these call ups can be from a Midget "A" team.
- 13.14 Intermediate age players may only play in one Intermediate Provincial Championship.

REGULATION 14: PROVINCIAL TROPHIES

- 14.01 A club must be responsible for the care and safekeeping of any trophy won by it or any of its players. If any trophy is lost or damaged while in the care of any team, or any of its players, the cost of repair or replacement will be charged to that club.
- 14.02 All trophies shall be returned to the BCLA office by the clubs responsible for them on or before April 1 in the current year. Such delivery in good condition shall relieve the team of any further responsibility for the care and safekeeping of the trophy or trophies so delivered.

Failure by any club to deliver any trophy or trophies in its care before April 1 shall make that club liable to a fine of \$25.00 per month to a maximum of twice the replacement cost.

- 14.03 The Leagues will be responsible for obtaining medals for Provincial Championships. The Senior Directorate will reimburse up to \$600.00 for Provincial Championship medals upon presentation of receipt. The Senior Directorate will also provide a banner for each Provincial winner valued at up to \$200.00. The remaining cost is to be shared by the leagues involved.

REGULATION 15: POSTPONEMENTS

- 15.01 No game may be postponed without the approval of the Commissioner, otherwise such games will be considered as defaults.
- 15.02 Games scheduled to take place on an outdoor playing area may be postponed only with the permission of the Commissioner.
- 15.03 In the event of rain, or if the playing area is unplayable and cannot be repaired by game time, the home club shall immediately call the Commissioner to report conditions and request postponement. If the request is granted, the home club must immediately contact the visiting club. If the visiting club is contacted before departure, no expense will be involved.
- 15.04 If, however, the visiting club has left for the game or if conditions make the playing area unplayable after the visiting club has started enroute, the game may be postponed by the home club providing they first pay the visiting club and officials traveling expenses or reach mutual agreement, and advise the Commissioner in writing. The Commissioner must be notified immediately and has the authority to re-schedule the game.
- 15.05 In the event that rain or some other condition makes the playing area unfit after the game has started, the referee shall have the authority to stop the game; and if forty minutes have been played, it will constitute a regular game, playoffs excepted.
- 15.06 In the event of a game commenced but awarded to one team before completion, the scoring records at the time of the award is made shall be considered official.
- 15.07 In the event that rain or some other condition makes the playing area unfit after the game has started, the referee shall have the authority to stop the game; and if forty minutes have been played, it will constitute a regular game, playoffs excepted.
- 15.08 In the event that conditions make play impossible before the completion of forty minutes of play, the referee may cancel the game.

REGULATION 16: SUSPENSIONS

- 16.01 In no case may a Commissioner levy a suspension for more than five games; but may recommend in writing a further suspension which can only be authorized by the Senior Directorate.
- 16.02 In the event a Commissioner asks for a levy of more than five games, there must be a hearing, and the Commissioner and defendant should be present at the hearing.
- 16.03 Players' certificates, managers, coaches' and trainers' permits may be suspended by the President of the Association for any period which the Senior Directorate may deem appropriate.
- 16.04 All suspensions imposed by a Commissioner must be announced within ten days of the infraction or declared invalid, except in the instance of a Match Penalty where the suspension is automatic until dealt with.

- 16.05 When a player, coach, manager or trainer is suspended by the Commissioner, the suspension will run concurrently and will become effective immediately his club is notified.

Any player under suspension may play in any scheduled or any unscheduled exhibition games. These games shall not be credited toward his suspension(s); and further, any exhibition games played by a suspended player's team shall not be credited toward nor counted toward suspensions.

Any member of a club, namely coach, manager, player, trainer or any person on the list of executives, who receives a suspension shall not be allowed to participate in game operations and must remove themselves from the team area, including dressing rooms, outside or inside. If the suspended individual continues to participate in the game, this will constitute a loss of points and a further suspension.

- 16.06 In the event of a hearing at which any person is likely to receive a suspension of more than five games, they are to be notified in advance of the meeting so that they and/or one delegated person may be present and be allowed to speak on their behalf.
- 16.07 Players, coaches, managers, trainers, water boys, club management or club executive, or any other club or team personnel will be suspended immediately for making any physical contact with a referee or game official in any manner. All officials must report such attack on their persons in full detail within twenty-four hours following the incident to the League Commissioner. The League Commissioner will notify the Senior Directorate with the ruling. Any person suspended under this regulation shall be ordered to appear before the Senior Directorate to state their case. The reporting referee or game official must also appear at the meeting. This meeting must be held with 14 days of the Senior Directorate Chair receiving the Commissioner's report.
- 16.08 All officials must report in full detail any member of a league executive who makes physical contact or who verbally abuses a referee or game official in any manner at any time. This report will be sent to the Chairperson of the Senior Directorate within twenty-four (24) hours following the incident. The member of the league executive will be subject to discipline as per the operating regulations of the Senior Directorate.
- 16.09 See General Operating Policy Regulation 11 for the jurisdiction of suspensions.
- 16.10 In any case where a person is suspended and ordered to appear before the next regular meeting, the time that has elapsed between the date of such suspension and the date of the meeting may be credited to any further suspension if the meeting desires, providing the suspended person or his representative appears at the meeting.
- 16.11 In the event of a hearing, the defendant and witnesses may be present in person or by telephone.

REGULATION 17: RIGHT TO IMPOSE FINES

- 17.01 The Senior Directorate may fine any club or team any amount not exceeding five hundred dollars (\$500.00) for any infraction of the Rules and Regulations as defined in the Constitution, By-Laws or Operating Policy of the Association.
- 17.02 Clubs or leagues must pay fines assessed against them within ten days of notification by the secretary, or be liable to further fines as penalty for non-payment.
- 17.03 A league, club or team may appeal against levying of a fine by submitting a written appeal to the BCLA within ten days, accompanied by payment of the fine with an additional cheque for \$250.00 as deposit for the appeal.

REGULATION 18: DEFAULTS

- 18.01 In the event of a team defaulting a game, any legitimate expense incurred in consequence of the default shall be reimbursed by the defaulting team.
- 18.02 A team defaulting any match in a playoff series shall be barred from further competition in the series. All scheduled matches played by such teams shall be counted as played, and all unplayed matches shall count as wins to the team scheduled against the defaulting team.
- 18.03 Any team intending to default shall notify the league Commissioner and also the team scheduled to play against it of such intention at least five days before the scheduled date, otherwise the defaulting club and its sureties shall pay to the other club affected, the referees, officials and Association, such sums as the Senior Directorate shall find to be owing; and in default of such payment, the Association may bring action in any court for the recovery of the amount.
- 18.04 In the event of a defaulted game, no player shall be awarded a goal. However, the non-defaulting team shall be awarded two (2) points in league standings.

REGULATION 19: TAMPERING

- 19.01 Any team using another club's players in exhibition games after May 1, regularly scheduled or playoff games, without a proper permit, shall be fined \$50.00 and forfeit any points gained from subject game.
- 19.02 Any lacrosse team judged by the league to be tampering with a player of another club will be allowed to apply to be heard by the Senior Directorate. Said team shall be fined a maximum of five hundred dollars (\$500.00) by the Senior Directorate. The BCLA will be the final judge of the above charge, via the appeal route.

REGULATION 20: PROTESTS OR APPEALS

- 20.01 Please refer to **Appendix A: BCLA Appeals Process**. Only matters stated in the written appeal will be addressed at the meeting.
- In the event of a successful appeal, the bond will be returned.
- 20.02 There shall be only two levels of appeal to members of the Senior Directorate:
1. Senior Directorate Appeal Board
 2. BCLA Executive (if necessary)
- 20.03 If no defense of an appeal is received, the secretary of the Senior Directorate shall notify the Chair, who will deal with the matter without convening a meeting of the Senior Directorate Appeal Board.
- 20.04 (a) The Appeal Board will deal with appeals of suspensions over two games and/or fines in excess of \$50.00.
- (b) The Vice Chair of the Senior Directorate will also be responsible for ensuring that all involved referees, players, coaches, managers, commissioners, et cetera are notified of the appeal and requested to attend.
- 20.05 In case of appeal, the appeal must be heard within seven (7) days at a meeting, either in person or by telephone, and the meeting shall confirm, cancel or alter the suspension.
- 20.06 See General Operating Policy Regulation 11 for jurisdiction of suspension.

REGULATION 21: REFEREES

- 21.01 (a) Leagues entering into monthly payments with the BCLOA Senior Referees will be invoiced on the 3rd week of each month for all game fees for that month. Payment to the BCLOA will be required the 1st week of the following month. Leagues are responsible for the collection of all game fees from the leagues' teams.
- (b) Possible line items on the invoice will be for payment of travel fees and extra playoff fees.
- 21.02 The time frame during which referee game fees (exhibition, regular, playoff and Provincials) shall be negotiated between October 1st and February 15th prior to the league's regular season beginning. The negotiations shall include the Commissioner and two representatives of the League's Board of Governors and the Senior Co-ordinator and two representatives of the BC Senior Lacrosse Officials Association.

REGULATION 22: JUVENILE DEVELOPMENT BOX LACROSSE OPERATING POLICY

22.01 STRUCTURE

The Juvenile Division will be open to all zones in the BCLA. The Juvenile Division will be dedicated to the development of athletes. No rule shall be in place that would restrict the movement of a Juvenile player into a higher calibre either permanently or on a game to game basis.

As indicated in the General motion passed at the 2004 BCLA AGM, page 12, 2004-2005 Operating Policies, the Development League Committee will endeavour to provide a place for those players new to the game of lacrosse at the Intermediate/Junior age level. This will also give existing players who because of talent level or, the opportunity to play in a "less physical" level of play, an opportunity to stay in the game.

This policy has been derived by utilizing both the existing Minor and Senior operating policy articles particular to this project. After the second year of operation, the Development League Committee, will recommend to the BCLA where and what should be taken forward if the program is to continue. At that time the program will become part of the Minor or Senior Directorate.

Development League Committee Members:

Chair of the Minor Directorate or delegate
Chair of the Senior Directorate or delegate
Juvenile Division Commissioner
Commissioners of existing Junior B Leagues or Delegates
Commissioners of existing Intermediate Leagues or Delegates
Chair of the BCLOA and BCLCA or their delegates

Ex-Officio Officers V-P of Development and BCLA Provincial Coach

22.02 PLAYING DIVISION

The ages of Juvenile athletes prior to January 1 of each playing year shall be as follows:

Players who are 17 years of age or will turn 17 in the playing year and those who have not attained their 21st birthday prior to January 1 of the playing year.

22.03 REGISTRATION

- (a) The onus of being properly registered is the responsibility of the Associations or teams, and not the BCLA.
- (b) Each association/team will submit to the League Commissioner, prior to May 31 of each playing year, completed player cards and all the appropriate BCLA Registration fees. Registration instructions are included at the end of this document.
- (c) No player registrations will be accepted after May 31 without first obtaining the League Commissioner's approval.
- (d) Association/team registration fees invoiced must be paid on or before June 30 of the current year.

22.04 PLAYING RULES

- (a) All games shall be played according to the Minor playing rules of the BCLA Minor Directorate.
- (b) Game times will be allotted 1.5 hours, with running time and the current Minor Directorate Disciplinary Rules as written will be enforced.
- (c) Where there are two teams from one Association playing in one league, there is to be no criss-cross of players from one team to another and back after May 15 of the playing year (see Section 4.09 of the Minor Operating Policy). If said infraction occurs after May 15 of the playing year, the player would be eligible for his registered team only.
- (d)
 - (i) Any player who is playing on a team that the player is not a registered member of (i.e., call-up player) must have that player's name appear on the score sheet prior to the start of the game.
 - (ii) Any team found guilty of playing an ineligible player shall forfeit all games won during which an ineligible player was a participant and will be subject to a \$50.00 fine.
- (e) Team standings in scheduled leagues shall be determined as follows:
 - A win shall count for two points
 - All draws or tied games, one point to each team
- (f) The thirty second clock is to be used in all games.
- (g) For the current season, the number of games which a player may play in a higher calibre or division shall be unlimited save as the Commissioners of the Juvenile and higher divisions may decide.
- (h) Players may only play in a higher category after the consent of his team's coach or manager is obtained, or if those persons are not available, the lower league Commissioner. Such consent is to be obtained before any approach is made to the individual player. A One Game Permit must be completed.
- (i) A team may participate in a higher calibre sanctioned tournament without impacting team or player eligibility. All players on the team must meet the age requirements of the tournament.
- (j) In the case of players brought up on a per game basis, an approved "One Game Permit" must be attached (in duplicate) to the official score sheet for the game in which they participate. One copy of the permit should be forwarded to the Commissioner of each

league.

- (k) No player qualified to play within the jurisdiction of the Minor Directorate shall sign a Senior player registration form.
- (l) Notwithstanding the foregoing, a Minor Directorate player of Midget age may play up in a higher league with the permission of the Minor player's coach. There is no limit to the number of games a midget aged player may play up. The Minor coach or Minor Association designate must ensure the player's Minor obligations, including practices, league games, tournament games and Summer Games, are fulfilled before signing a one-game permit.
- (m) Violation of any of the above shall result in suspension of the player and the coach of the team for whom he/she played.
- (n) After May 15 of the playing year, no player shall be able to be transferred to another team within his own playing division.
- (o) If a player plays a season with the development division, on a Juvenile team, but desires to play within the BCILL or BCJLL in the following season, that player is not declared a free agent and must again follow the Operating Policy – Senior Regulation 4.

22.05 COMPETITION

Competition will be open to all Juvenile teams within leagues as organized by the League Commissioners.

22.06 AFFILIATION

Affiliation will be determined at a later date.

22.07 MOVES

- (a) All players must sign and play with the association/team that administers lacrosse within the boundaries in which that player resides.
- (b) Where there is no team available within the player's age group, the player may play for another association/team with written release from his/her home association/team for the current playing season only. (This release is not counted as a grandfathering year).
- (c) No player may sign with two associations/teams in any one playing year, unless properly released.
- (d) A player who is signed with an association/team and moves to another area during the playing season must receive permission from the League Commissioner of his/her new area before being eligible to play with a team in his/her new area.
- (e) If there is dispute, the League Commissioner will have the right to place the disputed player to the association/team where the League Commissioner feels it would be in the best interest of the league and the player.

22.08 PROOF OF AGE

- (a) All applications for registrations shall be signed by the Registrar of the association/team or designate to which the player belongs, and shall be accompanied by proof of age in one of the following forms:
 - .. Government Birth Certificate
 - .. Certificate of Baptism
 - .. Letter from the Registrar of Births advising that age stated is correct.
 - .. Current Passport
 - .. Certificate of Indian Status cards displaying birth dates
- (b) In the event that none of the above is available, the League Commissioner may permit the player to play within the League Commissioner's jurisdiction. Such approval shall be forwarded to the BCLA Office, and ratified by the Development League Committee.

22.09 TEAM SIZE

- (a) No Juvenile team shall have more than 25 signed players.
- (b) Each team shall be composed of five players, one designated goalkeeper, up to thirteen substitute players and one substitute goalie (i.e., a maximum of twenty).

22.10 TEAM DISBANDING

- (a) Proof of a team disbanding shall be written notification to the BCLA Registrar. On proof of a team disbanding, players are automatically released. If said team is a member of an organized league, the players shall not join one team, but shall be distributed among the remaining teams of the league, at the discretion of the League Commissioner, with written confirmation.
- (b) Disbanding of a team means a team disbanding within a playing season, not after league season games are finished.

22.11 FEES – see Appendix B: Fee Schedule

22.12 TOURNAMENTS

- (a) Invitational tournaments are encouraged as a means of giving enjoyment and encouragement to teams and players.
- (b) The supervising League Commissioner will administer discipline for all tournaments; and ensure that disciplinary action is consistent with that administered during league play.

22.13 ELIGIBILITY

- (a) Athletes of Intermediate or junior age who have not signed a player card in the previous year are free agents and may be signed.
- (b) All graduating Midgets must receive a signed release from any Intermediate A or Intermediate B team which operates within the player's official place of residence.
- (c) All graduating Midgets must receive a signed release from any Junior B team which operates within the player's official place of residence, if no Intermediate A or Intermediate B team operates where they reside.

22.14 SUSPENSIONS

- (a) All suspensions are to be made by the Commissioner in charge of the league.
- (b) A Commissioner may not levy a suspension of more than five games to any one person per game. He/she may recommend further suspensions in writing which can only be authorized by the Development League Committee. If a coach receives a five game suspension, the Commissioner may recommend, in writing, further suspension to the BCLCA.
- (c) In the event a Commissioner asks for a levy of more than five games, there shall be a hearing. The hearing will be at the call of the Development League Committee. A written report, including referee's report and game sheet, will be provided to the Development League Committee by the Commissioner making the request, and it shall be required that a Commissioner interview, prior to the hearing, the person accused of the infraction.

If a coach is involved, a written report, including referees reports and game sheet must be provided to the BCLCA Chairman by the League Commissioner making the request. The Commissioner is then requested to attend the Conduct Committee hearing.

A member may receive an initial verbal notification of a fine, suspension or decision directly face to face, or by telephone. This must be followed by a formal written notification presented, faxed, e-mailed or mailed and post-marked within seventy-two (72) hours to the member after initial verbal notification.

- (d) The suspended person and his association/team President/manager are to be notified in advance of any hearing, and may be present and be allowed to speak on his behalf.
- (e) Anyone who strikes a referee or official in any manner will receive a Match Penalty and will be suspended immediately. All officials must report such attack on their persons in full detail immediately following the incident and must provide a written report to the League Commissioner for hearing and determination of action. The hearing will be called by the Development League Committee.

The suspended player and/or his delegate may appear, at their option, at this hearing to state their case and notice shall be provided to the interested parties pursuant to clause 15.03 of the BCLA Minor Operating Policy.

- (f)
 - (i) A suspended player may only serve the suspension during games played by the team the player is officially registered with.
 - (ii) A suspended coach may only serve the suspension during games played by the team the coach received the suspension for; however, a coach is suspended from all bench activities until such suspension is served.

22.15 APPEALS

- (a) Any suspension up to and including five games is not subject to appeal.
- (b) Appeals must be in writing to the Development League Committee.
- (c) In the event that the suspension is for a longer period than one year, the person suspended may re-appeal at twelve-month intervals, providing the preceding appeals were not successful.
- (d) Please refer to Appendix A: BCLA Appeals Process – BCLA General Operating Policy.

22.16 PROTESTS

- (a) An association/team may protest the outcome of any game on behalf of any one of the association's teams.
- (b) The protest must be in writing from the association president or his designate and must be presented to the league Commissioner within five days of the game date being protested or the protest will not be valid.
- (c) The protest must be accompanied by a certified cheque or money order in the amount of one hundred dollars payable to the BCLA. This will be returned if the protest is upheld.
- (d) The Development League Committee will hold a hearing on the protest. The Hearing Committee shall consist of not less than three people selected from the Development League Committee. Members of the Development League Committee may be called upon for any hearing in the Juvenile Division.
- (e) The Hearing Committee will decide the outcome of the protest at the hearing and will declare either the protest is invalid or the protest is upheld; and if there is to be a rematch.
- (f) The decision of a Hearing Committee may be appealed. Please refer to **Appendix A: BCLA Appeals Process – BCLA General Operating Policy.**

22.17 CONDUCT

(a) **GENERAL CONDUCT**

Coaches, assistants, managers, trainers and bench personnel should be registered with the team.

Every participant in lacrosse is responsible for proper observance of the B.C. Lacrosse Association Constitution and By-Laws, Operating Policy, Rules and Philosophy. BCLA members should place the betterment or welfare of lacrosse and their players above their personal, team and association interests. It is the responsibility of BCLA members to promote and foster good conduct of all team personnel and supporters at all lacrosse functions and help ensure respect for all lacrosse officials participants and spectators.

All members and supporters of all teams and associations, when in public and recognized as lacrosse members and supporters, must conduct themselves in such a manner as to always enhance the image of lacrosse.

Associations/teams will be responsible for team personnel, association personnel and supporters (fans) who abuse (verbally or physically) any volunteers in any official capacity or spectator, and could be fined if found guilty after a thorough investigation has been carried out by the Development League Committee.

(b) **ALCOHOL AND DRUGS**

No one involved in a lacrosse game or practice should be under the influence of alcohol or drugs, nor should alcohol be consumed before or during a game or practice. Alcoholic beverages and drugs are prohibited at game or practice sites and dressing rooms.

(c) **PLAYER TAMPERING**

Player tampering shall be recognized when any coach, association or team official acts in a manner encouraging or enticing a player from another team to: hold out or delay registering; request a release or transfer; join another team or association.

Any lacrosse team judged by the Commissioner to be tampering with a player of another club will be allowed to appeal to the Development League Committee. The Development League committee decision may be appealed to the BCLA.

(d) **MAINTENANCE OF ORDER**

All persons, including those paying admission or receiving passes, who attend games under the jurisdiction of the BCLA, shall be deemed to have agreed that they were admitted on the condition that they abide by the rules and philosophy of the BCLA, even to the extent that they may be ordered removed from any or all playing sites (including areas reserved for spectators).

22.18 OFFICIALS

- (a) Officials must be certified at the level 3 minor as a minimum. The game fee shall be the same as specified for Midget plus \$ 5 for each Official. Allocation of said Officials will be done by local minor allocators (It is suggested that they liaison with the Senior Allocator in the area).
- (b) In extenuating circumstances, Level 2 Officials may be used provided approval is obtained from the BCLOA Vice-Chair Minor or Senior and the local Senior coordinator.

NOTE: Extenuating circumstances shall be defined as a circumstance where no level 3 Minor or above Officials are available. Level 2 Officials may not be allocated into Juvenile division games on a regular basis.

22.19 COACHES

Coaches shall be certified to a minimum level of Community Development. Completed Form 100B's along with appropriate payment must be submitted to the BCLA office by May 1 of the playing year.

22.20 JUVENILE LEAGUE COMMISSIONER

Job Description

- (a) Rule on disciplinary matters for their league, following the CLA rules and the Minor Directorate Disciplinary Rules.
- (b) Assist in making schedules for their league.
- (c) Attend any league meetings.
- (d) To promote Juvenile Box Lacrosse in their area.
- (e) To act as liaison between coaches, associations and teams and the Development League Committee

22.21 JUVENILE REGISTRATION PROCEDURE

The following are steps in the proper procedure to register players in the Senior Directorate.

THE PLAYER

Complete the form in its entirety . . . Last Year's Team Name,(if applicable) Name, Address, Postal Code, Telephone Number, Birth Date, Medical Insurance Number, and Signature.

THE TEAM MANAGER

- Check that all information required is filled in, including Team Name.
- Check that the Medical Insurance Number is recorded. This is required in order to ascertain that the player does carry or is covered by B.C. Medical Insurance. The insurance provided by the BCLA covers only specific, added, secondary benefits. It is prohibited by law from covering anything normally covered by B.C. Medical Insurance.

- Players who are under 19 years of age at the signing of the registration form must have a parent or guardian's signature on the registration form.
- Be sure the form is dated. Sign in "Authorized Team Official" box.
- Turn completed cards over to your League Commissioner.

THE COMMISSIONER

- Check each form for full information.
- Verify eligibility: age, out-of-province, et cetera.
- Sign each form.
- Turn cards over to the BCLA Senior Registrar.
- Issue league cheque or send club cheques to BCLA office for each card used.

THE REGISTRAR

- Check that all forms are completely filled in and signed.
- Check card numbers against assigned numbers list.
- Date and sign each form.
- Separate each form:
 1. original - file
 2. centre copy - to Commissioner
 3. last copy - to club/team

These are the steps in the initial registration of players prior to the start of the season. As players are cut and/or added, the following is the procedure:

TO ADD ANOTHER PLAYER

When less than twenty-five (25) Juvenile players have been signed, just repeat the above four steps.

When the allowed number for the league has been signed:

- (a) The additional player completes the card (Step One)
- (b) The Team Manager completes Step Two. The Team Manager also pulls the club copy of the player's card who is cut to accommodate the new player.
- (c) The Team Manager turns both cards over to the League Commissioner, along with the required fee, to the BCLA office.
- (d) The Registrar staples all three parts of the "cut" player's forms together and files in the league file.

The Registrar then processes the new player's form as above.

NOTES

The Commissioner must ensure that there are no more than twenty five (25) Juvenile players registered at any one time to a team.

The Registrar must insist that all copies of "cut" players' forms are returned to the BCLA Office.

A player may not sign more than one certificate in any one playing season. If a player is signed by another team in the same year, the BCLA Office must be advised. The Registrar then transfers the original certificate to the new team file, and forwards the centre copy to the League Commissioner and the last copy, with the release completed on the back, to the new team.

REGULATION 23: TIME LINE

NOTE: Dates that are associated with a specific By-Law or Regulation are reprinted in the timeline as a matter of convenience. They will automatically change if the By-Law or Regulation is changed. Dates not associated with a specific By-Law or regulation will require a motion to change them. If there is a conflict in the dates, then the governing By-Law or Regulation will take precedence over the timeline.

- January 1** Birth year consideration (General 10, SD 2.02, 4.21, 4.33, 22.02)
Team application due
Team fee due (SD 10.02)
First date of player signing (SD 3.07)
- March 1** Last date for Senior A (WLA) draft to be done (SD 4.22)
March 15 Last date for Senior B draft (SD 4.22)
Deadline for Leagues to file League Agreements for ratification (SD 7.03)
Last date for Junior A Graduated Free Agent Midget Draft (SD 4.22)
- April 1** Team fee and application deadline -- if not in, team is precluded from play (SD 10.02)
Insurance fee due (SD 10.06)
Player certificate forms sent out to teams (SD 3.01)
Deadline to return trophies to BCLA Office (SD 14.02)
- April 20** All Senior protected lists due (SD 4.24, 4.27, 4.35)
- May 1** All unsigned and unprotected players become free agents (SD 4.25, 4.38)
All non reporting players move from protected list to hold out list (SD 4.29, 4.39)
- May 15** Final date for coaching Form 100B signing (BCLCA 1.02, 11.02)
Final date for coaching fees from Form 100B (BCLCA 1.02, 11.02)
- May 25** Final date of registration of coach for playoffs (BCLCA 2.03, 11.02)
May 31 Deadline for Juvenile registration cards and fees (SD 22.03)
- July 1** Final date for new player signing (SD 3.08)
July 15 Final date for signing players released by other teams prior to July 1 (SD 3.09)
- August 1** All affiliation forms must be filed (SD 6.01)

REGULATION 24: AMENDMENTS

- 24.01 The Operating Regulations of the Senior Directorate shall not be altered except at a Special Session of the Senior Directorate to be held during the BCLA Annual General Meeting and shall be made only by a majority vote of the members voting thereon.
- 24.02 Notice of the proposed amendment shall be given in writing to the BCLA Office at least forty-five days before the day of the Annual Meeting, and the proposed amendments shall be circulated to the member clubs at least thirty days prior to the Annual Meeting.

APPENDIX ONE:

GUIDELINES AND REQUIREMENTS TO PLANNED EXPANSION

In order that league expansion can take place most effectively, it is felt that the following list of requirements are essential at all levels.

While it is felt that these requirements are general to all leagues, it is recognized that individual leagues will undoubtedly have further requirements such as league bonds, league entry fees, et cetera.

FINANCIAL STABILITY

Evidence of financing to support at least one full year of operation within the league.

EXECUTIVE

List (names, addresses, telephone numbers) of sufficient executive people to cover all facets of a team's operation.

PLAYERS

List of players of adequate calibre and in sufficient numbers for that year.

FUTURE PLAYERS

Factual proof as to where future players will come from.

FACILITY

Guarantee that a facility comparable to the facilities used by other teams in that league is available with suitable dates and times.

EXPOSURE

Proof that entry into that league will not impose an unwarranted financial burden on established teams.

LOCAL SUPPORT

Evidence of local support (established association, leagues, teams).

APPENDIX TWO:

INTER-PROVINCIAL TRANSFERS

Inter-Provincial Transfers shall comply with the most current Canadian Lacrosse Association Player Transfer Policy.

Please Note: The Inter-Provincial Transfer is the responsibility of the player and the teams involved with the transfer.

APPENDIX THREE:

ADDITIONS TO PENALTIES FOR SPECIFIC INFRACTIONS

Any player/coach/manager who uses profane language, obscene gestures, threats or threatening gestures, shall receive a minimum one-game suspension.

A player given a match penalty for "deliberate intent to injure" shall be assessed a minimum three games suspension.

The first player to leave a bench to enter a fight shall receive a minimum two games suspension.

Any player receiving a Game Misconduct penalty in the last ten minutes of the game may be suspended for the next game at the commissioner's discretion.

Players or coaches who receive five Game Misconduct penalties or more shall be reported to the BCLA Senior Directorate by the Commissioners/League Managers for possible extension of suspensions.

APPENDIX FOUR:

SENIOR REGISTRATION PROCEDURE

The following are steps in the proper procedure to register players in the Senior Directorate.

THE PLAYER

Complete the form in its entirety . . . Last Year's Team Name, , Name, Address, Postal Code, Telephone Number, Birth Date, Medical Insurance Number, and Signature.

THE TEAM MANAGER

- Check that all information required is filled in, including Team Name.
- Check that the Medical Insurance Number is recorded. This is required in order to ascertain that the player does carry or is covered by B.C. Medical Insurance. The insurance provided by the BCLA covers only specific, added, secondary benefits. It is prohibited by law from covering anything normally covered by B.C. Medical Insurance.
- Players who are under 19 years of age at the signing of the registration form must have a parent or guardian's signature on the registration form.
- Be sure the form is dated. Sign in "Authorized Team Official" box.
- Turn completed cards over to your League Commissioner.

THE COMMISSIONER

- Check each form for full information.
- Verify eligibility: age, out-of-province, et cetera.
- Sign each form.
- Turn cards over to the BCLA Office.
- Issue league cheque or send club cheques to BCLA office for each card used.

THE REGISTRAR

- Check that all forms are completely filled in and signed.
- Check card numbers against assigned numbers list.
- Date and sign each form.
- Separate each form:
 1. original - file
 2. center copy - to Commissioner
 3. last copy - to club/team

These are the steps in the initial registration of players prior to the start of the season. As players are cut and/or added, the following is the procedure:

TO ADD ANOTHER PLAYER

When less than twenty-five (25) Senior A, Senior B, Senior C, Junior A, Junior B, Intermediate A or Intermediate B have been signed, just repeat the above four steps.

When the allowed number for the league has been signed:

- (a) The additional player completes the card (Step One)

- (b) The Team Manager completes Step Two. The Team Manager also pulls the club copy of the player's card who is cut to accommodate the new player.
- (c) The Team Manager turns both cards over to the League Commissioner, along with the required fee, to the BCLA office.
- (d) The Registrar staples all three parts of the "cut" player's forms together and files in the league file.

The Registrar then processes the new player's form as above.

NOTES:

The Commissioner must ensure that there are no more than twenty-one (25) Senior A, Senior B, Senior C, Junior A, Junior B, Intermediate A or Intermediate B players registered at any one time.

The Registrar must insist that all copies of "cut" players' forms are returned to the BCLA Office.

A player may not sign more than one certificate in any one playing season. If a player is signed by another team in the same year, the Commissioner/Commissioners of the League/Leagues must be advised. The Registrar then transfers the original certificate to the new team file, and forwards the centre copy to the League Commissioner and the last copy, with the release completed on the back, to the new team.

B.C. LACROSSE ASSOCIATION

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**INSERT ORGANIZATION CHART: MINOR DIRECTORATE
EXCEL FILE ORG CHART #3**

MINOR DIRECTORATE REGULATIONS

REGULATION 1: STRUCTURE

1.01 ROLES AND RESPONSIBILITIES

The Minor Directorate

- (a) Governs lacrosse for all Minor players and Female Box up to and including Division 4 players.
- (b) Sets Disciplinary Rules
- (c) Provides a Commissioners' Package
- (d) Sets Provincial Directive and a format for Minor Provincial tournaments
- (e) Sanctions all Minor tournaments

The Minor Directorate Chair

- (a) Shall preside at all Minor Directorate meetings
- (b) Shall ensure the affairs of the Directorate are being carried out
- (c) Shall ensure the procedures set out in the By-Laws and Constitution are being followed
- (d) Shall attend the VP Operations meetings
- (e) Is responsible to call meetings of the Directorate (usually every second month)
- (f) Work with all members of the Directorate to ensure the game is of a high calibre and standard
- (g) Is the deciding vote in case of a tie
- (h) Is responsible to all members of the Directorate, not a Commission or an individual
- (i) Shall be elected for a two year term in even years

The Minor Directorate Vice Chair

- (a) Shall attend all Minor Directorate meetings
- (b) Shall assist the Chair as requested
- (c) Will preside over meetings when the Chair is not available
- (d) Has a close working relationship with all members of the Minor Directorate
- (e) Assists in developing the game of lacrosse
- (f) Is responsible to all members of the Directorate, not a Commission or individual
- (g) Shall be elected for a two year term, in odd years

The Minor Directorate Registrar

- (a) Shall be responsible for the administration of the BCLA Online Minor Player Database, filing of all player registration forms and team declarations for all Minor divisions.
- (b) Shall check that all forms are completely filled in and signed.
- (c) Shall verify that all players are in the proper Association per boundary rules unless a fully signed transfer is provided.
- (d) Shall maintain a Grandfathered and Transferred list of Players
- (e) Shall work with Minor Association Registrars to deal with any discrepancies.
- (f) Shall provide year-end registration statistics to the BCLA Executive Director, and have them available for the Provincial Playoff Director by the Minor Directorate Declaration Meeting.
- (g) Shall be responsible to the Chair of the Minor Directorate
- (h) Shall attend Minor Directorate Meetings as required.
- (i) Shall be appointed by the Minor Directorate.

Minor Directorate Zone Director

- (a) Attends Commission meetings
- (b) Is a voting member of the Minor Directorate and attends their meetings

- (c) Main communication link between Minor Directorate and Commissions
- (d) Maintain good communication between Associations and the Commission
- (e) Monthly contact with Association Presidents in their Zone
- (f) An Ad Hoc member of every Association in their Zone
- (g) Ensure they work for all Associations in their Zone
- (h) Ensure all Associations in their Zone are familiar with the By-Laws and Constitution along with the Operating Policy of the BCLA and the Minor Directorate
- (i) Provide guidance on Constitution and By-Laws and the Operating Policies of the BCLA and Minor Directorate to Associations in their Zone
- (j) Work with Associations in their Zone on the nomination of Zone Lacrosse Player of the Year
- (k) Set up trials for Summer Games and assist in selecting Coaches and players
- (l) Ensures all forms are sent out and returned within the correct time lines to allow teams to qualify for Summer Games
- (m) Assists all participants in maintaining a good calibre and standard of the game
- (n) Serve as an agent of the Minor Directorate, and as such, carries out its mandate
- (o) Responsible to liaise with the BCLA Technical Director and the BCLCA Zone Co-ordinator to ensure that all Association Presidents, Coaching Co-ordinators and League Commissioners are advised of the names of all suspended coaches who fail to meet the minimum standards of the Form 100B as of the deadline of May 1.

Female Box Lacrosse Chair

- (a) Responsible to the Minor Directorate Chair
- (b) To oversee all aspects of female box lacrosse in the province of British Columbia
- (c) To work with the various commissions to promote female box lacrosse in their Commission
- (d) To act as commissioner when no commissioner is available at the local commission level
- (e) To be given a vote on the Minor Directorate
- (f) To be given a two-year term.
- (g) To be part of development/promotion.

Commissions

- (a) Communication link between the Minor Directorate (through Zone Directors) and their Associations
- (b) Ensure good communications with the Executive and their Associations and possibly with players and parents
- (c) Maintain a good working relationship with all Associations within their Commission
- (d) Responsible to Minor Directorate and all Associations within the Commission
- (e) Responsible for schedule and guidelines for league play and Provincial play-offs in their Commission
- (f) Select their own Zone Directors and Commissioners
- (g) First level of appeal on all matters within their Commission (jurisdiction, players discipline and player movement)

League Commissioners

- (a) Rule on disciplinary matters for their league in their Commission, following the Minor Directorate Disciplinary Rules
- (b) Ensure all teams are tiered properly. Watch for inequality of teams within their league and as a group decide on placement and movement
- (c) Assist in making schedules for their league
- (d) Attend Commission meetings
- (e) Ensure copies of score sheets are given to the Chair of the Commission monthly
- (f) Any communication between League Commissioners and coaches should include Head Coaches.

Associations

- (a) Members of a Commission
- (b) Responsible for lacrosse in their residential area as defined by their Association boundaries.
- (c) Communication link between the parents, players and bench personnel and their Commission
- (d) Sends a representative to all Commission meetings

REGULATION 2: PLAYING DIVISIONS

2.01 The ages of players prior to January 1 of each playing year shall be as follows:

Minor Box

Midget ..	under 16 years
Bantam ..	under 14 years
PeeWee ..	under 12 years
Novice ..	under 10 years
Tyke ..	under 8 years
Mini Tyke ..	under 6 years, but at least 4 years old

Female Box:

Junior	under 21 years
Midget	under 16 years
Bantam	under 14 years
PeeWee	under 12 years
Novice	under 10 years

REGULATION 3: REGISTRATION

- 3.01 The onus of being properly registered is the responsibility of the Associations or teams, and not the BCLA.
- 3.02 On or before January 1 of each year, the Treasurer shall invoice each association for 50% of the previous year's registration fees, to be paid by March 15.
- 3.03 Each Association is responsible to enter and maintain the Association's players on the BCLA on-line player database.
- 3.04 For those Associations who run house league systems and combine teams for provincial play, the Association must submit to the Registrar of the Minor Directorate, the additional Provincial Team lists on the supplied electronic template. Combined Team lists must be e-mailed to the Registrar and in addition can be faxed or mailed to the BCLA prior to May 31 of the playing year. Provincial lists must include the division and level of play (i.e., Provincial Team – Bantam A2). This will ensure the team is registered with the BCLA, but will avoid duplicate billing of players by the BCLA.
- 3.05 Each association will submit to the BCLA Office, prior to May 21 of each playing year, one copy of each player's BCLA-approved, completed registration form along with a team list generated from the on-line database. Failure to comply with said dates will result in said team losing all league points accumulated to said date that the team registrations are turned into the BCLA Office.
- 3.06 No player registrations will be accepted after May 21 without first obtaining the League Commissioner's approval. The League Commissioner will not be able to approve any registrations after June 20.

- 3.07 To register these later players, the association will forward one copy of the player's registration form to the League Commissioner who will add the player's name to the appropriate team list and will forward the information to the BCLA Office for addition to their appropriate lists.
- 3.08 Association registration fees invoiced must be paid on or before June 30 of the current year. All teams of a defaulting association will not be permitted to compete in Provincial or National Championships.

REGULATION 4: PLAYING RULES

- 4.01 All games shall be played according to the playing rules set down by the Minor Directorate, and ratified by the Executive, prior to February 1 of the playing year.
- 4.02 The Minor Directorate will instruct member Associations that there is to be strict interpretation of the CLA rules and the Minor Directorate policy as written.
- 4.03 Where there are two teams from one Association playing in one league, there is to be no criss-cross of players from one team to another and back after May 15 of the playing year (see Section 4.09). If said infraction occurs after May 15 of the playing year, the player would be eligible for his registered team only.
- 4.04 a) Any player who is playing on a team that the player is not a properly registered member of (i.e., call-up player) must have that player's name appear on the scoresheet prior to the start of the game.
- b) Any team found guilty of playing an ineligible player during a regularly scheduled, sanctioned tournament or playoff games shall forfeit all games won during which an ineligible player was a participant. Should this occur in the playoffs, then only the games played in the playoffs will be awarded to the opposing side.
- 4.05 Team standings in scheduled leagues shall be determined as follows:
- A win shall count for two points
- All draws or tied games, one point to each team
- 4.06 The thirty second clock is to be used in league games from Novice age and up.
- 4.07 a) A player may play up one division or calibre higher than that in which he/she is registered on a game by game basis only with the approval of the coach or if unavailable, another team representative as defined by the Form 100, of the team the player is registered with.
- b) A player may play up one division higher than that in which he/she would be registered in accordance to 2.01 for the playing year only with the approval of the player's association.
- c) Any player who has played up a total of five or more league games, playoff games, sanctioned tournament games, or combination of, in any division or calibre higher than the one in which he/she is registered, must for the remainder of that year play for the higher division or calibre in which he/she played his/her fifth game. The Home Association will determine which team in that division that the player will play on if there is more than one team in the higher division or if the player has played across multiple levels in a tiered division.
- d) A team may participate in a higher calibre sanctioned tournament without impacting team or player eligibility unless 4.07 (c) applies.
- 4.08 (a) In zones where tiering does not take place, multi-association "select" teams will be allowed to be formed to play at the "A" level provided that:

- (i) The tournaments that they attend are “A1” tournaments. In extenuating circumstances, with rationale, a zone may request and must receive authorization from the Minor Directorate to play at the “A2” level.
 - (ii) That each tournament co-ordinator be notified in writing and confirm by return e-mail that the team is a “select” zone team and, that being informed of this, that the team is still welcome at the tournament.
 - (iii) That each association in the commission agrees in writing to let the athletes from their own association who are chosen for the “select” team play out for the tournaments.
- (b) “Select” zone teams will not be eligible to compete at any provincial championships.
 - (c) Games played while on the “select” team will not count towards the five game rule for athletes as described in Regulation 4.07 (c).
- 4.09 After May 15 of the playing year, no player shall be able to be transferred to another team unless 4.07 (c) applies.
- 4.10 Rules for tyke, mini-tyke and female box will be included in the Minor Directorate’s commissioner’s package and may be amended by the Minor Directorate if necessary. These rules will be binding upon all commission play and must be consistently applied throughout the province.
- 4.11 In all aspects of Minor Directorate Play, the practice known as Offence/Defence is not to be played in any of its forms. Offence/Defence is simply defined as a Player playing only one end of the floor at even strength.
- 4.12 No team or player may play more than two (2) games per day (a calendar day) in exhibition, tournament, league or playoff games. This includes players playing up in Seniors on a one-game permit.
- 4.13 All players in all divisions under the jurisdiction of the Minor Directorate must have stop signs placed on the back of the jersey, above the number. Please Note: These stop sign crests can be screened onto the jerseys, or crests are available from the BCLA Office.

REGULATION 5: COMMISSION COMPETITION

- 5.01 The control of all league competition shall be vested in the Commission. The control of inter-commission and inter-provincial competition shall be vested in the Minor Directorate who may establish a commission to govern such play.
- 5.02 Competition will be open to all teams of each age group within leagues as organized by the Commission and/or league Commissioner.
- 5.03 In Commissions that form all leagues in PeeWee, Bantam and Midget Divisions, all movement of teams by the Commission must be completed by June 7th. After June 7th, no team shall be moved for league or Provincial Championships play.
- 5.04 In Midget, Bantam and PeeWee, where “C” leagues are formed, no association may declare a “C” calibre team with more playing experience than the following:
- | | |
|--------|---|
| PeeWee | – 2 years times the number of registered players except the 2 most experienced players. |
| Bantam | – 2.5 years times the number of registered players except the 2 most experienced players. |
| Midget | – 3 years times the number of registered players except the 2 most |

experienced players.

Example (PeeWee) 15 registered players

Total number of years of experience is 26 years: $(15-2) \times 2 = 26$.

This must be sent to the League Commissioner by the Association Registrar by May 7 of the playing year, who must in turn notify the Association President if numbers are not in compliance.

- 5.05 In Midget, Bantam and Pee Wee, "A1", "All", "B", and "C" leagues may be formed. Where an association has two or more teams in any one league, those teams must be equally balanced by calibre and strength, with the exception of "A1" with the local commission and with Minor Directorate approval. "A1", "All" and "B" leagues shall be recognized by the BCLA for Provincial Championship purposes.
- 5.06 All league play must be completed prior to playdown competition.

REGULATION 6: MOVEMENT – MINOR TO SENIOR

- 6.01 No player qualified to play within the jurisdiction of the Minor Directorate shall sign a Senior player registration form.
- 6.02 Notwithstanding the foregoing, a Minor Directorate player of Midget age may play up in a higher league with the permission of the Minor player's coach. There is no limit to the number of games a midget aged player may play under the Senior Directorate. The Minor coach or Minor Association designate must ensure the player's Minor obligations, including practices, league games, tournament games and Summer Games, are fulfilled before signing a one-game permit.
- 6.03 Violation of any of the above shall result in suspension of the player and the coach of the Senior Directorate team for whom he/she played.

REGULATION 7: MOVEMENT – SENIOR BOX TO MINOR

- 7.01 Movement to play down in the Minor Directorate from the Senior Directorate will only be approved under the following conditions:
- (a) The Local Minor Association must approve in writing and forward to their local commission for approval.
 - (b) Upon approval, the request must be forwarded to the Minor Directorate for approval before April 1st of the playing year.
 - (c) Upon approval of the request by the Minor Directorate, the Senior Directorate will be informed.
- 7.02 Criteria for Approval:
- (a) Players must be within 365 days (one year) of Midget eligibility.
 - (b) Cannot be from an area where there traditionally is an Intermediate or Junior team already registered. When there is no Juvenile Team: over-age Female Box Players will be permitted to play down; male Box Players with one-year experience or less will be permitted to play down.
 - (c) Cannot be more than two (2) over-age players per team unless the Minor Association is less than two (2) years old. If the Association is less than two (2) years old, then the maximum number will be four (4).
 - (d) Over-age players are not eligible for playdowns or for Provincial Championships play.

REGULATION 8: MOVES

- 8.01 All players must sign and play with the association that administers lacrosse within the boundaries in which that player resides. Upon request, a parent or legal guardian may be required to provide two (2) of the residency validation documentation below, if requested by the association registrar or commission. All bills must be current. Accepted documentation is:
1. Property tax bill
 2. Hydro bill
 3. Gas bill
 4. Cable or satellite bill
- 8.02 If a player who has played the two previous consecutive seasons with the same association, other than the one where he/she current resides, and during that time, either met the release requirements described in Minor Directorate Regulation 8.07 or lived within that association's boundaries, the player is considered grandfathered with that association and has the option of signing with that association as a grandfathered player or registering with his/her new home association, where they currently reside.
- 8.03 Where there is no team available within the player's age group, the player may play for another association with written release from his/her home association for the current playing season only. (This release is not counted as a grandfathering year).
- 8.04 No player may sign with two associations in any one playing year, unless properly released.
- 8.05 A player who is signed with an association and moves to another area during the playing season must receive permission from the local commission of his/her new area before being eligible to play with a team in his/her new area.
- 8.06 If there is dispute, the Commission will have the right to place the disputed player to the association where the Commission feels it would be in the best interest of the league and the player.
- 8.07 In all cases, where a player is not playing in an association where he/she resides, a player release request form, properly signed by each authorizing party, must accompany the registration form submitted by each club to the BCLA Office. The Commission must sign-off on or before April 15 and a list of those approvals is to be supplied to the Minor Directorate Registrar within seven (7) days. The only exception would be for Grandfathered players who do not require a signed release form, but must appear on the club's grandfathered list. Failure to obtain written permission prior to the registration deadline will make the current year ineligible to count towards grandfathering and may result in the player being declared ineligible. Minor Directorate Disciplinary Rules will apply.
- 8.08 Associations must provide a list of currently grandfathered players on or before May 21 of each playing year to the Registrar of the Minor Directorate. Failure to do so would make these players ineligible for provincial play.

REGULATION 9: PROOF OF AGE

- 9.01 All applications for registrations shall be signed by the Registrar of the association or designate to which the player belongs. In the Minor divisions, a player's age must be verified against one of the documents listed below. A copy of this document can be kept on file with the association in a secure manner or can be visually verified with number recorded on the registration form. If the latter method is used, the number must be recorded in the registration database and parents must be informed they are responsible to provide proof of age, if requested.

- .. Government Birth Certificate
- .. Certificate of Baptism
- .. Letter from the Registrar of Births advising that age stated is correct.
- .. Current Passport
- .. Certificate of Indian Status Card

9.02 In the event that none of the above is available, the Commission may permit the player to play within its jurisdiction. Such approval shall be forwarded to the BCLA Office, and ratified by the Minor Directorate.

REGULATION 10: TEAM SIZE

- 10.01 No team under the jurisdiction of the Minor Directorate shall have more than 22 signed players, except with special permission of the Commission. Such exceptions shall be ratified by the Minor Directorate.
- 10.02 Each team shall be composed of five players, one designated goalkeeper, up to thirteen substitute players and one substitute goalie (i.e., a maximum of twenty).

REGULATION 11: TEAM DISBANDING

- 11.01 Proof of a team disbanding shall be with written notification to the local commission and the Minor Directorate Registrar. On proof of a team disbanding, players are automatically released from said team. If said team is a member of an organized league, the players shall not join one team, but shall be distributed among the remaining teams of the league, at the discretion of the Commission, with written confirmation.
- 11.02 Disbanding of a team means a team disbanding within a playing season, not after league season games are finished.

REGULATION 12: PROVINCIAL CHAMPIONSHIPS

- 12.01 The BCLA Minor Directorate shall ensure that hosts are obtained for all minor provincial championships from the minor associations, commissions or zones.
- 12.02 Control.
The control of all Provincial Championships is the responsibility of the Playoff Director who shall be a member or past member of and appointed by the Minor Directorate and in conjunction with the VP of Operations.
- 12.03 All Zones will play down to the following allotted number of teams:
- | | |
|-----------------------------|---------|
| Zone 1 | 1 team |
| Zone 2 | 1 team |
| Zone 3, 4, 5 | 3 teams |
| Zone 6 | 1 team |
| Zone 7 | 1 team |
| Zone 8 | 1 team |
| Host Association/Commission | 1 team |
- * Any vacancies to be filled by the Provincial Minor Directorate.
- 12.04 a) Provincial Championships shall be held for qualifying "A1", "A2", and "B" teams in Midget, Bantam and PeeWee Divisions.
- b) C Provincials shall be held in divisions PeeWee, Bantam and Midget at the discretion of the

Minor Directorate where sufficient teams are playing to hold a provincial (i.e., Divisions must have declared intentions from at least 4 provincial zones and at least 6 teams need to declare their intentions to enter such a provincial). If the C's are held, then all following subsections are valid for the C's as well.

c) Provincials shall be held in Female PeeWee, Bantam, Midget and Junior at the discretion of the Minor Directorate where sufficient teams are playing to hold a Provincial (i.e., Divisions must have declared intentions from at least four (4) provincial zones and at least six (6) teams need to declare their intentions to enter such a provincial.

12.05 **Eligibility.**

(a) To be eligible to play in a Provincial Championship tournament, a player must have played in a minimum of four league, sanctioned tournament games or play-off games, or combination of, during the current year with that team. Proof of game sheets must be provided to the Playoff Director. A copy of the original team registration form will be used to verify the declared team roster at the coaches meeting.

(b) Minors can only participate in one Minor Provincial Championship. Exceptions can be made for alternate goaltenders only in exceptional circumstances, by the Playoff Director as per the current Minor Provincial Championship Directive.

(c) In zones where associations run "house league" teams and no sanctioned tiered leagues are run, the four-game rule will not apply for Provincials. Players added from house league teams or lower divisions must be sanctioned by the Zone Director.

In zones where tiering does not take place, in established Associations with four (4) or more years of playing experience, with more than thirty (30) players in the same division excluding players with "0" experience (i.e., PeeWee, Bantam, Midget), the first declared team for the Provincial Championship must declare at an "A" level. In addition, in zones where tiering does take place in established Associations with four (4) or more years of playing experience with four (4) or more teams declaring in the same division for Provincial Championships, one of the declaring teams must be "A1". In extenuating circumstances, with rationale, an Association may request and must receive authorization from the Minor Directorate to play at a lower level.

(d) A team defaulting any game in a playdown series shall be barred from further competition. All scheduled games played by such teams shall be counted as played, and all unplayed games shall count as wins to the team scheduled against the defaulting team. In extenuating circumstances, the Commission Disciplinary Committee shall rule.

(e) Any and all teams declaring to play in the "C" Provincial Championships must follow the "C" calibre description as outlined in Regulation 5.04. Team eligibility will be validated at the start of the Provincial Championships. (Unless the team is moved down by the League Commissioner as outlined in Regulation 5.03.)

12.06 **Declaration Forms.**

Declaration forms for Provincials attached with a roster and certified cheque or money order payable to the BCLA of said teams to enter Provincial playdowns not received by the BCLA Office by the set date by the Minor Directorate for the playing season will result with the said team becoming ineligible for the Provincial playdowns and Provincials of the playing year. Declaration forms will not be accepted if the team has declared to play in a calibre lower than their final Commission placement.

12.07 **Venue.**

It is the responsibility of the Minor Directorate to set the dates and places of all Provincial Championships. The locations shall be chosen from applications received from Associations,

Commissions or Zones wishing to host the "A1", "A2", "B", "C" and Female Provincial Championships. The date will not be later than the first weekend in September. The host responsibilities of the Associations, Commissions or Zones chosen to host the "A1", "A2", "B" or "C" Provincial Championships will be as declared in the Provincial Playoff Directive.

12.08 Trophies.

Pennants and awards will be provided by the BCLA for all Championships. Gold, Silver, Bronze, as well as participation mementos will be awarded in A1, A2, B, C and Female Box Lacrosse Championships. Tournament All-Stars consisting of one playing member of each team. Game MVPs (one from each team) will receive awards in all Provincial games. An overall MVP will be chosen from each division. The ordering and distribution will be the responsibility of the Minor Directorate.

12.09 Host associations will be reimbursed expenses for floor time, balls and referees.

12.10 To be eligible to coach in a Provincial Championship, the coach of record must be fully certified as per the B.C. Lacrosse Coaches Association's LCCP. A team must have a fully certified, registered coach as listed on the Form 100B to be eligible to compete in Provincial Championships. The coach of record may be substituted only as per Section 1.03 of the BCLCA Operating Policy.

12.11 The financing of the BCLA Minor Provincial Championships will be as declared in the BCLA Minor Provincial Host Agreement. Any sponsorships secured for the BCLA Minor Provincial Championships shall in no way restrict the ability of any association, commission or zone to host the A1, A2, B, C or Female Provincial Championships.

12.12 The Goal Average Formula will be used in playdowns and Provincial Championships. In the event of a tie in points, final standings shall be determined as follows:

- (i) Two teams tied, the winner of game or games between the two teams advances. If still tied, the Goal Average Formula will be used to break the tie.
- (ii) Three or more teams tied, if one team has defeated the other teams with which it is tied after round robin play, that team shall advance. If this is not possible, the team with the best goal average advances. If two teams are required to advance, the goal average formula is calculated only once and the two teams with the best goal averages move on.
- (iii) In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams which it is tied shall be declared the higher team. If still tied, the team which scored the first goal in the tied game is to be declared the winner of that game.

GOAL AVERAGE FORMULA

GF divided by the sum of GF + GA = Goal Average

NOTE: Only goals scored in the games between the teams involved in the points tie shall be used in the Goal Average Formula.

12.13 In all playdowns, no teams shall play more than two games per calendar day. There will be a minimum of three hours allowed between games.

Any and all teams declaring to play in the "C" Provincial Championships must follow the "C" calibre description as outlined in Regulation 5.04.

12.14 a) A Head Coach of a team at the Provincial Championships may protest on behalf of their team.

- b) The protest must be in writing from the Head Coach and must be presented to the Provincial Playoff Director within an hour of the game being completed. The written protest must be accompanied by a cheque to the BCLA or cash to the value of two hundred and fifty dollars (\$250.00).
- c) The protest must be noted on the gamesheet at the occurrence of the incident under protest.
- d) The Provincial Playoff Director or Designate will hold a hearing on the protest. The Disciplinary Committee shall consist of not less than three (3) people selected by the Provincial Playoff Director or Designate. The Provincial Playoff Director or Designate will chair the hearing.
- e) The Disciplinary Committee will make a decision on the protest and what remedy will be undertaken.
- f) Whatever decision is determined, it is not eligible for appeal.
- g) Protests of an official's judgment call will not be entertained.
- h) Protest Hearings must be held at the Provincial Playoff Director's discretion at the earliest possible time.

REGULATION 13: NATIONAL CHAMPIONSHIPS

- 13.01 The Chair of the Minor Directorate or his/her designate is responsible to participate as an active member of the BCLA Team BC Committee.
- 13.02 The Team BC Committee shall consist of: BCLA Vice President – Operations, the BCLCA Chair, the BCLCA Vice Chair – Minor, the BCLCA Vice Chair – Field, the BCLOA Vice Chair – Minor, BCLOA Vice Chair – Field, BCLA Technical Director, BCLA Regional Coaches, the Minor Directorate Chair and the Field Directorate Chair.
- 13.03 The Minor Directorate Chair is responsible to ensure all administrative activities as they pertain to the Team BC Program are met and that a report is available for the Minor Directorate as required.

REGULATION 14: TOURNAMENTS

- 14.01 Invitational tournaments are encouraged at all levels as a means of giving enjoyment and encouragement to teams and players. Associations or commissions wishing to host invitational tournaments must inform the Minor Directorate which will sanction the tournament, and pass the information to all associations, Commissions and league Commissioners.
- 14.02 In order to avoid conflict, the Minor Directorate will maintain a master schedule of all invitational tournaments and advise holders of tournaments of open dates.
- 14.03 The supervising league Commissioner will administer discipline for all tournaments; and ensure that disciplinary action is consistent with that administered during league play.
- 14.04 No more than two games per calendar day will be scheduled for each team during tournament play. Tournament rules and regulations will be submitted to the Minor Directorate prior to receiving sanction.

A copy of the rules and regulations as accepted by the Minor Directorate will be given to the coach or manager of each team participating in the tournament, prior to the team's first game.

- 14.05 In all commissions for tournament play, only players who are of the appropriate age to play in the specified division, or players younger than the appropriate age, may compete. Overage players shall not be eligible for tournament play unless the overage player is a registered member of the younger team and has been sanctioned by the commission involved. No player may play in more than two (2) games per calendar day by playing on different teams.

REGULATION 15: SKILLS JAMBOREE

- 15.01 A skills jamboree is an event intended to improve player skill and development. It must be free of charge for all participants. It may include development drills and other activities for the enjoyment of the participants.
- 15.01 A skills jamboree is not the appropriate venue for team vs. team play. Such play shall be considered non-sanctioned.

REGULATION 16: COMMISSIONS

- 16.01 The Minor Directorate shall establish Commissions to govern Minor Lacrosse league and playoff competition.
- 16.02 It is suggested that these Commissions consist of:
- (a) Chair
 - (b) Vice Chair
 - (c) Secretary
 - (d) Treasurer
 - (e) Zone Director
 - (f) Commissioner for each league

REGULATION 17: SUSPENSIONS

- 17.01 All suspensions are to be made by the Commissioner in charge of the league.
- 17.02 A Commissioner may not levy a suspension of more than five games to any one person per game. With the exception of Coaches/Bench personnel, he/she may recommend further suspensions in writing to the governing Commission.
- If a Coach /Bench personnel receives a five game suspension from a league Commissioner, the Commissioner may recommend in writing that a further suspension may be warranted by the BCLCA. The Commissioner may at any time ask the BCLCA to investigate the conduct or ethical behaviour of a coach or bench personnel without handing down any suspension. Results of these actions must be related in writing back to the Commissioner and the governing Commission.
- 17.03 In the event a Commissioner asks for a levy of more than five games, there shall be a hearing. With the exception of Coaches/ Bench Personnel the hearing will be at the call of the Governing Commission Chairperson.
- A written report, including referee's report and the game sheet, will be provided to the Commission Chair by the Commissioner making the request, and it shall be required that a Commissioner interview, prior to the hearing, the person accused of the infraction.
- If a Coach/Bench staff is involved, a written report, including referee's reports and game sheet must be provided to the BCLA Chairman by the Commission making the request. The Commissioner may be requested to attend the BCLCA Conduct Committee hearing.
- A member may receive an initial verbal notification of a fine, suspension or decision directly face to face, or by telephone. This must be followed by a formal written notification presented, faxed, e-mailed or mailed and post-marked within seventy-two (72) hours to the member after initial verbal notification.
- 17.04 The suspended person and his association President are to be notified in advance of any hearing, and may be present and be allowed to speak on his behalf. At a provincial

championship, the team head coach will be notified if the President is not present.

- 17.05 Anyone who strikes a referee or official in any manner will receive a Match Penalty and will be suspended immediately. All officials must report such attack on their persons in full detail immediately following the incident and must provide a written report to the Governing Commission for hearing and determination of action. If there is no Governing Commission in place, the hearing will be called by the Minor Directorate.

In the case where-by the infraction was carried out by a Coach /Bench Personnel the written reports will be forwarded to the BCLCA Chair for immediate action.

- 17.06 See General Operating Policy Regulation 11 for the jurisdiction of suspensions.
- 17.07 a) A suspended player may only serve the suspension during games played by the team the player is officially registered with.
- b) A suspended coach may only serve the suspension during games played by the team the coach received the suspension for; however, a coach is suspended from all bench activities until such suspension is served.

REGULATION 18: APPEALS

- 18.01 Any suspension up to and including five games is not subject to appeal.
- 18.02 An appeal must be in writing to the Minor Directorate Chair.
- 18.03 In the event that the suspension is for a longer period than one year, the person suspended may re-appeal at twelve-month intervals, providing the preceding appeals were not successful.
- 18.04 Please refer to Appendix A: BCLA Appeals Process – BCLA General Operating Policy.

REGULATION 19: PROTESTS

- 19.01 An association may protest the outcome of any game on behalf of any one of the association's teams, except at Provincial Championships (see Regulation 12.14).
- 19.02 The protest must be in writing from the association president or his designate and must be presented to the Commission or league Commissioner within five days of the game date being protested or the protest will not be valid.
- 19.03 The protest must be accompanied by a certified cheque or money order in the amount of one hundred dollars payable to the BCLA. This will be returned if the protest is upheld.
- 19.04 The Commission will hold a hearing on the protest. The Hearing Committee shall consist of not less than three people selected by the Commission .
- 19.05 The Hearing Committee will decide the outcome of the protest at the hearing and will declare either the protest is invalid or the protest is upheld; and if there is to be a rematch.
- 19.06 The decision of a Commission Hearing Committee may be appealed. Please refer to **Appendix A: BCLA Appeals Process – BCLA General Operating Policy.**

REGULATION 20: CONDUCT

20.01 GENERAL CONDUCT

Coaches, assistants, managers, trainers and bench personnel should be registered with the team.

Every participant in lacrosse is responsible for proper observance of the B.C. Lacrosse Association Constitution and By-Laws, Operating Policy, Rules and Philosophy. BCLA members should place the betterment or welfare of lacrosse and their players above their personal, team and association interests.

It is the responsibility of BCLA members to promote and foster good conduct of all team personnel and supporters at all lacrosse functions and help ensure respect for all lacrosse officials participants and spectators .

Team and association personnel and supporters should refrain from approaching any official or member of the Minor Directorate at or immediately following a game with reference to situations within that game.

All members and supporters of all teams and associations, when in public and recognized as lacrosse members and supporters, must conduct themselves in such a manner as to always enhance the image of lacrosse.

Associations will be responsible for team personnel, association personnel and supporters (fans) who abuse (verbally or physically) any volunteers in any official capacity or spectator, and could be fined if found guilty after a thorough investigation has been carried out by the Minor Directorate.

20.02 ALCOHOL AND DRUGS

No one involved in a lacrosse game or practice should be under the influence of alcohol or drugs, nor should alcohol be consumed before or during a game or practice.

Alcoholic beverages and drugs are prohibited at game or practice sites and dressing rooms.

20.03 PLAYER TAMPERING

Player tampering shall be recognized when any coach, association or team official or supporter acts in a manner encouraging or enticing a player from another team to: hold out or delay registering; request a release or transfer; join another team, association, Commission. Players not under the direct jurisdiction of a team may not be contacted, influenced, practiced or played in exhibition, tournament, league or playoff games, without appropriate procedures being followed and approval granted.

Prior to talking to a player from another team, including in the same association, with respect to obtaining his services in playing up, permission and approval must be obtained from the player's association, coach, and parents, violation of any of the above may result in suspension of the coach of the offending team.

20.04 MAINTENANCE OF ORDER

All persons, including those paying admission or receiving passes, who attend games under the jurisdiction of the BCLA, shall be deemed to have agreed that they were admitted on the condition that they abide by the rules and philosophy of the BCLA, even to the extent that they may be ordered removed from any or all playing sites (including areas reserved for spectators).

REGULATION 21: SUMMER GAMES

- 21.01 It is the responsibility of the Executive of the BCLA to administer and arrange participation in the B.C. Summer Games.
- 21.02 The Minor Directorate will be responsible to ensure that the B.C. Summer Games rules are followed.
- 21.03 In accordance with the B.C. Summer Games procedures, the President of the BCLA, in consultation with the members of the Minor Directorate, shall name a Provincial Advisor. The President of the BCLA will advise the B.C. Summer Games office of the name of the Provincial Advisor. The Advisor will then become the liaison between the BCLA, Minor Directorate and B.C. Summer Games.
- 21.04 The Chair of the BCLCA shall liaison directly with the Summer Games Provincial Advisor and ensure that all deadlines and requirements as they pertain to technical support outlined in Operating Policy Coaches (Regulation 10 - Summer Games) are carried out.
- 21.05 The Provincial Advisor will choose a Sport Chairperson from within the BCLA membership, and from within the host community, if possible.
- 21.06
- (a) The Minor Directorate will advise the Provincial Advisor as to what division and calibre will be participating, ensuring that the choice will allow representation from all zones.
 - (b) The Zone Director is to ensure that all Presidents within his/her applicable zone are made aware of the technical support program administered through the Regional Coaches, the BCLA Technical Director and the Team BC Committee.
 - (c) The Zone Directors are responsible to enter the final team roster and coaches per BC Summer Games policy into the BC Summer Games online registration database by the date determined by the Provincial Advisor each year of the Games.
 - (d) The Zone Directors are responsible to ensure that all monies to register teams with BC Summer Games and any Jersey fees are collected and into the BCLA office at least 7 days before the Summer Games registration deadline.
 - (e) The Provincial Advisor is responsible to ensure that all Officials (both referees and other official Representatives) are entered into the BC Summer Games Registration Database per the BC Summer Games deadlines.
 - (f) The Provincial Advisor is responsible to ensure that all Players, Coaches and Officials are registered with the BCLA in the current year of the games and have met any criteria of participation required by the BC Summer Games. This must be verified in the Online Database before the deadline date set by the BC Summer Games.
- 21.07 **Overtime Rules**
- (a) During Round Robin play OT will be played to decide all games. Due to time constraints of the bus schedules the Provincial Advisor (or Sport Chair if PA is not on site) will determine how many periods can be played at the end of regulation time. Teams will rest 2 minutes, change ends and play 10 minute periods , Sudden victory of running time until the time stop determined by the PA is reached or two OT period have been played. If still tied then the team that scores the first goal of the game will be declared the winner of the game.
 - (b) At the end of Round Robin the standard tie breaker rule from Regulation 11 will be used if more than two teams are tied.
 - (c) Overtime in medal games will follow the Provincial Championship Directive.
- 21.08 The Provincial Advisor and Sport Chairperson will follow the B.C. Summer Games timetable, decide the schedule, and handle all discipline. Discipline will be as per Minor Directorate Disciplinary Rules.

21.09 The Minor Directorate will be given a full report on the Games.

REGULATION 22: TIME LINE

NOTE: Dates that are associated with a specific By-Law or Regulation are reprinted in the timeline as a matter of convenience. They will automatically change if the By-Law or Regulation is changed. Dates not associated with a specific By-Law or regulation will require a motion to change them. If there is a conflict in the dates, then the governing By-Law or Regulation will take precedence over the timeline.

January	Mid month* is the deadline for all tournament hosting applications
February 1	Last day for approval of playing rules (MD 4.01)
March 15	Payment due for 50% of previous year's registration fees (MD 3.02, 24.03)
April 1	Last day to submit request for Senior age player to play down (MD 7.01)
April 15	Last day for Commissions to approve player releases (MD 8.07)
May 1	Coaches must be registered on Form 100B and registration fees paid at the BCLA office (BCLCA 1.02, 11.01)
May 7	Last date to send "C" team lists to the League Commissioner (MD 5.04).
May 11	Final date of registration of coach for playoffs (BCLCA 2.03, 11.01)
May 15	Last day to permanently transfer players to another team within the same playing caliber or league (MD 4.09)
	No more criss-cross of players between teams in the same division (MD 4.03)
May 21	One copy of each player's registration form and all copies of the Team Registration Lists submitted to BCLA Office (MD 3.05, 24.03)
	No more player registrations to be accepted unless approved by Commissioner (MD 3.06, 24.03)
	Last date to send list of grandfathered players to the Minor registrar (MD 8.08)
May 31	Last date for house league areas to send additional Team Lists for combined teams marked "Tournament/Provincial Team" to BCLA Office (MD 3.04).
June 7	No Team Movement (MD 5.03)
June	Mid month* is the deadline for Provincial declaration forms to be received at the BCLA office, not to be confused with the May 31 team list requirement. The declaration form is separate and additional.
June 20	Last day for a Commissioner to approve registration of new players (MD 3.06)
June 30	Final payment of current year's registration fees is due (MD 3.08, 24.04)
July	Mid month* is the deadline for Zone Directors to receive nominations of Zone Lacrosse Players
Sept - First weekend	-- Latest Provincial Championship date (MD 12.07).

Please Note: 45 days prior to the October AGM is the last day for submission of proposed amendments to the Constitution and By-Laws and Operating Policies.

*** Exact dates to be set by the Minor Directorate Executive (January, June and July).**

REGULATION 23: AMENDMENTS

23.01 The Operating Regulations of the Minor Directorate shall not be altered except at a Special Session of the Minor Directorate, to be held during the BCLA Annual General Meeting, and shall be made only by a majority vote of the members voting thereon.

- 23.02 Notice of the proposed amendment shall be given in writing to the BCLA Office at least forty-five days before the day of the Annual Meeting and the proposed amendments shall be circulated to the members at least thirty days prior to the Annual Meeting.

REGULATION 24: FEMALE BOX LACROSSE OPERATING REGULATIONS

24.01 Job Descriptions

Chairperson

- (a) See Regulation 1.01.

Female Box Commissioner

- (a) Rule on disciplinary matters for their league in their commission, following the female rules and the minor directorate disciplinary rules where applicable.
- (b) Assist in making schedules for their leagues.
- (c) Attend commission meetings.
- (d) To work with the chair to promote female box lacrosse in their commission.
- (e) To act as liaison between coaches, associations and the chair person.

24.02 Playing Divisions

The ages of players prior to January 1 of each playing year shall be as follows:

Junior	under 21 years
Midget	under 16 years
Bantam	under 14 years
PeeWee	under 12 years
Novice	under 10 years

(Note: The ages are the same as Minor Regulation 2.01 and are reprinted here for convenience.)

24.03 Registration

- (a) The onus of being properly registered is the responsibility of the Associations or teams, and not the BCLA.
- (b) On or before January 1 of each year, the Treasurer shall invoice each association for 50% of the previous year's registration fees, to be paid by March 15.
- (c) Each association will submit to the BCLA Registrar, prior to May 21 of each playing year, one copy of each player's completed registration form along with a team list generated from the on-line database. Failure to comply with said dates will result in said team losing all league points accumulated to said date that the team registrations are turned into the BCLA Office.
- (d) No player registrations will be accepted after May 21 without first obtaining the League Commissioner's approval. The League Commissioner will not be able to approve any registrations after June 20.
- (e) To register these later players, the association will forward one copy of the player's registration form to the League Commissioner who will add the player's name to the appropriate team list and will forward the information to the BCLA Registrar for addition to their appropriate lists.
- (f) Association registration fees invoiced must be paid on or before June 30 of the current year. All teams of a defaulting association will not be permitted to compete in Provincial or National Championships.

24.04 Playing Rules

- (a) Female Box Lacrosse Rules – Novice (as per Minor Directorate Commissioner's Package)

- (b) Female Box Lacrosse Rules – Bantam, Midget, and Junior (as per Minor Directorate Commissioner's Package)
- (c) It is mandatory for all registered referees to attend BCLA referee clinics in each playing year
- (d) The Minor Directorate will instruct the BCLOA that there is to be strict interpretation of the Female only rules and the Minor Directorate policy as written

24.05 **Commission Competition**

- (a) The control of all league competition shall be vested in the Commission. The control of inter-commission competition shall be vested in the Minor Directorate who may establish a commission to govern such play.
- (b) Competition will be open to all teams of each age group within leagues as organized by the Commission and/or league Commissioner.

24.06 **Moves**

- (a) All players must sign and play with the association that administers lacrosse within the boundaries in which that player resides.
- (b) If a player who has played the two previous consecutive seasons with the same association, other than the one where he/she current resides, and during that time, either met the release requirements described in Minor Directorate Regulation 8.07 or lived within that association's boundaries, the player is considered grandfathered with that association and has the option of signing with that association as a grandfathered player or registering with his/her new home association, where they currently reside.
- (c) Where there is no team available within the player's age group, the player may play for another association with written release from her home association for the current playing season only. (This release is not counted as a grandfathering year).
- (d) No player may sign with two associations in any one playing year, unless properly released.
- (e) A player who is signed with an association and moves to another area during the playing season must receive permission from the League Commissioner of her new area before being eligible to play with a team in her new area.
- (f) If there is dispute, the Commission will have the right to place the disputed player to the association where the Commission feels it would be in the best interest of the league and the player.
- (g) In all cases, where a player is not playing in an association where he/she resides, a player release request form, properly signed by each authorizing party, must accompany the registration form submitted by each club to the BCLA Office. The only exception would be for Grandfathered players who do not require a signed release form, but must appear on the club's grandfathered list. Failure to obtain written permission prior to the registration deadline will make the current year ineligible to count towards grandfathering and may result in the player being declared ineligible. Minor Directorate Disciplinary Rules will apply.

24.07 **Proof of Age**

- (a) All applications for registrations shall be signed by the Registrar of the association or designate to which the player belongs. In the Minor divisions, a player's age must be verified against one of the documents listed below. A copy of this document can be kept on file with the association in a secure manner or can be visually verified with number recorded on the registration form. If the

latter method is used, the number must be recorded in the registration database and parents must be informed they are responsible to provide proof of age, if requested.

- .. Government Birth Certificate
- .. Certificate of Baptism
- .. Letter from the Registrar of Births advising that age stated is correct.
- .. Current Passport
- .. Certificate of Indian Status Card

- (b) In the event that none of the above is available, the Commission may permit the player to play within its jurisdiction. Such approval shall be forwarded to the BCLA Office, and ratified by the Minor Directorate.

24.08 **Team Size**

- (a) No team under the jurisdiction of the Minor Directorate shall have more than 22 signed players, except with special permission of the Commission. Such exceptions shall be ratified by the Minor Directorate.

24.09 **Team Disbanding**

- (a) Proof of a team disbanding shall be written notification to the BCLA Office. On proof of a team disbanding, players are automatically released. If said team is a member of an organized league, the players shall not join one team, but shall be distributed among the remaining teams of the league, at the discretion of the Commission, with written confirmation.
- (b) Disbanding of a team means a team disbanding within a playing season, not after league season games are finished.

24.10 **Tournaments**

24.10.1 **Invitational Tournaments**

- (a) Invitational tournaments are encouraged at all levels as a means of giving enjoyment and encouragement to teams and players. Associations or commissions wishing to host invitational tournaments must inform the Minor Directorate which will sanction the tournament, and pass the information to all associations, Commissions and league Commissioners.
- (b) In order to avoid conflict, the Minor Directorate will maintain a master schedule of all invitational tournaments and advise holders of tournaments of open dates.
- (c) The supervising league Commissioner will administer discipline for all tournaments; and ensure that disciplinary action is consistent with that administered during league play.
- (d) No more than two games per day will be scheduled for each team during tournament play. Tournament rules and regulations will be submitted to the Minor Directorate prior to receiving sanction. A copy of the rules and regulations as accepted by the Minor Directorate will be given to the coach or manager of each team participating in the tournament, prior to the team's first game.
- (e) In all commissions for tournament play, only players who are of the appropriate age to play in the specified division, or players younger than the appropriate age, may compete. Overage players shall not be eligible for tournament play unless the overage player is a registered member of the younger team and has been sanctioned by the commission involved.

24.11 Time Line

NOTE: Dates that are associated with a specific By-Law or Regulation are reprinted in the timeline as a matter of convenience. They will automatically change if the By-Law or Regulation is changed. Dates not associated with a specific By-Law or regulation will require a motion to change them. If there is a conflict in the dates, then the governing By-Law or Regulation will take precedence over the timeline. Dates in Minor Regulation 21 take precedence over dates shown here. The dates are reprinted here as a convenience.

- January** Mid month is the deadline for all tournament hosting applications.
- February 1** Last day for approval of playing rules (MD 4.01).
- March 15** Payment due for 50% of previous year's registration fees (MD 3.02, 24.03)
- April 1** Last day to submit request for Senior age player to play down (MD 7.01)
April 15 Last day for Commissions to approve player releases (MD 8.07)
- May 1** Coaches must be registered on Form 100B and registration fees paid at the BCLA Office (BCLCA 1.02, 11.01).
- May 11** Final date of registration of coach for playoffs (BCLCA 2.03, 11.01)
- May 15** Last day to permanently transfer players to another team within the same playing calibre or league (MD 4.09).

No more criss-cross of players between teams in the same division (MD 4.03).
- May 21** One copy of each player's registration form and all copies of the Team Registration Lists submitted to the BCLA Office. (MD 3.05, 24.03)

No more player registrations to be accepted unless approved by Commissioner. (MD 3.05, 24.03)

Last date to send list of grandfathered players to the Minor registrar (MD 8.08)
- June 7** No Team Movement (MD 5.03).
- June** Mid month* is the deadline for Provincial declaration forms to be received at the BCLA Office.
- June 20** Last day for a Commissioner to approve registration of new players (MD 3.06).
- June 30** Final payment of current year's registration fees is due (MD 3.08, 24.04)
- Sept – First weekend** – Latest Provincial Championship date.

Please Note: 45 days prior to the October AGM is the last day for submission of proposed amendments to the Constitution and By-Laws and Operating Policies.

* Exact dates to be set by the Minor Directorate Executive (January, June and July).

B.C. LACROSSE ASSOCIATION

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FIELD DIRECTORATE OPERATING POLICY

MISSION STATEMENT

To strengthen and expand the participation, interest and support in Field Lacrosse, by developing and/or enhancing youth, women's and men's programs, at both the recreational and competitive levels in BC. All regulations apply, equally to all sectors of senior, youth and women's field lacrosse, except where noted.

REGULATION 1: JOB DESCRIPTIONS

FIELD DIRECTORATE CHAIR

- Responsible to the VP of Operations of the BCLA
- To act as direct liaison with the BCLA executive and the Technical Director
- Will be elected to a two-year term.

SECRETARY

- Assist Chair
- Responsible for minutes for all meetings and distribution
- Keeping data base of association contacts current

REGISTRAR

- Responsible for the administration and filing of all player registration forms and team declaration for all divisions.
- To provide year-end registration statistics and have them available for the hosts of the Provincials.
- To ensure that registration forms are updated and available to the membership at the beginning of each season.
- The Registrar shall appoint assistants as needed.

YOUTH CHAIR

- Will be the contact for all youth teams for the BCLA Field Directorate
- Will assist in the development of youth programs in BC
- Make sure that all provincials run smoothly by working with the host association
- Will be the liaison between the BCLA Field Directorate and the Leagues
- Will oversee the Junior-U19, Midget Field-U16, Bantam Field-U14, PeeWee Field-U12, Novice Field-U10, Tyke Field-U8, Mini-Tyke Field-U6 Divisions
- Will oversee any teams attending national championships

SENIOR MEN'S CHAIR

- Will be the contact for all men's teams for the BCLA Field Directorate
- Will assist in the development of men's programs in BC
- Make sure that all provincials run smoothly by working with the host association
- Will oversee any teams attending national championships

WOMEN'S CHAIR

- Will be the contact for all women's teams for the BCLA Field Directorate
- Will assist in the development of women's programs in BC
- Make sure that all provincials run smoothly by working with the host association
- Will oversee any teams attending national championships

LEAGUE CHAIR OR DESIGNATE

- Submit Executive list of your league to the Field Directorate
- Chair League meetings as required
- League agreement must be submitted to Field Directorate by June 30th of each year

- Written League reports must be submitted to appropriate Vice Chair one week before Field Directorate meetings.

COMMISSIONERS

- Rule on disciplinary matters for their division assigned, following the Field Directorate Disciplinary rules and the commissioner’s package.
- Ensure all teams are tiered properly. Watch for inequality of teams within their league and decide on placement and movement.
- Making league schedules for their playing division for their league.
- Ensure copies of scoresheets are given to the Statistician of the Leagues monthly.
- Any communication between division commissioners and the coaches regarding coach suspensions should include the head coach of the appropriate association and the Vice Chair Men’s/Women’s Field of the B.C. Lacrosse Coaches Association.

The Chair, Vice Chair - Women’s Field and the Secretary shall be elected for two-year terms even-numbered years. The Vice Chair - Youth, and the Vice Chair – Men’s Field shall be elected in two-year terms in odd-numbered years. All elections will be held at the Field Directorate Special Session. The Field Registrar will be an appointed position for a one-year term at the Field Directorate Special Session, and will not carry a vote.

Voting members can only vote on General Field Directorate Operating Policies REGULATIONS 1-10, and the area they represent.

REGULATION 2: PLAYING DIVISIONS

- 2.01 The Field Lacrosse Directorate shall govern, promote and supervise competition for league play and the Provincial Finals in the following divisions:

Senior Men’s	Open
Junior U19 Field	Under 19 years
Midget Field	Under 16 years
Bantam Field	Under 14 years
PeeWee Field	Under 12 years
Novice Field	Under 10 years
Tyke Field	Under 8 years
Mini-Tyke Field	Under 6 years
Senior Women’s	Open
Junior Women’s	Under 19
Youth Women’s	Under 15

All ages are determined as of January 1 of the playing year, with the exception of Junior-U19 to Mini-Tyke Field, which are determined prior to January 1 of the playing year.

REGULATION 3: PLAYING UP

- 3.01 A player may play up one division or calibre higher than that in which he/she is registered, with the written permission of lower level coach.
- 3.02 A team may participate in a higher calibre sanctioned tournament without impacting team or player eligibility.

REGULATION 4: PROOF OF AGE

- 4.01 The Registrar of the association shall sign all applications for registrations or designate to which the player belongs, and shall, in the Minor age groups, be accompanied by proof of age in one of the following forms:
- Government Birth Certificate
 - Certification of Baptism
 - Letter from Registrar or Birth advising that age stated is correct
 - Current Passport
 - Certificate of Indian Status Card
- 4.02 In the event that none of the above is available, the Field Directorate may permit the player to play within its jurisdiction. Such approval shall be forwarded to the BCLA Office and the Field Registrar, and ratified.

REGULATION 5: PROVINCIAL TROPHIES

- 5.01 A club must be responsible for the care and safekeeping of any trophy won by it or any of its players. If any trophy is lost or damaged while in the care of the team, or any of its players, the cost of repair or replacement will be charged to that club.
- 5.02 All trophies shall be returned to the BCLA office by the clubs responsible for them, thirty days prior to the forthcoming championship.

Such delivery in good condition shall relieve the team of any further responsibility for the care and safekeeping of the trophy or trophies so delivered.

REGULATION 6: FACILITIES

- 6.01 All clubs must advise the League Commissioner of their home games prior to drawing up the schedule or permission to operate. Before being granted approval, every team must satisfy the League Commissioner that suitable accommodation is provided.
- 6.02 The home club shall provide a whistle or horn and stop watch for the timekeeper, as well as such other equipment as is normally required for the conduct of a game.
- 6.03 The official scorekeeper shall be stationed with the time keepers, and the score sheet must always be kept at field level and available for inspection by the officials.
- 6.04 The home team shall be held responsible for assuring the playing area is suitable for all games to the satisfaction of the officials.
- 6.05 No team may change its home game from one venue to another without prior permission of the League Commissioner. Such permission may be granted only if the move complies with the Regulations.
- 6.06 The playing field for youth levels and up will be consistent with ILF dimensions or as the field space allows.
- 6.07 The Novice and Tyke levels may play on a smaller scale field with dimensions consistent with Pinball (Under 10 and Under 8) Lacrosse field dimensions.

REGULATION 7: TOURNAMENTS

- 7.01 Invitational tournaments are encouraged at all levels as a means of giving enjoyment and encouragement to teams and players. Associations, Clubs and Zones wishing to host invitational tournaments must inform the Field Directorate which will sanction the tournament, and pass the information to all associations, clubs and zones.
- 7.02 In order to avoid conflict, the Field Directorate will maintain a master schedule of all invitational tournaments and advise holders of tournaments of open dates.
- 7.03 The supervising division commissioner will administer discipline for all tournaments and ensure that disciplinary action is consistent with that administered during league play.

REGULATION 8: TRANSPORT AND SUPPORT

- 8.01 Within the confines of budget, the BCLA may offer assistance to conveners or attendees at Provincial Championships, National Championships or invitation tournaments.

REGULATION 9: CONDUCT

9.01 **General Conduct**

Coaches, assistants, managers, trainers and bench personnel should be registered with the team.

Every participant in lacrosse is responsible for proper observance of the BC Lacrosse Association Constitution and By-laws, Operating Policies, Rules and Philosophy. BCLA members should place the betterment and welfare of lacrosse and their players above their personal, team and association interests.

It is the responsibility of the BCLA members to promote and foster good conduct of all team personnel and supporters at all lacrosse functions, and help ensure respect for all lacrosse officials, umpires, participants and spectators.

Team and association personnel and supporters should refrain from approaching any official or member of the Field Directorate at or immediately following a game with reference to situations within that game.

All members and supporters of all teams and associations, when in public and recognized as lacrosse members and supporters, must conduct themselves in such a manner as to always enhance the image of lacrosse.

Associations will be responsible for team personnel, association personnel, and supporters (fans) who abuse (verbally or physically) any volunteers in any official capacity or spectator, and will be subject to disciplinary action by the Field Directorate.

9.02 **Alcohol and Drugs**

No one involved in a lacrosse game or practice should be under the influence of alcohol or drugs, nor should alcohol be consumed before, during or after a game or practice. Alcoholic beverages and drugs are prohibited at game or practice sites, and dressing rooms.

9.03 **Player Tampering**

Player tampering shall be recognized when a coach, association or team official acts in a manner encouraging or enticing a player from another team to: hold out or delay registering; request a release or transfer; join another team, association, club or zone.

9.04 **Maintenance of Order**

All persons, including those paying admission or receiving passes, who attend games under the jurisdiction of the BCLA, shall be deemed to have agreed that they were admitted on the condition that they abide by the rules and philosophy of the BCLA, even to the extent that they may be ordered removed from any or all playing sites (including areas reserved for spectators).

REGULATION 10: AMENDMENTS

- 10.01 Field Directorate Special Session is to be held the month of April, with the date being determined by the Field Directorate Executive.
- 10.02 The Operating Regulations of the Field Directorate shall not be altered except at a Special Session of the Field Directorate, and shall be made only by a majority vote of the members voting thereon.
- 10.03 Notice of the proposed amendments shall be given in writing to the BCLA Office at least forty-five days before the day of the Special Session, and the proposed amendments shall be circulated to the member/club/association at least thirty days prior to the Special Session.

YOUTH FIELD OPERATING POLICY

REGULATION 11: PLAYING DIVISIONS

- 11.01 The Field Lacrosse Directorate shall govern, promote and supervise competition for league play and the Provincial Finals in the following divisions:

Junior U19 Field	Under 19 years
Midget Field	Under 16 years
Bantam Field	Under 14 years
PeeWee Field	Under 12 years
Novice Field	Under 10 years
Tyke Field	Under 8 years
Mini-Tyke Field	Under 6 years

All ages are determined prior to January 1 of the playing year.

REGULATION 12: YOUTH CHAMPIONSHIPS

- 12.01 The championships the Field Lacrosse Directorate shall consist of the Junior U19, Midget, Bantam, and PeeWee series deemed desirable by the Field Lacrosse Directorate.
- 12.02 The winners of the playoffs shall be declared British Columbia Champions.
- 12.03 (a) At the scheduled meetings, the Field Directorate may decide the number of teams to enter the Provincial Championships.
- (b) All leagues will play down to the following allotted number of teams per tier:

Lower Mainland	5 Teams
Vancouver Island	2 Teams
Interior	1 Team
- (c) Numbers may be altered by the Field Directorate to fill any vacancies or to make allowances for participation by leagues in developing areas.

12.04 **Host Obligations**

It shall be the duty of any group hosting a Provincial Championship to ensure that the bench officials will be of neutral standing for any game which:

- determines finalists for a provincial championship
- determines a provincial champion
- determines any medal winner

This shall be ensured and enforced by the Chair of the tournament and/or the Referee-in-Chief of the tournament.

12.05 **Control**

The control of all Provincial Championships is the responsibility of the Playoff Director who shall be a member of and appointed by the Field Directorate and in conjunction with the BCLA Vice President - Operations.

12.06 Applications for upcoming year to host provincials are due to the Field Directorate Chair by August 15th along with budget

12.07 Qualifiers will be declared as per Playoff Directive.

- 12.08 (a) Provincial Championships shall be held for qualifying Junior Men's (U19), Midget (16), Bantam (U14), and PeeWee (U12) Field divisions.
- (b) Associations can apply to host a year-end round robin for Novice (U10), Tyke (U8) and Mini-Tyke (U6) divisions.

12.09 **Eligibility**

To be eligible to play in a provincial championship tournament, a team must have played a minimum of eight league, sanctioned tournament games, or playoff games, or combination of, during the current year as a team.

To be eligible to play in a Provincial Championship tournament, a player playing up a division must have played a minimum of three league, sanctioned tournament games, or playoff games, or combination of, during the current year with that team. Proof of game sheets must be presented to the playoff director, upon checking in at the provincials. A copy of the original team registration form will be used to verify the declared team roster at the coaches meeting.

Youth players can only participate in one Youth Provincial Championship and must have played in a minimum of fifty percent (50%) of all scheduled league games with that team, excluding players playing up one age group. Exceptions will be reviewed by the Field Directorate.

A league must operate successfully for three (3) consecutive years to be considered viable and eligible for national championships.

12.10 **Declaration Forms**

The BCLA Office must receive declaration forms for provincials along with an attached roster and payment for entry into Provincial Playdowns by the date set by the Field Directorate for the playing season. Failing this will result with the said team becoming ineligible for the provincial playdowns and provincials of the playing year.

If a team withdraws from participating in the Provincial Championship Tournament after declaring, the parent club shall be subject to a \$1,500.00 fine per team that withdraws.

Declaration forms will not be accepted if the team has declared to play in a division lower than their League placement.

12.11 **Venue**

It is the responsibility of the Field Directorate to set dates and places of all provincial championships. The locations shall be chosen from applications received from Associations, Clubs, or Zones wishing to host all levels of play. The host responsibilities of the Associations, Clubs or Zone to host provincial championships will be declared by the Field Directorate.

12.12 **Trophies**

Medals, plaques and awards will be provided by the BCLA for all championships. Gold, Silver and Bronze, as well as participation medals, will be awarded in the Junior, Midget, Bantam, and PeeWee Field provincial championships. All-Star Team consisting of nine players and a goalie will be chosen in the Junior, Midget, Bantam, and PeeWee Field divisions. The ordering of trophies through the BCLA Office and distribution will be the responsibility of the Field Directorate. Host Associations will supply qualified Bench Officials and a committee room for all officials. Host associations will be reimbursed expenses for field time, balls and referees.

12.13 The coach of record may be substituted only as per section 1.03 of the BCLCA Operating Policy.

12.14 The financing of the Field Lacrosse Provincial Championships will be declared by the BCLA Field Provincial Host Agreement. Any sponsorship secured by the BCLA shall in no way restrict the ability of any association, club or zone to host the Junior, Midget, Bantam and PeeWee Field Provincial Championships.

12.15 Youth Provincial Championships must be held on a non-conflicting weekend than the Senior Men's or Masters Provincial Championships and will be held on or after the last week of February and not later than the last weekend of March.

REGULATION 13: YOUTH PLAYING RULES

13.01 All games shall be played according to the playing rules set down by the Field Directorate, and ratified by the executive, prior to September 1st of the playing year.

13.02 The Field Directorate will instruct member associations they must adhere to the ILF rules, CLA rules and policy, and to the BCLA Field Directorate Operating Policy as written.

When traveling out of BCLA governed areas, teams must adhere to host governing rules as well as the BCLA Policies.

13.03 Where there are two teams from one Association playing in one league, there is to be no crossover of players from one team to another, and back and forth, after September 30 of the playing year. If said infraction occurs after September 30 of the playing year, the player would be eligible for his/her registered team only. Any team found guilty of playing an ineligible player during a regularly schedule game shall forfeit all games won during which an ineligible player was a participant. Should this occur in the playoffs, then, only the games played in the playoffs will be awarded to the opposing side.

13.04 No more than two regulation length games per day, and no more than three mini-games (2 x 20 minute halves) per day will be scheduled for each team during tournament play.

13.05 The goal average formula will be used in the playdowns and Provincial Championships. In the event of a tie in points, final standings shall be determined as follows:

- (i) Two teams tied, the winner of game, or games between the two teams advances.
- (ii) Three or more teams tied, if one team has defeated the other teams, with which it is tied after round robin play, that team shall advance. If this is not possible, the team with the best goal average advances.

GOAL AVERAGE FORMULA

GF divided by the sum of GF + GA = Goal Average

NOTE: Only goals scored in the games between the teams involved in the points tie shall be used in the Goal Average Formula.

In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams with which it is tied shall be declared the higher team.

- 13.06 In the event of a team defaulting a game, any legitimate expenses incurred as a consequence of the default shall be reimbursed by the defaulting association/club. The expenses will be paid to the non-offending association/club within thirty (30) days of the receipts received.
- 13.07 In the event of a defaulted game, the non-offending team shall be awarded a goal and shall be awarded two (2) points in league standings.

REGULATION 14: MOVEMENT – YOUTH TO SENIOR

- 14.01 No player qualified to play within the jurisdiction of the Youth Division shall sign a senior player registration form. He/She may have his/her registration form transferred to the Vice Chair - Senior Field after the following conditions are met:

Letters of agreement to the transfer, from the player, the player's parent/guardian, the player's home association and the Senior team the player wishes to transfer to, along with a letter requesting approval, shall be forwarded to the Field Directorate, and shall notify the appropriate Commissioner.

- 14.02 Notwithstanding the forgoing, a Youth Field player of Junior age may play up in a higher league with permission of the Youth player's coach, who must notify the Vice Chair of Youth Field.
- 14.03 If there is no league for an age group, a player may play up two age groups.
- 14.04 Violation of any of the above shall result in suspension of the player and the coach of the Senior Directorate team for whom he/she played.

REGULATION 15: YOUTH MOVES

- 15.01 All players must sign and play with the associations which administers lacrosse for the area in which that player permanently resides.
- 15.02 If a player does not want to play with the home association, the player must obtain a release from the home association. With the written permission of the player's home association, the Division Commissioner for that age group may approve a move to an association other than that in which the player lives. A copy of the release must accompany the team registration form to the Field Registrar and the BCLA office.
- 15.03 If there is a dispute, the League, after receiving a formal written request from the player's parent or guardian, will have the right to place the disputed player to an association where the League feels would be in the best interest of the league and the player.
- 15.04 If the player has played the two previous consecutive seasons with same association as an eligible player (living within that association's home areas or properly released), the player is considered grandfathered with that association and has the option of signing and playing with either his/her home association or the association he/she previously played for.

- 15.05 If an association signs an ineligible player the team of this ineligible player will forfeit all points earned until the player has been correctly registered.
- 15.06 A player who is signed with an association and moves to another area during the playing season must receive permission from the Division Commissioner of his/her new area before he/she is eligible to play with a team in the new area.
- 15.07 Where no team is available within the players' age group, the player may play for another association with written release from his/her home association for the current playing season only. This release may not be counted as a grandfathering year. A copy of the release must accompany the team registration form to the Field Registrar and the BCLA office.
- 15.08 No player may play with two associations in any year unless the requirements of Regulation 14 or 15.06 are satisfied.
- 15.09 If there is a dispute, the League will have the right to place the transferring player to the association where the League and Division Commissioner feel it would be in the best interest of the league and the player.
- 15.10 Neighbouring associations may agree to boundaries that are different from municipal boundaries. A copy of the agreement must be filed with the League and a copy given to the BCLA Office for safekeeping. (This does not disallow any previously established boundaries agreed upon)

REGULATION 16: YOUTH TEAM SIZE

- 16.01 No team under the jurisdiction of the Vice Chair Youth Field shall have more than twenty-five (25) signed players, except with special permission of the Field Directorate. The Field Directorate shall ratify such exceptions.
- 16.02 Minimum of ten (10) registered players per team.

REGULATION 17: YOUTH TEAM DISBANDING

- 17.01 Proof of a team disbanding shall be written notification to the BCLA Office. On proof of a team disbanding, players are automatically released. If said team is a member of an organized league, the players shall not join one team, but shall be distributed among the remaining teams of the league, at the discretion of the Division Commissioner, with written confirmation.

Disbanding of a team means a team disbanding within a playing season, not after league season games are finished

REGULATION 18: YOUTH PLAYER AND COACH REGISTRATION

- 18.01 Only associations or clubs registered with the BCLA may sign players. These may be Field Clubs or Executive branches of existing lacrosse clubs.
- 18.02 Registration of the above association and other obligations to the BCLA shall entitle an association to register players with the Field Directorate
- 18.03 The onus of being properly registered is the responsibility of the Associations or teams, and not the BCLA.
- 18.04 Each Association is responsible to enter and maintain the Association's players on the BCLA on-line player database.

- 18.05 The Club/Association must submit one copy of each player's BCLA-approved, completed Youth Field registration form along with a team list generated from the on-line database and required fees to the BCLA Office by October 2 of each playing year (Sept-Aug). Additional Youth Field players may be added up to November 30.
- 18.06 All players signing certificates and all clubs/associations accepted into this Association do so on the understanding that they agree to come under the jurisdiction of the BCLA until released by the Association.
- 18.07 (a) A team must have a minimum of ten (10) properly registered players by October 2nd of the playing season; otherwise, that team will be disallowed from regular scheduled games.
 (b) Any team found guilty of playing an unregistered player during a regularly scheduled game shall forfeit all games won during which said player was a participant.
 (c) Any team may register more players until November 30th of the playing season, and at that time, an updated team list must be sent to the BCLA Office.
 (d) All players must be registered on-line and their registration cards must be in to the Field Registrar within forty-eight (48) hours of their first game. A copy of the registration card must be faxed to the League Registrar, Field Registrar, and Division Commissioner prior to the player's first game.
- 18.08 No player may sign with two associations in any year (unless properly released).
- 18.09 All coaches in the Field Directorate shall comply with the regulations and certification outlined in REGULATION 11 of the BC Lacrosse Coaches Association Operating Policy.

REGULATION 19: YOUTH PROVINCIAL TRAINING CAMPS

- 19.01 Provincial Training Camps for the purpose of selecting players to attend National Training Camps and/or to participate on Provincial teams shall come under the direction of the Field Lacrosse Directorate in cooperation with member associations.
- 19.02 (a) This includes any National Invitational Tournaments in all divisions.
 (b) To be eligible to participate in a Provincial Training Camp, players must have been duly registered within the Field Lacrosse Directorate for the previous playing season.

Please Note: BY-LAW IX: COMMITTEES, (i) Team BC Committee, supercedes REGULATION 19.

REGULATION 20: YOUTH DISCIPLINE

- 20.01 The Field Lacrosse Directorate is responsible for disciplining its own membership.
- 20.02 See General Operating Policy Regulation 11 for the jurisdiction of suspensions
- 20.03 Suspension Policy. The following policies apply to expulsion calls only.
1. Deliberate attempt to injure.
 - may include but is not limited to butt-ending, spearing or kicking
 - to deal with personal fouls (physical) that are excessive and beyond normal play

1 st Offence	Minimum: three (3) games
2 nd Offence	Minimum: six (6) games
3 rd Offence	Minimum: one (1) year suspension from date of infraction
4 th Offence	Minimum: player forfeits eligibility in the BCLA Field Directorate
 2. Abuse by language or gesture

- may include but not limited to verbal abuse or racial statements to a player, coach, any person officially associated with a team, or a fan
 - to deal with behaviour and actions that are non-physical
 - 1st Offence Minimum: two (2) to five (5) games
 - 2nd Offence Minimum: five (5) games to one (1) year from date of infraction
 - 3rd Offence Minimum: one (1) year suspension from date of infraction to forfeit of eligibility in the BCLA Field Directorate
3. Abuse of official
- abuse may be verbal or physical
 - an official is defined as a referee, timekeeper, scorekeeper, or any other designated officials.
 - to deal with any inappropriate behaviour toward any official
 - 1st Offence Minimum: five (5) games to forfeit of eligibility in the BCLA Field Directorate
 - 2nd Offence Minimum: one (1) year suspension from date of infraction to forfeit of eligibility in the BCLA Field Directorate
 - 3rd Offence Minimum: forfeit of eligibility in the BCLA Field Directorate
4. Fighting
- Note rule 78.1 of the ILF rulebook
The deliberate striking or attempting to strike an opponent, a non-playing member of the opponent's squad, a coach or anyone controlling the play of the game with the hand, cross, ball or otherwise by a player, substitute, a non-playing member of a squad, a coach or anyone officially connected with a team may be an expulsion foul.
 - the third man into an altercation is automatically expelled from the game
 - any person leaving the bench when the benches have been frozen may be expelled from the game
 - to deal solely with the act of fighting
 - one punch thrown, whether it lands on the intended recipient or not, or anyone else, constitutes a fight.
 - 1st Offence Minimum: two (2) game suspension
 - 2nd Offence Minimum: five (5) game suspension
 - 3rd Offence Minimum: one (1) year suspension from date of infraction
 - 4th Offence Minimum: forfeit of eligibility in the BCLA Field Directorate
5. Other
- any offences that are not directly covered by any of the above sections are to be reported directly to the commissioner of the respective league to be dealt with in an appropriate manner in relation to the above guidelines.

REGULATION 21: YOUTH - OFFICIALS

- 21.01 For each scheduled League game, all member associations must provide on field and in uniform, a minimum of two referees, one of which must be certified as a field lacrosse referee for the current playing season.
- 21.02 All associations must ensure that each of their teams has a minimum of three (3) field lacrosse referees, certified for the current playing season, available for refereeing hosted games.
- 21.03 Every league in British Columbia must have a League Chief Referee. The league must submit their selected candidate to the Head Referee of the BC Field Directorate for approval. Only after approval by the Head Referee shall the league's Chief Referee be recognized. If a candidate is not submitted to the BC Field Directorate Head Referee by October 1st of the playing year, the Chief Referee may be appointed by the BC Field Directorate Head Referee.
- 21.04 Every tournament held in British Columbia must have a Referee-In-Chief. The tournament organizers must submit a candidate to the B.C. Field Directorate Head Referee no later than four weeks prior to the start date of the tournament. If such a candidate is not nominated by said time, a Referee-in-Chief may be appointed by the BC Field Directorate Head Referee. The candidate

will only be recognized as Referee-in-Chief of the tournament upon approval of the Head Referee of the BC Field Directorate. This will apply to all tournaments including Provincial Championships and International tournaments. This will also be the process through which a Referee-in-Chief will be nominated for National Championships and International Championships hosted in British Columbia.

REGULATION 22: YOUTH - COACHES

- 22.01 All leagues are required to have a position of “Coaching Coordinator”. This person’s role will be responsible:
- For the liaison between the BCLCA Vice-Chair Men’s Field and the respective Association or Club Coaching Coordinators
 - To forward all coaching requirements and/or problems to the BCLCA.
 - To participate in selection of zone coaches for zone “All-Star” teams when required.
 - To ensure all deadlines are adhered to by the Association or Club Coaching Coordinators
 - To act as a member of the Discipline Committee when required.
 - To attend all meetings of the BCLCA.

REGULATION 23: YOUTH TIMELINE

NOTE: Dates that are associated with a specific By-law or Regulation are reprinted in the timeline as a matter of convenience. They will automatically change if the By-law or Regulation is changed. Dates not associated with a specific By-law or regulation will require a motion to change them. If there is a conflict in the dates, then the governing By-law or Regulation will take precedence over the timeline.

December 31 Date for determining age level of playing year. (General Reg. 10, FD 2.01 & 11.01)

January Provincial Declaration Forms due (2nd Friday in January)

March Youth Provincials all month. (FD 12.15)

April Field Directorate Special Session (FD 10.01)

June 15 Applications for hosting tournaments for upcoming player year due.

August 15 Applications for hosting Youth Provincials in next playing year. (FD 12.07)

September 1 Deadline for ratification of playing rules. (FD 13.01)

September First Nations Trophy - Labour Day Weekend

September 30 Last date for cross-over players (FD 13.03)

October 1 Deadline for coaches Form 100M and fees to BCLA Office or will be subject to fine. (BCLCA 1.02, 11.03)

October 2 Youth registration cards and fees due to BCLA Office. (FD 18.05)

October 11 Final date of registration of coach for playoffs (BCLCA 2.03, 11.03)

November 30 Youth registration closed. (FD 18.05, 18.07)

Exact dates to be determined by the Field Directorate Executive (March, April, Sept)

original team registration form will be used to verify the declared team roster at the coaches meeting.

A call-up must have a minimum of three (3) league games supported by game sheets.

25.11 Declaration Forms.

Declaration forms for provincials attached with a roster and payment of the entry fee payable to the Host Association of said teams to enter Provincial Playdowns not received by the BCLA Office by the set date by the Field Directorate for the playing season will result in the team being declared ineligible for the provincial playdowns and provincials of the current playing season.

Declaration forms will not be accepted if the team has declared to play in a division lower than their League placement.

25.12 Venue.

It is the responsibility of the Host Association to set dates and places of the Senior Men's Provincial Championships. The date will not be later than the second week in April. The host responsibilities of the Associations, Clubs or Zone to host provincial championships will be declared by the Field Directorate.

25.13 Awards.

Gold, Silver and Bronze Medals will be provided by the BCLA as per the approved BCLA budget for the Senior Men's Provincial Championship. The ordering of trophies and distribution will be at the discretion of the Host Association.

25.14 The financing of the Senior Men's Field Lacrosse Provincial Championships will be declared by the BCLA Field Provincial Host Agreement. Any sponsorship secured by the BCLA shall in no way restrict the ability of any association, club or zone to host the Provincial Championships.

25.15 The coach of record may be substituted only as per section 1.03 of the BCLCA Operating Policy.

REGULATION 25: SENIOR PLAYING RULES

26.01 All games shall be played according to the playing rules set down by the Field Directorate, and ratified by the executive, prior to September 1st of the playing year.

26.02 The Field Directorate will instruct member associations they must adhere to the ILF rules, CLA rules and policy, and to the BCLA Field Directorate Operating Policy as written.

26.03 Where there are two teams from one Association playing in one league, there is to be no cross-over of players from one team to another, and back and forth, after November 1 of the playing year. If said infraction occurs after November 1 of the playing year, the player would be eligible for his/her registered team only. Any team found guilty of playing an ineligible player during a regularly schedule game shall forfeit all games won during while an ineligible player was a participant and will be subject to any league disciplinary fines.

26.04 No more than two regulation length games per day, and no more than three mini-games (2 x 20 minute halves) per day will be scheduled for each team during tournament play.

26.05 The goal average formula will be used in the playdowns and Provincial Championships. In the event of a tie in points, final standings shall be determined as follows:
(i) Two teams tied, the winner of game, or games between the two teams advances.
(ii) Three or more teams tied, if one team has defeated the other teams, with which it is tied after round robin play, that team shall advance. If this is not possible, the team with the best goal average advances.

GOAL AVERAGE FORMULA
GF divided by the sum of GF + GA = Goal Average

NOTE: Only goals scored in the games between the teams involved in the points tie shall be used in the Goal Average Formula.

In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams with which it is tied shall be declared the higher team.

- 26.06 In the event of a team defaulting a game, any legitimate expenses incurred as a consequence of the default shall be reimbursed by the defaulting association/club. The expenses will be paid to the non-offending association/club within 30 days of the receipts received.
- 26.07 In the event of a defaulted game, the non-offending team shall be awarded a goal and shall be awarded two (2) points in league standings.

REGULATION 27: MOVEMENT – YOUTH TO SENIOR

- 27.01 No player qualified to play within the jurisdiction of the Youth Division shall sign a senior player registration form. He/She may have his/her registration form transferred to the Vice Chair – Senior Field after the following conditions are met:

Letters of agreement to the transfer, from the player, the player's parent/guardian, the player's home association and the Senior team the player wishes to transfer to, along with a letter requesting approval, shall be forwarded to the Field Directorate, and shall notify the appropriate Commissioner.

- 27.02 Notwithstanding the forgoing, a Youth Field player of Junior (U-19) age may play up in a higher league with permission of the Youth player's coach, who must notify the Junior (U19) Division Commissioner. A one-game permit must be completed and submitted with the game sheet to the Senior Men's League Commissioner.
- 27.03 Violation of any of the above shall result in suspension of the player and the coach of the Senior Directorate team for whom he/she played.

REGULATION 28: SENIOR TEAM SIZE

- 28.01 Minimum of ten (10) registered players per team.

REGULATION 29: SENIOR TEAM DISBANDING

- 29.01 Proof of a team disbanding shall be written notification to the Registrar and the League Commissioner. On proof of a team disbanding, players are automatically released. If said team is a member of an organized league, the players shall not join one team, but shall be distributed amongst the remaining teams of the league, at the discretion of the League Commissioner, with written confirmation.

Disbanding of a team means a team disbanding within a playing season, not after league season games are finished.

REGULATION 30: SENIOR PLAYER AND COACH REGISTRATION

- 30.01 Only associations or clubs registered with the BCLA may sign players. These may be Field Clubs or Executive branches of existing lacrosse clubs.

- 30.02 Registration of the above association and other obligations to the BCLA shall entitle an association to register players with the Field Directorate.
- 30.03 The Club/Association must submit Senior field registration on-line lists, cards and required fees to the BCLA Office by October 1 of each playing year (Sept - Aug). Additional Senior Field players may be added up to January 15.
- 30.04 All players signing certificates and all clubs/associations accepted into this Association do so on the understanding that they agree to come under the jurisdiction of the BCLA until released by the Association.
- 30.05 (a) A team must have a minimum of ten (10) registered players by October 1 of the playing season; otherwise, that team will be disallowed from regular scheduled games.
(b) Any team found guilty of playing an unregistered player during a regularly scheduled game shall forfeit all games won during which said player was a participant.
(c) Any team may register more players until January 15 of the playing season, and at that time, an updated team list must be sent to the BCLA Office.
(d) All players must be registered on-line and their registration cards must be into the Field Registrar within forty-eight (48) hours of their first game.
- 30.06 No player may sign with two associations in any year (unless properly released).
- 30.07 All coaches in the Field Directorate shall comply with the regulations and certification outlined in REGULATION 11 of the B.C. Lacrosse Coaches Association Operating Policy.
- 30.08 (a) Each team will be required to submit a completed BCLA Registration form for each player on the team along with the appropriate BCLA fee prior to the registration deadline as per BCLA General Operating Policy Regulation 7.01.
(b) In the event that a team does not meet the deadline date for registration as outlined by the Division level, the BCLA Field Directorate has the option to disperse those individual players that have met the registration requirements amongst the remaining teams within the league at their sole discretion. Players are not considered transferred to the new team they have been placed with. The registration cards and fees must be paid prior to placement.
(c) Players that are placed by the BCLA Field Directorate with another team within the league may participate in the Provincial Championships providing they meet the qualifications of the league or division for a combined minimum number of games with the original registered team and the placement team.
(d) The original team will remain suspended until such time as the registration cards and fees have been submitted to the BCLA for any remaining players on record as playing in a minimum of one league game. Any applicable league fees must also be paid in full for a team to be considered back in good standing. Players who have not paid their team fees to the suspended team shall remain suspended and may not register with any subsequent team until the payment has been made and is on record with the BCLA Field Directorate. Team and player suspensions will carry forward into the next season(s) until paid in full.

REGULATION 31: SENIOR PROVINCIAL TRAINING CAMPS

- 31.01 Provincial Training Camps for the purpose of selecting players to attend National Training Camps and/or to participate on Provincial teams shall come under the direction of the Field Lacrosse Directorate in cooperation with member associations.

31.02 To be eligible to participate in a Provincial Training Camp, players must have been duly registered within the Field Lacrosse Directorate for the previous playing season.

REGULATION 32: SENIOR DISCIPLINE

32.01 The Field Lacrosse Directorate is responsible for disciplining its own membership.

32.02 See General Operating Policy Regulation 11 for the jurisdiction of suspensions

32.03 Suspension Policy. The following policies apply to expulsion calls only.

1. Deliberate attempt to injure.

– may include but is not limited to butt-ending, spearing or kicking

– to deal with personal fouls (physical) that are excessive and beyond normal play

1st Offence Minimum three (3) games

2nd Offence Minimum six (6) games

3rd Offence Minimum: one (1) year suspension from date of infraction

4th Offence Minimum: player forfeits eligibility in the BCLA Field Directorate

2. Abuse by language or gesture

– may include but not limited to verbal abuse or racial statements to a player, coach, any person officially associated with a team, or a fan

– to deal with behavior and actions that are non-physical

1st Offence Minimum: two (2) to five (5) games

2nd Offence Minimum: five (5) games to one (1) year from date of infraction

3rd Offence Minimum: one (1) year suspension from date of infraction to forfeit of eligibility in the BCLA Field Directorate

3. Abuse of official

– abuse may be verbal or physical

– an official is defined as a referee, timekeeper, scorekeeper, or any other designated officials.

– to deal with any inappropriate behavior toward any official

1st Offence Minimum two (2) games to forfeit eligibility in the BCLA Field Directorate

2nd Offence Minimum five (5) games to forfeit eligibility in the BCLA Field Directorate

3rd Offence Minimum: one (1) year from date of infraction to forfeit eligibility in the Field Directorate

4. Fighting

– note rule 78.1 of the ILF rulebook

The deliberate striking or attempting to strike an opponent, a non-playing member of the opponent's squad, a coach or anyone controlling the play of the game with the hand, crosse, ball or otherwise by a player, substitute, a non-playing member of a squad, a coach or anyone officially connected with a team may be an expulsion foul.

– the third man into an altercation is automatically expelled from the game

– any person leaving the bench when the benches have been frozen may be expelled from the game

– to deal solely with the act of fighting

– one punch thrown, whether it lands on the intended recipient or not, or anyone else, constitutes a fight.

1st Offence Minimum: two (2) game suspension

2nd Offence Minimum: five (5) game suspension

3rd Offence Minimum: one (1) year suspension from date of infraction

4th Offence Minimum: forfeit of eligibility in the BCLA Field Directorate

5. Other

– any offences that are not directly covered by any of the above sections are to be reported directly to the commissioner of the respective league to be dealt with in an appropriate manner in relation to the above guidelines.

REGULATION 33: SENIOR OFFICIALS

- 33.01 For each scheduled League game, all member associations must provide on field and in uniform, a minimum of two referees, one of which must be certified as a field lacrosse referee for the current playing season.
- 33.02 All associations must ensure that each of their teams has a minimum of three (3) field lacrosse referees, certified for the current playing season, available for refereeing hosted games.
- 33.03 Every league in British Columbia must have a League Chief Referee. The league must submit their selected candidate to the Head Referee of the B.C. Field Directorate for approval. Only after approval by the Head Referee shall the league's Chief Referee be recognized. If a candidate is not submitted to the B.C. Field Directorate Head Referee by October 1 of the playing year, a Chief referee may be appointed by the B.C. Field Directorate Head Referee.
- 33.04 Every tournament held in British Columbia must have a Referee-In-Chief. The tournament organizers must submit a candidate to the B.C. Field Directorate Head Referee no later than four weeks prior to the start date of the tournament. If such a candidate is not nominated by said time, a Referee-In-Chief may be appointed by the B.C. Field Directorate Head Referee. The candidate will only be recognized as Referee-In-Chief of the tournament upon approval of the Head Referee of the B.C. Field Directorate. This will apply to all tournaments including Provincial Championships and International tournaments. This will also be the process through which a Referee-In-Chief will be nominated for National Championships and International Championships hosted in British Columbia.

REGULATION 34: SENIOR TIMELINE

NOTE: Dates that are associated with a specific By-Law or Regulation are reprinted in the timeline as a matter of convenience. They will automatically change if the By-Law or Regulation is changed. Dates not associated with a specific By-Law or regulation will require a motion to change them. If there is a conflict in the dates, then the governing By-Law or Regulation will take precedence over the timeline.

- January 1** Date for determining age level of playing year. (Gen Reg 10, FD 2.01 & Sr. Men's 24.01)
- January 15** Last date for registering Men's players (FD Sr. Men's 30.03)
- February 2nd Friday** Provincial Declaration Forms due to BCLA Office (FD Sr. Men's 25.11)
- April** Men's Provincials (FD Sr. Men's 25.12)
- April** Field Directorate Special Session (FD 10.01)
- June 15** Applications for hosting tournaments for upcoming playing year due.
- June 30** Deadline for submitting league agreements to Field Directorate (FD 1)
- August 15** Applications for hosting Men's Provincials in the next playing year. (FD Sr. Men's 25.01)
- September 1** Deadline for ratification of playing rules. (FD Sr. Men's 26.01)
- October 1** Deadline for coaches Form 100M and fees to BCLA Office or will be subject to fine. (BCLCA 1.02, 6.03)
- October 1** Senior Men's registration cards and fees due to BCLA Office. (FD Sr. Men's 30.03)
- October** Senior Men's CLA National Championships – Thanksgiving Weekend
- November 1** Last date for cross-over of players. (FD Sr. Men's 26.03)

Exact dates to be determined by the Field Directorate Executive (April, Oct)

WOMEN'S FIELD OPERATING POLICY

REGULATION 35: WOMEN'S PLAYING DIVISIONS

35.01 The Field Lacrosse Directorate shall govern, promote and supervise competition for league play and the Provincial Finals in the following divisions:

Senior Women's	Open
Junior Women's	Under 19
Youth	Under 15

All ages are determined as of January 1 of the playing year.

REGULATION 36: WOMEN'S CHAMPIONSHIPS

36.01 The Championships of the Field Lacrosse Directorate shall consist of the Women's series deemed desirable by the Field Lacrosse Directorate.

36.02 The winners of the playoffs shall be declared British Columbia Champions.

36.03 The declared British Columbia Champions will have thirty days to announce that they will represent British Columbia in the CLA playoffs. If no commitment has been received from the declared Champions, the second place team will then have the opportunity to represent British Columbia.

36.04 At the scheduled meetings, the Field Directorate may decide the number of teams to enter the Provincial Championships.

36.05 **Host Obligations**

It shall be the duty of any group hosting a Provincial Championship to ensure that the bench officials will be of neutral standing for any game which:

- determines finalists for a provincial championship
- determines a provincial champion
- determines any medal winner

This shall be ensured and enforced by the Chair of the tournament and/or the Referee-In-Chief of the tournament.

36.06 **Control.**

The control of all Provincial Championships is the responsibility of the Playoff Director who shall be a member of and appointed by the Field Directorate and in conjunction with the BCLA Vice President – Operations.

36.07 Applications for upcoming year to host provincials are due to the Field Directorate Chair by March 1st along with budget.

36.08 Qualifiers will be declared as per Playoff Directive.

36.09 (a) Provincial Championships shall be held for qualifying Women's divisions.

36.10 **Eligibility.**

To be eligible to play in a Provincial Championship tournament, a player must have played a minimum of three league, sanctioned tournament games, or playoff games, or combination of, during the current year with that team. Proof of game sheets must be presented to the playoff director, upon checking in at the provincials. A copy of the original team registration form will be

used to verify the declared team roster at the coaches meeting.

36.11 Declaration Forms.

Declaration forms for provincials attached with a roster and payment to the BCLA of said teams to enter Provincial Playdowns not received by the BCLA Office by the set date by the Field Directorate for the playing season will result with the said team becoming ineligible for the provincial playdowns and provincials of the playing year.

Declaration forms will not be accepted if the team has declared to play in a division lower than their League placement.

36.12 Venue.

It is the responsibility of the Field Directorate to set dates and places of all provincial championships. The locations shall be chosen from applications received from Associations, Clubs, or Zones wishing to host all levels of play. The date will be in June. The host responsibilities of the Associations, Clubs or Zone to host provincial championships will be declared by the Field Directorate.

36.13 Trophies.

Medals, plaques and awards will be provided by the BCLA for all championships. Gold, Silver and Bronze, as well as participation medals, will be awarded in the provincial championships. The ordering of trophies through the BCLA Office and distribution will be the responsibility of the Field Directorate. Host Associations will supply qualified Bench Officials and a committee room for all officials. Host associations will be reimbursed expenses for field time, balls and referees.

36.14 The coach of record may be substituted only as per section 1.03 of the BCLCA Operating Policy.

36.15 The financing of the Field Lacrosse Provincial Championships will be declared by the BCLA Field Provincial Host Agreement. Any sponsorship secured by the BCLA shall in no way restrict the ability of any association, club or zone to host the Provincial Championships.

REGULATION 37: WOMEN'S PLAYING RULES

37.01 All games shall be played according to the playing rules set down by the Field Directorate, and ratified by the executive, prior to September 1st of the playing year.

37.02 The Field Directorate will instruct member associations they must adhere to the IFWLA rules, CLA rules and policy, and to the BCLA Field Directorate Operating Policy as written.

37.03 Where there are two teams from one Association playing in one league, there is to be no cross-over of players from one team to another, and back and forth, after May 1 of the playing year. If said infraction occurs after May 1 of the playing year, the player would be eligible for his/her registered team only. Any team found guilty of playing an ineligible player during a regularly schedule game shall forfeit all games won during which an ineligible player was a participant. Should this occur in the playoffs, then only the games played in the playoffs will be awarded to the opposing side.

37.04 The goal average formula will be used in the playdowns and Provincial Championships. In the event of a tie in points, final standings shall be determined as follows:

(i) Two teams tied, the winner of game, or games between the two teams advances.

(ii) Three or more teams tied, if one team has defeated the other teams, with which it is tied after round robin play, that team shall advance. If this is not possible, the team with the best goal average advances.

GOAL AVERAGE FORMULA
GF divided by the sum of GF + GA = Goal Average

NOTE: Only goals scored in the games between the teams involved in the points tie shall be used in the Goal Average Formula.

In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams with which it is tied shall be declared the higher team.

- 37.05 In the event of a team defaulting a game, any legitimate expenses incurred as a consequence of the default shall be reimbursed by the defaulting association/club. The expenses will be paid to the non-offending association/club within 30 days of the receipts received.
- 37.06 In the event of a defaulted game, the non-offending team shall be awarded a goal and shall be awarded two (2) points in league standings.

REGULATION 38: MOVEMENT – YOUTH TO SENIOR

- 38.01 No player qualified to play within the jurisdiction of the Youth Division shall sign a senior player registration form. She may have her registration form transferred to the Vice Chair – Women’s Field after the following conditions are met:

Letters of agreement to the transfer, from the player, the player’s parent/guardian, the player’s home association and the Senior team the player wishes to transfer to, along with a letter requesting approval, shall be forwarded to the Field Directorate, and shall notify the appropriate Commissioner.

- 38.02 Notwithstanding the forgoing, a Youth Field player of U-19 age may play up in a higher league with permission of the Youth player’s coach, who must notify the Vice Chair of Women’s Field.

Violation of any of the above shall result in suspension of the player and the coach of the Senior team for whom she played.

REGULATION 39: WOMEN’S TEAM SIZE

- 39.01 Minimum of twelve (12) registered players per team.

REGULATION 40: WOMEN’S TEAM DISBANDING

- 40.01 Proof of a team disbanding shall be written notification to the Registrar. On proof of a team disbanding, players are automatically released. If said team is a member of an organized league, the players shall not join one team, but shall be distributed among the remaining teams of the league, at the discretion of the Division Commissioner, with written confirmation.

Disbanding of a team means a team disbanding within a playing season, not after league season games are finished.

REGULATION 41: WOMEN’S PLAYER AND COACH REGISTRATION

- 41.01 Only associations or clubs registered with the BCLA may sign players. These may be Field Clubs or Executive branches of existing lacrosse clubs.

- 41.02 Registration of the above association and other obligations to the BCLA shall entitle an association to register players with the Field Directorate.
- 41.03 The Club/Association must submit the women's registration on-line lists, cards and required fees by May 31 of each playing season to the BCLA Office.
- 41.04 All players signing certificates and all clubs/associations accepted into this Association do so on the understanding that they agree to come under the jurisdiction of the BCLA until released by the Association.
- 41.05 (a) A team must have a minimum of twelve (12) registered players by April 1 of the playing season; otherwise, that team will be disallowed from regular scheduled games.
 (b) Any team found guilty of playing an unregistered player during a regularly scheduled game shall forfeit all games won during which said player was a participant.
 (c) Any team may register more players until July 1 of the playing season, and at that time, an updated team list must be sent to the BCLA Office.
 (d) All players must be registered on-line and their registration cards must be in to the Field Registrar within forty-eight (48) hours of their first game.
- 41.06 No player may sign with two associations in any year (unless properly released).
- 41.07 All coaches in the Field Directorate shall comply with the regulations and certification outlined in REGULATION 11 of the B.C. Lacrosse Coaches Association Operating Policy.

REGULATION 42: WOMEN'S PROVINCIAL TRAINING CAMPS

- 42.01 Provincial Training Camps for the purpose of selecting players to attend National Training Camps and/or to participate on Provincial teams shall come under the direction of the Field Lacrosse Directorate in cooperation with member associations.
- 42.02 To be eligible to participate in a Provincial Training Camp, players must have been duly registered within the Field Lacrosse Directorate for the previous playing season.

REGULATION 43: WOMEN'S DISCIPLINE

- 43.01 The Field Lacrosse Directorate is responsible for disciplining its own membership.
- 43.02 See General Operating Policy Regulation 11 for the jurisdiction of suspensions
- 43.03 Suspension Policy. The following policies apply to expulsion calls only.
1. Deliberate attempt to injure.
 – may include but is not limited to butt-ending, spearing or kicking
 – to deal with personal fouls (physical) that are excessive and beyond normal play
- | | |
|-------------------------|--|
| 1 st Offence | Minimum three (3) games |
| 2 nd Offence | Minimum six (6) games |
| 3 rd Offence | Minimum: one (1) year suspension from date of infraction |
| 4 th Offence | Minimum: player forfeits eligibility in the BCLA Field Directorate |
2. Abuse by language or gesture
 – may include but not limited to verbal abuse or racial statements to a player, coach, any person officially associated with a team, or a fan
 – to deal with behaviour and actions that are non-physical
- | | |
|-------------------------|------------------------------------|
| 1 st Offence | Minimum: two (2) to five (5) games |
|-------------------------|------------------------------------|

- 2nd Offence Minimum: five (5) games to one (1) year from date of infraction
 3rd Offence Minimum: one(1) year suspension from date of infraction to forfeit of eligibility in the BCLA Field Directorate

3. Abuse of official

- abuse may be verbal or physical
- an official is defined as a referee, timekeeper, scorekeeper, or any other designated officials.
- to deal with any inappropriate behaviour toward any official

1st Offence Minimum: five (5) games to forfeit of eligibility in the BCLA Field Directorate

2nd Offence Minimum: one (1) year suspension from date of infraction to forfeit of eligibility in the BCLA Field Directorate

3rd Offence Minimum: forfeit of eligibility in the BCLA Field Directorate

4. Fighting

- The deliberate striking or attempting to strike an opponent, a non-playing member of the opponent’s squad, a coach or anyone controlling the play of the game with the hand, cross, ball or otherwise by a player, substitute, a non-playing member of the squad, a coach or anyone officially connected with a team may be an expulsion foul.
- the third man into an altercation is automatically expelled from the game
- any person leaving the bench when the benches have been frozen may be expelled from the game
- to deal solely with the act of fighting
- one punch thrown, whether it lands on the intended recipient or not, or anyone else, constitutes a fight.

1st Offence Minimum: two (2) game suspension

2nd Offence Minimum: five (5) game suspension

3rd Offence Minimum: one (1) year suspension from date of infraction

4th Offence Minimum: forfeit of eligibility in the BCLA Field Directorate

5. Other

- any offences that are not directly covered by any of the above sections are to be reported directly to the commissioner of the respective league to be dealt with in an appropriate manner in relation to the above guidelines.

REGULATION 44: WOMEN’S OFFICIALS

44.01 For each scheduled League game, each team must provide on field and in uniform, at least one certified women’s field umpire.

44.02 All associations must ensure that each of their teams has a minimum of two (2) women’s field lacrosse umpires, certified for the current playing season, available for officiating hosted games.

44.03 Every league in British Columbia must have a League Chief Umpire. The league must submit their selected candidate to the Head Umpire of the B.C. Field Directorate for approval. Only after approval by the Head Umpire shall the league’s Chief Umpire be recognized. If a candidate is not submitted to the B.C. Field Directorate Head Umpire by October 1 of the playing year, a Chief umpire may be appointed by the B.C. Field Directorate Head Umpire.

44.04 Every tournament held in British Columbia must have an Umpire-In-Chief. The tournament organizers must submit a candidate to the B.C. Field Directorate Head Umpire no later than four weeks prior to the start date of the tournament. If such a candidate is not nominated by said time, an Umpire -In-Chief may be appointed by the B.C. Field Directorate Head Umpire. The candidate will only be recognized as Umpire -In-Chief of the tournament upon approval of the Head Umpire of the B.C. Field Directorate. This will apply to all tournaments including Provincial Championships and International tournaments. This will also be the process through which an Umpire -In-Chief will be nominated for National Championships and International Championships hosted in British Columbia.

REGULATION 45: WOMEN'S TIMELINE

NOTE: Dates that are associated with a specific By-Law or Regulation are reprinted in the timeline as a matter of convenience. They will automatically change if the By-Law or Regulation is changed. Dates not associated with a specific By-Law or regulation will require a motion to change them. If there is a conflict in the dates, then the governing By-Law or Regulation will take precedence over the timeline.

- January 1** Date for determining age level of playing year. (General Reg 10, FD 2.01 & 35.01)
- March 1** Applications for hosting Women's Provincials.
- March 15** Applications to host women's field lacrosse tournaments for the upcoming year.
- April 1** Teams must have a minimum of twelve (12) players registered (FD 41.05 (a)).
- April** Field Directorate Special Session (FD 10.01)
- May 1** Deadline for coaches Form 100W and fees to BCLA Office or will be subject to fine (BCLCA 1.02, 11.03).
Last date for cross-over players (FD 37.03)
- May 31** Women's registration cards and fees to BCLA Office. (FD 41.03)
- June** Women's Provincials
- July 1** Final date for player additions (cards and fees to the BCLA Office). (FD 41.05)
- July** Women's Nationals.
- September 1** Deadline for ratification of playing rules. (FD 37.01)

Exact dates to be determined by the Field Directorate Executive (April, June, July, Oct)

B.C. LACROSSE ASSOCIATION

RECREATION DIRECTORATE OPERATING POLICY

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**INSERT ORGANIZATION CHART: RECREATION DIRECTORATE
EXCEL FILE ORG CHART #5**

BRITISH COLUMBIA LACROSSE RECREATION DIRECTORATE

REGULATION 1: STRUCTURE

1.01 ROLES AND RESPONSIBILITIES

The Recreation Directorate

- (a) Governs lacrosse for all players registered as “recreation” and playing on teams/leagues or in programs not governed by the Senior, Minor or Field Directorates.
- (b) Collects and monitors the league agreements/policies/methods of operation of the individual recreational leagues/groups.
- (c) Provides assistance as necessary to those leagues/groups.

The Recreation Directorate Chair

- (a) Shall preside at all Recreation Directorate meetings
- (b) Shall ensure the affairs of the Directorate are being carried out
- (c) Shall ensure the procedures as set out in the By-Laws and Constitution are being carried out.
- (d) Is responsible to call meetings of the Directorate.

The Recreation Directorate Vice Chair

- (a) Shall attend all Recreation Directorate meetings
- (b) Shall assist the Chair as requested.
- (c) Will preside over meetings when the Chair is not available.

The Recreation Directorate Secretary

- (a) Shall record the minutes of all Recreation Directorate meetings
- (b) Shall distribute the minutes and other information to the Recreation Directorate members and to any other parties as necessary

Teams/Leagues/Programs

- (a) Shall provide the Recreation Directorate with all necessary contact information
- (b) Shall provide league agreements/rules/methods of operation annually to the Recreation Directorate two months prior to start of play

REGULATION 2: PLAYING DIVISIONS

- 2.01 As defined by the individual leagues or programs

REGULATION 3: REGISTRATION

- 3.01 The onus on being properly registered is the responsibility of the leagues, teams or programs and not the BCLA.
- 3.02 Each league/team/program is responsible to enter and maintain their players on the BCLA on-line player data base.
- 3.03 Each league/team/program will submit to the BCLA Office, prior to start of play, one copy of each player's BCLA-approved, completed registration form along with a team list generated from the on-line database, along with the appropriate registration fee.
- 3.04 Player registrations and team lists are to be updated, and sent to the BCLA office, along with the appropriate registration fee, as new players are registered with the league/team/program.

REGULATON 4: PLAYER ELIGIBILITY

- 4.01 All players on recreation teams/programs as defined by the by-laws and operating policies must register as a recreation player, regardless if they are also registered through the Senior, Minor or Field directorates.
- 4.02 Players registered with the Recreation Directorate cannot play on teams under the jurisdiction of the Senior, Minor or Field Directorates unless properly registered on the appropriate forms as a player with those directorates.
- 4.03 Call-ups from the Recreation Directorate are not allowed unless regulation 4.02 is adhered to.
- 4.04 Recreation teams cannot be affiliated with Senior Directorate teams.
- 4.05 Recreation teams are not allowed to compete against teams registered in the Senior Directorate, Minor Directorate or Field Directorate in league, tournament or championship play.
- 4.06 Recreation teams/leagues will not be allowed if they conflict with or are detrimental to teams/leagues registered in the Senior Directorate, Minor Directorate or Field Directorate. The Senior Directorate, Minor Directorate or the Field Directorate will be consulted about possible conflicts.

REGULATION 5: CONDUCT

- 5.01 It shall be considered an offence against the membership to violate the BCLA Lacrosse Code of Conduct.
- 5.02 Actions contrary to the BCLA Code of Conduct, the BCLA Constitution, By-Laws and Operating Policy -- especially profane or obscene language or gestures; threats and threatening gestures; and verbal abuse of any lacrosse participant, official, supporter or spectator in a public environment -- will be cause for investigation by the Recreation Directorate.

REGULATION 6: AMENDMENTS

- 6.01 The Operating Regulations of the Recreation Directorate shall not be altered except at the BCLA Annual General Meeting and shall be made only by a majority vote of the members voting thereon.
- 6.02 Notice of the proposed amendment shall be given in writing to the BCLA Office at least forty-five days before the day of the Annual Meeting and the proposed amendments shall be circulated to the members at least thirty days prior to the Annual Meeting.

B.C. LACROSSE ASSOCIATION

B.C. LACROSSE OFFICIALS ASSOCIATION OPERATING POLICY

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**INSERT ORGANIZATION CHART: BCLOA (OFFICIALS) ASSOCIATION
EXCEL FILE ORG CHART #6**

BRITISH COLUMBIA LACROSSE OFFICIALS ASSOCIATION

REGULATION 1: OBJECTIVES

- 1.01 To improve the level of officiating by:
- Providing workshops and clinics, both theoretical and technical;
 - Making teaching aids available;
 - Registering all officials in British Columbia with the B.C. Lacrosse Association;
 - Conducting Disciplinary Hearings and investigations for BCLOA membership; and
 - Conducting regular evaluations every officiating season.
- 1.02 To improve the game of lacrosse by:
- Promoting good fellowship amongst Association members;
 - Promoting and maintaining high standards of relationship with Association members, officials and coaches of the various levels of teams and leagues with whom the BCLOA shall make its services available;
 - Providing opportunity for input concerning the rules and regulations involved in the “calling of the game”; and
 - Upholding the rules according to the most current Canadian Lacrosse Association rulebook and the most current ILF rulebook with the only exception being those rules changed or permitted by the Minor Directorate, Senior Directorate or Field Directorate.

REGULATION 2: JURISDICTION

- 2.01 The jurisdiction of this organization shall extend to all organized lacrosse within the Province of British Columbia as described in the BCLA Constitution and By-Laws.
- 2.02 This organization shall provide information regarding referees to the Provincial Convener and District Directors for all playoffs, and to League Presidents, Head-Referees or associations for league and exhibition games within the Association. Should any referee solicit, or accept an assignment, to officiate in any game of a non-affiliated association, league or club within the jurisdiction of this organization without approval, then such official shall be subject to disciplinary action.
- 2.03 No referee shall be permitted to referee in games outside the province of British Columbia without a request in writing and approval of this organization.

REGULATION 3: ORGANIZATION

- 3.01 a) The Executive Committee of this organization will be elected annually at the BCLOA Special Session, and shall be comprised of:
- i) Chair
 - ii) Vice Chair - Senior
 - iii) Vice Chair - Minor
 - iv) Vice Chair – Men’s Field
 - v) Vice Chair – Women’s Field
 - vi) Secretary
 - vii) Immediate Past Chair
- b) All officers shall be elected by secret ballot at the BCLOA Special Sessions.
- c) In the event that there is but a single nominee for an office, the secretary shall cast one vote for such nominee.

d) The Chair, Vice Chair – Women’s Field, and the Secretary shall be elected for two-year terms in odd-numbered years. The Vice Chair – Minor, Vice Chair – Senior, and the Vice Chair – Field shall be elected in two-year terms in even-numbered years.

e) The Immediate Past Chair, upon election of a new Chair, shall be appointed to serve a term of two (2) years, to act as an advisor to the new Executive Committee of the BCLOA.

f) In the event that a member of the executive of the BCLOA is not able to complete his/her duties or is compelled to resign, the remaining members of the executive will appoint a replacement who will serve until an election can be held at the next Special Session of the BCLOA.

f) The operating committee of the BCLOA shall consist of the Executive Committee and the following additional members as appointed by the Executive Committee of the BCLOA:

- i) Minor Zone Co-ordinators
- ii) Senior Zone Co-ordinators
- iii) Master Learning Facilitator
- iv) Minor Clinicians
- v) Senior Clinicians
- vi) Field Clinicians
- vii) Female Box Co-ordinator
- viii) Lower Mainland Co-ordinator
- ix) Assistant Minor Zone Co-ordinator

3.02 The BCLOA shall be under the leadership of the Chair who will be responsible for directing the duties of the Executive and Operating Committees to obtain the objectives of the BCLA and attain continuity of refereeing throughout the Province.

3.03 Any Vice Chair who fails to comply with their assigned duties will be replaced by appointment. It will be the responsibility of the BCLOA Chair, in conjunction with the BCLA Vice President - Operations, to appoint a new Vice Chair for that section for the remainder of the term. In the event that a Vice Chair is temporarily unable to fulfill any required duties, the Vice Chair may appoint a designate to act on his/her behalf.

3.04 The duties of the Vice Chairs are as follows:

a) Vice Chair - Senior

Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in officiating. Will liaise with the Chair and perform all duties that are assigned, including evaluating and grading all Senior officials, with assistance from the assigned evaluators. The position and duties of the Senior Allocator will fall under the leadership of the Vice Chair - Senior. Will assist the Vice Chair - Minor in the training of Minor level officials who show skills and knowledge so that they are encouraged to graduate to the Senior level when the qualifications defined in Appendix One are met. Will provide a monthly written summary to the BCLOA Chair by the third Monday of each month (January - September). Will act as a liaison regarding CLA issues, and will inform BCLOA members of officiating issues through written communication.

b) Vice Chair - Minor

Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in officiating. Will liaise with the Chair and perform all duties that are assigned. Will be in contact with the Minor Association Head Referees frequently throughout the year. Will attend Minor Directorate meetings as required and provide a monthly written summary to the BCLOA Chair by the third Monday of each month (January - September). Will assist Minor Association Head Referees, when requested, with evaluations throughout the playing season to

ensure all minor officials are evaluated. Will correlate the evaluations and grading of all Minor officials so that proven, qualified officials are used for championships and tournaments throughout the Province. These evaluations are to be used in conjunction with the Head Referees Provincial Qualifications Lists. Will be responsible for the assignment of officials at Provincial Championship Tournaments.

c) Vice Chair – Men’s Field

Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in officiating that is required at the respective levels. Will liaise with the Chair and perform all duties that are assigned. Will assist and correlate all evaluations of all officials to ensure that proven, qualified officials are used in tournaments and championships throughout the Province. Will also be responsible for selecting the officials for National Championship Tournaments, International Tournaments where B.C. officials are requested or required, and for making recommendations to the CLA for officials to participate at World Championship tournaments. Will provide a monthly written summary to the BCLOA Chair by the third Monday of each month (Jan-Sept).

The British Columbia Field Lacrosse Officials Association shall be under the jurisdiction of the BCLOA Vice Chair - Field.

d) Vice Chair – Women’s Field

Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in officiating that is required at this level. Will liaise with the Chair and perform all duties that are assigned. Will assist and correlate all evaluations of all officials to ensure that proven, qualified officials are used in tournaments and championships throughout the Province.

e) Female Box Co-ordinator

Appointed for a term of no less than two years. Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in officiating. Will co-ordinate the training and supervision of participating minor referees in the female box sector; and to co-ordinate communication, as necessary, with minor head referees. Will assist minor association head referees with evaluations and training of officials in Female Box Lacrosse.

f) Minor Zone Co-ordinator

Appointed for a term of no less than two years. Responsible for assisting association head referees within their zone, with the training, recruitment and retention of minor referees. Responsible for investigating disciplinary matters that arise concerning minor officiating that takes place within their zone. Results of this investigation shall be forwarded to the Vice Chair – Minor for further action. Responsible for evaluating those referees within their zone that are nominated for provincial championships and/or Summer Games. Details of these evaluations shall be forwarded to the Vice Chair – Minor. Required to attend all BCLOA minor zone and Operating Committee meetings.

g) Assistant Minor Zone Co-ordinator

Appointed for a term of no less than two years. Responsible for assisting association head referees within their appointed region, with the training, recruitment and retention of minor referees. Responsible for investigating disciplinary matters that arise concerning minor officiating that takes place within their region. Results of this investigation shall be forwarded to their Minor Zone coordinator and the BCLOA Vice Chair – Minor for further action. Responsible for evaluating those referees within their region that are nominated for provincial championships and/or Summer Games. Details of these evaluations shall be forwarded to the Vice Chair – Minor. Required to attend all BCLOA minor zone and Operating Committee meetings. Will liaise with their Minor Zone Coordinator and perform all duties that are assigned.

h) Lower Mainland Co-ordinator

Appointed for a term no less than two years. Responsible for assisting association BCLOA Zone Co-ordinators and head referees within the Lower Mainland Commission (Zones 3,4,5) with the training, recruitment and retention of minor referees. Will assist the BCLOA Vice Chair – Minor in the co-ordination of BCLOA activities within this region. Will act as a liaison between the BCLOA and the Lower Mainland Minor Lacrosse Commission and will represent the BCLOA at meetings of this Commission. Will assist in the evaluation of referees within this region that are nominated for provincial championships and/or Summer Games. Details of these evaluations shall be forwarded to the Vice Chair – Minor. Required to attend all BCLOA minor zone and Operating Committee meetings.

i) Senior Zone Co-ordinator

Appointed for a term no less than two years. Responsible for overseeing senior officiating within their zone. Responsible to liaise between senior officials within their zone and the Operating Committee of the BCLOA.

j) Master Course Conductor

Appointed/ratified by the CLA for a term no less than three years. Responsible for training Level 1-2 and Level 3-5 referee clinicians. Responsible for updating all training and technical materials for referee instruction. Required to attend CLA meetings as necessary.

k) Minor Clinicians

Appointed for a term no less than two years. Responsible for conducting minor official training clinics and subsequent certification of minor officials. Responsible for assisting the Master Learning Facilitator with the updating of course materials for minor referee instruction.

l) Senior Clinicians

Appointed for a term no less than two years. Responsible for conducting senior officials clinics and subsequent certification of senior officials.

m) Field Clinicians

Appointed for a term no less than two years. Responsible for conducting field officials clinics and subsequent certification of field officials.

3.05 An allocator for Senior Box shall be elected by the Senior Box Officials prior to the start of regular season play.

3.06 All records/information obtained or developed during the elected/appointed season becomes the property of the BCLOA and must be handed over to the newly elected BCLOA.

REGULATION 4: MEMBERSHIP

4.01 All officials (Senior, Minor, Men's Field, Women's Field) will be registered with the BCLOA and will follow the regulations in this Operating Policy.

4.02 All officials used in Provincial/National Playdowns/Championships must agree to a Criminal Record Check.

4.03 To be an active member of the BCLOA, an official must:

- a) attend an officiating clinic or refresher course prior to the start of regular season play, and satisfy the specific requirements pursuant to their sector and levels;
- b) have paid the BCLA/BCLOA registration fees.
- c) All outstanding fines must be paid prior to registration as an official each season.

- 4.04 All members of the BCLOA have the privilege of voting at the BC Lacrosse Officials Association Special Session held each year.
- 4.05 All members of the BCLOA are entitled to insurance coverage, as outlined in the BCLA Operating Policy: Section 6.
- 4.06 Each member will receive a CLA National Officiating Certification Program (NOCP) card once the officiating level applied for is successfully achieved. The certification requirements are outlined in Appendix One.
- 4.07 All minor associations will be represented by a Head Official/Referee, who shall attend scheduled minor officials meetings. Failure to attend such scheduled meetings will result in a fine. For zones outside of the Lower Mainland, they may be represented at the scheduled meetings by the BCLOA minor zone representative. Zone representatives may carry proxy votes from their associations.

Fine Guidelines as follows:

1 st meeting missed	\$25.00 fine
2 nd meeting missed	\$35.00 fine
3 rd meeting missed	\$60.00 fine
Additional Meetings Missed	\$60.00 fine
Special Session Missed	\$100.00 fine

Note: This is per BCLA fiscal year. Any fines not paid could result in club being declared not in good standing.

REGULATION 5: GAME ASSIGNMENT GUIDELINES

- 5.01 All persons officiating a sanctioned game must hold a valid and current NOCP card and submit to a physical fitness examination on the recommendation of the Evaluator.
- 5.02 For officials to qualify to officiate in league post-season playdowns and provincials (from Intermediate B to Senior A only), the official must have officiated a minimum of 10% of the league's regular season games.

Where a league's regular season games are played in multiple locations (i.e., Vancouver Island vs. Lower Mainland) an official must have officiated a minimum of 10% of the league's regular season games which were played within the official's home geographic area.

Further, the official must, through the evaluation process, be deemed capable of officiating in post-season at that level and the appointment of all officials must be approved by the BCLOA Vice Chair – Senior.
- 5.03 An official shall not referee a sibling, parent or immediate relation involved in a game at all levels except in extenuating circumstances, and agreed to by both teams. Both coaches must sign the top of the scoresheet to verify agreement prior to the start of the game.
Note: Exemption for Field Lacrosse due to low numbers of officials. Will be reviewed on a yearly basis.
- 5.04 Officials are eligible to participate in two (2) National Championships in the current playing season with only one (1) National Championship being on the floor. This would not preclude someone from being Referee-in-Chief (RIC) at another National Championship (one as an administrator and one as a participant).
Note: Exemption made for Field. Will be reviewed on a yearly basis.
- 5.05 Referee-in-Chief (National Championships held in B.C.)

The BCLOA Executive Committee will provide three names to the league that is involved in the national championship and the league has input as to who they feel would be the best person to be the RIC.

When the RIC is decided upon by the BCLOA executive committee, the BCLOA chair will send the name to the BCLA executive for ratification. If the RIC is approved by the BCLA executive, the name will be sent to the CLA for final approval.

- 5.06 All officials game assignments in all senior directorate lacrosse games shall be allocated by the BCLOA Senior Allocator. This will include all exhibition, league, playoff and provincial games.
- 5.07 Responsibility for league, playoff and exhibition game schedules shall be as follows:
- a) For conflict and/or rescheduled games, the commissioner shall notify the appropriate allocator at least 72 hours prior to the date of the new game.
 - b) For all playoffs, the commissioner shall provide a schedule of games to the appropriate allocator at least 72 hours prior to the date of commencement of games.
 - c) It is the responsibility of the commissioner to contact the appropriate allocator giving a minimum of 72 hours notice of exhibition games.
 - d) It is the responsibility of the commissioner to contact the appropriate allocator giving a minimum of 72 hours notice of a game cancellation. Teams will be assessed for officials fees should the team manager fail to notify the commissioner or cancel a game with less than 24 hours notice.
- 5.08 All minor and senior officials are to be available to officiate at all qualified levels, as assigned by the Senior Allocator or Association Allocator. Any refusal to work at various levels may result in suspension of the official and shall be reviewed by the Vice Chair and/or Discipline Committee.
- 5.09 No Minor or Senior official shall have more than three (3) league, tournament, exhibition or playoff games assigned to that official per day. Should a Minor or Senior official be assigned three (3) games in a day, two (2) of which may be consecutive, the official must have at least a one-game break between any of the assigned games. The assigned games would be when they are required to be one of the on-floor officials for a box game or one of the on-field officials for a field game. An exception to this would be if the official, along with the officials on-floor duties (for box) were to operate the offensive thirty-second clock or in field, an official assigned to be a CBO.
- 5.10 For Minor Box Lacrosse only, during all league and post season play, visiting teams may not bring a referee from outside the home team's association without prior consent from the home association obtained at least forty eight (48) hours in advance of the scheduled game time. If consent is granted, visiting teams may contact their local head referee or BCLOA minor zone coordinator to have a referee assigned. Visiting teams that bring a referee to a road game will be responsible for that referee's game fees and any appropriate travel expenses. Under NO circumstances may team personnel choose or contact referees on their own. Referees who accept a game assignment offered directly from a team may be subject to disciplinary action.

Note: Home associations are under no obligation to accede to requests of this kind and may decline. Note also that in some regions, referee assignments for zone play downs are made directly by the BCLOA Minor Zone coordinator.

REGULATION 6: DUES

- 6.01 Dues covering regular memberships for each year shall be payable at the time of attending the carding clinic. Dues for recognized referees transferred to British Columbia are payable at the time of application for membership to this organization.
- 6.02 The dues are as outlined in the BCLA Operating Policy, Appendix B: BCLA Fee Schedule.

REGULATION 7: FEES AND EXPENSES

- 7.01 Fees and expenses for playoff games are as outlined in the BCLA Operating Policy, Appendix B: BCLA Fee Schedule.
- 7.02 Provincials: The BCLOA, with input from the BCLOA Vice Chairs (Minor, Senior and Field) Head Referees, Zone Coordinators and Evaluators shall appoint qualified officials for all Provincials. The expenses to send qualified officials to other zones shall be included in the BCLOA Annual Budget. These costs will include transportation and accommodation of the officials (least cost). Accommodation, travel and per diem for the BCLOA Vice Chair – Minor, Senior and Field or Designate, upon approval from the BCLOA chair.
- 7.03 Senior Box Allocator: Payment to these positions will be included in the BCLOA Annual Budget.
- 7.04 Nationals: The expenses to send qualified officials to the nationals shall be included in the BCLOA Annual Budget. These costs will be for transportation only.

REGULATION 8: DISCIPLINE & CONDUCT COMMITTEE

- 8.01 The BCLOA Chair shall form Discipline and Conduct Committees as required, and shall appoint committee members to carry out necessary investigations and render disciplinary action recommendations to the Chair.
- 8.02 The Executive Committee shall compile a list of nine (9) people from which the Chair will draw to form Discipline and Conduct Committees.
- 8.03 Three (3) members from this list shall serve as the Committee for any given disciplinary act that falls under the auspices of the BCLOA. Committee members must be neutral; no person from the list shall participate on a Committee if the issue involves the person's own Association/Club or if the issue involves a relative.

REGULATION 9: CONDUCT & DISCIPLINE

- 9.01 It shall be the duty of every member of this organization to display a conduct at all times that furthers the best interests of the membership, that assists fellow members wherever possible to improve the standard of officiating and that ensures the respect of all participants and fans.
- 9.02 Any negligence by an official in his/her duties shall be thoroughly investigated by the Discipline and Conduct Committee who shall report and recommend to the Chair of the BCLOA the action to be taken
- Violation of any of the following shall be subject to disciplinary action:**
- 9.03 Suspicion of being under the influence of alcohol and/or illegal drugs when reporting for official BCLOA duties. **(Must be forwarded to BCLOA.)**
- 9.04 Failure to report for any assignment without sufficient excuse when properly notified. Excuse must be legitimate and those found not telling the truth shall be suspended until the Discipline and Conduct Committee completes an investigation. (May be handled locally in minors)
- 9.05 Exhibiting a pattern of tardiness to game assignments. (May be handled locally in minors)
- 9.06 Engaging in and/or provoking controversial discussions (including swearing, verbally abusing, threatening or racial abuse) with coaches, officials, players, parents or spectators. (Initial incident may be handled locally in minors, subsequent incidents for same official must be forwarded to

BCLOA.)

- 9.07 Manhandling of players. (Must be forwarded to BCLOA. All complaints must be on association letterhead and signed by the President and coaches of the association team.)
- 9.08 Failure to complete game reports when required. (May be handled locally in minors.)
- 9.09 Verbally or otherwise threatening to withdraw officiating services. (Must be forwarded to the BCLOA.)
- 9.10 Continuously failing to officiate according to the CLA/ILF Rule Book, its interpretations and BCLA amendments. (May be handled locally in minors.)
- 9.11 Failure to dress in accordance to Regulation 11. (May be handled locally in minors.)

Disciplinary actions arising from failure to comply to the Conduct of an Official

- 9.12 The following constitute a guideline for disciplinary actions to be used within a Zone.
 - a) restricted activity:
 - i. no game assignments with team or teams in question,
 - ii. no game assignments within the Division / Calibre in question, or
 - iii. limited game assignments over a period of time;
 - b) probation / monitoring:
 - i. close monitoring at subsequent games or over a period of time,
 - ii. evaluations at subsequent games or over a period of time,
 - iii. additional training and/or counseling;
 - c) suspension from officiating:
 - i. in the event the case is to be raised to the BCLOA, immediate suspension may occur until an investigation takes place;
 - d) finer:
 - i. For minor associations, should they find an official developing a history of tardiness or absence, the association can impose fines or sanctions against the official at the discretion of their head referee.
 - ii. All senior referees shall provide 24 hours notice for cancellation of prescheduled games. Any senior referee who does not provide the proper notice may be fined two (2) game fees determined by the calibre of the game cancelled (at the discretion of the Vice Chair – Senior).
 - iii. officials threatening to withdraw services shall be fined between \$60.00 and \$100.00 per official, depending on the division from which services were going to be withheld,
 - iv. Failure to dress in accordance to Regulation 11 will be subject to a \$50.00 fine. Only one warning will be given in writing, then the fine.
 - v. Failure by a referee to report to a game assignment (no show) will be dealt with accordingly.

1 st “no show”	2 game fees
2 nd “no show”	3 game fees
3 rd no show	Immediate suspension from the BCLOA Senior and Minor Divisions. Pending an investigation by the BCLOA Discipline Committee. All fines must be received by the BCLOA Treasurer with ten (10) business days, after receiving registered notification of fines.
- 9.12 See General Operating Policy Regulation 11 for the jurisdiction of suspensions.

REGULATION 10: EVALUATIONS

- 10.01 The Senior Evaluator, any Zone Head Referee, any BCLOA Clinician or any Association/Club Head Referee may perform a formal evaluation.
- 10.02 In the event that the Evaluator declares a referee unable to officiate at the level reviewed, the referee will be restricted to a lower Division or Calibre.
- 10.03 At the discretion of the Evaluator, a referee will be restricted to a specific Division or Calibre based upon a game evaluation. Such a restriction will remain in effect until subsequent evaluations show a potential to move up a Division or Calibre.

REGULATION 11: DRESS AND EQUIPMENT

- 11.01 a) Senior: Official referee jersey, pre-crested with CLA and BCLOA approved logos only; black trousers; black running shoes with black laces which must be tied; black socks; finger whistle, string and tape measure. The referee jersey must be tucked into pants.
- b) For Western Lacrosse Association only, official referee jersey, pre-crested with CLA, BCLOA And WLA approved logos only; striped jersey supplied by the WLA; black trousers, running shoes with laces which must be tied, black socks, finger whistle, string and tape measure. The referee jersey must be tucked into pants.
- 11.02 Minor: Official jersey, pre-crested with the CLA and BCLOA approved logos only; black trousers; running shoes with laces which must be tied; white socks; finger whistle, string and tape measure for Bantam and Midget Divisions. A plain black short with pockets shall be permitted for Peewee, Novice, Tyke and Mini-Tyke Divisions. "Tear-away" or sweatpants are NOT permitted. In order to function as a team, both officials must be dressed in clean, neat, identical uniforms. The referee jersey must be tucked into pants or shorts. For Provincials and Summer Games, only long black trousers will be permitted.
- 11.03 Field: The official uniform of the Canadian Field Lacrosse Referees shall consist of:

Men's Field Referee Uniform

- a black hat with white piping
- a black and white striped sweater (long or short sleeves)
- white Bermuda shorts or white knickers
- a black belt
- white socks with black tops
- black shoes
- whistle (and a spare)
- an official scorecard
- two yellow flags
- pencil and eraser
- coin
- 30 second timer (or watch: digital or analog with a second hand)
- tape measure
- string
- rule book
- rainwear
- warm clothing

Women's Field Umpire Uniform

- Shirt with alternating 1" black and white striping
- Solid black kilt or solid black shorts
- Solid black pants may be worn in cold weather
- Black socks
- Solid black shoes or cleats
- Whistle (and a spare)
- Red, Yellow and Green cards
- Measuring tape
- String
- Rule book

In order to function as a team, both officials must be dressed in clean, neat, identical uniforms. Therefore, both long and short sleeve sweaters, as well as both white shorts and knickers, should be carried in the referee's bag. Referee in charge makes final decision on dress.

REGULATION 12: REPORTS

- 12.01 Any report covering the explanation of a Match Penalty or other serious offences shall be written on the Official's Game Report and forwarded within twenty-four (24) hours to the appropriate league official for action. Any such explanation shall be confidential and shall not be made public other than for discussion by the appropriate league official.

REGULATION 13: AMENDMENTS

- 13.01 The Operating Regulations of the BCLOA shall not be altered except at a Special Session of the BCLOA and shall be made only by a majority vote of the members voting thereon.
- 13.02 Notice of the proposed amendments shall be given in writing to the BCLA Office at least forty-five days before the day of the Special Session and the proposed amendments shall be circulated to members of the BCLOA at least thirty days prior to the Special Session.

**APPENDIX ONE:
NATIONAL OFFICIALS CERTIFICATION PROGRAM (May 1997)
REFEREE LEVEL CRITERIA**

BOX LACROSSE

	Requirement	Test Results	Experience
Entry Level	- Complete Entry clinic - First time official	- 50% on test material	- should work local Mini-tyke and Tyke
Level 1	- complete Level 1 clinic - attended EL clinic in past or have been a certified official in another sport	- 50% on test material	- should work Tyke and Novice
Level 2	- complete Level 2 clinic - minimum age 16	- 70% on test material	- 2+ yrs experience - should work local PeeWee & Bantam
Level 3	- complete Level 3 clinic - minimum age 18 - on-floor evaluation - ability to referee at Nationals - Juvenile or lower	- 75% on test material	- 3+ yrs experience with at least 1 year in lacrosse - should work Midget & Juvenile
Level 4	- complete Level 4 clinic - minimum age 21 - on-floor evaluation - ability to referee Junior B or lower	- 90% on test material	- 4+ yrs experience with at least 2 yrs in lacrosse
Level 5	- complete Level 5 clinic - minimum age 21 - on-floor evaluation	- 90% on test material	- 5+ yrs experience in lacrosse - have refereed at Nationals in Juvenile or above

**APPENDIX TWO:
NATIONAL OFFICIALS CERTIFICATION PROGRAM (May 1997)
REFEREE LEVEL CRITERIA**

MEN'S FIELD LACROSSE

	Requirement	Test Results	Experience
Level 1	- complete Level 1 clinic - no age requirement	- 50% on test material	- should work High School & Junior Leagues
Level 2	- complete Level 2 clinic - minimum age 16	- 70% on test material	- 1+ yrs experience - capable of working all age levels
Level 3	- complete Level 3 clinic - ability to work at Provincials	- 80% on test material	- must include having done CBO duties
Level 4	- complete Level 4 clinic - ability to work at Nationals - have worked at Provincials	- 90% on test material	- capable of assuming supervisory or instructional duties
Level 5	- have worked at Nationals - ability to work Internationally	- 90% on test material	- capable of working at International championships - worked as a supervisor or instructor
Level 6	- have worked at Nationals - have worked at Worlds	- 95% on test material	

**APPENDIX THREE:
NATIONAL OFFICIALS CERTIFICATION PROGRAM (May 1997)
REFEREE LEVEL CRITERIA**

WOMEN'S FIELD LACROSSE

	Requirement	Test Results	Experience
Level 1 Apprentice	- complete Level 1-2 clinic every two years - no age requirement	- 60% on test material - rated by 2 umpires (any level)	- sound knowledge of rules, flow of play
Level 2 Local	- complete Level 1-2 clinic every two years	- 70% on test material - rated by 2 umpires (local, Provincial or National)	- 1+ yrs experience - well developed interpretation of rules & judgment
Level 3 Provincial	- complete Level 3 clinic - ability to umpire at Provincials	- 80% on test material - rated by 2 umpires (Provincial or National)	- local for 1 yr - have umpired at Provincials
Level 4 National	- complete Level 4 clinic - ability to umpire at Nationals - have umpired at Provincials	- 90% on test material - rated by 2 umpires (National) over 2 games at Nationals	- Provincial for 1 yr - Recommended by MA for National rating
Level 5 International (IFWLA)	- have umpired at Nationals - have National rating	- ___% on IFWLA test material - rated by 2 International umpires at elite competition	- International game experience - Recommended by National Association for International rating

B.C. LACROSSE ASSOCIATION

B.C. LACROSSE COACHES ASSOCIATION OPERATING POLICY

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**INSERT ORGANIZATION CHART: BCLCA (COACHES) ASSOCIATION
EXCEL FILE ORG CHART #7**

BRITISH COLUMBIA LACROSSE COACHES ASSOCIATION

OBJECTIVES

To improve the level of coaching by:

- providing workshops and clinics, both theoretical and technical.
- making coaching aids available.
- registering all coaches in British Columbia
- providing a system for disciplinary action where applicable and for an appeal process for all members.

To improve the game of lacrosse by:

- promoting good fellowship among association members.
- encouraging constructive communication and relationships among BCLCA members.
- providing opportunity for input concerning the rules and regulations involved in "the playing of the game".
- upholding the CLA Lacrosse Coaches Code of Ethics.
- insisting that coaching be done in accordance with the CLA Rule Book and the ILF rulebook with the only exception being those rules changed or permitted by the Minor Directorate, Senior Directorate or Field Directorate.

REGULATION 1: MEMBERSHIP

1.01 All coaches shall belong to the BCLCA.

1.02 To be an active member of the BCLCA, a Coach must:

- (a) Be registered with the BCLCA through the BCLCA utilizing one of the following forms:
Form 100B – Box Lacrosse
Form 100M – Youth/Men's Field Lacrosse
Form 100W – Women's Field Lacrosse
Form 100R – Inter-Crosse

Forms with fees as outlined in Appendix "B" of the BCLCA Operating Policy must be received by the following dates in the current coaching year:

Form 100B – All Minor Box Coaches	May 1
Form 100M – All Youth/Men's Field Lacrosse Coaches	Oct 1
Form 100B – All Senior Box Coaches	May 15
Form 100W – All Women's Field Lacrosse Coaches	May 1
Form 100R – Inter-Crosse	

- (b) Coaches must meet the minimum standards outlined on the applicable Form 100 for each discipline by the deadline date for submission as indicated in 1.02 (a). Coaches attending training sessions (clinics) in the current year are required to meet the "In-Training" standard and must complete all evaluations required to meet the minimum standards in their particular coaching position prior to the deadline dates for submissions as indicated in 1.02 (a), in the playing year following the year of training (clinic).
- (c) Coaches of athletes 18 years or younger must submit to a criminal record check per General Operating Policy Regulation 17 with the Form 100's.

1.03 (a) Any deletions or additions to the coaches listed on the Form 100's after the deadline for submission dates must be requested in electronic or written form by the appropriate administrative body, i.e., minor association club or team executives. The requests are

sent to the Zone Coaching Co-ordinators for Minor Box, BCLCA VP – Senior for all Senior Box coaches and the appropriate BCLCA Vice Chair – Field for all Field players. Zone Coaching Co-ordinators shall forward all requests to the BCLCA Vice Chair – Minor.

All changes must be approved by the BCLCA and all approvals returned to the sender and also a copy to be kept on file by the BCLCA Office.

Any change to the coaches appearing on the playoff declaration forms from those submitted on the Form 100 must be approved by the method outlined above.

- (b) During play-offs or Provincials, in the event that the declared certified coach is not able to coach the team because of illness, death or suspension, the team's governing body or, failing that, the BCLCA, on an interim basis, can replace the coach.

1.04 All members of the BCLCA are entitled to:

- Insurance coverage as per Section 6 of the BCLCA General Operating Policy.
- Voting privileges at the BCLCA Special Session.
- LacrosseTalk Newsletter (quarterly).
- All applicable material and merchandise discounts.

REGULATION 2: REGISTRATION

2.01 A registration fee will be assessed to all associations and clubs for all coaches, including assistant coaches, of all teams, per year. (Please refer to **Appendix B: BCLCA Registration Fees**).

2.02 The registration fee will be used by the BCLCA as part of the budget for each year and will cover expenses including:

- (a) National Coaching registration fees
- (b) Insurance coverage
- (c) Correspondence
- (d) Administration
- (e) All Meeting Expenses - AGM/Coaching Co-ordinator
- (f) New Projects

2.03 (a) Any associations or clubs not submitting the BCLCA Form 100's with full payment of coaches registration fees by the deadlines in Regulation 1.02 (a) will be subject to a fine per day until the forms are properly filled out and received by the BCLCA Office no later than midnight May 25th for Senior Box Lacrosse, midnight May 11th for Minor Box Lacrosse, midnight October 11 for Men's/Youth Field lacrosse and May 11th for Women's Field Lacrosse, or they will not be eligible for Provincials.

- (b) All associations or clubs that do not submit fees to the BCLCA regarding coaches on Form 100s, will not be in good standing, and therefore By-Law II, section 7 of the BCLCA Constitution and By-Laws will be in effect.

REGULATION 3: THE EXECUTIVE

3.01 The Executive of the BCLCA, as defined in the By-Laws, will meet as a group two (2) times per year.

- (a) Mid January
- (b) Special Session

The BCLCA will appoint task forces to conduct investigations, project recommendations, project reviews or any other tasks delegated by the membership. These task forces may conduct meetings as required throughout the year. Any motions resulting from these task forces will have the voting done by correspondence to the appropriate membership.

3.02 Members of the BCLCA will meet between the second weekend in September and the second weekend in October for an annual workshop and election of executive.

3.03 (a) The Executive will consist of

The Chairperson
Past Chairperson
Secretary
Vice Chairperson for Minor Box lacrosse
Vice Chairperson for Senior Box lacrosse
Vice Chairperson for Women's Field lacrosse
Vice Chairperson for Men's Field lacrosse
Eight Zone Co-ordinators
Master Learning Facilitator
Head Facilitator

(b) Job Descriptions

Chairperson

- Responsible to the BCLA Vice President – Development for the administration of the BCLCA.
- Responsible for the supervision of the Executive of the BCLCA.
- To act as direct liaison with the BCLCA Executive and the Technical Director.
- To provide direct liaison between the BCLCA and the CLA Coaching Committee, and fill the position of the BCLA Coaching Co-ordinator on said Committee.
- Ensure that the BCLCA is represented at all BCLA meetings where the BCLCA is a member or where their input or presence has been requested.
- Ensure that the BCLCA operates within the approved BCLCA budget.
- To oversee all projects of the BCLCA.
- Ensure all directorates are afforded certification clinics for all coaches in such a number and location to meet all requirements of the Lacrosse Coaching Certification Program (LCCP).
- Liaison with the MLF to ensure that the technical data base and clinicians are available to meet all LCCP goals.
- Represent the BCLCA at the BCLA Annual General Meeting.
- To chair or delegate a replacement chair for the BCLCA Special Session and all other BCLCA sponsored meetings or conferences.

Vice Chair – Senior

- To provide direct liaison between the Senior Directorate and the BCLCA.
- To attend all meetings of the Senior Directorate on behalf of the BCLCA.
- To provide direct liaison between the coaches of this discipline to the CLA Coaching Committee through the BCLA Coaching Co-ordinator.
- To act as technical advisor to the BCLCA and the MLF on technical requirements of the senior coaches.
- To ensure that all the parameters of the Form 100B and the LCCP are understood by the Senior Directorate membership.
- To ensure that a list of delinquent coaches are passed to the Senior Directorate for action as outlined on the Form 100B.
- To act as chair of the BCLCA Discipline Committee.
- To act as the chair of the BCLCA when required.

Vice Chair – Minor

- To provide direct liaison between the Minor Directorate and the BCLCA.
- To provide direct liaison between the coaches of this discipline to the CLA Coaching Committee through the BCLA Coaching Co-ordinator.
- To attend all meetings of the Minor Directorate on behalf of the BCLCA.
- To act as technical advisor to the BCLCA and the MLF on technical requirements of the minor coaches.
- To ensure that all the parameters of the Form 100B and the LCCP are understood by the Minor Directorate membership.
- To ensure that a list of delinquent coaches are passed to the Minor Directorate for action as outlined on the Form 100B.
- To work on projects on behalf of the BCLCA as directed by the membership.

Vice Chair – Men’s Field

- To provide direct liaison between the Field Directorate and the BCLCA.
- To attend meetings of the Field Directorate on behalf of the BCLCA.
- To provide direct liaison between the coaches of this discipline to the CLA Coaching Committee through the BCLA Coaching Co-ordinator.
- To advise the BCLCA on matters pertaining to the National Men’s Field Program.
- To act as technical advisor to the BCLCA and the MLF on technical requirements of the men’s field coaches.
- To ensure that all parameters of the Form 100M and the LCCP are understood by the Field Directorate membership.
- To ensure that a list of delinquent coaches are passed to the Field Directorate for action as outlined on the Form 100M.
- To liaison with the Technical Director to ensure sufficient clinics are conducted throughout the zones for men’s field coaches.
- To carry out additional tasks for the BCLCA membership on an “as required” basis.

Vice Chair – Women’s Field

- To provide direct liaison between the Women’s Field Sector and the BCLCA.
- To attend meetings of the Field Directorate on behalf of the BCLCA.
- To provide direct liaison between the coaches of this discipline to the CLA Coaching Committee through the BCLA Coaching Co-ordinator.
- To advise the BCLCA on matters pertaining to the National Women’s Field Program.
- To act as technical advisor to the BCLCA and the MLF on technical requirements of the women’s field coaches.
- To ensure that all parameters of the Form 100W and the LCCP are understood by the Field Directorate membership.
- To ensure that a list of delinquent coaches are passed to the Field Directorate for action as outlined on the Form 100W.
- To liaison with the Technical Director to ensure sufficient clinics are conducted throughout the zones for women’s field coaches.
- To carry out additional tasks for the BCLCA membership on an “as required” basis.

Zone Coaching Co-ordinator

- Responsible for the liaison between the BCLCA and the respective Association or Club Coaching Co-ordinators/Technical Co-ordinators.
- Responsible to forward all coaching requirements and/or problems to the BCLCA.
- Responsible to participate in the evaluation and selection process of all Zone, District and Provincial Team coaching staffs when required.

- Responsible to ensure all deadlines are adhered to by the Association or Club Coaching Co-ordinators/Technical Co-ordinators.
- To act as a member of the Discipline Committee when required.
- To attend all meetings of the BCLCA.
- To assist in projects and tasks on behalf of the BCLA when mutually acceptable by both parties.

Master Learning Facilitator (MLF)

- Responsible for the training of Lacrosse Facilitators.
- Responsible for the updating of facilitators and coach training materials.
- Responsible to forward social, moral and technical philosophies for consideration to be incorporated in coaching training.
- Responsible to provide technical and theory material data to the BCLCA for consideration for inclusion into course curriculums.
- Responsible to provide written technical material when mutually agreed to by both parties.
- To act as the liaison between the BCLCA and the CLA National Resource Person (NRP).

Head Facilitator

- Minimum Standard: Fully certified Level 2 (old NCCP) or Competitive Introduction with Theory 3 (old NCCP).
- Responsible to recruit, interview, and select clinicians for box, men's field and women's field programs.
- Responsible to ensure that all clinicians teach to an acceptable standard.
- Provide direct liaison between the BCLA Technical Director and Zone Coaching Co-ordinators, Association Coaching/Technical Co-ordinators, Association Presidents/Managers to ensure all minimum requirements outlined in the Form 100s are met.
- Responsible to provide facilitators for all slated clinics.
- Responsible to liaise with the Technical Director to ensure the coaching database reflects the current coaches on an annual basis.
- Responsible to liaise with the Technical Director to produce a list of current coaching certification levels upon receipt of all Form 100's (week immediately following the applicable deadline).
- Responsible to liaise with the Master Learning Facilitator in determining manual content and ensuring that clinician training and updating are carried out.
- Responsible to provide the BCLCA with an annual report on the status of certified coaches, status of current clinicians and a general overview of the quality of play demonstrated by players and teams.

REGULATION 4: VOTING PRIVILEGES

- 4.01 (a) Refer to the By-Laws of the British Columbia Lacrosse Association.
 (b) All members of the BCLCA in good standing will cast one vote per person.
 (c) Awards Selection Procedures – as attached.
 (d) Zone Coaching Selection Procedures – as attached.

REGULATION 5: CONDUCT

- 5.01 It shall be considered an offense against the membership to violate the CLA Lacrosse Coaches Code and Philosophy.
- 5.02 Actions contrary to the BCLCA Code of Ethics and Philosophy, the BCLA Constitution, By-Laws and Operating Policy -- especially profane or obscene language or gestures; threats and threatening gestures; and verbal abuse of any lacrosse participant, official, supporter or spectator in a public environment -- will be cause for investigation by the BCLCA.

- 5.03 All league Commissioners are to advise the BCLCA, in writing, of all infractions involving a coach with suspensions, referee game reports or any other actions and reports considered not acceptable to lacrosse or the public.
- 5.04 All requests for further action by league commissioners (Minor Directorate Operating Policy 15.03: Suspensions refers) shall be investigated by the BCLCA. Where appropriate, further suspensions, additional training, letters of apology or periods of probation may be awarded by the BCLCA Discipline Committee.
- 5.05 All requests by association presidents to investigate inappropriate actions by a coach/bench personnel shall be investigated by the BCLCA. Where appropriate, further suspensions, additional training, letters of apology or periods of probation may be awarded by the BCLCA Discipline Committee.
- 5.06 The Executive of the BCLCA can investigate all written reports concerning the conduct of Coaches/Bench personnel which violates the Coaches Code of Conduct, Code of Ethics, and BCLCA Constitution and By-Laws concerning Coaches or the Operating Policy of the BCLCA. The named Coach will attend a Conduct Committee Hearing, or be present through electronic media; results of this hearing could include one or up to all of the following sentences:
- (a) Game suspension of one (1) up to an indefinite period.
 - (b) Mandatory attendance of specified certification or courses.
 - (c) Drafting letters of apology.
 - (d) Serving a period of probation.
- Suspensions can be extended to other sectors of lacrosse if deemed appropriate by the BCLCA Executive. Game suspension can only be counted against games of league play, playdowns or sanctioned tournaments. The coach in question must be the coach who appears on the Form 100. Coaches who are currently on suspension cannot be added to any additional Form 100's.
- 5.07 The Conduct Committee will consist of:
- A Chairperson from the BCLCA Executive or a person delegated by the BCLCA Chair from the BCLCA membership.
 - Two members from the BCLCA Executive or Association Coaching Co-ordinators (Head Coaches) who are members in good standing of the BCLCA and not involved members of the Association of which the Coach/Bench Personnel are registered.
- 5.08 Results of all investigations and subsequent actions will be reported to home clubs and associations, commissioners, and/or the governing Directorate, for appropriate action.
- 5.09 See General Operating Policy Regulation 11 for the jurisdiction of suspensions.

REGULATION 6: APPEALS

- 6.01 Any suspension of up to an additional five games, or requests for letters of apology, further or repeat of training or periods of probation of one (1) year or less is not subject to appeal.
- 6.02 An appeal must be in writing to the BCLCA Chair.
- 6.03 In the event that the suspension is for a longer period than one year, the person suspended may re-appeal at twelve-month intervals, providing the preceding appeals were not successful.
- 6.04 Please refer to Appendix A: BCLCA Appeals Process – BCLCA General Operating Policy.

REGULATION 7: BENCH RULES

- 7.01 No one but players in uniform and suitably registered and trained/certified bench personnel including trained/certified trainers shall be permitted to occupy the player's bench. A maximum of four (4) non-playing personnel including trainers, are allowed on the bench, as per CLA rule 17 (Operating Policy).
- 7.02 The names of all bench personnel must appear clearly on the official game sheet (including trainers). The game sheet will be duly signed by the manager, or head coach, certifying that the noted bench personnel are qualified to occupy the bench. No persons shall occupy the bench unless their name appears on the score sheet.
- It shall be considered an offence to falsely certify a game sheet
- 7.03 All bench personnel must meet the following requirements to participate in any BCLA sanctioned games:
- a) Coaches must have successfully completed the minimum requirements outlined in the current Form 100B in the division of which they participate, by the deadline set by the BCLCA. (May 1st).
 - b) All persons operating as doormen must be registered on the form 100B including payment of a registration fee of \$5.00, to the BCLA.
 - c) Trainers must be certified a minimum of first responders (firemen, ambulance, armed forces personnel, medical profession) or, have an approved and valid trainer's certificate (or its equivalent including the "Trainers Aide Training"), suitably registered on the form 100B, including certification number. A payment of \$5.00 to the BCLA must accompany the form 100B.
- 7.04
- a) The head coach of the team shall be responsible for the actions of all bench personnel on that team and will be held accountable for their actions.
 - b) There must be an appropriate trained or certified coach on the bench at all times during BCLA sanctioned games. In the event of an ejection of a Head Coach, a trained coach may assume the position for the remainder of the game.

REGULATION 8: PROVINCIAL CHAMPIONSHIPS

- 8.01 The BCLCA is responsible to forward the name of a BCLCA member to the Minor Directorate Provincial Championship Director. The person selected shall be responsible for the following:
- a) Shall attend the Provincial Coaches Meeting(s).
 - b) Recommend any suspension to the convener deemed necessary as a result of actions by a coach which is contrary to the acceptable Code of Conduct and Ethics.
 - c) Complete an evaluation on all participating coaches.
 - d) Forward recommendations to the BCLCA in regard to any technical abilities lacking from the age group of players.
 - e) Assist the convener as required.

REGULATION 9: PROVINCIAL TEAMS

- 9.01 The Team BC Committee will be comprised of the BCLA Vice President – Operations, the BCLCA Chair, the BCLCA Vice Chair – Minor, the BCLCA Vice Chair - Field, BCLOA Vice Chair – Minor, BCLOA Vice Chair – Field, BCLA Technical Director, BCLA Regional Coaches, the Minor Directorate Chair and the Field Directorate Chair.
- 9.02 Regional Coaches are directly responsible to the BCLA Technical Director, and shall liaise with the Team BC Committee to:
- (a) Recruit, and where necessary, provide training for coaching staff for all BC Provincial Team Programs.
 - (b) Set the schedules and obtain facilities required for all evaluation and selection camps.
 - (c) Ensure the Zone Co-ordinators are provided with all technical support required to meet all Directorate requirements outlined in the Minor and Field Directorate Operating Policies.
 - (d) Ensure that coaches possess the minimum requirements outlined on the applicable Form 100; that coaches are not on the current suspension list; and that coaches possess excellent conduct and ethical records.
 - (e) Put in place the procedures for selection of the coaching staff required for all Provincial Team programs.
- 9.03 The Team BC Committee shall appoint a person called the Team BC Technical Co-ordinator who will be responsible for the technical support required to operate the BCLA Provincial Programs. This technical support shall include:
- Recruitment of coaches, athletes and qualified bench personnel
 - Selection and evaluation of athletes, coaches and bench personnel
 - Administrative support as it pertains to the technical support provided
 - Responsible to liaise with the Team BC Committee in setting dates and sites for all program-required camps.
- 9.04 The Team BC Technical Co-ordinator will liaise directly with the respective Directorate responsible for their respective Provincial Team programs to ensure that all technical support requirements are met. This includes assisting the Directorate with all administrative tasks as they pertain to the technical support.
- 9.05 The Team BC Technical Co-ordinator is responsible to provide a written report to the Team BC Committee at each BCLCA Special Session and respective Directorate Special Sessions (Field, Box).

REGULATION 10: SUMMER GAMES

- 10.01 Regional Coaches are directly responsible to the BCLA Technical Director, and shall liaise with the Team BC Committee, the BCLCA Executive, the respective Directorates and the BCLCA Zone Co-ordinators to:
- (a) Recruit, and where necessary, provide training for coaching staffs for the Zone Summer Games Teams.
 - (b) Set the schedules and obtain facilities required for all evaluation and selection

camps.

- (c) Ensure the Zone Co-ordinators are provided with all technical support required to meet all Directorate requirements outlined in the Minor and Field Directorate Operating Policies.
- (d) Ensure that coaches possess the minimum requirements outlined on the applicable Form 100; that coaches are not on the current suspension list; and that coaches possess excellent conduct and ethical records.
- (e) Put in place the procedures for selection of Zone Coaches for Summer Games teams.

10.02 In all Zones not currently serviced by a Regional Coach, the said Zone shall be supported by a current Regional Coach provided by the BCLA.

REGULATION 11: COACHES CERTIFICATION

- 11.01 (a) All coaches and assistant coaches in the Minor Directorate will comply with the minimum standards as outlined on the reverse side of the Form 100B and titled Lacrosse Coaching Certification Program (LCCP).
- (b) (i) Completed Form 100B's for Minor Team Coaches Lacrosse complete with payment must be received by the BCLA Office prior to 4:00 PM on May 1 of each playing year. Associations failing to meet this deadline will be notified the first working day following the deadline submission. The BCLA Office shall notify the following positions and personnel: Association President, Association Coaching Co-ordinator, Zone Coaching Co-ordinator, Minor Directorate Chair and the BCLCA Vice Chair – Minor, by fax, phone or other electronic means of the delinquent associations.
- (ii) Any Association who do not submit the completed form 100B complete with payments by the deadlines outlined in Regulation 1.02 will be fined \$50:00. A further fine of \$100:00 will be levied every seven (7) days following until Midnight the 11th of May when as stated in Regulation 2.03 (a) the association is not eligible for any play downs.
- (iii) Forms must be reviewed to ensure all coaches have met the minimum standards outlined on the Form 100B five working days following the deadline date of May 1st. The BCLA office and the BCLCA V-P of Minors will conduct this verification. Delinquent lists will be forwarded to the presidents and coaching coordinators of all associations, the Chair of the Minor Directorate, BCLCA Chair, BCLCA V-P Minor.
- (c) The minimum standard outlined on the current Form 100B must be met by the deadline date for the submission of the form in the playing year immediately following the year training was obtained and the "In-Training" standard was awarded. Coaches failing to complete all required evaluations to reach their respective minimum standard will appear on a suspension list. This list shall be forwarded to the Presidents and Coaching Co-ordinators of all Associations, the Minor Directorate Chair, the BCLCA Chair and Vice Chair – Minor.
- (d) New associations registering with the BCLA are exempt from the coaching standards outlined in the Form 100's in their first two years of operation with the exception that all coaches shall be trained to the Community-Initiation level. The BCLA Office shall inform the BCLCA and the Minor Directorate of Associations who fall into this category.
- 11.02 (a) All coaches and assistant coaches in the Senior Directorate will comply with the minimum standards as outlined on the reverse side of the current Form 100B and titled "Lacrosse Coaching Certification Program".

- (b)
 - i) Completed Form 100B's for team coaches registered in the Senior Directorate complete with payment must be received by the BCLA Office on or before 4:00 PM on the 15th of May of each playing year as indicated in Regulation 1.02 (a). The BCLA Office shall inform the Chair of the Senior Directorate, League Commissioners, Club/Team Presidents, the BCLCA Chair and Vice Chair – Senior, no later than the first working day after the deadline date by fax, phone or any other electronic means of the delinquent clubs/teams.
 - ii) Any club/team who does not submit the completed Form 100B, complete with payments by the deadlines outlined in Regulation 1.02 will be fined \$50.00. A further fine of \$100.00 will be levied every seven (7) days following, until midnight of May 25, as stated in Regulation 2.03 (a): the club/team is not eligible for playdowns.
 - iii) Forms must be reviewed to ensure all coaches have met the minimum standards as outlined on the Form 100B five working days following the deadline of May 15. The BCLA Office and the BCLCA Vice Chair – Senior will conduct this verification.

Delinquent lists will be forwarded to the Presidents of the club/team, Chair of the Senior Directorate, applicable Commissioner, BCLCA Chair and Vice Chair – Senior.
 - (c) The minimum standard outlined on the current Form 100B must be met by the deadline date for the submission of the Form in the playing year immediately following the year training was obtained and the "In-Training" standard was awarded. Coaches failing to complete all required evaluations to reach their respective minimum standard will appear on a suspension list. This list shall be forwarded to the Presidents of the club/team, Chair of the Senior Directorate, applicable Commissioner, BCLCA Chair and Vice Chair – Senior.
- 11.03 (a) All coaches and assistant coaches in the Field Directorate will comply with the minimum standards as outlined on the reverse side of the current Form 100M/W and titled, "Lacrosse Coaching Certification Program".
- (b)
 - (i) Completed Form 100M/W's for team coaches registered in the Field Directorate complete with payment must be received by the BCLA Office on or before 4:00 PM on May 1 for Women's Field and October 1 for Men's/Youth Field each playing year as indicated in BCLCA Regulation 1.02 (a). The BCLA Office shall inform the Field Directorate Chair, League Commissioners, Club/Team/Association Presidents, BCLCA Chair and Vice Chair – Field no later than the first working day after the deadline date by fax, phone or any other electronic means of the delinquent clubs/teams.
 - (ii) Any club/team/association who does not submit the completed Form 100M/W complete with payments by the deadlines outlined in Regulation 1.02 will be fined \$50.00. A further fine of \$100.00 will be levied every seven (7) days following until midnight May 11 for Women's Field and midnight October 11 for Men's/Youth Field, then as stated in BCLCA Regulation 2.03 (a) the club/team is not eligible for playdowns.
 - (iii) Forms must be reviewed to ensure all coaches have met the minimum standards outlined on the Form 100M/W five working days following the deadline dates. The BCLA Office and the BCLCA Vice Chair – Field will conduct this verification.

Delinquent lists will be forwarded to the Presidents of the Club/Team/Association, Field Directorate Chair, applicable Commissioner, BCLCA Chair and Vice Chair – Field.
 - (c) The minimum standard outlined on the current Form 100's must be met by the deadline date for the submission of the form in the playing year immediately following the year training was obtained and the "In-Training" standard was awarded. Coaches failing to

complete all required evaluations to reach their respective minimum standard will appear on a suspension list. Delinquent lists will be forwarded to the Presidents of the Club/Team/Association, Field Directorate Chair, applicable Commissioner, BCLCA Chair and Vice Chair – Field.

- 11.04 (a) Head coaches of teams registered with the Minor Directorate are responsible for all bench personnel. This includes conduct and their respective minimum standard of training or certification if applicable.
- (b) All coach personnel must meet the requirements as indicated in 11.01 (a).
- (c) Trainers must have an approved and valid trainer's certificate, or a valid first responder or higher certificate, or have successfully completed the Trainer's Aide program.
- (d) All bench personnel must appear on the Form 100B.
- (e) Maximum number on the bench at any one time is four (4) including the trainer.
- 11.05 Associations/Clubs not complying with the deadlines outlined in 1.02 (a), 11.01 (b) and 11.03 (b) shall be fined as outlined in 11.01 (b) (ii) or 11.03 (b) (ii).
- 11.06 The BCLCA with the assistance of the BCLA Technical Director will be responsible for the Coaching Development program which includes, Training, Certification, Evaluation of Coaches, Recruitment, training and evaluation of Facilitators and all Coaching development programs and projects"

The BCLCA with the assistance of the Technical Director shall be responsible for ensuring all deadlines are adhered to and that delinquent Coaches are placed on a "Suspension" list and passed to the correct administrative body for immediate action.

REGULATION 12: AWARDS SELECTION PROCEDURES

Zone Coaches. All candidates' names and resumes are forwarded to the applicable Zone Coaching Co-ordinator. The Coaching Co-ordinator will solicit votes from all Coaching Co-ordinators in the Zone. If the Zone Co-ordinator is a candidate, they will appoint an Association Coaching Co-ordinator of the Zone to act on their behalf. In the case of a tie, the Zone Co-ordinator or the designated Association Coaching Co-ordinator will cast a second ballot to break the tie. Only the Association Coaching Co-ordinators of the designated discipline are eligible to vote (i.e., men's or women's field, minor box or senior box).

REGULATION 13: AMENDMENTS

- 13.01 The Operating Regulations of the BCLCA shall not be altered except at a Special Session of the BCLCA and shall be made only by a majority vote of the members voting thereon.
- 13.02 Notice of the proposed amendments shall be given in writing to the BCLA Office at least forty-five days before the day of the Special Session and the proposed amendments shall be circulated to member clubs at least thirty days prior to the Special Session.

B.C. LACROSSE ASSOCIATION

B.C. LACROSSE VOLUNTEER LEADERSHIP ASSOCIATION OPERATING POLICY

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**INSERT ORGANIZATION CHART: BCVLA (VOLUNTEERS) ASSOCIATION
EXCEL FILE ORG CHART #8**

B.C. LACROSSE VOLUNTEER LEADERSHIP ASSOCIATION OPERATING POLICY

REGULATION 1: OBJECTIVES

- 1.01 To improve the level of volunteerism and community leadership by:
- Providing workshops and clinics, both theoretical and technical.
 - Making volunteering resources available.
 - Registering lacrosse volunteers in British Columbia
 - Providing a system for disciplinary action where applicable and for an appeal process for all members.
- 1.02 To improve the game of lacrosse by:
- Promoting good fellowship among Association members.
 - Creating and encouraging constructive communication strategies and relationships among BCLVLA members.
 - Promoting and maintaining high standards of relationship with Association members and volunteers of the various levels of teams and leagues with whom the BCLVLA shall make its services available;
 - Upholding the BCLA Lacrosse Constitution, By-Laws and Operating Policies including the Code of Conduct.

REGULATION 2: JURISDICTION

- 2.01 The jurisdiction of this organization shall extend to all organized lacrosse within the Province of British Columbia as described in the BCLA Constitution and By-Laws.
- 2.02 No rule or regulations in this operating policy will override provisions of the BCLA By-Laws or General Operating Policy. Any conflict will be resolved in favour of the superior regulations.

REGULATION 3: MEMBERSHIP

- 3.01 Membership in the BCLVLA is automatic for all persons providing volunteer leadership services in any BCLA membership class as defined in the following BCLA BY-Law Number II: Membership classes:
- a) Section 2 (a)
 - b) Section 2 (b)
- 3.02 To be an active member of the BCLVLA, a volunteer must:
- a) Be a member of the BCLVA pursuant to regulation 1.01(b); or
 - b) If a member of the BCLVA pursuant to regulation 1.01(a) the volunteer must be registered with the BCLA through their organization submitting their name annually for inclusion in the BCLA directory.
- 3.03 All active members of the BCLVA have the privilege of voting at the BC Lacrosse Volunteer Association Special Session held each year.
- 3.04 All active members of the BCLVLA are entitled to insurance coverage, as outlined in the BCLA Operating Policy: Section 6.

- 3.05 All BCLA member associations shall name a Volunteer Leadership Coach to be the prime contact between the BCLVLA and their organization. For Minor and Youth Field Associations, it is recommended that the Volunteer Leadership Coach be a board level position separate from other elected or appointed positions.

REGULATION 4: ORGANIZATION

- 4.01 a) The Executive Committee of this organization is as defined in BCLA By-Law X Section 7 (a) and elected as BCLA By-Law X Section 7 (b).
- b) All officers shall be elected by secret ballot at the BCLVLA Special Sessions.
- c) In the event that there is but a single nominee for an office, the secretary shall cast one vote for such nominee.
- d) The Chair, Vice Chair – Women’s Field, and the Secretary shall be elected for two-year terms in odd-numbered years. The Vice Chair – Minor, Vice Chair – Senior, and the Vice Chair – Field shall be elected in two-year terms in even-numbered years.
- e) In the event that a member of the executive of the BCLVLA is not able to complete his/her duties or is compelled to resign, the remaining members of the executive will appoint a replacement who will serve until an election can be held at the next Special Session of the BCLVLA.
- 4.02 The BCLVLA shall be under the leadership of the Chair who will be responsible for directing the duties of the Executive obtain the objectives of the BCLA and attain continuity of volunteering throughout the Province.
- 4.03 In the event that a member of the executive of the BCLVLA is not able to complete his/her duties or is compelled to resign, the remaining members of the executive will appoint a replacement who will serve until an election can be held at the next Special Session of the BCLVLA.

REGULATION 5: THE EXECUTIVE

- 5.01 The Executive of the BCLVLA, as defined in the By-Laws, will meet as a group a minimum of two (2) times per year:

- (a) As called by the Chair
(b) Special Session at the BCLA AGM for an annual workshop and election of executive.

The BCLVLA will appoint task forces to conduct investigations, project recommendations, project reviews or any other tasks delegated by the membership. These task forces may conduct meetings as required throughout the year. Any motions resulting from these task forces will have the voting done by correspondence to the appropriate membership.

5.02 **Job Description - Chairperson:**

- Responsible to the BCLA Vice President – Administration for the administration of the BCLVLA.
- Responsible for the supervision of the Executive of the BCLVLA.
- To act as direct liaison with the BCLVLA Executive and the Executive Director.
- Ensure that the BCLVLA is represented at all BCLA meetings where the BCLVLA is a member or where their input or presence has been requested.
- Ensure that the BCLVA operates within the approved BCLVLA budget.
- To oversee all projects of the BCLVLA.
- Represent the BCLVLA at the BCLA Annual General Meeting.

- To chair or delegate a replacement chair for the BCLVLA Special Session and all other BCLVLA sponsored meetings or conferences.

5.03 The duties of the Vice Chairs are as follows:

a) Vice Chair - Senior

- Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in volunteering.
- Will liaise with the Chair and perform all duties that are assigned.

b) Vice Chair - Minor

- Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in volunteering.
- Will liaise with the Chair and perform all duties that are assigned.

c) Vice Chair – Men’s Field

- Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in volunteering.
- Will liaise with the Chair and perform all duties that are assigned.

d) Vice Chair – Women’s Field

- Will liaise with all member groups to ensure that there is proper recruitment, training and continual excellence in volunteering.
- Will liaise with the Chair and perform all duties that are assigned.

REGULATION 6: VOTING PRIVILEGES

- 6.01 (a) Refer to the By-Laws of the British Columbia Lacrosse Association.
 (b) All members of the BCLVLA in good standing will cast one vote per person at BCLVLA general meetings.

REGULATION 7: CONDUCT

- 7.01 It shall be considered an offence against the membership to violate the BCLA Lacrosse Code of Conduct.
- 7.02 Actions contrary to the BCLA Code of Conduct, the BCLA Constitution, By-Laws and Operating Policy -- especially profane or obscene language or gestures; threats and threatening gestures; and verbal abuse of any lacrosse participant, official, supporter or spectator in a public environment -- will be cause for investigation by the BCLVLA.

REGULATION 8: VOLUNTEER PROGRAMS

- 8.01 The BCLVLA, with the assistance of the BCLA Executive Director, will be responsible for the Volunteer Development program including training and volunteer development projects and programs.
- 8.02 The BCLVLA, with the assistance of the BCLA Executive Director, shall be responsible for ensuring all deadlines are adhered to.

REGULATION 9: AWARDS

- 9:01 The Volunteer Leadership Association will not have an award structure of its own as all members are eligible for existing BCLA Awards.

REGULATION 10: AMENDMENTS

- 10.01 The Operating Regulations of the BCLVLA shall not be altered except at a Special Session of the BCLVLA and shall be made only by a majority vote of the members voting thereon.
- 10.02 Notice of the proposed amendments shall be given in writing to the BCLA Office at least forty-five days before the day of the Special Session and the proposed amendments shall be circulated to member clubs at least thirty days prior to the Special Session.

REGULATION 11: DUES

- 11.01 There will be no separate dues structure for membership in the BCLVLA.
- 11.02 Fees for specific training sessions and other programs designed for the benefit of individual members may be set by the BCLA Executive in conjunction with the Executive Director as deemed necessary to recover a portion/all of costs.

REGULATION 12: DISCIPLINE & CONDUCT COMMITTEE

- 12.01 The BCLVLA Chair shall form Discipline and Conduct Committees as required, and shall appoint committee members to carry out necessary investigations and render disciplinary action recommendations to the Chair.
- 12.02 The Executive Committee shall compile a list of nine (9) people from which the Chair will draw to form Discipline and Conduct Committees.
- 12.03 Three (3) members from this list shall serve as the Committee for any given disciplinary act that falls under the auspices of the BCLVLA. Committee members must be neutral; no person from the list shall participate on a Committee if the issue involves the person's own Association/Club or if the issue involves a relative.

REGULATION 13: CONDUCT & DISCIPLINE

- 13.01 It shall be the duty of every member of this organization to display a conduct at all times that furthers the best interests of the membership, that assists fellow members wherever possible to improve the standard of volunteering and that ensures the respect of all participants and fans.
- 13.02 See General Operating Policy Regulation 11 for the Code of Conduct and other regulations.

Operating Policy Revisions:

<i>October 1989</i>	<i>October 1999</i>
<i>May 1990</i>	<i>October 2000</i>
<i>October 1990</i>	<i>October 2001</i>
<i>November 1992</i>	<i>October 2002</i>
<i>November 1993</i>	<i>October 2003</i>
<i>January 1995</i>	<i>October 2004</i>
<i>October 1995</i>	<i>October 2005</i>
<i>October 1996</i>	<i>October 2006</i>
<i>October 1997</i>	<i>October 2007</i>
<i>October 1998</i>	<i>October 2008</i>