

**OKANAGAN MAINLINE
AMATEUR HOCKEY ASSOCIATION**



POLICY MANUAL



OMAHA POLICY MANUAL

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1.01 ALCOHOL & TOBACCO ADVERTISING

The display of alcohol or tobacco advertising in minor hockey programs shall be prohibited

1.02 DOPING CONTROL

Hockey Canada, BC Hockey and Okanagan Mainline are unequivocally opposed to the use or application of any banned substance that contravenes the rules of the International Ice Hockey Federation or the International Olympic Committee for the purpose of enhancing an athlete's performance in any form of competition.

Any team official condoning the use of banned substances as described in the Hockey Canada Association Anti-Doping Policy, counseling, or advising others to use banned substances, securing, supplying or administering banned substances shall be severely dealt with.

BC Hockey adopts the Canadian Anti-doping Program as approved by Hockey Canada through the Canadian Center for Ethics in Sport (CCES). Information on the current CCES policy can be obtained through;

Canadian Centre for Ethics in Sport

2197 Riverside Drive, Suite 202

Ottawa, Ontario

K1H 7X3

1-800-672-7775

www.cces.ca

General information – info@cces.ca

Substance information – substanceinquiries@cces.ca

1.03 Affiliation

OMAHA minor hockey players must be registered with a BC Hockey registered Association (Tier 1, Tier 2, Tier 3 Tier 4) to be eligible to affiliate to a higher category or division team. All players shall be registered as an affiliate player as per HC/BCH regulations prior to participation with his/her affiliate team in any Exhibition, Tournament, OMAHA League or OMAHA Playoff games.

1.04 MINOR HOCKEY TIER DESIGNATIONS

The registration numbers determining tier designation will be reviewed every third year. This review will be done by a Committee chaired by the BC Hockey Minor Hockey Chairperson.

1.05 OVERAGE PLAYERS IN HOUSE LEAGUE / RECREATIONAL PROGRAMS

Hockey Canada Carded Teams

REFER TO BC HOCKEY POLICY 1.12

1.06 REGISTRATION OF PLAYERS: RESIDENTIAL QUALIFICATIONS

REFER TO BC HOCKEY POLICY 1.14

OMAHA Procedure:

The following documentation must be provided to the OMAHA Registrar for all "Move with Parent" transfer requests:

- a) Completed Player Movement form
- b) Purchase or Tenancy/Lease agreement
- c) Either a Utility (eg: Fortis Gas, etc) bill or a Driver's licence showing new address under the parent(s)/guardian(s) name.

1.07 REGISTRATION OF PLAYERS: NON-CANADIAN CITIZENS

REFER TO BC HOCKEY POLICY 1.15

RESIDENTIAL WAIVERS**REFER TO BC HOCKEY POLICY 1.12****OMAHA PROCEDURE:****1. Residential Waiver-Carded**

- a) Tryout Approval/Residential Waiver-carded form must be completed and submitted to OMAHA Registrar for all Residential Waiver-carded transfer requests.
- b) With respect to the Residential Waiver-carded transfer requests, participation will be allowed on submission of the Tryout Approval/Residential Waiver-carded form, the pre-registration of the player with his/her Home Association and the initiation of the transfer request on the HCR. The player must be pre-registered with his/her Home Association in order to insure HC Liability Insurance coverage for "tryouts". This transfer type is not to be approved until the player is chosen for a carded team. Should the player not be chosen, then the Home Association is to reject the HCR transfer request.

2. Residential Waiver-Recreation and Residential Waiver-Waitlist

- a) Player movement form must be completed and submitted to OMAHA District Registrar on all Residential Waiver- Recreational & Residential Waiver-Waitlist transfer requests.
- b) With respect to Residential Waiver-Recreation and Residential Waiver-Waitlist, no participation will be allowed until such time as the HCR transfer request has been approved by both the District and BC Hockey and the member's profile is in the New Association's database.

3. All Residential Waiver transfer requests

Associations are to submit to the District Registrar verification that the Association will not be forming teams in specific divisions – this to include both "Tiered" and "Recreational" teams.

1.09 TOURNAMENTS**REFER TO BC HOCKEY REGULATION 3****OMAHA Procedure**

All League and Playoff games take precedence over tournament games. At the discretion of the Division Director and President a League Game commitment may be fulfilled by a tournament game. Specific criteria may be applied to satisfy individual applications to the Director.

1.10 CASH PRIZES

The awarding of cash prizes at minor hockey tournaments shall be prohibited.

1.11 TRANSFERRING OF GOALTENDERS FROM ANOTHER ASSOCIATION FOR REGISTRATION ON CARDED TEAMS

Where an Association, for whatever reason, does not have a Goaltender or a Second Goaltender; then that association can apply to their District Director(s) to register another Goaltender or Goaltenders from the next nearest association in their District. The District Director(s) will then canvas to obtain a Goaltender or Goaltenders. Once this is done the following approvals must be obtained:

1. Written request from the Association asking permission to pick up a Goaltender or Goaltenders and the reason why. They should also name the Goaltender(s) they wish to transfer and from which Association.
2. Letter from the Association the named Goaltender(s) are coming from giving permission for this move.
3. Letter from Parents of the named Goaltender(s) giving their permission for this move.
4. Letter of support / non-support from the District President.
5. Letter of support / non-support from their District Director(s).

The above shall be sent to the BC Hockey Office. The BC Hockey Minor Hockey Chairperson will then poll the BC Hockey Executive Committee for their approval / disapproval. The decision of the Executive Committee will be confirmed to the requesting Minor Hockey Association by the BC Hockey Minor Hockey Chairperson.

** The intent of this policy is not to penalize teams who wish to card but are unable to because of no Goaltender. It should also be understood that the Goaltender being picked up not be necessarily the

best available Goaltender in their District and does not allow an Association to ignore an eligible Goaltender from their own Association because of questionable assumptions.

1.12 HOCKEY CANADA SPORT SCHOOL REGISTRATION REFER TO BC HOCKEY POLICY 1.20

OMAHA Procedure

The MHA will forward a request to the District should they wish to be granted blanket approval to participate in games within the District. Should the District endorse this request, the following parameters will apply:

- a) Written permission from the District must be filed with the appropriate District Director(s) and Executive Director.
- b) The HCSS teams shall be subject to all District governance relative to games played with District teams.
- c) Only those players approved by BC Hockey by way of the HCR will be eligible to participate in OMAHA League games.

4. Fees

All HCSS teams approved by BC Hockey will be assessed a fee of \$250.00 per team each season for participation in OMAHA League play.

1.13 JOINT TEAM POLICY REFER TO BC HOCKEY POLICY 1.24

Any two or more associations that register less than eight (8) recreational players in any division may combine with another Association to form a recreational team in that division for the purposes of participation in sanctioned recreational tournaments and exhibition games. Approval for such will be considered annually by the Executive Committee.

1.14 WAIT LIST POLICY REFER TO BC HOCKEY POLICY 1.25

1. Minor Hockey Associations must register all participants who have been placed on a wait list via the HCR. Registrants are to be placed in order of their registration date as openings become available.
2. Registration openings are to be made available to wait-listed players on a chronological criterion (i.e. when an open spot becomes available, it shall be offered to the wait-listed player who registered earliest).
3. Minor Hockey Associations who have players currently registered on a wait-list may not accept a player by way of residential waiver.
4. Minor Hockey Associations must submit to OMAHA their intent as to the maximum number of players to be registered to recreational teams in each Division.

1.15 OVERSIZE TEAM POLICY

1. This policy pertains to Recreational teams only.
 2. The maximum allowed will be:
 - a) Bantam and below – 23
 - b) Midget – 25
 3. The request must be submitted to the District President and District Registrar on Association letterhead signed by the Association President indicating the following:
 - a) the reason(s)
 - b) the Division
 - c) number of players over the maximum 19 allowed by Hockey Canada and names of players to be registered to the team
 4. No overage players will be allowed on oversize teams
 5. Request will be reviewed by a committee of the District President, District Registrar and the applicable Divisional Director
 6. This policy does not apply to HCSS.
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1.16 MINOR HOCKEY MOVES AFTER JANUARY 10

A player of minor hockey age who changes residence after January 10 may transfer to a new association for the balance of the season. A player so registering shall be eligible for tournament or exhibition play but shall not be eligible to participate in OMAHA League of District Playoffs which lead to BC Hockey Championships.

1.17 RECREATIONAL TOURNAMENT TEAMS

REFER TO BC HOCKEY POLICY 1.29

1.18 REQUEST FOR RECREATIONAL PLAYER REPLACEMENT/RELIEF

REFER TO BC HOCKEY POLICY 1.30

OMAHA District shall allow for the playing of replacement relief recreational players in accordance with the BC Hockey Policy as noted.

1.19 LEAGUES AND PLAYOFFS

a) OMAHA Teams will declare their intent to participate in Leagues through a series of declarations. The final declaration will be utilized to determine the individual league structures.

- Participation in leagues will be confirmed in September of each playing season no later than the Scheduling Meeting.

- The Executive Director will circulate the final declarations to the membership prior to the Scheduling Meeting.

-The President, Directors and Executive Director will set out the structure and preside over the Scheduling Meeting.

- Teams withdrawing or requesting to change Tiers after the scheduling meeting will result in a fine of \$250 should the request be granted.

Teams required to change tiers as a result of BC Hockey tiering decisions will continue to play league games in their existing Tier and carry their win/loss percentage to the new Tier for playoff seeding. No fine will apply.

b) Applications from non OMAHA members to participate in OMAHA Leagues may be accepted and are to be ratified at the Annual General Meeting each year.

- Guest Teams will have a \$250.00 fee levy to off set the administrative expenses of the League and web site.

c) Changes to scheduled league games will be done in writing on the form supplied (see Appendix 5). A \$100.00 fee will be assessed for changes to scheduled date of the game, after the expiration of the grace period to be determined on a yearly basis. No fee will be charged for time or location changes. The team asked to reschedule will receive \$50.00 of the \$100.00 fee once the fee has been paid and the game played.

d) Playoff games will be determined and announced at the Semi-Annual Meeting.

1.20

1.21 Atom Development**1. TEAM REGISTRATION**

- a) 30 – 35% and/or minimum of 15 players per team formula shall be applied by associations declaring more than one team. Associations declaring more than two (2) teams shall have all teams balanced. Associations with two teams may be tiered and placed in the appropriate Conference for league and playoff play.
- b) OMAHA President and Division Director's decision shall be final and binding for disputes pertaining to percentage formula and conference seeding.

2. CONDUCT

- a) OMAHA Development League promotes fair ice time and the concept of player development.
- b) Team Parents, Officials and Players are required to read, sign and honor the Team First Contracts.
- c) The OMAHA Director shall monitor player and team conduct and those not compliant shall be notified through their president of any disciplinary action to be taken.
- d) Disputes brought to the attention of the OMAHA Director shall be addressed through the director and the Association President.

3. DECLARATION AND LEAGUE

- a) The league shall be split into two conferences - Michie (pronounced Mickey) and Koteles (pronounced Koe-tell- less). Each conference may be split into divisions. First declarations shall be completed by Labour Day and forwarded to OMAHA central office. Final declarations shall be submitted no later than 5:00 pm, the Sunday prior to league scheduling. It would be appreciated if any exhibition game information could be sent to the Atom Director to help with seeding.
- b) OMAHA Atom Development league play will commence the weekend following the scheduling meeting, and be completed by the last weekend in February.
Playoff tournaments will tentatively be held starting the first weekend in March.

4. PLAYING REGULATIONS

- a) The following OMAHA regulations shall apply:
 - i. Regulation 3 - Playing Regulation
 - ii. Regulation 4 - Default of Game
 - iii. Regulation 5 - Penalties
 - iv. Regulation 10 - Discipline
 - v. Regulation 11 - Protests
- b) League and Playoff games shall be a minimum of 1.5 hours (90 minutes) in duration. A minimum 2-man officiating is required. Games will consist of 3, 20 minute periods. First half running time, second half stop time. Time outs are not permitted, ice cleans are discretionary depending on ice time allotted for the game. Penalties will be stop time during running time portion subject to equipment availability.
- c) Statistical information from the completed game sheet is to be entered into the OMAHA data base by midnight of the date of the game. A \$15.00 fine shall be assessed to the home team for data not entered as per the Regulation 3007(f). Originals must be mailed no later than the second business day following the game. A \$15.00 fine shall be assessed to the home team if postmarked after this date as per Regulation 3007(f).

5. PLAYOFF TOURNAMENTS

All declared teams will be eligible to compete in playoffs.

Playoff structure will be determined by the Division Director and announced at the Semi-Annual meeting in January.

2.01 EXECUTIVE COMMITTEE**a) TRAVEL**

Executive Committee travel shall have the prior approval of the President. Expenses will be as per By-Law Seventeen. A brief report on the trip is to accompany the expense account submitted.

b) CONFERENCE CALLS / MEETINGS

Conference Calls and Meetings shall have the prior approval of the President. A brief report on the meeting or calls to follow within 48 hours.

c) JACKETS

Each Executive Committee member shall be entitled to a OMAHA crested jacket, the cost to be paid by OMAHA and the member on a 2/3 OMAHA 1/3 member bases. Additional attire costs shall be shared on a 50/50 bases.

f) NEW MEMBERS

Newly elected Executive Committee members shall be reimbursed for their travel costs and per diem to the Annual General Meeting (as per By-Law Seventeen).

g) NOMINATIONS

A Nominating Committee shall be struck to accept nominations for positions of the Executive Committee.

All nominations must be in the hands of the Nominating Committee Chairperson no later than May 1 on the prescribed OMAHA nomination form. Names of all nominees shall be circulated to the membership at least 14 days prior to the Annual General Meeting.

h) ASSIGNMENT OF DUTIES

In addition to the regular duties of the Officers, District Director(s) and Divisional Directors as outlined in the By-Laws and Regulations of the society, the President may assign the following duties annually:

- Risk Manager
- Chairperson - Appeal Committee and at least two other qualified persons to serve on the Appeal Committee.

2.02 EXECUTIVE DIRECTOR

- Resolutions Committee
- Coordinate & supervise the selection of the Annual award nominations
- Fulfill all responsibilities as set out in By-Law Nine.

2.03 CONFLICT OF INTEREST

1. Directors have an obligation to behave openly and honestly in dealings with and for the society
2. It is the duty of directors to act in good faith on behalf of and for the society and to do nothing to bring discredit to the society.
3. A director must not profit directly or indirectly from his association with the society. This includes his family, as any profit to a family is profit to the director.
 - a. Family means the director's immediate family
 - b. Profit means any gain or advantage whether monetary or otherwise.
4. The activities of the director must not give the appearance of being a conflict between his/her duties to the society and any other interests he or she might have.
5. The test of an appearance of conflict is whether any person, whether or not that person is a member of any member association, would think that there might be a conflict.
6. The directors must be seen by all to be open, honest, correct and unbiased in the performance of their duties.
7. The directors must reveal to the executive any actual or potential conflict that might arise as soon as they become aware of such conflict.
8. Once aware of an actual conflict or potential conflict the executive must decide, by majority vote, whether or not the conflict is such that the director would remain as a director.
9. If the executive decides that the director cannot remain as a director, he/she shall resign, or failing such resignation, he/she should be relieved of all duties until such time as a general Meeting can be convened.

10. Any conflict, which is determined to be not to be such that a director should not be asked to resign, will result in the director absenting himself from any discussions, which might in any way touch on matters involving the conflict. He/she must not vote on any such matters.

Executive Disclosure Form: See APPENDIX G

Executive Members are required to complete and submit and Executive Disclosure Form to the Executive Director on or before June 1 of every year.

3.01: FINANCES**a) PURCHASE REQUESTS**

All purchases on behalf of OMAHA shall have prior approval of the Executive Director/President

b) EXPENSE ACCOUNTS

The following expenses shall be reimbursed by OMAHA as follows:

i) Transportation**• Private automobile**

- Executive members and appointed personnel shall be reimbursed as per OMAHA By-Law Seventeen

• Airfare

- The most economical airfare, or actual bus fare will be paid in accordance with OMAHA By-Law Seventeen and must be supported by receipts

• Parking Charges

- Parking Charges will be paid at actual cost and must be supported by receipts

• Automobile rentals

- All use of automobile rentals must have the prior authorization of the President

- The most economical rental will be obtained including basic collision and third-party liability coverage

ii) Accommodation

• Hotel rooms will be reimbursed at actual cost and must be supported by receipts

• Should a spouse or other person accompany the BC Hockey representative, reimbursement for accommodation will be limited to the expense that would have been incurred if that person had traveled alone.

• All personal expenses for meals and telephone, etc charged against the hotel account should be paid directly to the hotel before checking out, if the room is being paid directly by OMAHA

• Hotel room expenses for the evening following a meeting are not claimable unless the representative is unable to make reasonable arrangements home that evening

iii) Meals

• OMAHA Executive and Personnel shall be reimbursed as per By-Law Seventeen

iv) Telephone / Fax Charges

• All claims for long-distance calls / fax transmissions related to OMAHA business must be supported by the original telephone company billing or hotel account and an itemized explanation of the calls

• OMAHA will approve telephone & facsimile service to all Executive Members

v) Photocopying

• OMAHA Central Office will forward to Executive all pertinent BC Hockey Bulletins and it should not be necessary to duplicate these mailings

vi) Overdue / Interest Charges

• OMAHA shall not reimburse for overdue or interest charges incurred

vii) Incidental Expenses**viii) Expense Account Forms**

• All requests for reimbursement shall be on an OMAHA Expense Claim form

• Expense accounts are to be submitted monthly, accounts submitted more than one month late will be referred to the President

3.02 FINES

In accordance with OMAHA Regulation Three "Game Report" shall be handled in a specific manner. Failure to do so shall result in a \$15.00 fine for each occurrence.

Require follow up by Directors.

- Directors shall keep accurate records of late Game Reports – keep envelopes as evidence, in disputes. Game Reports must be postmarked no later than the second business day following the game.
- Directors shall notify OMAHA Central Office on a bi-weekly bases of the application of Regulation 3, paragraph f) using the provided form. See APPENDIX D. Central Office shall issue and collect such fines.
- \$15.00 Fine shall apply for each non-compliance of Regulation 3007a including form size, late Game Report, and stat data entry on the OMAHA web site.

Fines are assessed when the team fails to forward documents within required time limits. Game Reports are to be mailed on the first business day following the game and postmarked no later than the second business day following the game.

3.03 GAME CHANGE FEE

- Directors shall notify the Executive Director of all League Game Change requests by forwarding the completed game change form. See APPENDIX E
- OMAHA Central Office shall issue, collect and distribute fees as set out in OMAHA Regulation Three.

3.04 MEETING ATTENDANCE

The attendance of specific members or designates at meetings is necessary to ensure all Associations receive current information and exercise their right to input on District matters. Failure to attend will result in a \$100.00 fine per person not in attendance as required. The Executive Director will notify the Association of fines which is to be paid in no less than 30 days.

NOTE: Failure to pay any outstanding fines or fees may result in a MEMBER NOT IN GOOD STANDING notice to be issued.

Applications for a variance to have a fine or fee waived may be made by an Association President to the Executive Director and shall be addressed on its' individual merit by the Executive committee.

SECTION 4: INSURANCE / SAFETY / RISK MANAGEMENT**4.01 INSURANCE**

OMAHA is to be protected against accidental loss or losses that, in the aggregate during any financial period, would significantly affect members, property, the budget or the ability of OMAHA to continue to fulfill its responsibility to its members. In no event shall any loss of life or Major personal injury to its members or members of the public be acceptable. OMAHA will secure annual coverage as offered through HC/BF Lornzetti for legal fees.

4.02 SAFETY/RISK MANAGEMENT

The OMAHA President shall appoint a member to act as District Risk Manager at the Annual General Meeting each season.

The appointee shall act on behalf of the District on all pertinent matters and report back to the President on any investigation or reported matter.

The appointee shall give a semi-annual and annual report.

4.03 INJURED PLAYER RETURN TO PLAY POLICY

Coaches and Association Officials are well aware of the variety of injuries that occur to players and they know that despite all attempts to remove risk, injuries can happen. Team Officials should not force a player to play after they are injured or play a player without a medical certificate following illness or injury.

When an injury that prevents a player from participating in regularly scheduled practices or games occurs, it is essential that a medical certificate from a Physician authorizing the player's return to active participation be presented to a Team or Association Official.

Team officials should not allow an injured player to be on the player's bench during a practice without Hockey Canada / BC Hockey required protective equipment.

**4.04 HELMET POLICY – MINOR HOCKEY PRACTICES/EVENTS
REFER TO BC HOCKEY POLICY 1.23****4.05 COACHING CERTIFICATION REQUIREMENTS**

a) All BC Hockey coaches shall meet the requirements as set out in the BC Hockey By-Laws and Regulations to coach at their team's category. Coaches will have until March 31st of the season in which they attend the course to submit post tasks. Any appeal shall be directed to the Chair of the Coach Committee.

4.06 OFFICIATING

a) All On-Ice Officials shall be certified as per BC Hockey requirements.

OFFICIATING UNSANCTIONED GAMES

The following BC Hockey Policy will apply to BC Hockey officials who officiate in NONSANCTIONED hockey games:

- The only unsanctioned games a BC Hockey official may receive permission to officiate shall be those games described as BENEFIT GAMES
- The official must receive approval from the BC Hockey President prior to the game to qualify for Medical and Liability coverage
- The official shall donate all services on this occasion

b) GAME REPORTS/WRITE-UPS

Must be received by fax or email and original to be mailed within 24 hrs of completion of the game. Reporting procedures for Gross and Match penalties are pursuant to BC Hockey Reporting Guidelines (at the conclusion of the game). A fine of \$15.00 for each occurrence will be assessed the host association for officials contravening this policy.

SECTION 5: PRIVACY POLICY

5.01 PURPOSE OF THIS POLICY

This Policy describes the way that OMAHA collects, uses and dispose of the personal information of prospective members, members, and others including players, coaches, referees, managers and volunteers.

This Policy describes the way that OMAHA will, subject to applicable legal requirements, adhere to all relevant federal and provincial legislative privacy requirements. The Policy follows the 10 Canadian Standards Association (CSA) principles identified in the federal Personal Information Protection and Electronic Documents Act (PIPEDA). OMAHA will strive to meet or exceed federal and provincial legislative requirements and will ensure that it remains current with changing technologies and laws.

5.02 IDENTIFYING PURPOSES, TYPE OF INFORMATION COLLECTED AND WEBSITE

a) OMAHA shall only collect the information reasonably necessary to conduct hockey programming. Access to our Privacy policies and procedures will be readily available.

b) OMAHA collects personal information from prospective members, members, coaches, referees, managers and volunteers for the purposes of conducting Hockey Programming.

Specifically:

- A player's name, address and date of birth are collected to determine that the player's geographical, division of play and level of play information are consistent with Hockey Canada/Branch/District regulations.
- Historical information concerning past teams played for is collected in order to determine if any of the BC Hockey/District transfer regulations may apply.
- Information concerning an individual's skill level and development and feedback of programs is collected to measure the success of our programs in order that we may better plan future programs.
- Information as to a player's parents' name, address, telephone numbers and email addresses may be collected in order to facilitate emergency contact information as well as to ensure compliance with the BC Hockey residency regulations.
- Educational information may be collected in order to ensure all OMAHA / BC Hockey residency regulations have been adhered to.
- E-mail addresses may be collected for the purposes of facilitating membership communication related to upcoming events and programs.
- Information about skill levels, ability, emergency contacts and health to ensure our activities are carried out in a safe and secure environment.
- Personal information collected for the purposes of hockey registrations may also be used for hockey specific research purposes including but not necessarily limited to hockey demographic type research.
- Affiliates. OMAHA has numerous organizations, which offer hockey programs under their auspices. These include, but are not necessarily limited to the Canadian Hockey League, Vancouver Canucks, Canadian Inter-University Sport, Hockey Canada and provincial and local Branches, associations, and leagues. Hockey Canada, its Branches and/or Associations may disclose the personal information described above to all of these organizations in order to facilitate Hockey Programming and ensure compliance with rules and regulations.

5.02 IDENTIFYING PURPOSES, TYPE OF INFORMATION COLLECTED AND WEBSITE

c) OMAHA will endeavor through associations/leagues/Directors to advise potential registration candidates of the purpose for the collection of the data requested at the time of registration or by reference to our web site at www.omaha.ca or the local Association/Branch web site. We will further endeavor to ensure that all collectors of the personal information are familiar with the potential use of the personal data. All personal data collected by BC Hockey shall be maintained in either our office(s) and/or with Privacy Officer.

d) OMAHA will request individually permission for the use of any personal data collected which is to that which has been identified above, unless said usage is authorized by law.

d) OMAHA may also use information about an individual who accesses secure areas of www.omaha.ca or other member Branch/Association web sites. Information you are asked to provide during your use of our web site may include your name, address, e-mail address, age, sex [and the other types of personal information listed above). All such personal information will be treated within the same parameters as other personal information collected by OMAHA through other means. It is always your choice to provide information in certain fields although failure to complete certain sections may inhibit your ability to fully access all areas of the web site. Our web site also collects non-identifiable information about users such as the users IP address, the sections of the web site visited and the information downloaded. OMAHA may use this non-identifiable information and disclose it to service providers, for system administration purposes and to improve the web site.

6.01 DISCIPLINE

OMAHA Division Directors will monitor misconducts, Game Misconducts, Match and Gross Misconduct penalties, high risk play and incidents resulting in the use of ineligible players or team officials. See Appendix A for discipline guidelines.

Copy the District President on all/any correspondence pertaining to discipline matters.

Acknowledge co-operation when you receive it.

On all correspondence, give a definitive time limit for responses. Keep notes on all telephone conversations pertaining to discipline.

*All referee reports and related documents are strictly confidential to OMAHA and BCAHA.

Carry Over Penalties

Any Suspension resulting from a Match Penalty, Gross Misconduct, or Supplemental Discipline Suspension assessed by Hockey Canada, BC Hockey or OMAHA which has not been served in its entirety will carry over into the following season. The Suspension will remain in effect until the required number of Games is served, or the required Time Period is served; whichever, occurs first. For Time Period Suspensions the season start date shall be considered October 1st.

Note: All Exhibition Games must be sat out while under suspension; however, they do not count towards the suspension. Tiering Games scheduled by a Team or a Minor Hockey Association are considered Exhibition Games and **would not count** towards the serving of the suspension.

Only those games listed in paragraphs 1-3 listed below would count towards a Suspension being served:

- 1) OMAHA League Games, OMAHA Playoff Games and BC Hockey Championship Games.
- 2) BC Hockey Sanctioned Tournaments (including Spring Tournaments) which the days and games of the Tournament would count towards the Suspension.
- 3) District scheduled Tiering Games **would count** towards the serving of the suspension.

The number of days between the last scheduled League Game or Tournament Game prior to the Christmas Break, and the first scheduled League Game or Tournament Game after the Christmas Break; shall not be included in determining the number of days served for a Time Period Suspension in effect prior to/or during the Christmas Break.

6.02 INVESTIGATIVE HEARINGS

OMAHA shall conduct investigative hearings in a manner that promotes procedural fairness. This will include the right to a hearing, the right to an unbiased decision maker, and the right to appeal the decision resulting from the investigation.

PROCEDURES

Where an individual has been indefinitely suspended as per the BC Hockey Match / Gross Misconduct Bulletin or an individual or incident is being investigated by the Okanagan Mainline Division Directors, OMAHA Regulation 10, the following procedures shall apply:

- The individual shall be notified, through their Association, League or Team President, on the appropriate OMAHA notification form or letter.
- The notification form or letter shall indicate the individual or incident under investigation, the reason for the investigation, the procedures for a telephone or in-person hearing, and a time frame for the investigation and decision.
- The OMAHA Executive Member conducting the investigation shall be excused if the President or the Executive member considers there to be a conflict of interest or a real / perceived bias in their conducting the investigation.

- The individual under investigation shall have the right to have both; **a)** supporting documentation presented on their behalf and **b)** have a support person / parent present during the hearing.
- If the individual is to be shown any of the correspondence that resulted in the investigative hearing being established, then either a summary should be provided or anywhere where it could lead to the complainant being identified must be removed.
- Any hearings shall be conducted using the BC Hockey Guidelines for conducting investigative hearings.
- The Executive Member responsible shall maintain notes (not verbatim) of the investigative hearing and submit them to the Executive Director upon request pending a request for an Appeal hearing.

6.02 INVESTIGATIVE HEARINGS

- If an in-person interview takes place, a third person, preferably a representative of the local hockey Association / League, shall be present.
- The decision based on the investigative hearing shall be communicated to the individual(s), through the Association, League or Team President, in writing stating the length of any suspension, the reason for it and advising the individual of their appeal opportunities.
- Should the person under investigation fail to respond by the date outlined in the notification form or letter, the decision letter shall note this.

6.03 APPEALS

Appeals shall be conducted in accordance with OMAHA By-Law Fifteen.

SECTION 7: MEETINGS**7.09 AGM OMAHA By-Law 5**

The OMAHA AGM is hosted no later than the last Sunday in the month of May.

. Resolutions are to be submitted to the OMAHA Executive Director on the supplied form no later than March 15, of the current season. Submitted resolutions will be circulated to the membership not less than 14 days prior to the AGM. September Training Seminar

7.10 Scheduling

All Associations participating in League play shall attend a meeting at which time the full OMAHA League schedules will be set out. Division Directors will preside over the meeting. Members Ice Ambassadors or designates are to attend and submit ice time availability to satisfy the competing teams commitment.

7.11 Semi-Annual

OMAHA will host a Semi-Annual Meeting the second weekend of January wherever possible.

7.12 Ice Ambassadors

At the discretion of the President, an Ice Ambassador's Meeting may be called to assess the current season and to recommend options to the Executive Committee for the up coming season.

7.13 Executive

At the discretion of the President, Executive Meetings will precede all General Meetings and a year end meeting will be held in April.

7.14 District Presidents

OMAHA President or designate will attend the Branch hosted District President Meeting.

7.15 BC Hockey AGM

OMAHA will send delegates to the BC Hockey AGM. The Executive Director will make all accommodation, voting, and delegate arrangements. District representation will be based on funding, voting and availability of delegates.

SECTION 8: AWARDS By-Law 16**1.08 Scholarships**

April 30 deadline for submission to Central Office/Executive director..

1.09 Officiating School

OMAHA will sponsor 4 candidates to attend the BC Hockey Officiating School. OMAHA Central Office/Executive Director will accept qualifying nominations from Association Referees-In-Chief up to March 15.

1.10 Association of the Year

OMAHA Central Office/Executive Director will accept submissions up to but no later than March 15. The successful submission may be forwarded as a nomination for the BC Hockey Frank Spring Award.

1.11 Koteles Awards

As set out in By-Law 16.

1.12 Margie Moss Award

As set out in By-Law 16.

1.13 Allen Philcox

As set out in By-Law 16

1.14 John Boscha

As set out in By-Law 16

1.15 Life Member

As set out in By-Law 16

NOTE: The successful nominations and submissions will be announced at the OMAHA AGM. Plaques, scrolls and letters notification will be presented by the OMAHA Executive Committee.

OMAHA Supplemental Discipline Guidelines
All Divisions

The following is the supplemental discipline penalties to be enforced by the Okanagan Mainline Amateur Hockey Association (OMAHA) Division Director.

These penalties are in addition to penalties incurred under Rule 4.6 c or 4.7 c of Hockey Canada playing rules or BC Hockey Suspension Guidelines.

High Risk Penalties

A player receiving more than five (5) high risk penalties in the current playing season will incur one of the following;

Warning letter

Minimum 1 Game suspension

Minimum 2 Game suspension

Continued high risk play will result in the doubling of the previous penalty at the discrepancy of the OMAHA Division Director.

High Risk Penalties are;

Boarding, Body Checking, Charging, Checking from behind, Checking to head, Elbowing, Kneeing, Fighting, Roughing, Cross Checking, High Sticking, Slashing, Spearing, Butt Ending

10 Minute Misconducts:

Player 1st 10 Minute Misconduct

No Action, unless circumstances dictate otherwise

Player 2nd 10 Minute Misconduct

Warning Letter, unless circumstances dictate otherwise

Player 3rd 10 Minute Misconduct

Minimum of an additional 1 Game Suspension

Player 4th 10 Minute Misconduct

Minimum of an additional 3 Game Suspension

Game Misconducts:

Player 1st Game Misconduct

Warning Letter, unless circumstances dictate otherwise

Player 2nd Game Misconduct

Minimum of an additional 1 Game Suspension

Player 3rd Game Misconduct

Minimum of an additional 3 Game Suspension

Player 4th Game Misconduct

Minimum of an additional 6 Game Suspension

Team official 1st Game Misconduct

Minimum of a Warning Letter or additional 1 Game Suspension unless circumstances dictate otherwise

Team official 2nd Game Misconduct

Minimum of an additional 3 Game Suspension

Team official 3rd Game Misconduct

Minimum of an additional 6 Game Suspension

Ineligible Players and Team Officials:

Player playing while ineligible

Game forfeit,
1st time minimum of an additional 1 Game Suspension, unless circumstances dictate.

Player playing while ineligible

Game forfeit, Unregistered, intent or subsequent occurrence.

Team Official ineligible

Game forfeit, 1st time (no intent) minimum of an additional 1 Game Suspension, unless circumstances dictate otherwise.

Team Official ineligible

Game forfeit, Unregistered, intent or subsequent occurrence.

References:

Hockey Canada Rule 4.5(b), 4.6 (b) & 4.7(a)

BC Hockey Section 4 BC Hockey Policy – Suspension Procedures, Guidelines and Policies

OMAHA Regulation 5 & 10

**OKANAGAN MAINLINE
AMATEUR HOCKEY ASSOCIATION**

DATE:

TO:

It is your responsibility to advise the individual listed in the box below that:

- 1. He / she has been suspended for one (1) League, Playoff or Sanctioned Tournament Game for “high risk” play. Exhibition Game(s) must be sat out while serving a suspension, but do not count towards the suspension. There is no time limit attached to this suspension. If his / her play does not improve, further disciplinary action may be taken.**

NAME:

TEAM:

DATE OF PENALTY:

RULE NUMBER:

Appeal procedures are in accordance with OMAHA Bylaw # 15.

Signed:

Okanagan Mainline Amateur Hockey Association

Copies: OMAHA President
BCAHA District Director

APPENDIX B

**OKANAGAN MAINLINE
AMATEUR HOCKEY ASSOCIATION**

DATE: January 9, 2011

TO:

It is your responsibility to advise the individual listed in the box below that:

- 2. He / she has been identified for “high risk” play. If his / her play does not improve, further disciplinary action may be taken.**

NAME:

TEAM:

DATE OF PENALTY:

RULE NUMBER:

APPLICATION: **Any further penalties of this nature may result in additional suspension.**

Appeal procedures are in accordance with OMAHA Bylaw # 15.

Signed:

Copies: OMAHA President
 BCAHA District Director

APPENDIX C

**OKANAGAN MAINLINE
AMATEUR HOCKEY ASSOCIATION**

DIVISION DIRECTOR'S

REQUEST TO ISSUE FINE

Date:

Director:

Division:

ASSOCIATION	TEAM/OFFICIAL	GAME #	DATE PLAYED	GR	OR	WS	MAIL
							Post Mark: Date Rec.
							Post Mark: Date Rec.
							Post Mark: Date Rec.
							Post Mark: Date Rec.
							Post Mark: Date Rec.
							Post Mark: Date Rec.
							Post Mark: Date Rec.
							Post Mark: Date Rec.

Please send to OMAHA Central Office: Facsimile (250) 503-5538

**OKANAGAN MAINLINE
AMATEUR HOCKEY ASSOCIATION**

RESCHEDULE REQUEST

As per OMAHA Regulation Three, paragraph 3008 (c)

Today's Date: _____ Association: _____

Phone: _____ Fax: _____

Division: _____ Tier: 1 2 3 4 Atom (circle one)

Requesting a change for league game # _____ Date: _____

Home Team: _____ vs Visiting Team: _____

Time: _____ Location: _____

TO:

Home Team: _____ vs Visiting Team: _____

Date: _____ Time: _____ Location: _____

Reason: _____

Game change requested by: _____
Name (signature) Association Position

Game change approved by: _____
Name (signature) Association Position

OMAHA Division Director: _____ Fax: _____

Approval: Granted Denied Date: _____

Signature: _____

APPENDIX E**SCHEDULE of FEES**

Failure to submit scoresheet within time limits			\$15.00
Failure to update website within time limit			\$15.00
Failure to attend meeting	Per each required attendee.		\$100.00
Failure to submit approved scoresheet			\$15.00
Failure to submit Game Report within time limit	Association of Game Official making call		\$15.00
Protest			\$50.00
Request for Game Change			\$100.00
Appeal			\$200.00
Team fails to make game commitment		Could also include game costs occurred by the aggrieved Association	\$250.00
Team withdrawing from league after scheduling meeting			\$250.00
Sport School requesting to participate in league schedule (per team)			\$250.00
Guest team requesting to participate in league schedule (per team)			\$250.00
Annual Membership Fees	Per Association member		\$5.00
Referee Game Fees - Midget			\$40.00
Referee Game Fees - Bantam			\$35.00
Referee Game Fees – Pee Wee			\$30.00
Linesman Game Fees - Midget			\$30.00
Linesman Game Fees - Bantam			\$25.00
Linesman Game Fees – Pee Wee			\$20.00
Travel Fee	Per Km.		.40
Meals - Breakfast			\$10.00
Meals – Lunch			\$10.00
Meals – Dinner			\$18.00
Initiating fee for new members			\$100.00

APPENDIX F

**OKANAGAN MAINLINE
Amateur Hockey Association**

OMAHA DISCLOSURE

NAME: _____ DATE: _____

Mailing address: _____

Street Address if different than mailing address: _____

E-mail: _____ Tele: _____ Fax: _____

Executive Position: _____ Director Responsibility: _____

Name any positions or areas of involvement you or anyone in your immediate family has with hockey groups other than OMAHA: _____

Give specific details of the duties and responsibilities or type of participation mentioned above:

Do you foresee any areas of conflict of interest for yourself because of the above involvement?

Are you willing, and would you qualify to be bonded? (If you are unsure of your answer, please consult with the OMAHA President in confidence.) _____.

Are you willing to undergo a RCMP Criminal Records check? _____

Signature: _____

Date: _____

APPENDIX G