

TEAM MANITOBA

CODE OF CONDUCT

Introduction

This Agreement sets out the terms and conditions under which the Team Member has been confirmed as a member of the 2022 Canada Summer Games Team. The Team Member understands that his/her nomination to the Team by his/her PSO and continued participation as a Team Member is conditional upon entering into this Agreement and observing and complying with the terms and conditions herein.

This Code of Conduct takes effect on the departure to Games on August 5th, 2022, ending on arrival in Winnipeg on August 14th, 2022, or August 14th, 2022, ending on August 21st, 2022; and any time the Team Member is representing Team Manitoba in the context of the Canada Summer Games.

The relationship between the Team Member, the Provincial Sport Organization ("PSO"), and Sport Manitoba is characterized by a collaborative partnership, representing a collective effort, the goal of which is the Team Member's participation in the 2022 Canada Summer Games representing Team Manitoba, as an ambassador with pride and carrying out a function within the Team to the best of his/her ability.

If the Team Member has previously signed a similar agreement with his/her PSO, this Agreement shall be in addition to any such pre-existing agreement for the identified term.

Code of Conduct

Definitions

1. The following terms have these meanings in this Code:
 - a. **Participants** – Those employed by, or engaged in activities with, Team Manitoba including, but not limited to, athletes, coaches, managers, technical support, convenors, referees, officials, mission staff, volunteers, and administrators.
 - b. **Team Member** – Those actively engaged with a single sport, selected to said sport via a PSO sanctioned selection process including, but not limited to, athletes, coaches, managers, and technical support.

Purpose

2. This Code is designed to ensure a safe and positive environment (within Team Manitoba's programs, activities, and events) by making participants aware that there is an expectation, at all times, of appropriate behaviour consistent with Team Manitoba's core values. Team Manitoba supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.



Application of this Code

3. This Code applies to participants' conduct during their association with Team Manitoba's business, activities, and events including, but not limited to, competitions, practices, travel associated with Team Manitoba's activities, office environments, and meetings. Team Manitoba is an entity created by Sport Manitoba which is the governing organization with which the participant is signing this Code of Conduct.
4. A participant who violates this Code may be subject to sanctions pursuant to the Discipline Procedure outlined in this Code. In addition to facing possible sanction, a participant who violates this Code during a competition may be ejected from the competition or playing area, the official may delay the competition until the participant complies with the ejection, and the participant may be subject to any additional discipline associated with the particular competition.
5. This Code also applies to participants' conduct outside of Team Manitoba's business, activities, and events when such conduct adversely affects relationships within Team Manitoba (and its work and sport environment) and is detrimental to the image and reputation of Team Manitoba or Sport Manitoba. Such applicability will be determined by Sport Manitoba at its sole discretion.

Responsibilities

6. Participants have a responsibility to:
 - a. Maintain and enhance the dignity and self-esteem of Team Manitoba members and other participants by:
 - i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identify, gender expression, sex, and sexual orientation.
 - ii. Focussing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or staff members.
 - iii. Exhibiting the spirit of sportsmanship, sport leadership, and ethical conduct.
 - iv. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory.
 - v. Treating individuals fairly and reasonably.
 - vi. Ensuring adherence to the rules of the sport and the spirit of those rules.
 - b. Refrain from any behaviour that constitutes **harassment** where harassment is defined as comment or conduct directed toward an individual or group which is offensive, abusive, racist, sexist, degrading, or malicious. Types of behaviour that constitute harassment include, but are not limited to:
 - i. Written or verbal abuse, threats, or outbursts.
 - ii. Persistent unwelcome remarks, jokes, comments, innuendo, or taunts.
 - iii. Leering or other suggestive or obscene gestures.
 - iv. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance, or adversely affect working conditions.



- v. Practical jokes which endanger a person's safety, or negatively affect performance.
 - vi. Any form of hazing where hazing is defined as any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking athlete by a more senior teammate which does not contribute to either athlete's positive development but is required to be accepted as part of a team, regardless of the junior-ranking athlete's willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate based on class, number of years on the team, or athletic ability.
 - vii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing.
 - viii. Unwelcome sexual flirtations, advances, requests, or invitations.
 - ix. Physical or sexual assault.
 - x. Behaviours such as those described above that are not directed toward a specific individual or group but have the same effect of creating a negative or hostile environment.
 - xi. Retaliation or threats of retaliation against an individual who reports harassment to Sport Manitoba.
- c. Refrain from any behaviour that constitutes **sexual harassment** where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. Types of behaviour that constitute sexual harassment include, but are not limited to:
- i. Sexist jokes.
 - ii. Displays of sexually offensive material.
 - iii. Sexually degrading words used to describe a person.
 - iv. Inquiries or comments about a person's sex life.
 - v. Unwelcome sexual flirtations, advances, or propositions.
 - vi. Persistent unwanted contact.
- d. Abstain from the use of any banned substances or the use of performance-enhancing drugs or methods unless a Therapeutic Use Exemption (TUE) has been granted. More specifically, Team Manitoba members must adhere to the Canadian Anti-doping Program. Any infraction under this Program shall be considered an infraction of this code and may be subject to further disciplinary action, and possible sanction, pursuant to the Discipline Procedure described in this Code. Team Manitoba will respect any penalty enacted pursuant to a breach of the Canadian Anti-doping Program, whether imposed by Sport Manitoba or any other sport organization.
- e. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport.
- f. Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.

- g. Refrain from consuming tobacco products or recreational drugs while participating in Team Manitoba's programs, activities, competitions, or events.
- h. In the case of adults, avoid consuming alcohol in competitions and situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with Team Manitoba's events.
- i. Respect the property of others and not willfully cause damage.
- j. Promote the sport in the most constructive and positive manner possible.
- k. When driving a vehicle:
 - i. Not do so with a suspended license.
 - ii. Not be under the influence of alcohol or any substance, legal or illegal, that may negatively impact the ability to drive.
 - iii. Have valid car insurance.
- l. Adhere to all federal, provincial, and municipal laws.
- m. Refrain from engaging in deliberate cheating and/or offering or receiving any bribe which is intended to manipulate the outcome of a competition.
- n. Comply, at all times, with Sport Manitoba and Team Manitoba's bylaws, policies, procedures, and rules and regulations as adopted and amended from time to time.
- o. Exercise good judgment acting as an ambassador and promoter of Team Manitoba when sharing experiences on social media and follow Sport Manitoba's [Social Media Policy](#) found on the Team Manitoba website.

Mission Staff

7. In addition to Section 6, Team Manitoba's mission staff will have additional responsibilities to:
- a. Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of Team Manitoba's business and the maintenance of participants' confidence.
 - b. Ensure that Team Manitoba's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities.
 - c. Conduct themselves openly, professionally, lawfully, and in good faith in the best interests of Team Manitoba and Sport Manitoba.
 - d. Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism.



- e. Behave with decorum appropriate to both circumstance and position.
- f. Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which Sport Manitoba is incorporated.
- g. Respect the confidentiality appropriate to issues of a sensitive nature.
- h. Respect the decisions of the majority and resign if unable to do so.
- i. Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings.
- j. Have a thorough knowledge and understanding of all Sport Manitoba and Team Manitoba's governance documents.

Coaches

8. In addition to Section 6, coaches will have additional responsibilities to:
- a. Understand and respect the inherent the power imbalance that exists in the coach-athlete relationship and be extremely careful not to abuse it, consciously or unconsciously.
 - b. Prepare athletes systematically and progressively using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes.
 - c. Avoid compromising the present the future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments.
 - d. Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete.
 - e. Act in the best interest of the athlete's development as a whole person.
 - f. Comply with Sport Manitoba's Volunteer Involvement Policy Procedure.
 - g. Report to Sport Manitoba any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance.
 - h. Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol, cannabis, and/or tobacco.

- i. Respect athletes playing with other teams and, in dealings with them, not encroach upon topics of actions which are deemed to be within the realm of 'coaching' unless first receiving approval from the coaches who are responsible for the athletes.
- j. Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if the coach is in a position of power, trust, or authority over the athlete.
- k. Respect and promote the rights of all participants. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights.
- l. Dress professionally, neatly, and inoffensively.
- m. Use inoffensive language, taking into account the audience being addressed.
- n. Recognize and adhere to the "Rule of 2": No coach should ever be one-on-one with an athlete in a potentially vulnerable situation.

Athletes

9. In addition to Section 6, athletes will have additional responsibilities to:
- a. Report any medical problems in a timely fashion when such problems may limit their ability to travel, practice, or compete.
 - b. Properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or any other reason.
 - c. Adhere to Team Manitoba's rules and requirements regarding clothing and equipment.
 - d. Never ridicule a participant for a poor performance or practice.
 - e. Act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other athletes, officials, coaches, or spectators.
 - f. Dress to represent the sport and themselves well and with professionalism.
 - g. Act in accordance with Sport Manitoba's and Team Manitoba's policies and procedures and, when applicable, additional rules as outlined by coaches or managers.
 - h. Recognize and adhere to the "Rule of 2": No coach should ever be one-on-one with an athlete in a potentially vulnerable situation.

Types of Infractions

Breaches of this Code of Conduct are divided into two types: minor infractions and major infractions. Minor infractions by athletes are dealt with informally by the Head Coach. Minor infractions involving coaches, managers, and mission staff, as well as major infractions involving any member of Team Manitoba, are dealt with formally by the Team Manitoba Discipline Committee.

Minor infractions include, but are not limited to:

- Single instances of disrespectful behaviour.
- Single instances of unsportsmanlike conduct such as arguing.
- Being late, or absent from, Team Manitoba activities or functions.
- Failing to follow the dress code.
- Use of tobacco products by minors.
- Use of tobacco products by adults within the Athletes' Village, at official Team Manitoba activities or functions, or at competition venues.
- Small disturbances or disruptions after "quiet time" and curfew in the Athletes' Village.
- Other similar infractions of minor severity.

Major infractions include, but are not limited to:

- Repeated minor infractions.
- Unsportsmanlike conduct such as fighting.
- Significant disturbances or disruptions after "quiet time" and curfew in the Athletes' Village.
- Use of alcohol or cannabis by a minor at any time.
- Use of alcohol or cannabis by an adult within the Athletes' Village or being under the influence of alcohol or cannabis while performing official duties as a member of Team Manitoba.
- Intoxication at any time.
- Pranks, jokes, or other activities which endanger the safety of others.
- Possession or use of illegal drugs.
- An anti-doping rule violation under the Canadian Anti-Doping Program.
- Failure of coaches to enforce discipline for minor infractions.
- Other similar infractions of major severity.

Disciplinary Sanctions

The following are examples of disciplinary sanctions that may be applied, singly or in combination, by a Head Coach or a Discipline Committee. Other sanctions may be applied dependent on the circumstances.

- Impose an earlier curfew.
- Issue a verbal reprimand or warning to the participant.
- Issue a written reprimand or warning to the participant and filed in the mission office.
- Require the participant to make a verbal apology to the Host Society, his or her teammates, his or her coaches, or such other parties as are appropriate.
- Require the participant to hand-deliver a written apology to such parties as are appropriate.
- Confinement to residence or the Athletes' Village for a specified period of time.



- Require the participant to do voluntary team service for his or her team or PSO.
- Removal of Team Manitoba uniform.
- Suspend the participant from Canada Summer Games non-competition events such as the Opening or Closing Ceremonies.
- Expel the participant from the Canada Summer Games after the completion of his or her competition.
- Suspend the participant from his or her sport competition.
- Expel the participant from the Canada Summer Games before completion of his or her competition.
- Send the participant home at his or her own cost following expulsion from the Canada Summer Games either before or after the participant's competition.
- Prohibit the participant from representing Team Manitoba in future events and programming.

In applying sanctions, the Head Coach and Disciplinary Committee may have regard to the following aggravating or mitigating circumstances:

- The nature and severity of the infraction.
- Whether the infraction is the participant's first offence or a repeat offence.
- The participant's acknowledgement of responsibility.
- The participant's extent of remorse.
- The age, maturity, or experience of the participant.
- The participant's prospects for rehabilitation.

In addition to the provisions described above, officials of Team Manitoba may contact local police concerning the behaviour of any Team Manitoba participant if appropriate to do so. A participant may also be subject to further disciplinary procedures by their PSO or NSO in addition to the disciplinary procedures set out in this Agreement.

Roles and Responsibilities

Head Coach

The Head Coach is responsible for discipline for all minor infractions by athletes. The Head Coach will keep a written record of all minor infractions in case there are repeated incidents that would warrant consideration as a major infraction.

Discipline Committee

The Discipline Committee is responsible for discipline for minor infractions by coaches, managers, and mission staff, and for all major infractions. The Discipline Committee is made up of three individuals: the Senior Games Manager (or Assistant Chef de Mission if Senior Games Manager is unavailable) will serve as Chair, and then two other individuals as appointed by the Chair. Members of the Discipline Committee will be free from bias or conflict of interest. Should any member of the Discipline Committee believe that he or she cannot act impartially, the Chair will appoint another individual.

In cases where several individuals may be the subject of a disciplinary hearing, the Chair may choose to deal with the individuals as a group or individually as he or she sees fit. Also, depending on the



circumstances, the Chair may delegate to another member of mission staff his or her authority and responsibilities.

Member Advocates

A participant who is the subject of a Discipline Committee hearing and/or an Appeal Committee hearing, has the right to be assisted by an Advocate of their choice or as provided by Team Manitoba. The role of the Advocate is to tell the participant about his or her rights, to provide support, and (if requested) to participate with the participant at the scheduled disciplinary hearing. Hearings will not be postponed or rescheduled to accommodate the Advocate.

Discipline Procedures

Minor Infractions

All athlete minor infractions will be reported to the Head Coach. The Head Coach will decide on the appropriate disciplinary sanctions. Minor infractions, and corresponding sanctions, will be documented using the [Incident Report Form](#) found on the Team Manitoba website, and a copy of this form will be provided to mission staff.

If a participant witnesses a minor infraction that is not the responsibility of the Head Coach, the individual should report the infraction to mission staff who will deal with it informally (via Discipline Committee) or determine that it should be dealt with as a major infraction.

Major Infractions

Major infractions will be reported to any member of mission staff. Mission staff will immediately report the infraction to the Senior Games Manager (or Assistant Chef de Mission in lieu of) using the [Incident Report Form](#) found on the Team Manitoba website. The Discipline Committee will review the report and may:

- Dismiss the report if it is determined to be trivial or vexatious.
- Deal with the infraction informally as a minor infraction.
- Convene a disciplinary hearing to deal with as a major infraction.

Where the matter is handled as a major infraction, the participant will be provided notice, informed of the procedures, and given the opportunity to secure an Advocate.

The Discipline Committee will ensure that procedural fairness is respected at all times. This means that the member is entitled to the following protections:

- The right to receive notice of the alleged violation.
- The right to receive notice of the time and place for the disciplinary hearing.
- The opportunity to be assisted at the hearing by an Advocate.
- Where the member is a minor, the right to have parents or guardians notified of the alleged infraction and be given an opportunity to participate in the disciplinary hearing either in-person or by telephone/video conferencing.



- The right to address the Discipline Committee, call witnesses, present evidence, and make arguments.
- The right to provide a written submission in lieu of participating in a disciplinary hearing.
- The right to receive a timely written decision from the Discipline Committee.
- The right to know how to appeal the outcome if the decision goes against the participant.

Appeal Procedures

Decisions of the Team Manitoba Discipline Committee related to the 2022 Canada Summer Games, and communicated between August 5-22, 2022, may be appealed pursuant to the Appeal Policy of the Canada Games Council through the Ordinary Tribunal of the Sport Dispute Resolution Centre of Canada (SDRCC). An appeal may be initiated by completing this [form](#) within two hours of receiving the written decision of the Discipline Committee. If the written decision is received after 8:00pm, The Notice of Appeal must be submitted by 9:00am the following morning. Thereafter, the appeals will be conducted in accordance with the Appeals Policy of the Canada Games Council, which can be found [here](#). If no appeal is submitted, the decision is considered final, and any disciplinary sanctions will be applied.

Grounds for Appeal

An appeal may only be heard if it is based on permissible grounds. These grounds include the Discipline Committee:

- Making a decision for which it did not have authority or jurisdiction as set out in governing documents.
- Failing to follow procedures as laid out in this Code of Conduct.
- Making a decision that was influenced by bias where bias is defined as a lack of neutrality to such an extent that the decision-maker is unable to consider other viewpoints.
- Failing to consider relevant information or taking into account irrelevant information in making the decision.
- Exercising its discretion for an improper purpose or in bad faith.
- Making a decision that was unreasonable.

Participant Agreement

I, the undersigned, as a participant part of Team Manitoba at the 2022 Canada Summer Games, understand that there are expectations of me pertaining to the conduct and behaviour outlined in the Team Manitoba Code of Conduct. I agree to abide by the rules and regulations set down by Team Manitoba, the Host Society, and the Canada Games Council. Should I fail to follow these regulations, I realize my conduct shall be reviewed and I may be subject to discipline, including removal from Team Manitoba and the Canada Games.

I waive any and all claims that I / my son / my daughter / my ward have or may have in the future. I grant the right to use, without payment of any fee, charge, or compensation of any kind, including royalties, and/or any and all photographs, video tape, or other visual media of myself taken during the Games for non-commercial, promotional purposes including online results and promotion of the Games on the Sport Manitoba website, and I also agree to waive any right to approve such use.

My name and address information, including email address, will be used to correspond with me regarding my registration, and to send me information about current and future Sport Manitoba programs. Sport Manitoba may also contact me to conduct research in an effort to continually improve programs. Sport Manitoba may also maintain and publish records of sport results. My personal information will not be used for any other purpose without my consent. Sport Manitoba makes its contact information available to its partners when necessary (confirm rosters, training camps, etc.). I understand that I may withdraw my consent to further collection, use, or disclosure of information about me at any time by giving reasonable notice by email to info@sportmanitoba.ca.

I, the undersigned, acknowledge having read the Team Manitoba Code of Conduct and fully understand its terms. I understand that I have given up substantial rights by signing it, and sign freely and voluntarily, without any inducement.

Participant Name: _____

Participant Signature: _____

Sport: _____ Date: _____

Witness: _____

(print)

(signature)

Signature of Parent/Guardian if participant under the age of 18

(print)

(signature)

