Example of Governance and Sport Policy Structure

IMPORTANT NOTE: Each sport organization is free to structure its various governance and sport policies as it deems fit. The model below is only one example, which may not be suitable for all. Its purpose is to illustrate how various policies may interplay, and the importance of thoughtful planning in policy-making. The organization’s policies must complement each other and form a coherent whole, leaving no gaps and creating no overlap, to provide a clear pathway on how to deal with most, if not all, situations that may arise within the organization.

Bylaws or Constitution → Code of Conduct → Harassment and Abuse→ Conflict of Interest → Athlete Agreement → Team Selection → Carding

Discretionary Investigation Policy: Sensitive, third-party investigation into facts at issue, to discern whether there is cause to refer the matter to a discipline panel. This step is advisable when dealing with a complaint against someone in a position of authority over the complainant or the victim.

Discipline Policy: Standard process to follow when a complaint is received or a breach of “a standard of behaviour,” established by a policy or agreement, is alleged. This process leads to a decision on whether a rule was breached and what the consequence (sanction) should be.

Appeal / Dispute Resolution Policy: If a decision of a discipline panel or another decision-making body of the organization (such as the Board of Directors or the team selection, high performance, membership or carding committees) is challenged or appealed, this policy outlines how such appeal process must take place (including any possibility / requirement to submit the dispute to mediation or resolution facilitation prior to a formal appeal).

External Appeal Mechanism: If your sport organization complies with Sport Canada’s funding requirements, the appeal or dispute resolution policy must allow certain decisions from the internal appeal panel to be further appealed to the SDRCC.