

# **CUGA Policy Manual**

*Initially compiled April 2008*

*Updated May 2015*

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## ***Introduction***

This document is intended to capture the policies and standing rules of the Canadian Underwater Games Association that are not otherwise included in the constitution and bylaws of the Association.

As policies/standing rules are created and accepted by the membership, they will be added to this document.

## ***Individually Documented Policies***

The following policies are included in separate documents and are reviewed and/or updated individually as required.

Hosting a Tournament Manual

Requirements, guidelines and tips for hosting National Championship events

Team Account Policy

Requirements for management of team bank accounts (for national teams)

Team Selection Policy (English)

Requirements governing the appointing of athletes, coaches and other officials to national teams (in English)

Team Selection Policy (French)

Requirements governing the appointing of athletes, coaches and other officials to national teams (in French)

Tax Receipt Policy

Issuance of receipts for donations received

## ***Official Protests at Canadian Nationals/CUGA sanctioned tournaments***

The Tournament Chief Referee will act as judge in the case of a protest.

A written protest must be received by the Tournament Chief Referee within 30 minutes of the conclusion of the game in dispute.

One representative per province in attendance at Nationals (based on CUGA membership province) will act as the jury in case of a protest. The Tournament Chief Referee will coordinate the jury assembly process.

The written protest must be accompanied by a \$100 fee.

The jury must meet prior to any match whose outcome may be affected by the decision of the jury in regards to the protest.

The jury's decision is final.

(Updated at 2013 AGM)

## ***CMAS/International Event Information Distribution***

Any information regarding CMAS/International Events will be announced to the membership through the Canadian Underwater Hockey E-mail Group ([uwscanada@yahoo.com](mailto:uwscanada@yahoo.com))

(Updated at 2013 AGM)

## ***Participation in Zone Level Championships***

Any participant in North American Regional/Zone/Continental events must be a member of the federation for which they are playing (e.g. CUGA or USOA). They must also be a resident/citizen of that country.

(Item #11j from 1997 AGM)

## ***Referee Course for Canadian National Team Members***

All players on Canadian National teams attending a World Championship or other international competition as part of a Canadian team must complete the Level 1 referee course and/or obtain Level 1 certification prior to the competition.

Tous les joueurs d'une équipe nationale canadienne participant aux championnats mondiaux ou à une autre compétition internationale en tant qu'équipe du Canada doivent compléter le cours de niveau 1 ou obtenir le niveau 1 du processus de certification des arbitres avant la compétition.

(Motion 2 from 2013 AGM)

## ***Annual membership fees for CUGA members***

(Motion 8 from the 2014 AGM to remove fees from constitution and include in policy manual)

The current CUGA membership fees are:

Up to January 31:

Individual membership without insurance: \$10

Individual membership with insurance (requires all club members at the club to have insurance): \$30

After January 31:

Individual membership without insurance: \$15

Individual membership with insurance (requires all club members at the club to have insurance): \$35