



CANADIAN UNDERWATER GAMES ASSOCIATION (CUGA) CODE OF CONDUCT

Definitions

The following terms have these meanings in this Code:

- **Individuals:** All CUGA members, as well as all individuals engaged in activities with CUGA including but not limited to players, coaches, managers, volunteers, and the CUGA Executive.
- **CUGA Executive:** The Executive is defined by the CUGA Constitution to consist of the President, Vice President, Treasurer, Secretary, and Past President.

Purpose

- Individuals must be aware that they are expected to model behavior appropriate for the Individual's role as a representative of CUGA. This document outlines the conduct expected of Individuals and the procedures to follow if there is a complaint about an Individual's conduct.
- The Code of Conduct applies to conduct during CUGA-related business, coaching activities, and events including, but not limited to, competitions, tournaments, games, matches, practices, tryouts, training camps, and travel associated with coaching.

NCCP Code of Ethics

CUGA coaches agree to follow the NCCP Code of Ethics (2016), which describes five Ethical Principles and the corresponding Standards of Behaviour Expected of Coaches.

Principle	Standards of Behaviour Expected by Coaches
Physical safety and health of athletes	<ul style="list-style-type: none"> • Ensure that training or competition site is safe at all times • Be prepared to act quickly and appropriately in case of emergency • Avoid placing athletes in situations presenting unnecessary risk or that are beyond their level • Strive to preserve the present and future health and well-being of athletes
Coaching responsibly	<ul style="list-style-type: none"> • Make wise use of the authority of the position and make decisions in the interest of athletes • Foster self-esteem among athletes • Avoid deriving personal advantage for a situation or decision • Know one's limitations in terms of knowledge and skills when making decisions, giving instructions or taking action • Honour commitments, word given, and agreed objectives • Maintain confidentiality and privacy of personal information and use it appropriately
Integrity in relations with	<ul style="list-style-type: none"> • Avoid situations that may affect objectivity or impartiality of coaching

others	<p>duties</p> <ul style="list-style-type: none"> • Abstain from all behaviours considered to be harassment or inappropriate relations with an athlete • Always ensure decisions are taken equitably
Respect	<ul style="list-style-type: none"> • Ensure that everyone is treated equally, regardless of age, ancestry, colour, race, citizenship, ethnic origin, place of origin, language, creed, religion, athletic potential, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation • Preserve the dignity of each person in interacting with others • Respect the principles, rules, and policies in force
Honouring sport	<ul style="list-style-type: none"> • Strictly observe and ensure observance of all regulations • Aim to compete fairly • Maintain dignity in all circumstances and exercise self-control • Respect officials and accept their decisions without questioning their integrity

Coaches who do not follow the NCCP Code of Ethics may have violated CUGA's *Code of Conduct* and may be subject to sanctions.

Responsibilities

Individuals have the following responsibilities:

Dignity

- Maintain and enhance the dignity and self-esteem of athletes and other Individuals by:
 - a) 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 identity, gender expression, sex and sexual orientation
 - b) Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or members
 - c) Consistently demonstrating a spirit of sportsmanship, sport leadership, and ethical conduct
 - d) Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
 - e) Consistently treating individuals fairly and reasonably
 - f) Ensuring adherence to the rules of the sport and the spirit of those rules

Harassment

- Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards 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:
 - a) Written or verbal abuse, threats, or outbursts
 - b) The display of visual material which is offensive or which one ought to know is offensive in the circumstances
 - c) Unwelcome remarks, jokes, comments, innuendo, or taunts
 - d) Leering or other suggestive or obscene gestures
 - e) Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
 - f) Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance

- g) 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, numbers of years on the team, or athletic ability.”
 - h) Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
 - i) Unwelcome sexual flirtations, advances, requests, or invitations
 - j) Physical or sexual assault
 - k) Behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment
 - l) Retaliation or threats of retaliation against an individual who reports harassment to CUGA
- 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:
 - a) Sexist jokes
 - b) Display of sexually offensive material
 - c) Sexually degrading words used to describe a person
 - d) Inquiries or comments about a person’s sex life
 - e) Unwelcome sexual flirtations, advances, or propositions
 - f) Persistent unwanted contact

Inappropriate Behaviour

- Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
- Avoid consuming alcohol in situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations at sanctioned events.
- Respect the property of others and not willfully cause damage.
- Adhere to all federal, provincial, municipal and host country laws.

Athlete Safety

- Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes.
- 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.
- Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes’ medical and psychological treatments.

Athlete Development

- Support the coaching staff of a training camp, provincial/territorial team, or national team; should an athlete qualify for participation with one of these programs.

- Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete.
- Act in the best interest of the athlete's development as a whole person.
- Respect coaches.
- Respect athletes playing with other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless after first receiving approval from the coaches who are responsible for the athletes.

Athlete Protection

- Self-report any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance.
- 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 individual is in a position of power, trust, or authority over the athlete.
- Recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. 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.

Reporting a Complaint

Any member of the public, including but not limited to parents, athletes, club or organization representatives, coaches, or representatives of CUGA may report any complaint. Complaints about coaches or other individuals should be submitted to the CUGA Executive.

- Complaints must be in writing and signed, and must be filed within fourteen (14) days of the alleged incident. Anonymous complaints may be accepted at the sole discretion of the CUGA Executive.
- A complainant wishing to file a complaint outside of the fourteen (14) day period must provide a written statement giving reasons for an exemption to this limitation. The decision to accept, or not accept, the complaint outside of the fourteen (14) day period will be at the sole discretion of the CUGA Executive. This decision may not be appealed.

Infractions

Infractions consist of single or multiple incidents of failing to achieve expected standards of conduct that may result in harm to others, to Individuals, CUGA, or to the public. Examples of infractions can include, but are not limited to, incidents of:

- a) Disrespectful, offensive, abusive, racist, or sexist comments or behaviour
- b) Disrespectful conduct such as outbursts of anger or argument
- c) Non-compliance with, or disregard for, CUGA policies, procedures, rules, or regulations
- d) Violations of the *Code of Conduct*
- e) Tampering
- f) Any incident of hazing
- g) Physical abuse

- h) Behaviour that constitutes harassment, sexual harassment, or sexual misconduct
- i) Pranks, jokes, or other activities that endanger the safety of others
- j) Conduct that intentionally interferes with a competition or with any athlete's preparation for a competition
- k) Conduct that intentionally damages the image, credibility, or reputation of CUGA
- l) Abusive use of alcohol, provision of alcohol to minors, or use or possession of illicit drugs and narcotics
- m) Any possession or use of banned performance enhancing drugs or methods, or condoning such use by others

Decision

After reviewing the matter, the CUGA Executive will determine whether an infraction has occurred and, if so, the sanctions to be imposed. The Executive's written decision, with reasons, will be distributed to all Parties.

Written decisions will be stored and maintained by CUGA.

The Executive may apply the following disciplinary sanctions, singularly or in combination:

- a) Verbal or written reprimand from CUGA
- b) Verbal or written apology
- c) Further education, training, or counselling
- d) Service or other voluntary contribution to CUGA
- e) Removal of certain privileges for a designated period of time
- f) Suspension from certain competitions, activities, or events
- g) Suspension or expulsion from CUGA
- h) Fines
- i) Payment of the cost of repairs for property damage
- j) Any other sanction considered appropriate for the offense

Unless the Executive decides otherwise, any disciplinary sanctions will begin immediately. Infractions that result in discipline will be recorded and maintained by CUGA.

Confidentiality

The complaint and discipline process is confidential and involves only the Parties, the Executive, and any independent advisors to the Executive. Once initiated and until a decision is released, none of the parties will disclose confidential information relating to the discipline or complaint to any person not involved in the proceedings.

Acknowledgement:

This policy has been adapted from the *Code of Conduct* developed by the Coaching Association of Canada, https://www.coach.ca/files/CAC_Code_of_Conduct_EN.pdf