

## **Ontario Amateur Softball Association - Code of Conduct and Ethics**

OASA has adopted the UCCMS, as amended from time to time, provided at Appendix A, which shall be incorporated into the Code by reference as if set out in full.

Any modifications or amendments made to the UCCMS shall come into effect immediately upon their adoption and automatically without the need for any further action by OASA.

It is important to note that the Code applies to all Individuals, but not all Individuals are CSSP Participants and subject to the CSSP under the CSSP Rules.

### **Purpose**

1. The purpose of the Code is to ensure a safe and positive environment within the programs, business, activities, and Events of OASA and its Member Associations by making all Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with OASA's core values, mission, and policies.
2. OASA, its Member Associations and its Individuals support equal opportunity, prohibit discriminatory practices, and are committed to providing an environment in which all Individuals can safely participate in sport and are treated with respect and fairness.

### **Application - General**

3. The Code applies to any Individual's conduct during the programs, business, activities, and Events of OASA and its Member Associations including, but not limited to competitions, practices, evaluations, treatment, or consultations (i.e., massage therapy), training camps, travel associated with organizational activities, the office environment, and any meetings.
4. The Code also applies to Individuals' conduct outside of the programs, business, activities, and Events of OASA and its Member Associations when such conduct adversely affects OASA's and its Member Associations' relationships (and the work and sport environment) or is detrimental to the image and reputation of OASA and its Member Associations. Such applicability will be determined by OASA and/or its Member Associations, as applicable, at their discretion.
5. In addition, the Code will apply to incidents that occur when the Individuals involved interact due to their mutual involvement in the sport or, if the breach occurred outside of the sport environment, if the breach has a serious and detrimental impact on the Individual(s).
6. The Code applies to Individuals active in the sport or who have retired from the sport where any claim regarding a potential breach of the Code occurred when the Individuals were active in the sport of softball.

## **Prohibited Behaviours**

7. All Individuals must refrain from any behaviour that constitutes a Prohibited Behaviour as defined by the UCCMS and the Code.
8. Individuals are responsible for knowing what actions or behaviours constitute Prohibited Behaviours and Maltreatment.
9. Prohibited Behaviours under the UCCMS include, but are not limited to:
  - a) Physical Maltreatment
  - b) Psychological Maltreatment
  - c) Neglect
  - d) Sexual Maltreatment
  - e) Grooming
  - f) Boundary Transgressions
  - g) Discrimination
  - h) Subjecting to the Risk of Maltreatment
  - i) Failing to Report
  - j) Aiding and Abetting
  - k) Retaliation
  - l) Interference with or Manipulation of Process
  - m) False Reports
10. In addition to the Prohibited Behaviours as defined by the UCCMS, this Code sets out other expected standards of behaviour and conduct for all Individuals and Member Associations, and any failure to respect these expected standards of behaviour by an Individual or Member Association may constitute a breach of the Code. In addition, the following behaviours also constitute breaches of the Code:
  - a) Bullying
  - b) Harassment
  - c) Workplace Harassment

- d) Workplace Violence

### **Responsibilities of Individuals**

11. All Individuals have a responsibility to:

- a) refrain from any behaviour that constitutes misconduct, Maltreatment and Prohibited Behaviour under the Code, the UCCMS and other conduct policies established by OASA;
- b) maintain and enhance the dignity and self-esteem of other Individuals by:
  - i. treating each other with the highest standards of respect and integrity;
  - ii. focusing comments or criticism appropriately and avoiding undue public criticism of Athletes, coaches, officials, organizers, volunteers, employees, or other Individuals;
  - iii. consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct;
  - iv. consistently treating Individuals fairly and reasonably; and
  - v. ensuring adherence to the rules of the sport and the spirit of those rules.
- c) refrain from the use of power or authority to coerce another person to engage in inappropriate activities;
- d) in the case of Minors, not consume alcohol, tobacco, or cannabis at any competition or Event;
- e) In the case of adults, avoid consuming alcohol or other impairment inducing substances in situations where Minors are present, and take reasonable steps to manage the responsible consumption of alcoholic beverages in adult-oriented social situations associated with OASA activities;
- f) in the case of Individuals who are not Minors, not consume cannabis or alcohol in the Workplace or in any situation associated with the activities of OASA and its Members (subject to protections under applicable human rights legislation), not consume alcohol during training or competitions, and take reasonable steps to manage the responsible consumption of alcohol and cannabis in adult-oriented social situations;
- g) when driving a vehicle:
  - i. have a valid driver's license;
  - ii. obey traffic laws;
  - iii. not be under the influence of alcohol or illegal drugs or substances;

- iv. have valid car insurance; and
- v. refrain from engaging in any activity that would constitute distracted driving.
- h) respect the property of others and not wilfully cause damage;
- i) promote softball in the most constructive and positive manner possible;
- j) refrain from engaging in deliberate behaviour which is intended to manipulate the outcome of a competition, and/or not offer, receive or refrain from offering or receiving any benefit which is intended to manipulate the outcome of a competition. A benefit includes the direct or indirect receipt of money or other anything else of value, including, but not limited to, bribes, gains, gifts, preferential treatment, and other advantages;
- k) adhere to all applicable federal, provincial/territorial, municipal and host country laws; and
- l) comply, at all times, with the By-laws, policies, procedures, and rules and regulations of OASA, its Member Associations and those of any other sport organization with authority over the Individuals, as applicable and as adopted and amended from time to time.

#### **Directors, Committee Member Associations, and Employees**

12. In addition to section 11 (above), Directors, committee members, and employees of OASA have additional responsibilities to:

- a) function primarily as a Director, committee member or staff member of OASA (as applicable) and ensure to prioritize their loyalty to OASA (and not to any other organization or group) while acting in this role). Certain obligations of Directors, such as confidentiality, continue after the end of a Director's or committee member's term;
- b) act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of the business and the maintenance of an Individual's confidence;
- c) ensure that financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities;
- d) comply with their obligations under the Screening Policy, including understanding ongoing expectations under the Screening Policy and fully cooperating in the screening process;
- e) conduct themselves openly, professionally, lawfully and in good faith;
- f) be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism influence their decision-making on behalf of OASA;
- g) exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to applicable laws;

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- h) maintain required confidentiality of organizational information;
- i) commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings; and
- j) have a thorough knowledge and understanding of all governance documents.

### **Athlete Support Personnel**

13. In addition to section 11 (above), Athlete Support Personnel have additional responsibilities. Athlete Support Personnel must understand and respect the inherent Power Imbalance that exists in this relationship and must not abuse it, either consciously or unconsciously.

14. Athlete Support Personnel will:

- a) where required, meet the highest standards of credentials, integrity and suitability including, but not limited to, such considerations established by OASA Screening Policy, so that the softball community is satisfied it has minimized the risk of an unsafe environment;
- b) avoid any behaviour that abuses the Power Imbalance inherent in the coaching position of the Athlete Support Personnel;
- c) ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the Athletes;
- d) 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;
- e) 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;
- f) support the Athlete Support Personnel of a training camp, territorial team, or national team should an Athlete qualify for participation with one of these programs;
- g) comply with all established responsibilities and obligations as set out by the Athlete Support Personnel's professional governing association or order, if any;
- h) accept and promote Athletes' personal goals and refer Athletes to other coaches and sport specialists as appropriate;
- i) provide Athletes (and the parents/guardians of Minor Athletes) with the information necessary to be involved in the decisions that affect the Athlete;
- j) act in the best interest of the Athlete's development as a whole person;

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- k) comply with their obligations under the Screening Policy, including understanding ongoing expectations under the Code and other conduct standards, and fully cooperating in the screening process;
- l) report (and cooperate in) any ongoing criminal investigation, and report any conviction or existing bail conditions, including those for violence, child pornography, or possession, use or sale of an illegal substance;
- m) under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or prohibited substances or prohibited methods and, in the case of Minors, Minor Athletes, alcohol, cannabis, and/or tobacco, including vaping products;
- n) respect competitor Athletes and, in dealings with them, not encroach upon topics or take 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;
- o) when a Power Imbalance exists, not engage in a sexual or intimate relationship with an Athlete of any age;
- p) disclose to OASA any sexual or intimate relationship with an Athlete over the age of majority and, if requested by OASA, immediately discontinue any coaching involvement with that Athlete;
- q) avoid compromising the present and future health of Athletes by communicating and cooperating with sport science and sport medicine professionals in the diagnosis, treatment, and management of Athletes' medical and psychological treatments, including when discussing optimal nutritional strategies or weight control methods for junior-aged Athletes and above (19 + years of age). Dieting and other weight control methods are not permitted for Athletes 19 years of age and younger;
- r) recognize the power inherent in the position of Athlete Support Personnel and respect and promote the rights of all Individuals 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 Individuals who are in a vulnerable or dependent position and less able to protect their own rights;
- s) respect all other teams and Athletes from other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of coaching, unless first receiving approval from the coach who is responsible for the team or Athlete(s) involved; and
- t) dress professionally and use appropriate language, considering the audience being addressed (e.g., the age/maturity of the Individuals).

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## **Athletes**

15. In addition to section 11 (above), Athletes will have additional responsibilities to:

- a) follow their Athlete agreement (if applicable);
- b) report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete;
- c) participate and appear on-time and prepared to participate to their best abilities in all competitions, practices, training sessions, and evaluations;
- d) properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other reason;
- e) adhere to OASA's rules and requirements regarding clothing and equipment;
- f) never ridicule a participant for a poor performance or practice;
- g) act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other players, officials, coaches or spectators;
- h) dress in a manner representative of OASA with focus being on neatness, cleanliness, and discretion. Designated official clothing, if applicable, must be worn when traveling and competing;
- i) adhere to any rules and requirements regarding clothing, professionalism, and equipment; and
- j) act in accordance with applicable policies and procedures and, when applicable, additional rules as outlined by Athlete Support Personnel.

## **Umpires and Officials**

16. In addition to section 11 (above), Umpires and Officials will have additional responsibilities to:

- a) maintain and update their knowledge of the rules and rules changes;
- b) not publicly criticize Individuals;
- c) adhere, at all times, to the rules of their international, national and provincial federation and any other organization that has relevant and applicable authority;
- d) place the safety and welfare of competitors, and the fairness of the competition above all else;

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- e) strive to provide a fair sporting environment and, at no time, engage in misconduct, Maltreatment or Prohibited Behaviour toward any person on the field of play;
- f) respect the terms of any agreement that they enter with OASA;
- g) work within the boundaries of their position's description while supporting the work of other Umpires and Officials;
- h) act as an ambassador of the sport by agreeing to enforce and abide by national and provincial/territorial rules and regulations;
- i) take ownership of actions and decisions made while officiating;
- j) respect the rights, dignity, and worth of all Individuals;
- k) act openly, impartially, professionally, lawfully, and in good faith;
- l) be fair, equitable, considerate, independent, honest, and impartial in all dealings with others;
- m) respect the confidentiality required by issues of a sensitive nature, which may include discipline processes, appeals, and specific information or data about Individuals;
- n) comply with their obligations under the Screening Policy, including understanding ongoing expectations under the Code and fully cooperating in the screening process;
- o) honour all assignments, unless unable to do so by virtue of illness or personal emergency and, in these cases, inform a supervisor or OASA at the earliest possible time;
- p) when writing reports, set out the facts to the best of their knowledge and recollection;
- q) dress in proper attire for officiating.

### **Parents/Guardians**

17. In addition to section 11 (above), parents/guardians will:
- a) encourage Athletes to compete within the rules and to resolve conflicts without resorting to hostility or violence;
  - b) condemn the use of violence in any form;
  - c) never ridicule an Individual for making a mistake during a competition or practice;
  - d) respect the decisions and judgments of officials and encourage Athletes to do the same;
  - e) support all efforts to remove verbal and physical abuse, coercion, intimidation, and excessive sarcasm;

- f) respect and show appreciation to all competitors, and to coaches, officials and other volunteers;
- g) never Harass Individuals, competitors, coaches, officials, parents/guardians, or other spectators; and
- h) never encourage, aid, cover up or assist an Athlete in cheating through doping, competition manipulation or other cheating behaviours.

### **Anti-Doping**

18. OASA adopts and adheres to the CADP. OASA will respect any sanction imposed on an Individual as a result of a breach of the CADP or any other applicable Anti-Doping Rules.

19. Any infraction under this Program shall be considered an infraction of this Code and shall be subject to disciplinary action, and possible sanction, pursuant to OASA's Discipline and Complaints Policy.

20. All Individuals shall:

a) Abstain from the non-medical use of medications or drugs or the Use of Prohibited Substances or Prohibited Methods as listed on the version of the World Anti-Doping Agency's Prohibited List currently in force;

a) Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development or supervision of the sport of competitive softball, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the CADP and/or the World Anti-Doping Code and recognized by the SIC;

b) Cooperate with any Anti-Doping Organization that is conducting an investigation into any anti-doping rule violation(s);

c) Refrain from any offensive conduct toward a Doping Control official or other Individual involved in Doping Control, whether such conduct constitutes "Tampering" as defined in the Canadian Anti-Doping Program;

d) All Athlete Support Personnel or other Persons who are Using a Prohibited Substance or Prohibited Method without a valid and acceptable justification shall refrain from providing support to Athletes that fall under OASA's jurisdiction.

### **Retaliation, Retribution or Reprisal**

21. It is a breach of this Code for any Individual or other person to engage in any act that threatens or seeks to intimidate another Individual with the intent of discouraging that Individual or other person from filing, in good faith, a complaint pursuant to any OASA policy.

22. It is also a breach of the Code for an Individual or other person to file a complaint for the purpose of retaliation, retribution, or reprisal against any other Individual or other person. Any Individual or other person found to be in breach of this section shall be liable for the costs related to the disciplinary process required to establish such a breach.

### **Privacy**

23. The collection, use and disclosure of any Personal Information pursuant to this policy is subject to OASA's Privacy Policy.