

NORTHERN ONTARIO HOCKEY ASSOCIATION

OFFICIALS BULLETIN # 1

2012-2013 SEASON



**NORTHERN ONTARIO HOCKEY ASSOCIATION
110 LAKESHORE DRIVE
NORTH BAY, ONTARIO
P1A 2A8
(705) 474-8851
(705) 474-6019 (FAX)
WWW.NOHA.ON.CA**



2012-2013 NOHA REFEREES-IN-CHIEF

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DISTRICT # 5	Dennis Harling 139 Bertha Rd. Corbeil, Ontario P0H 1K0	752-4288 (H) cats_denn@hotmail.com
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DISTRICT # 9	Robert Gagnon 224 Brunetville Rd. Kapuskasing, Ontario P5N 2H5	335-8132 (H) gagnonro@cscdgr.on.ca
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NOHA DIRECTOR OF OFFICIALS	Glen Campbell 70 Mariah St. North Bay, Ontario P1A 4M7	497-3980 (H) 474-6019 (Fax) campbelg@ontera.net



**NORTHERN ONTARIO HOCKEY ASSOCIATION
OFFICERS & COUNCIL DIRECTORS
2012-2013 SEASON**



Past President	Bryce Kulik, 195 Moore St. South Porcupine P0N 1H0 Email: bkulik@eastlink.ca	Res: 705-235-3862 Fax: 705-267-8964
President	Andrew Macdonald, Box 285 105 Lindsley Drive Falconbridge P0M 1S0 Email: amacdonald@personainternet.com	Res: 705-693-1687 Fax: 705-693-0573
1st Vice President	John Jamieson, 185 Margaret Ave Lively, P3Y 1N1 Email: leafs1967@bell.net	Res: 705-692-4454 Fax: 705-692-7140
2 nd Vice President	Keith Barton, 3 Shore Acres Blvd. North Bay, P1A 1B7 Email: kwbarton@persona.ca	Res: 705-476-7927 Fax: 705-840-2045
<u>Council Directors</u>		
District #1	Ted Zajac, 124 Legion Drive South Porcupine P0N 1H0 Email: zajac.ted@gmail.com	Res: 705-235-4557 Fax: 705-235-2031
District #2	Claudette Myre, 3 Sellwood Avenue Capreol P0M 1H0 Email: cmyre@persona.ca	Res: 705-858-0616 Fax: 705-589-2106
District #3	Dan Raycroft, 100 Lawson Ave. Sault Ste. Marie P6B 4G1 Email: danandjill@shaw.ca	Res: 705-253-7231 Fax: 705-253-4949
District #4	Fred Burrows, RR #1 Englehart P0J 1H0 Email: frburrows.noha@gmail.com	Res: 705-544-7603 Fax: 705-544-7604
District #5	Dick Prescott, 189 Lee Ave. North Bay P1A 2K4 Email: dickprescott@ontera.net	Res: 705-476-0027 Fax: 705-476-5482
District #6	Dean Belisle, 205 15th Ave. Cochrane, P0L 1C0 Email: dkbel@puc.net	Res : 705-272-4186 Fax : 705-272-4884
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District #8		
District #9	Lisa Stewart, Box 487 Hornepayne, P0M 1Z0 Email: jjournal@bell.net	Res : 807-868-2183 Fax : 807-868-2673
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Technical Director	Jason Marchand Email: jmarchand@noha.on.ca	Bus: 705-474-8851
Director of Officials	Glen Campbell Email: campbelg@ontera.net	Res: 705-497-3980

2012-2013 NOHA Referee Committee

Chairperson	John Jamieson, Box 326 Lively P3Y 1M4 Email: leafs1967@bell.net	Res: 705-692-4454 Fax: 705-692-7140
Member	Dan Raycroft, 100 Lawson Ave. Sault Ste. Marie, P6B 4G1 Email: danandjill@shaw.ca	Res: 705-253-7231 Fax: 705-253-4949
Member	Ted Zajac, 124 Legion Drive South Porcupine P0N 1H0 Email: zajac.ted@gmail.com	Res: 705-235-4557 Fax: 705-235-2031
Member	Keith Barton, 3 Shore Acres Blvd. North Bay, P1A 1B7 Email: kwbarton@persona.ca	Res: 705-476-7927 Fax : 705-840-2045
Member	Bryce Kulik, 195 Moore St. South Porcupine P0N 1H0 Email: bkulik@eastlink.ca	Res: 705-235-3862 Fax: 705-267-8964
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NOHA Director of Officials	Glen Campbell, 70 Mariah St. North Bay, P1A 4M7 Email: campbelg@ontera.net	Res: 497-3980 Fax: 474-6019

Resources and Materials

HC Rulebook	\$11.30
HC Rulebook/Casebook	\$16.95
NOHA Constitution	\$11.30
Hockey Canada Crest	\$ 5.65
Canada Flag and NOHA Crest	\$ 5.65
OHF Chest Crest	\$ 5.65

These materials can be obtained from your District Referee-in-Chief or by contacting the NOHA Office at (705) 474-8851.

New Officials received HC Rulebook/Casebook and all crests at no cost when they register for the first time. Any additional crests must be purchased.

All Officials receive ONE HC Rulebook/Casebook in rule change year (even years); all other HC Rulebook/Casebooks must be purchased.



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MESSAGE FROM THE PRESIDENT OF THE NOHA

On behalf of myself and the NOHA Executive, I would like to welcome all new, as well as all of the returning Officials to another exciting and enjoyable hockey season. Your dedication to the NOHA Officiating Program is greatly appreciated.

As officials, I would urge you to report any verbal or physical abuse immediately, as my own level of tolerance will be zero. The NOHA Executive is very supportive of the Hockey Canada Head Contact rule, which is entering its second season as the rule emphasis. As Officials, you play a significant role in the safety of the game.

In April, 2013, the NOHA will host two OHF Championships (Bantam AA and Pee wee A).

To all of you, I wish an enjoyable and rewarding season.

Yours truly,

Andrew Macdonald
NOHA President

MESSAGE FROM THE NOHA REFEREE COMMITTEE CHAIRPERSON

I would like to welcome everyone, from first time officials to our seasoned veterans, to the 2012-2013 hockey season. The NOHA Referee Committee members can be contacted at any time to help with any questions or concerns you might have during the course of the upcoming season.

Please enjoy your season and remember your vital importance to our Game.

GOOD LUCK TO ALL!

Yours sincerely,

John Jamieson
NOHA Referee Chairperson



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Date: August 26, 2011

To: NOHA Officials

From: Glen Campbell

Re: Letter from the NOHA Director of Officials

With a new season about to commence, I would like to welcome back all our officials and extend a special welcome to new Officials. We require people with dedication and the desire to officiate. Your hard work is appreciated.

Last season, we hosted the Midget AAA Provincials and this year, the Telus Cup and the Dudley Hewitt Cup will be held in Northern Ontario.

There are Supervision Coordinators in each District and you will be provided with contact information to call them and request to be supervised. This is an area we must improve on and I would suggest if you are not supervised by December that you contact your District Referee-in-Chief. This season we are introducing a new online supervision program and held a Supervision Seminar in August, adding Supervisors throughout the North.

We must continue to call the impact penalties and set a standard that allows the skilled players to perform. Head contact must remain a priority and a strong standard must be set and followed for the entire season.

I encourage officials to consider attending NOHA Summer Development Camp to be held each August in North Bay. It provides us the opportunity to meet officials and monitor how officials are improving in Northern Ontario.

The NOHA will be conducting more Festivals this season and this is a good opportunity to further your knowledge and be taught by some of our senior instructors.

Please show an interest in the game and always do your best.



With hard work and dedication, you will be able to obtain your goals, but above all enjoy your officiating season and have fun.

Glen Campbell
NOHA Director of Officials


Rule 6.5 Head Contact



- a) In Minor and Female, a Minor Penalty shall be assessed to any player who accidentally contacts an opponent in the head, face or neck with his stick or any part of the player's body or equipment.
- b) In Minor and Female, a Double Minor Penalty or a Major and a Game Misconduct Penalty, at the discretion of the Referee and based on the degree of violence of impact shall be assessed to any player who intentionally contacts an opponent in the head, face or neck with her stick or any part of the player's body or equipment.
- c) In Junior and Senior, a Minor and a Misconduct penalty, or a Major and a Game Misconduct penalty, at the discretion of the Referee based on the degree of violence of impact, shall be assessed to any player who checks an opponent to the head in any manner.
- d) A Major and a Game Misconduct penalty, or a Match penalty shall be assessed any player who injures an opponent under this Rule.
- e) A Match penalty shall be assessed any player who deliberately attempts to injure or deliberately injures an opponent under this rule.

Note: All contact above the shoulders (neck, face and head) is to be called Head Contact under one of the above


RULE 6.5 - HEAD CONTACT





Hockey Canada – Shared Respect


- ☐ We share a responsibility to create a safe environment to ensure players can play in the future and not have to leave the game from injuries.
- ☐ For young hockey players, if they receive 3 concussions, this probably means he should retire.
- ☐ The new guidelines for head contact will take some time for officials, players, coaches and fans to adjust to. It took a few years for checking from behind to become accepted and now injuries for this infraction has improved and much lower, we did our job.





RULE 6.5 HEAD CONTACT


- ☐ Checking to the head is now called head contact
- ☐ In Minor and Female, a Minor Penalty shall be assessed to any player who accidentally contacts an opponent in the head, face or neck with his stick or any part of the player's body or equipment.
- ☐ In Minor and Female, a Double Minor Penalty or a Major and a Game Misconduct Penalty, at the discretion of the Referee and based on the degree of violence of impact shall be assessed to any player who intentionally contacts an opponent in the head, face or neck with her stick or any part of the player's body or equipment.








RULE 6.5 HEAD CONTACT

- ☐ A Major and a Game Misconduct penalty, or a Match penalty shall be assessed any player who injures an opponent under this Rule.
- ☐ A Match penalty shall be assessed any player who deliberately attempts to injure or deliberately injures an opponent under this Rule.
- ☐ Note: All contact above the shoulders (neck, face and head) is to be called Head Contact under one of the above.




HEAD CONTACT RULE






RULE 6.5 HEAD CONTACT

AN INFRACTION MUST BE CALLED 100% OF THE TIME FOR ANY CONTACT TO THE HEAD, FACE OR NECK




HEAD CONTACT RULE






RULE 6.5 HEAD CONTACT

- ☐ In Junior and Senior, a Minor and a Misconduct penalty, or a Major and a Game Misconduct penalty, at the discretion of the Referee based on the degree of violence of impact, shall be assessed to any player who checks an opponent to the head in any manner.







HEAD CONTACT RULE

SITUATION



- ☐ After the whistle, a player from Team A slashes the goaltender and a player from Team B's retaliation cannot be ignored and there is no contact over the shoulders
- ☐ Ruling – Team A minor for slashing and a minor for roughing after the whistle, Team B a minor for the infraction






SITUATION



- ☐ After the whistle, a player from Team A slashes the goaltender and a player from Team B pushes the player away making contact over the shoulders
- ☐ Ruling – Team A minor for slashing, Team B, double minor for head contact





SITUATION


- ☐ A player gives an opponent a face-wash
- ☐ Ruling - double minor









SITUATION


- ☐ After the whistle a player gives an opponent a face-wash and the opposing player retaliates with a face-wash.
- ☐ Ruling – both players receive a double minor for head contact





SITUATION


- ☐ A player goes to lift an opponent's stick and it slides up the shaft making contact over the shoulders
- ☐ Ruling – minor for head contact, not high sticking





SITUATION


- ☐ If a taller player checks a shorter player and makes contact over the shoulders
- ☐ Ruling – double minor, the onus is on the player delivering the check





SITUATION


- ☐ Under the head contact rule, when would you assess a high sticking penalty
- ☐ If a player intimidates an opposing player or there is an attempt and no contact is made.





SITUATION


- ☐ A player targets an opposing player's chest and on the follow through makes contact over the shoulders
- ☐ Ruling – minor for head contact unless the official's judgement is that he intentionally raised his gloves calling for a double minor





SITUATION


- ☐ A goaltender brings up his blocker and shoves a player out of his crease making contact over the shoulders
- ☐ Ruling – double minor for head contact









SITUATION

- ☐ A player gives an opponent a face-wash and is assessed a double minor. When he leaves the area to be escorted off the ice he puts his gloves up to the head area of another player
- ☐ Ruling – 4 minors




HEAD CONTACT RULE









SITUATION

- ☐ In Novice hockey, 2 or 3 players all fall and one of the players falls on his opponent and head contact is made, no penalty




HEAD CONTACT RULE









SITUATION

- ☐ A player is about to deliver a check on an opponent and he ducks creating contact over the shoulders
- ☐ Ruling – minor for head contact




HEAD CONTACT RULE





SITUATION


☐ If a player punches an opposing player in the head that in the opinion of the referee is not a fighting major, however, the force is significant, a referee may call a major and game misconduct for head contact.



SITUATION

☐ When a player cross-checks an opponent over the shoulders, assess a major and game misconduct for head contact, not cross checking.





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Standard of Play – 2012-2013

Introduction

Players, Coaches and Officials have adapted to the standard of play set by Hockey Canada. This has created a very exciting brand of hockey at all levels. The speed of the game has increased and the stick work has declined. Officials must continue to enforce the rules and the coaches must continue to teach the players to play within the guidelines.

In Minor and Female hockey, a Minor Penalty shall be assessed to any player who accidentally contacts an opponent in the head, face or neck with his stick or any part of the player's body or equipment.

In addition, a Double Minor Penalty or a Major and a Game Misconduct Penalty, at the discretion of the Referee and based on the degree of violence of impact shall be assessed to any player who intentionally contacts an opponent in the head, face or neck with his stick or any part of the player's body or equipment.

We share a responsibility to create a safe environment to ensure players can play in the future and not have to leave the game from injuries.

Referees-in-Chief, Officiating Program Instructors and Supervisors are to make positive comments on how officials are calling the game and promote this style. Hockey Canada is not looking for perfection - they are looking for excellence.

Coaches must be educated to teach their players properly and must realize that officials are officiating the game according to guidelines set by Hockey Canada. They will have a greater responsibility away from the game. Coaches must be calm and show patience. In order to be successful, they must promote the new standard and instruct the players that this is best for the game.

We must all work together by teaching, instructing and providing all information possible so that our officials, coaches and players understand the new guidelines and interpretations. We are all working together to make every game fair and safe for all participants.

Glen Campbell
NOHA Director of Officials



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Restraining Foul and Interference Penalty Standards

Restraining fouls include hooking, tripping, holding and interference.

The restraining standards are not an exercise to fill the penalty box but to assess an appropriate penalty to a player who shall clearly “impede” the progress of an opponent.

Penalties are assessed from the opening face-off for the entire game including overtime - from the first game of the season (pre-season) up to and including the play-offs.

The key to an official’s success is not to anticipate the consequence but to react to the infraction and evaluate the consequence. Officials must be in position to obtain a clear view. This means skating hard through the neutral zone and continuing the same momentum into the end zone. Anticipate when to move to the net or when the play is leaving an end zone.

Players are allowed to battle for body position using their strength and balance. Usually this occurs along the boards and in front of the net. Officials must not penalize players for using assets of strength and balance. **Any attempt to “tie up” an opponent by continuously pushing a non-resisting opponent around or by blocking his progress is to be considered interference.**

The stick can only be used to play the puck.

Guidelines for hooking using very strict enforcement

The decision to assess a penalty would be based on:

- Any loss of momentum
- Causing diminished space between the players
- Impeding the opponent’s progress
- Locking on-is the player continuing to skate
- Loss of balance
- Reducing the opponent’s ability to pass or shoot the puck or to receive a pass.

A player can still legally lift an opponent’s stick to prevent him from receiving a pass. A “lift check” is a type of stick check where one temporarily lifts or knocks an opponent’s stick upwards with one’s own stick. Ideally, this action is followed immediately by an attempt to gain control of the puck. Violent lift checks that result in a prolonged lift (a restraining action), or that involve a clear hooking action or “locking” of the sticks will result in a penalty. Lift checks may be employed against the puck carrier or during a battle for a loose puck.

NOTE: Officials must be aware of where the stick is at all times. The stick placed on the opponent’s body and parallel to the ice surface is considered in the danger zone. Once the stick is in this position, any tug or pull of consequence shall be penalized.

Do not focus on the player with the puck if there is space between him and opposing players.



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Guidelines for Tripping

- Tripping of a player will be penalized with strict enforcement.
- Placing the stick between an opponent's legs shall be considered in the danger zone.
- The use of the stick between a player's legs (can-opener/corkscrew - a player putting the stick between the legs of an opponent and twisting) for impeding progress, loss of balance or tripping is to be penalized. Hockey is a game of speed and balance in which players frequently go down following incidental contact. Officials must see the foul.

Guidelines for Holding/Interference using very strict enforcement

- The use of the free arm/hand to clutch, grab, hold, hold the stick, pin or impede a player is to be strictly penalized.
- Pushing an opponent with the free hand, not roughing is allowed.
- Interference of a player will be penalized with strict enforcement. The use of a "pick" or a "block" is no longer permitted.
- Players can battle within the rules but must be cognizant of the puck or they can be called for interference.

NOTES:

Finishing the check: an offensive player who is in the process of dumping, shooting, or passing the puck may be hit legally providing the motion of the check was initiated and then completed immediately following the release of the puck. The guideline for this interpretation is, stick length + arm length from the opposing player once it leaves his stick.

If the puck is shot into the end zone and an attacking player is skating in, the defenseman cannot skate out of his line of direction to move in front of the opposing player. He has two choices, stay where he is and force the player to skate around him, or once the puck is shot in, turn and skate with the player.

Face-offs: players are not permitted to use their stick or free-hand to impede or block the progress of opponents who are in pursuit of the puck or trying to obtain a defensive position.

Guidelines for stick fouls

The use of the stick will be limited to only playing the puck. Sticks are not to be used to cross-check or slash opponents. These fouls will be penalized with strict enforcement.

Slashing/Cross-Checking examples include:

- The use of a stick to slash an opponent's body or hands.
- Aggressive stick on stick infractions are to be called.
- Cross-checking an opponent will be penalized with strict enforcement including fouls in front of the net. You can place the stick on your opponent in the mid/lower back and push with the shaft of the stick, but cannot extend your arms and use a cross-check punch or deliver a blow to the back.



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SUMMARY:

Officials can no longer keep their old habits or follow the previous game management guidelines.

You cannot officiate games with the intentions of letting them play- only call hooks or trips if it denies a scoring opportunity- let the players decide the game or it is a close game- put the whistle away. Remember, you are setting the standard for the next crew of officials and informing the players on how they expect the game to be called.

Officials are not to make phantom calls. If you do not see the entire play or infraction, do not make the call. Call the action, not the reaction.

If a player is exhibiting tactics bordering on a penalty in front of the net, it is very important to communicate with the player. However, this communication is not a warning. If an infraction has been committed, assess the penalty.

Officials must be aware at all times and expect that players will try to gain an advantage by diving. The Hockey Canada guideline for calling a player for a dive is unsportsmanlike conduct.

However, officials are encouraged to only call the blatant infractions. If it occurs, officials should approach the coach and communicate with him that if players continue to dive, an unsportsmanlike conduct will be assessed.

The two choices are – if you were assessing a penalty on the play and the opposing player, in your opinion, dives, assess both penalties or if you were not calling a penalty and a player dives, only assess the unsportsmanlike penalty.

What is diving? It is a player creating an act to get a call. How can officials recognize this infraction? Some players embellish their actions and make it obvious. Watch the actions of the player checking him, there could be a delay in the player's reactions, and the unnatural movement of the player.

Pin against the boards: the defensive player may make the initial contact with the puck carrier against the boards. Once this initial contact has been made, the defensive player must play the puck. Once the puck leaves the area, (on the boards), the onus is on the defensive player to release the opponent immediately. Officials should communicate with the defensive player and inform them when the puck is no longer in the area.

Goaltenders must be protected at all times. Defensemen cannot use force to protect the front of the goal which will allow players to go to the net. Any unnecessary contact with the goaltender must be called.

Officials are not to get caught up in the game and must assess penalties as warranted and appropriate regardless of the flow or how many men it will put a team down. The flow of the game has improved as the players are adapting to the standard.



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AFFILIATED PLAYER'S CARDS

NOHA Regulation 7.4

R.7.4. Teams must have a NOHA Player Affiliation Record form duly completed and signed by the Referee for each game this player participates in. Teams must also have a copy of the teams approved Affiliation Declaration.

The team is required to have the form at the game in order for the player to participate and it must be signed by the Referee. **This process is in place from the start of the season until the end of the season. It does not** just start on January 10th.



AFFILIATION DECLARATION



ASSOCIATION / TEAM / CLUB NAME: _____

The above Association / Team / Club hereby declares the following affiliation for the year noted above:

<input type="checkbox"/>	CLUB SYSTEM AFFILIATION (must have common signing officers) Name of Association: _____ Junior Team part of club? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Name of Junior Team: _____
<input type="checkbox"/>	TEAM-ON-TEAM AFFILIATION Name of Affiliate Team (lower age division/category): _____ Signing Officers approval of Affiliate Team: <div style="display: flex; justify-content: space-between; margin-top: 10px;"> _____ _____ </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <i>President (print name)</i> <i>Secretary (print name)</i> </div>
<input type="checkbox"/>	SPECIALLY AFFILIATED PLAYERS LIST (up to 19 players) <i>Affiliation at Large List must be forwarded to the NOHA Office by January 15th or earlier. This form <u>MUST</u> be completed in full with written consent (signing officers) from both teams involved in the affiliation.</i>

*Affiliation Declaration **must** be completed and forwarded to the NOHA Office **by October 15th or earlier**. Failure to comply may result in loss of affiliation privileges for the season.*

All teams must be given a copy of this Affiliation Declaration and it must be available for verification upon request.

Affiliation regulations are in the NOHA Constitution (Regulation 7) and the HC and OHF Rules & Regulations.

Signing Officers for the Association:

Name: _____ Name: _____

Signature: _____ Signature: _____

Position: _____ Position: _____

Date: _____ Date: _____

For NOHA Office Use Only:

Approved: _____ Rejected: _____ Date : _____



AFFILIATION AT LARGE LIST



FINAL DATE TO SUBMIT AFFILIATION LIST IS JANUARY 15th

IS THIS AN UPDATE TO A PREVIOUSLY SUBMITTED LIST?

YES ☐

NO ☐

TEAM NAME:		DIVISION:	CLASSIFICATION:	
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NAME OF PLAYER	HC CARD NUMBER	TEAM DIVISION AND CLASSIFICATION	SIGNATURE OF YOUR ASSOCIATION PRESIDENT	SIGNATURE OF AFFILIATED PLAYERS ASSOCIATION PRESIDENT
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

OVER >

11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					

NOTE: YOU DO NOT HAVE TO LIST 19 PLAYERS. LIST ONLY THOSE NEEDED. NO PLAYER MAY PLAY AS AN AFFILIATE IF NOT LISTED ON THIS FORM. BE SURE THAT NO PLAYER IS ON TWO AFFILIATION LISTS.

We verify the above players are eligible to be affiliated with the above named team and are properly carded and registered with the NOHA office.

Signature: _____ Date: _____

Team Official

Signature: _____ Date: _____

Association President

For NOHA Office Use Only:
Approved _____ Rejected _____ Date _____

The Northern Ontario Hockey Association is committed to respecting and protecting the privacy of our Members, their Associations, individual members, their families and our employees. The information collected on this form will be used for the sole purpose of administering the Rules, Regulations and By Laws of the NOHA/OHF/Hockey Canada and/or for the purpose of registering the individual in the program for which they have enrolled and may be used to provide them with the information necessary for participation.



[illegible]

Teams within the NOHA can affiliate with team shown in the chart above either vertically straight up or with any team listed on the same line from right to left only, or with any team listed diagonally and to the left. Teams cannot affiliate with teams diagonally and to the right.




New Hockey Canada Rules 2012-2014

Northern Ontario Hockey Association






New Rules 2012-2014

Rule 3.6 Clarification 4

If players undo each others chin straps and/or remove each others helmets prior to the start of a fight in an effort to circumvent this rule, the Referee shall assess each player a Gross Misconduct penalty under rule 4.7 (b), **making a travesty of the game plus any other penalties they may occur.**

Difference: wording to make it clear

New Rules 2012-2014

Rule 4.9 (f)

☐ Added to current rule: If while a penalty shot is being taken, any player or team official of the team awarded the penalty shot shall have by some action interfered with or distracted the defending goaltender and because of such action a goal is scored, the goal shall be disallowed and a misconduct penalty shall be assessed any player in violation of this rule. A game misconduct penalty shall be assessed any team official in violation of this rule.

☐ **Difference:** previous wording only involved the player taking the penalty shot, added goaltender.






New Rules 2012-2014

Clarification of rule 4.9 (f)

If the player taking the shot is distracted, assess a misconduct to opposing player and if a goal is not scored, the shot is retaken

If the goaltender is distracted, and a goal is scored, assess a misconduct to opposing player, the goal does not count and the shot is retaken. If a goal is not scored on the penalty shot, assess the misconduct and shot not retaken

New Rules 2012-2014

Rule 5.3 (d)

Remove reference 9.2 (h) - what a linesman shall point out and report to the referee.

Difference - removed where a team official has been assessed a game misconduct, the referee shall report the individual to the President






New Rules 2012-2014

Rule 6.7 (a)

The player assessed the major and the game misconduct would automatically receive a minor penalty for being the **instigator**. Officials are to assess the additional minor for instigator, in situations where only one player is assessed a major penalty for fighting. The third player receives a game misconduct for entering the fight, plus whatever other penalties she may occur.

Difference: In a one player fight, it has changed from aggressor to instigator. Note: the aggressor may also be assessed if the player attempts or continues to throw punches with the intent of intimidating or punishing an opponent.






New Rules 2012-2014

Rule 6.7 (a) Clarifications

A player drops his gloves and continues to throw punches at an opposing player that turtles

After the linesmen have intervened, a player continues to throw or attempts to throw punches at the opposing player






New Rules 2012-2014

Rule 6.7 (i)

A Gross Misconduct shall be assessed any player or team official who fights with a team official, **joins in a fight involving a team a team official or intervenes as a peacemaker in a fight involving a team official.** This does not eliminate the possibility of further penalties being assessed for such an infraction.

Difference: wording to make it clear

New Rules 2012-2014-This has to be approved by the OHF

Rule 8.5 Junior and Senior Supplement

A minor penalty for spearing will be imposed on a player who jabs the back of another players leg with the spear end of his blade, or uses the spear end of his blade in any manner which in the Referee's opinion does not warrant a double minor penalty or match penalty.

Difference-changed from slashing to spearing. Note: In junior and senior hockey a minor, double minor or match penalty may be assessed for spearing




New Rules 2012-2014-This has to be approved by the OHF

Rule 8.5 Junior and Senior Supplement Clarification if approved

If this rule is approved, a minor would be assessed if a player has his stick on the back of an opponent's leg and then pushes and for a double minor, the player's actions would be poking or jabbing the back of an opponent's legs with the toe of the blade of the stick






New Rules 2012-2014

Rule 9.2 (b)
A Misconduct penalty shall be assessed on any player who:

- (1) uses obscene, profane language or gestures to any person
- (2) persists in disputing or shows disrespect for the ruling of any official
- (3) Intentionally knocks or shoots the puck out of reach of an official who is retrieving it.

A player who, after receiving a Misconduct penalty, persists in any of the actions of (b), shall be assessed a Game Misconduct



No change-last sentence is now a stand alone statement

New Rules 2012-2014

Rule 9.2 (f)
Any player or team official who engages in verbal taunts, insults or intimidation based on discriminatory grounds, race, ethnicity, religion, gender, sexual orientation, language, shall be assessed a gross misconduct penalty and the referee shall report full details of the incident to the President.



Difference: Removed the option of a game misconduct

New Rules 2012-2014

Rule 9.5 (c) Note 1
 A maximum of 5 players per team may be assessed game misconducts for violations of sections (b) and (c) of this rule during a stoppage in play or **during the pre-game warm-up**. The maximum of 5 players shall include any players penalized under rule 6.7 fighting and roughing



Difference: added during the pre game warm-up

New Rules 2012-2014

Rule 10.2 (e) Junior and Senior Supplement
 When a penalty is assessed resulting in a time penalty the face-off shall take place in the offending team's defensive zone except in the following 4 circumstances:

- 1) After the scoring of a goal
- 2) At the end of or start of a period
- 3) When the attacking player skates deep into the offensive zone
- 4) When the non offending team ices the puck, face-off in their neutral zone

New Rules 2012-2014

Clarification of rule 10.2 - Team A gets a minor penalty

Whistle in Team B's end zone, face-off in Team A's end zone

Premature substitution of goaltender by team B, face-off in Team A's end zone

Whistle in Team A's end zone and an attacking player skates deep into the zone, face-off in neutral zone of Team A

If the whistle is for icing by Team B, face-off in their neutral zone

Before the face-off, team B is assessed a minor penalty, face-off in the zone of where the puck was on the whistle. Note: if the penalty to Team B is a misconduct, face-off stays in Team A's endzone.






New Rules 2012-2014

Rule 10.5 Junior and Senior Supplement

Should a goaltender leave his crease to potentially play the puck on an icing, but intentionally does not play the puck, the ruling should be no icing. If the goaltender causes significant interference then a minor penalty would also be assessed.

Guidelines: Should a goaltender be out of his crease or leave his crease on a potential icing, icing is to be called as long as he does not feign playing the puck, attempt to play the puck, or skates in the direction of the puck. If the goaltender causes significant interference then a minor penalty would also be assessed.

Note: If the goaltender is leaving the crease for an extra attacker and skating in the direction of the puck, but in the official's judgment is not attempting to play the puck icing shall be called.

New Rules 2012-2014

Rule 10.8 (a) Note 2

A player actually propelling the puck who shall cross **his attacking blue line** ahead of the puck shall not be considered off-side **provided he has** possession and control of the puck with **at least one skate physically in contact with the ice surface** in the neutral zone or **attacking blue line** before actually crossing the blue line into the attacking zone.

Difference: wording to make it clear






New Rules 2012-2014

Rule 10.8 (e)

If an attacking player precedes a puck that is shot, passed or deflected into the attacking zone by a teammate, or deflected into the attacking zone by a defending player **or on-ice official** and a defending player is able to play the puck, the linesman shall signal a delayed off-side.



Difference: added or on-ice official

New Rules 2012-2014



Rule 10.14 (e)
 A player or team official who refuses to leave the bench or playing area after he has been assessed a **game ejection**, game misconduct penalty, gross misconduct of match penalty two minutes after being ordered to do so by the referee, the game or series shall be suspended. The team officials and/or players of the teams which are responsible for any of these actions may be suspended for one year or more from the date of the infraction. The referee shall report full details of the incident to the president.

Difference: added game ejection

NOJHL CHANGES

Each team will play a 48 game balanced schedule. The first place team will get a buy in the first round of the play-offs. All series will be a best of 7.

NOJHL CHANGES

Regular season overtime will now be 1 five minute 4 on 4, if still tied 1 five minute 3 on 3. At the conclusion of the 3 on 3, ties will remain a tie.

Overtime guidelines:
 If teams are playing 5 on 4 at the end of regulation time, they will start 4 on 3 in overtime.
 If it is 5 on 3 at the end of regulation time, it will carry into overtime. On the first stoppage, after the first penalty has been completed, it reverts to 4 on 3.
 For the 3 on 3, if a team receives a penalty, it will be 4 on 3 and on the first stoppage after the penalty has been completed, it reverts back to 3 on 3



HOCKEY CANADA

ACTION BULLETIN D'ACTION

Bulletin No.: A0945

To: Officers Junior Council Members (09/32)
 Branch Presidents Female Council Members (09/33)
 Council Representatives Senior Council Members (09/30)
 Branch Executive Directors HDC Council Members (09/26)
 Directors Branch Referees-in-Chief (09/26)
 Minor Council Members (09/34) Life Members

Date: 21 May 2009

File:

From: Ken Corbett, Chair of the Board & Bob Nicholson, President

**SUBJECT: OUTLAW LEAGUES – LEAGUES OPERATING
 OUTSIDE THE AUSPICES OF HOCKEY CANADA**

Hockey Canada, its member Branches, Major Junior and registered Junior Hockey Leagues in Canada are concerned with the proliferation of leagues that operate outside the auspices of Hockey Canada.

Hockey Canada offers the best development programs worldwide. It has invested significant resources in the development of officials, coaches, administrators and players countrywide. We have a committed strategy toward a cohesive long term athlete development model.

These "outlaw" organizations do not support the development of these programs. Further, they operate in a vacuum, with no consideration to the impact of their programs on minor, junior, senior, adult recreational hockey, female hockey, officiating development, coaching development or administrator development in Canada. These "outlaw" leagues instead choose to utilize the resources already developed by Hockey Canada and its member Branches. The teams who make up these "leagues" operate in this fashion because they do not agree with the existing overall vision of Hockey Canada. They profess to have a better program yet often operate without a constitution, by-laws, create their own rule book and may not provide adequate insurance for their participants. Further, they offer the lure of "Rep" or "Junior" level competition when this is clearly not the case.

Hockey Canada, its member Branches, Major Junior Leagues as well as registered Junior Hockey Leagues wish to be exceedingly clear with our response to these programs.

Definition:

Hockey Canada and its member Branches view all leagues that operate outside the auspices/sanctioning of Hockey Canada programs to be classified as “outlaw” leagues. This currently does not include summer hockey leagues/teams, adult recreational hockey leagues/teams, high school hockey, and/or hockey schools.

Sanctions

- 1) Any individual who participates (knowingly or otherwise) in “outlaw” programs after September 30 of the season in question (“the Cut-Off Date”) will lose all membership privileges with Hockey Canada for the remainder of that season, and may only reapply for membership with Hockey Canada after the end of that season. “Participation” in an “outlaw” program will be considered to have occurred if the individual takes part in one game (including an exhibition, tournament, league or playoff game) after the Cut-Off Date. If a participant makes the choice to participate in these “outlaw” programs, they must understand the ramifications of that choice and that the sanctions described in this paragraph will remain in effect even if the league or team folds, or the individual is released, suspended or fired.
- 2) Hockey Canada and its member Branches across the country will make every effort to ensure that local minor hockey and female hockey associations in areas where “outlaw” leagues exist are not supporting these leagues in any manner whatsoever. For greater certainty, “supporting” includes, but is not limited to, assisting an “outlaw” league directly or indirectly through advertisement, promotion, ticket sales, volunteer activities, assigning Officials, sharing resources or enabling such a league to participate in Hockey Canada sanctioned activities. We will withhold tournament sanctions and will preclude such associations from benefitting from any Hockey Canada/Branch/CHL sanctioned event by whatever means necessary, including the withdrawal of any such event from any community within the geographic boundaries of that association if need be to stress this point.

This policy is aimed at those leagues that choose to operate outside the hockey structure established by Hockey Canada, its member Branches and the Canadian Hockey League.



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www.noha.on.ca



Date: May 2004

FACT SHEET

MOUTHGUARDS

The NOHA adopted a policy position at its' Annual General Meeting in May, 2004 for the mandatory use of intra-oral mouthguard protection by each player participating in a Northern Ontario Hockey Association game or practice. At the Annual General Meeting in May of 2004 the final policy regarding the use of an intra-oral mouthguard and the specifications for acceptable mouthguards were presented to the membership. The policy and specifications are as follows:

Intra-oral Mouthguard Regulation R.1.27:

Each player registering with the NOHA shall be required to wear an intra-oral mouthguard during all on-ice activities that conforms to the specifications set out by the NOHA and is approved as suitable for use by the team's trainer.

Intra-oral Mouthguard Specifications:

An Intra-oral Mouthguard will:

- ***Be of any colour,***
- ***Not be clear or translucent in colour;***
- ***Be of one-piece (1) construction;***
- ***Be easily sized by the participant or the participant's parents;***
- ***Be of an even thickness from the front to the back of the device;***
- ***Engage the biting surface of all of the teeth of the upper jaw and the lower jaw;***
- ***Maintain alignment of the upper and lower jaw in a neutral position;***
- ***Be able to be attached externally to the face mask or shield, or be form fitted or custom fitted to the teeth, and***
- ***In the case of non-contact play will provide not less than one (1) millimeter of shock absorbent thickness between the teeth of the upper and lower jaw of a player, and***
- ***In the case of contact play will provide not less than two (2) millimeters of shock absorbent thickness between the teeth of the upper and lower jaw of a player.***



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What The Standard Means

Be of any colour:

The mouthguard may be of any colour.

Not be clear or translucent in colour:

An intra-oral mouthguard must be easily seen when the mouth of a player is opened. This is essential in order that on-ice officials can enforce the policy and for emergency medical services personnel to be able to rapidly determine if an injured player has a mouthguard in place.

Be of one-piece (1) construction:

The finished product must be a single object. Acceptable intra-oral mouthguards may be constructed of laminated materials, however the materials used in the construction of a mouthguard will not de-laminate or separate while in normal use.

Be easily sized by the participant or the participant's parents:

The instructions provided by a manufacturer or supplier of intra-oral mouthguards will provide players/parents with easily understandable instructions on how to size and fit a mouthguard to a player.

Be of an even thickness from the front to the back of the device:

The thickness of the mouthguard between the upper and lower teeth shall be consistent from the back to the front of the device.

Engage the biting surface of all teeth of the upper jaw and the lower jaw:

An approved mouthguard will come into contact with the biting surface of all of the teeth of both the upper and lower jaw when the mouthguard is properly inserted into the mouth. When fitting a mouthguard, special attention needs to be taken to ensure that the biting surface of all teeth from the front to the rear most teeth are in contact with the biting surface of the mouthguard.

Maintain alignment of the upper and lower jaw in a neutral position:

A mouthguard will, when fitted, hold the lower jaw in a natural or neutral position in relation to the upper jaw for the individual player. An approved mouthguard will not cause the lower jaw to be forced either forward or backward from its normal position.



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Be able to be attached externally to the facemask or shield, or be form fitted or custom fitted to the teeth:

If an approved mouthguard has not been custom fitted by a dentist, denturist, or dental hygienist, the mouthguard must have a means by which it can be attached to the cage or visor that is attached to the player's helmet. Mouthguards that are custom fitted by a dentist, denturist, or dental hygienist do not require an external attachment or lanyard to connect them to the facemask or shield.

In the case of non-contact play will provide not less than one (1) millimeter of shock absorbent thickness between the teeth of the upper and lower jaw of a player.

In the case of contact play will provide not less than two (2) millimeters of shock absorbent thickness between the teeth of the upper and lower jaw of a player:

A mouthguard is considered to be compliant with the NOHA standard when there is respectively one (1) or two (2) millimeters of thickness remaining between the teeth of the upper and lower jaw. Any mouthguard where the thickness is less than one (1) or two (2) millimeters respectively between the teeth of the upper and lower jaw is no longer compliant with the standard. Also, any mouthguard that has been chewed through or has cracks or breaks in its surface is no longer compliant and must be replaced.

Frequently Asked Questions

What is the Implementation Date?

Players engaged in on-ice activities are required to have an approved mouthguard in use for the 2004-2005 season.

Is there a list of Approved Products?

The NOHA neither endorses nor recommends any particular product or manufacturer. Any intra-oral mouthguard product that meets the stated specifications set out by the NOHA is acceptable for use. It is essential that local associations and team trainers become familiar with this policy and the specifications of acceptable intra-oral mouthguards.

Who is responsible for ensuring that the mouthguard policy is implemented?

The responsibility to ensure implementation involves all coaches, trainers, officials and association executive. It is also essential that parents, public safety organizations, medical and injury prevention proponents and agencies become



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familiar with and lend support to the principle of using mouthguards in the game of hockey.

What are the sanctions, who is responsible for implementation?

If it becomes apparent that a player is not wearing an approved mouthguard during play, the referee, on becoming aware of the situation, will direct that the player be removed from play until such time as the player has a mouthguard in place.

Do the 'boil and bite' style of mouthguards meet the NOHA policy?

Yes, as long as it conforms to the specified standards as described.

Does an approved mouthguard have to have a bite bar that engages all of a players teeth?

Yes, the biting surface of all of a players teeth must be able to bite down on a mouthguard in order for it to be approved.

Does it matter what type of material or strap is used to attach a mouthguard to the facemask or shield of a hockey player?

It does not matter what type of material is used, however the external strap or lanyard that is used to attach the mouthguard to the facemask or shield must be attached to the mouthguard and be approved by the mouthguard manufacturer. Mouthguards do not meet the NOHA specification if the mouthguard is attached to the facemask or shield by a means other than one that is approved by the mouthguard manufacturer.

Does the Policy apply to Goaltenders?

Yes, the policy applies to all players including goaltenders.

EXPECTATIONS OF AN OFFICIAL

Most people who watch a hockey game feel free to openly criticize the manner in which the Officials worked that game. Although this is somewhat of a tradition among hockey fans, who all seem to feel they could have done it better, what they need to realize is that the position of an official working a hockey game is very demanding on both body and mind. Nor do many people realize how involved the Hockey Canada Officiating Program really is, and how much preparation and evaluation an official must undergo in order to handle a game. But you, as a new Official and the future of the program, must understand that there certainly are expectations you must meet. Rules and regulations apply to every official and every game; from the junior Level-One who does the Tyke and Novice house league games, right up to the senior Level Six Official working Major Junior hockey. From these, and all the officials in between, the Hockey Canada Officiating Program expects commitment, responsibility, and knowledge.

Commitment

When you as an official accept your assignments, whether it be one game or several, the assignor has given you the opportunity to work that assignment. He now considers that game covered, and goes on to assign the next, with every expectation that you are indeed going to do the game you accepted. It is your responsibility to fulfill that expectation. Failing to show up demonstrates a lack of commitment on your part, and says that you are not sincere in meeting your obligations. The assignor must act very quickly whenever there is a "no-show" for a game. Thus, another Official may have to come earlier or stay later than he planned, causing problems for himself and perhaps others. Once an assignment is accepted, you should fulfill it, sometimes in spite of not feeling well, outside pressures, or maybe just being tired. You do it for the boys and girls who are playing the game ... that's what it's all about.

Responsibility

This subject can be divided into three areas: pre-game (at home and in the dressing room), on-ice responsibilities, and post-game in the dressing room and at home.

As you prepare at home for the game, you should eat a nourishing meal. You should be sure your gear is packed and in good condition. Do not wear your gear to the arena. Carry it in a tote bag - preferably a black referee's bag. Always allow yourself enough time to travel to your game, and be at the location at least half an hour before game-time. Allow extra travel time when the weather is bad.

You should act professionally when you enter the building. Your demeanor is important. Be sure you dress like an official, with clean pants and shoes, avoiding things like hockey jackets and wearing your hat-backward. This latter style of dress does not project the image that others expect from a good official.

Once in the dressing room, be sure you stretch and loosen up. Talk over with your fellow Officials any situations on which you need clarification. Stay loose, and prepare yourself for the game.

Always be ready to go to the ice before the teams do, and make sure you loosen up on the ice. Be certain to check the nets, ice, boards, lighting and score clock. It is your responsibility to either correct or have arena personnel correct any problem you find. Some things, such as a few lights out, may have to be recorded on the back of the game sheet before the game starts. Be sure to exercise the Fair-Play Initiative by shaking hands with Team Officials from both teams. Then, call your game to the very best of your ability. Whether you consider this particular game exciting or not, you owe it to the players and to your fellow officials to give it your best effort. When the game is over, be sure that the ice is cleared of both teams.

Once you're back in the dressing room to change, see that each member of the crew checks the score sheet and signs it. When you are ready to leave the building, it is always a good idea to exit as a **ci** if possible. Heckling, if it occurs, should be ignored. No matter how many smart remarks may be directed to you, do not answer back. Comments that are complimentary need only a polite "Thank you".

Your responsibility when you get back home is to care for your gear, removing it from the bag and hanging it up to dry, in order for it to be ready for your next assignment. Also, if there are any rule interpretations you need clarified, this is the proper time to call your Referee-in-Chief to discuss them with him.

Knowledge

As a Junior Official, it is generally understood that your ability to know all the rules and to follow all the procedures as set, will not be strong. By working your assignments, gaining experience, and listening to friendly suggestions from your fellow Officials and from your Supervisor, you will become stronger with each game. Your knowledge of the rules will increase only if you continue to read your rule book. Working hard, utilizing your Hockey Canada Officiating Workbook and your Rulebook\Casebook will increase your confidence and make you a constantly improving official. Once you have this all in place and working for you, there is no limit to what your future may hold.

A Final Note

Officiating is an apprenticeship. It takes time to learn the skills necessary to become a competent, confident Official, but with effort, new officials like yourself are doing exactly that. On behalf of the Hockey Canada Officiating Program, welcome to our program, and good luck to you in your future officiating activities.

REGULATION NUMBER TEN

REFEREES

R.10.1. All exhibition, league, play-off and tournament games shall be refereed by NOHA approved officials. The home team shall be responsible for the payment of the officials.

R.10.2. Any teams requesting outside officials after the commencement of any series shall be responsible for payment of all travel, meals, and expenses of such visiting officials and the home team is responsible for the regular game fees.

NOTE: An Outside official is an official who does not reside in either of the two districts playing.

R.10.3. All games in the NOHA shall be officiated preferably with one Referee and two linesmen system.

R.10.4. All Officials registered with the NOHA must wear a CSA approved half-visor and approved BNQ throat protector when officiating in any game.

R.10.5. All NOHA sanctioned games shall take precedence over other tournaments and leagues which use NOHA officials.

R.10.6. Game officiating assignments can only be given out by the District Referee-in-Chief or his/her designated person. Associations who wish to name their own Assignor must provide the person's contact information (name, phone number, e-mail address) to the District Council Director and Referee-in-Chief for approval.

R.10.7. Any official not adhering to this regulation may be suspended by the President.

R.10.8. The maximum fees for officials under the one referee and two linesmen system for each game including overtime, shall be:

	REGULAR		PLAY-OFF	
CATEGORY	REFEREE	LINESMEN	REFEREE	LINESMEN
Junior	\$93.00	\$55.00	\$93.00	\$55.00
Juvenile	\$45.00	\$30.00	\$55.00	\$35.00
Major Midget AAA	\$51.00	\$34.00	\$61.00	\$39.00
Midget	\$35.00	\$25.00	\$37.00	\$27.00
Bantam AAA	\$40.00	\$26.00	\$45.00	\$28.00
Bantam	\$30.00	\$22.00	\$32.00	\$24.00
Pewee AAA	\$35.00	\$23.00	\$40.00	\$25.00
Pewee	\$25.00	\$19.00	\$27.00	\$21.00
Atom	\$20.00	\$16.00	\$22.00	\$17.00
Novice	\$20.00	\$16.00	\$22.00	\$17.00

R.10.9. Playoff rates apply only to play-off games within the following: Northern Ontario Junior A Hockey League, Juvenile AAA, Great North Midget Hockey League, Northern Ontario AAA Bantam Hockey League, Northern Ontario AAA Pee wee Hockey League.

NOTE: Playoff rates will be in effect for the Round Robin, Semi-Final and Final games of the NOHA Tournament of Champions, OHF Championships, and Hockey Canada Regional Championship.

Play-off rates are not to be in effect for Local League playoffs.

R.10.10. Car travel rate shall be 40 cents per kilometre. Local referees will receive game fee only. Per Diem allowance for travel within the District: travel over 100 kilometres one way - \$10.00; travel over 200km one way - \$25.00; overnight stay (full day) - \$50.00. Per Diem allowance for travel outside of the District: Breakfast - \$10.00; Lunch - \$15.00; Dinner - \$25.00; overnight stay (full day) - \$50.00. Requests for meals must be approved by the NOHA Technical Director, who will advise the District Referee-in-Chief.

R.10.11. The official game report of each game containing any penalty under the OHF Minimum Suspension List or describing any severe injury shall be sent to the Executive Director of the NOHA within twenty-four (24) hours by the Referee.

R.10.12. A referee's report on a match penalty form on all games in which match penalties are assessed, must be mailed in to the NOHA office with the official game report immediately after the same game, (no telephone calls). In addition, referees shall call the NOHA Council Director to advise him/her of such a violation. Any referee not adhering to this regulation, may be suspended by the President.

A copy of this report shall also be given to the Referee-in-Chief and the NOHA Council Director. The NOHA Council Director will be responsible for ensuring minimum suspensions are served.

R.10.13. The referee must order the match to begin at the hour for which it has been fixed (if the ice be available), and any team or teams failing to comply with this order shall forfeit to the NOHA \$25.00 per team. The Board of Directors may refund this forfeit on good cause being shown to the referee. (Fine not applicable to Minor hockey).

R.10.14. When penalties are served in straight time, a minor penalty shall be three (3) minutes straight time, a major penalty shall be seven (7) minutes straight time, a misconduct penalty shall be twelve (12) minutes straight time. Time of penalty shall not start until play resumes. If a penalty commences during the straight time period the full penalty shall be served straight time. However, in the event of an undue delay, the referee shall have authority to order the clock stopped.

R.10.15. Game sheets are to be filled out in numerical order.

R.10.16. In all group games, exclusive of play-offs, the home team shall take the net gate and shall pay the fees and expenses of the referees. Each travelling club shall pay its own expenses.

R.10.17. All Officials, Supervisors, and Instructors who are 18 years of age will require a Criminal Record Check, which includes the Vulnerable Sector Screening and a search of the National Sex Offender Registry. Once the individual has been cleared, a Criminal Record Check will be required every 4 years. These Criminal Record Checks cannot be more than 6 months old when submitted as per NOHA Policy 5.7.1.

R.10.18. Officials who registered with the NOHA the previous season must be pre-registered for a clinic in the HCR before they can officiate in the current season. In addition, these Officials must have a Criminal Record Check which includes Vulnerable Sector Screening that has been cleared by the District's Review Person and has not expired.

R.10.19. Officials must be 14 years old as of December 31 of the current season in order to register.

OHF Official Game Report Penalty Codes & Abbreviations 2012 – 2013

Minor Hockey

Misconducts & Game Misconducts

<u>Code</u>	<u>Infraction</u>	<u>HC Rule</u>
M10	Throwing Stick Over Boards	9.8 (d)
M11	Refusing to Surrender Stick for Measurement	3.3 (f)
M12	Player Interference/Distracton During Penalty Shot	4.9 (f)
M13	Goalkeeper Violation/Infraction During Penalty Shot	4.9 (f)
M14	Equipment/Facemask Worn Incorrectly	3.6 (d, f)
M20	Disputing Call of Official	9.2 (a)
M21	Harassment of Official/Unsportsmanlike Conduct	9.2 (b)
M22	Inciting	9.2 (e)
M23	Entering Referee's Crease	9.2 (g)
M34	Failure to go to the Players' Bench or Neutral Area	6.7 (g)
M35	Failure to go directly to Penalty Bench	9.2 (d)
GM20	Disputing Call of Official	9.2 (a)
GM21	Disputing Call with Official: Verbal Abuse of a Game Official	9.2 (b)
GM26	Second Misconduct – Same Game	4.5 (c)
GM28	Interference from the Bench	7.3 (c,d)
GM30	Fighting	6.7
GM31	2nd Fight, Same stoppage of play (3rd, 4th, etc...)	6.7 (h)
GM32	Player(s) 3rd, 4th, 5th Man into Fight	6.7 (h)
*GM33	Leaving the Players bench or Penalty Box	9.5
*GM33	Coach identified as having the 1 st Player leave the players' bench or penalty bench and GM34	9.5
GM34	Leaving the Penalty Box to start a fight	9.5 (a)
GM36	Instigator (minor + Game)	6.7 (b)
GM37	Aggressor (minor + Game)	6.7 (b)
GM39	Hairpulling, Grab Face Mask/Helmet/Chin Strap (Major + Game)	6.1 (d)
GM50	Checking from Behind (Minor + Game)	6.4 (a)
GM51	Checking from Behind (Major + Game)	6.4 (a)
GM53	High Sticking (Major + Game)	8.3 (b)
GM54	Cross Checking (Major + Game)	8.2 (a,b,c,d)
GM55	Slashing (Major + Game)	8.4 (a,b)
GE56	Game Ejection	4.6
GM57	Boarding/Body Checking (Major + Game)	6.2
GM58	Elbowing/Kneeing (Major + Game)	6.6
GM59	Charging (Major + Game)	6.3
GM68	Kick Shot (with injury - Major + Game)	9.4
GM71	Head Contact (Major + Game)	6.5 (b,d)
GM73	Tripping (Major + Game)	7.4 (a,b)
GM74	Interference (Major + Game)	7.3 (a,b,e)
GM75	Holding (Major + Game)	7.1 (a,b)
GM76	Hooking (Major + Game)	7.2 (a,b)
GM77	Roughing (Major + Game)	6.7 (k,i)
GM78	Goaltender Drop Kick Puck (with injury – Major + Game)	4.11 (f)
GM79	Refusing to Start Play (Coach – Major + Game)	10.14 (a)
GM80	Team Official Interference/Distracton During Penalty Shot	4.9 (f)
GM81	Leaving the Bench without Clearance from the Referee (Assessed to coach if altercation results in penalties at end of game)	9.5 (i)

*GM33 - Coaches' penalty will be noted on the front and back of the game sheet of the Official's copy only. Penalty to Coach is automatic as a result of a player receiving a GM33. Coach not to be ejected from the current game as a result of this penalty being assessed.

OHF Official Game Report Penalty Codes & Abbreviations 2012 – 2013

Minor Hockey

Match Penalties

<u>Code</u>	<u>Infraction</u>	<u>HC Rule</u>
MP24	Threatening an Official	9.6 (a)
MP25	Physical Abuse of an Official	9.6 (b, c)
MP29	Spitting	9.7
MP38	Fighting - Ring or Tape on Hand (s)	6.7 (e)
MP40	Attempt to Injure	6.1
MP41	Deliberate Injury	6.1
MP42	Butt Ending	8.1
MP43	Grabbing Face Mask/Helmet/Chin Strap	6.1 (d)
MP44	Hair Pulling	6.1 (d)
MP45	Kicking	6.1 (c)
MP46	Spearing	8.5
MP47	Head Butting	6.1 (b)
MP52	Checking from Behind	6.4
MP71	Head Contact	6.5 (d,e)

CLARIFICATIONS

These are minimum suspensions. Additional suspensions will be imposed wherever conditions and circumstance warrant.

It is the responsibility of each team manager and / or coach to ensure their players sit out their appropriate suspensions. When in doubt as to the relevant suspension, contact the association office.

Gross Misconducts

<u>Code</u>	<u>Infraction</u>	<u>HC Rule</u>
GRM60	Travesty of the Game	4.7
GRM61	Obscene Gesture	4.7
GRM62	Removing Helmet and/or chinstrap	3.6 (c)
GRM63	Discriminatory Slur	9.2 (f)
GRM66	Head Butt - Team Official (Double Minor + Gross)	6.1 (b)
GRM67	Butt End - Team Official (Double Minor + Gross)	8.1
GRM68	Spearing - Team Official (Double Minor + Gross)	8.5
GRM69	Goaltender Refusing to Remove Mask for Identification	3.5 (d)

If unable to contact the league office, sit player(s) in question out until clarification can be obtained.

These suspensions are in addition to game incurred.

Match Penalty reports will be forwarded to the appropriate Member Partner for further review.

Minor and Major Penalty – Abbreviations

AGG	Aggressor	HO	Holding
BC	Body Checking	HP	Handling the Puck
BDG	Boarding	HS	High Sticking
BM	Bench Minor	IE	Illegal Equipment
BRS	Broken Stick	IP	Ineligible Player
BUTT	Butt Ending	INS	Instigator
CC	Cross Checking	INT	Interference
CFB	Checking from Behind	INTGT	Interference/Protection of Goalie
CHG	Charging	KNE	Kneeing
DE	Dangerous Equipment	LPB	Leaving Penalty Bench
DG	Delay of Game	PS	Penalty Shot
ELB	Elbowing	RAW	Roughing After the Whistle
FI	Fighting	RH	Removes Helmet
FLPB	First to Leave Players'/Penalty Bench	RO	Roughing
FMSK	Face Masking	SL	Slashing
FOP	Falling on the Puck	SP	Spearing
GLC	Goalie Leaving Crease	TMM	Too Many Men
HB	Head Butting	TR	Tripping
HC	Head Contact	TS	Throwing the Stick
HKG	Hooking	USC	Unsportsmanlike Conduct

Penalty Coding		GM	Game Misconduct Penalty
2	Minor Penalty (2 Minutes)	GRM	Gross Misconduct Penalty
5	Major Penalty (5 Minutes)	MP	Match Penalty
10	Misconduct Penalty (10 Minutes)	GE	Game Ejection

NOHA OFFICIALS REGISTRATION

TO BE ELIGIBLE TO REGISTER AS AN NOHA OFFICIAL

All officials must attend a HCOP Clinic or Recertification Clinic annually in order to register as an NOHA Official and maintain their HCOP certification status.

OFFICIALS REGISTRATION FEES

2012/2013

JUNIOR OFFICIALS – May Referee to PEEWEE and Line to MIDGET

	Registration Fee		Hockey Canada Assessment		Total
Level One	\$85.00	+	\$2.00	=	\$87.00
Level One upgrading to Level Two	\$85.00	+	\$2.00	=	\$87.00
Level Two	\$85.00	+	\$2.00	=	\$87.00
Level Two upgrading to Level Three	\$85.00	+	\$2.00	=	\$87.00
Level Three	\$85.00	+	\$2.00	=	\$87.00

SENIOR OFFICIALS

	Registration Fee		Hockey Canada Assessment		Total
Level Two	\$153.00	+	\$3.00	=	\$156.00
Level Three	\$153.00	+	\$3.00	=	\$156.00
Level Four	\$153.00	+	\$3.00	=	\$156.00
Level Five	\$153.00	+	\$3.00	=	\$156.00
Level Six	\$153.00	+	\$3.00	=	\$156.00

Note: All Junior Officials will pay a \$2.00 Hockey Canada Assessment Fee and all Senior Officials will pay a \$3.00 Fee.

REGISTRATION PROCEDURES

A) Each Official registering with the NOHA must register online through the Hockey Canada Registry.

B) District Referee-in-Chief must fill out the NOHA Official Registration Form MASTER SHEET recording all registered Officials.

POLICY ON RECERTIFICATION

Hockey Canada/NOHA requires all Officials, Junior and Senior, to write and successfully pass a written rules examination every season.

Senior Officials must obtain 80 % to pass, or be required to re-write another exam. The re-write will cost each Senior official \$ 5.00

Junior Officials must obtain 70 % to pass or be required to re-write another exam. There is no cost for a Junior official to re-write.

NOHA REFEREE'S POLICY

The NOHA Referees Committee has created the following policies to be instituted by the Northern Ontario Hockey Association (NOHA).

- 1- All Officiating is conducted within the HCOP Program.
- 2- All Officials are to attend a NOHA Referees Clinic when requested to do so, in order to participate in NOHA Hockey.
- 3- Every Official must attend a re-certification clinic or an upgrading clinic for their Level every season and register before the given deadline.
- 4- All District Referees-in-Chief are to select their Instructor and Supervisors for their areas and are to host an Instructor and/or Supervision Seminar and submit the names of the participants and the dates of the Seminars to their Council Director and the NOHA Referees Committee.
- 5- All Officials must:
 - 1- Have a clean sweater (white portion not discoloured)
 - 2- Pants clean and always pressed (Black or Dark Blue) not jeans
 - 3- Skates polished or cleaned
 - 4- White Laces Only
 - 5- Well Groomed
 - 6- Good Conditioning and Physical Appearance
 - 7- Drinking and the smell of Alcoholic beverages is strictly prohibited and will be severely dealt with.

6- IN MINOR HOCKEY

Referees must be two years older than the players they are Officiating.
(Referees not Linesmen)

- 7- An Official must be sixteen years of age to receive their full Level Two HCOP Certification.
- 8- The Referee is responsible for mailing the original copy of the Game Sheet to the NOHA Office.
- 9- Officials must not use profanity or abusive language at any time.
- 10- Officials must know the Hockey Canada Rules and apply them at all times.
- 11- Officials must phone their Council Director of the NOHA with proper information on all Match Penalties that occur in their game within 24 hours and must send to the NOHA Office a written report of the infraction.
- 12- Names or Numbers will not be worn by NOHA Officials.

13- Checking from Behind/Head Contact

Please start the season with a strong enforcement of these rules. In all minor hockey, these are to be called in all circumstances. These are injury type infractions and we, as officials, must make these calls to clean up our game and make it safer for all players. **MAKE THE CALL!!!!**

SUSPENSIONS

We have had many complaints about officials telling players how long they will be suspended. It is the responsibility of the official to call the penalty and it is the NOHA's responsibility to hand out the suspension.

If the team wants information about the penalty, they should call their Council Director. If you are approached by a team official and asked a question about their suspension or an interpretation, then simply tell that person to contact the District Referee-in-Chief or their Council Director.

REMEMBER.....SILENCE CANNOT BE MISQUOTED!!!!

NOHA BULLETINS

If you have any ideas or input for this bulletin please send it in to the NOHA office. It is your bulletin, let's hear about some of your tips or problems.

ASSIGNMENTS

1- All NOHA assignments of Officials are to come through the District Referee-in-Chief or their appointed designate as per NOHA Regulation 10.6.

2- No Official is to receive an assignment by anyone else unless authorized by the District Referee-in-Chief or their appointed designate.

POLICIES

1- No Official is to try and assign another Official to cover for them without the authorization of the District Referee-in-Chief. A severe penalty could result.

2- Should an Official have any issues, they are contact their District Referee-in-Chief and or NOHA Council Director to discuss their problems.

3- Match penalties must be written up and sent to the NOHA Office, NOHA Council Director and the District Referee-in-Chief.

REGISTRATION PROCEDURES

All Officials must attend a HCOP Recertification clinic in order to participate in NOHA sanctioned hockey.

Officials are to register online and registration fees **must** be paid in advance of the clinic through the Hockey Canada Registry.

POSITION OF HOCKEY CANADA CREST AND CANADA FLAG/OHF AND NOHA CREST

The Hockey Canada Crest goes on the RIGHT arm, approximately 3" below the shoulder seam.

The Canada Flag and OHF Shoulder Crest goes on the LEFT arm.

The NOHA Chest Crest goes on the LEFT chest.



HOCKEY CANADA INJURY REPORT

PAGE 1/2



See reverse for
mailing address

Forms must be filled
out in full or form will
be returned. This form
must be completed for
each case where an
injury is sustained by
a player, spectator or
any other person at a
sanctioned hockey
activity

CLAIMS MUST BE PRESENTED WITHIN 90 DAYS OF THE INJURY DATE. DATE OF INJURY: ____/____/____
Mo. Day Yr.

INJURED PARTICIPANT: ☐ Player ☐ Team Official ☐ Game Official ☐ Spectator

Name: _____ Birthdate: ____/____/____ Sex: ☐ M ☐ F
Mo. Day Yr.

Address: _____

City / Town: _____ Province: _____ Postal Code: _____ Phone: (____) _____

Parent / Guardian: _____

DIVISION

☐ Initiation ☐ Novice ☐ Atom ☐ Pee wee
☐ Bantam ☐ Midget ☐ Juvenile ☐ Junior

CATEGORY

☐ AAA ☐ A ☐ BB ☐ CC ☐ DD ☐ House ☐ Minor Junior ☐ Adult Rec.
☐ AA ☐ B ☐ C ☐ D ☐ E ☐ Major Junior ☐ Senior ☐ Other:

BODY PART INJURED

Head ☐ Face ☐ Skull
☐ Eye Area ☐ Throat ☐ Dental

Back ☐ Lower
☐ Neck ☐ Upper

Trunk ☐ Abdomen
☐ Ribs ☐ Chest

Arm: ☐ Left ☐ Collarbone
☐ Right ☐ Elbow
☐ Shoulder ☐ Hand/Finger
☐ Upper arm ☐ Forearm/Wrist

Leg: ☐ Left ☐ Knee
☐ Right ☐ Toe
☐ Shin ☐ Thigh
☐ Other ☐ Foot

Pelvis
☐ Hip
☐ Groin

NATURE OF CONDITION

☐ Concussion ☐ Laceration ☐ Fracture
☐ Sprain ☐ Strain ☐ Contusion
☐ Dislocation ☐ Separation ☐ Internal Organ Injury

ON-SITE CARE

☐ On-Site Care Only ☐ Refused Care

☐ Sent to Hospital by: ☐ Ambulance ☐ Car

INJURY CONDITIONS

Name of arena / location: _____

☐ Exhibition/Regular Season ☐ Period #2
☐ Playoffs/Tournament ☐ Period #3
☐ Practice ☐ Overtime: _____
☐ Try-outs ☐ Dry Land Training
☐ Other ☐ Gradual Onset
☐ Warm-up ☐ Other Sport
☐ Period #1 ☐ Other: _____

CAUSE OF INJURY

☐ Hit by Puck
☐ Collision with Boards
☐ Non-Contact Injury
☐ Hit by Stick
☐ Collision on Open Ice
☐ Collision with Opponent
☐ Fall on Ice
☐ Checked from Behind
☐ Collision with Net
☐ Fight
☐ Blindsiding

Was the injured player in the correct league and level for their age group?

☐ Yes ☐ No

Was this a sanctioned Hockey Canada activity?

☐ Yes ☐ No

LOCATION

☐ Defensive Zone ☐ Offensive Zone ☐ Neutral Zone
☐ Behind the Net ☐ 3 ft. from Boards ☐ Spectator Area
☐ Parking Lot ☐ Dressing Room ☐ Bench
☐ Other: _____

WEARING WHEN INJURED

☐ Full Face Mask
☐ Intra-Oral Mouth Guard
☐ Half Face Shield/Visor
☐ Throat Protector
☐ Helmet/No Face Shield
☐ No Helmet/No Face Shield
☐ Short Gloves
☐ Long Gloves

ADDITIONAL INFORMATION

Has the player sustained this injury before? ☐ Yes ☐ No

If "Yes" how long ago _____

Was a penalty called as a result of the incident? ☐ Yes ☐ No

Estimated absence from hockey?

☐ 1 week ☐ 1-3 weeks ☐ 3+ weeks

DESCRIBE HOW ACCIDENT HAPPENED

(Attach page if necessary)

I hereby authorize any Health Care Facility, Physician, Dentist or other person who has attended or examined me/my child, to furnish Hockey Canada any and all information with respect to any illness or injury, medical history, consultation, prescriptions or treatment and copies of all dental, hospital, and medical records. A photo static/electronic copy of this authorization shall be considered as effective and valid as the original.

Signed: _____
(Parent/Guardian if under 18 years of age)

Date: _____

TEAM INFORMATION

(To be completed by a Team Official)

Association: _____

Team Name: _____

Team Official (Print): _____

Team Official Position: _____

Signature: _____

Date: _____

HEALTH INSURANCE INFORMATION

THIS MUST BE FILLED OUT IN FULL OR FORM PROCESSING WILL BE DELAYED

Occupation: ☐ Employed Full-time ☐ Employed Part-time
☐ Unemployed ☐ Full-Time Student

Employer (If minor, list parent's employer): _____

1. Do you have provincial health coverage? ☐ Yes ☐ No Province: _____

2. Do you have other insurance? ☐ Yes ☐ No
(IF "YES", PLEASE SUBMIT CLAIM TO YOUR PRIMARY HEALTH INSURER.)

3. Has a claim been submitted? ☐ Yes ☐ No
(IF "YES", PLEASE FORWARD PRIMARY INSURER EXPLANATIONS OF BENEFITS.)

Make Claim Payable To: ☐ Injured Person ☐ Parent ☐ Team ☐ Other: _____

Branch APPROVAL



HOCKEY CANADA INJURY REPORT

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PHYSICIAN'S STATEMENT

Physician: _____ Address: _____ Tel: () _____

Name of Hospital / Clinic: _____ Address: _____

Nature of Injury: _____ Date of First Attendance: _____

Claimant will be totally disabled:
From: _____ To: _____
Is the injury permanent and irrecoverable? ☐ No ☐ Yes

Give the details of injury (degree): _____

Prognosis for recovery: _____

Did any disease or previous injury contribute to the current injury? ☐ No ☐ Yes (describe): _____

Was the claimant hospitalized? ☐ No ☐ Yes (give hospital name, address and date admitted): _____

Names and addresses of other physicians or surgeons, if any, who attended claimant: _____

I certify that the above information is correct and to the best of my knowledge,

Signed: _____ Date: _____

DENTIST STATEMENT

Limits of coverage: \$1,250 per tooth, \$2,500 per accident
Treatment must be completed within 52 weeks of accident

UNIQUE NO. SPEC. PATIENT'S OFFICIAL ACCOUNT NO.

Patient

Last name _____ Given name _____

Address _____

City / Town _____ Province _____ Postal Code _____

Dentist

PHONE NO _____

I HEREBY ASSIGN MY
BENEFITS PAYABLE FROM
THIS CLAIM DIRECTLY TO
THE NAMED DENTIST AND
AUTHORIZE PAYMENT
DIRECTLY TO HIM / HER

SIGNATURE OF SUBSCRIBER _____

FOR DENTIST USE ONLY – FOR ADDITIONAL
INFORMATION,
DIAGNOSIS, PROCEDURES OR SPECIAL CONSIDERATION.

DUPLICATE FORM ☐

I UNDERSTAND THAT THE FEES LISTED IN THIS CLAIM MAY NOT BE COVERED BY
OR MAY EXCEED MY PLAN BENEFITS. I UNDERSTAND THAT I AM FINANCIALLY
RESPONSIBLE TO MY DENTIST FOR THE ENTIRE TREATMENT.
I ACKNOWLEDGE THAT THE TOTAL FEE OF \$ _____ IS ACCURATE AND HAS BEEN
CHARGED TO ME FOR THE SERVICES RENDERED.
I AUTHORIZE RELEASE OF THE INFORMATION CONTAINED IN THIS CLAIM FORM TO
MY INSURING COMPANY/PLAN ADMINISTRATOR.

SIGNATURE OF (PATIENT/GUARDIAN) _____

OFFICE VERIFICATION _____

DATE OF SERVICE DAY / MO. / YR.	PROCEDURE	INITIAL TOOTH CODE	TOOTH SURFACE	DENTIST'S FEE	LAB CHARGE	TOTAL CHARGE
THIS IS AN ACCURATE STATEMENT OF SERVICES PERFORMED AND THE TOTAL FEE DUE AND PAYABLE & OE. NOTE: All benefits subject to insurer payor status, provisions of the policy, Hockey Canada sanctioned events.					TOTAL FEE SUBMITTED	

Mail completed form to: **NORTHERN ONTARIO HOCKEY ASSOCIATION**
110 Lakeshore Drive
North Bay, ON P1A 2A8
Phone: 705-474-8851
Fax: 705-474-6019

www.noha-hockey.com

HOCKEY CANADA INSURANCE PROGRAM

ALSO AVAILABLE AT WWW.HOCKEYCANADA.CA/INSURANCE

This insurance coverage is part of a Trust Agreement. The extent of this Trust Agreement cannot be accurately reflected in a booklet the size of “Safety Requires Teamwork”.

Therefore, this section contains a general description of the Hockey Canada Insurance Program and its features. If there is a discrepancy between this section and the master policy, then the terms and provisions of the master policies shall take precedence. If you wish to view the policy documents, you are entitled to do so and may visit any Branch of Hockey Canada at reasonable times for this purpose.

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NEGLIGENCE; THE REALITY OF LITIGATION

Everyone realizes that accidents sometimes happen. A little thought will lead to an equally clear conclusion — sometimes an accident could have been avoided by exercising more care. Sometimes “accidents” which lead to injuries were caused by negligence.

Negligence is a legal concept of fault or blameworthiness which, stripped of complicated terminology to its essential components, means that someone failed to do something he or she should have done, or did something that he or she should not have done. The standard of conduct the law expects is that of the reasonable person, having regard to all the factual circumstances of the case.

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

Where an injured person (the Plaintiff) believes that his or her injuries were caused by the negligence of someone else, he or she has the right to commence a lawsuit claiming an amount of money (damages) from the allegedly negligent person (the Defendant). Damages may be claimed for losses of two types: monetary losses, such as medical expenses, loss of wages, and the costs of care; and non-monetary losses for pain and suffering and loss of enjoyment of life.

In our legal system, the issues raised in lawsuits by the Plaintiff and the Defendant are decided after a trial by a trial judge or judge and jury. The Plaintiff has an onus of proving both the negligence of the Defendant and the amount of the damages he or she claims on a “balance of probabilities”. This means that the Plaintiff must show, through evidence, that it is more likely than not that the Defendant failed to do what was reasonable in all the circumstances of the case, and that the Defendant’s unreasonable conduct caused the Plaintiff to suffer harm of some kind.

The amount of damages which a court might award to an injured Plaintiff will vary depending on the severity of the injuries suffered. A very serious, permanent injury which was caused by negligence may legitimately lead to significant damage awards. Even relatively minor injuries, from which the Plaintiff makes a full recovery, may justify an award of thousands of dollars in damages. Damages are not, in the great majority of cases, intended to fine or punish the Defendant. They are only to compensate the Plaintiff.

The litigation process may be slow moving. Cases often take several years or even longer to reach trial. It frequently appears inefficient or cumbersome to those involved in lawsuits. Any lawsuit will cause the parties on both sides a certain amount of anxiety, inconvenience and expense. Involvement in a lawsuit is seldom an experience that is enjoyed by anyone, whether Plaintiff or Defendant.

There are risks of injury in almost every activity. Hockey is a vigorous, physical game played at high speeds, which carries with it obvious inherent risks, both to participants and to spectators. The courts recognize that the standards of reasonable conduct applicable to hockey players during

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

practices and games are not the same standards which apply on the streets or at social gatherings. However, hockey players are not immune from potential liability for negligence. Deliberate cheap shots and fighting which result in injury to other players may well lead to legal liability. Where it results in physical injuries to another person, unnecessary roughhousing, showing off or fooling around which isn't part of the game might also be criticized by the courts, whether it occurs on the ice, on the bench or in the dressing room. Coaches and others who encourage or condone such actions might also be held responsible for any injury that results. All participants should attempt at all times to ensure that hockey is played cleanly and fairly, that dangerous activities which are not part of the game are avoided, and that everyone treats others with the same care, consideration and respect he or she hopes to receive in return. The reason isn't only to avoid potential lawsuits. Remember, no amount of money, no matter how large, can restore the physical health, remove the scars, or erase the pain of an injured person.

PURPOSE OF THE INSURANCE PROGRAM

The Insurance Program must ensure that adequate financial resources are in place to compensate those who are injured or who have suffered a financial loss as the result of their involvement in hockey. It involves good financial management, so that funds are in place to meet claims obligations when they fall due. It also includes establishing control mechanisms so that only genuine claims are reimbursed.

Insurance is one important method of handling claims, but only when it is practical, possible and cost-effective. Ironically, insurance is not available to cover many hockey-related risk exposures, as many times the desired coverage is simply unaffordable.

Hockey Canada has constructed a National Insurance Program to provide financial resources to help deal with the cost of risks which confront organized hockey.

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

Hockey is managed primarily by extremely dedicated volunteers. The real purpose of this section is to provide guidance when decisions are being made which may affect the degree of risk assumed by a League or Team.

Every effort has been made to make this section as helpful and comprehensive as possible. If any doubt remains about a specific situation, please consult your Branch or the Hockey Canada National Office.

ARE YOU COVERED?

Hockey Canada and each of the Branches of which Hockey Canada is comprised is specifically named as an insured, and all sub-associations, leagues and teams which form a part of Hockey Canada. It includes any officer, director, employee, coach, volunteer worker, instructor, referee, or member of a Committee **while acting within the scope of his or her duties**. It includes members of any teams, leagues, Branch teams, division teams, national teams or international teams provided all are registered with or affiliated with Hockey Canada. It includes any sponsor of any team or Hockey Canada, but only with respect to his, her or their liability as such; and it includes any owner of any insured team.

Note: A volunteer is a non-paid person donating his or her time and who is assigned specific duties and for whom a premium has been paid.

When are you covered?

1. Hockey Canada/Branch sanctioned events (league games, tournaments, practices, training camps, sanctioned fundraisers) when playing member teams only!
2. Transportation directly to and from the arena or venue.
3. Accommodations while billeted or at a hotel during a Hockey Canada/Branch sanctioned hockey activity.

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

FEATURES OF THE INSURANCE PROGRAM

Types of coverage

Comprehensive General Liability

The liability coverage is designed to cover Hockey Canada members for their on and off-ice activities while participating in Hockey Canada sanctioned hockey events.

This coverage responds on behalf of an individual who has paid a premium or had a premium paid on their behalf, and who is named as a defendant in a lawsuit alleging that, that individual was negligent doing whatever it was they were alleged to have done or did not do what they should have done and thereby contributed to the personal injury the claimant incurred.

The Hockey Canada Liability Policy will provide up to \$20,000,000 of coverage with respect to a single liability occurrence, as dictated by the terms and conditions of the policy. Any additional costs that are over and above the \$20,000,000 limit must be borne by the named individuals and/or their respective homeowner's insurance, to the extent that may apply.

The policy is designed to cover most events your team would be involved in. For example, if a Minor Hockey Association were to rent a bus and driver to transport a team to a game or tournament sanctioned by the Branch, and if that vehicle was in an accident and a number of players suffered serious injuries and a lawsuit ensued, then the liability coverage placed on that vehicle by the owners, would respond to any claims which might arise, and should that coverage be insufficient to respond to all of the damages awarded, then the Hockey Canada coverage/policy would respond as the secondary carrier to the maximum allowable by the policy.

Liability Coverage

The Hockey Canada Liability Coverage is a General Liability Insurance Policy designed to respond on behalf of any of the registered participants in the game including players, coaches, managers, trainers, on and off-ice officials and volunteers.

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

This Policy is a Personal Injury and Property Damage Policy.

Personal Injury - Example, a player receives a serious injury during a sanctioned game and as a result of that injury, a lawsuit arises. If you, as a coach, are named as one of the defendants in that lawsuit, alleging that you were negligent by “not doing something you should have done” or “doing something you should not have done”, then the Hockey Canada Liability Policy would respond on your behalf in defending you in that action from the first dollar.

Property Damage - Example, a team was in its dressing room prior to the start of the game, and while the coach was absent, a number of players started ‘horsing-around’ which resulted in damage being done to the walls of the dressing room. A claim was made by the facility owner for recovery of costs incurred to repair the damage. If the coach was named as being negligent for not properly supervising the players, then the Hockey Canada Off-ice Policy would defend his interests. It should be pointed out that in the property damage area of the Policy there is a \$5,000 deductible. In addition, it should be noted that there are exclusions within the Policy wherein the Policy would not respond on behalf of any individual where it is shown that the claim has arisen as a result of an intentional act by the defendant.

Accidental Death & Dismemberment (AD&D) - AD&D insurance covers very serious, permanent injuries that might occur while participating in a Hockey Canada/Branch sanctioned activity. This coverage is in addition to any other valid and collectable insurance policy.

Eligibility

Class 1 - All members of registered teams including coaches, trainers, safety people & assistants, referees, Hockey Canada personnel - (administrators, off-ice officials, & other Hockey Canada designated persons.)

Class 2 - All volunteer members of Hockey Canada.

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BENEFITS

When injury results in any one of the following losses within 365 days after the date of the accident, Hockey Canada will compensate:

For Loss of:

Life (as of September 1st 04)	\$ 25,000
Entire sight of both eyes	\$ 50,000
One hand and sight of one eye	\$ 45,000
Speech and hearing in both ears	\$ 45,000
Sight of one eye	\$ 35,000
Speech or hearing in both ears	\$ 30,000

For loss of, or loss of use of:

Both hands or both feet or both legs	\$ 45,000
One hand and one foot.	\$ 45,000
One arm or one leg	\$ 30,000
One hand or one foot	\$ 30,000

Critical Incidence Stress Counselling:

Off-ice maximum per incident	
per insured:	\$ 2,000
for all insureds:	\$ 10,000
On-ice maximum per incident:	\$ 25,000

For Paralysis of (effective September 1st 2004):

All four limbs (Quadriplegia)	\$ 1,000,000
Both Lower Limbs (Paraplegia)	\$ 1,000,000
One arm and leg on the same side of the body (Hemiplegia)	\$ 1,000,000

Not applicable to Class 2 members

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Hockey Canada Directors & Officers Liability Insurance Program (D&O):

Hockey Canada's D&O insurance program covers the directors and officers of all Minor Hockey Associations, Junior Teams, Branches, and Major Junior Hockey Teams and Leagues for their exposure to legal action arising from alleged wrongful acts, which they are believed to have committed while on the board of directors of one or more of these organizations.

When coverage applies, the policy will provide for defence against the action and if the case should go against the director or officer, will pay the amount of the indemnification.

In the event that a director or officer should receive an action against him/her the Branch Office must be advised immediately so that proper steps can be taken to investigate and defend the case.

Major Medical/Dental Coverage

This insurance augments Provincial, Medical and Hospital plans. It covers players, coaches, trainers/safety people referees and other designated volunteers against accidents which occur during participation in a Hockey Canada/Branch sanctioned activity.

This plan is designed to provide coverage for those who might otherwise not be covered by any other group health insurance plan. It can also serve as a supplement to other similar coverage an individual or family may hold, to achieve maximum allowable coverage. It is not applicable as an addition when another plan's coverage meets or exceeds the allowable amount.

Dental: This plan operates under the same guidelines as the Major Medical coverage.

Accidental Dental expense benefit

When accidental injury to whole or sound teeth shall, within 30 days, require treatment, the plan will pay for reasonable expenses actually incurred within 52 weeks after the date of the accident.

Maximum \$1,250 per tooth

Up to a \$2,500 maximum

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

If, due to the age of the covered members, dental development is not sufficient to permit treatment within 52 weeks, a report from the dentist or dental surgeon is required within 90 days of the date of accident, stating pertinent facts as to the damage. On receipt of a satisfactory report, the incurred expenses will be paid, subject to a maximum future treatment limit of \$ 2,500. Capped or crowned teeth shall be deemed as whole or sound.

Accidental Medical Treatment Benefit

When by reason of injury, and within thirty days from the date of the accident, the Insured Person requires medical treatment or incurs expenses for any of the following services, while under the regular care and attendance of a legally qualified physician or surgeon who is not a member of the immediate family of the Insured Person with respect to items 1 to 7:

1. Private duty nursing by a licensed graduate nurse (R.N.) who does not ordinarily reside in the Insured Person's home or is not a member of his/her immediate family;
2. Ambulance transportation, when such service is provided by a Professional Ambulance Service of the nearest approved hospital which is equipped to provide the required and recommended necessary treatment, ambulance expenses will be reimbursed at 100%;
3. Hospital services for which benefits are not provided by any Federal or Provincial Government Hospital Insurance Plan administered by the Province or Territory in which the Insured person normally resides, whether paid or not;
4. Rental of a wheelchair, iron lung and other durable equipment for therapeutic treatment, not to exceed the purchase price prevailing at the time rental became necessary;
5. Fees of a licensed physiotherapist, athletic therapist, chiropractor or osteopath recommended by a legally qualified physician or surgeon, will be re-imbursed up to \$500 in any one hockey season. No payments will be made to any team personnel who refer players to their clinic for treatment.
6. Drugs and medicines purchased by prescription made by a physician or surgeon.
7. Miscellaneous expenses such as hearing aids, crutches, splints, casts, trusses and braces, but excluding replacement there of.

Hockey Canada will pay the necessary expenses actually incurred, therefore, by or on behalf of an Insured Person within fifty-two weeks after the date of

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

the accident, not to exceed the amount of \$5,000.00 as a result of any one accident. Any sublimits or co-insurance indicated above shall apply.

Hockey Canada shall not be liable for any expense incurred for treatment or services by a legally qualified physician or surgeon.

This policy is subject to and shall not contravene any Federal or Provincial statutory requirement with respect to hospital and/or medical plans, nor shall it duplicate any benefits which are provided under any Federal or Provincial Hospital or Medical Plans, or any other providing a reimbursement expense.

Prosthetic appliance benefit

Will pay all reasonable costs for the purchase of artificial legs, eyes, etc. necessitated by accidental injury.

Maximum \$1,000

Tuition expense benefit

In the event that an accident confines the covered member to his or her residence or hospital for a period in excess of 40 consecutive school days, within 30 days of the accident, the cost of tutorial expenses of a qualified teacher will be paid to a maximum of \$10/hr.

Maximum \$ 2,000

Emergency taxi and travel expense benefit

This benefit will pay the reasonable expense incurred for a licensed taxi to transport the eligible member to the nearest hospital or a doctor's office, where immediate medical attention is required. In certain circumstances Hockey Canada will consider the reimbursement of fuel for a volunteer who provides the same service due to immediate need of medical attention.

The Travel Expense Benefit will pay the cost of all reasonable travel expenses incurred as a result of an accidental injury. Treatment must begin within 30 days of an accident for coverage to apply.

Maximum \$140 per accident

Note: For the emergency taxi benefit and the travel expense, all bills or receipts must be submitted.

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Loss of income benefit

In the event that an accident results in the covered member incurring a loss of earnings in excess of 30 consecutive days we shall provide reimbursement for those earnings lost for the next 30 day period. We shall do this based on a \$250 per week/\$1000 maximum per claim limit. This benefit is not intended to reimburse for missed Officiating assignments. Proper documentation of the lost earnings in the form of a Statement of Earnings and Deductions and/or a T-4 will be required.

Maximum \$250/week, 30 day waiting period

Maximum \$1000/claim, 30 day waiting period

Hockey Canada accident insurance benefits do not cover:

1. Benefits eligible for payment by an Employee's Private Medical and/or Dental Plan. The plan acts as second "payer" in all cases and can be used for deductibles/coinsurance not paid by the first "payer".
2. Any benefits provided or paid by any Government Hospital or Medical Plans, whether or not the injured person is included in such plan. There are no payments for any non-resident who plays hockey in Canada without some form of primary coverage.
3. The purchase, repair or replacement of eyeglasses or contact lenses, or prescriptions thereof.
4. Sickness or disease either as a cause or effect.
5. Injury resulting from war or any act of war, whether declared or undeclared.
6. Air travel, except as a fare-paying passenger in an aircraft with a certificate of air worthiness to/from a Hockey Canada sanctioned activity.
7. Expenses of dental treatment incurred for the cost of replacement or repair of artificial teeth or dentures, permanent bridgework excepted.
8. The expenses of a knee brace or similar device, the use of which is solely to allow an insured person to participate in a game or practice of hockey.
9. Any expenses not submitted within 365 days of the date of the accident.
10. Any accident report forms not submitted within 90 days of the accident.
11. Equipment replacement.

This insurance coverage is part of a Trust Agreement. The extent of this Trust Agreement cannot be accurately reflected in a booklet the size of "Safety Requires Teamwork". Therefore, this booklet contains a general description of the Hockey Canada Insurance Program and its features. If there is a

SAFETY REQUIRES TEAMWORK & SAFETY FOR ALL

discrepancy between this booklet and the master policy, then the terms and provisions of the master policies shall take precedence. If you wish to view the policy documents, you are entitled to do so and may visit any Branch of Hockey Canada at reasonable times for this purpose.

HOW TO MAKE A CLAIM

- 1.SECURE** a Hockey Canada Injury Report Form (page 48) from your team or Minor Hockey Association. In the event that there are none available, contact your local Branch office.
- 2.COMPLETE** the form in its entirety. Have your team official complete the team section and your Doctor/Dentist complete the back of the form.
- 3.SUBMIT** the fully completed form to your Branch office along with any receipts or invoices within 90 days of the date of accident.

NOTE:

- Only Accident Report Forms received in the Branch office within 90 days of the date of accident will be accepted.
- Forms must be completed in their entirety or the forms will be returned.
- Only original receipts and/or invoices are acceptable.
- Hockey Canada is strictly a supplemental insurer. If you have access to any other insurance, you must pursue it through them first. Hockey Canada shall cover those costs not covered by your primary insurance to our policy limits.



NORTHERN ONTARIO HOCKEY ASSOCIATION

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NOHA Code of Conduct

1. The NOHA is committed to providing a sport environment in which all individuals are treated with respect.
2. During the course of all NOHA activities, athletes, coaches, parents, directors, volunteers, staff, chaperones and others within each of the NOHA Member Associations:
 - a) Shall conduct themselves, at all times, in a fair and responsible manner and refrain from comments or behaviours that are disrespectful, offensive, abusive, racist or sexist. In particular, the NOHA will not tolerate behaviour that constitutes harassment or abuse or bullying, and;
 - b) Shall avoid behaviour which brings the NOHA and/or it's Member Associations, or the sport of hockey into disrepute, including but not limited to the abusive use of alcohol and/or non-medical use of drugs, and;
 - c) Shall not use unlawful performance enhancing drugs or methods, nor shall they engage in any activity or behaviour that endangers the safety of others, and;
 - d) Shall at all times adhere to the Hockey Canada, OHF, NOHA Member Associations operational policies and procedures, to rules governing Hockey Canada, OHF, NOHA Member Associations events and activities and to rules governing any competition in which the member participates on behalf of the OHF, NOHA and NOHA Member Associations.
3. Failure to comply with this Code of Conduct may result in disciplinary action, including, but not limited to, the loss or suspension of certain or all privileges connected with the respective Member Association and/or NOHA including the opportunity to participate in NOHA and it's Member Association activities. Such discipline may include the removal or ban from an arena, games, practices and other team activities.

Revised February 2006

NORTHERN ONTARIO HOCKEY ASSOCIATION

SPEAK OUT POLICIES AND PROCEDURES

PROMOTING POSITIVE BEHAVIOUR IN HOCKEY



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REVISED – June 1, 2011

SPEAK OUT: PROMOTING POSITIVE BEHAVIOUR IN HOCKEY

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Introduction

This document includes Policies and Procedures that enhance the Hockey Canada and Ontario Hockey Federation Speak Out Policies and Procedures. All NOHA Member Associations/Single Entry Teams are obligated to adhere to these Policies and Procedures as stated.

The following policies have been approved by the NOHA Board of Directors. It shall be the obligation of all NOHA Member Associations to adhere to these policies.

Please refer to the following for more information:

- 1- Hockey Canada Policy on Harassment and Abuse – www.hockeycanada.ca
- 2- OHF Harassment and Abuse Policies – www.ohf.on.ca
- 3- NOHA Code of Conduct – www.noha.on.ca
- 4- OHF Code of Conduct – www.ohf.on.ca
- 5- Hockey Canada Fair Play means Safety for All Booklet- www.hockeycanada.ca
- 6- NOHA Full Speak Out Policies and Procedures and Appendices – www.noha.on.ca

1. POLICY STATEMENTS

- 1.1 It is the policy of the NOHA that there be no harassment, abuse or bullying of any participant in any of its programs.
- 1.2 The NOHA expects every athlete, coach, assistant coach, trainer, manager, official, parent, director, officer, volunteer, employee and chaperone within the NOHA and each of the NOHA Member Associations to take reasonable steps to safeguard the participants against harassment, abuse and bullying.

2. EFFECTIVE DATE

- 2.1 June 27, 1998
- 2.2 Revised February 28, 2006
- 2.3 Revised June 1, 2011

3. NOHA MEMBER ASSOCIATION REQUIREMENTS

- 3.1 NOHA Member Associations are responsible for adopting and implementing a policy similar to, and consistent with this policy.
- 3.2 All individuals holding the title of coach, assistant coach, trainer, assistant trainer, manager, on-ice official and anyone else determined by the Risk Assessment Tool shall be subject to Criminal Record Checks, which include the Vulnerable Sector Screening and a search of the National Sex Offender Registry.

4. DEFINITIONS

4.1 Child

Child means a person between the age of 0 and 16 years.

4.2 Youth

Youth means a person between the age of 16 and 18 years.

4.3 Adult

Adult means a person who has reached the age of maturity. In the Province of Ontario this age is 18 years.

4.4 Bullying

Bullying describes behaviours that are similar to harassment, but occur between children under the age of twelve, or behaviours between youth or between adults that are not addressed under human rights laws. Bullying is intentionally hurting someone in order to insult, humiliate, degrade or exclude him or her. Bullying can be broken down into four categories: physical, verbal, relational (for example, trying to cut off victims from social connection by convincing peers to exclude or reject a certain person), and reactive (for example, engaging in bullying as well as provoking bullies to attack by taunting them).

4.4.1 Physical Bullying:

Hitting, shoving, kicking, spitting on, grabbing, beating others up, damaging or stealing another persons property; used most often by boys.

4.4.2 Verbal Bullying:

Name calling, hurtful teasing, humiliating or threatening someone, degrading behaviors; may happen over the phone, through text messaging or chat rooms, through social media sites, in notes or in person.

4.4.3 Relational Bullying:

Trying to cut off victims from social connection by convincing peers to exclude or reject a certain person; used most often by girls. This may happen in person, over the phone, through the computer.

4.4.4 Reactive Bullying:

Engaging in bullying as well as provoking bullies to attack by taunting them.

4.4.5 Cyber Bullying:

Involves the use of information and communication technologies such as email, cell phones and text messaging, camera phones, instant messaging, social networking sites such as facebook and twitter, defamatory personal websites, to support deliberate, repeated and hostile behavior by an individual or group that is intended to harm others, threaten, harass, embarrass, social exclude or damage reputations and friendships.

4.5 Harassment

Harassment is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals which create a hostile or intimidating environment for work or sports activities, or which negatively affect performance or work conditions. Any of the different forms of harassment must be based on a prohibited ground of discrimination in human rights legislation, including race, ethnicity, colour, religion, age, sex, marital status, family status, disability, pardoned conviction and sexual orientation.

Types of behavior which constitute harassment include, but are not limited to:

- Unwelcome jokes, innuendo or teasing about a person's looks, body, attire, age, race, religion, sex or sexual orientation.
- Condescending, patronizing, threatening or punishing actions, based on a ground of discrimination, which undermine self-esteem or diminish performance.
- Practical jokes based on a ground of discrimination which cause awkwardness or embarrassment, endanger a person's safety or negatively affect performance.
- Unwanted or unnecessary physical contact including touching, patting or pinching (in the case of minors, this is defined as abuse under Child Protection Legislation).
- Unwelcome flirtation, sexual advances, requests or invitations (if minor involved, covered under Child Protection Legislation).
- Behaviors such as those described above which are not directed towards individuals or groups but which have the effect of creating a negative or hostile environment.

4.6 Abuse

Child abuse is any form of physical, emotional and/or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child. A common characteristic of all forms of abuse against children and youth is an abuse of power or authority and/or breach of trust.

Abuse is an issue of child protection. Protection refers to provincial, territorial or Aboriginal band-appointed child protective services. A child may be in need of protection from harm if abuse or neglect is suspected. Information about one's legal duty to report and circumstances under which reporting must occur according to child protection legislation is available at www.hockeycanada.ca.

4.6.1 Emotional Abuse

Emotional abuse is a chronic attack on a child or youth's self-esteem; it is psychologically destructive behaviour by a person in a position of power, authority or trust. It can take the form of name-calling, threatening, ridiculing, berating, intimidating, isolating, hazing or ignoring the child or youth's needs.

4.6.2 Physical Abuse

Physical abuse is when a person in a position of power or trust purposefully injures or threatens to injure a child or youth. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment.

4.6.3 Neglect

A general definition of neglect is the chronic inattention to the basic necessities of life such as clothing, shelter, nutritious diets, education, good hygiene, supervision, medical and dental care, adequate rest, safe environment, moral guidance and discipline, exercise and fresh air. Neglect may apply in a hockey setting where there is a chronic inattention in the hockey context, for example when a player is made to play with injuries.

Some examples of neglect occurring in a sport environment are:

- Inadequate Shelter/Unsafe Environments: Lack of maintaining equipment or facility; forcing athletes to participate without proper protective equipment.
- Inadequate Clothing: Preventing athletes from dressing adequately for weather conditions or making them stay in wet clothes as punishment following a game.
- Inadequate Supervision: Leaving young athletes unsupervised in a facility or on a team trip.
- Lack of Medical/Dental Care: Ignoring or minimizing injuries; ignoring medical advice; not seeking medical or dental attention when warranted.
- Inadequate Education: Encouraging athletes to not do homework, to not attend school, or to drop out.
- Inadequate Rest: Overdoing or increasing workouts as punishment; prohibiting adequate sleeping or resting time.
- Inadequate Moral Guidance & Discipline: Not providing adequate supervision during team functions; hiring strippers or prostitutes; offering pornography to young athletes.

4.6.4 Sexual Abuse

Sexual abuse is when a child or youth is used by a child or youth with more power or an adult for his or her own sexual stimulation or gratification. There are two categories of sexual abuse: contact and non-contact.

4.7 Misconduct

Misconduct refers to the behaviour or a pattern of behaviour that is found, by a formal (for example an independent investigation) or informal process (eg. an internal fact finding), to be contrary to the NOHA Code of Conduct and that is not harassment, abuse or bullying.

4.8 Complaint

Any allegation, verbal or written, that involves bullying, harassment, abuse or misconduct within the jurisdiction of the NOHA.

4.9 NOHA and Member Association Personnel

NOHA personnel includes NOHA office employees, council and committee chairs and members, Directors and Officers and any other personnel that may be identified by the NOHA President. NOHA Member Associations personnel include their office employees, council and committee chairs and members, Directors and Officers and any other personnel that may be identified by the Member Association President.

4.10 Billet

Any community volunteer who applies or is requested by an NOHA Member Association to host a traveling player or players on his or her premises during periods when the player(s) will otherwise be unsupervised and outside of the care of parent(s), guardian(s), coach or other designated adult.

4.11 Volunteer

A volunteer is defined as a non-paid person who donates, enters or offers his or her time freely to assigned specific duties.

5. SCREENING PROCESS

The NOHA will conduct the following 12-step screening process for NOHA Personnel and that each Member Association and their members follow the same 12-step screening process within their respective jurisdiction.

Volunteers and staff who do not meet the requirements or abide by the requirements of the screening process may not be accepted, may be disciplined or may be dismissed.

5.1 Position Design

Clearly identify, define and control the design of positions. Each position has a set of conditions and level of risk. Determine screening standards based on position design. (see Appendix L)

5.2 Position Description

Develop and maintain descriptions that define responsibilities, expectations and levels of supervision for each staff and volunteer position (see Appendix L).

5.3 Application Form

Prepare and make available appropriate forms for staff and volunteers and if the position requires other screening measures (medical exam, driver's record, police record check) the application form will so indicate (see Appendix N).

5.4 Formal Recruitment Process

Post all staff and volunteer positions and indicate that screening is a part of the application process.

5.5 Conduct Interviews

Conduct interviews for staff/volunteers to ensure candidates meet the position requirements and fit in with the Association.

5.6 Reference Check

Implement a standard reference check questionnaire and follow through with candidate's list of references.

5.7 Criminal Record Check

All coaches, assistant coaches, trainers, managers, on-ice officials and anyone else determined by the Risk Assessment Tool (Appendix K) will be subject to Criminal Record Checks, as follows:

5.7.1 The OHF/NOHA requires that any check include a vulnerable sector check and search of the national Canadian Police Information Centre database (CPIC).

5.7.2 Any check submitted that is older than six (6) months must be accompanied by a Criminal Offence Declaration form or a notarized sworn document may also be used as an alternative to the Criminal Offence Declaration form. A receipt from the local police station indicating that the process has been initiated must also be included.

5.7.3 Checks of a person's service are not necessary every year of a person's service, but are required for the first year in a position that mandates one and every four years thereafter.

5.7.4 Previous offences that may exclude a person's application for a position within the NOHA and its Member Associations include, but are not limited to, offences against persons, offences involving property or offences related to substance abuse.

5.8 Billets

It is recommended that Billets used within the NOHA be properly screened by the NOHA Member Association, club or league and complete a Criminal Record Check (CRC).

5.9 Orientation

The level of risk associated with a position (as indicated in the position description) will determine when an organization should conduct an orientation session with new staff and volunteers to help familiarize them with the organization's goals, objectives, policies and processes.

5.10 Speak Out Certification

All Coaches, Assistant Coaches, Trainers and Managers within the jurisdiction of the NOHA are required to be certified in the Speak Out Program.

5.11 Officials - Regulation 10.17 from NOHA Constitution

All adult on-ice officials are to provide Criminal Record checks.

All officials, supervisors, and instructors who are 18 years of age will require a police record check in order to officiate, supervise or instruct. Once the individual has been cleared, a police record check will be required every 4 years. These Criminal Record Checks should not be more than 6 months old when submitted as per NOHA Policy 5.7.2.

5.12 Supervise, Evaluate and Follow Up

The risk assessment of each position (as indicated in the position description) will determine the necessary level of supervision and evaluation in respect of a person's performance in his or her position. An example of supervision may include an

unscheduled observation of a practice or game. An example of evaluation may include an end of season interview with a Coach or Team Staff member. Follow up in respect of a person's performance in his or her position may be necessary and will be determined by the position description.

6. SCREENING ADMINISTRATION

NOHA Responsibility

- 6.1** The NOHA Executive Director (or designate) will maintain records of all NOHA Personnel required to be certified in Speak Out. The Criminal Record Checks, of staff and volunteers of the NOHA who are required to submit such information, will be directed to and maintained by the NOHA Legal Counsel.
- 6.2** All personal records maintained by the NOHA and NOHA Legal Counsel will be obtained and secured in compliance with the NOHA Privacy Policy.
- 6.3** NOHA Staff and NOHA Board of Directors will be required to provide a Criminal Record Check upon assuming their role or, at the request of the NOHA President, and every four years thereafter. The cost of providing a Criminal Record Check will be assumed by the individual.

Member Association/Single Entry Team Responsibility

- 6.4** The Member Association President (or designate) will maintain records of all Member Association Personnel required to be certified in Speak Out. The Criminal Record Checks, of staff and volunteers of the Member Association who are required to submit such information, will be directed to and maintained by the Member Association Legal Counsel or Professional Designate.
- 6.5** All personal records maintained by the Member Association and Member Association Legal Counsel will be obtained and secured in compliance with the Member Association Privacy Policy.
- 6.6** Member Association Staff and Member Association Board of Directors will be required to provide a Criminal Record Check upon assuming their role or, at the request of the Member Association President, and every four years thereafter. The cost of providing a Criminal Record Check will be assumed by the individual.
- 6.7** It shall be the policy of the NOHA that all Member Associations must provide documentation of their Harassment/Abuse implementation efforts to the NOHA on an annual basis by May 1st. This documentation will be provided on a check off form and signed by the Member Association President. Copies of these reports will be forwarded to the OHF at the conclusion of each season. (Appendix G)

Supporting Documentation

It would be the responsibility of the Member Association to determine any reimbursements to the individual and to coordinate the fee charged by the police agency. Member Association should have the applicant return the form to the independent designated person within the Member Association. The independent designated person should have a

“Professional Designation” such as: Police, Chiropractors, Notary Publics, Engineers, Banker, Clergy, Doctor, Lawyer, Judge, Principal, Dentist or Accountant. Member Association would establish a Review Committee made up of the list of individuals that have a “Professional Designation” to review the Criminal Records Checks when the police have identified a criminal conviction. Their duties would include comparing the offence to the specific job description and reference checks of that individual and determining the risk involved. If an individual transfers to another Member Association they would be required to provide a new Criminal Record Check and provide any previous Criminal Record Checks that they may have access to. It is the intent that volunteers of the Member Association not have access to other volunteers Criminal Record Checks. By using independent people with Professional Designations this risk is minimized.

7. RECEIVING A COMPLAINT

7.1 When there is a complaint of abuse (as defined in the Child Protection Act) of a child participant there will be no investigation by the NOHA, Member Association, or any member thereof. Any investigation will be left to the police or appropriate child protective agency.

7.1.1 If a complaint of abuse of a child participant results in a conviction, the NOHA, Member Association or any member thereof will exclude the individual convicted.

7.1.2 If a complaint of abuse of a child participant does not result in a conviction, the NOHA, Member Association or member thereof may nevertheless discipline the individual subject to the complaint.

7.2 Complaints of harassment, bullying or misconduct may be handled informally where possible or formally, but within a reasonable timeframe.

7.3 The NOHA, Member Association and any members thereof are not required to deal with all complaints. The NOHA, Member Association or member thereof may decide not to deal with the complaint if it is of the opinion that it:

7.3.1 could be more appropriately dealt with under another policy, rule or regulation;

7.3.2 is frivolous, vexatious or made in bad faith;

7.3.3 is not within the governing body’s jurisdiction; or,

7.3.4 is based on occurrences that are more than six months old.

7.4 Complaints of harassment, abuse or bullying will not qualify a player for an automatic release. This is to ensure the safety of all players on the team, not just the one initiating the complaint. If a complaint is substantiated, the primary option is to address the behaviour of the offending party which may include disciplinary action up to and including suspension or removal.

8. COMPLAINT ADMINISTRATION

8.1 NOHA Responsibility:

8.1.1. If a Complaint is directed to the attention of the NOHA, all relevant information will be forwarded to the associated Member Association for follow up and/or investigation.

8.1.2. Upon notification of a Complaint, the NOHA will report the situation and all relevant information to the Ontario Hockey Federation who will notify the Hockey Canada Insurance Department in accordance with Hockey Canada guidelines.

8.1.3. If a Complaint is addressed to the NOHA but relates to an action within a Member Association, the NOHA President will request the relevant Member Association to conduct an investigation within an agreed time frame. The Complaint will be referred to that Member Association to be dealt with in accordance with this policy and the Member Association policies.

8.1.4. All complaints must be filed on the NOHA Complaint intake form (see Appendix C)

8.1.5 The NOHA will provide an annual report to the OHF on or before June 1 each year that will include: (a) The number of complaints of harassment, abuse, bullying and misconduct received, (b) the number of complaints of harassment, abuse, bullying and misconduct found to be with merit and those without merit, and (c) the number of Speak Out training sessions held and number of certified participants.

8.2 NOHA Member Association/Single Entry Team Responsibility:

8.2.1 Member Associations shall designate one person or committee to accept complaints originating from within their organization. This person or committee will be identified to the Member Association Risk Management Committee at the beginning of each season.

8.2.2 All complaints must be filed on the NOHA Complaint intake form (see Appendix C).

8.2.3 Upon receipt of a Complaint submitted to the Member Associations' designated person, the designated person shall forward a copy immediately to the NOHA Executive Director (or designate).

8.2.4. It is the policy of the NOHA that any and all situations involving Harassment and Abuse must be reported to the NOHA and subsequently to the OHF.

9. INVESTIGATION

9.1 In order to remain impartial for the purpose of hearing appeals, the NOHA will not engage in investigations except: (a) where it is inappropriate for the Member Association to do so, or (b) if the initial investigation was conducted incorrectly as determined by NOHA Regulation 15, or (c) if the complaint is of one Member Association from another Member Association.

9.2 All investigations of harassment, bullying or misconduct will be conducted in accordance with the NOHA Privacy Policy. Disclosure of any part of the final report will be provided at the discretion of the NOHA President and where third party confidentiality is required the report may not be provided. Upon the final determination, a summary report may be available to the relevant parties who may include, but are not limited to, the person(s) who initiated the complaint, the person(s)

against whom the complaint was made, any person(s) against whom any adverse finding is made.

9.3 When the NOHA is conducting an investigation, the report resulting from there will be received by the NOHA Officers for review and determination.

9.4 The NOHA will use an Independent Fact Finder to conduct an NOHA initiated investigation.

9.5 Any decision for the NOHA to contact the police on the basis of the Investigation Report will be made by the NOHA President.

9.6 NOHA Member Association/Single Entry Team Responsibility:

9.6.1 NOHA Member Associations are required to oversee all investigations within their jurisdiction.

9.6.2 Once directed to do so, an NOHA Member Association may not cede its responsibility to:

9.6.2.1 complete the investigation and;

9.6.2.2 render a decision within the specified timeframe.

9.6.3 The failure of an NOHA Member Association to complete an appropriate fact finding investigation and render a decision, once directed, may result in disciplinary action at the discretion of the President or Board of Directors.

9.6.4 NOHA Member Associations are encouraged to employ the services of a professional investigation firm or individual, be it that of the NOHA or another approved firm or individual.

9.6.5 NOHA Member Associations must file a copy of the investigation report with the NOHA Executive Director.

10. INVESTIGATION DECISIONS

10.1 The following decisions resulting from any investigation may be made:

10.1.1 the complaint is with merit;

10.1.2 the complaint is without merit;

10.1.3 there is insufficient information to enable a conclusive decision to be made;
or

10.1.4 the complaint is outside of the jurisdiction of the investigating body.

11. DISCIPLINE

11.1 Any athlete, coach, assistant coach, trainer, manager, official, parent, director, officer, volunteer, employee or chaperone within the NOHA and/or within any of the NOHA Member Associations or member thereof found in violation of the Hockey Canada Policy on Harassment, Abuse and Bullying or the OHF Speak Out Policy or the OHF Code of Conduct or the NOHA Code of Conduct or the NOHA

Speak Out Policies and procedures may be disciplined up to and including dismissal and/or revocation of membership in accordance with the NOHA Constitution, By-Laws and Regulations.

- 11.2** Any athlete, coach, assistant coach, trainer, manager, official, parent, director, officer, volunteer, employee or chaperone within the NOHA and/or any of the NOHA Member Associations who knowingly brings a false complaint against an NOHA participant may be disciplined up to and including dismissal and/or revocation of membership in accordance with the NOHA Constitution, By-laws and Regulations.
- 11.3** Any athlete, coach, assistant coach, trainer, manager, official, director, officer, volunteer, employee or chaperone within the NOHA who is the subject of a complaint of harassment, abuse or bullying may be suspended from his or her position, or made subject to other precautions taken for the duration of an investigation. This action will be reviewed by the NOHA President or other designate on a case by case basis in accordance with the NOHA Constitution, By-laws and Regulations.
- 11.4** Any coach, assistant coach, trainer, manager, official, director, officer, volunteer, employee or chaperone within the NOHA who is discovered by means other than a criminal record check to have a conviction that may impact upon their position, may be disciplined up to and including dismissal and/or revocation of membership in accordance with the NOHA Constitution, By-Laws and Regulations.

12. SANCTIONS

a) When directing appropriate disciplinary sanctions, the NOHA and/or its Member Associations shall consider factors such as:

- 1 - The nature and security of the harassment and bullying information.
- 2 - Whether the harassment and bullying involved any physical contact.
- 3 - Whether the harassment and bullying was an isolated incident or part of an ongoing pattern.
- 4 - The nature of the relationship between the complainant and the respondent.
- 5 - The age of the Complainant.
- 6 - Whether the respondent has been involved in any previous harassment and bullying incidents.
- 7 - Whether the respondent admitted responsibility and expressed a willingness to change.
- 8 - Whether the respondent retaliated against the complainant.

b) In directing disciplinary sanctions, the NOHA and/or its Member Associations may consider the following options, singly or in combination, depending on the nature and severity of the harassment and bullying:

- 1 - Verbal apology
- 2 - Written apology
- 3 - Letter of reprimand from the NOHA
- 4 - A fine or Levy

- 5 - Referral to counselling
- 6 - Removal of certain privileges of membership or employment
- 7 - Temporary suspension with or without pay
- 8 - Termination of employment or contract
- 9 - Suspension of membership
- 10 - Expulsion from membership
- 11 - Publication of the details of the sanction
- 12 - Any other sanction which the NOHA and/or its Member Associations may deem appropriate

c) Failure to comply with a sanction as determined by the NOHA and/or its Member Associations shall result in automatic suspension of membership in the NOHA and/or its Member Associations affiliated with the NOHA, until such time as the sanction is fulfilled.

d) Notwithstanding the procedures set out in this policy, any individual participating in NOHA business, activities or events who is convicted of a criminal offense involving sexual exploitation, invitation to sexual touching, sexual interference, sexual assault, shall face automatic suspension from participating in any activities of the NOHA for a period of time corresponding to the length of the criminal sentence imposed by the Court, and may face further disciplinary action by the NOHA in accordance with this policy.

13. APPEALS

- 13.1** Except where otherwise provided, an appeal of any disciplinary matter will be regulated and heard in accordance with NOHA Regulation 15.
- 13.2** It is the policy of the NOHA that the qualifications of the NOHA Harassment and Abuse Appeal Members may include, but is not restricted to: Child psychology, Mediation, Education, Law, Medicine, Hockey and who has attended a Hockey Canada Speak Out clinic.

14. AMENDMENTS

- 14.1** Any amendments or changes in the Constitution, By-Laws, Regulations or Speak Out Policies and Procedures of Hockey Canada and/or the Ontario Hockey Federation shall automatically amend or change the Constitution, By-Laws, Regulations or Speak Out Policies and Procedures of the NOHA in accordance therewith.
- 14.2** NOHA Member Associations have the ability to enhance the NOHA Speak Out Policies and Procedures. A copy of the NOHA Member Associations Speak Out Policies and Procedures must be filed with the NOHA Executive Director.



NORTHERN ONTARIO HOCKEY ASSOCIATION COMPLAINT INTAKE FORM



Appendix – C –revised June, 2011

Please note the following:

- Complaints of harassment, abuse or bullying will not qualify a player for an automatic release.
- Definitions are provided in Appendix 1.
- Substantiated allegations of harassment, abuse or bullying will be considered for sanctions ranging in severity from: no further action to expulsion.
- The NOHA cannot guarantee complete confidentiality. The contents of this document may be shared in an effort to resolve this complaint here within. By completing the form, you agree that the NOHA may share some or all of this information in the process of resolving the complaint.
- Complaints will be addressed according to severity, resources and safety for participants.
- Fax or email completed form to 705-474-6019 or cmay@noha.on.ca

Please complete the following:

1. **Person making the complaint:** ☐ Player ☐ Parent ☐ Volunteer ☐ Official ☐ Employee

First Name		Last Name	
Address			
City/Town	Province	Postal Code	
Telephone Number	Fax Number	Email	

2. **Person on whose behalf the complaint is made:** (to be completed if different from above)

First Name	Last Name
Birth Date (day / month / year)	

3. **Name of person(s) against whom you are complaining:**

First Name	Last Name
Title/Role	Name of Association/Club
First Name	Last Name
Title/Role	Name of Association/Club

4. **When did the last incident occur? (date):** _____



NORTHERN ONTARIO HOCKEY ASSOCIATION COMPLAINT INTAKE FORM



5. Please check the ground(s) that best describes your complaint:

A. ☐ Harassment (refer to Appendix D)

Type of behaviour:

<input type="checkbox"/> Conduct	<input type="checkbox"/> Gestures	<input type="checkbox"/> Comments
----------------------------------	-----------------------------------	-----------------------------------

Based on:

<input type="checkbox"/> Race	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Disability	<input type="checkbox"/> Colour
<input type="checkbox"/> Religion	<input type="checkbox"/> Age	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Sex
<input type="checkbox"/> Marital status	<input type="checkbox"/> Family status	<input type="checkbox"/> Pardoned conviction	

B. ☐ Abuse (refer to Appendix D)

Type of behaviour:

<input type="checkbox"/> Physical	<input type="checkbox"/> Emotional	<input type="checkbox"/> Sexual	<input type="checkbox"/> Neglect
-----------------------------------	------------------------------------	---------------------------------	----------------------------------

Please note: Neither the OHF, nor any Member thereof will investigate reports of abuse that meet the definition provided. This information will be provided to the appropriate authorities for follow up.

C. ☐ Bullying (refer to Appendix D)

Type of behaviour:

<input type="checkbox"/> Physical	<input type="checkbox"/> Verbal	<input type="checkbox"/> Relational	<input type="checkbox"/> Reactive
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D. ☐ Misconduct (refer to Appendix D)

Please note: Complaints of misconduct will generally be directed to the Member Partner or Local Association or Club for formal or informal resolution according to that organization's constitution or policies.



NORTHERN ONTARIO HOCKEY ASSOCIATION COMPLAINT INTAKE FORM



- 6. Particulars:** Provide a summary of the incidents you are complaining about. Your summary must answer the following questions. Section 6 is to be no longer than 2 pages. You may attach any additional documents as necessary.

1. Date incident(s) happened
2. Where did the incident(s) happen?
3. Who was involved (Name and title/role)?
4. What happened?
5. How were you treated differently from others (if at all)?
6. How do the incident(s) relate to the ground(s) you selected?
7. Remedy/Resolutions you are seeking

Day/Month/Year

Signature of Complainant

NORTHERN ONTARIO HOCKEY ASSOCIATION COMPLAINT INTAKE FORM



(6. Continued)

[illegible]



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APPENDIX D: DEFINITIONS

The following are definitions will be used to determine the grounds on which the complaint is made and the process to address it.

The OHF acknowledges and supports Hockey Canada's definitions of bullying and harassment and abuse.

Misconduct

Misconduct refers to the behaviour or a pattern of behaviour that is found, by a formal (for example an independent investigation) or informal process (i.e. for example an internal fact finding), to be contrary to the OHF Code of Conduct and that is not harassment, abuse or bullying.

Bullying

Bullying describes behaviors that are similar to harassment, but occur between child and youth that are not addressed under Human Rights Laws. Bullying is intentionally hurting someone in order to insult, humiliate, degrade or exclude him or her. Bullying can be broken down into five categories: Physical, Verbal, Relational, Reactive, and Cyber.

Harassment

Harassment is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals which create a hostile or intimidating environment for work or sports activities, or which negatively affect performance or work conditions.

Any of the different forms of harassment must be based on a prohibited ground of discrimination in human rights legislation, including race, ethnicity, colour, religion, age, sex, marital status, family status, disability, pardoned conviction and sexual orientation.



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Abuse

Child abuse is any form of physical, emotional and/or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child. A common characteristic of all forms of abuse against children and youth is an abuse of power or authority and/or breach of trust.

Abuse is an issue of child protection. Protection refers to provincial, territorial or Aboriginal band-appointed child protective services. A child may be in need of protection from harm if abuse or neglect is suspected. Information about one's legal duty to report and circumstances under which reporting must occur according to child protection legislation is available at www.hockeycanada.ca.

Emotional Abuse

Emotional abuse is a chronic attack on a child or youth's self-esteem; it is psychologically destructive behaviour by a person in a position of power, authority or trust. It can take the form of name-calling, threatening, ridiculing, berating, intimidating, isolating, hazing or ignoring the child or youth's needs.

Physical Abuse

Physical abuse is when a person in a position of power or trust purposefully injures or threatens to injure a child or youth. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment.

Neglect

A general definition of neglect is the chronic inattention to the basic necessities of life such as clothing, shelter, nutritious diets, education, good hygiene, supervision, medical and dental care, adequate rest, safe environment, moral guidance and discipline, exercise and fresh air. Neglect may apply in a hockey setting where there is a chronic inattention in the hockey context, for example when a player is made to play with injuries.

Sexual Abuse

Sexual abuse is when a child or youth is used by a child or youth with more power or an adult for his or her own sexual stimulation or gratification. There are two categories of sexual abuse: contact and non-contact.

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APPENDIX E

NOHA SOCIAL NETWORKING POLICY

SOCIAL NETWORKING is defined as communicating through on-line communities of people such as, but not limited to, Facebook, Twitter, You Tube, blogging, etc.

The Northern Ontario Hockey Association understands the importance of SOCIAL NETWORKING, however, it also allows for inappropriate unsupervised conduct which may be detrimental to the welfare of the NOHA, and the future of NOHA players.

The NOHA holds the entire NOHA community, including Executive Members, Managers, Coaches, Trainers, Players, Scouts, Support Staff, on/off-ice Officials and others who participate in SOCIAL NETWORKING to the same standards as it would with all forms of media, including television, radio and print.

Inappropriate behaviour over SOCIAL NETWORKING media will not be tolerated and may result in disciplinary action being taken by the NOHA.

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VIDEO RECORDERS – CELL PHONES APPENDIX F

The NOHA has banned the use of video recorders, including cell phones and other electronic devices with video capabilities (still and motion) from the bench area and dressing rooms at all NOHA sanctioned events.

June 2011

APPENDIX H – OHF/ NOHA Criminal Record Check Policy

All individuals holding the title of coach, assistant coach, trainer, assistant trainer, manager, on-ice official and anyone else determined by the Risk Assessment Tool which is contained in Appendix B of the OHF Speak Out Policy shall be subject to Criminal Record Checks which include the Vulnerable Sector Screening and a search of the National Sex Offender Registry.

Individuals with outstanding Criminal Code convictions or who have been charged with such offences that have not yet gone to trial but which continue to be prosecuted, shall not be eligible to hold the above positions or those Association positions determined by the Risk Assessment Tool.

These offences include, but are not limited to, the following:

Offences which deem the Individual ineligible to participate in any capacity as determined by Appendix K

- Assault with a Weapon
- Assault Cause Bodily Harm
- Aggravated Assault
- Sexual Assault
- Sexual Interference
- Sexual Exploitation
- Invitation to Sexual Touching
- Making, distributing or possessing child pornography
- Current prohibitions or probation orders forbidding the individual to have contact with children under the age of 14
- Indictable criminal offences for child abuse
- Luring a Child
- Voyeurism
- Possession for the Purpose of Trafficking
- Production of a Substance (as defined in the C.D.S.A.)
- Robbery
- Any other offences pertaining to violence, whether or not involving weapons

Offences for which disqualification from participation is to be determined by the Member Partner exclusion policy or as noted.

- Assault
- Threatening
- Possession of a Substance (as defined in the Controlled Drug and Substance Act [C.D.S.A.])
- Impaired Driving (while Driver's License is suspended)
- Theft, Fraud and Related Offence (while in a Position of Trust)
- Convictions pertaining to illegal substances, other than for manufacture and/or trafficking
- Firearm Related Offences (other than use of firearm in the commission of an offence)

An acceptable window of time for the exclusion of offences (minimum of 3 years) shall be determined by the Member Partner. The exclusion of time commences at the expiration of the penalty imposed by the Courts not the date of the charge or conviction.

It is the obligation of any person required to produce a Criminal Record Check by virtue of this Policy to advise his or her Association's Professional Designate responsible for criminal record checks of a charge or conviction under any offence listed in this Policy.

The Ontario Hockey Federation, its Member Partners and their members shall each appoint a Professional Designate to be responsible for the collection and retention of criminal record checks, which must be under the designates control and secured in a safe storage area separate from Association files.

REVISED- JUNE 1, 2011



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NOHA CRIMINAL RECORDS CHECKS/ APPENDIX I VULNERABLE SECTOR SEARCH

*A **Personal Criminal Record Check** is an official verification of any criminal charges which have been brought against an individual.*

*A **Vulnerable Sector Check/Verification** is used to determine the possible existence of a criminal record and/or a sexual offence conviction for which an individual has received a pardon.*

Remember that criminal records checks are only one component of the ten step process!

Criminal Records Checks:

There are limitations to Criminal Records Checks

- They are only good up to the checking day; a recent conviction may not show.
- There are lags in sending records from one country to another.
- The individual may be using an alias, so only fingerprint checks will ensure they are "clear."
- Relying solely on Criminal Record Checks is dangerous—a false sense of security may be created. Unfortunately, many abusers and sex offenders have never been convicted of a crime.
- The individual may have obtained a "pardon" and, therefore is no longer on the list.
- The information may not be available because the conviction occurred while the individual was protected by the Young Offenders' Act.

Vulnerable Persons Checks/Verifications

- New automatic query of flagged pardoned sex offender records based on the gender and date of birth of the applicant.
- Fingerprints are now required to complete a Vulnerable Sector Verification when the gender and date of birth of an applicant matches a pardoned sex offender record.
- Ensures that individuals, who have obtained a legal name change, are properly screened for pardoned sex offender records.
- Vulnerable Sector Verifications are treated as priority requests when fingerprints are submitted to the RCMP

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APPENDIX J – CRIMINAL OFFENCE DECLARATION

NOHA CRIMINAL OFFENCE DECLARATION

Print Name: _____

Position: _____

Team/Association: _____

I, _____, hereby declare that:

I have no convictions or outstanding charges for offences under the Criminal Code of Canada as specified in the NOHA Policy for Police Record Checks up to and including the date of this declaration for which a pardon has not been issued or granted under the Criminal Records Act (Canada).

OR

I have the following convictions for offences under the Criminal Code of Canada as specified in the NOHA Policy for Police Record Checks for which a pardon under the Criminal Records Act (Canada) has not been issued or granted:

Signature of Applicant: _____ Date: _____

June 2011

APPENDIX K – Risk Assessment Tool & Rating

The Risk Assessment Tool is not a scientific assessment, but is designed to help alert you to potential factors in a volunteer or staff position. No single check-list fits all situations so organizations are encouraged to adapt this tool to meet their specific needs and any local legal obligations.

8 Questions to consider when assessing the risk level associated with each position.

- 1) Does the person in this position serve people who may be vulnerable?
 - Children under the age of 18
 - Persons with communication or language boundaries
- 2) Does the person in this position have access to players?
 - Direct contact with players at the rink or away from the rink
 - Driving players in their vehicle within Hockey Canada's Speak Out parameters
- 3) Is the person in this position required to make physical contact with a player's body?
 - Demonstrating a skill
 - Touching the player
 - Contact with bodily fluids
- 4) Does the person in this position have access to property or equipment?
 - Personal equipment
 - Facility equipment
 - Organization equipment
- 5) Is the person in this position involved in making decisions about a player's future or movement within the system?
 - Perceived or actual position of authority
- 6) Does the person in this position have access to confidential information?
 - Personal documents or communications
- 7) Does the person in this position have access to money?
 - Personal funds
 - Organizational funds
- 8) Is the person in this position involved in making decisions on behalf of the organization?
 - Perceived or actual position of authority
 - Enters into agreements on behalf of the organization

**If you answered "Yes" to any question above
here are some suggested steps:**

- Reference Check
- Police Record Check
- Regular supervision
- Participant evaluation of position
- Specific behaviour code is provided

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SPEAK OUT POLICIES FOR NOHA OFFICIALS

(Revised June 2, 2011)

APPENDIX P

POLICIES AND DEFINITIONS

This appendix sets out the principles and practices of the Northern Ontario Hockey Association (NOHA) for On-ice Officials with regard to abusive behaviour towards participants. Each Official within the NOHA is to comply with these policies. For the complete policy, please visit the NOHA website at www.noha.on.ca

OFFICIALS

One of the most prominent areas in hockey where abuse and harassment are evident is in the domain of officiating. For some reason, many people believe that the sport culture allows them to exhibit abusive or harassing behaviours towards Officials. Where younger Officials are involved, it is quickly learned that it is easier to try and ignore the maltreatment than to penalize it. To assign a penalty means further intimidation to the referee; to ignore the behaviour means the focus is on the game rather than on the Official. The result is many young officials leave the Officiating ranks. Carrying out their role becomes too painful!

When it comes to abuse and harassment during the competition, all officials need to make use of the playing rules and guidelines within hockey to deal with these occurrences. Support from Local Association administrators and supervisors will enhance this course of action. However abuse and harassment can occur in other relationships within the Officiating community.

SUPERVISORS

Supervisors have a profound impact on young officials. Their role is to not only coach the official but to also provide constructive criticism and evaluation of the Official's performance. They have significant authority over future assignments and advancements.

Guidelines:

- Treat young Officials with respect.
- Give feedback in a constructive manner, rather than an intimidating manner.
- Support the learner and the learning process.
- All Supervisors must follow the NOHA Supervisors Manual



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ASSIGNORS

Assignors are in the position of deciding which Official will referee specific games. As a result they have considerable power over young men and women who want to work and gain experience.

Guidelines:

- Officials should be assigned according to their skills and caliber of play.
- Assignors need to know the physical and emotional limitations of their Officials.
- Assignors must never use their position to intimidate or demoralize an Official.
- Officiating is usually a hobby and needs to be valued as such.

PEERS

In many sports, officials work in teams. The concept of “team” must be utilized at all times.

Guidelines:

- The role of Officials is to ensure that the sport is played fairly and safely by both sides. Officiating is an apprenticeship that most often occurs during the actual competition.
- When there are concerns between Officials, they need to be discussed in an appropriate place, such as the dressing room or office, not during the game.
- Officials need to encourage each other as often as possible throughout the competition.
- Harassment and Abuse should be reported to the District Referee-in-Chief.

DRESSING ROOMS/OFFICES

Although the dressing rooms or offices for Officials are usually quite small, it is important that an area be reserved for Officials as they prepare for the upcoming competition.

Guidelines:

- Any inappropriate behaviour in the dressing room must be reported to the District Referee-in-Chief.
- When male and female Officials work together, it is **never** appropriate to change or dress in the same space at the same time. One gender should dress first while the other waits outside the dressing room: then vice versa.
- Once both genders are fully dressed, they can share the room in preparation for the competition, but leave the door open.



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- Only Officials and their Supervisor are allowed in the Official's room.
- When Supervisors are talking with one Official the door should be left open.
- Officials use the two-deep system: always have a third person present.

DISCIPLINE

There will be times when it is necessary to discipline an Official.

Guidelines:

- All disciplinary action must be respectful of the person while addressing the inappropriate behaviour. It should never be abusive or harassing in nature.
- Ridicule is not an acceptable form of discipline.
- District Referee-in-Chief is to follow the Disciplinary Policy in the NOHA Referee-in-Chief Manual.

DUTY TO REPORT

It is the responsibility of an Official to be aware of situations where players are being harassed or abused. If an Official feels that a player is being harassed or abused they must report it. Please follow these procedures:

Guidelines:

- Write down as much information as possible. (The teams playing, the date, the rink, the period and time it occurred, the number and player's name, the name of the person committing the foul, if you do not know the name, state that you do not know the name but make sure the name of the team is noted and record the incident.)
- DO NOT WRITE THIS ON THE GAME SHEET.
- Send this report to the NOHA Office.
- Do not discuss this with anyone except your fellow Officials of the game. Ask them for their input if they witnessed this incident. (Although we want this reported, you must be positive of your decision.) A person's name and reputation could be on the line.
- If you are not sure whether to write it up or not, contact the NOHA Office for their advice.



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Regulation 10.17 from NOHA Constitution

All Officials, Supervisors, and Instructors who are 18 years of age will require a Criminal Record Check, which includes the Vulnerable Sector Screening and a search of the National Sex Offender Registry. Once the individual has been cleared, a Criminal Record Check will be required every 4 years. These Criminal Record Checks cannot be more than 6 months old when submitted as per NOHA Policy 5.7.1.

Guidelines for obtaining Criminal Record Check from Police Department:

1. Obtain Criminal Record Check which includes the Vulnerable Sector Screening from Police; cost is borne by the individual
2. Place Criminal Record Check in sealed envelope
3. Write your name on envelope and "Criminal Record Check"
4. Deliver envelope to District Referee-in-Chief
5. The District Referee-in-Chief will forward the envelope to the designated person within their District for review
6. If approved, the review person will confirm with the District Referee-in-Chief that the Criminal Record Check has been cleared. It is the District Referees-in-Chief responsibility to contact the NOHA Technical Director and their District Council Director to advise them that the official is cleared to officiate. The review person is to keep all Criminal Record Checks on file.

NOHA CRIMINAL RECORD CHECK POLICY

This policy is designed to identify any person who poses a risk to children, youth or other vulnerable persons.

All Officials, Supervisors, and Instructors who are 18 years of age will require a Criminal Record Check, which includes the Vulnerable Sector Screening and a search of the National Sex Offender Registry.

Criminal Record Checks are probably the most misunderstood element of screening. Too many people believe that doing a Criminal Record Checks means that the person has been screened; nothing could be further from the truth. A positive police record tells one thing - the individual has been convicted of a crime.

It is important to know if someone has been convicted of an abuse or harassment offense. Criminal Record Checks do serve a purpose, particularly in the case of high risk positions, as it signals in a very public way that the NOHA is concerned about the safety of their young athletes and Officials.



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Applicants are responsible to obtain the Criminal Record Check which includes the Vulnerable Sector Screening, pay the fee and submit the form prior to them officiating. They are to have the results released to them directly. This puts more control into the hands of the individual and allows him or her to make the decision whether or not to share the results.

If they agree to release it, the Criminal Record Check which includes the Vulnerable Sector Screening is to be provided to the District Referee-in-Chief who will then give it to an independent designated person within the District selected by the NOHA Executive and District Referee-in-Chief. This designated person would review the Criminal Record Checks. This person should have a "professional designation", such as: police, doctor, banker, lawyer, judge or principal. They would be focusing on areas such as: trafficking in controlled substances, child pornography, sexual offenses, assault causing bodily harm, robbery and aggravated assault. (NOHA Policy 5.7.3)

The District Referee-in-Chief must supply this designated person with a list of registered Officials within their District.

This designated person will contact the District Referee-in-Chief to inform him of the Officials who have passed their Criminal Record Checks which includes the Vulnerable Sector Screening. It is the Referees-in-Chief responsibility to contact the NOHA Technical Director and District Council Director to confirm that the Criminal Records Checks which includes the Vulnerable Sector Screening have been cleared.

If this designated person has a concern such as where the police have identified a criminal conviction, he/she would forward it on to a committee appointed by the NOHA Executive made up of individuals that have a "professional designation". Their duties would be to compare the offense to the Officiating Program determining the risk involved and to keep them confidential. Officials who have not passed their Criminal Records Check which includes the Vulnerable Sector Screening are not to officiate until the NOHA appointed Committee advises the District Referee-in-Chief.

It is very important that this policy be consistently practiced and that there be no "behind the doors" decision making.

An Official may attend a re-certification clinic without a completed Criminal Record Check which includes the Vulnerable Sector Screening. They will be allowed to attend the clinic and register but will not be allowed to officiate until a completed Criminal Record Check which includes the Vulnerable Sector Screening has been submitted and approved.

Please contact your District Referee-in-Chief to ascertain the procedure in your District.



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Criminal Record Checks for Officials APPENDIX Q **Frequently asked Questions** **Revised – June 2, 2011**

1- I am a new Coach in an Association that also requires Criminal Record Checks; do I have to do this twice?

Officials that are Coaches need to ensure that they keep a copy of their Criminal Record Check which includes the Vulnerable Sector Screening, so they can submit it to the Officials side of the program. The NOHA Policy for Officials is very similar to the Associations policies but the Officiating Program also needs to ensure that the Criminal Record Check which includes the Vulnerable Sector Screening is clear.

2- I have previously submitted a Criminal Record Check to an Association with whom I volunteer; do you require a new Criminal Record Check?

Yes, you would need to submit a new Criminal Record Check which includes the Vulnerable Sector Screening. NOHA Policy states that no Criminal Record Check submitted may be older than six (6) months.

3- I was speaking to a member of the local police force here regarding the Criminal Record Checks. I explained that NOHA Officials require a Criminal Record Check. The police officer asked me if we require a "vulnerable sector check"?

The NOHA Policies for Officials requires a Criminal Record Check which includes Vulnerable Sector Screening.

A Criminal Record Check will only provide criminal convictions of an individual and does not meet the requirements of the NOHA Speak Out Policies.

The Vulnerable Sector Screening will provide a 5-year address history and include any negative contacts, information covered under the Mental Health Act, any serious suspect information and at the police department's discretion any information about previous investigations into that individual as it may pertain to their involvement with children. In other words, situations that may not be indicated on a Criminal Record Check (like a dropped charge) will show up on a Vulnerable Sector Screening.



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4- I work for the Local Police Force; do I require a Criminal Record Check?

All Officials over the age of 18 years of age are required to submit a Criminal Record Check which includes the Vulnerable Sector Screening.

5- I am an Official and turn 18 years of age after September 1st of the hockey season. Do I require a Criminal Record Check to officiate this season?

No, you are not required to have a Criminal Record Check which includes the Vulnerable Sector Screening done to officiate this season if your 18th birthday falls after September 1. You will require a Criminal Record Check which includes the Vulnerable Sector Screening for the following season.

6- How long is a Criminal Record Check good for?

Once the individual has been cleared, a Criminal Record Check which includes the Vulnerable Sector Screening will be required every four (4) years.

7- Who requires a Criminal Record Check?

All Officials, Supervisors, and Instructors who are 18 years of age will require a Criminal Record Check which includes the Vulnerable Sector Screening.

8- I am going away to school in the fall and wish to Officiate when I come home for Holidays. I am over 18 years of age. Do I require a Criminal Record Check to Officiate in the NOHA?

Yes, all Officials over the age of 18 years old as of September 1, who register with the NOHA must submit a Criminal Record Check which includes the Vulnerable Sector Screening.

9- Do I require this Criminal Record Check done prior to going on the ice this season?

Yes, all Officials must have the Criminal Record Checks which includes the Vulnerable Sector Screening approved by the District review person prior to their participation. No Official will be permitted on the ice without a completed and cleared Criminal Record Check which includes the Vulnerable Sector Screening.



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10- Who sees my Criminal Record Check?

There will be only 3 people who view your Criminal Record Check which includes the Vulnerable Sector Screening. They would be the officer doing the Check, you the Official and our review person.

11- When does my Criminal Record Check expire?

The expiry date for your Criminal Record Check which includes the Vulnerable Sector Screening will be the actual date of your Check, if the expiry date falls between April 1 and August 31st of any given year. If the expiry date is between September 1 and March 31st, then the expiry date is back tracked to August 31st because we cannot approve your Check for the full hockey season, if your Check expires during the hockey season.

12- I obtained a Criminal Record Check in 2007 (and therefore will expire in 2011); do I require a new Criminal Record Check before officiating this season?

Yes, you will require a new Criminal Record Check which includes the Vulnerable Sector Screening. The NOHA Office is tracking the Officials Checks in the Hockey Canada Registry, which will also allow them to determine the expiry date of each Official's Check. In addition, they will be able to provide each District's Referee-in-Chief and review person with a list prior to the start of each season showing who requires a new Criminal Record Check which includes the Vulnerable Sector Screening. If you have used Hockey Canada Registry on-line clinic system you can view your qualifications, which includes your expiry date of your Check.

WHAT CAN THE OFFICIAL DO TO IMPROVE HIMSELF?

<p>POSITIONING</p> <p>Officials should be as close as possible without interfering with the play and keep all players in view.</p> <p>Officials should also have good net coverage and be prepared for stoppages.</p>	<ul style="list-style-type: none"> • Skating (Take a Power Skating Course) • Conditioning (Work Out, Go for a jog) • Body Position <ul style="list-style-type: none"> - Facing Direction of Travel • Anticipation (Where is the play going?) <ul style="list-style-type: none"> - Possession of Puck • Manual (Hockey Canada Officiating Manual and Rule Book/Case Book, Bulletins)
<p>SUPERVISION</p>	<ul style="list-style-type: none"> • On and Off Ice (Watch a more experienced official work a game, ask to be paired with an older official) • Video (Watch Officiating Videos, NHL games, have your game recorded) • Keeping a Record <ul style="list-style-type: none"> - Self Analysis of Your Games (What did I do well today? What can I improve on?) - Supervisions (Review previous supervisions before your game – focus on goals to improve)
<p>EXPERIENCE</p>	<ul style="list-style-type: none"> • Clinics and Seminars • NOHA Development Camp • Training • Games • Senior Officials (Ask questions) • Knowledge of Rules (Read your Case Book) • Being a Fan (Love what you do) • Mentorship

“QUOTES” That Are Well Worth Reading

1. A REFEREE WHO HASN'T MADE A MISTAKE HASN'T WORKED VERY MANY GAMES
2. DON'T WASTE TIME SECOND-GUESSING YOURSELF, **OTHERS** WILL DO THAT FOR YOU
3. NEVER TAKE YOURSELF TOO SERIOUSLY ... BUT DEFINITELY YOUR RESPONSIBILITIES.
4. A REFEREE WHO IS HUMBLE GAINS RESPECT MUCH QUICKER THAN ONE WHO TRIES TO IMPRESS OTHERS WITH HIS IMPORTANCE.
5. THE ONLY FRIENDS YOU HAVE DURING A GAME ARE YOUR FELLOW OFFICIALS.
6. ESTABLISH A GOOD RAPPORT WITH THE PLAYERS AND TEAM OFFICIALS, IF YOU EXPECT TO BE SUCCESSFUL.
7. DON'T TRY TO IMITATE OTHERS WHOLESALE, JUST BE YOURSELF AND YOUR STYLE WILL DEVELOP
8. ATTITUDES AND HABITS DETERMINE THE SUCCESS OF YOUR OFFICIATING, THEY MUST BE CONSTANTLY MAINTAINED THROUGH DISCIPLINE AND CONTROL.
9. REFEREES MUST ALWAYS REMEMBER ... THEY HAVE TO BE PERFECT THE FIRST GAME OF THE SEASON, AND THEN GET BETTER WITH EACH SUCCESSIVE GAME.
10. TO KEEP YOUR JOB IN PERSPECTIVE ... YOU MUST ALWAYS REMEMBER ... YOU ARE ONLY AS GOOD AS YOUR LAST CALL.

PART “B”

**SPECIAL
POLICIES
AND
PROCEDURES
FOR
OFFICIALS**

UPDATED AUGUST, 2012

POLICIES AND PROCEDURES
FOR OFFICIALS

Updated June, 2012

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GOALS OF THE DIRECTOR OF OFFICIALS

1. All Junior officials to be supervised in every District
2. Officials be given a fair opportunity to advance
3. All concerns of the Referees-in-Chief will receive a quick reply
4. Handle discipline of Officials quickly
5. Qualified Officials officiate the Elite Leagues
6. Better relationships with Coaches and Executive members of Hockey Associations

SUSPENSION OF A HOCKEY GAME

Only the Referee or Arena Management can suspend a hockey game. Use the following guidelines: Rule 2.2 (a) A minimum of six players in uniform, not necessarily a goaltender on each team shall be necessary to start the game. In this situation, the clock is set for the length of period of this league and started at game time. After this period has concluded, the game is over. For unforeseen circumstances, if the team shows up anytime during the first period, the game will be played according to ice availability even if the time runs down to conclude the opening period. This will be noted on the game sheet and the Referee-in-Chief contacted. They will inform their Council Director.

Rule 2.5 (d) Situation 8

When a team is unable to place the exact number of players on the ice to which they are entitled whether due to penalties or injuries, the referee shall suspend the game and report this incident to the Referee-In-Chief. The Referee-in-Chief is to contact their Council Director.

Risk Management

If an official feels that there is an unsafe condition, they may suspend a game.

Examples: unsafe ice or rink conditions. In these situations, the rink manager should be involved. He is the expert in this field. The official when conferring with the arena manager, should have a witness on hand to back up his version of what was said. If he is not available, the on-ice officials should discuss the situation and make a decision. Report this on the game sheet and give a written report to the Referee-in-Chief who will report this to their Council Director.

POWER FAILURE AT ARENAS

If a power failure occurs during a hockey game, follow these guidelines: Wait for half hour and call the hydro company for information. You will get a recorded reply, but they do give updates if possible. If an answer is supplied, consult the coaches and rink management for their input. If you do not get an update, again consult the coaches and rink manger and inform them that the game will be called 1 hour from the time the power went out. If it is a one hour game, the rink manager will decide how long to wait according on ice availability.

HARASSMENT AND ABUSE

Hockey Canada's policy is that there shall be no abuse and neglect, whether physical, emotional or sexual of any participant in any of its programs. Hockey Canada expects every parent, volunteer and staff member to take all reasonable steps to safeguard the welfare of its participants and protect them from any form of maltreatment.

HARASSMENT is a behavior, by one person towards another, which is insulting, intimidating, humiliating, malicious, degrading or offensive. It may be physical, verbal, emotional or sexual and the victim may feel discomfort, embarrassment or fear of their safety. It creates negative and uncomfortable feelings for the person, or group of persons, to whom it is directed. One of the defining characteristics of harassment is that it usually takes place where one person is in a position of power over another, or has the trust of another, and then abuses that relationship.

Examples: unwelcome jokes or teasing, hazing, comments on race, a sexual comment.

ABUSE is any form of physical, emotional and /or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child.

Examples:

Emotional-excessive criticism,
Isolating-prohibiting interaction with others, Terrorizing-scaring or verbal taunts of harm,
Corrupting-endorsing an athlete's violent behavior or attitude. Please note, these are only a few examples.

It is the responsibility of an official to be aware of these situations. If an official feels that a player is being harassed or abused they must report it. Please follow these procedures:

Write down as much information as possible, the teams playing, the date, the rink, the period and time it occurred, the number and player's name, the name of the person committing the foul, if you do not know the name, state that you do not know the name but make sure the name of the team is noted and record the incident. **DO NOT WRITE THIS ON THE GAME SHEET.** Send this report to the NOHA office and do not discuss this with anyone except your fellow officials of that game, ask them for their input if they witnessed this incident. Although we want this reported, you must be positive of your decision. A person's name and reputation could be on the line. If you are not sure whether to write it up or not, contact the NOHA office for their advice.

VERBAL ABUSE

Officials must be encouraged to assess the appropriate penalties to coaches and players who display disrespect or who abuse them in any fashion. However, Referee-in-Chiefs cannot allow their officials to commit REVERSE ABUSE. Officials who themselves display abusive behavior to others, will be disciplined. All complaints regarding reverse abuse will be investigated.

BLOOD POLICY

1. If a player suffers a bloody wound, their participation should be immediately interrupted until the bleeding is stopped and the wound is properly covered with a medically acceptable dressing.
2. All abrasions and skin lesions must be properly covered with a medically acceptable dressing prior to a player participating in an NOHA sanctioned game or practice.

JEWELRY POLICY

All jewelry, with the exception of Medic-Alert identification must be removed by all officials prior to participation in NOHA hockey. A finger ring may be worn if it is taped.

DRESS CODE FOR OFFICIALS

Dress Code for officials in the NOHA for all games, does not include blue jeans, track pants, jogging suits or team jackets. Failure to adhere to this policy could lead to a suspension. For all BAAA, MAAA, Junior A and Playdowns, officials are to wear a shirt, tie and dress pants. A suit is recommended for Provincial and Canadian Championships. Neat dress to other hockey games is required.

FAMILY MEMBERS PLAYING OR COACHING

An NOHA official is not allowed to officiate in the same game in which he has an immediate family member registered as a player or a team official. Officials cannot be a team official and/or player and officiate in the same age division of the league they participate in.

OFFICIALS THAT PLAY HOCKEY

Officials that play hockey and are suspended from league play are also suspended from officiating until the suspension has been completed. Officials are not allowed to officiate as a Referee or Linesman in the league they play in. This includes tournaments.

USE OF ALCOHOL

Officials are responsible for the on-ice safety of the players and assessing the appropriate penalties to players that are under the influence of alcohol. The NOHA forbids the use of alcohol in any form on game day prior to officiating.

GOALTENDER'S WATER BOTTLES

Water bottles are allowed on the top of the net. However, they are not there for the use by officials. Bring your own water bottle and leave it with the timekeeper at the penalty bench. This is for safety reasons.

OFFICIAL'S DRESSING ROOM

Family members and friends are not allowed in the official's dressing room. If an Executive member from a hockey association enters the Referee's room, it is to be written up and given to the Referee-in-Chief. As officials, we should encourage a better relationship with coaches. If they would like to talk to you in a reasonable manner, they should be instructed that you will talk to them once you leave the dressing room.

OFFICIALS WEARING A CAST

In order to officiate with a cast, the official must provide their Referee-in-Chief with a doctor's certificate. As long as they can adequately perform their job, they will be allowed to officiate. A guideline would be, the cast being below the elbow.

PLAYERS WEARING A CAST

If an official notices a player wearing a cast, they are to note this on the back of the game sheet providing the players name, number and team. They will be allowed to play as long as it is covered. The area to focus on is between the glove and sweater. If the cast is exposed, it must have a protective covering or the player is ineligible to play and the team will be issued a warning. Rule 3.7 (e)

COMMON COMMENTS ON SUPERVISION FORMS - REFEREES

1. Penalty Procedures - Mentally record the number. On the whistle, come to a complete stop and point to the player with your whole hand. If the player is within 10 feet, do not point. Pause to make sure there are no further gatherings or altercations and skate backwards to the penalty box keeping all players in view. Once the signal is given to the penalty timekeeper, skate in an arc away from the player. Avoid direct confrontation with the penalized player and resist using signals that could be intimidating.
2. End Zone Positioning - Home base is 6-8 inches off the boards, $\frac{1}{2}$ way between the goal line and the face-off circle hash marks. Half piston is $\frac{1}{2}$ way between home base and the nearest goal post, in line with the face off dots at the bottom of the face-off circle. It is accepted to have one skate inside the circle. If the play is in the opposite corner, move slightly to the front of the net, not back behind the goal line.
3. Not Getting Back To Home Base Quick Enough - If a defending player is coming around the net, start moving back towards home base, chances are, he will be going in your direction because he wants to clear the zone. If it is an attacking player, do not move back as far, as he will probably try to get the puck in front of the net or back to the point.

4. Line Change Procedure - After a whistle to stop play, the Referee will now begin the line change procedure as soon as it is safe to do so, even if he is still moving into position. Linesmen are to prepare to drop the puck as soon as possible thereafter. Reducing the time of the stoppage is the goal, but not at the expense of quality and fairness of the face-off. Look at the visiting team's bench and allow 5 seconds for the change then raise your arm. Now look at the home team bench and allow 5 seconds then lower your arm. Always have eye contact with the benches. If a team commits a violation, give that team a warning.

5. Verbal With The Players - Be more verbal with the players, let them know you are there. Whenever players from each team are going into a corner, say, "okay guys, easy in the corners, or if players are trying to get a better position in front of the net. "keep the sticks down in front of the net", comments like these will be a benefit in a lot of games.

6. Penalty Calls - Set the standard in the first 10 minutes of the game. Impact penalties must be called early. The very first incident is extremely important, this gives the message to the players and coaches.

7. Positioning Going Down ice - When the play is on the opposite side of the ice, skate out by the dots. This will take you right to the ½ piston position. You should always be 15-20 feet behind the play whether the play is on your side of the ice or the opposite side.

COMMON COMMENTS ON SUPERVISION FORMS - LINESMEN

1. Stoppages of Play - Be aware of the players before picking up the puck or going to the face-off area. If you are conducting the face-off, skate backwards to your destination or skate looking back over your shoulder. If you are retrieving the puck, pause on the whistle, take an overall view and then pick up the puck.

2. Face-offs - Stand square to the players about 18 inches from the dot or where you are dropping the puck. Conceal the puck just below the waist then go out and down with the puck. After you drop the puck, pause to see which way the puck goes and then skate in the opposite direction to the sideboards and out to the blue line.

3. Encroachment - Be firm on all face-offs and start with the first one if necessary. If a player does not line up properly, remove his centreman, no warnings. Encroachment is also called in the neutral zones. The players should be about 22 inches apart, use your judgment. Any contact, which includes stick on stick, remove the centreman of the offending team.

4. Working the Line - Be at the blue line prior to the play crossing the line. If there is more than one attacking player crossing the line, go inside about 2-3 feet to get a better angle. Once you make the call, get back outside the line quickly if the play is onside.

5. Icing - If you are the back man on an icing, continue to skate down ice until your partner makes the call. If he waves it off, you should be at his blue line, if he calls an icing, pause to

make sure there are no gatherings or altercations before heading back to the face-off dot. Continue to look back at the players. If you are the front man, once the puck crosses the goal line, blow your whistle and point down ice. On the whistle, pause and focus on the players to make sure there are no gatherings or altercations and then pick up the puck and hustle down ice.

6. Back Linesman Responsibilities - Watch the goal tender-player exchange on delayed penalties and the clock late in a period. When the play is leaving your end-zone with opposing players behind the play, hold your line until they start moving down ice. If the Referee does not see an infraction, he may ask for your interpretation.

7. Delayed Off-sides - Blow the play down quicker if an attacking player is forcing the play or the defending player is beyond the top of the face-off circle and the attacking team is not clearing the zone. This could save unnecessary contact or a shot on goal.

8. Anticipation - Anticipate stoppages in play, getting in quicker could prevent altercations. If it's your end-zone, be 6-8 feet inside your blue line, if it's your partners end-zone, at his blue line. Hints - Watch for a scramble in the crease area or a gathering along the boards, usually in the corners.

9. When the play is in an end-zone, stand at a 45 degree angle, this will give you a better view of the whole end-zone.

ANNUAL RE-CERTIFICATION CLINIC LEVELS 1 TO 6

Commencing with the 2001/2002 hockey season, the following guidelines will be followed in regards to the annual re-certification clinic levels.

All officials must attend a full clinic and pass the exam to officiate. Only ONE re-write will be allowed per official and must be completed by November 15th of each hockey season. In order to register, an official must be 14 years of age by December 31st of the current hockey season.

Failure of a re-write would mean an official would drop a level for the current season. If the official attends a re-certification clinic the following year and passes the exam, he/she would gain back their higher level status.

GUIDELINES

Hockey Canada/NOHA requires all Officials, Junior and Senior, to write and successfully pass a written rules examination every season.

Senior Officials must obtain 80 % to pass, or be required to re-write another exam. The re-write will cost each Senior official \$ 5.00

Junior Officials must obtain 70 % to pass or be required to re-write another exam. There is no cost for a Junior official to re-write.

Level 1 would remain a level 1

Level 2.1 would drop to a level 1

Level 2 would drop to a level 2.1

Level 3.1 would drop to a level 2

Level 3 would drop to a level 3.1

Level 4.1 would drop to a level 3

Level 4 would drop to a level 4.1

Level 5.1 would drop to a level 4

Level 5 would drop to a level 5.1

Level 6.1 would drop to a level 5

Level 6 would drop to a level 6.1

If the official repeats failure again at the re-certification and re-write exam the following season, then the official remains at the dropped level status.

NOHA CROSSOVER ADMINISTRATION FEE

If an official wishes to officiate within the NOHA and chooses to attend a recertification clinic outside of the NOHA district, be advised it is your responsibility to request an inter-division transfer form at the clinic you attend and forward it to the NOHA office along with the \$60.00 administration fee before you become a registered official in the NOHA. An NOHA official cannot be upgraded unless approved by the NOHA.

OFFICIALS RETURNING FROM A LEAVE OF ABSENCE

Officials up to a Level 5 that return to officiating after a leave of absence shall be reinstated at the theory of their last assigned HCOP level. To obtain their previous full level, they must:

- Complete a recertification clinic
- Successfully pass the HCOP National Exam at their previously held HCOP level
- Successfully complete two on-ice performances

When a Level VI official has not officiated for a season or more or has not registered as a Level VI in the previous year and wants to regain Level VI status, the individual must first obtain Level V status within the Branch. The candidate may then apply to the Hockey Canada Manager, Officiating for Level VI certification, which requires the successful completion of the Level VI examination and on-ice evaluation by a national supervisor. The cost of such re-assessment shall be borne by the Branch and/or official.

OFFICIATING NON-SANCTIONED HOCKEY GAMES

For non-sanctioned hockey games, it is important for each NOHA official to have full knowledge that officiating in such games is without insurance. Working these games is your responsibility and you are not permitted to wear your NOHA/OHF/Hockey Canada cresting. You should only accept games from your Referee-in-Chief or assignor.

NOHA REGISTRATION POLICY

Officials who registered with the NOHA the previous season must be pre-registered for a clinic in the HCR before they can officiate in the current season. In addition, these Officials must have a Criminal Record Check which includes Vulnerable Sector Screening that has been cleared by the District's Review Person and has not expired.

NOHA SOCIAL NETWORKING POLICY

SOCIAL NETWORKING is defined as communicating through on-line communities of people such as, but not limited to, Facebook, Twitter, You Tube, blogging, etc.

The Northern Ontario Hockey Association understands the importance of SOCIAL NETWORKING, however, it also allows for inappropriate unsupervised conduct which may be detrimental to the welfare of the NOHA, and the future of NOHA players.

The NOHA holds the entire NOHA community, including Executive Members, Managers, Coaches, Trainers, Players, Scouts, Support Staff, on/off-ice Officials and others who participate in SOCIAL NETWORKING to the same standards as it would with all forms of media, including television, radio and print.

Inappropriate behaviour over SOCIAL NETWORKING media will not be tolerated and may result in disciplinary action being taken by the NOHA.

LETTER TO POTENTIAL OFFICIALS

The minor hockey season in _____ will include various programs for all ages. I am pleased to invite you to become involved as an on-ice official in our program.

The officials program which includes certification at an eight hour Canadian Hockey Officiating Program clinic, is fundamental to the operation of our amateur hockey system. The clinics are held in all districts of the N.O.H.A. usually sometime in September.

To successfully operate a quality program, we require properly trained and certified officials. Without officials, there are no hockey games.

I am assuming that your experience in hockey has been positive and people who know the game possess a great deal of potential to assist in the development of the game and in the officiating program.

Although much of your commitment to officiating will be your personal preference, we will do our best to schedule you to the number and level of games we believe you can properly officiate. In addition we will attempt to team you with individuals who can assist you in your development.

Officiating may be rewarding to those who are dedicated and advance up through the officiating program. More and more Northern Ontario officials are being selected for Ontario and Canadian championships, and International assignments.

If you think you would enjoy this experience, I would like to hear from you. Please feel free to contact me my phoning _____.

Thank you for taking the time to consider my proposal. I look forward to hearing from you at your earliest opportunity.

OFFICIALS VERBAL ABUSE PLEDGE FORM

I am a registered official with the Northern Ontario Hockey Association and know it is my duty to make the game safe and fair for all participants. As an official, I know there will be times where there will be verbal abuse from players, team officials and fans and that I will act professional at all times. I will not, at anytime, verbally abuse any player, team official or fan and understand if I do so, I may be suspended from officiating.

NAME _____

DATED _____



NORTHERN ONTARIO HOCKEY ASSOCIATION

108 LAKESHORE DRIVE
NORTH BAY, ONTARIO P1A 2A8
PHONE: (705) 474-8851 • FAX: (705) 474-6019
www.noha.on.ca



NOHA Icing Procedure – Three Official System

The following procedure on icing calls will be in effect for all NOHA games that use the three-official system.

Role of the Front Linesman

The front linesman will go in to make the icing call. If icing is in effect, he will blow his whistle and retrieve the puck. It will now be the front linesman's responsibility to take the puck to the appropriate face-off location and prepare to conduct the face-off in accordance with Hockey Canada Rule 10.2.

Role of the Back Linesman

The back linesman will continue to skate down ice until his partner makes the icing call. The back linesman will be an observer to the bench areas, watching for any inappropriate actions that may need to be reported to the Referee and to prevent gatherings.

The back linesman is to skate between both benches if a line change occurs and both benches are on the same side of the ice. If there is no line change or benches are on the opposite side, they will stand half way between the red line and blue line and point to the dot where the face-off will take place.

Once safe to do so, the back linesman will now assume his position just outside the blue line at a 45 degree angle as his partner conducts the face-off. They will not change ends until the next stoppage in play.

This procedure is designed to provide more observation of the benches and complete the changes as quickly as possible allowing for play to resume as soon as possible.

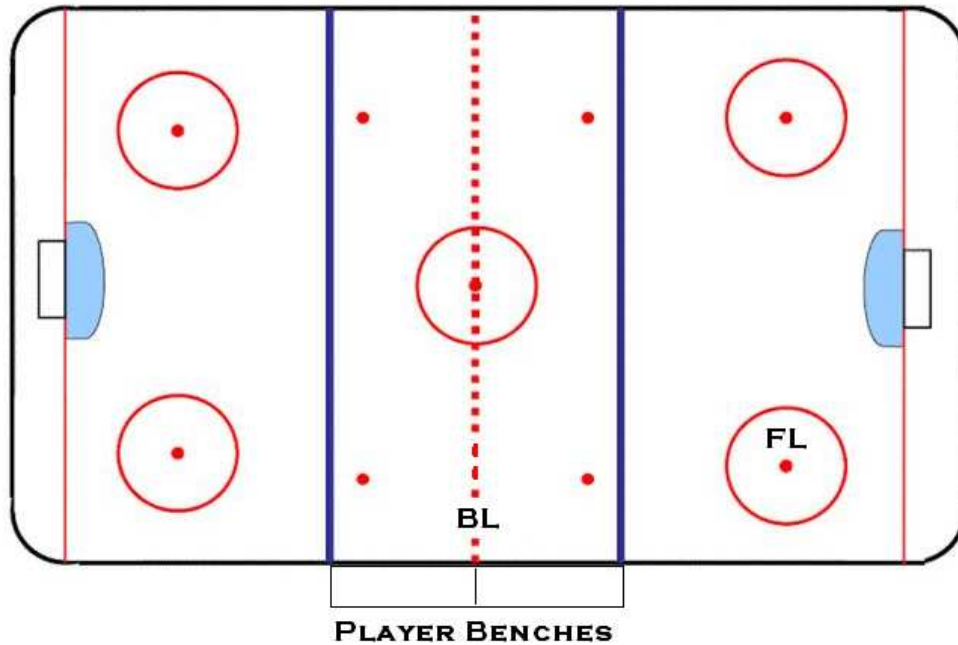


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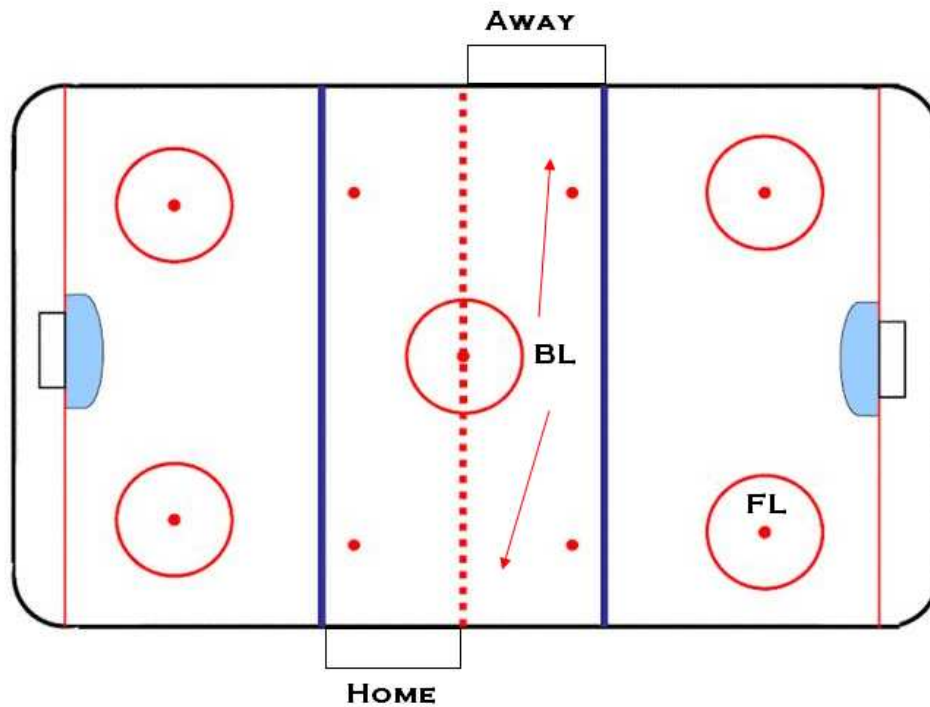
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PLAYER BENCHES ON THE SAME SIDE



PLAYER BENCHES ON THE OPPOSITE SIDE





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NOHA Fight Procedure for Officials

The NOHA produced a video on fighting procedures for Officials that is to be shown at all clinics. The NOHA, along with the OHF and Hockey Canada, continue to look at ways to curtail fighting. Although more severe penalties have been introduced for players who get involved in fisticuffs, fights will still occur and NOHA Officials are asked to use the following procedures when they encounter a fight situation in their games.

If players drop their gloves or undo their chin strap to challenge an opponent and there is time to prevent the fight from occurring, the linesmen must step in immediately and prevent the altercation from starting. The players will be assessed Misconducts.

Rules 3.6, Clarification 1 and 9.2 (e)

M 22

As soon as a player undoes his chin strap or removes his helmet and there is time to prevent the fight from occurring, the linesmen must step in immediately and prevent the altercation from starting. If a player removes his helmet or undoes his chin strap and the helmet comes off during a fight, the player/s will be assessed Gross Misconducts.

Rule 3.6(c), Clarification 2

GRM 62.

During a fight, if a helmet/s comes off, the linesmen are to intervene if they can do so safely. Communication is the key between the officials and the players. Officials must use common sense and remember that their safety and the safety of the players is first. Once a helmet comes off, the linesmen are to inform the players that the fight is over and they are coming in to stop the fight. Players that continue to throw punches while the linesmen are stepping in may be assessed a Gross Misconduct (GRM 60). If the linesmen are not sure if the message was received, they should not enter the fight and again state that the fight is over and they are coming in.



Northern Ontario Hockey Association
REFEREE MATCH PENALTY REPORT
PLEASE READ CAREFULLY



Note to the N.O.H.A. referees: This report must be completed in full and accompany the official game report whenever a Match Penalty has been assessed during a game.

Date of the Game Nov 5, 2000 Category Midget Location North Bay
Home Team North Bay Visiting Team Toronto
Referee George Brown Linesmen B. Jones
C. Jones
Player's Name Tim Foster His Team Toronto
Coach of the Team Punch Imlach
Time penalty assessed 12:00 Period 3rd

1. (a) State the reason why the Match Penalty was assessed. MP29-spitting
(b) Rule Number 9.7
(c) State which official(s) saw infraction(s). All

2. Describe the instances that led up to the Match Penalty being assessed and what you saw.

#2 slashed and continued to trash talk #18, who
retaliated by spitting at #2. #18 left the ice
with no further incident

3. Where Match Penalty assessed for stick violation (spearing, buttending etc.)

- (a) Did the player make contact? _____
(b) Did any injury result? If "yes", describe nature of injury. _____

4. To what degree, if any, was there any abusive or profane language directed at the official by the player receiving the Match Penalty, or any attempt to molest the officials? _____

5. Did any incident follow after the penalty was assessed? If so, describe. Player left the
ice without further incident

6. **Further details:** (Please use back of this page if further space is required.)

7. **Forward immediately after each game to the Northern Ontario Hockey Association, 108 Lakeshore Drive, North Bay, Ontario P1A 2A8.**

Penalty Classes

There are nine Classes of penalties in the Rulebook. This chart organizes these Penalty Classes in order of least severe to the most severe.

	Class	Player Sits	Time Entered on Game Sheet	Served By	Expires on Goal?	Notes
1	Minor	2 min	2 min	Offender	Yes	-Coincidental may apply -Goaltender penalties serve by player on ice
2	Bench Minor	2 min	2 min	Offender* if identified	Yes	
3	Major	5 min	5 min	Player from ice	No	
4	Misconduct	10 min	10 min	Offender	No	-Goaltender as above
5	Game Ejection	Rest of Game	Nil	N/A	No	3 Stick Infractions. Double Minor = 1
6	Game Misconduct	Rest of Game	10 min	No one	No	Report on back of Game Sheet
7	Gross Misconduct	Rest of Game	10 min	No one	No	Written report on Game Sheet
8	Match	Rest of Game	5 min	Player from ice	No	Match penalty report, also report by phone
9	Penalty Shot	N/A	Nil, record on Gamesheet	N/A	N/A	Record on Game Sheet