

SOCCKER NOVA SCOTIA CODE OF CONDUCT AND ETHICS

1.0 GENERAL

- 1.1 The purpose of this Code of Conduct and Ethics (the “Ethics Code”) is to adopt the responsibilities, procedures and principles of the Canada Soccer Code of Conduct and Ethics (the “CSA Code”), other than with respect to harassment, for which Soccer Nova Scotia has enacted a separate policy.
- 1.2 The Ethics Committee is a standing committee of Soccer Nova Scotia whose mandate is:
- a) To investigate complaints of breaches of the CSA Code;
 - b) To mediate complaints of breaches of the CSA Code;
 - c) To prosecute complaints that the Ethics Committee has found to be prima facie valid.
- 1.3 All players, coaches, team officials, clubs, Districts and Leagues (including their officers and staff) are subject to the CSA Code and shall follow its provisions and this Policy.
- 1.4 In this Policy:
- a) “Complainant” means the person or organization that files an Ethics Complaint;
 - b) “CSA Code” means the Canada Soccer Code of Conduct and Ethics;
 - c) “Ethics Breach” means a breach of the CSA Code, other than harassment, by an individual or organization described in section 1.3;
 - d) “Ethics Committee” means the standing Ethics Committee appointed by Soccer Nova Scotia;
 - e) “Ethics Complaint” means an allegation of an Ethics Breach;

- f) “Official” includes anyone, with the exception of players, performing an activity connected with soccer for an Association, District or Club, as described in the Canada Soccer Disciplinary Code.
- g) “Respondent” means the person or organization that is the subject of an Ethics Complaint.

2.0 COMPLAINTS PROCEDURE

- 2.1 An Ethics Complaint, signed by the Complainant, shall be in writing to Soccer Nova Scotia.
- 2.2 An Ethics Complaint shall identify the Respondent(s) and shall provide a complete description of the basis for the complaint.
- 2.3 The Ethics Complaint shall be promptly forwarded by Soccer Nova Scotia to the Ethics Committee.
- 2.4 Upon receiving the Ethics Complaint, the Ethics Committee shall investigate the Ethics Complaint by contacting the Complainant to obtain further information, meeting with the Complainant if it feels that is necessary, obtaining relevant documentation from the Complainant and if it feels is necessary, gathering information from others, provided that in doing so the identity of the Complainant shall not be revealed without the consent of the Complainant.
- 2.5 The Ethics Committee shall review the Ethics Complaint and determine if a *prima facie* case of an Ethics Breach has been established. The Ethics Committee may find that a *prima facie* case has not been established if it determines that the Ethics Complaint has been satisfactorily addressed by another body such as the Complainant’s club or league.
- 2.6 If the Ethics Committee determines that a *prima facie* case has not been established, it shall so advise the Complainant in writing, with reasons, and close the matter.
- 2.7 If the Ethics Committee determines that a *prima facie* case has been established, it shall so advise the Complainant in writing and then, if the

Complainant wishes the matter to continue, contact the Respondent to obtain further information, meeting with the Respondent if it feels that is necessary, obtaining relevant documentation from the Respondent and if it feels it is necessary, gathering information from others.

- 2.8 If following this further investigation, the Ethics Committee determines that a *prima facie* case has not been established, it shall so advise the Complainant and Respondent in writing, with reasons, and close the matter.
- 2.9 If the Ethics Committee determines that a *prima facie* case has been established, it shall so advise the Complainant and Respondent in writing, with reasons, and proceed to see if it can achieve a mediated solution to the Ethics Complaint.
- 2.10 If the Complainant and Respondent agree to a mediated solution, or if a mediated solution exists that the Respondent agrees to and the Ethics Committee thinks is reasonable, the Ethics Committee shall so advise the Complainant and Respondent in writing, with reasons, and close the matter.
- 2.11 If a mediated solution cannot be obtained, and if the Complainant wishes the matter to continue, the Ethics Committee shall file the Ethics Complaint as a complaint pursuant to the Soccer Nova Scotia Discipline Policy and shall prosecute the complainant on behalf of the Complainant pursuant to the procedures of the Discipline Policy.
- 2.12 All decisions of the Ethics Committee are final and not subject to appeal.
- 2.13 All written communications may be by fax or email.