

Saskatchewan Rugby

Definitions



June 6, 2024

Definitions

The terms defined below shall apply to Saskatchewan Rugby policies included in this Saskatchewan Rugby Safe Sport Policy Manual. Defined terms are capitalized in the policies included herein.

1. **"Affected Party"** – any individual or entity, as determined by the Appeal Manager, who may be affected by a decision rendered under the *Appeal Policy* and who may have recourse to an appeal in their own right under the *Appeal Policy*.
2. **"Appellant"** – the Party appealing a decision pursuant to the *Appeal Policy*.
3. **"Appeal Manager"** – an individual appointed by Saskatchewan Rugby to oversee the administration of the *Appeal Policy*. The Appeal Manager's responsibilities shall include those as described in the *Appeal Policy*. The Appeal Manager shall be independent of Saskatchewan Rugby. Appeal Managers that satisfy the relevant requirements to perform such duties can be found on the Sask Sport website [here](#).
4. **"Athlete"** – includes any Individual who is registered with Saskatchewan Rugby (either directly or indirectly through their club, national sport organization or other sport organization) for either recreational or competitive purposes.
5. **"Board"** – the Board of Directors of Saskatchewan Rugby.
6. **"Case Manager"** – an independent individual appointed by Saskatchewan Rugby to fulfill the responsibilities described in the *Discipline and Complaints Policy*. In order to be appointed as a Case Manager, the individual must have relevant experience and skills to manage complaints and perform their duties, either as a legal practitioner or sport administrator. Case management service providers that satisfy the relevant requirements to perform such duties can be found on the Sask Sport website [here](#).
7. **"Complainant"** – the Party making a complaint pursuant to the *Discipline and Complaints Policy* and as referred to in the *Investigations Policy*.
8. **"Complaint Resolution Officer"** – an individual appointed by Saskatchewan Rugby to handle the duties of the Complaint Resolution Officer as described in the *Discipline and Complaints Policy*. Complaint Resolution Officers that satisfy the relevant requirements to perform such duties can be found on the Sask Sport website [here](#).
9. **"Criminal Record Check (CRC)"** – a search of the RCMP Canadian Police Information Centre (CPIC) system for adult convictions
10. **"Days"** – calendar days.¹

¹ For the purpose of calculating deadlines, the following shall apply: the day of the act is not included in the calculation (i.e., the date of receipt of a decision is not Day 1); instead, the deadline would start on the day following receipt of the decision and would expire at midnight (in the location of the individual seeking to file an appeal) on the last day of the period. If the end date is a Saturday, a Sunday or a legal holiday, the period runs until the next day that is not a Saturday, a Sunday or a legal holiday. For example, if an Individual receives a decision on Thursday December 17, 2020, the 14-day deadline to appeal this decision starts on Friday December 18, 2020 and would expire on Friday January 1, 2021.

11. ***“Director of Sanctions and Outcomes”*** – the individual(s) responsible for overseeing the imposition of Provisional Measures, agreed outcomes, Sanctions and appearing before the Safeguarding Tribunal or the Appeal Tribunal in cases arising from a potential breach of the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS) (or other conduct rules, as applicable) within the jurisdiction of the Office of the Sport Integrity Commissioner (OSIC).
12. ***“Discrimination”*** – as defined in the UCCMS and as amended from time to time by the Sport Dispute Resolution Centre of Canada (SDRCC).
13. ***“Enhanced Police Information Check (E-PIC)”*** – a Criminal Record Check plus a search of local police information, available from Sterling Backcheck.
14. ***“Event”*** – an event sanctioned by Saskatchewan Rugby, and which may include a social Event.
15. ***“Harassment”*** – a vexatious comment (or comments) or conduct against an Individual or group, irrespective of whether the comment or conduct occurs in person or via any other media, including social media, which is known or ought to reasonably be known to be unwelcome. Types of behaviour that constitute Harassment include, but are not limited to:
 - a) Written or verbal abuse, threats, or outbursts;
 - b) Persistent unwelcome remarks, jokes, comments, innuendo, or taunts;
 - c) Racial harassment, which is racial slurs, jokes, name calling, or insulting behaviour or terminology that reinforces stereotypes or discounts abilities because of racial or ethnic origin;
 - d) Leering or other suggestive or obscene gestures;
 - e) Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
 - f) Practical jokes which endanger a person’s safety, or which may negatively affect performance;
 - g) Hazing, which is any form of conduct which exhibits any potentially humiliating, degrading, abusive, or dangerous activity, which does not contribute to any Individual’s positive development, but is required to be accepted as part of a team or group, regardless of the individual’s willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate or group member based on class, number of years on the team or with the group, or ability;
 - h) Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
 - i) Deliberately excluding or socially isolating a person from a group or team;

However, since January 1, 2021 is a legal holiday, January 2, 2021 is a Saturday, and January 3, 2021 is a Sunday, the deadline to appeal would expire at midnight (in the location of the individual seeking to file an appeal) on January 4, 2021.

- j) Persistent sexual flirtations, advances, requests, or invitations;
 - k) Physical or sexual assault;
 - l) Behaviours such as those described above that are not directed towards a specific person or group but have the same effect of creating a negative or hostile environment; and
 - m) Retaliation or threats of retaliation against a person who Reports harassment to Saskatchewan Rugby.
16. **"Independent Third Party"** - the independent organization or individual(s) retained by Sask Sport to receive complaints and to fulfill the responsibilities outlined in the *Discipline and Complaints Policy, Investigation Policy and Appeal Policy*, as applicable.
 17. **"Individuals"** - refers to all categories of members and/or Registered Participants defined in the Bylaws of Saskatchewan Rugby, as well as all people employed by, contracted by, or engaged in activities with Saskatchewan Rugby including, but not limited to, employees, contractors, Athletes, coaches, officials, volunteers, managers, administrators, parents or guardians, spectators, committee members, directors or officers.
 18. **"Maltreatment"** - as defined in the UCCMS, and as amended from time to time by the SDRCC.
 19. **"Members"** - as defined within the Bylaws as Members of the Corporation
 20. **"Minor"** - any Individual who is under the age of 18. Adult Individuals are responsible for knowing the age of a Minor.
 21. **"OSIC"** - the Office of the Sport Integrity Commissioner, which is an independent division of the SDRCC, which comprises the functions of the Sport Integrity Commissioner.
 22. **"Parties"** - in the context of a complaint under the *Discipline and Complaints Policy*, the Complainant and Respondent; in the context of an appeal under the *Appeal Policy*, the Appellant, Respondent and Affected Party (or Parties).
 23. **"Person in Authority"** - any Individual who holds a position of authority within Saskatchewan Rugby, including, but not limited to, coaches, officials, managers, support personnel, chaperones, committee members, directors or officers. In addition to the responsibilities described for Individuals in the *Code of Conduct and Ethics*, a Person in Authority shall be responsible for knowing what constitutes Maltreatment and Prohibited Behaviour.
 24. **"Provisional Suspension"** - means that the Individual is barred temporarily from participating in any capacity in any Event or activity of Saskatchewan Rugby (or, as applicable, Saskatchewan Rugby's Members), or as otherwise decided pursuant to the *Discipline and Complaint Policy*, prior to the decision rendered in a hearing conducted pursuant to the *Discipline and Complaints Policy*.
 25. **"Power Imbalance"** - as defined in the UCCMS and as amended from time to time by the SDRCC.

26. ***“Prohibited Behaviour”*** – as defined in the UCCMS and as amended from time to time by the SDRCC.
27. ***“Prohibited Method”*** – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
28. ***“Prohibited Substance”*** – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
29. ***“Reporting (or Report)”*** – as defined in the UCCMS and as amended from time to time by the SDRCC.
30. ***“Respondent”*** – the Party responding to a complaint or investigation; or, in the case of an appeal, the body or organization whose decision is being appealed, or the Individual who was the subject of a decision that is being appealed.
31. ***PSO Safe Sport Liaison*** – Each PSO will identify at least one designated individual who is responsible for acting as a representative of their organization and lead point of contact for any safe sport or dispute resolution matters. This includes, but is not limited to; 1) working directly with the Independent Third Party to select Complaint Resolution Officers, Case Managers and Appeal Managers from approved listing (found on Sask Sport’s website), 2) ensuring major and minor sanctions are enforced, 3) ensuring mediation agreements are approved by PSO/club and upheld, 4) long-term suspensions (1 year or longer) are reported to Sask Sport, 5) screening requirements and educational/training requirements are enforced. Safe Sport Liaisons must have knowledge and experience in board governance and must have completed the Governance Essentials e-learning course offered by the Canadian Centre for Ethics in Sport.
32. ***“Sexual Harassment”*** – as defined in the UCCMS and as amended from time to time by the SDRCC.
33. ***“Social media”*** – the catch-all term that is applied broadly to computer-mediated communication media such as blogs, YouTube, Facebook, Instagram, Tumblr, Snapchat, TikTok, and Twitter.
34. ***“SDRCC”*** – the Sport Dispute Resolution Centre of Canada.
35. ***“Tampering”*** – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
36. ***“UCCMS”*** – the Universal Code of Conduct to Prevent and Address Maltreatment in Sport, as amended from time to time by the SDRCC.
37. ***“UCCMS Participant”*** – an Individual affiliated with Rugby Canada, and who has signed the required UCCMS Participant consent form.
38. ***“Vulnerable Participant”*** – as defined in the UCCMS and as amended from time to time by the SDRCC.
39. ***“Vulnerable Sector Check (VSC)”*** – a detailed check that includes a search of the RCMP Canadian Police Information Centre (CPIC) system, local police information, and the Pardoned Sex Offender database.
40. ***“Workplace”*** – any place where events, business or work-related activities are conducted. Workplaces include but are not limited to, the office or facilities of

Saskatchewan Rugby, work-related social functions, work assignments outside offices, work-related travel, the training, and competition environment (wherever located), and work-related conferences or training sessions.

41. **“Workplace Harassment”** – vexatious comment(s) or conduct against a worker in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:

- a) Bullying;
- b) Workplace pranks, vandalism, bullying or hazing;
- c) Repeated offensive or intimidating phone calls, text messages or emails;
- d) Inappropriate sexual touching, advances, suggestions or requests;
- e) Displaying or circulating offensive pictures, photographs or materials in printed or electronic form;
- f) Psychological abuse;
- g) Excluding or ignoring someone, including persistent exclusion of a person from work-related social gatherings;
- h) Deliberately withholding information that would enable a person to do his or her job, perform or train;
- i) Sabotaging someone else’s work or performance;
- j) Gossiping or spreading malicious rumours;
- k) Intimidating words or conduct (offensive jokes or innuendos); and
- l) Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.

42. **“Workplace Violence”** – the use of or threat of physical force by a person against a worker in a Workplace that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker in a Workplace that could cause physical injury to the worker; or a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a Workplace that could cause physical injury to the worker. Types of behaviour that constitute Workplace Violence include, but are not limited to:

- a) Verbal or written threats to attack;
- b) Sending or leaving threatening notes, text messages or emails;
- c) Physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, or throwing objects;
- d) Wielding a weapon in a Workplace;
- e) Hitting, pinching or unwanted touching which is not accidental;
- f) Dangerous or threatening horseplay;
- g) Physical restraint or confinement;

- h) Blatant or intentional disregard for the safety or wellbeing of others;
- i) Blocking normal movement or physical interference, with or without the use of equipment;
- j) Sexual violence; and
- k) Any attempt to engage in the type of conduct outlined above.

The full Sask Rugby Safe Sport Policy Manual can be found on the Sask Rugby website.