

Manitoba Amateur Wrestling Association

Code of Conduct

POLICY

GENERAL POLICY STATEMENTS:

1. In all cases, the rights of the individual will be respected by the Association and all its sub-committees, including any disciplinary committees. Any member of the Manitoba Amateur Wrestling Association accused of contravening this code of conduct/code of ethics document will have the right to:
 - speak to the accusation.
 - represent himself or be represented at any disciplinary hearing.
 - be treated in a fair manner.
 - expect confidentiality with respect to any accusation made against him.
2. This policy document is intended to be a working tool for the Manitoba Amateur Wrestling Association. It is not intended to overwrite or otherwise replace the Constitution and By-Laws of the MAWA. In case of any dispute between the two documents, the Constitution and By-laws of the MAWA will always be deemed to take priority.
3. Further, this document is not intended to overwrite or otherwise replace the laws of the Province of Manitoba or any other jurisdiction. In all cases, the laws of the land will apply.
4. Language: The language of this document applies to all members. Where the masculine gender is used, it is assumed to include both the male and female.

POLICY

PURPOSE/OBJECTIVES

The Manitoba Amateur Wrestling Association, by adopting a Code of Conduct, intends to:

- Teach skills, courage, perseverance, and a sense of fair play and respect for rules.
- Promote the development of good citizenship through co-ordination of effort, subordination of personal vanity, respect for others, a healthy esprit de corps and a desire to give the best possible effort.
- Promote the mental and physical well being of each member of the Association.
- Improve, promote and maintain an open working relationship with its members, staff and any other party that has a vested interest or dealings with the Association.

POLICY

COMPLIANCE OF MEMBERS

RESPONSIBILITY:

- Individuals:** All individuals bear some responsibility for making themselves aware of the policies and procedures outlined herein, and adhering to same.
- Club:** The club/organization bears the responsibility for ensuring that their individual members are aware of, following and understanding the provisions of the Code of Conduct and the Code Ethics.

Coach: Coaches bear the responsibility for ensuring the individual is aware of, following and understanding the Code of Conduct and Code of Ethics and for preparing the individual in such a way as to leave no doubt whatsoever precisely what conduct is expected when participating in any program, event or competition, sponsored or sanctioned by the Association.

POLICY SCOPE AND RESPONSIBILITIES

SCOPE:

The Code of Conduct outlines the principles of conduct, obligation and duties governing the behavior of all members of the Manitoba Amateur Wrestling Association.

The Code of Conduct applies to ALL members of the Manitoba Amateur Wrestling Association when participating in and travelling to or from any activity sponsored or sanctioned by the Association. Additionally it shall also apply to any business activities being conducted by or on behalf of the Association.

RESPONSIBILITIES:

ALL MEMBERS Every member of the Association shall adhere to the Code of Conduct. Every member in a position of authority is responsible to guide those under their jurisdiction to abide by the Code of Conduct, both by setting an appropriate example and by instruction. Staff members are considered members of the Association by virtue of their Employment.

BOARD OF DIRECTORS:

Responsibility for ensuring compliance with the Code of Conduct is with the Board of Directors of the Association. Further, the Executive Committee of the Association is responsible for monitoring adherence to these policies, and handling of violations, except as otherwise noted in this policy.

CLUB/ORGANIZATION:

Responsibility for day-to-day compliance of member clubs and their respective individual members is with the Board of Directors and Coaches of each member club/organization.

AT PROGRAM/EVENT/COMPETITIONS:

Responsibility for compliance with the Code of Conduct at programs, events or competitions within the Province of Manitoba is with the Tournament Convenor.

DURING TRAVEL:

Responsibility for compliance with the Code of Conduct or a group during travel to and from programs, events or competitions is with the Team Managers, Coaches and/or Officials assigned to the Team.

EXAMPLE IS THE BEST TEACHER

POLICY CODE OF ETHICS

PURPOSE

The Manitoba Amateur Wrestling Association is established for the purpose of development of the sport of Amateur Wrestling and as a resource to our members. To that end, all members of the Association are expected to abide by rules of ethical behavior.

GENERAL

Members of the Association shall strive to react to success and failure with grace and dignity. Members should refrain from seeking special privileges or treatment and

remember that others are striving for the same objectives. All members must seek to discover and promote the positive aspects of the sport of Amateur Wrestling.

ETHICAL BEHAVIOUR:

All members are expected to treat each other with courtesy and respect at all times and refrain from:

- malicious gossip and demeaning remarks to others.
- expressing their displeasure with officials or other event organizers by any means other than the accepted protest procedure.
- making comments to a meet official with regard to a coach, official's or athlete's abilities, etc. during a competition.
- attempting to disrupt, distract or in any way interfere with the performance of an athlete during competition or training.

HONESTY

All members are expected to be honest and forthright in their dealings with the Association, other members and non-members.

RECRUITMENT

Recruitment of members from other clubs/organizations is strictly prohibited without first obtaining permission from the wrestler's designated coach.

COACHING

Members will not attempt to coach any wrestler without first obtaining permission from the wrestler's designated coach.

ABUSE

It is unacceptable for any member to physically strike or abuse another person regardless of the situation or location.

MEETINGS

Members should exercise their right to attend meetings to provide their input and ideas for the betterment of wrestling. By choosing not to attend, the member is deemed to tacitly support any decision coming out of said meeting. It shall be considered unethical to attempt to effect changes to decisions through discrediting the forum or the procedures used to formulate those decisions. All decisions shall be reviewed through proper process.

Members of committees should state their dissent of any action taken and their intention to seek a review of the stated action. The dissent should be recorded in the minutes of the meeting. If a dissent is not recorded, the entire committee shall be deemed to accept and support the action once a motion in favour of the action is adopted.

THEFT/VANDALISM

Theft, or possession of stolen property, is prohibited. Willful acts of destruction to the property of others are prohibited. At all times, the members of the Association will be responsible to the laws of the land. Civil authorities will be contacted first in any case of willful damage or vandalism. It is the responsibility of the individual perpetrating such acts to make restitution where required.

MINIMUM PENALTY FOR VIOLATION

- Immediate notification of local authorities, with member subject to the law.
- Further Actions:
 - Restitution.
 - Removal from delegation and sent home at his own expense
 - A one year suspension followed by a two year probationary membership.

MISCELLANEOUS

Any other Grievance or matter that is not specifically covered by this or any other policies, documents or rules of wrestling; whereby the investigation of same will further the efficiency of the Association.

MINIMUM PENALTY FOR VIOLATION

None

POLICY REPORTING VIOLATIONS/GRIEVANCES

It is the responsibility of any individual in a position of authority to document and report any violation of the Code of Ethics/Code of Conduct and to report to the local law enforcement agencies any criminal activity.

PROCEDURE:

1. Any person may report a Violation of the Code of Conduct or Code of Ethics by any member of the Association at any time. Any person may report a Grievance at any time.
2. The Manager of any Provincial Team is empowered to apply the following penalties at their discretion:
 - verbal reprimand
 - written reprimand
 - suspension from program, event or competition
 - removal from the team and sending the violator home

NOTE: The President of the MAWA or designate must be notified either before or as soon after as possible if the last penalty listed above is imposed.

3. A REPORT OF VIOLATION OF CODE OF CONDUCT/CODE OF ETHICS form must be completed and received by the MAWA President, care of the Provincial Office within fifteen (15) days of the completion of a program, event or competition when any penalty is applied.
4. Additional penalties may be applied by the Discipline Committee of the Association if one is struck by the Executive Committee, or the Board of Directors of the Manitoba Amateur Wrestling Association.
5. The parent/guardian of any individual against whom a complaint has been made, who is under the "Age of Majority", must be contacted directly prior to removal from a Provincial Team and sent home or suspension from a program, event or competition. A copy of any written reprimand shall be provided to the parent/guardian within fifteen (15) days of returning from a program, event or competition.
6. No member may conceal or destroy evidence of any criminal act committed by any member of the Association.
7. Criminal acts must be reported to the law enforcement authorities of the host province, state or country.
8. Any decision concerning the administration of the Code of Conduct/Code of Ethics must be based on reasonable evidence of a violation of the Code of Conduct/Code of Ethics.
9. The decision of the head of delegation is subject to review by a Discipline Committee, if one is struck, or by the MAWA Executive Committee.

PROCEDURES

A) MAKING A COMPLAINT AT ANY TIME

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| COMPLAINANT | 1. Completes a REPORT OF VIOLATION OF CODE OF CONDUCT/CODE OF ETHICS ensuring that reasonable evidence is provided and providing names of witnesses where possible. A General Grievance can be made by documenting and outlining the subject matter of the grievance in written format. |
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2. Forwards a copy of the REPORT OF VIOLATION OF CODE OF CONDUCT/CODE OF ETHICS or the Grievance to the MAWA to the attention of the President.

B) WHILE AT A SANCTIONED EVENT

TEAM MANAGER

1. When approached by an individual making a complaint or when confronting a situation involving a violation of the Code of Conduct, makes a determination of reasonable evidence.
2. Makes a reasonable effort to prevent any recurrence or continuation of any prohibited activity or behaviour.
3. Gives the individual implicated in violating the Code of Conduct/Code of Ethics an opportunity to account for the actions/behaviour prior to determining the penalty.

NOTE: This must be done in the presence of at least one other official of the Association.

4. If a violation is substantiated, completes a REPORT OF VIOLATION OF CODE OF CONDUCT/CODE OF ETHICS indicating penalty.

NOTE: If the individual is being sent home, notifies the President of the Association, as well as contacts the Parent of any individual under the age of 18, as outlined above.

5. Reports any criminal acts to the appropriate law enforcement authorities.
6. Forwards a copy of the REPORT OF VIOLATION OF CODE OF CONDUCT/CODE OF ETHICS by registered mail or courier with signature, within fifteen (15) calendar days of the return date of the delegation to:
 - a) the President of the Association
 - b) the Discipline/Grievance Committee
 - c) the member who is the subject of the discipline violation
 - d) the person making the complaint
 - e) parent/guardian if applicable

DISCIPLINE COMMITTEE OR MAWA EXECUTIVE COMMITTEE IF REQUESTED TO REVIEW

1. When the REPORT OF VIOLATION OF CODE OF CONDUCT/CODE OF ETHICS is received, the President will inform the Executive Committee and determine if a Discipline Committee is to be struck (as per the MAWA Bylaws). The Executive or Discipline Committee (as determined to be appropriate) schedules a meeting within fifteen (15) calendar days of receipt of the complaint.
2. Ensures that the member who is the subject of the discipline violation has received a copy of the report.
3. The Discipline Committee reviews the penalties imposed, determines whether additional penalties should be imposed and forwards a copy of their decision, within fifteen (15) of the meeting by registered mail or courier with signature to:
 - a) the President of the Association.
 - b) the member against whom the report has been filed.
 - c) the person making the complaint.
 - d) parent/guardian of the member against whom the report has been filed, if applicable.

4. EXCEPTION: There will only be sent to complainant a finding of FOUNDED or UNFOUNDED if the subject of the complaint is a staff member. This is in order to preserve the confidentiality and working relationship between the Association and any staff member.

B) GENERAL GRIEVANCE

- PRESIDENT**
1. The President will review the matter and may do the following:
 - a) Dismiss the matter as being frivolous or vexatious in nature and respond to the complainant, outlining his decision.
 - b) Refer the matter to the appropriate Committee for response with a copy back to the complainant.
 - c) Strike an Appeal Committee to review the matter and make a decision.

POLICY PENALTIES

Members of the Association violating the Code of Conduct/Code of Ethics may be subject to one or more of the following penalties:

1. Verbal reprimand
2. Written reprimand
3. Placement on probationary membership
4. Suspension of financial assistance, if applicable
5. Suspension of membership privileges, including participation in National Programs (National Championships, etc.)
6. Suspension from program, event or competition
7. For infractions occurring during out of Province Team trips, the penalty may include the individual being removed from the team and sent home. This included the following:
 - Return transportation costs are the responsibility of the individual.
 - automatic six month suspension from any program, event or competition followed by a two year probationary membership period. Any reinstatement of membership privileges will only be considered once the cost of return transportation as noted above has been reimbursed to the Association.

NOTE:

The President of the MAWA or designate must be notified of the imposition of this penalty either before or as soon after as possible. The Team Manager must ensure that the individual is met upon arrival. If this is not possible, this penalty will not be imposed, an appropriate alternate penalty will be determined after the trip.

For all members travelling to such out of Province competitions and their coaches and parents if applicable, the members (and coaches and parents, if applicable) will be notified in advance of this policy and possible penalties. All athletes (if 18 or over) or their parents (if under 18) will be required to sign a consent to abide by this policy as part of their registration for participation in the program.

8. Requirement to make restitution to any party or parties for damage.
9. Suspension from future programs, events or competitions
10. Temporary or permanent suspension of membership
11. Combination of any of the above noted penalties, or determination of another penalty as deemed appropriate.

Approval

This policy was approved by the MAWA Founding Board of Directors, effective date March 9, 2007. It will be reviewed on an annual basis and may be amended, deleted or replaced by a resolution of the Board