



## CWSA Harassment Policy

The CWSA Harassment Policy is not intended to be the remedy of first resort nor is it intended to be an appeal process. The CWSA is committed to providing a sport and work environment that is civil, decent and respectful. This policy shall be deemed to be embodied in and part of the CWSA Rules.

This policy applies to all employees, directors, officers, volunteers, coaches, athletes, officials, administrators, members and participants involved with the CWSA.

This policy applies to harassment that may occur in the CWSA workplace or other activities or events where CWSA employees may be involved on behalf of CWSA, during the course of all activities and events of CWSA and its members, and to all harassment occurring outside those situations when the harassment involves individuals covered by this policy.

The CWSA will not tolerate disrespectful behaviour, harassment, abuse or damage to people or property. In this policy, Harassment means any behaviour that demeans, humiliates or embarrasses a person, and that a reasonable person should have known would be unwelcome. Harassment can take many forms, and may be verbal or physical, but generally involves conduct, comment, or display in any form, including Social Media,<sup>1</sup> that is insulting, intimidating, humiliating, hurtful, demeaning, belittling, malicious, degrading or otherwise cause offence, discomfort, or personal humiliation or embarrassment to a person or group of persons. This includes (but is not limited to) negative comments regarding a person's or a group of persons' appearance, race, religious beliefs, colour, place of origin, gender, mental or physical disability, ancestry, marital status, family status, source of income, a conviction (whether pardoned or not) or sexual orientation (hereinafter referred to as "characteristics"). This includes (but is not limited to) negative comments about officiating, dialogue that could disparage any Member, any opponent, or anyone generally within the wider soccer community. Harassment may be a single incident or a series of incidents.

The CWSA recognizes and supports its Members' rights to freedom of speech and expression including the use of Social Media. In this context, however, each member must remember that playing and competing for the CWSA is a privilege, not a right. All Members are deemed to represent the CWSA and are expected to portray themselves, their team(s), their club(s), the CWSA League, the ASA (Alberta Soccer Association) and the CSA (Canada Soccer Association) in a positive manner at all times. Any online postings must not be in breach of the CWSA Harassment Policy.

The CWSA encourages Members to use the following guidelines to ensure proper Social Media behaviour of all Members in relation to any CWSA League related online postings:

- Any online postings must be consistent with the CWSA's Harassment Policy;
- The CWSA Logo cannot be used without the CWSA Board of Directors' approval;
- All posted content is subject to review; and
- The CWSA encourages its Members to use Social Media, but reminds Members that at any time, they are spokespersons of the CWSA.

A person does not have to intend to harass for the behaviour to constitute harassment. Examples of harassment are:

- Verbal or physical abuse;
- Derogatory posts or comments on Social Media;
- Hostile verbal or non-verbal communications, including yelling and screaming;
- Use of terminology that reinforces stereotypes based on a person's characteristics;

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<sup>1</sup> In this policy, Social Media refers to freely accessible online tools used to produce, post and interact using text, images, video, and audio to communicate, share, collaborate, or network. Social media includes blogs, social networks, videos, and photo file sharing, tagging, podcasting and vodcasting, wikis, and other similar tools.



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- Any form of discrimination, including derogatory or demeaning comments, jokes, slurs, innuendos, taunts, posters or cartoons, etc., that cause awkwardness or embarrassment, endangering a person's safety or negatively affecting a person's performance;
- Condescending, paternalistic or patronizing behaviour linked to a person's characteristics, which undermines self-esteem or diminishes or adversely affects performance or adversely affects working conditions;
- Any form of hazing; and
- Sexual harassment.<sup>2</sup>

### HARASSMENT POLICY VIOLATIONS/PROCEDURES

If you are the subject of harassment involving persons covered by this policy, you should:

1. Tell the harasser that his or her behaviour is unwelcome and ask him or her to stop.
2. Keep a record of the incidents (dates, times possible witnesses, what happened, your response). You do not have to keep a record of events in order to file a complaint; however, a record may help you remember the details over time.
3. You may file a written complaint with the CWSA in care of the CWSA Executive Director, or the employee or Director of the CWSA delegated responsibility by the CWSA Board of Directors (the "Board") to receive such complaints.

Once the CWSA receives your written complaint, the Board will appoint a committee of three Board Members for the purpose of reviewing and attempting to resolve the complaint (the "Committee"). The Committee may also be a standing committee of the Board. The Committee will open a secure file containing all of the relevant information in respect of your complaint and undertake an investigation immediately. If the complaint involves a Board Member or Members or an employee of the CWSA, those individuals will be precluded from partaking in the Committee and from reviewing the file while the matter is being investigated.

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<sup>2</sup> In this policy, Sexual Harassment means unwelcome sexual advances, unwelcome requests for sexual favours or other unwelcome verbal or physical conduct of a sexual nature. Sexual Harassment may occur in behaviours by males toward females or by females toward males, between males, or between females. The behaviour does not need to be intentional for it to be considered Sexual Harassment. Examples of types of behaviour which may be Sexual Harassment include:

- Unwelcome attention or physical contact, including touching, pinching, patting, rubbing, or kissing;
- Unwelcome sexual flirtations, advances, or propositions, including repeated unwelcome invitations to socialize;
- Leering, staring, gestures of a sexual nature;
- Sexually suggestive or obscene comments or gestures;
- Sexist joke(s), comment(s), suggestion(s) or innuendo(s) causing embarrassment or offence;
- Sexually degrading words used to describe a person;
- The display of visual material such as pictures, pornographic materials, cartoons, graffiti or sayings of a sexual nature which is offensive or which one ought to reasonably know is offensive;
- Derogatory or degrading remarks about a person's gender or sexual orientation;
- Unwelcome inquiries or comments about an individual's sex life or sexual preferences;
- Persistent unwelcome contact or attention after the end of a consensual relationship or otherwise;
- Promise or threats contingent on the performance of sexual favours;
- Decision-making affecting an individual that is contingent on the performance of sexual favours;
- Conduct that creates an intimidating, hostile or offensive environment;
- Verbal abuse or threats of a sexual nature;
- Sexual assault; and
- Stalking.



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The Committee will interview you and the alleged harasser, along with all of the individuals who may be able to provide relevant information. If the investigation reveals evidence to support the complaint of harassment, the harasser will be disciplined appropriately in accordance with this policy and the CWSA Rules and Regulations. Subject to the discretion of the Committee, discipline may include a fine and/or suspension from involvement with the CWSA, or permanent expulsion from any further involvement with the CWSA.

If circumstances warrant, the Committee may refer these matters to the City of Calgary Police Service, the Alberta Human Rights Commission or such other body or organization as they deem appropriate. For the purposes of this policy, threats of retaliation and retaliation by one person against another:

- Designed to dissuade an individual from reporting discrimination or harassment;
- To punish an individual who has rejected sexual advances;
- For having invoked this policy (whether on behalf of oneself or another);
- For having participated in any investigation under this policy; or
- For having been associated with a person who has invoked this policy or participated in these procedures,

will be considered a form of harassment.

Complaints found to be false, frivolous or made in bad faith will not be tolerated and will be subject to appropriate disciplinary action. In addition to any other findings or sanctions imposed by the Committee, a finding of harassment will be considered conduct likely to bring the game into disrepute under the CWSA Rules and Regulations. Once the matter has been resolved, the Board will retain the file in a secure location along with all of the other books and records of the CWSA.

No absolute confidentiality may be made by the CWSA, particularly in circumstances where the matter warrants police or other regulatory or administrative body intervention. Notwithstanding this policy, any person who experiences harassment continues to have the right to seek assistance from the Alberta Human Rights Commission or to file a complaint with the City of Calgary Police Service or such other body or organization as they deem appropriate.

This policy is effective immediately and was adopted at the February 15, 2017 CWSA Board Meeting.