

# REGULATIONS

## REGULATION 1- ZERO TOLERANCE STATEMENT OF POLICY

- 1.01** The rules of lacrosse and the bylaws and regulations of the ALA will be strictly adhered to by players, coaches and fans, referees and executive. We must use common sense and discretion when enforcing rules. We must attempt to change people's attitude by being consistent in our enforcement. Through these efforts we can bring respect and sportsmanship back into our sport. All cases must be dealt with individually and the disciplinary measures taken fair and equitable.

## REGULATION 2 – REGULATION REVISIONS

- 2.01** Revision to ALA Regulations may not be made from March 1 to August 31 in any given year.

## REGULATION 3 – CONFLICT OF INTEREST POLICY

### **3.01 Policy Statement**

The Alberta Lacrosse Association ('ALA') is committed to the values of ethical conduct, integrity and honesty. Good governance requires an avoidance of conflict of interest, and the regulation of conflict of interest is necessary to promote good governance practices.

### **3.02 Purpose**

The purpose of this policy is to describe how individuals involved in the ALA shall conduct themselves in matters relating to real or perceived conflicts of interest, and to clarify how the CALA will make decisions in situations where conflicts of interest may exist.

### **3.03 Definition of Conflict of Interest**

- 3.03.01** A conflict of interest is a situation where an individual, or the organization he or she represents or has an interest in, has a real, potential or perceived, direct or indirect competing interest with the ALA's activities. This competing interest may result in the individual, or entities in which they have an interest, being in a position to benefit from the situation or in the ALA not being able to achieve a result which would be in the best interest of the ALA.

- 3.03.02** Conflicts of interest include both pecuniary and non-pecuniary interests. A pecuniary interest is an interest that an individual may have in a matter because of the reasonable likelihood or expectation of financial gain or loss for that individual, or another person with whom that individual is associated. A non-pecuniary interest may include family relationships, friendships, volunteer positions in associations or other interests that do not involve the potential for financial gain or loss.

### **3.04 Application**

This policy applies to directors, officers, committee members, program volunteers and other volunteers who are involved in decision-making or decision-influencing roles within the ALA (hereafter referred to as "Representatives" of the ALA).

### **3.05 Statutory Obligations**

- 3.05.01 At the time of the adoption of this policy, the ALA is incorporated under the Alberta Societies Act (the “Act”) and is governed by the Act in matters involving a real or perceived conflict between the personal interests of a director or officer and the broader interests of the corporation.
- 3.05.02 Under the Act, any real or perceived conflict, whether pecuniary or non-pecuniary, between a director’s or officer’s interest and the interests of the ALA must at all times be resolved in favor of the ALA.
- 3.05.03 These statutory obligations continue under the Alberta Societies Act.

### **3.06 Additional Obligations**

- 3.06.01 In addition to fulfilling all requirements of the Act or its successor, the ALA and its Representatives will also fulfill the additional requirements of this policy. Representatives of the ALA shall not:
- Engage in any business or transaction, or have a financial or other personal interest that is incompatible with their official duties with the ALA, unless such business, transaction or other interest is properly disclosed in accordance with this policy;
  - Knowingly place themselves in a position where they are under obligation to any person who might benefit from special consideration, or who might seek, in any way, preferential treatment;
  - In the performance of their official duties, give preferential treatment to family members, friends or colleagues, or to organizations in which their family members, friends or colleagues have an interest, financial or otherwise;
  - Derive personal benefit from information that they have acquired during the course of fulfilling their official duties with the ALA, where such information is confidential or is not generally available to the public.
  - Engage in any outside work, activity or business or professional undertaking that conflicts or appears to conflict with their official duties as a representative of the ALA, or in which they have an advantage or appear to have an advantage on the basis of their association with the ALA;
  - Use the ALA’s property, equipment, supplies or services for activities not associated with the performance of official duties with the ALA;
  - Place themselves in positions where they could, by virtue of being a Representative of the ALA, influence decisions or contracts from which they could derive any direct or indirect benefit or interest; or
  - Accept any gift or favor that could be construed as being given in anticipation of, or in recognition for, any special consideration granted by virtue of being a Representative of the ALA.

### **3.07 Disclosure of Conflict of Interest**

- 3.07.01 First Board of Directors meeting in the Calendar year all directors, officers, committee members, program volunteers and other volunteers who are involved in decision-making or decision-influencing roles will complete a written statement disclosing any real or perceived conflicts that they might have.

- 3.07.02 At any time that a Representative of the ALA becomes aware that there may exist a real or perceived conflict of interest, they shall immediately disclose this conflict to the VP Administration or Executive Director of the ALA, as appropriate.
- 3.07.03 Any person who is of the view that a Representative of the ALA may be in a position of conflict of interest may report this matter to the VP Administration or Executive Director for the ALA, as appropriate.

### **3.08 Resolving Conflicts in Decision-making**

- 3.08.01 Questions about decisions or transactions that may involve a real or perceived conflict of interest that have been reported or disclosed by a Representative of the ALA shall be considered and decided upon by the Committee or Board of the ALA to which the question relates, or, if not related directly to the Board or a Committee, by the Executive, provided that:
- The nature and extent of the Representative's interest has been fully disclosed to the body that is considering or making the decision and this disclosure is recorded in the minutes of that body's meetings;
  - The Representative does not participate in discussion on the matter giving rise to the conflict of interest, unless the body considering the matter votes to allow such participation;
  - The Representative abstains from voting on the proposed decision or transaction;
  - The Representative is not included in the determination of quorum for the proposed decision or transaction; and
  - The decision or transaction is in the best interests of the ALA.

### **3.09 Enforcement**

Failure by a Representative to adhere to this policy may be referred to discipline.

## **REGULATION 4 – BOUNDARIES**

- 4.01** Subject to the provisions of this Article • each LGB shall have the right to establish its own boundaries provided that such boundaries do not encroach upon the geographic area of the approved boundaries of another LGB, Club, Association or Team.
- 4.02** Subject to the provisions of this Article •, any Club, Association or Team, which is not a member of an LGB shall have the right to establish its own boundaries provided that such boundaries do not encroach upon the geographic area of the approved boundaries of any LGB, or other Club, Association or Team.
- 4.03** Any LGB, Club, Association or Team which establishes boundaries in accordance with sections 4.01 and 4.02 above shall submit such boundaries to the Board for ratification. In the absence of any extraordinary circumstances or a conflict with the existing approved boundaries or proposed boundaries of any other LGB, Club, Association or Team, the Board shall ratify such boundaries as submitted.

- 4.04** If prior to the ratification of the proposed boundaries the Board becomes aware of any conflict with such proposed boundaries, the Board shall notify in writing each of the party requesting such ratification, and any parties with whom such proposed boundaries conflict.
- 4.05** Upon receipt of any written notice from the Board issued pursuant to section 4.04 above, each of the affected parties shall meet and in good faith attempt to resolve the conflict. If the conflict is resolved between the parties within 30 days of the date of the notice issued by the Board pursuant to section 4.04 or such further period of time mutually agreed to by the conflicting parties, a joint written notice signed by each of the conflicting parties shall be delivered to the Executive Director advising the Board that an agreement has been reached, which notice shall outline the agreed resolution.
- 4.06** If such agreed resolution does not encroach upon the geographic area of the approved boundaries of any LGB, or other Club, Association or Team, then in the absence of any extraordinary circumstances the Board shall approve such boundary and such decision of the Board shall be final and binding upon the conflicting parties delivering the joint written notice.
- 4.07** If the conflicting parties are unable, within thirty days of the date of the notice issued by the Board pursuant to section 4.04 or such further period of time mutually agreed to by the conflicting parties, a joint written notice signed by each of the conflicting parties shall be delivered to the Executive Director advising the Board that no resolution to the conflict could not be reached.
- 4.08** In the event no resolution can be reached by the conflicting parties, each of the conflicting parties shall be entitled to make written submissions to the Board in support of their respective positions. Each of the conflicting parties shall also be entitled to attend and make verbal submissions to the Board at its immediately next succeeding meeting. Once the Board has received and reviewed the written submissions, if any, and heard any verbal submissions made by the conflicting parties, the Board shall then decide the matter on the issue of the proposed boundaries and such decision of the Board shall be final and binding upon the conflicting parties. The Board will take no adverse inference from the failure of a conflicting party to make either written or verbal submissions and shall make its decision upon the merits of the individual circumstances on a case by case basis.
- 4.09** If prior to the ratification of the proposed boundaries the Board becomes aware of any extraordinary circumstances with respect to such proposed boundaries, the Board shall notify in writing the party requesting such ratification of the nature of such extraordinary circumstances and advising such party that it has an opportunity to either provide a written submission in support of such request or the opportunity to attend the immediately next succeeding meeting of the Board to provide verbal submissions in support of its request. Once the Board has received and reviewed the written submission, if any, and heard any verbal submissions made by the requesting party, the Board shall then decide the matter on the issue of the proposed boundaries and such decision of the Board shall be final and binding upon the requesting party. The Board will take no adverse inference from the failure of a requesting party to make either written or verbal submissions and shall make its decision upon the merits of the individual circumstances on a case by case basis.
- 4.10** Any boundary dispute between any Association, Club or Team within an LGB shall in first instance be resolved by the affected LGB in accordance with its own governing documents. Any decision by an LGB with respect to a dispute between any Association,

Club or Team within a given LGB may be appealed to the ALA, as any other decision of a Member.

- 4.11** An Association, Club or Team shall not withdraw from its then approved LGB after January 15 in any calendar year without the approval of the board of the said LGB, such approval may not be unreasonably or arbitrarily withheld as such action has a significant affect upon the boundaries of an LGB. If an Association, Club or Team makes application to withdraw from its then approved LGB and such application is denied by the LGB such decision of the LGB may be appealed to the ALA, as any other decision of a Member

## **REGULATION 5 - TAMPERING**

- 5.01** No player, or potential player, shall be contacted by anyone connected to a Boundary area outside the players' Boundary area in which the player, or potential player, resides about playing for a team in another Boundary area without first receiving written permission of the President of the Member of the Boundary area in which the player or potential player resides.
- 5.02** In Major Lacrosse, the Rocky Mountain Lacrosse League may establish its' own regulations in regards to tampering which may differ from Regulation 5.01.

## **REGULATION 6 - PLAYER ELIGIBILITY**

### **General Policy**

- 6.01** All players must be accurately registered in the recognized ALA registration system.

## **REGULATION 7 - REGISTRATION**

- 7.01** Except as hereinafter provided, no player shall be registered as a member of, or compete for, a team in any ALA match who has not been a bona fide resident within that team's Boundary area as established by the ALA or Local Governing Body since April 1<sup>st</sup> of the playing season.
- 7.02** If there is no team in the player's division within the Boundary area in which the player resides, or if the player does not reside within are recognized Boundary area, players must play in the Boundary area which is nearest by ordinary travel, which has a team registered in his/her Division. A player may not establish residency for the principal purpose of playing or practicing Lacrosse.
- 7.03** The Zones of the ALA are as per the Alberta Sport Zones. The Boundary areas of a Local Governing Body are those that are established by that Local Governing Body. Club Boundaries are those established by its/ Local Governing Body.
- 7.04** If a player wishes to play on a team outside his or her Boundary area and if both Clubs (the one releasing and the one receiving the player) agree to the release, then the player may play for the team outside his or her Boundary area. If the player's resident Boundary area team does not agree, the release request must go to the requesting player's Local Governing Body or, in the case where there is no Local Governing Body, then to the ALA

VP of Administration whose decision may be appealed to the Discipline/Appeals Committee. The Discipline/Appeal Committee's decision will be final and binding. At both levels, the request and submissions of the two (2) Clubs, if any, shall be in writing and there shall be no hearing. The player and the Clubs shall be provided with copies of the written submissions and shall have the opportunity to respond in writing. There shall be no appeal. A decision will be made within seven (7) days of receipt of written request.

**7.05** The form of release shall be as per Appendix "B", and unless specifically stated to be otherwise will be effective for one season only. A copy of all releases must be sent to the ALA Office.

**7.06** If a player changes residence from one Boundary area to another Boundary area, no release from the player's former Club in the Zone is necessary and the player shall, unless released, play for a team in the Boundary area in which he or she resides pursuant to Regulation 7.01 and 7.02.

**7.07** In Major Lacrosse, the Rocky Mountain Lacrosse League may establish its' own residency requirement which may differ from the above.

## **REGULATION 8 – COMPETITION**

**8.01** No team registered with the ALA shall participate in any competition in Canada involving persons who are not registered with Members of the CLA or participate in tournaments or other competitions that are not sanctioned by a Member of the CLA.

**8.02** Player Registration forms will not be accepted from any Team or Association until membership requirements have been met and the Association or Team is recorded in the Register of Members.

**8.03** Within the ALA the following are the approved Divisions or age categories:

**8.03.1** **Box Lacrosse**

- 1) **Masters Registration** is open to players for recreational lacrosse.
- 2) **Senior Registration** is open to players 22 years of age and over in the year in which they wish to compete.
- 3) **Junior Registration** is open to players who are under 22 years of age and minimum 17 years of age on December 31 in the year in which they wish to compete. In Female Only Box Lacrosse the RMLL may make exceptions on a case by case basis.
- 4) **Midget Registration** is open to players who are under 17 years of age and minimum 15 years of age on December 31 in the year in which they wish to compete.
- 5) **Bantam Registration** is open to players who are under 15 years of age and minimum 13 years of age on December 31 in the year in which they wish to compete.
- 6) **Peewee Registration** is open to players who are under 13 years of age and minimum 11 years of age on December 31 in the year in which they wish to compete.

- 7) **Novice Registration** is open to players who are under 11 years of age and minimum 9 years of age on December 31 in the year in which they wish to compete.
- 8) **Tyke Registration** is open to players who are under 9 years of age and minimum 6 years of age on December 31 in the year in which they wish to compete. Tyke play shall concentrate on the development of players' skills and sportsmanship and shall be non-competitive.
- 9) **Minityke Registration** is open to players who are under 6 years of age on December 31 in the year in which they wish to compete. Minityke shall concentrate on the development of players' skills and sportsmanship and shall be non-competitive.

**Note** – Minityke minimum age is at discretion of the club.

#### 8.03.2 **Field Lacrosse**

- 1) **Masters Registration** is open to players for recreational lacrosse.
- 2) **Senior Registration** is open to players 20 years of age and over in the year they wish to compete.
- 3) **Junior Men's Registration (U19)** is open to players who are under 20 years of age and minimum 17 years of age on December 31 in the year in which they wish to compete.
- 4) **Midget Registration** is open to players who are under 17 years of age and minimum 15 years of age on December 31 in the year in which they wish to compete.
- 5) **Bantam Registration** is open to players who are under 15 years of age and minimum 13 years of age on December 31 in the year in which they wish to compete.
- 6) **Peewee Registration** is open to players who are under 13 years of age and minimum 11 years of age on December 31 in the year in which they wish to compete.
- 7) **Novice Registration** is open to players who are under 11 years of age and minimum 9 years of age on December 31 in the year in which they wish to compete.
- 8) **Tyke Registration** is open to players who are under 9 years of age and minimum 6 years of age on December 31 in the year in which they wish to compete. Tyke play shall concentrate on the development of players' skills and sportsmanship and shall be non-competitive.
- 9) **Minityke Registration** is open to players who are under 6 years of age on December 31 in the year in which they wish to compete. Mini Tyke play shall concentrate on the development of players' skills and sportsmanship and shall be non-competitive.

**Note** – Minityke minimum age is at discretion of the club.

#### 8.03.3 **School Field Lacrosse**

- 1) **High School** is open to players who are registered in Grade 12 or under in the year in which they wish to compete.
- 2) **Junior High School** is open to players who are registered in Grade 9 or under the year in which they wish to compete.

## 8.04 Exceptions to Registration in Competition Age Groups

Any exception for any individual player to these regulations, 8.03.1 (4-9), 8.03.2, and 8.03.3 must be submitted for approval to the Local Governing Body or the ALA, if there is no Local Governing Body, three (3) weeks prior to the start of the current season. Approval will be sent to the player within two weeks of the request for exception. There is no appeal from the decision of the LGB or the ALA. Exceptions are valid ONLY for the current season.

8.04.1 Overage requests may be approved by the LGB or the ALA, if there is no Local Governing Body, on a case by case basis for reasonable medical accommodation, player safety, or preservation of a program.

8.04.2 Underage players may be approved by the LGB or the ALA, if there is no Local Governing Body, on a case by case basis for reasonable medical accommodation, player safety, or preservation of a program.

## 8.05 Playing in a Higher Age Division as Affiliates

Until a Player's regular season, playoff, and Provincial commitment to his/her team is completed, no player may play more than four (4) lacrosse games in a higher age division without the prior approval of the LGB or the ALA. In the event that this Regulation is breached, the responsibility for the breach is that of the head coach of the higher team and the minimum penalty is a three (3) game suspension for the Head Coach.

## REGULATION 9 - REGISTRATION DEADLINES

9.01 All ALA Players must be registered in the ALA Registration system. The deadline for player and team registration for Minor Box Lacrosse is May 15 and March 1 for Winter Box. The deadline for player and team registration for Major Box and Masters is July 15 (**Note: Players signed and released prior to July 1 may be added to another team's roster until 11:59 pm July 15.**) The deadline for player and team registration for Field Lacrosse is July 31 up to and including U19 and October 1 for Senior. The deadline for Winter Field is March 1. Late player registrations may be accepted by the VP of Administration but there may be a \$50.00 penalty assessed to the registering Member for each player the Member so registers;

9.02 Major Box Lacrosse Teams cannot register more than twenty-five (25) and not less than twelve (12) players.

9.03 Minor Box Teams cannot register more than twenty (18 players and 2 goalies) and not less than twelve (12) players.

9.04 Field Lacrosse Teams cannot register more than twenty-three (23) and not less than fifteen (15) players.

9.05 Exceptions are made in Junior B Tier III, Junior Ladies, and Senior Ladies where rosters may not exceed thirty (30), in Senior C where rosters cannot exceed forty (40), and in Tier II North where rosters may not exceed thirty (25 Tier II players and 5 Tier III players) and in Minityke where teams may register a minimum of seven (7).



- 9.06** Any further exceptions to 9.02, 9.03, 9.04 and 9.05 may be considered by the ALA Executive on a case by case basis for the current season only.
- 9.07** Minor Box registration shall not close before the last day of February of any given season.
- 9.08** Alumni players may register with the ALA office via an Excel spreadsheet for a single exhibition game with no applicable fee to the ALA.
- 9.09** All Players must be registered on teams.
- 9.10** All Teams must have registered bench personnel in the ALA Registration System. Bench personnel will consist of all coaches and trainer.
- 9.11** The mandatory fields for all registrations are: first name, last name, DOB, address, city, player postal code, province, sex, home phone or cell number and primary e-mail address. This is for all executive, bench personnel, and players.
- 9.12** The fine for each missing mandatory field will be \$25.00. The fine is invoiced per player per missing field to a maximum of \$500 per ALA Member at the ALA discretion.

## **REGULATION 10 - MEMBER RESPONSIBILITY - PLAYER ELIGIBILITY VIOLATIONS**

- 10.01** Members shall be responsible to ensure that their players are eligible to play for their team in accordance with the ALA and CLA Operating Policy.
- 10.02** An ineligible player includes the following:
- a) A player not properly registered or improperly registered within the local governing body, ALA and CLA Operating Policy;
  - b) A suspended player;
  - c) A player improperly released in accordance with the local governing body, ALA, and CLA Operating Policy.
- 10.03** If anyone participates in a game or if his or her name appears on the game sheet while ineligible, the persons responsible shall be subject to immediate discipline and the team shall forfeit any points earned from any games played using an ineligible person.
- 10.04** In any disciplinary proceeding arising out of a violation of this regulation, where it is established that the person or member who or which is the subject matter of the discipline proceedings should have known of the ineligibility of the player, and if in defense of the disciplinary action, it is submitted that the ineligibility was not known, the burden of proving the lack of knowledge is on the party who is the subject of the disciplinary proceeding.

## REGULATION 11 - PRIVACY OF PERSONAL INFORMATION

- 11.01** Personal information will be collected to determine eligibility for competitive and recreational opportunities, age related events, to facilitate enrolment, to disseminate information, to communicate, to administer and evaluate programs and promotions that benefit Members, and for insurance and statistical purposes. In addition, personal information may be, from time to time, submitted to major funding bodies in order to verify registration and meet funding requirements.
- 11.02** All information must be collected with the consent of the person or legal guardian.
- 11.03** Personal information collection must be limited to what is absolutely necessary.
- 11.04** All efforts must be made to avoid incorrect information, and efforts must be made to verify the information.
- 11.05** Reasonable steps will be taken to protect the privacy of all personal information.
- 11.06** The Executive Director of the ALA will be the Privacy Officer for the organization.
- 11.07** Any member wanting access to their personal information may contact the Privacy Officer at 11759 Groat Rd Edmonton, AB T5M 3K6 or 780-422-0030 or [lisa@albertalacrosse.com](mailto:lisa@albertalacrosse.com)

## REGULATION 12 - HARASSMENT

- 12.01** The ALA is committed to promoting a sport environment in which the terms and conditions of participation are equitable and non-discriminatory. Every participant has the right to be treated with dignity and respect and to work, train and compete in a milieu conducive to productivity, self-development and performance advancement based upon individual interest and ability. The ALA will foster a sport environment free of harassment on the basis of race, ancestry, place of origin, color, ethnic origin, citizenship, religion, sex, sexual orientation, disability, age, marital/family status, language or an offence for which a pardon has been granted.
- 12.02** Harassment means any behavior by a person engaged in any paid or volunteer capacity, role, or function with the ALA that is offensive to any person or group of people and which the individual knew or ought to have known would be unwelcome.
- 12.03** Harassment may be intentional or unintentional and can take many forms, but generally involves conduct, comment, or display which is insulting, intimidating, humiliating, hurtful, demeaning, belittling, malicious, degrading, or otherwise causes offence, discomfort, or personal humiliation or embarrassment to a person or group of people.
- 12.04** The following types of harassment are intolerable, whether or not individuals complain:
- 12.04.1 **Sexual Harassment** - unwelcomed sexual behavior such as inappropriate sexual comments about a person's body or appearance, use of derogatory sexual terms, enquiries or comments about an individual's sex life or sexual preferences, unwanted touching, petting or leering; sexual advances or requests for sexual relations by any person in a position of authority; or reprisal by any person in a position of authority against an individual who has rejected a sexual advance or unwelcomed sexual behavior.

- 12.04.2 **Racial Harassment** - racial slurs, jokes or name calling based upon race, ancestry, place of origin, color, ethnic origin, and creed (or religion), use of terminology which reinforces stereotypes, derogatory nicknames.
- 12.04.3 **Abuse of Authority** - improper use of power and authority inherent in a position to endanger or undermine another's job, position, membership or participation on a team, or in any way interfere with or influence the performance or advancement of any person engaged in any such function; intimidation, threats, blackmail or coercion.
- 12.04.5 It is the overall objective of the ALA Policy on Harassment to create and maintain a work and sport environment free from harassment. Individuals who experience harassment are encouraged to take the appropriate actions to put an end to the harassment and seek adequate redress.
- 12.05** Harassment which is unintentional may be stopped by informing the harasser(s) that the behavior is offensive. If the behaviors continue, the individual should file a complaint in the manner described in the ALA Complaint Review Procedure.
- 12.05.1 If an individual feels uncomfortable or threatened about confronting the harasser(s) on their own, a complaint should be filed directly in accordance with the ALA Complaint Review Procedure.
- 12.05.2 The ALA takes any complaint seriously, and will investigate and respond in a sensitive, effective and timely manner.
- 12.05.6** The ALA believes that harassment is a serious offence. It is also a serious offence to falsely accuse someone of harassment.
- 12.05.6.1 If the results of the investigation find that there has been harassment or that there has been an intentional false accusation of harassment, appropriate disciplinary action will be taken in accordance with the ALA Discipline Policy.

## **REGULATION 13 – SOCIAL MEDIA**

- 13.01** The ALA recognizes the vital importance of participating in online conversations and are committed to ensuring that we participate in online social media the right way. The *Social Media Guidelines* has been developed to help empower members to participate in this connected world and represent our Association by sharing the vision and mission of our organization and the story of our historic game. The Association encourages all Local Governing Bodies, Clubs, Teams, Players, Coaches, Trainers, other Team Personnel, Officials, volunteers, parents and/or guardians of ALA players to explore and engage in social media communities at a level at which they feel comfortable. Approach online communication in the same way one does in person -- by using sound judgment and common sense, by adhering to the Association's values, and by ensuring that all the Association's Bylaws and Regulations are not breached. Social media enables people and organizations to share opinions, insights and experiences on the web using tools to connect, interact and maintain and develop relationships. Social media is should be used for connecting and engaging with members, fans, followers and supporters.
- 13.02** The ALA expects that all members are aware of and respect the *ALA Social Media Guidelines*

- 13.03** If anyone is found to be in violation of the guidelines to the extent that it is damaging to the ALA, it will be handled using ALA Bylaw 11. Non-compliance with this policy may be considered as misconduct, harassment, discrimination, or in certain circumstances contravention of the law. Those who fail to comply with the guidelines maybe disciplined.

## **REGULATION 14 – TRAVEL PERMITS**

- 14.01** All teams which travel, out of the jurisdiction of the ALA, shall complete and file the necessary Travel Permit Request complete with roster of players, coaches and team management with a fee of \$75 cashable cheque and \$250 bond cheque to the ALA office. All players and personnel must be registered with the ALA. All coaches must meet the CLA Minimum Standards for applicable division. Upon return to Alberta, all copies of game sheets must be filed with the ALA office within 5 days. Once the game sheets are received by the ALA Office the \$250.00 bond cheque will be returned upon the filing of the games sheets with the ALA office. If the game sheets are not filed then the bond check will be cashed. All competitions must be sanctioned by Member Associations of the Canadian Lacrosse Association or in the case of Internationals competitions by the analogous governing bodies. Upon approval of the request the team may travel to the competition.
- 14.02** The Travel Permit Request must be filed with the ALA Office 15 days prior to the departure date.
- 14.03** A non-refundable late filing fee of \$75.00 will apply to all teams failing to file the travel permit on time.
- 14.04** Approval or disapproval will be given within 7 days after the travel permit has been received.
- 14.05** When a party applies for a travel permit the Executive Director checks all credentials and confirms that everything is in order. If everything is in order, the Executive Director, then gives conditional approval. The VP of Provincial and National Competition then sanctions the travel permit. If the VP has any issues he/she must refer the issue to the Executive Committee for discussion and approval.
- 14.06** Any team playing ineligible players, traveling without proper authorization, or valid travel permit will be subject to a \$500 fine and the coach will receive an automatic one year suspension.
- 14.07** No team associated with a club that is part of the ALA may play or participate outside the jurisdiction of the ALA without first obtaining permission. Permission is obtained by acquiring a Travel Permit from the ALA. No ALA team is permitted to purchase independent insurance and travel outside the jurisdiction of the ALA.
- 14.08** Travel permits may not be issued for age divisions with players eligible to tryout for TEAM ALBERTA on Team Alberta tryout weekends

## **REGULATION 15 -TOURNAMENTS**

- 15.01** No team registered with the ALA shall compete in any tournament in Alberta unless that tournament has been sanctioned by the ALA.

- 15.02** The Tournament Permit Request must be submitted to the ALA Office prior to February 1<sup>st</sup>
- 15.03** The host organization of any tournament shall, within 48 hours of the end of its tournament, file with the ALA office and its Local Governing Body a report outlining any discipline problems, accompanied by the corresponding game sheet (if applicable) which resulted in 5 minute penalties and any suspensions of any official, player, coach, manager or other person. Tournament discipline is to be supplied on discipline template provided to discipline chair. Failure to supply discipline reports will result in a \$500 fine to the host organization. If the suspended official, player, coach, manager or other person is not a member of or subject to the jurisdiction of such Local Governing Body (i.e. a visiting team from another LGB or MA) the Local Governing body shall within 48 hours of receipt of such report forward a copy of same to such suspended parties Local Governing Body or equivalent authority which has jurisdiction over such suspended official, player, coach, manager or other person.
- 15.04** All tournaments are to have a Discipline Chair and Referee In Chief.
- 15.05** A tournament permit fee of \$100.00 is to accompany the Tournament Permit Request.
- 15.06** A non-refundable late filing fee of \$100.00 will be charged should the deadline not be complied with and if the tournament is sanctioned by the ALA
- 15.07** Approved tournaments requesting changes to dates or add divisions will be subject to a \$100 change fee.

## **REGULATION 16 - TEAMS ATTENDING NATIONALS**

- 16.01** Any teams wishing to attend a National Competition must have their CLA Team Registration Form signed off by the Executive Director one week prior to the applicable National Competition. No application will be approved where:
- (a) any player or other personnel on the roster is not in good standing;
  - (b) the team has not complied with CLA Policy on coaching certification applicable to the Competition.
  - (c) the team has not complied with the CLA Policy on CCES (Canadian Centre for Ethics in Sport) training.

## **REGULATION 17 – BIDS FOR MAJOR BOX NATIONALS**

- 17.01** In Major Box, the bids for hosting CLA National and International Competitions shall be submitted to the RMLL and one shall be chosen by the RMLL prior to January 31, of the year prior to the competition. The RMLL's choice of the successful bid shall be forwarded to the VP of Provincial and National Competition together with all bid materials for ratification or otherwise by February 15, of the year prior to the competition. The VP of Provincial and National Competition will forward to ALA Board of Directors for ratification.

## REGULATION 18 - ALA SAFETY AND EQUIPMENT

### 18.01 Safety Policy

The fundamental concepts of the safety policy are to establish a standard of care intended to reduce the risk of injury from contact which is inherent in and incidental to the sport and to identify the responsibilities of the various participants.

### 18.02 General

Player safety and the use of proper equipment is the responsibility of many parties including:

- a) players and parents (of minor players: 17 years of age and under as of January 1 of the current year) are responsible for providing and maintaining proper equipment;
- b) coaches, trainers and team personnel are responsible for inspecting players equipment and preventing the use of improper equipment;
- c) game officials are responsible for enforcing the CLA rules of the game;
- d) all players are required to wear protective equipment as described and/or limited in the rules of play approved by the ALA and CLA;
- e) in Box Lacrosse the use and/or prohibition on the use of protective equipment shall be as published by the ALA and CLA in the Rules of Box Lacrosse and the CLA Equipment Review Committee;
- f) in Men's Field Lacrosse the use and/or prohibition on the use of protective equipment shall be as published by the FIL (Federation of International Lacrosse) and the CLA Equipment Review Committee.
- g) in Women's Field Lacrosse the use and/or prohibition on the use and/or prohibition on the use of protective equipment shall be as published by the FIL and the CLA Equipment Review Committee;
- h) equipment shall be manufactured by a CLA approved manufacturer, and shall not be altered in any way which will decrease the protection to the player, increase the risk of injury to an opponent or void the manufacturer's warranty;
- i) any equipment which violates this policy and/or the rules of play will be removed from the game and, where required, appropriate penalties will be given;
- j) where equipment dangerous to an opponent has been used, the game officials shall report the occurrence, via the standard incident report, to the appropriate governing body.

### 18.03 Equipment

- 18.03.1 For Box Lacrosse and Men's and Women's Field Lacrosse, all players shall wear Equipment as directed and approved by the FIL (Federation of International Lacrosse and the CLA Equipment Review Committee.

18.03.2 Only CLA approved balls may be used for practices and games.

18.03.3 MOUTHGUARDS. All players/goalies, of all age (with the exception of Mini-Tyke players/goalies) are required to use a mouthguard as it was intended by the manufacturer. Any player/goalie who does not use a mouthguard as it was intended by the manufacturer, shall be assessed a 2 minute delay of game penalty and a 10 minute misconduct. In order for the penalized player to remain in the game, the penalized player must immediately use a mouthguard. In the event the goalie was assessed the penalty, a player on the floor must serve the penalty and misconduct. In order for the goalie to remain in the game, the goalie must immediately use a mouthguard as it was intended by the manufacturer. Failure to do so will result in the goalie being removed from the floor. A second penalty to the same player/goalie, in regards to mouthguards, will also result in a game misconduct and an official game report shall be forwarded to the local governing body.

## 18.04 Playing Surface

ALA Members who allow individuals on the playing surface during game period intermission without a helmet and face mask are subject to a first offence being a fine in the amount of \$250, and a second or subsequent offence being a fine in the amount of \$500. This regulation applies to all individuals under 18 years of age. The fine will be payable by the home club.

## REGULATION 19 - RULES OF PLAY

19.01 Rules of play in Alberta shall be those of the CLA Rule Book for the current season. In order to ensure uniformity, there will be no variation of the CLA Rules and officials shall enforce CLA Rules with the following enhancements:

19.02 Abuse by Fans (See Regulation 22)

19.03 Mouthguards (See Regulation 18)

19.04 Standardized Game Time for Box Lacrosse is as follows:

Division	Allotted Time	Warm-Up/Training	Period/Game 1	Period/Game 2	Period 3/Game	Period Break
Mini-Tyke	1 hour	15	15	15 training	15	2
Tyke	1 hour	30	30	n/a	n/a	2
Tyke Tournament	1 hour	12	12	12	12	2
Novice	1 hour	5	15	15	15	2
PeeWee	1 ¼ hours	5	15	15	20	2
Bantam	1 ½ hours	5	20	20	20	2
Midget	1 ½ hours	5	20	20	20	2
Junior B	2 ½ hours	30	20	20	20	10
Junior A	2 ½ hours	30	20	20	20	10
Senior B	2 ½ hours	30	20	20	20	10
Masters	1 ¼ hours	5	15	15	15	2

- 19.05** Except as specifically amended herein, all Periods shall be stop time as per CLA guidelines. In Minor Box Lacrosse, except Minityke, Tyke, Novice, and in Masters Lacrosse, the clock shall stop for goals, penalties, time-outs, and Officials discretionary stoppages (i.e. injury) with a minimum two (2) minute break between periods. In Minityke, Tyke, and Novice each game or period, as applicable shall be run time except that the clock will be stopped for timeouts. In Major Lacrosse, the clock shall stop for ALL stoppages including Penalties, Time-outs, and Referee Discretionary Stoppages (i.e. injury), and Possession Changes with a minimum ten (10) minute break between periods.
- 19.06** In Novice, Pee Wee, Bantam, and Midget Lacrosse, if five (5) minutes before the scheduled end time of the game time slot for league games, there is more than five (5) minutes left on the clock, the clock shall be reset to two (2) minutes and play shall continue in stop time to the end of the game, for each of Pee Wee, Bantam and Midget box lacrosse and straight time for Novice. As required, a game may be called at this time if an injury is present and cannot be taken care of in a timely fashion.
- 19.07** In, Pee Wee, Bantam and Midget Lacrosse if a goal differential of six (6) or more goals is present at any time during the game, at the next whistle to start play, the clock will run at straight time. If the goal differential is brought within four (4) goals, the clock shall return to stop time at that time. In Major Lacrosse (Junior / Senior), running time may be applied and will continue only at the discretion and agreement of both coaches. In cases where goal differential exists and both coaches cannot agree on running time, both Referees' may, in the interest of game management and/or player safety, make a discretionary decision to apply running time.
- 19.08** Except in Minityke and Tyke, during running time portions of the game, all time penalties shall run at their normal designated time (Minor – 2 minutes, Major – 5 minutes, Misconduct – 10 minutes, etc.
- 19.09** In the event a team is late for reasons outlined in CLA Rule 19, the officials may allow 5 minutes past the normal start time of the game for the team to arrive unannounced. If the team that has been delayed has made contact with the arena directly or via persons within the arena, the official shall provide an additional reasonable delay (up to 30 minutes)
- 19.10** If less than two (2) full periods of any game have been completed, then, at the discretion of the Local Governing Body (ALA Box Lacrosse Committee Chair if no LGB is available), the game shall be considered incomplete and the remainder of the game may be rescheduled for a suitable time.
- 19.11** The standardized game length will be extended for the purpose of overtime subject to Regulation 19.12.
- 19.12** The RULES OF PLAY outlined in this Regulation 19 shall apply to all games sanctioned by the Alberta Lacrosse Association (e.g. exhibition, tournament, regular season, playoff, and provincial played games). The ALA retains the right to enhance rules of play for the safety and betterment of the Sport of Lacrosse in the Province of Alberta.
- 19.13** During tournament play, 19.04 may be modified at time of application for the tournament with the approval of the ALA VP of Provincial and National Competition. During exhibition play, 19.04 may be modified with the agreement of both teams. When modifying 19.04, the Allotted Game Time, Warm-Up Time, Period Length and Period Break are to be pre-determined. In the event that 19.04 is modified, the referees officiating the game(s) are to be compensated according to the period lengths and



allotted time for the next appropriate division (e.g. For a Tyke, Novice or Pee Wee game where 3 x 20 minute periods are used, the officials will be compensated at a Bantam rate).

**19.14** There will be NO SHOT CLOCK at Tyke and Minityke.

**19.15 Minityke rules**

19.15.1 In Minityke, Option A will apply. (Individual organizations will decide whether or not to use a goalie (based on number of players, availability of equipment, etc)

19.15.2 In LTAD option A, the following shall apply in addition to CLA Rule book:

- a) At the end of each 3 minute shift a signal shall be sounded and every player, with the exception of the goalkeeper, if there is one, shall leave the playing surface and shall be replaced.
- b) Officials are optional. The appropriate Local Governing Body shall determine if officials are to be used. If it is determined by the appropriate governing body that no officials are to be used, then the coaches on the floor shall officiate the game.
- c) Each team shall be composed of three players, one designated goalkeeper and a recommended 6 substitute players for a total recommended team size of ten players.
- d) The fall back rule applies when the goaltender is in possession of the ball. All defensive players must enter the neutral zone where they must wait until the ball crosses the restraining line. The goalie must pass the ball to one of the offensive players who must be at least 9 feet from the crease.
- e) If the pass is not made as per 19.15.2.d the play is blown dead and the ball returns to the goalkeeper.
- f) If a player re-enters the zone too early or has not cleared the zone play is whistled down and the ball is given back to the goalkeeper.
- g) Equal pressure will be the allowed amount of contact at the Minityke level. As a result full equipment will be required for all players (helmet, gloves, shoulder pads, slash guards, bicep pads, kidney pads).
- h) Use of a soft ball is recommended, for skill development reasons, but the decision of which ball will be used will be left up to the Local Governing Body.
- i) Each Minityke floor time will be broken up into four 15 minute segments. Each floor time will begin with a 15 minute skill session, followed by a 15 minute game session, followed by a 15 minute skill session, and finishing with a 15 minute game session.

**19.16 Tyke rules**

19.16.1 In tyke, Option A will apply “with the exception that the players on the floor will be 5 on 5, plus a goalie”

19.16.2 In CLA LTAD option A, the common playing rules are as follows in addition to the CLA Rule book:

- a) At the end of each three minute shift a signal shall be sounded and every player, with the exception of the goalkeeper, if there is one, shall leave the playing surface and shall be replaced.
- b) The fall back rule applies when to the goaltender is in possession of the ball. All defensive players must enter the neutral zone. Once all the defensive players are in their neutral zone, they are free to go wherever they want. The goalie must pass the ball to one of the offensive players who must be outside of the 24 foot dotted line.
- c) If the pass is not made as per 19.16.2 b the play is blown dead and the ball returns to the goalkeeper.
- d) If a player re-enters the zone too early or has not cleared the zone play is whistled down and the ball is given back to the goalkeeper.
- e) After each goal and the end of each shift, play shall start with the goalkeeper of the team that was scored on or was in possession of the ball at the each of the shift and the defensive players shall fall back to their zone.
- f) A score sheet must be completed prior to each game.
- g) No score is kept or displayed on the scoreboard.
- h) Officials are required. Officials will not issue any penalties, but will be responsible for stopping play and explaining rules violations to the violating player and other players on the floor. Play will be officiated in the same manner as other levels of lacrosse (possession calls, play being blown dead on a delayed penalty when the offending team gains possession of the ball, etc.) minus the issuance of penalty time. Players who repeatedly commit rules violations on one shift may be removed from that shift (official's discretion). Players removed from their previous shift are allowed to return to the floor on their next shift.
- i) Place and push will be the allowed amount of contact at the Tyke level.
- j) The floor used will be a regular lacrosse playing surface. The nets will be placed in the standard box lacrosse crease. The area behind the net is no longer dead, and the ball going behind the net will not result in a stoppage of play.
- k) Each Tyke game will consist of two 30 minute segments. The first 30 minute segment will be a skill building session, and the second 30 minute segment will be a game session.
- l) A regular lacrosse ball will be used.

## **19.17 Novice Rules**

19.17.1 All Novice box lacrosse games shall be played in accordance with CLA Rules according to LTAD Option L with the exception of the fall back rule:

- a) The fall back rule applies when to the goaltender is in possession of the ball. All defensive players must enter the neutral zone. Once all the defensive players are in their neutral zone, they are free to go wherever they want. The goalie must

pass the ball to one of the offensive players who must be outside of the 24 foot dotted line.

- b) If the pass is not made as per 19.17.1 a. the play is blown dead and the ball returns to the goalkeeper
- c) If a player re-enters the zone too early or has not cleared the zone, play is whistled down and the ball is given back to the goalkeeper.

## **19.18 Girls Box Lacrosse Rules of Play**

19.18.1 All Girls Novice box lacrosse games shall be played in accordance with CLA rules and ALA Regulation 19.17 with the following exceptions:

- a) Defensive players may place their stick on a ball carrier and use equal pressure to prevent her movement.
- b) Any offensive player (including the ball carrier who deliberately charges directly at a defensive player may be assessed a charging penalty.
- c) There is to be no body checking.
- d) A defensive player may check an offensive player by placing their stick head on an opposing player's stick head.

19.18.2 All Girls Pee Wee box lacrosse games shall be played in accordance with CLA rules with the following exceptions:

- a) Defensive players may place their stick on a ball carrier and push them away.
- b) Any offensive player (including the ball carrier who deliberately charges directly at a defensive player may be assessed a charging penalty.
- c) There is to be no body checking.
- d) A defensive player may check an offensive player by placing their stick head on an opposing player's stick head.
- e) The fall back rule applies when to the goaltender is in possession of the ball. All defensive players must enter the neutral zone. Once all the defensive players are in their neutral zone, they are free to go wherever they want. The goalie must pass the ball to one of the offensive players who must be outside of the 24 foot dotted line.
- f) If the pass is not made as per 19.18.2.e. the play is blown dead and the ball returns to the goalkeeper
- g) If a player re-enters the zone too early or has not cleared the zone, play is whistled down and the ball is given back to the goalkeeper

## **19.19 Major Lacrosse**

19.19.1 Major Box Lacrosse will be conducted pursuant to RMLL rules and policy.

## **REGULATION 20 – ENFORCEMENT OF CLA POLICY ON THE OFFENCE/DEFENCE TACTIC IN MINOR LACROSSE**

- 20.01** The purpose of the enforcement is to ensure that minor box lacrosse players are given full opportunity to develop their offensive and defensive skills. The development and enjoyment of the players is the key principle that needs to be protected. The enforcement of the policy is in place as a deterrent and is to be used when there are valid concerns. Abuse of the enforcement policy will not be tolerated by the ALA. The following are the provisions of the O/D Enforcement Regulation:
- 20.02** If, during any minor lacrosse game there is a concern that a team is using the offense/defense tactic, a formal complaint must originate from the opposing team's coach. The complaint must provide the details of the complaint, contact information and a copy of the game sheet. The complaint must be submitted to the club president of the complainant who will review the complaint, sign it off and submit the complaint and all the evidence to the ALA office within 7 days of the completion of the game/s in concern. A \$100 fee must be submitted with the complaint. If the complaint is found to be valid, then the \$100 complaint fee will be returned.
- 20.03** The ALA office will review the complaint, record the details and forward it to one of the Learning Facilitators located in the province. The ALA office will inform the club president of the team the complaint was made against. It is the club president's responsibility to inform the team involved in the complaint;
- 20.04** The Learning Facilitator will then investigate the details of the incident. This will include, but not be limited to interviewing the coaches and the referees and attending subsequent games. Based on the findings, the Learning Facilitator will make a determination, with written reasons, on the complaint. If the complaint is valid, the penalties will follow the CLA's suspension guidelines. Both club presidents and coaches will be informed of the decision.
- 20.05** A record of the suspension will be recorded in the ALA office and will be communicated to the league the offending team plays in to ensure the suspension is fulfilled;
- 20.06** There is an appeal from the decision of the Learning Facilitator to a Master Learning Facilitator. There is no appeal from the decision of the Master Learning Facilitator.

## **REGULATION 21 - AUTOMATIC AND OTHER SUSPENSIONS (MINOR BOX)**

- 21.01** The ALA establishes the following suspensions including automatic suspensions under **Bylaw 11.01.4** from which there is no appeal. In this regulation, "committee", in the case of a game being played outside of the boundary of the Local Governing Body of the involved offender or a game being played in the ALA Provincials or a game being played in a Tournament in Alberta under sanction of the CLA, shall mean the ALA Discipline/Appeals Committee, otherwise it shall mean the Discipline/Appeals Committee of the Local Governing Body

## **21.02 Automatic Suspensions**

- 21.02.1 ABUSE OF GAME OFFICIALS will result in an automatic MATCH PENALTY as per CLA Rule 28, with the individuals being suspended from further ALA sanctioned activities with such incident being referred to committee and the individual remaining suspended until the committee directs otherwise.
- 21.02.2 MATCH PENALTY as per CLA Rule 80 will result in individual being suspended from all ALA sanctioned activities. An incident report will be immediately filled out and sent to the committee
- 21.02.3 GROSS MISCONDUCT as per CLA Rule 48 will result in a MATCH PENALTY with the individual being suspended from all further ALA sanctioned activities and the incident referred to committee
- 21.02.4 RECKLESS AND ENDANGERING PLAY: as per CLA Rule 30 will result in a MATCH PENALTY, with the individual being suspended from all further ALA sanctioned activities and the incident is referred to committee
- 21.02.5 MISCONDUCT OFF PLAYING FLOOR: refer to CLA Rule 79, with the individual being suspended from all further ALA sanctioned activities and the incident is referred to committee with the individual remaining suspended until the committee directs otherwise.
- 21.02.6 GAME MISCONDUCT: as per CLA Rule 79, will result in individual being suspended for the remainder of the game, immediately leave the venue or go to the dressing room.
- 21.02.7 2<sup>nd</sup> GAME MISCONDUCT IN THE SAME GAME: player will be suspended for the remainder of the game. immediately leave the venue or go to the dressing room and the incident will be referred to committee with the player remaining suspended until the committee directs otherwise
- 21.02.8 CHECKING FROM BEHIND: Checking From Behind. as per CLA Rule 38 a player will receive a double minor penalty - or - a major penalty and a game misconduct.
- 21.02.9 ABUSE BY FANS: as perceived by a referee, Tournament Chair, or other ALA Executive Committee Members, will result in having the referee have the coach ask his/her "fan" to immediately remove him/herself from the arena and not to return for the remainder of the game. The game will not resume until said fan is completely removed from the arena. If the fan refuses to leave within a reasonable time, the team to which the fan is related will forfeit the game. An incident report will be sent to the committee.
- 21.02.10 FIGHTING: a major penalty and a game misconduct will be assessed in minor lacrosse.
- 21.02.11 FIGHTING IN THE LAST 10 MINUTES: a major penalty, a game misconduct and an additional one (1) game suspension in minor lacrosse.
- 21.02.12 FIGHTING OFF THE FLOOR: as per CLA Rule 45 (d), player is suspended from any further lacrosse activities. An incident report will be forwarded to the committee and the player remains suspended until the committee directs otherwise
- 21.02.13 INSTIGATING A FIGHT OR BEING AN AGGRESSOR: as per CLA Rule 45 (b) the player will receive a Major for Fighting and a Game Misconduct. Player will also be assessed a Major for being the Aggressor and the Game Misconduct along with the additional Game Misconduct for having two majors in a game. As per Regulation 21.01.7 player will be

suspended for the remainder of the game, immediately leave the venue or go to the dressing room and the incident will be referred to committee with the player remaining suspended until the committee directs.

- 21.02.14 RESTARTING A FIGHT: In addition to CLA Rule 45 (c) this action will result in player being assessed a MATCH PENALTY.
- 21.02.15 SPEARING: in addition to the CLA Rule 65, the player will automatically receive a major penalty, a MATCH PENALTY and an automatic two game suspension and a referral to Committee, which may add a further suspension. The player may return to play if not notified by the committee..
- 21.02.16 ATTEMPT TO SPEAR: in addition to CLA Rule 65, a five minute major penalty, a game misconduct, plus a one game suspension
- 21.02.17 BUTT ENDING: in addition the CLA Rule 35, the player will automatically receive a major penalty, asses a MATCH PENALTY and an automatic two game suspension and a referral to Committee which may add a further suspension. The player may return to play if not notified by the Committee.
- 21.02.18 ATTEMPT TO BUTT END: in addition to the CLA Rule 35, a five-minute major penalty, a game misconduct plus a one game suspension
- 21.02.19 KICKING: In addition to CLA Rule 57, the player will automatically receive a major penalty, asses a MATCH PENALTY and an automatic two game suspension and a referral to Committee which may add a further suspension. The player may return to play if not notified by the Committee.
- 21.02.20 ATTEMPT TO KICK: In addition to CLA Rule 57, a five minute major penalty, game misconduct, plus a one game suspension
- 21.02.21 REFUSING TO START PLAY: as per CLA Rule 63, the team shall receive a bench minor penalty and be given one minute to start play. If the team still refuses to start play or should there be a recurrence later in the game, the Referee shall declare the game ended and forward a full report to committee. The game shall be forfeited by the team assessed the penalty. The head coach for the game being ended under this situation will receive a game misconduct and will be suspended and referred to Committee and will remain suspended until otherwise directed by the committee.
- 21.02.23 THIRD GAME MISCONDUCT IN ONE SEASON : a two game suspension and referral to the Committee which may further suspend although the individual has finished the two (2) game suspension and resumed participation in lacrosse

- 21.03** If the penalty resulting in the automatic suspension is incurred in a tournament (other than the Club team Provincials) then the individual shall be suspended from participating in the applicable number of remaining tournament games and those games shall count toward the automatic suspension. The Tournament suspension if not fully served shall carry forward into regular season and/or league/provincial playoff games only.

## **REGULATION 22– ABUSE BY FANS**

- 22.01** ABUSE BY FANS, as perceived by a referee, Tournament Chair, or the ALA Representative, will result in having the referee have the coach ask his/her “fan” to immediately remove him/herself from the arena/field and not to return for the remainder of the game. The game will not resume until the offending fan or fans are completely removed from the arena/field. If the fan refuses to leave within a reasonable time, the

team to which the fan is related will forfeit the game. Such removal and/or forfeit shall be noted on the game sheet and an official game report shall be forwarded to the local governing body.

## **REGULATION 23 – DISCIPLINE**

- 23.01** Many lacrosse people perform multiple roles, ie: a person may coach, play (box and field), referee, and/or administer. Therefore, any suspensions apply solely to the role that the person was performing when an offence was committed. For example, a suspension to a box player does not extend to field lacrosse, or a suspension to a coach does not extend to their playing status. In the event that an association believes that the offence was serious enough to warrant additional discipline (ie., a suspension on all ALA sanctioned lacrosse activities) then a request to send the case to the ALA Discipline and Appeals Committee must be made as per Bylaw 11.01.5. The ALA Discipline and Appeals Committee has the authority to determine such discipline or sanction it may determine is appropriate, including extending the suspension to all or other ALA sanctioned activities as it determines.

## **REGULATION 24 - COACHING CERTIFICATION REQUIREMENTS**

- 24.01** Each team in Field and Box lacrosse shall comply with CLA Minimum Standards for coaches. In order to be eligible to coach, all coaches must meet the requirements of the ALA Minimum Standards as applicable to each discipline of lacrosse.
- 24.02** In all games (including regular league, playoffs, tournaments), teams are required to have all bench personnel who are on the bench meet the CLA Minimum Standards. In practices, teams are required to have at least one of the supervising coaches trained as per CLA Minimum Standards.
- 24.03** In all games for Provincials, Alberta Summer Games, and games sanctioned on travel permits, teams are required to have all bench personnel who are on the bench meet the CLA Minimum Standards.
- 24.04** Bench personnel are determined as per ALA Registration system for each team (as per Regulation 9. Bench moms can handle off bench circumstances but must be registered. Only coaches with appropriate training and certified trainers are allowed on the bench.
- 24.05** All coaches must be 16 years of age in the year he/she wishes to attend a coaching clinic and coach an ALA sanctioned team.
- 24.06** CLA Minimum standards will be verified by the ALA Office. Associations will be notified of those who have not met CLA Minimum Standards.
- 24.07** Coaches not meeting the Minimum CLA Standard will be suspended for the following year from coaching until the required criteria have been met.

## **REGULATION 25- TRAINER CERTIFICATION REQUIREMENTS**

- 25.01** Trainers must have the appropriate certification. Appropriate certification is defined as one of the following:
- a) Any St. John Ambulance Emergency First Aid course of 8 hours (or more)

- b) Canadian Red Cross Standard First Aid & Basic Rescuer CPR course
- c) Canadian Red Cross Sport First Aid course
- d) Hockey Canada Safety Program (HCSP)
- e) An appropriate designation (examples: MD; RN; Physiotherapist, Police Officer; Firefighter ,Chiropractor; Registered Massage Therapist).

From the above, please be clear CPR (as a stand-alone certification) is NOT an equivalency.

- 25.02** The ALA recognizes only one trainer per team to address those specific activities (activities which would not include coaching athletes).

## **REGULATION 26 - PROVINCIAL PLAYOFF REGULATION**

- 26.01** The ALA reserves the right to place teams in the classification and series deemed to be in the best interest of the ALA.

## **REGULATION 27– ALA MINOR BOX PROVINCIALS**

### **27.01 General Policy**

- 27.01.1 All participants shall abide by all Canadian Lacrosse Association Rules of Box Lacrosse.
- 27.01.2 The Canadian Lacrosse Association’s Coaches Code and the CLA Coaching Philosophy for Minor Lacrosse must be adhered to. Adherence to these guidelines will be monitored and interpreted by the VP of Provincial and National Competition or designate. The decision of the VP of Provincial and National Competition will be final.
- 27.01.3 The ALA will invoice each Local Governing Body by June 1 the total cost of eligible teams based on ALA Regulations 27.01.4, 27.01.5, 27.01.6 and 27.01.7. Each Local Governing Body will supply the name and contact information for each representing team to the ALA Office by June 27. Local Governing Bodies who playoffs finish after July 1 may apply to the VP of National and Competition for an extension to supply contact information. If the Local Governing Body fails to provide representation at the Provincial Championship Tournament then the participation fee will be forfeited.

### **27.01.4 “A” Provincials**

A minimum of 4 and up to a maximum of 6 “A” level teams that have registered and are recognized by the ALA.

- 1<sup>st</sup> place playoff Champion “A” team from CDLA
- 1<sup>st</sup> place playoff Champion “A” team from GELC
- ”A” team representing SALA
- ”A” team representing Wheatland
- 1 Provincial “A” Host Team
- 2<sup>nd</sup> place playoff Champion “A” Team from non-host LGB

If the 1<sup>st</sup> place playoff Champion is the host team then the 2<sup>nd</sup> place playoff Champion is expected to attend

Other rural based teams subject to the approval of the ALA VP of Provincial and National Competition



27.01.5 **“B” Provincials**

A minimum of 4 and up to a maximum of 6 “B” level teams that have registered and are recognized by the ALA

- 1<sup>st</sup> place playoff Champion “B” team representing CDLA
- 1<sup>st</sup> place playoff Champion “B” team representing GELC
- 1<sup>st</sup> place playoff Champion “B” team representing SALA
- 1<sup>st</sup> place playoff Champion “B” team representing CALL
- 1<sup>st</sup> place playoff Champion “B” team representing Wheatland LGB Host

If the 1<sup>st</sup> place playoff Champion is the host team then the 2<sup>nd</sup> place playoff Champion is expected to attend

Other rural based teams subject to the approval of the ALA VP of Provincial and National Competition.

27.01.6 **“C” Provincials**

A minimum of 4 and up to a maximum of 8 “C” level teams that have registered and are recognized by the ALA.

- 1<sup>st</sup> place playoff Champion “C” team representing CDLA
- 1<sup>st</sup> place playoff Champion “C” team representing GELC
- One C team from LGB Host
- 2<sup>nd</sup> place playoff Champion “C” team from non-host LGB

If the 1<sup>st</sup> place playoff Champion is the host team then the 2<sup>nd</sup> place playoff Champion is expected to attend

Other rural based teams subject to the approval of the ALA VP of Provincial and National Competition.

27.01.7 **Girls Provincials**

- 1<sup>st</sup> place playoff Champion Girls team representing CDLA
- 1<sup>st</sup> place playoff Champion Girls team representing GELC
- One Girls team from LGB Host
- 2<sup>nd</sup> place playoff Champion Girls team from non-host LGB

If the 1<sup>st</sup> place playoff Champion is the host team then the 2<sup>nd</sup> place playoff Champion is expected to attend.

Other rural based teams subject to the approval of the ALA VP of Provincial and National Competition.

27.01.8 In any case where the minimum number of teams cannot attend, then the ALA Executive, after reviewing the teams that are committed to attending, shall have the discretion to permit the tournament to proceed on such terms as the Executive may direct.

27.01.9 Competition intent fees are due to the ALA office by June 1.

## **27.02 Team Qualification**

27.02.1 All teams participating in Provincial Championships must be registered with the ALA. The rosters for the Provincial Championship will be those that are registered with the ALA, as per the ALA registration system. All changes to the ALA rosters must be submitted 72 hrs prior to the first game of the applicable Provincial Championship at which time the rosters are frozen.

27.02.2 Teams must have at least 12 ALA registered players to be eligible to participate in ALA Provincial championships of which at least 75% players must be from the teams original ALA registered roster.  
Exceptions can be made by the ALA for teams that carried a smaller roster size as determined in the ALA registration system by applying to the ALA Office and are subject to the approval of the ALA VP of Provincial and National Competition.

Local Governing Bodies who do not have a recognized league must register these teams with the ALA to qualify to participate in the Provincial Championship Tournament. Intent fees are due to the ALA office by June 1.

### **27.02.4 Boys Box Lacrosse Affiliations**

Teams may affiliate up to the ALA registered roster size. Teams with registered rosters smaller than 16 may affiliate up to 16 players. All rosters sizes include goalies. Any affiliate goaltenders must be dressed as goaltenders, on the bench and will only be eligible to participate as a goaltender during Provincials. Affiliates must be drawn from the same club and in a lower division or first age group in the applicable division competing. Each team will be allowed one 2<sup>nd</sup> year affiliated player for one missing 2<sup>nd</sup> year ALA Registered player on that competing team. Players may not be affiliated to an older division if a conflict with their normal team exists. All players' first obligation is to their regular club team.

Affiliations from "A" registered players to "C" divisions will not be approved..

### **27.02.5 Girls Box Lacrosse Affiliations**

Teams may affiliate up to the ALA registered roster size. Teams with registered rosters smaller than 16 may affiliate up to 16 players. All rosters sizes include goalies. Any affiliate goaltenders must be dressed as goaltenders, on the bench and will only be eligible to participate as a goaltender during Provincials. Affiliates must be drawn from the same club and in a lower division or first age group in the applicable division competing. Each team will be allowed two 2<sup>nd</sup> year affiliated players for two missing 2<sup>nd</sup> year ALA Registered players on that competing team. Players may not be affiliated to an older division if a conflict with their normal team exists. All players' first obligation is to their regular club team.

27.02.6 Any exceptions to the affiliation regulations may be approved by the Executive Committee on a case by case basis.

27.02.7 A player may only play for one team and in one division in the Provincial Championship in any said weekend.

27.02.8 All tournament formats are to be approved by the ALA VP of Provincial and National Competition. The preferred format will be Round Robin.

## **27.03 Final Standings Tie Break Formula**

27.03.1 In the event of a tie in point standings in a competition, final standings shall be determined as follows:

27.03.1.1 If two teams are tied, the winner of the game or games between the two teams advances. If a tie still exists, the goal average formula listed below will be used.

27.03.1.2 If three or more teams are tied, and if one team has defeated the other teams with which it is tied after round robin play, the team shall advance. Otherwise the team with the best goal average shall advance.

27.03.1.3 The goal average is calculated by dividing the total goals for, by the total goals for plus the total goals against. Only the goals scored in games between the tied teams is used in the goal average formula for tie breaking. The team with the greater resultant number shall advance.

$$\frac{\text{GOALS FOR}}{\text{GOALS FOR} + \text{GOALS AGAINST}}$$

The formula is applied once to rank all tied teams.

27.03.1.5 If a tie still exists between teams, the winner of the game(s) between the two teams advances.

## **27.04 Player Eligibility**

All players must be duly registered with the ALA registration databank and listed on the team's roster, for the current year.

## **27.05 Coach Eligibility**

27.05.01 All coaches must be duly registered with the ALA registration databank for the current year.

27.05.02 All Coaches must meet CLA Coaching Standards.

## **27.06 Playing Area**

Only ALA authorized coaching/trainer personnel, player personnel, officials, LGB representatives and the ALA representative are permitted in the dressing room, bench area and playing surface during game play.

## **27.07 Minor Box Provincial Rules**

All teams or Associations that host a Provincial Tournament within the Province of Alberta will comply with the rules set out as follows.

### **27.07.1 Minor Box Playing Rules**

- a) The Canadian Lacrosse Association Rules of Box Lacrosse apply with the exception of punishments for infractions of the rules where those punishments are by ALA Rules more severe than the CLA's.

- b) The Canadian Lacrosse Association's Coaches Code and the CLA Coaching Philosophy for Minor Lacrosse must be adhered to. Adherence to these Guidelines will be monitored and interpreted by the ALA Representative.
- c) All games will start on time unless otherwise decided upon by the ALA Representative.

WARM UP: there will be a three (3) minute warm-up before game time.

- e) Game Times:

**Novice** games will be three (3) fifteen minute runtime periods, no clock stoppage (1 hr time allowance).

**Pee Wee** games will be two (2) fifteen minute and one (1) twenty minute (20) stop time periods, (1.5 hr time allowance).

**Bantam and Midget** games will be three (3) twenty minute (20) stop time periods (2 hr time allowance).

If a goal differential of six (6) or more goals is present at anytime during the game, at the next whistle to start play, the clock will run at straight time. If the goal differential is brought within four (4) goals, the clock shall return to stop time at that time.

- f) The 30-second clock will be in effect for all minor levels
- g) STRAIGHT TIME PENALTIES: a two (2) minute penalty running time, to start at start of play (whistle).
- h) STOP TIME: the clock will stop only when: 1. A penalty is called, 2. A face-off takes place, 3. A goal is scored, or 4. A referee signals for the clock to stop.
- i) There will be a three (3) minute rest period between periods
- j) HOME teams must be prepared to change their jersey if asked to do so by the Referee.
- k) SHOT CLOCK: will be operated by an ALRA official; TIME KEEPER will be provided by the HOME team; the SCOREKEEPER will be provided by the VISITOR; and both will provide penalty box personnel.
- l) OVERTIME: all games are to be played out (including round robin).
- m) In Round Robin there will be five (5) minute sudden victory periods until a goal is scored. There will be one (1) minute rest period between each five (5) minute period.
- n) In Medal games only as per CLA. Rule 20: exception is made to rest time between periods, which will be (5) minutes.
- o) All games are to be played out (including round robin). TWO points for a win and ZERO points for a loss are awarded.

## **27.08 Discipline at Provincials**

### **27.08.1 General**

See Bylaw 11, and Regulation 21

### **27.08.2 Procedures**

The ALA Representative will adhere to and interpret the ALA Bylaws and Regulations.

The Provincial Host in conjunction with the ALA Representative will Oversee, organize and interpret all rules, guidelines on behalf of the ALA. The Provincial Discipline Committee will consist of ALA Representative, Tournament RIC and Member of Host Committee. The membership of the provincial discipline committee will be announced to all teams prior to commencing tournament play.

### **27.08.3 Appeals**

To place an appeal, with the Provincials Discipline Committee, the appealing team must put a \$100 non-refundable bond forward. The appeal must be made in writing and must be received no later than 30 minutes after the conclusion of the game. If game conclusion time is missing from the game sheet the scheduled game time conclusion shall be used. If the appeal is won the fee will be refunded. If any game or portion thereof is to be replayed, the refund will be given after that conclusion. The decision of the Provincials Discipline Committee is final unless the sanction carries beyond the tournament.

## **27.09 ALA Representative**

In the regulations for Provincial Championship Tournaments, the ALA Representative will be that person who is appointed by the ALA VP of Provincial and National Competition and a Member of the host Local Governing Body

## **27.10 Provincial Host**

Host for Provincial Championships must advise ALA office of intent to host by March 15. All applications to host Provincial Championships must have the approval of the appropriate Local Governing Body. The Provincial host will submit their team intents and fees directly to the ALA office by June 1.

## **27.11 Provincial Trophies**

Provincial Trophies are to be returned to the ALA office by the ALA AGM of the completion year at the club's cost. Clubs failing to return trophies by the deadline will be fined \$250 per month to the replacement value of the trophy which there is no appeal. Damaged trophies will be invoiced to LGB.

## **REGULATION 28 – ALA FIELD PROVINCIAL INVITATIONAL TOURNAMENT**

### **28.01 General Policy**

28.01.1 All participants shall abide by all Canadian Lacrosse Association Rules of Field Lacrosse.

28.01.2 The Canadian Lacrosse Association's Coaches Code and the CLA Coaching Philosophy for Minor Lacrosse must be adhered to. Adherence to these guidelines will be monitored

and interpreted by the ALA Provincial Committee Chair. The ALA Provincial Committee Chair decision will be final.

- 28.01.3 Member teams wishing to participate in Provincial tournaments MUST register using the “Provincial Invitational Participation Form” to participate along with a \$200.00 Provincial Invitational intent fee per team by July 15. Out of Province teams will submit a \$400 fee. If the Member team fails to provide representation at the Provincial Invitational Tournament then the intent fee will be forfeited.

## **28.02 Team Qualification**

- 28.02.1 To participate, the local governing body must sanction teams with all players, coaches and team management being members in good standing. In the event that the local governing body fails to sanction Provincial participants then the VP of Provincial and National Competition shall determine eligibility for Provincial play.
- 28.02.2 All teams participating in Provincial tournament must provide the ALA with rosters for verification and approval of affiliates 48 hours prior to the commencement of the first game of the Provincial Tournament. Submitted rosters will be frozen at that time.
- 28.02.3 All rosters and player identification must be readily available at all provincial tournament games.
- 28.02.4 Teams can have a maximum of 23 players (including goalies) on their roster. Teams must have a minimum number of 12 players to participate.
- 28.02.5 Teams may affiliate ONLY up to a maximum roster size of 23 players (including goalies). ALL affiliates must be drawn from the same club and in the same division or a lower division. Affiliates must be identified and listed on the initial roster submission.
- 28.02.6 Exceptions to this affiliation regulation can be made for teams that only have one team registered with the ALA in a division and will not have enough players to participate. These teams may be allowed to affiliate from a different club subject to the approval of the ALA VP of Provincial and National Competition. Overage players will not be permitted.
- 28.02.7 A player may not play for more than one team per division in Provincial Tournaments in a given year.
- 28.02.8 All tournament formats are to be approved by the ALA VP of Provincial and National Competition. The preferred format will be Round Robin with a playoff. If there are only two teams entered in a Division the preferred format is a best of three series.

## **28.03 Final Standings Tie Break Formula**

- 28.03.1 In the event of a tie, final standings shall be determined by:
- a) team record against each other
  - b) GOAL AVERAGE FORMULA: Only the goals scored in games between the tied teams are used in the goal average formula for tie breaking. Team with the highest ratio advances

- c) GOALS AVERAGE FORMULA: Only the goals scored in games between each other plus common opponents are used in the goal average formula for tie breaking. Team with the highest ratio advances
- d) GOALS AGAINST FORMULA: Using goals for and against in all games played by the tied teams
- e) The team with the lowest penalty minutes advances

GOALS AVERAGE FORMULA

$$\frac{\text{Goals For}}{\text{Goals For} + \text{Goals Against}}$$

28.03.2 If more than two (2) teams are tied, the rest of the tie will be broken by reverting to the initial process as per Regulation 28.03.1

**28.04 Player Eligibility**

All Alberta players must be duly registered with the ALA registration databank and listed on the team's roster, for the current year. Any visiting teams must be registered and in good standing with their provincial organizations for the current year.

**28.05 Coach Eligibility**

28.05.01 All coaches must be duly registered with the ALA registration databank for the current year.

28.05.02 All Coaches must meet ALA Coaching Standards as per ALA Regulation 19.

**28.06 Field Provincial Tournament Rules**

All teams or Associations that host a Provincial Tournament within the Province of Alberta will comply with the rules set out as follows.

28.06.1 **Field Playing Rules**

- a) The Canadian Lacrosse Association Rules of Field Lacrosse apply.
- b) The Canadian Lacrosse Association's Coaches Code and the CLA Coaching Philosophy for Field Lacrosse must be adhered to. Adherence to these Guidelines will be monitored and interpreted by the ALA Representative.
- c) All games will start on time unless otherwise decided upon by the ALA Representative.
- d) WARM UP: there will be a five (5) minute warm-up before game time.
- e) Game Times: full games will be run consisting of 4-15 minute quarters with the exception of the Novice division which will be 2-25 minute halves.

**28.07 Discipline at Provincials**

28.07.1 **General**

See Bylaw 11

## 28.07.2 **Procedures**

- a) The ALA Representative will adhere to and interpret the ALA Bylaws and Regulations.
- b) The Provincial Host in conjunction with the ALA Representative will Oversee, organize and interpret all rules, guidelines on behalf of the ALA. The Provincial Discipline Committee will consist of ALA Representative, Tournament RIC and Member of Host Committee. . The membership of the provincial discipline committee will be announced to all teams prior to commencing tournament play.

## 28.06.3 **Appeals**

To place an appeal, with the Provincials Discipline Committee, the appealing team must put a \$100 non-refundable bond forward. The appeal must be made in writing and must be received no later than 30 minutes after the conclusion of the game. If game conclusion time is missing from the game sheet the scheduled game time conclusion shall be used. If the appeal is won the fee will be refunded. If any game or portion thereof is to be replayed, the refund will be given after that conclusion. The decision of the Provincials Discipline Committee is final unless the sanction carries beyond the tournament.

## 28.07 **ALA Representative**

In the regulations for Provincial Tournaments, the ALA Representative will be that person who is appointed by the VP of Provincials and Nationals Competition.

## 28.08 **Provincial Trophies**

Provincial Trophies are to be returned to the ALA office by the ALA AGM of the completion year at the club's cost. Clubs failing to return trophies by the deadline will be fined \$250 per month which there is no appeal. Damaged trophies will be invoiced to LGB.

## 28.09 **Provincial Categories**

Novice to Midget will strive to create an A and B provincials where team numbers allow. By July 31st associations will complete the Provincial Invitational Tournament Declaration form summarizing the number of A teams and B teams that each association will send to the tournament. A minimum of two teams per division are required for play to occur for the provincial championships. The maximum number of teams allowed at each age division will be determined by the host organization.

- 28.09.1 Clubs entering two (2) teams or more in a division must ensure these teams are parity teams.

## **REGULATION 29 – MAJOR BOX PROVINCIALS**

- 29.01 Major box Provincial Championships will be conducted as per RMLL rules and policy.

## 29.02 **Provincial Trophies**



Provincial Trophies are to be returned to the ALA office by the RMLL AGM of the completion year at the team's cost. Teams failing to return trophies by the deadline will be fined \$250 per month to the replacement value of the trophy which there is no appeal. Damaged trophies will be invoiced to LGB.

## **REGULATION 30 – ALBERTA LACROSSE REFEREES ASSOCIATION**

### **30.01 The ALRA**

- All lacrosse officials living within the province of Alberta shall be members of the Alberta Lacrosse Referees Association (ALRA).
- The ALRA shall work with the ALA and LGB's to ensure that all lacrosse officials receive the appropriate CLA training as well as ongoing instruction.
- The ALRA are responsible to assign referees to all lacrosse games in the province.
- The ALRA and each LGB shall jointly select a Referee-in-Chief for the LGB and to sit on the ALRA Board of Directors.

### **30.02 League Schedules**

Once a league schedule or games have been finalized, the LGB (or league if there is no LGB) shall, within two (2) days deliver the schedule to the ALA Office and, in any event, no later than one (1) week before the first game. Failure to comply will result in a fine of \$500.00. There will be no appeal.

Any changes to the schedule must be completed as follows:

- Game cancellations within 24 hours of the scheduled start time of the game (except unneeded playoff games). LGBs will be responsible for the full game fee.
- Game cancellations within 2 weeks of the scheduled start time of the game (including unneeded playoff games). LGBs will be responsible for the full assigning fee.
- Changes to a specific game (time or venue) within 48 hours of the game. Any date changes are considered to be cancellations.
- Any additions to the schedule within 72 hours of the scheduled start time of the game.
- All other notifications will be adhered to by the ALRA

In the event of a sudden and unforeseen circumstance arising related to events reasonably beyond the control of any party (e.g., severe weather, catastrophic damage to the venue, security occurrence, widespread illness, etc.), no fine shall be charged by or be payable to the ALRA.

### **30.03 Notice to ALRA of Tournament Schedule**

Any Member who hosts a tournament shall provide a tournament schedule to the ALRA official, who is the R.I.C. for the tournament, at least Two (2) weeks in advance of the start date of the tournament. Failure to comply will result in a fine of according to the schedule below at the discretion of the ALRA. There will be no appeal.

- \$250 for schedules submitted 10-14 days prior to the tournament.
- For schedules submitted less than 10 days prior to the start of the tournament the greater of \$500 or:
  - \$5 per scheduled game for schedules submitted 7 days prior to the tournament;
  - \$7 per scheduled game for schedules submitted with 6 days prior to the tournament;

- \$9 per scheduled game for schedules submitted with 5 days prior to the tournament;
- \$11 per scheduled game for schedules submitted with 4 days prior to the tournament; and
- For schedules submitted less than 4 days prior to the tournament the ALRA may refuse to schedule referees

**30.04** All ALRA Officials will be assigned using the ALRA approved assignment system LGB's, clubs or other members may employ a manual form of assigning, but the schedule will be entered into the system at the beginning of the season and all assignments must be entered within two weeks of the conclusion of the season.

**30.05 Payment to ALRA**

30.05.01 Where the ALRA invoices LGB's for officials the LGB is required to remit, to the ALRA, a 50% deposit of officiating fees (based on the league schedule submitted to the ALA) within 1 week of the start of the season. The remaining 50% is due 30 days after the start of the season. Any reconciliation of officiating expenses including but not limited to playoffs, travel, assigning fees, and per diem will invoice to the LGB within 30 days of the conclusion of the season. The invoice will be due to the ALRA within 30 days of receipt of the ALRA's final invoice.

30.05.02 Where the ALRA invoices Clubs or Teams (for tournaments or exhibition games) the Club or Team is required to submit 100% of the invoice amount within Ten (10) days of receiving the ALRA's final invoice.

Invoices outstanding past the allotted times mentioned above may be charged at 24 % per annum.

30.05.03 **Game Fees**

a) Game Fees for lacrosse officials are as follows:

<b>BOX LACROSSE</b>			
<b>Level</b>	<b>Pay Rate</b>	<b>Scheduling Fee</b>	<b>Total</b>
<b>Tyke</b>	\$20.00 x 2 (\$40.00)	\$6.00	\$46.00
<b>Novice</b>	\$22.00 x 2 (\$44.00)	\$6.00	\$50.00
<b>Peewee</b>	\$28.00 x 2 (\$56.00)	\$6.00	\$62.00
<b>Bantam</b>	\$33.00 x 2 (\$66.00)	\$6.00	\$72.00
<b>Midget</b>	\$39.00 x 2 (\$78.00)	\$6.00	\$84.00
<b>Tiers II – III, Ladies</b>	\$66.00 x 2 (\$132.00)	\$6.00	\$138.00
<b>Tiers I Junior B Senior C</b>	\$72.00 x 2 (\$144.00)	\$6.00	\$150.00
<b>Junior A and Senior B</b>	\$77.00 x 2 (\$154.00)	\$6.00	\$160.00
<b>Masters</b>	\$39.00 x 2 (\$78.00)	\$6.00	\$84.00
<b>Standby Official</b>	<b>½ game fee as indicated</b>		
<b>Scheduling Fee</b>	\$6.00 per game		
<b>FIELD LACROSSE (Traditional 10 on 10)</b>			

Level	Pay Rate	Scheduling Fee	Total
Tyke	\$19.00 x 2 (\$38.00)	\$6.00	\$44.00
Novice	\$19.00 x 2 (\$38.00)	\$6.00	\$44.00
Peewee	\$21.00 x 2 (\$42.00)	\$6.00	\$48.00
Bantam	\$24.00 x 2 (\$48.00)	\$6.00	\$54.00
Midget	\$29.00 x 2 (\$58.00)	\$6.00	\$64.00
Under-19	\$35.00 x 2 (\$70.00)	\$6.00	\$76.00
Senior	\$47.00 x 2 (\$94.00)	\$6.00	\$100.00
Standby Official	N/A		
Scheduling Fee	\$6.00 per game		

- b) Officials working in any ALA sanctioned tournament will be provided the same game fee as above unless previously agreed upon by the ALRA Executive.
- c) Officials working any playoff medal game or ALA Provincial medal game are to be compensated at the regular season rate plus 10% per each official's rate per game. Any cancelled games will be subject to a lower assigning fee of \$3.00
- d) On occasion, the ALRA is requested to provide a standby (third) official. The primary purpose of this official is to stand in should one of the other officials be injured. The official is also responsible for monitoring the 30 second clock, timekeeper and scorekeeper. Should there be a request for a standby official, this official will be paid ½ of the respective per official game fee. The request for the standby official shall come in writing by the requesting team to the local Referee-In-Chief not less than 48 hours prior to the start of the game. The ALRA shall, whenever possible, use local officials for the 'third official' to avoid unnecessary cost to the LGB and Leagues.
- e) Referee in Chief fees for tournaments will be \$75 per person per five (5) hours per day duty time (or portion thereof). Mileage and per diem charges apply as per ALA Regulation 30.05.04 and 30.05.07.

30.05.04 **Mileage**

Mileage will be paid by the ALRA to officials that utilize a personal/private vehicle to get to and from games where they are assigned as an on-floor official (where applicable) under the following guidelines:

- Mileage will be paid to an official who drives to his/her game at a rate of \$0.40 per km when the round-trip distance (to and from the arena that the official is assigned to) is greater than 50 km. When the round trip distance is less than 50km, mileage will not be paid.
- When the round-trip distance is over 450 km, the travel arrangements must be agreed to by the ALA or the LGB responsible for payment.

- Under certain circumstances, some ALA LGB's may choose to pay officials for less than the minimum mileage distance. This is left to the discretion of the LGB involved.
- When the approved ALRA computerized assigning software is employed, mileage will be calculated as part of the assigning process and will be paid automatically utilizing the above guidelines.
- When the LGB does not use the computerized assigning software, mileage must be claimed manually utilizing the ALRA Referee Pay Sheet submitted to the ALRA VP Finance.

#### 30.05.05 **Travel Time**

The ALRA encourages carpooling for all officials. Where carpooling is employed, travel time will be paid under the following guidelines:

- Travel time is only paid to a passenger.
- In situations where two (2) or more officials travel together to officiate at the same venue, travel time will be paid to the officials who are passengers at a rate of \$0.10/km when the round-trip distance (to and from the arena that the official is assigned to) is greater than 150 km.
- When the approved ALRA computerized assigning software is employed, travel compensation will be calculated as part of the assigning process and will be paid automatically utilizing the above guidelines.
- When the LGB does not use the computerized assigning software, travel compensation must be claimed manually utilizing the ALRA Referee Pay Sheet submitted to the ALRA VP Finance.

30.05.06 Under certain circumstances, some ALA LGB may pay officials for less than the ALRA minimum travel time distance, but this is left to the discretion of the LGB involved.

#### 30.05.07 **Per Diem**

A per diem will apply to referees that are away from home (travelling or refereeing). Referees travelling 200 km or more round trip will receive \$20. Overnight trips will be paid at a rate of \$50 per day.

### **30.06 Selection of Referees for National/International Field Competitions**

30.06.01 The ALRA shall, by at least two (2) weeks before the CLA deadline, provide to the VP Organizational Development, its selections of referees for the CLA National and International Competitions.

30.06.02 Upon receipt of the selections, the VP of Organizational Development shall, in consultation with an ALRA Designate and with the Chair of the ALA Field Committee, approve, disapprove or amend the selections.

30.06.03 In the event of approval, the selections shall be communicated to the Chair of the CLA Officiating Committee.

30.06.04 In the event that the VP of Organizational Development does not agree to approve the selections, the VP shall consult with the ALA RIC about the reasons for the non-agreement. If, after such consultation, the VP of Organizational Development still disagrees, the VP of Organizational Development shall make his or her own selections and communicate them to the Chair of the CLA Officiating Committee. When the decisions are communicated, the rationale shall also be communicated to the ALA RIC.

### **30.07 Selection of Referees for National/International Box Competitions**

30.07.01 The ALRA VP Referee Development shall notify the ALA Office and the ALA VP Organizational Development of the recommended officials for each CLA National Competition by June 22<sup>nd</sup>.

30.07.02 The ALRA VP Referee Development and the ALA VP Organizational Development shall then develop a recommended list of applicants for the National Competitions based upon the ALRA evaluations, the Coach/game evaluations, and consultation with the LGB Presidents, the RMLL commissioners and the ALA Technical Director by June 29<sup>th</sup>.

30.07.03 The list shall be communicated to the President of the ALA, via the ALA office, and the President of the ALRA by July 1st. Should the parties disagree a list from each party will be forwarded to the Presidents with a supporting argument (using evidence) for why the referee(s) in question should be accepted or refused.

30.07.04 If agreement cannot be reached the ALA President will have the final decision as to which referees are representing the Alberta Lacrosse Association. The ALA President will communicate the list of approved referees in writing to the ALRA VP Referee Development & ALA VP Organizational Development.

30.07.05 In accordance with the CLA policy, the MAs or AMAs shall provide the CLA Officiating Sector Chairperson with a list of officials to work at the National Championships Competitions by July 15th.

### **30.08 Review of Official's Game Reports**

30.08.01 As per CLA Rule 23(I), "referees shall report to the appropriate governing body promptly and in detail the circumstances of incidents which are outlined in Rule 23(I). Referees shall use the ALRA's online reporting system for their reports within 24 hours.

30.08.02 At any point during this process, if there has been an inaccuracy noted, the inaccuracy should be communicated to the ALRA for reasonable correction or retraction.

## **REGULATION 31 - FUNDING GUIDELINES**

**31.01** All funding requests must be submitted by July 15, the year prior, to the project start date. The following are prerequisites that the ALA will consider for funding:

### **31.02 Development of Players**

a) Competition – subsidize entry fees to CLA National Competitions.

- b) Provincials – tournament expenses, including floor time, referees, and medals and awards (not incidental costs such as t-shirts, etc.).
- c) International Competition – travel expenses associated with participation on Canadian National Teams

### **31.03 Development of Coaches**

- a) Clinics – ALA will cover facilitator fees
- b) Facilities – not covered by ALA
- c) Coaching Materials – not covered by ALA
- d) Areas with no Local Governing Body or Rural
- e) Travel for Facilitators – not covered by ALA

### **31.04 Development of Officials**

Any activity or combination of activities that contributes to one or more of the following:

- a) Design/sustenance of infrastructure to support education, mentoring, and evaluation activities (e.g., systems, policies, software, etc.)
- b) Design/offering of clinic instruction, educational newsletters/activities, quizzes, mentoring, and evaluation in any of the development streams (referees, clinicians, mentors, and evaluators)
- c) Support of travel costs (including mileage, accommodation, and per diem) to facilitate defined development opportunities for clinicians, referees (recreational and high performance), mentors, and evaluators

### **31.05 Developing the game**

- a) Providing assistance to new communities looking to establish programs.
- b) Providing assistance to existing members to establish new programs.
- c) Providing assistance for ALA representatives to attend National Championships, when acting on an official basis as an ALA Representative
- d) Providing assistance for Committee Chairs to attend meetings

## **REGULATION 32 - EXPENSES**

### **32.01 Meetings and Expenses**

- a) The payment of expenses for attendance at meetings will be limited to those on the approved scale for transportation, meals and per diem allowance as outlined in this section.
- b) Members of the Committees shall be entitled to claim expenses as approved by the VP responsible for said committee:

- for attendance at all related official meetings of the Association as approved by the VP responsible for said committee
  - for costs incurred in the legitimate performance of their duties as
- c) Members of the Board shall only be eligible to claim expenses for attendance at the ALA Annual General Meeting and Banquet; and Board of Directors meetings. The Local governing bodies/clubs shall pay all expenses for their Board Members and Delegates to attend the Annual General Meeting.
- d) Delegates from the Local Governing Bodies or their affiliates, Associates or Individual Members may attend the Annual General Meeting but will not be eligible to claim expenses except by special resolution of the Board of Directors.
- e) Delegates attending the Annual General Meeting who are not on the Board of Directors of a Local Governing Body, or their affiliates will be subject to a delegate fee as determined prior to the Annual General Meeting.
- f) When attending the Banquet, each Board Member will receive one ticket paid by the ALA.
- g) Disagreements on expense claims will be dealt with by the Executive Director and the VP of Administration in the first instance, and if unresolvable, by the Executive Committee.

## **32.02 Travel**

- a) All travel will be controlled through the Executive Director, as approved in the yearly budget or by the Executive Committee.
- b) The ALA shall take full advantage of special reduced rates on airlines, sport rates at hotels, corporate discounts on automobile rentals, and any other discounts which may be applicable. Requests must be made with sufficient notice to acquire the best price possible.
- c) Detailed receipts are required for all expenditures being claimed, excluding those for ground travel by private motor vehicle.
- d) The Executive Director shall use a corporate credit card for the payment of all airline fares.
- e) Airline transportation shall be arranged based on the lowest available airfare, but subject to the following:
- travel shall be arranged at a time convenient to the traveller, considering meeting period, flight availability, cost of travel, airline, and personal (including business) commitments of the traveler.
  - seat sale fares shall be booked if possible - ALA does not reimburse travel credits
- f) Anyone making a decision to extend their stay or change their existing travel arrangements (air and ground) will be required to pay the additional costs.

- g) All travel paid for by the ALA is to be booked by the ALA unless agreed to by the ALA Executive Director.
- h) All airline and hotel arrangement inquiries should be directed to the Executive Director.
- i) The ALA will pay for volunteers travel in a privately owned vehicle at the rate of .40 cents per kilometer. If the distance is extraordinary, flight arrangements must be considered.
- j) Persons travelling to the same destination should pool their transportation where possible.
- k) In the case that there is more than one person travelling in the same private motor vehicle, only one person may claim for transportation.
- l) Vehicles may be rented as necessary, and as approved by the Executive Director.

### **32.03 Accommodation**

- a) All accommodation will be booked by or receive prior approval through the ALA Executive Director .
- b) Accommodation will be billed to the ALA or charged to an ALA credit card, and will be paid directly to the hotel. Persons on ALA business alone will have cost of room paid. Any upgrades to room are at the member expense.
- c) Anyone making a decision to extend their stay or trip before or after a meeting will be required to pay the additional accommodation costs.

### **32.04 Meals**

- a) Eligible persons will be entitled to a per diem meal allowance of up to \$50.00 per day which will be paid in cash to representative by the Executive Director .
- b) Guidelines for partial days are breakfast \$10.00; Lunch \$15.00; and dinner \$25.00
- c) Detailed receipts are not required for meals.

### **32.05 Entertainment**

Unless provided for in the budget, all expenditures are subject to approval by the Executive Director and the VP of Administration in the first instance, and if disputed, by the Executive Committee.

### **32.06 Failure to Attend**

If an authorized individual cannot attend a meeting or event, the Provincial office must be notified prior to the activity so that flight and hotel reservations can be cancelled. In event that no notification is given without reasonable excuse, the member will be responsible for the costs incurred.



## **32.07 Reimbursement of Expenses**

All approved expenses are to be submitted to the ALA office 45 days from the occurrence of the expense. This applies to all funding in the current budget year for the ALA. (i.e. floor rentals, official fees, etc). Late submissions will not be considered for payment.

## **REGULATION 33 - ACCOUNTS PAYABLE TO ALA**

- 33.01** Invoices issue by the ALA to Members are net 30 days.
- 33.02** Invoices outstanding past 30 days will be charged an interest rate of 24% per annum.
- 33.03** Members who have invoices outstanding 90 days or more will be deemed Members not in good standing, unless other payment arrangements have been approved by the ALA office.
- 33.04** Members deemed Members not in good standing will be required to provide the ALA with a bond in the amount of the original 90 day outstanding invoice before that Member is deemed in good standing.
- 33.05** All NSF checks will be charged back in the amount of \$35.00