



Ontario Women's Field Lacrosse Executive Council 2021 By-Laws and Regulations

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BY-LAWS

WBL1 NAME

- WBL1.01 The name Ontario Women's Field Lacrosse Council shall herein be referred to as O.W.F.L.

WBL2 AIMS AND OBJECTIVES

- WBL2.01 To provide opportunities for girls and women of all ages to participate in women's field lacrosse.
- WBL2.02 To conduct activities that advance and expand the game of women's field lacrosse while recognizing and preserving the traditions and "spirit" of the game.
- WBL2.03 To ensure the highest standards and integrity are observed by all participants and volunteers.
- WBL2.04 To organize and co-ordinate all sanctioned competitions and related activities within the framework of the O.L.A. and LACROSSE CANADA Constitutions, and the LACROSSE CANADA and WORLD LACROSSE. Women's Field Lacrosse Rules.
- WBL2.05 To promote an environment where all participants and volunteers:
1. respect the ideals of teamwork, team spirit and fair play;
 2. have opportunities to strive for excellence;
 3. build confidence and self-esteem through positive experiences;
 4. have opportunities to develop and demonstrate leadership qualities;
 5. value the importance and benefits of mental and physical well-being;
- WBL2.06 To encourage participants to continue their involvement in the sport.
- WBL2.07 To support the growth and development of Affiliated Clubs / Members.

WBL3 MEMBERSHIP

- WBL3.01 Classes of Member

The Members of O.W.F.L. shall be divided into the following classes:

1. O.L.A. Affiliated Clubs / Associations [O.L.A. Article III] with at least one (1) women's field team actively participating in O.W.F.L., which shall be

represented by an individual (over the age of 18) appointed by the Club. The representative, or his or her designate, shall have the right to be present, to debate and to vote at General Meetings;

2. All Individual women's field members of O.L.A. Affiliated Clubs, which shall have the right to be present at General Meetings, but shall have no debating or voting rights.

WBL3.02 Effect of Membership

1. Members acknowledge and agree that:

- a) they shall comply with the relevant provisions of the Constitution, By-Laws and Regulations of the O.L.A., LACROSSE CANADA and WORLD LACROSSE.;
- b) the O.W.F.L. By-Laws and Regulations are necessary and reasonable for promoting the Aims and Objectives and particularly the advancement and protection of women's field lacrosse;
- c) they shall comply with and observe the O.W.F.L. By-Laws and Regulations, or resolutions which may be made or passed by the Executive Council or any authorized Committee;
- d) they are entitled to all benefits, advantages, privileges and services of their membership as determined by the Executive Council.

2. Members may:

- a) express their views and opinions in any meeting in which they are entitled to participate;
- b) make proposals or submissions to the Executive Council;
- c) engage and participate in any activity approved, sponsored or recognized by O.W.F.L.;
- d) conduct any activity approved by O.W.F.L..

WBL4 EXECUTIVE COUNCIL AND COMMITTEES

WBL4.01 Powers of the Executive Council

1. The affairs of O.W.F.L. shall be managed by an Executive Council.

The Executive Council shall:

- a) carry out all actions deemed by the Executive Council to be essential for the proper control and management of the business and affairs of O.W.F.L..
- b) carry out their duties as described in Appendix 2.
- c) ensure the By-Laws and Regulations are followed, strive to meet the Aims and Objectives, and uphold the Code of Conduct.
- d) When a matter concerning any member association is on the agenda of the O.W.F.L. Executive Council or O.W.F.L. sub-committee meeting, the concerned parties must be notified seven (7) days prior to the date set for the meeting so that they may have the opportunity of being represented.

WBL4.02 Composition of the Executive Council

- 1. There shall be a named Commissioner.
- 2. There shall be a Commissioner Designate (1st Director)
- 3. There shall be at least five but no more than nine Directors who shall be:
 - 1st Director of Registration;
 - 2nd Director of Finance;
 - 3rd Director of Scheduling;
 - 4th Director of Game Day Operations;
 - 5th Director of Officiating;
 - 6th Director of Development;
 - 7th Director of Communications;
 - 8th Director of Promotion;
 - 9th Director of Media;
- 4. Any Executive member who is not registered through a club shall be registered directly through the O.L.A..
- 5. The Commissioner, Director of Finance, Director of Game Day Administration, Director of Development and Director of Promotion shall be elected in each odd-numbered year (e.g. 2013).

6. The Director of Registrations, Director of Scheduling, Director of Officiating, Director of Communications, and Director of Media shall be elected in each even-numbered year (e.g. 2014).
7. The normal term of office for a member of the Executive Council is two years.

WBL4.03 Casual Vacancy

1. In the event of a casual vacancy in the office of any Director, the Executive Council may appoint a Member to the vacant office and the person so appointed may continue in office up to and including the conclusion of the Annual General Meeting following the date of their appointment.
2. In the event of a casual vacancy in the office of any Director being filled in the first year of a two-year term, an election for the filled Director's office shall take place at the Annual General Meeting at the end of the first year.

WBL4.04 Election of the Executive Council

1. Eligibility of Candidates

- a) Any person 18 years of age or over who is a resident of the Province of Ontario is eligible.
- b) Any person who has been elected or appointed to the Executive Council shall become an O.L.A. member.

2. Nomination and Election of Candidates

- a) The Communications Director shall call for nominations by September 30 and all Voting Members shall be notified of the call for nominations, a minimum of 14 days in advance.
- b) Nominations of candidates for election as Executive Council members shall be:
 - i. made in writing using the applicable form which may be provided, signed by one (1) O.W.F.L. members and the candidate; and
 - ii. delivered to the O.W.F.L. Director of Communications by the 30th of September.
- c) The names of all the Nominees received by the 30th September, shall be published and distributed to all club representatives no later than fourteen (14) days prior to the O.W.F.L. Annual General Meeting.

- d) Nominations may be made and seconded, from the floor at the O.W.F.L. Annual General Meeting. Any such nominee must be present in person to accept the nomination prior to their nomination to be considered.
- e) If no more than one nomination is received for a vacancy on the Executive Council, then the nominee shall be declared elected.
- f) If more than one nomination is received for a vacancy on the Executive Council, an election to fill that vacancy must take place at the Annual General Meeting, by means of a secret ballot. Each election must take place one at a time.
- g) The order of election shall be as follows: Commissioner, followed by the 1st, 2nd, 3rd Director etc. until all elections have taken place.
- h) If it is necessary to hold a ballot, a returning officer and scrutineers must be, appointed by the Commissioner, none of whom are to be candidates for election. Ballot papers must be prepared containing the candidates' names and club affiliation in alphabetical order.
- i) An election shall be decided by a simple majority of eligible members. Executive members who are up for re-election are not eligible to vote.
- j) A person who was an unsuccessful candidate in an election for a vacancy on the Executive council shall be eligible for further nomination to any remaining vacancy(s) on the Executive Council.

WBL4.06 Termination of a Member of the Executive Council

- 1. The office of a Executive Council member becomes vacant if the member:
 - a) ceases to be a Member in good standing of O.W.F.L.;
 - b) resigns their office by notice in writing given to O.W.F.L.;
 - c) fails to attend three consecutive meetings of the Executive Council without having previously obtained leave of absence or provided reasonable excuse for such absence.

WBL4.07 Convening an Executive Council Meeting

- 1. The Executive Council will meet quarterly, or more often if necessary.
- 2. A special meeting of the Executive Council may be requested by the Commissioner, or by three or more directors. This meeting shall take place within fourteen (14) days of the request.

3. Notice of each Executive Council meeting, specifying the general nature of the business to be transacted, shall be communicated to each Director, in accordance with the Director's last notified contact details.
4. All Club Representatives and Club Presidents shall have the right to attend an Executive Council meeting to discuss a specific item of business by giving 48 hours notice to the Commissioner.

WBL4.08 Quorum at Executive Council Meetings

1. A simple majority of members of the Executive Council shall constitute a quorum for the transaction of the business of a meeting of the Executive Council.

WBL4.09 Procedure at Executive Council Meetings

1. At meetings of the Executive Council :
 - a) the Commissioner shall chair the meeting;
 - b) if the Commissioner is absent or unwilling to act, the Commissioner-designate (1st Director) shall chair the meeting;
 - c) if the Commissioner-designate is absent or unwilling to act, the 2nd Director shall chair the meeting etc.
2. Decisions at a meeting of the Executive Council shall be made by a show of hands or, if demanded by a member of the Executive Council, by a secret ballot taken in such manner as the persons presiding at the meeting may determine.
3. Each member of the Executive Council present at a meeting, excluding the person chairing the meeting, is entitled to one vote. In the event of an equality of votes on any question, the person chairing the meeting shall cast the deciding vote.

WBL4.10 Minutes

1. The Director shall keep minutes of the proceedings of each General Meeting and Executive Council meeting, together with a record of the names of persons present at all meetings.
2. A report of each meeting shall be sent to Clubs within fourteen (14) days of the meeting.

WBL4.11 Committees

1. Committees will be formed as required to support the areas of:
 - a) Discipline
 - b) Player Movement
2. The Committee Chair and its members shall be created by Commissioner for each individual occasion.
3. Committees must consist of at least three (3) people, who must be members in good standing of O.W.F.L., O.L.A, LACROSSE CANADA or WORLD LACROSSE.

WBL4.12 Sub Committees

1. Sub Committees will be formed to support the areas of:
 - a) Awards
 - b) Development
 - c) Game Day
 - d) Officiating
 - e) Promotion
 - f) Scheduling
4. Executive council committees will be, chaired by the respective Director, and in the case of Awards, they will be coordinated by the Commissioner.
5. Committee members shall be nominated by their Chair and approved by Executive Council prior to January 31.
6. Committees must consist of at least three (3) people.

WBL5 GENERAL MEETINGS**WBL5.01 General Meetings**

1. The O.W.F.L. Annual General Meeting shall be held in conjunction with the O.L.A. Annual General Meeting which shall be held on any weekend in November at any place selected by the O.L.A. Board of Directors and communicated by the O.L.A. to its members.
2. A minimum of three (3) meetings per calendar year will be convened by the Executive Council whenever it deems necessary, or may be requested in writing by two-thirds of the Clubs.

WBL5.02 Notice of Meeting

1. At least fourteen (14) days notice of a meeting shall be given to Clubs.
2. Agendas for all meetings must be distributed to all clubs no later than seven (7) days prior to the meeting.
3. No changes may be made to an agenda without the consent of a simple majority of eligible clubs present at the meeting to which the agenda pertains.

WBL5.03 Proceedings at Meetings

1. Quorum
 - a) No item of business shall be transacted at a meeting unless a simple majority of the Clubs is present
2. Chair At Meetings
 - a) The Commissioner shall chair every meeting of O.W.F.L..
 - b) if the Commissioner is absent or unwilling to act, the Commissioner-designate (1st Director) shall chair the meeting;
 - c) if the Commissioner-designate is absent or unwilling to act, the 2nd Director shall chair the meeting etc.

WBL5.04 Voting at Meetings

1. Voting Rights
 - a) In all meetings only Clubs who are in good financial standing shall have the right to vote, via their appointed representative;
 - b) Each club shall be entitled to one (1) vote per age category participated in by the Club in the current or most recent season;
 - c) No other Member is entitled to vote;
 - d) Directors of O.W.F.L. shall be entitled to attend, debate and vote at meetings;
 - e) Directors of O.W.F.L. carry only one vote at any meeting. He/she cannot vote as both a director and as a club representative ;
 - f) Proxy votes are not allowed.
2. Voting Procedure
 - a) All votes shall be given in person at a meeting.

- b) A vote at a General Meeting shall be determined by a show of hands.
- c) Where a vote at a General Meeting is tied, the Commissioner shall cast a deciding vote.

WBL5.05 Minutes

- 1. A copy of the minutes of each meeting shall be sent to the Clubs within fourteen (14) days of the meeting.

WBL5.06 Financial Statement

- 1. At the Annual General Meeting the Director of Finance shall present to the membership a statement of the financial standing of the O.W.F.L. and make available accompanying bank statements. The financial standing shall include an Income and Expense statement for O.W.F.L. for the 12 months ended Sept 30th (on an accrual accounting basis) and a Balance Sheet (as at Sept 30th).
- 2. The Director of Finance (with input from all directors) shall prepare a Budget of Income and Expenses as well as planned capital expenditures for the upcoming financial Year of O.W.F.L.. This Budget should be reviewed and approved by the Executive Council at an Executive Council meeting following the AGM. The budget should include the proposed Club Fee Registration fees for the upcoming year.
- 3. Executive Council Payments – The Director of Finance shall prepare a schedule for the previous fiscal year of O.W.F.L. detailing the payments made to each Director. The schedule would include summary totals by category – expense reimbursements, honorariums, and any other amounts paid out from O.W.F.L. to the directors in relation to their executive duties.

WBL5.07 Fiscal Year

- 1. The fiscal year of O.W.F.L. shall terminate on September 30th of each year.

WBL6 AMENDMENTS

WBL6.01 The clubs and/or Executive Council may formulate proposals and/or amendments to the O.W.F.L. Bylaws and Rules and Regulations for the proper advancement, encouragement, management and administration of O.W.F.L., the advancement of the aims and objectives of O.W.F.L. and women's lacrosse, as it thinks necessary or desirable.

WBL6.02 Notice of the proposed amendment shall be submitted, in the proper format on forms provided to the Director of Communications by September 30th. The proposed amendments shall be communicated to the Clubs at least fourteen (14) days prior to the date of the Annual General Meeting.

WBL 6.03 The O.W.F.L. By-Laws shall be altered only by a two-thirds majority of the votes held by clubs who are in attendance at the Annual General Meeting. The O.W.F.L Rules

and Regulations shall be altered either by a two-thirds majority of the votes held by clubs who are in attendance at the Annual General Meeting or they can be changed at an Executive Council meeting by a majority vote of Executive Council members. Where Rules and Regulations have been changed through an Executive Council vote they must then be ratified by the clubs at the next Annual General Meeting by two a two-thirds majority of votes held by Clubs who are in attendance at the Annual General Meeting.

WBL 6.04 Any amendment having been approved at an Annual General Meeting shall come into force upon adjournment of the meeting. Any Rules and Regulations amendment having been approved by a vote of the Executive Council at an Executive Council meeting shall come into immediate effect following the conclusion of the Executive Council meeting.

WBL6.05 Amendments, alterations, interpretation or other changes to By-Laws and Rules and Regulations shall be communicated to Members by means of written notice approved by the Executive Council. Notices shall be binding upon all Members.

WBL7 PARLIAMENTARY AUTHORITY

WBL7.01 The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the O.W.F.L. may adopt.

WBL 8 INTERPRETATION CLAUSE

- 1) Any reference to "he", "him", and "his" shall include and also mean "she", "her", and "hers" respectively.
- 2) May = has the opportunity to
- 3) Shall / will = must or has a right to

WBL 9 DECLARATION OF CONFLICT OF INTEREST

A conflict of interest must be declared in any situation in which a director has a private or personal interest sufficient to appear to influence the objective or outcome.

RULES and REGULATIONS**WR1 PAYMENTS**

- WR1.01 Where the By-Laws and Regulations call for fines to be imposed, notification will be given to the affected Club by the Director of Finance.
- WR1.02 Where fees or fines are outstanding, notice will be given to the affected Club by the Director of Finance prior to the Annual General Meeting.
- WR1.03 No Club shall be eligible for Provincial Championship competitions unless all outstanding fines from the current season up to that point in the season have been paid in full.
- WR1.04 No Club shall participate in O.W.F.L. activities unless all outstanding fees and fines from the previous season have been paid in full.
- WR1.05 No Club shall receive a vote at the O.W.F.L. Annual General Meeting unless all outstanding fees and fines from the current season have been paid in full.

WR2 CLUBS AND TEAMS**WR2.01 Entry of Teams**

1. Any O.L.A. member association in good standing shall be entitled to enter one or more teams in the O.W.F.L. league.
 - a) An existing O.L.A. club wishing to enter a team in any age category for the first time, shall apply for entry into O.W.F.L. at the O.W.F.L. AGM in the year prior to the year in which they intend to begin play.
2. Each Member Club must declare the number of teams they will be entering in each age category by April 15th of the year of competition or such date as set by the O.W.F.L. Executive and provide their preliminary rating request for each of the teams if requested, accompanied by a non-refundable deposit of an amount to be set by the O.W.F.L. Executive annually.
3. The balance of any outstanding O.W.F.L. Competition Team fees (minus deposits) must be submitted by April 30th in the competition year or such date as set by the O.W.F.L. Executive, to the Director of Finance.

WR2.02 It shall be the responsibility of each Club to:

1. ensure the good conduct of all club personnel at all league functions.
2. comply with all dates and deadlines for the submission of fees and information.

3. notify the O.L.A. and O.W.F.L. Commissioner when their teams are travelling outside Ontario, hosting a team from outside Ontario, or are involved in exhibition play.

WR2.03 Withdrawal of Teams

1. If a team withdraws from competition prior to the start of the first game of the season at that level, the team's competition fees will be returned, with the exception of the non-refundable deposit.
2. If a team withdraws from competition after the start of the first game of the season at that level, the team will forfeit their competition fees.

WR2.04 Umpires

1. All clubs are responsible for developing umpires starting at the house league level. Clubs that have a house league are required to have house league games for players aged six (6) and over umpired by a qualified umpire or the house league is not covered by league insurance.

WR3 REGISTRATION

WR3.01 Team Registration

1. The O.L.A. team fee for Women's Field Lacrosse is established by the O.L.A..
2. One O.L.A. team fee is payable per Club, by October 31st in the year prior to the competition year, for the Club to be eligible to vote at the O.W.F.L. and O.L.A. Annual General Meetings.
3. The O.W.F.L. Competition Fees for each level of play shall be established by the Executive Council by November 30th of the year prior to the season it will be implemented.
4. Each member club must submit a roster for every age category they have participating in OWFL league play before the start of the season to the O.W.F.L. Director of Registrations. This roster must include both players and bench staff. Additions and deletions can be made until June 15th of the playing year when final rosters are due. All updated rosters must be submitted to the O.W.F.L. Director of Registrations as they occur.
5. Final team lists must be submitted to the O.W.F.L. Director of Registrations and the O.L.A. Promotions Director by June 20th each season in the set approved format provided.

6. For the purposes of administering the player movement and call up rules in WR6, the terms “team list” in WR3.01 and “team” in WR6 are synonymous.

Explanatory Note: The above rules in ss.6-10 do not prevent the addition and deletion of players to team lists after the season starts e.g. for players which have not had the opportunity to register with O.L.A. through their Club prior to the June 15 registration deadline. Team lists may also change through the season in other ways. For example, a player called up to a higher age team many times according to the player movement rules then becomes a member of the higher age team, and in such a case their name would be transferred to the team list of the higher age team.

WR3.02 Individual Registration

- a. All O.W.F.L. members must be registered using the approved OLA registration format, under one of the following categories
 - a) Coach
 - b) Executive
 - c) Player
 - d) Trainer
 - e) Umpire

WR3.03 Registration Deadlines

- 1) All Rep player and bench staff registrations for O.W.F.L. must be Club approved by June 1st of the currently playing year for the O.W.F.L. Director of Registration to complete.

WR3.04 Affiliation

1. All players, coaches, trainers and club executive become registered members via the member club association registration procedure as approved by OLA.
2. Umpires become registered members via a designated club number assigned by the OLA specifically for Officials.

WR3.05 Appeals

1. Any appeals of membership status i.e. Residency, proof of age, proof of coaching certification, umpire certification etc., must be submitted in writing by the affected club within seven (7) days of notification, to the OWFL Director of

Registrations. Participation must cease until resolved for obvious Insurance implications.

WR3.06 Residential Qualifications

1. A player under the age of 19 as of December 31st of the playing year, who is a resident in a community represented by a club offering a women's field lacrosse program with house league and/or a team entered into a category for which she is eligible to play, MUST register with that club except where such player's services are waived by that club subject to the provisions of (OLA Regulations *MR.3.12 UNDER NO CIRCUMSTANCES SHALL THE BOARD OF DIRECTORS, RELEASE A PLAYER FROM A CLUB, IF SAID PLAYER AND CLUB HAVE NOT BEEN INVITED TO ATTEND THE MEETING AT WHICH SUCH RELEASES ARE BEING CONSIDERED*)
2. A player under the age of 19 as of December 31st of the playing year resident in a community without a women's field lacrosse program she is eligible for will play with the next closest club offering a women's field lacrosse program, (Reference OLA Regulations MR2.08 (b))
3. Residential determination will adhere to the OLA criteria that they will confirm to the OWFL Director of Registration and OWFL Executive Council for that years Registration timeframe.

WR3.07 Player Release Committee

1. A player must apply for a release from her club/association to play for another centre/association by May 15th of the current playing season to allow all due processes to be completed by the close off date of OLA Registrations for Women's' Field Lacrosse.
2. Prior to any release request, the player MUST BE REGISTERED with her club/association for the current year.
3. The OLA "Release Request form: Women's Field" must be used in all cases where a player is requesting a release from her current club. (Package with instructions and the corresponding forms can be located at www.ontariolacrosse.com Administration , OLA documents & also at www.owfl.org Registrations OWFL Release Request form (see addendum for copy of the OWFL Release Request Form for all instructions through the process for players, clubs, OWFL and OLA).
4. If a family chooses to appeal the Club/Association decision then an appeal fee of \$100 payable to the OWFL is required along with the updated Section 2 portion of the Release Request form duly signed by the player's Club/Association.

WR4 VIOLATIONS, PROTESTS AND DISCIPLINE

- WR4.01** An O.W.F.L. member (including Player, Team, Coach, Bench Personnel, Club Official, Club, Umpire or Executive member) or Spectator shall not:

1. breach, fail, refuse or neglect to comply with a provision of the O.L.A. and O.W.F.L. By-laws, Regulations, Codes of Conduct, Fairplay Codes of Conduct, Policy on Harassment, Criminal Record Checks, Registration Procedures, Rules of Competition, or any other policies or determinations of the Executive Council.
2. act in a manner unbecoming of a Member or prejudicial to the aims and objectives and interests of O.W.F.L., or another Member, or the sport of Lacrosse
3. bring O.W.F.L., or another Member, or the sport of Lacrosse into disrepute

WR4.02 Any O.W.F.L. member or Spectator found to have been in violation of any part of WR4.01 (a "violation") may be subject to one or any combination of the following disciplinary actions.

1. Deduction of League points
2. Disqualification
3. Expulsion
4. Fine
5. Reprimand
6. Suspension
7. or any other Penalty, Action or Educative Process

WR4.03 Discipline Committee

1. The Discipline Committee Chair shall decide on appropriate disciplinary path to be followed in response to reports of violations submitted to the Chair.
 - a. Players / Bench or Spectator (O.W.F.L. Discipline Committee)
 - b. Officials (OLRA Discipline Committee)
 - c. Registrations and Releases (O.W.F.L. Appeals Committee)

WR4.04 Reporting Violations

1. A non-game related violation may be reported by a Club Representative, Umpire or member of the Executive Council.

2. A game-related violation may be reported by a Coach, Team Captain, Club Representative, Umpire or member of the Executive Council.

WR4.05 Submitting a Report

1. A report of a violation shall:
 - b) be submitted in writing to the Commissioner within 72 hours of the commitment of the violation
 - c) set out the grounds on which the report is based;
 - d) be signed by the person reporting the violation;
 - e) contain names and phone numbers of any witnesses;

WR4.06 A protest of any game result due to an umpire's, timekeeper's or any other game official's conduct, decision and/or rulings, will not be entertained by the Executive Council. However, an incident report regarding any game official shall be thoroughly investigated by the O.L.R.A. Disciplinary Committee.

WR4.07 Hearing

1. The Discipline Committee will be required to meet within seven (7) days of the reporting of the violation to decide on further action.
2. Where the Discipline Committee decides that a Member may have committed a violation, it will within seventy two (72) hours serve on the Member and their affiliated Club (if applicable) a notice in writing of a hearing of the respective Committee:
 - a) setting out the reported violation by the Member and the circumstances surrounding the violation;
 - b) stating the date, place and time of the hearing to be held not more than seven (7) days after service of the notice;
 - c) stating that the Member may address the Committee at the hearing personally or by representation, or submit a written statement regarding the reported breach or misconduct before the date of that meeting.
 - d) stating that if the Member does not attend, a decision will be made on the reported violation in their absence.
3. At the hearing of the Discipline or Appeals Committee, the committee shall:
 - a) have both parties and their representatives in the room at the same time;

- b) review the case that has been put forth in the complaint, so that everyone in the room is aware of the situation;
 - c) give to the Member charged with a violation every opportunity to be heard;
 - d) by consensus determine whether the violation occurred or not
 - e) make a decision based upon the facts presented and shall determine the outcome of the hearing.
 - f) present their findings verbally to both parties on the day of the hearing, and shall inform all parties of any action that will be taken including the next steps that are open to either party.
4. Written notification of the decision and any disciplinary action imposed by the Discipline Committee must be sent in writing to the person who reported the violation, the member and the member's Club within seven (7) days of the hearing.
 5. Failure of any party to adhere to the timelines of the disciplinary hearing process voids the report of the violation.
 6. Failure of a person to comply with a disciplinary action shall result in further disciplinary action.

WR4.08 Accelerated Process

Notwithstanding WR4.07 the Discipline Committee shall have the power to convene a hearing of the Discipline Committee at any time as long as all parties involved with a violation are present.

WR4.09 Records

1. A record of all hearings of the Discipline Committee including decisions, disciplinary actions imposed and compliance with disciplinary actions by violators shall be maintained in a written and electronic format by the Chair, and an annual rollup of all hearings submitted to the Executive Council at the conclusion of each season.
2. The Executive Council shall retain annual rollups of hearings for a period of five (5) years.

WR5 APPEALS

- WR5.01 Any O.W.F.L. club or member, who has been formally disciplined by the Discipline or received a decision from the Player Release Committee or made a complaint to a committee, shall have the right to appeal a decision.
1. The appeal shall be directed to the Chair of the O.L.A. Appeals Committee in writing within fourteen (14) days of the date of the associated Disciplinary Committee hearing accompanied by a cheque payable to O.L.A. in the amount of \$100.00. (O.L.A. B7.04.2)
 2. A final appeal may be made to an appeals board appointed by the O.L.A. comprised of individuals independent of any of groups involved to date. [O.L.A. B7.04.3] The cost of this level of appeal shall be two hundred and fifty (\$250.00) dollars which is non-refundable.
 3. All appeals to the O.L.A. must be submitted in writing (with cheque) within fifteen (15) days of the previous decision. The results of this appeal will be made known by word within twenty four (24) hours and written notice to the club within three (3) days.
- WR5.02 Where the Member submits an appeal, the decision of the Discipline Committee stands until, it is overturned by the O.L.A. Appeals Committee or an O.L.A. Appeals Board.
- WR5.03 Decisions of an O.L.A. Appeals Board will be binding and final upon the Executive Council and the Member.

WR6 PLAYER MOVEMENT (For all OWFL sanctioned play)

- WR6.01 A player may not play for a team belonging to another club unless said club is automatically affiliated by virtue of operating in the same Municipality as the player's club (as defined by the OLA residency rules).
1. A player may not play for a team in a younger age category than the one they are registered in.
 2. A player may play for a team in the next highest age category within the same club, provided that the movement only occurs from the very next lowest age category entered by that club for the current playing season i.e. U11 player playing up at U13.
 3. A player may be called up to a higher rated team, i.e. U15-2 can move to U15-1, in the same age category within the same club, for a maximum of three games in the regular season, but never during a provincial championship.

4. A coach who wishes to 'borrow' a player in accordance to WR6.01.3 or WR6.01.4, must receive permission from the player's coach prior to contacting the player.
5. When a coach calls up one or more players from a lower age category or a lower rated team in the same category, the roster for the game must not exceed the number of players required on the field for the relevant age category plus 4 additional players (i.e. if there are 10 players on the field the roster including call ups shall not exceed 14. If there are 12 players on the field the roster including call ups shall not exceed 16). The exception to this rule shall be with respect to any team missing their designated rostered goalkeeper. If a team is missing their designated rostered goalkeeper due to absence or injury, a replacement specialist goalkeeper may be called up to play from a lower age category or a lower rated team without implication to the size of the team roster. The call-up goalkeeper must be clearly identified on the game sheet and only play in goal. If the team has a second designated rostered goalkeeper that is available to play this exception shall not occur.
6. If a player from a younger age category plays in more than 50% of regular season league games with a team in an older age category, they must move to that team on a permanent basis.
If an athlete plays on more than one older age category team and participates in more than 50% of the number of games scheduled for an individual team in that league/division, the athlete must move to the team rated higher of the two.
7. A notation of the player's actual age category will be made beside a player's name on the game sheet if they are playing on a team in an older age category.
e.g. U11/U13/U15/U17/U19
8. Any player whose name appears on the game sheet of the team that wins the deciding provincial championship game will not be eligible to participate in any other women's field lacrosse provincial championship tournament in the current year.

WR7 UNIFORMS

- WR7.01 All clubs must submit their primary and alternate team colours, (using a digital image) to the Director of Officiating prior to January 1st for approval by the O.W.F.L. Executive.
- WR7.02 All clubs must declare their primary and alternate team colours, for each of their teams, at the time of registration prior to the March 31st O.W.F.L. deadline, on the form provided by the league.
- WR7.03 All rostered players must carry their alternate uniform shirt or pinnie, to all games. In the opinion of the game officials, when a clash of shirt colours exists, the Home

Team must wear their declared primary team shirt and the away team must wear the non-clashing team shirt.

WR7.04 All team members shall be dressed uniformly and must comply with all aspects of WORLD LACROSSE. Women's Field Lacrosse Rules Book 2010-13; Rule 6 pages 9-10.

WR8 GAME PLAY

WR8.01 Bench Personnel

All approved and carded bench personnel must meet the following requirements to participate in O.W.F.L. sanctioned games;

- a) Coaches for all teams must meet the requirements laid out in the LACROSSE CANADA Women's Field Lacrosse Minimum Coaching Standards policy 20.6
- b) Trainers must have an approved and valid trainer's certificate (or its equivalent) and must be present during all league, playoff and Provincial play.

NOTE: All rep teams must have a certified coach and a certified trainer on their bench (however only one certified trainer is allowed on the bench at any one time). In case of emergency, a team may agree to have the opposition team's trainer act as theirs.

WR8.02 Umpires

At least two fully qualified umpires (NOCP 1 or higher) will be provided for all O.W.F.L. regular season, and Provincial Championship games.

WR8.03 Roster

1. For all O.W.F.L. regular season and Provincial Championship games, the maximum number of players on a 'team list' (WR3.01.5) and on an individual game sheet is 25.
2. A maximum of six (6) non-playing personnel will be allowed on the bench.
3. No one other than players in uniform, coach(s), manager and trainer shall be permitted to occupy the bench
4. Only players present at the start of the game may be listed on the game sheet, but additional players may be added as they arrive.

5. If a player's name is missing or their number is recorded incorrectly, it can be added / corrected up to the point where the game sheet is official without penalty.
6. A game sheet becomes official once it has been signed by all the game officials (scorer, timer and umpires).
7. Once a game sheet becomes official, it may not be altered in any way, without the agreement of both the Director of Officiating and the Director of Game Day Operations.

WR8.04 Rules

All games will be played using the LACROSSE CANADA / WORLD LACROSSE.

Women's Field Lacrosse Rules unless stated in the Appendices.

WR8.05 Defaults

1. A team is in default when:
 - a) it is without a certified coach and trainer fifteen (15) minutes after the scheduled game time
 - b) an illegal player's name appears on the game sheet
 - c) they fail to give one hundred and twenty (120) hours notice to the O.W.F.L. Director of Scheduling in person for a postponed game
2. The head coach of the defaulting team will be required to attend a hearing of the O.W.F.L. Discipline Committee.
3. In games involving a default by one or both teams, all players on both teams in attendance as recorded on the game sheets receive eligibility for the game.
4. Where both teams default a game, no points are awarded to either team.
5. A team that defaults more than four (4) games will be referred to the O.W.F.L. Discipline Committee.

WR8.06 Re-Scheduling Games

1. Games may not be rescheduled without the approval of the O.W.F.L. Executive.

WR8.07 League Schedule

1. The League format and skeleton schedule shall be drafted by the O.W.F.L. Scheduling Committee and approved by the Executive Council by April 30.
2. The Scheduling Committee may divide each age category into two or more tiers (e.g. A, B, C divisions) when the numbers of teams entered are known.
3. Placement of teams within a tier shall be determined primarily by a team's ranking following Provincial Championships in the prior season. In addition, placement may also reflect any factors deemed relevant by the O.W.F.L. Scheduling Committee and agreed to by the O.W.F.L. Executive.
4. In the case of a new club entering a team into an age category, the team shall be assigned to the lowest tier in the age category by default.
5. In the case of a returning association entering a new team into an age category, placement into an appropriate tier shall, be determined by the O.W.F.L. Scheduling Committee.
6. An association which has not entered a team into an age category for three or more consecutive seasons is deemed to be a new club.
7. With the exception of the Senior Division, each team shall play no fewer than twelve (12) regular season games. The Senior Schedule minimum number of games shall be set by the Scheduling Committee.
8. Teams shall not be scheduled to play back-to-back games unless agreed upon by both teams.
9. All regular season games will be scheduled at intervals of a minimum of seventy-five (75) minutes.
10. No changes may be made to the schedule once it has been finalized and agreed to by the O.W.F.L. Executive, without the approval of the O.W.F.L. Director of Scheduling or their designate.
11. Where games are to be rescheduled the Director of Scheduling or their designate must speak directly to the Official Club Contacts of both teams involved no less than seventy two (72) hours prior to the original game time.
12. Scheduled games may be delayed or postponed due to a lack of lighting or poor weather conditions including thunder/lightning, or other extreme conditions, or at the discretion of the host convenor and head game official in consultation with the coaches. The length of the game will not be altered for any other reason.

13. All regular season games must be concluded seven (7) days prior to the start of the O.W.F.L. Provincials, unless such games are approved by the O.W.F.L. Executive.

WR8.08 Tie-Breaking to Determine Standings:

In the Event of a tie in points between teams, the final standings shall be determined as follows:

TIE BREAKER FOR TWO TEAMS

In the event of a tie in points between two teams the final standing shall be determined as follows:

- 1) The team that won the greater number of points in the games played, during the competition, between the teams that tied shall be declared the winner of the higher position. **(HEAD TO HEAD)**
- 2) If a tie still exists, the Goal Average Formula will be used to break the tie, all goals scored in the games during the competition shall be used in the goal average computation. (See Goal Average Formula) below
- 3) If a tie still exists the team with least carded fouls in all Round Robin games played shall be declared the winner.
- 4) If a tie still exists then a coin toss will decide the winner.

The Goal Average Formula is defined as follows:

$$\frac{GF}{GF + GA} = \text{GOAL AVERAGE}$$

The team with the goal average closest to 1.0 shall be declared the winner.

In the formula, the scores of all the games in the Round Robin of the tied teams are Used. The maximum difference in scores allowed per team will be 12, which is achieved by reducing "Goals for". Actual scores are used except those matches where the goal difference exceeds 12. In these cases, the goal difference is reduced to 12. For example, a score of 15 – 1 will be reduced to 13 – 1 before using the goal formula.

TIE BREAKER FOR THREE OR MORE TEAMS:

- 1) The team(s) that won the greater number of points in games played, during the competition, between the team(s) tied shall be declared the winner of the higher position **(HEAD TO HEAD)**

- 2) If tie still exists, the Goal Average Formula will be used to break the tie. Only goals scored in games between the tied teams during the competition shall be used in the goal average computation. (See Goal Average Formula)
- 3) If tie still exists, the Goal Average Formula will be used to break the tie. All goals scored in all games during the competition shall be used in the goal average computation. (See Goal Average Formula Below)
- 4) If a tie still exists the team with the least carded fouls in all Round Robin games played shall be declared the winner.
- 5) If a tie still exists then a coin toss shall decide the winner.

The Goal Average Formula is defined as follows:

$$\frac{GF}{GF + GA} = \text{GOAL AVERAGE}$$

The team with the goal average closest to 1.0 shall be declared the winner.

In the formula, the scores of all the games in the Round Robin of the tied teams are Used. The maximum difference in scores allowed per team will be 12, which is achieved by reducing "Goals for". Actual scores are used except those matches where the goal difference exceeds 12. In these cases, the goal difference is reduced to 12. For example, a score of 15 – 1 will be reduced to 13 – 1 before using the goal formula.

WR9 HOSTING RESPONSIBILITIES

- WR9.01 Failure of the Host Club to meet their responsibilities will result in a financial penalty, to be determined at a Disciplinary Committee hearing.

WR10 PROVINCIAL CHAMPIONSHIPS

- WR10.01 [deleted]

- WR10.02 Eligibility

1. A player must have played in **at least** one third (1/3) of their team's regular season games to be eligible to play with that team in the Provincial Championships i.e. 1/3 of 16 games is 6 (5.33 rounded up)
2. A player may play in more than one Provincial Championship tournament, but must cease any further play, if they appear on the team roster for a

championship game and their team wins the championship game, in a Provincial Championship tournament.

WR10.03 Tournament Schedules

1. Skeleton Provincial Championship schedules shall be drafted by the O.W.F.L. Scheduling Committee and approved by the O.W.F.L. Executive Council a minimum two (2) weeks before the Provincials.
2. In determining ranking for Provincial play, O.W.F.L. will utilize a computer model that factors in team wins, losses, ties, goal differential and strength of play in determining the ranking order of team (i.e. MyLaxRanking).
3. For a default game the score used is 12-0 in favour of the non-defaulting team.

WR10.04 Overtime

1. Overtime will not be played during regular season games or in O.W.F.L. Provincial pool play. Overtime will be played during all play off round O.W.F.L. Provincial games if scores are tied at the end of the normal time. WORLD LACROSSE. / LACROSSE CANADA Women's Field Lacrosse Rules will be applied for any overtime play.

2. Point system for O.W.F.L. Provincial Pool Play

Win = 2 points

Tie = 1 pt

Loss = 0 pts

Default = 2 pts (score 12-0 in favour of non-defaulting team)

WR10.05 Withdrawing from Provincial Championships

1. Any Coach, Manager or Club Official withdrawing a team from a Provincial Championship tournament shall be required to appear at an O.W.F.L. Discipline Committee hearing at which point their team's status for the following season and penalty will be determined.

WR11 OFFICIATING

- WR11.01** All umpires must be certified by the NOCP in the current calendar year prior to officiating any games. Umpires may be required to undergo a re-evaluation at any time as designated by the Officiating Committee for the purpose of promoting or demoting their classification.

WR11.02 The O.W.F.L. and any officials at the field WILL NOT, under any circumstance, allow ANY League game to be played where a minimum of two (2) NOCP certified officials are not available.

WR11.03 Umpires fees will be set in even years, as part of a two year contract with the O.W.F.L. / O.L.A. via the Ontario Lacrosse Referee's Association. (See the Umpire Fee Schedule in the Appendices).

WR11.04 Umpires

1. Umpires must be at least 13 years of age in order to certify as an Entry Level Umpire. In order to umpire in U11 and U13 games an umpire must be at least U15 age (13 or 14 years of age in the calendar year of the current season). In order to umpire in U15 games an umpire must be at least U19 age (15 to 18 years of age in the calendar year of the current season). In order to umpire U19 and Senior games an umpire must be at least 19 years of age in the calendar year of the current season.
2. Game umpires must verify that the number of names listed on the game sheet matches the number on the bench (including players, coaches, injured players, etc.) prior to the start of each match.
3. Game umpires must ensure that a card resulting in a player's / coach's ejection from the game is noted on the game sheet and accompanied by Game Incident sheet with full explanation. The Director of Officiating and Director of Scheduling must be notified.
4. Ensure that any incidents/concerns from the games are reported on the game sheets and reported to the Director of Officiating and Director of Scheduling.

WR11.05 Umpire Assignments

- a) The O.W.F.L. Director of Officiating will appoint an Assignor and/or designate to schedule all umpire assignments using a sports officials assigning program i.e. Arbiter.
- b) Umpires who consistently refuse assignments for league games may be disciplined by the O.L.R.A.

WR11.06 Umpire Payment

1. The official umpires for each game will each be paid a fee plus a transportation allowance in accordance with the policy and fees as set at the beginning of each season by the O.W.F.L. Executive Council.