

BY-LAW NO. 6

PART I

WESTERN ONTARIO  
ATHLETIC  
ASSOCIATION

MANUAL OF OPERATIONS

SOFTBALL

REVISED

**26 April 2011**

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2011

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BY-LAW NO. 6 - PART 1

SOFTBALL

NOTE: 2011 amended changes appear in **bold** print.

The rules and regulations governing Softball operations within the W.O.A.A. are as follows:

SEC. A - AFFILIATION

A-1. No agreement of affiliation exists between the W.O.A.A. and other governing Softball Associations. We do have a close and mutual working relationship with the O.A.S.A. through an appointed Liaison.

SEC. B - COMPETITION

B-1. The Corporation shall have the following series classified as Intermediate:

- |       |            |                        |                |
|-------|------------|------------------------|----------------|
| (a)   | Fast Pitch | Male & Female          | Population     |
| (i)   |            | Intermediate Major "A" | 5,001 & over   |
| (ii)  |            | Intermediate Major     | 1,501 to 5,000 |
| (iii) |            | Intermediate Homebrew  | 1 to 1,500     |
- (b) Grand Championship - for current Intermediate, Junior and Juvenile champions.
- (c) All Intermediate teams will be approved and classified by the W.O.A.A. Softball Committee based on population and calibre and shall not necessarily be restricted to the provisions as outlined in Sec. C - Eligibility.

B-2. The Corporation shall have the following series classified as Minor:

- |        |            |                  |              |
|--------|------------|------------------|--------------|
|        | Fast Pitch | -Male & Female   | Population   |
| (i)    |            | Junior Major     | 2,001 & over |
| (ii)   |            | Junior Homebrew  | 1 to 2,000   |
| (iii)  |            | Midget Major     | 2,001 & over |
| (iv)   |            | Midget Homebrew  | 1 to 2,000   |
| (v)    |            | Bantam Major     | 2,001 & over |
| (vi)   |            | Bantam Homebrew  | 1 to 2,000   |
| (vii)  |            | Pee Wee Major    | 2,001 & over |
| (viii) |            | Pee Wee Homebrew | 1 to 2,000   |

(ix)	Squirt Major	2,001 & over
(x)	Squirt Homebrew	1 to 2,000
(xi)	Mite Major	2,001 & over
(xii)	Mite Homebrew	1 to 2,000
(xiii)	Rookie	Open

B-3. In every instance, of any team entering, the population figures must include each centre from which a team draws its players.

B-4. If a centre (over 2,000) has no team for a player or players to play on and they play for a smaller centre (under 2,000) for the season, when that team plays W.O.A.A. they should not be reclassified to Major. A letter from the Executive of the centre with no team should accompany the player's list as verification of above.

B-5. The W.O.A.A Softball Committee reserves the right to veto the acceptance of any entireties of select teams.

For the **2011** Softball season, the W.O.A.A. Softball Committee is recommending as a resolution that all reference to Homebrew and Major classification be dissolved for the **2011** play-offs. Teams to enter as they have in the past but would then be placed into one grouping for the **2011** play-offs. Teams will be seeded by available stats (to be submitted by the Softball Centre Contact to the W.O.A.A. Office by July 02, **2011** or as available from the W.O.A.A. Web Site) and a revised play-off format be established to accommodate this change and teams to be declared champions according to play-off results.

#### SEC. C - ELIGIBILITY

C-1. The entry deadline for regular schedule teams is April 15<sup>th</sup> of the playing year. The entry deadline for bye teams is May 15<sup>th</sup> of the playing year.

C-2. Age limits for the Minors are prior to January 1st. of the current playing year:

(a)	Junior	<b>U23*</b>	Under 23 years
(b)	Midget	<b>U19*</b>	Under 19 years
(c)	Bantam	<b>U16</b>	Under 16 years
(d)	Pee Wee	<b>U14</b>	Under 14 years
(e)	Squirt	<b>U12</b>	Under 12 years
(f)	Mite	<b>U10</b>	Under 10 years
(g)	Rookie	<b>U8</b>	Under 8 years

**\* Jr (U23) Male and Female will change to under 21 (U21) effective 2012.**

**Midget (U19) Male and Female will change to under 18 (U18) effective 2012.**

C-3. Teams that do not obtain adequate insurance coverage as required by the W.O.A.A., will not be eligible to participate in the W.O.A.A. Softball program. It is mandatory that all schedule teams purchase the insurance package as offered by the W.O.A.A. Bye teams must provide proof of comparable insurance coverage or purchase the policy offered by the W.O.A.A.

C-4. In all instances of "Homebrew" classification, the players must reside within a distance of twenty-five (25) km. In all other classifications, each club may draw players who reside within a distance of fifty (50) km. All distances shall be calculated by well travelled roads.

C-5. All players must register with their home centre by **April 1<sup>st</sup>**. Any player failing to register with their home centre is ineligible for a release.

C-6. A player legally signed with a club the previous year; their playing rights remain with that club while it operates, unless:

- (a) he/she becomes ineligible,
- (b) he/she is released by said club,
- (c) he/she receives a release authorized by the Chairperson,
- (d) he/she desires to play for a team of a lower age classification in his/her own community for which he/she would be otherwise eligible.

C-7. A player must play for his/her closest team. A player eligible but not a resident in a centre with a team entered in a division for which he/she is eligible shall be given a choice of the centre he/she will play for, when the difference in distance from the main entrance of his/her residence to a specifically designated point in the two or more centres concerned does not exceed eight (8) kms. Player will not be permitted to by-pass a centre, to play for another centre in the same general direction.

C-8. Any player released from his/her closest team automatically transfers his/her playing rights to the next nearest team to his/her place of residence, for the current season only.

C-9. Any player wishing to play for the nearest club for which he/she is eligible, and upon request, is refused the right to sign a player's certificate, and is refused a written release from that club, may request that the W.O.A.A. secure a release for him/her from that club.

The following procedures will be used:

- (a) Before July 1 of the current year, the player will pay a fee of twenty dollars (\$20.00) and sign a certificate in the W.O.A.A. Office.
- (b) This certificate will then be forwarded by registered mail to the contact person of the club. A form letter will be included explaining the procedures.

C-10. A player shall be eligible to play for a centre provided he/she has established continuous residency in that centre before **April 1st** prior to the current season. Any player who legitimately moves after **April 1st** of the current season shall have the choice of finishing the season with his/her original team or with a team in the centre to which he/she has moved. If the move takes place before **April 1st**, he/she shall be eligible to play **ONLY** for the centre to which he/she has moved. No player may sign with more than one W.O.A.A. team in the same season.

C-11. A city may not sign a player from a community unless the player has been released.

C-12. A player whose team plays in a W.O.A.A. group, must play at least three (3) games for his/her club in the schedule to be eligible to play for said club in play-offs.

C-13. Any team registering with the W.O.A.A. but not wishing to play in a W.O.A.A. assigned group, becomes a "bye" team entry and must:

- (a) Forward to the W.O.A.A. Office before **May 15th**, with the registration fee, the name of the league in which they will play a schedule.
- (b) Provide the registered team's season (league) roster, in addition to a W.O.A.A. play-off roster and furnish it notarized by the subject team's league President or Convenor. Failure to provide a matching league and play-off roster, this team would not qualify to compete in the W.O.A.A. play-offs.
- (c) At the same time agree to use only players who are members of this team in that league. All players must have played in at least three (3) games for his/her team in the schedule of that league prior to entering W.O.A.A. play-offs.
- (d) (Failing (a) or (b) above) must register as a Major "A" or Major Club, whichever is the higher classification.

C-14. Any team using an ineligible player shall be cause for the game to be awarded to the non-offending team.

C-15. A teacher may play for the team for which he/she is eligible at his/her home residence or at the school in which he/she teaches, not both.

- C-16. (a) A player may move up from the team signed with to a team of a higher age category if both teams are registered under the same centre with the W.O.A.A. Player affiliation will be allowed as vertical movement only. He/she may move up at any time and still be eligible to play for the lower series and may only sign with the lower series team, if properly released.
- (b) Player movement in all classifications (Intermediate and below): A team may use affiliated player/players from a lower age category team from the same centre to fill their team roster to a maximum of eighteen (18) players.  
EXAMPLE: Fifteen (15) players signed to the W.O.A.A. Team Registration form, may affiliate three (3) players.
- (c) In all instances, a player's first commitment will be to their signed team.

- (d) In all instances of affiliated players, residence rules will apply as per Sec. C, W.O.A.A. Softball Manual of Operation.

CLARIFICATION: A team cannot affiliate a player from a team playing in the same classification or age category, i.e. Pee Wee Homebrew to Pee Wee Homebrew.

#### SEC. D - TROPHIES, AWARDS AND PENNANTS

D-1. The following trophies shall be available annually for male championships:

- |     |                              |  |
|-----|------------------------------|--|
| (a) | Grand Championship           | Western Foundry                              |
| (b) | Intermediate Major "A"       | Hugh Hodges                                  |
| (c) | Intermediate Major           | L.O. Whetstone                               |
| (d) | Intermediate Homebrew        | Belgrave Co-op                               |
| (e) | Junior Major                 | W.O.A.A.                                     |
| (f) | Junior Homebrew              | Hugh Hodges                                  |
| (g) | Midget Major                 | Harold Priebe                                |
| (h) | Midget Homebrew              | Tony Godfrey Memorial                        |
| (i) | Bantam Major                 | Jim Inglis Memorial                          |
| (j) | Bantam Homebrew              | Blake's Welding                              |
| (k) | Pee Wee Major                | Don Freeman                                  |
| (l) | Pee Wee Homebrew             | Lakeport Steel                               |
| (m) | Squirt Major                 | George Wicke                                 |
| (n) | Squirt Homebrew              | Hinton the Mover                             |
| (o) | Mite Major                   | Branch 180 Canadian Legion<br>1982 (Wingham) |
| (p) | Mite Homebrew                | Hugh Hodges                                  |
| (q) | Rookie Champions             | Frances and George King                      |
| (r) | Rookie Finalists             | John and Audrey Craddock                     |
| (s) | Rookie Consolation Champions | Hanover Minor Ball                           |
| (t) | Rookie Consolation Finalists | W.O.A.A. (Plaque)                            |

D-2. The following trophies shall be available annually for female championships:

- |     |                         |                                  |
|-----|-------------------------|----------------------------------|
| (a) | Grand Championship      | Allister Kruspe                  |
| (b) | Intermediate Major Open | Schaeffer Pen Co.                |
| (c) | Intermediate Major      | Eric A. Winkler                  |
| (d) | Intermediate Homebrew   | W.O.A.A.                         |
| (e) | Junior Major            | Joe Milton                       |
| (f) | Junior Homebrew         | Carl Morris Insurance            |
| (g) | Midget Major            | Southampton Athletic Association |
| (h) | Midget Homebrew         | Murray Farms                     |
| (i) | Bantam Major            | Best Bakery                      |
| (j) | Bantam Homebrew         | Belmore Maple Syrup Products     |
| (k) | Pee Wee Major           | Durham Pee Wee Girls             |
| (l) | Pee Wee Homebrew        | Cronin Transport                 |

(m)	Squirt Major	Harold Turnbull & Family
(n)	Squirt Homebrew	Keith Siemon
(o)	Mite Major	Joy Source for Sports
(p)	Mite Homebrew	The Canadian Salt Co. Ltd. (Goderich)

D-3. All trophies and plaques must be returned by the winning association or team, properly engraved, and received at the W.O.A.A. Office by May 15th of the current playing season.

*Note: "Properly Engraved" shall mean: the new plate or shield shall be of similar size and material and shall be inscribed with the year and team title to match existing plates or shields on the trophy or plaque to which it shall be affixed in similar fashion as those others on said trophy or plaque.*

- a) Failure to comply will result in the following:
- i) Trophies or plaques returned after May 15<sup>th</sup> but prior to June 15<sup>th</sup>, of the current playing season will be considered 'late' and an administration fee of \$35.00 will be assessed to the association or team.
  - ii) Trophies or plaques returned without engraving, or without proper engraving as noted above, shall result in an administration fee of \$50.00 assessed to the association or team. The W.O.A.A. will complete the inscription.
  - iii) Trophies or plaques returned after June 15<sup>th</sup> but prior to July 15<sup>th</sup> of the current playing season may result in the offending team or association being assessed an administration fee of \$500.00.
  - iv) Trophies or plaques not returned after July 15<sup>th</sup> of the current playing season will be deemed to have been lost or destroyed and the offending team and/or association shall be assessed a replacement fee not to exceed \$1,500.00. The W.O.A.A. shall replace the trophy.
- b) Any damage, destruction or loss of a trophy or plaque shall be dealt with as follows:
- i) The responsible team and/or association shall be assessed a replacement fee of \$1,500.00.
  - ii) The responsible team and/or association shall be declared a member 'not in good standing'.
  - iii) The responsible team and/or association may be 'suspended' from all league play including W.O.A.A. participation until the matter has been reconciled to the satisfaction of the W.O.A.A. Softball Committee and the Board of the W.O.A.A.

*Note: A member 'not in good standing' or 'suspended' as described above, shall remain so until such time as the matter has been reconciled to the satisfaction of the W.O.A.A. Softball Committee and the Board of the W.O.A.A.*

D-4. The W.O.A.A. will supply up to twenty (20) awards to each championship and finalist club from Mite through to Midget. Each Junior and Intermediate championship club shall receive a banner. Rookies will receive up to twenty (20) awards for each championship, finalist, consolation championship and consolation finalist team, to be presented at their year-end tournament.

D-5. All trophies donated to or purchased by the W.O.A.A. become the property of the Corporation who shall reserve the right to change the category of a trophy if the existing category to which it was originally donated becomes obsolete.

#### SEC. E - FINANCIAL

E-1. The Chairperson, in consultation with the Executive Administrator shall determine the variable entry fee, which shall be:

- (a) Sustainably adequate to cover operational expenditures,
- (b) Payable, in Canadian funds, forwarding same to the Executive Administrator as per scheduled deadlines,
- (c) Approved by the Board of Directors.

E-2. Any team that has entered and is not drawn into a schedule receives 75% refund of the entry fee. Any team drawn into a schedule shall not receive any refund. Any refund cheque which becomes staledated will not be re-issued.

#### SEC. F - COMMITTEE

F-1. The Softball Chairperson, as appointed by the W.O.A.A. President and approved by the Board of Directors shall direct and co-ordinate all schedule play and play-offs in conjunction with the members of the Softball Committee and the Executive Administrator ensuring that all teams respect and follow all the rules and regulations. The committee shall consist of the Convenors, W.O.A.A. Umpire-In-Chief, W.O.A.A. Deputy Umpire-In-Chiefs, W.O.A.A. Softball Vice-Chairperson, W.O.A.A. President and an O.A.S.A. Liaison.

F-2. New Convenors will be appointed by the Chairperson as necessary providing leadership to all age categories.

- F-3. The Chairperson will convene regular Committee Meetings as necessary to:
- (a) Review problems and events.
  - (b) Recommend to the Board of Directors any severe suspensions and rule changes.
  - (c) Proceed with any business necessary for continued operation of the program.

#### SEC. G - ANNUAL MEETING

- G-1. The W.O.A.A. Softball Annual Meeting will be held on the last Tuesday of April, however, an alternate date may be selected by the Chairperson.
- G-2. During the meeting the Chairperson shall present proposed amendments which shall be resolved as outlined in By-Law No. 4, Rules of Order.

#### SEC. H - AMENDMENTS

- H-1. An amendment that is inconsequential or contravenes the By-Laws shall not be accepted.
- H-2. Any amendment shall be submitted in printed, written or typewritten manner and will:
- (a) Have the name of the mover and the association thereon,
  - (b) Clearly identify the By-Law, paragraph, part(s) thereof.
- H-3. The deadline for mailing any proposed amendment(s) shall be thirty (30) days prior to the announced date of the Annual Meeting. Clubs will be provided with these amendments prior to the meeting.
- H-4. Amendments to the rules will be presented at the Softball Annual Meeting.

#### SEC. I - VOTING

- I-1. Each member of the year previous to this meeting shall have one (1) vote. A new member may vote, provided the appropriate fee has been deposited with the W.O.A.A.
- I-2. There shall be no voting by proxy at any time.

## SEC. J - TEAM REGISTRATION

J-1. W.O.A.A. Softball Team Registration Forms must be used by all teams. All players and team officials must be signed to an Official W.O.A.A. Softball Team Registration Form. The W.O.A.A. Softball Team Registration Forms must be approved by the Executive Administrator or his/her designated appointee, before the team/player/team official is eligible to participate in any play-off game. Failure to comply will result in the immediate, indefinite suspension of person(s) involved until dealt with by the W.O.A.A. Softball Committee.

J-2. W.O.A.A. Softball Team Registration Forms must be in the W.O.A.A. Office by June 20th. There shall be no addition of players to the team list after July 1st. Teams that do not have their Softball Team Registration Form in by June 20th will not be eligible for the play-offs.

J-3. Any person who signs a W.O.A.A. Softball Team Registration Form as a Coach, Manager, or Trainer of a minor team, may act as a Team Official for any other team in the same community.

J-4. Teams are restricted to a minimum of nine (9) players, a maximum of eighteen (18) players, three (3) Coaches, one (1) Manager and one (1) Trainer.

## SEC. K - PLAYING RULES

K-1. All playing rules and regulations shall be the same as set forth in the Softball Canada Rulebook or as adopted into the W.O.A.A. Softball Manual of Operations.

K-2. The W.O.A.A. will operate groups for schedule play. The teams which enter by the stated entry deadline will be grouped by the Executive Administrator and Softball Chairperson. The completion date for schedule play shall be set by the Chairperson.

K-3. A team that wishes to play in any other league or competition may enter the W.O.A.A. as a "bye" team. All teams entering must fulfill all play-off game commitments as set by the Softball Chairperson or forfeit their rights to further competition.

K-4. The W.O.A.A. Softball By-Laws will adopt the Age Categories and Distance Table as listed below:

### AGE CATEGORIES & DISTANCE TABLE

CATEGORY	AGE (prior to Jan 1st. of current year)	BALL	PITCHING	BASELINES	FENCES Min. Max.	
F.P.						
Male	* Jr <b>U23</b>	Under 23	30.5 cm (12")	14.0 m (46')	18.3 m (60')	68.6 m-81.0 m (225'-265')
	* Md <b>U19</b>	Under 19	30.5 cm (12")	14.0 m (46')	18.3 m (60')	68.6 m-81.0 m (225'-265')
	Ba <b>U16</b>	Under 16	30.5 cm (12")	12.8 m (42')	18.3 m (60')	68.6 m-81.0 m (225'-265')
	Pw <b>U14</b>	Under 14	30.5 cm (12")	12.2 m (40')	18.3m (60')	64.0 m-76.2 m (210'-250')
	Sq <b>U12</b>	Under 12	27.95 cm (11")	10.67 m (35')	16.76m (55')	51.8 m-68.6 m (170'-225')
	Mt <b>U10</b>	Under 10	27.95 cm (11")	09.14 m (30')	13.7 m (45')	48.5 m-68.6 m (160'-225')
	Ro <b>U8</b>	Under 8	27.95 cm (11")	09.14 m (30')	13.7 m (45')	48.5 m-68.6 m (160'-225')
F.P.						
Female	* Jr <b>U23</b>	Under 23	30.5 cm (12")	13.1 m (43')	18.3 m (60')	67.1 m- <b>71.6 m</b> (220'- <b>235'</b> )
	* Md <b>U19</b>	Under 19	30.5 cm (12")	12.2 m (40')	18.3 m (60')	61.0 m-64.0 m (200'-210')
	Ba <b>U16</b>	Under 16	30.5 cm (12")	12.2 m (40')	18.3 m (60')	54.9 m-64.0 m (180'-210')
	Pw <b>U14</b>	Under 14	30.5 cm (12")	11.58 m (38')	18.3 m (60')	51.8 m-64.0 m (170'-210')
	Sq <b>U12</b>	Under 12	27.95 cm (11")	10.67 m (35')	16.76 m (55')	48.5 m-64.0 m (160'-210')
	Mt <b>U10</b>	Under 10	27.95 cm (11")	09.14 m (30')	13.7 m (45')	45.7 m-64.0 m (150'-210')
	Ro <b>U8</b>	Under 8	27.95 cm (11")	09.14 m (30')	13.7 m (45')	45.7 m-64.0 m (150'-210')

**\* Jr (U23) Male and Female will change to under 21 (U21) effective 2012.**

**Midget (U19) Male and Female will change to under 18 (U18) effective 2012.**

K-5. No team shall be forced to play a game prior to 6:30 P.M. on a Monday to Friday evening, unless it is a holiday.

K-6. In Midget and under categories, in both male and female play, all players must bat, there shall be unlimited substitution during schedule and play-offs.

K-7. In the Mite category, in both male and female play, all players must bat in schedule and play-off games, there shall be unlimited substitution in the field. All players must be listed on the initial batting order and that order is to be followed for the complete game. In a case of an ejection or an injury, player's position in lineup is omitted.

K-8. In all W.O.A.A. games schedule and play-offs, there will be no inning started after 1 hour, 20 minutes time limit. The first four innings, there shall be a maximum of five (5) runs per inning. Commencing the fifth inning and any innings thereafter, shall be considered open. The first inning will be three warm-up pitches allowed and one pitch each inning thereafter or at the umpire's discretion. Warm up balls on the infield only in the first inning. Mercy rule shall be ten runs after five innings and any inning thereafter.

K-9. Baserunners are entitled to advance when the ball leaves the pitcher's hand; in all categories except Mite.

K-10. In all series, except Mite and Rookie, the batter becomes the batter-baserunner when the catcher fails to catch the third strike before the ball touches the ground when there are less than two outs and first base is unoccupied or any time there are two outs.

K-11. The W.O.A.A. shall adopt the Softball Canada Pitching Rule No. 6.

K-12. In all minor series, players are exempt from wearing caps.

K-13. The following rules shall apply and govern play in regard to a regulation game.

- (a) It is a regulation game if the team second at bat scores more runs in 6 innings than the team first at bat has scored in 7 innings (unless K-8 applies).
- (b) It is a regulation game if called by the Umpire on account of darkness, rain, fire, panic, or other cause which puts patrons or players in peril, provided 5 or more complete innings have been played; or if the team second at bat shall have scored more runs at the end of its 5th inning, or before the completion of its 5th inning, than the team first at bat has scored in 5 complete innings.
- (c) If the score is tied at the end of regulation game, further innings shall be played in accordance with Softball Canada TIE BREAKER RULE : "Starting with the top of the eighth (8<sup>th</sup>) inning and each half inning thereafter, the offensive team shall begin it's turn at bat with the player who is scheduled to bat last in that respective half-inning being placed on second base. The player who is running can be substituted in accordance with the substitution rules."

K-14. All balls used in W.O.A.A. play must be O.A.S.A. or Softball Canada approved. **The “IncrediBall” is to be used in all Rookie games (league and play-offs).** In Bantam and under, a team may use a good used ball along with a new approved ball. In Midget and up, the teams must use two (2) new approved balls.

K-15. For all players, Bantam and below, chinstraps are mandatory and must be securely fastened under the chin. **CSA approved face guards on batting helmets are mandatory for all Rookies, Mite and Squirt teams. (Note: Pee Wee and under -2012, Bantam and under - 2014).**

K-16. No metal cleats are allowed in Minor (Midget and below) ball. (Softball Canada Rule No. 3, Sub-Section 5)

## SEC. L - PLAY-OFFS

L-1. The W.O.A.A. play-offs shall be monitored by the Executive Administrator.

### **TOURNAMENT PLAY-OFFS:**

**L-2. Rookies will be a tournament style play-off.**

*\*2011 RESOULTION: W.O.A.A. Bantam and Midget age divisions (girls and boys) will be holding a year-end play-off tournament instead of series play-offs for 2011 (one year trial basis).*

*Bantams –August 19, 20, 21, 2011; Raindates: September 2, 3, 4, 2011. Host: Mildmay  
Midgets –August 5, 6, 7, 2011; Raindates: August 26, 27, 28, 2011. Host: North Huron*

L-3. The Grand-Championship, if feasible, will be decided on a tournament basis. Each team entering must make its intentions known to the W.O.A.A. Office immediately after winning a W.O.A.A. Championship. The host team is an automatic entry into the Men's Grand-Championship Tournament.

L-4. Applications for hosting the Grand-Championship Tournament must be filed with the Executive Administrator by July 15th of the current year. If no applications are received by the above date, the Chairperson shall have the option of cancelling the tournament.

L-5. The Grand-Championship Tournament for both Men's and Ladies' will be alternately held from year to year in the North and South if such applications are received; otherwise, the tournament will be held wherever such applications are received from and accepted by the Chairperson. The Chairperson shall have complete control of the event including making the draw for opponents, setting the times to play and assigning of umpires.

### **SERIES PLAY-OFFS:**

L-6. The club with first diamond time available and with forty-eight (48) hours notice to the opposing club shall host the first game of the series.

L-7. Prior to the first game of each series, the management of both clubs must set the dates for all games of the series, so that it can be completed by the date as set out in the play-off schedule. These dates, along with any other agreements reached between the two clubs must be recorded, signed by one representative of the management of each club, showing agreement, and retained by the team for possible future use. If the two clubs cannot agree, the Chairperson, will complete the arrangements, if advised of said disagreement. Should neither club state notification of disagreement, and a winner not be declared in time, one or both clubs may forfeit their right to further competition for that season.

L-8. All play-offs up to and including quarter-finals shall be 2 out of 3 series, in semi-finals 3 out of 5; and the final series shall also be 3 out of 5. All series must be completed within the specified time limit.

L-9. In all play-off series, a flip of the coin will decide the location and home team of the third (3rd) game and the games will alternate thereafter. The umpire shall toss the coin.

L-10. A club that forfeits Game One in any play-off series shall play Game Two of that series at the home site of the non-offending club. Prior to the beginning of Game Two, one toss of the coin shall decide the location and home team of the third (3rd) game and the games will alternate thereafter.

L-11. The second forfeiture by any one team in any one play-off series shall forfeit that team's rights to all further competition for the current season.

L-12. Whenever necessary, a replayed or incomplete game shall be played before the continuation of the series.

## SEC. M - GAME OFFICIALS

M-1. All umpires must register annually with the W.O.A.A. Umpire Association.

M-2. Approved umpires will be issued a W.O.A.A. umpire card, valid for the current season indicating their number and level as defined below.

M-3. In all cases, an umpire must be older than the age group that is playing.  
(i.e. A Bantam age umpire can only umpire Pee Wee, Squirt, Mite and Rookie).

M-4. The following is the applied standard of qualification for W.O.A.A. umpires:

### LEVEL TWO

An umpire sixteen (16) years of age (as of Jan. 1st of the current season) or older, who obtains a suitable mark on Test A will receive a Level Two umpire card. A first year umpire can receive a Level Two card at the discretion of the Umpire-In-Chief. A Level Two umpire can umpire all league and play-off games.

### LEVEL ONE

Regardless of age, an umpire who is required to write a Test B and upon obtaining a suitable mark, at the discretion of the Umpire-In-Chief will receive a Level One umpire card. A Level One can umpire all league games but must be with a Level Two for play-off games.

### RESTRICTED

An umpire thirteen (13) years of age (as of Jan. 1st of the current season) or younger or any umpire, regardless of age, who does not obtain a suitable mark on Test B, at the discretion of the Umpire-In-Chief will receive a Restricted card. Persons holding a

Restricted card can umpire league games with an umpire who has either Level One or Level Two but are not eligible to umpire W.O.A.A. play-off games.

M-5. Only W.O.A.A. carded umpires will officiate in W.O.A.A. games. Failure to provide W.O.A.A. carded umpires shall be cause for the non-offending club to be awarded the game.

M-6. Unless specified differently (for tournaments), the home club is responsible for all expenses and the payment of umpire fees, maximum shall be:

<u>CATEGORY:</u>	<u>PLATE &amp; BASES:</u>
(a) Midget, Junior and Int.	\$35.00
(b) Pee Wee and Bantam	<b>\$35.00</b>
(c) Rookies, Mites & Squirts	<b>\$30.00</b>
(d) Travel expenses shall be \$0.30 per kilometre return (both ways).	
(e) Where possible, officials shall make every effort to travel in one vehicle.	
(f) In the event a game cannot be started due to rain or forfeiture, umpires who have arrived shall be entitled to one half the stated fee plus mileage.	

M-7. W.O.A.A. umpires cannot officiate any game in play-offs in which a member of their immediate family is participating. Immediate family shall be defined as mother, father, husband, wife, brother, sister, son, daughter. Any team who violates this directive will forfeit the points earned and the game will be replayed on the non-offending team's diamond at the end of the series, if required.

M-8. ASSIGNMENT FEES - OFFICIALS:

When an individual club or local association requests "Neutral Officials" be assigned by the W.O.A.A., that club or local association shall be responsible for the full payment (fees and mileage) of the assigned officials. To cover the administrative costs involved, the requesting club or local association shall be assessed a fee in the amount of \$35.00 per request. This fee must be paid to the W.O.A.A. Office within seven (7) business days or a Statement of Account doubling the fee will be issued. Failure to comply with the above may result in suspensions.

## SEC. N - SUSPENSIONS

N-1. Any player or Team Official who abuses an official (Umpire, Director, Convenor) physically or verbally before, during or after any game and is reported to the W.O.A.A. Softball Chairperson may be subject to disciplinary action. All suspensions commence at the time of the infraction.

N-2. The following is the minimum suspension scale as adopted by the W.O.A.A.:

<u>OFFENSE:</u>	<u>ADDITIONAL:</u>
(a) Removal from a game	- None
(b) Ejection from a game	- 1 Game
(c) Unsportsmanlike conduct	- 1 Game
(d) Flagrant Verbal Abuse of Game Official	- 4 Games
(e) Shoving/Pushing/Physical Abuse of Game Official	- 6 Games
(f) Striking Official	-12 Games
(g) Flagrant Verbal Abuse of Opponent	- 1 Game
(h) Shoving/Pushing/Physical Abuse of Opponent	- 2 Games
(i) Striking Opponent	- 4 Games

CLARIFICATION:

EJECTION FROM A GAME:

(Softball Canada Rule No. 1 Sub-Section 25.)

Ejection is the act of any umpire ordering a player, official or any team member to leave the game and the grounds for a repeated violation of the rules or a deliberate or unsportsmanlike act.

NOTE: Failure to do so will warrant a forfeiture of the game.

REMOVAL FROM A GAME:

(Softball Canada Rule No. 1 Sub-Section 80.)

Removal is the act of the Plate Umpire declaring a player ineligible for further participation in the game as a result of an infraction of the rules.

NOTE: Any person so removed may continue to sit on the bench but shall not participate further in the game except as a coach.

Coaches must be ejected; they cannot be removed from a game.

SEC. O - ALL-STAR GAMES

O-1. Requests to host All-Star Games must be approved by the Softball Committee.

SEC. P - SPECIAL RULES AND REGULATIONS

P-1. The W.O.A.A. has adopted a Privacy Policy in accordance with the Personal Information Protection and Electronic Documents Act (PIPEDA). In reference to all distribution of personal information to third parties, all members and participants shall have the option to Opt-In or Opt-Out. All inquiries as they refer to the Privacy Policy shall be dealt with by the appointed W.O.A.A. Privacy Officer.

P-2. The National and Provincial Sport Authorities are in the midst of developing “Substance and Harassment” policies. As an interim measure the applied standard within the W.O.A.A. shall be of “Zero Tolerance”. Should any incident arise, contact the Sports Chairperson.

P-3. The W.O.A.A. has adopted a Policy that a current three (3) years Police Check is required for any individual who is in a position of trust or authority while working with youth (under the age of 19). It is the responsibility of each team, league or association to ensure that Police Record Checks have been completed.

#### SEC. Q - COMMUNICATION PROCEDURES

Q-1. Each community entered shall specify a Town Contact person and shall forward to the Executive Administrator the name, address, postal code, and telephone number (both home and business) of that person. All communication to and from the Executive Administrator shall be directed to the Town Contact only.

Q-2. The following is the communications chart used by the W.O.A.A. Softball Program:

- (a) W.O.A.A. Board of Directors
- (b) Softball Chairperson
- (c) Softball Committee
- (d) Umpire Committee
- (e) Convenor
- (f) Town Contact
- (g) Players and Team Officials

#### SEC. R - COMPLAINTS

R-1. When a complaint is submitted, it shall be forwarded to the Executive Administrator. The submission shall be typewritten or carefully handwritten in form, concise, factual and shall be signed by the:

- (a) President, Secretary or Town/Team Contact of a local association with two signatures affixed,
- (b) (If no association exists), Coach and Manager of a club,
- (c) Individual who has a direct interest in the matter.

#### SEC. S - PROTESTS AND APPEALS

S-1. Protests and Appeals shall be submitted in accordance with the procedures so stated in By-Law No. 3.