

BY-LAW NO. 6

PART 3

WESTERN ONTARIO  
ATHLETIC  
ASSOCIATION

MANUAL OF OPERATIONS

WOMEN'S HOCKEY

REVISED

**16 August 2011**

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2010-2011

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BY-LAW NO. 6 - PART 3

WOMEN'S HOCKEY

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

The rules and regulations governing Women's Hockey within the W.O.A.A. are as follows:

SEC. A - AFFILIATION

A-1. An Agreement of affiliation with the OWHA has been signed. The attached Appendix shall form part of this Manual of Operations.

A-2. Saugeen Maitland teams shall be comprised of players from centres represented by the W.O.A.A.

A-3. All releases from Saugeen Maitland Hockey must be discussed and voted on by the Saugeen Maitland Hockey Association and recorded in their minutes. All releases will then be signed by the Chairperson of the Saugeen Maitland Hockey Association and the Executive Administrator of the W.O.A.A.

A-4. Any player from the W.O.A.A. used as a pickup player with a competitive team must have a signed Pickup Consent Form prior to going onto the ice for any game or practice. This form must be properly signed by the Coach and/or Manager of the player's regular team and be used only for the dates specified. Pickup for dates other than those specified must again be requested and the proper Pickup Consent Form used and signed. (OWHA and league rules must also be adhered to.)

SEC. B - COMPETITION

B-1. The corporation shall have the following series, classified as:

	(Age as of December 31st)
(a) Novice	8 and under
(b) Atom	10 and under
(c) Pee Wee	12 and under
(d) Bantam	14 and under
(e) Midget	17 and under
(f) Intermediate	21 and under
(g) Senior	Open Age

B-2. Teams shall be classified by age and/or caliber of play as approved by the W.O.A.A. Women's Hockey Committee.

## SEC. C - ELIGIBILITY

- C-1. Players must register and play for their nearest centre. Any previously registered W.O.A.A. player who fails to register with their nearest centre prior to September 15<sup>th</sup> is ineligible for a release.
- C-2. Commencing the 2011-12 hockey season, any Women's Hockey first time registrant within the W.O.A.A. shall have the choice of the centre with which she wishes to sign.** Any previously registered W.O.A.A. player who fails to register with their **previously registered centre** prior to September 15<sup>th</sup> is ineligible for a release. **Any previously registered player who is registered prior to September 15<sup>th</sup> but wishes to play in another centre may request a release from the centre with which they are currently registered.**
- C-3. Goaltenders for any team will be given special consideration provided that:
- The team so entered can provide proof a definite requirement exists,
  - A written submissions is made stating all details pertinent to the situation and relative to the requirement,
  - The W.O.A.A. Women's Hockey Committee approves such request.
- C-4. The W.O.A.A. recommends that all players upon the realization of becoming pregnant will cease to participate as players.
- C-5. No Bye teams will be accepted into the Women's Hockey Program.  
(Definition: A Bye team is a team who only wishes to play in W.O.A.A. play-offs)
- C-6. Each W.O.A.A. Women's Hockey team will be allowed to affiliate players to a team of a higher division within their own centre to bring their team roster number up to a maximum of fifteen (15) players. A player's first commitment will be to their signed team. Affiliate players must be approved by the Convenor (of the affiliated team) prior to the start of the play-offs.
- C-7. Affiliated players are not permitted to replace suspended players.
- C-8. To be eligible for W.O.A.A. play-offs, each player must play at least five (5) W.O.A.A. league games with their signed W.O.A.A. team. Team management is responsible to monitor the number of games.
- C-9. All W.O.A.A. players are eligible to try-out for Saugeen Maitland Women's Hockey. Players require a "Permission To Skate Form" from their home centre to tryout for Saugeen Maitland. A player selected to Saugeen Maitland Women's Hockey does not require a "Player Release Form" from their home centre to play. Players not selected to Saugeen Maitland Women's Hockey must return to their home centre.
- C-10. A player shall be eligible to try-out for and if qualified by ability, may sign and play for a team in the next higher division in her home centre.

## SEC. D - TROPHIES, PENNANTS AND AWARDS

- D-1. The following trophies shall be available for annual competition:
- Novice Women's Hockey Champions -Dave Neilson Memorial

- (b) Novice Women's Hockey Consolation Champions -Listowel Minor Hockey
- (c) Atom Women's Hockey Champions "White Division" -W.O.A.A.
- (d) Atom Women's Hockey Consolation Champions "White Division" -W.O.A.A.
- (e) Atom Champions "Maroon Division" -Stephen Hepner Brush Co.  
Keystone Trophy
- (f) Atom Consolation Champions "Maroon Division" -W.O.A.A.
- (g) Pee Wee Women's Hockey Champions "White Division" -Beaver Valley Women's Hockey
- (h) Pee Wee Women's Hockey Consolation Champions "White Division" -W.O.A.A.
- (i) Pee Wee Women's Hockey Champions "Maroon Division" -McKerlie Automotive
- (j) Pee Wee Women's Hockey Consolation Champions "Maroon Division" -Campbell's Soups
- (k) Pee Wee Builder Champions -Paul Wilken Builders
- (l) Pee Wee Builder Consolation Champions -Paul Wilken Builders
- (m) Bantam Women's Hockey Champions "Maroon Division" -Eileen Phillips Memorial
- (n) Bantam Women's Hockey Consolation Champions "Maroon Division" -W.O.A.A. Vice-President's Plaque
- (o) Bantam Women's Hockey Champions "White Division" -Saugeen Shores Hockey School
- (p) Bantam Women's Hockey Consolation Champions "White Division" -Belmore-Teeswater Women's Hockey
- (q) **Bantam Builder Champions** -TBA
- (r) **Bantam Builder Consolation Champions** -TBA
- (s) Midget Women's Hockey Champions "Maroon Division" -Spiro's Trophy donated by John and Catherine Gross
- (t) Midget Women's Hockey Consolation Champions "Maroon Division" -Lucknow Minor Sports
- (u) Midget Women's Hockey Champions "White Division" -The Bare Necessities, Fordwich, Ontario
- (v) Midget Women's Hockey Consolation Champions "White Division" -Lucknow Minor Sports
- (w) Midget Builder Champions (Plaque) -Paul Wilken Builders
- (x) Midget Builder Consolation Champions (Plaque) -Paul Wilken Builders
- (y) Intermediate Women's Hockey Champions "Maroon Division" -The Bare Necessities, Fordwich, Ontario
- (z) Intermediate Women's Hockey Champions "White Division" -Drayton Minor Hockey
- (aa) Senior Women's Hockey Champions "White Division" -John Wise General Insurance and Guaranteed Investments

- |             |  |                           |
|-------------|--|---------------------------|
| <b>(bb)</b> | Senior Women's Consolation<br>Champions "White Division"         | -no trophy                |
| <b>(cc)</b> | Senior Women's Hockey Champions<br>"Maroon Division"             | -John and Judy Gates      |
| <b>(dd)</b> | Senior Women's Hockey Consolation<br>Champions "Maroon Division" | -Eldon MacDonald Memorial |

D-2. All trophies must be returned by the winning team, properly engraved, and received at the W.O.A.A. office by November 1<sup>st</sup> 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.*

- a) Failure to comply will result in the following:
  - i) Trophies returned after November 1<sup>st</sup> but prior to January 15<sup>th</sup> of the current playing season will be considered 'late' and an administration fee of \$35.00 will be assessed the team.
  - ii) Trophies returned without engraving, or without proper engraving as noted above, shall result in an administration fee of \$50.00 assessed to the team. The W.O.A.A. will complete the inscription.
  - iii) Trophies returned after January 15<sup>th</sup> but prior to February 15<sup>th</sup> of the current playing season may result in the offending team being assessed an administration fee of \$500.00.
  - iv) Trophies not returned by February 15<sup>th</sup> of the current playing season will be deemed to have been lost or destroyed and the offending team 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 shall be dealt with as follows:
  - i) The responsible team shall be assessed a replacement fee of \$1,500.00.
  - ii) The responsible team shall be declared a member 'not in good standing'.
  - iii) The responsible team may be 'suspended' from all league play, including W.O.A.A. Women's Hockey play-offs until the matter has been reconciled to the satisfaction of the W.O.A.A. Women's Hockey 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. Women's Hockey Committee and the Board of the W.O.A.A.*

D-3. The championship, finalist and consolation championship teams from Novice to Intermediate in each series for all divisions shall receive up to twenty (20) awards.

## SEC. E - FINANCIAL

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

- (a) Sustainable to cover adequately operational expenditures,
- (b) Payable to the Executive Administrator as per scheduled deadlines,
- (c) Approved by the Board of Directors.

E-2. All W.O.A.A. teams are required to submit a \$100.00 performance bond, made payable to the W.O.A.A. The performance bonds will be retained by the W.O.A.A. unless its return is requested in written form.

E-3. All team entries must be into the W.O.A.A. Office by August 1st. After this date, a late registration fee of \$25.00 per team will be applicable. A 25% administration fee will be retained by the W.O.A.A. for any teams withdrawing before the schedule has been drawn up. No refunds will be issued if a team withdraws after a league schedule has been drawn up.

E-4. All W.O.A.A. Women's Hockey teams are responsible for directly submitting their online ITR'S (Intent To Register) Forms into the OWHA by August 31<sup>st</sup>. (Refer to OWHA Handbook Regulations One –Categorization).

## SEC. F - COMMITTEE

F-1. The President shall appoint a Chairperson.

F-2. The Chairperson shall appoint a committee.

F-3. The committee shall be composed of:

- (a) Appointed Chairperson,
- (b) Vice-Chairperson,
- (c) Convenors,
- (d) Saugeen Maitland Chairperson or delegate,
- (e) President of the W.O.A.A.,
- (f) Other appointed members.

F-4. The committee shall assist the Chairperson in the day to day operations of the program.

F-5. The Chairperson shall convene meetings as necessary.

F-6. In conjunction with the Executive Administrator they shall collectively administer the program by:

- (a) Directing and co-ordinating schedule play-offs,
- (b) Reviewing events and resolving relative issues,
- (c) Ensuring teams respect and adhere to rules and regulations,
- (d) Providing guidance, leadership and direction to all teams and members.

## SEC. G - ANNUAL MEETING

G-1. The W.O.A.A. Women's Hockey Annual Meeting will be held within thirty (30) days of August 1<sup>st</sup>, however, an alternate date may be selected by the Chairperson.

G-2. During the meeting the Chairperson shall:

- (a) Present proposed amendments which shall be resolved as outlined in By-Law No. 4 (Rules of Order),
- (b) Supervise the preparation of a playing schedule (time permitting).
- (c) Make award presentations.

## SEC. H - AMENDMENTS

H-1. An amendment that is inconsequential or contravenes the By-Laws shall not be accepted.

H-2. Proposed amendments shall be forwarded to the W.O.A.A. Executive Administrator by May 31<sup>st</sup>.

H-3. Any amendment shall be submitted in printed, written or typewritten manner and will:

- (a) Have the name of the mover and the centre thereon,
- (b) Clearly identify the By-Law, paragraph, part or parts thereof.

H-4. Proposed amendments will be available on the W.O.A.A. Web Site prior to the Women's Hockey Annual Meeting.

## SEC. I - VOTING

I-1. Each team of the year previous to the Annual Meeting is entitled to one (1) vote, provided the team is in good standing.

I-2. A new team who has deposited an entry fee and bond with the Executive Administrator shall have the right to one (1) vote.

I-3. There shall be no voting by proxy at any time.

## SEC. J - TEAM REGISTRATION

*Note: Due to the implementation by the OWHA of online registration, commencing the 2008-09 season through ITSportsNet; all reference in this Manual of Operations in regards to registration shall be enforced as per OWHA policies and procedures.*

J-1. All W.O.A.A. teams may register for OWHA Provincial Playdowns and Championships provided they qualify as per OWHA rules.

J-2. W.O.A.A. Team Registration Forms shall be provided by the W.O.A.A. for each team and none other than those printed for the current season may be used. All questions must be correctly answered and the completed form returned to the W.O.A.A. Office by October 1<sup>st</sup>.

J-3. Each team may register nineteen (19) players, seventeen (17) skaters and two (2) goaltenders.. (Senior teams may register eighteen (18) players), two (2) coaches -one (1) of which must be a current certified N.C.C.P. Development 1, one (1) manager, one (1) current certified H.T.C.P. Trainer. Each team must have at least one (1) registered adult female on the bench. The W.O.A.A. “recommends” that all competitive teams have registered at least one female coach. All team officials must have current Prevention Services certification.

J-4. OWHA Team Rosters and applicable fees must be submitted directly to the OWHA Office via their online registration process in accordance with Regulation 3 of the OWHA Handbook. NOTE: Competitive teams due October 1<sup>st</sup>, Houseleague teams due November 15<sup>th</sup>.

J-5. Changes and/or additions to W.O.A.A. local team rosters can be made up to January 15<sup>th</sup>, of the current season. Players signing after January 15<sup>th</sup>, must receive approval from the W.O.A.A. Convenor to be eligible to participate in the current season play-offs

## SEC. K - PLAYING RULES

K-1. The Association shall adopt OWHA playing rules. Amendments to these rules as they apply to the W.O.A.A. Women’s Hockey Program will be made on an ongoing basis at the Women’s Hockey Annual Meeting and be approved by the Board of Directors.

K-2. In all categories, the centre red line will be in play for icing infractions only.

K-3. In all games, the Home team shall be responsible to have an official Scorekeeper.

K-4. All schedule Women’s Hockey games must be a minimum of fifty (50) minutes ice time. There shall be no overtime during schedule play.

K-5. In W.O.A.A. Women’s Hockey, it shall not be necessary to specify the goaltender position. There shall be no restrictions on a goaltender playing another position other than the player’s name must appear correctly on the game sheet.

K-6. Where a player arrives late for a game and her name has been included on the Official Game Report prior to the game, she will be permitted to participate in the game.

K-7. A minimum of forty-eight (48) hours notice shall be given in the postponement of a league/exhibition hockey game. Notification of postponements shall require the requesting team to:

- (a) Notify the opposing Manager or Coach and obtain their agreement of same,
- (b) Set the re-schedule date of the game,
- (c) Notify the Convenor.
- (d) Notify the Web Master of game changes.

K-8. Any team that fails to fulfill a previously arranged engagement without giving proper notification or unless justifiable circumstances are evident, this team shall at the discretion of the Women's Hockey Chairperson, be liable to a \$100.00 bond forfeiture, payable to cover the expenses of the non-offending team. The offending team shall then be suspended from further play until the bond is replenished.

K-9. It is the responsibility of the home team to post the score of the game within seventy-two (72) hours of the scheduled time of the game via the W.O.A.A. Web Site [www.woaa.on.ca](http://www.woaa.on.ca) Failure to do so will result in a fine of \$25.00 per game and possible suspension. It is also the responsibility of the home team to forward the original copy of the game sheet to the W.O.A.A. Office within fourteen (14) days of the date of the game. Failure to do so will result in a fine of \$25.00 per game sheet and possible suspension. Refer to L-2.

K-10. It is the responsibility of the team management to notify the W.O.A.A. League Convenor and the OWHA Regional Director of any assessed 5 minute major penalties, Gross Misconducts and 5 minute Match Penalties within forty-eight (48) hours of the scheduled time of the game. Gamesheets must be faxed or emailed to the W.O.A.A. Office and OWHA Office within forty-eight (48) hours of the scheduled time of the game.

K-11. All players **and staff** must sign the game sheets. Team management is responsible for the accuracy of the game sheets.

K-12. All league games must be scheduled no later than the date determined by the Convenor(s) at the Scheduling Meeting. All league games must be played. All home team league games not played due to cancellations must be rescheduled and played before the end of the current season. At the discretion of the Women's Hockey Chairperson, teams that fail to complete league games will be liable to a \$100.00 bond forfeiture.

K-13. The coach of any W.O.A.A. Women's Hockey team whose team accumulates more than twenty-four (24) minutes in penalties in any game shall be automatically suspended from their next scheduled game. Gamesheets must be faxed or emailed to the W.O.A.A. Office within forty-eight (48) hours of the scheduled time of the game.

Note: For the purpose of the regulation, the time of misconducts, gross misconducts and game misconducts assessed to players shall not be counted, but any such penalties assessed to team officials and the five minutes charged to a player for a match penalty shall be counted. Any misconduct, game misconduct or gross misconduct penalty assessed to team officials will automatically add ten (10) minutes to the team's penalty minutes in each case.

## SEC. L - PLAY-OFFS

L-1. The Chairperson in conjunction with the Executive Administrator and the committee shall arrange all play-offs.

L-2. All teams must compete in the play-off format as set by the W.O.A.A. Women's Hockey Committee. Failure to comply, the offending team(s) will be subject to forfeiture of their performance bond(s) plus any further disciplinary actions as determined by the W.O.A.A. Women's Hockey Committee.

L-3. The W.O.A.A. Women's Hockey Committee will endeavor to have the play-off tournaments held on weekends which are not a holiday weekend or at the beginning or end of March Break.

L-4. The final league standing may be used at the discretion of the Convenor to set the format for the playoff series or the Championship Hockey Tournaments.

L-5. Prior to the first game of each series, representatives of management of both teams 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 teams, must be recorded, signed by one representative of management of each team, thus showing agreement and retained by the team for possible future use. A copy of this play-off agreement shall be forwarded to the W.O.A.A. Office. If the two teams cannot come to an agreement, the Women's Hockey Chairperson will complete the arrangements, if advised of said disagreement. Should neither team make notification of disagreement and a winner not be declared in time, one or both teams may forfeit their right to further competition for that year.

L-6. For play-off games, minimum game time shall be as follows:

- (a) Novice & Atom: 10-10-10 minute periods (stop time)
- (b) Pee Wee, Bantam, Midget,  
Intermediate & Senior: 10-10-15 minute period (stop time)

L-7. OVERTIME: (Series playdowns) One ten (10) minute (stop time) period; if score is still tied at the end of this overtime period, a tie will remain and it will become a points series.

#### OVERTIME (Tournament Format)

There will be 5 minutes, stop time - 4 on 4 (plus a goalie) sudden victory.

Then 5 minutes, stop time - 3 on 3 (plus a goalie) sudden victory.

Then followed by 3 player shootout. (Both shooters will shoot at same time from centre ice).

1. The three players are selected by each team at the end of the overtime period (players serving a penalty at the end of overtime are excluded from the shootout).
2. The team who scores the most goals by these three players will be declared the winner.
3. If there is a tie at the conclusion of these three shooters, an individual player who has not yet participated in the shootout will be selected by each team. If subsequent shooter(s) are required to break a tie, all players on the game sheet must shoot before a player may shoot for a second time (goalies excluded). The first team to score with the other team not scoring will be declared the winner.

Note: Hockey Canada mandates that we cannot go below 3 on 3 plus a goalie. Therefore, if a team gets a penalty, the non-penalized team will add a player until the penalty is over (4 on 3). The penalized player will serve their penalty in the penalty box and may return to the ice at the end of their penalty (4 on 4). When the whistle blows the play will resume with 3 on 3 (plus goalie).

L-8. Play-offs shall be a "best of" 3, 5 or 7 game series when time permits or as otherwise stated by the Chairperson.

L-9. In all play-off series, the final league standings will decide the location of the third game, then succeeding games will alternate thereafter.

L-10. A team that forfeits the first game in any play-off series shall play the second game of that series at the home site of the non-offending team. The final league standings will decide the site of the third game and the games will alternate thereafter.

L-11. Any team that forfeits the second or any succeeding game in any one play-off series shall forfeit its right 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.

L-13. All Protests in W.O.A.A. play-off tournaments will be handled by the Tournament Convenor. Protests must be submitted within one (1) hour of the completion of the game being protested and must be in written form, with two (2) signatures (both being team officials) affixed and accompanied with a Protest fee of \$150.00 plus applicable H.S.T., cash, certified cheque or money order.

L-14. No player may play on more than one team in a tournament.

L-15. Each team in play-off games (tournament and series play) is allowed one 30 second time out, per team, per game.

#### SEC. M - GAME OFFICIALS

M-1. All Referees must be H.C.O.P. registered.

M-2. The following minimum levels must be adhered to for W.O.A.A. Women's Hockey game officials:

Senior, Intermediate, Midget & Bantam	1 Level Two Certified and 1 Level Two
Pee Wee	1 Level Two and 1 Level One
Novice & Atom	1 Level One and 1 Houseleague

All officials must be at least two years older than the division age limit they are officiating.

Age for officials is as of December 31<sup>st</sup> of the playing year.

Further to the above and for development purposes, on the recommendation of the Supervisor and the approval of the Area Referee Instructor and the W.O.A.A. Women's Hockey Chairperson, some officials may be requested to work the next category of hockey.

**M-3. The pay scale for the W.O.A.A. Women's Hockey will be in accordance with the current OMHA pay scale.**

**The following rates apply for all W.O.A.A. games in all series. Any overtime periods are included in the game lengths.**

#### **Two Official System**

<b>Game Lengths</b>	<b>10/10/10</b>	<b>10/10/15</b>	<b>10/15/15</b>	<b>15/15/15</b>
<b>Novice</b>	<b>\$19.00</b>	<b>\$21.00</b>	<b>\$23.00</b>	<b>\$25.00</b>
<b>Atom</b>	<b>\$20.00</b>	<b>\$22.00</b>	<b>\$24.00</b>	<b>\$26.00</b>
<b>Pee Wee</b>	<b>\$23.00</b>	<b>\$25.00</b>	<b>\$27.00</b>	<b>\$29.00</b>
<b>Bantam</b>	<b>\$24.00</b>	<b>\$26.00</b>	<b>\$28.00</b>	<b>\$30.00</b>
<b>Midget</b>	<b>\$25.00</b>	<b>\$27.00</b>	<b>\$29.00</b>	<b>\$31.00</b>
<b>Intermediate</b>	<b>\$26.00</b>	<b>\$28.00</b>	<b>\$30.00</b>	<b>\$32.00</b>

Senior	\$26.00	\$28.00	\$30.00	\$32.00			
<b>Three Official System</b>							
<b>Game Lengths</b>	<b>10/10/10</b>	<b>10/10/15</b>	<b>10/15/15</b>	<b>15/15/15</b>	<b>15/15/20</b>	<b>15/20/20</b>	<b>20/20/20</b>
<b>Pee Wee &amp; Below:</b>							
<b>Referee</b>	<b>\$27.00</b>	<b>\$29.00</b>	<b>\$31.00</b>	<b>\$33.00</b>	<b>\$35.00</b>	<b>\$37.00</b>	<b>\$39.00</b>
<b>Linesman</b>	<b>\$21.00</b>	<b>\$23.00</b>	<b>\$25.00</b>	<b>\$27.00</b>	<b>\$29.00</b>	<b>\$31.00</b>	<b>\$33.00</b>
<b>Bantam &amp; Above:</b>							
<b>Referee</b>	<b>\$31.00</b>	<b>\$33.00</b>	<b>\$35.00</b>	<b>\$37.00</b>	<b>\$39.00</b>	<b>\$41.00</b>	<b>\$43.00</b>
<b>Linesman</b>	<b>\$23.00</b>	<b>\$25.00</b>	<b>\$27.00</b>	<b>\$29.00</b>	<b>\$31.00</b>	<b>\$33.00</b>	<b>\$35.00</b>

Mileage will be paid at the rate of 35 cents per kilometre each way with all officials in one car whenever possible.

**Note 1: Women’s Hockey officials SHALL NOT officiate in a “one man” system.**

**Note 2:** Any person either charging or accepting more than the above rates, or any Centre paying more than the above rates, will be subject to immediate suspension until their case has been dealt with by the W.O.A.A. Women’s Hockey Committee and W.O.A.A. Board of Directors.

**M-4. ASSIGNMENT FEES - OFFICIALS:**

When an individual team or local association requests “Neutral Officials” be assigned by the W.O.A.A., that team 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 team 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.

M-5. No member of the immediate families may officiate any game in play-offs in which a family member is participating. (This includes linesmen in a three man system.) The immediate family includes: mother, father, husband, wife, brother, sister, son, daughter, aunt or uncle.

**SEC. N - SUSPENSIONS**

N-1. In accordance with the By-Laws, Regulations and Policies the Chairperson shall:

- (a) Suspend or discipline registered participants,
- (b) Review and/or revise suspension scales annually.

N-2. All suspensions commence at the time of the infraction.

N-3. Any member having incurred a suspension and fails to adhere in full to that assessment, the suspension shall be doubled. (Authority: By-Law No. 3, Suspensions - Para. 5 (c).) During the period of suspension, the participant must not participate in league games, exhibition games, tournaments, practice, or any hockey related activities with the team.

N-4. No person shall participate in any capacity in a W.O.A.A. sanctioned game or event while under suspension. (i.e., if suspended while playing, the player cannot act as a coach, referee, etc., until the suspension is completed as a player. If suspended as a coach, the person cannot play, referee, etc., until the suspension is completed as a coach, and so on.)

Persons found participating while under suspension will be subject to further suspensions.

A suspension at the end of the season will be carried over to the participant's next playing season.

**FAILURE TO COMPLY WITH THE ABOVE POLICY WILL RESULT IN FURTHER SUSPENSIONS AND POSSIBLE BOND FORFEITURE.**

N-5. Failure to comply with league rules during regular schedule play will result in first offence - one (1) game suspension of coach; second offence - two (2) games suspension of coach plus a monetary assessment of \$50.00.

N-6. A Team Official that is suspended will not be permitted to direct the team during a game for the duration of the suspension. A suspended Team Official must not be seated in the arena in a position to assist or direct the team. Be in or about the dressing room before, during or after any game, not between periods of any games, or at any practice, or other hockey related activity during their suspension. The penalty for violation of this rule shall be an additional two (2) games suspension for each game in which an infraction occurs.

N-7. It is the responsibility of each team Manager and/or Coach to ensure her/his players and/or team officials sit out their suspensions.

N-8. The following are the MINIMUM suspensions which shall be imposed for any suspendible offence which occurs in any W.O.A.A. sanctioned game (league, play-offs, tournament, exhibition). These are MINIMUM suspensions as per the OWHA. Additional suspensions will be imposed wherever conditions and circumstances warrant. The Chairperson has the authority to assess additional suspensions.

#### N-9. SUSPENSION PROCEDURE

Suspension is assessed.

Coach of the suspended person contacts the W.O.A.A. Convenor and faxes **(519) 357-4341** or emails [woaa@hurontel.on.ca](mailto:woaa@hurontel.on.ca) a copy of the front and back of the gamesheet to the W.O.A.A. Office within 48 hours of the end of the game and also faxes **(905) 282-0499** or emails [stats@owha.on.ca](mailto:stats@owha.on.ca) a copy of the front and back of the gamesheet to the OWHA Regional Director via OWHA Office.

The W.O.A.A. Convenor **and/or OWHA Regional Director** will contact the Centre Contact with the correct length of the suspensions to be served.

The suspension will be shown on the game sheet under appropriate team name of the suspended person and game (#) of (#of game suspended).

Each game sheet, in which a suspension has been served, must be faxed or emailed into the W.O.A.A. Office **(519) 357-4341** [woaa@hurontel.on.ca](mailto:woaa@hurontel.on.ca) and to the OWHA Regional Director via OWHA Office **(905) 282-0499** [stats@owha.on.ca](mailto:stats@owha.on.ca) within 48 hours.

<b>MINIMUM SUSPENSIONS CANNOT BE APPEALED</b>
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**IMPORTANT \* Multiple Offences will NOT be tolerated and WILL result in additional suspensions.**

2<sup>nd</sup> suspendable offence in one season – minimum plus two (2) and shall not participate in any OWHA sanctioned activity until permission granted by OWHA Discipline Chairperson.

3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, etc. suspendable offence in one season – indefinite – minimum plus four (4) and shall not participate in any OWHA sanctioned activity until permission granted by OWHA Discipline Chairperson.

Note: Previous years' suspensions are subject to review and consideration

OFFENCE and MINIMUM SUSPENSIONS – Players, Team Officials & Others

Violations of the OWHA CODE OF CONDUCT: Individuals who are deemed to be in violation of the OWHA Code of Conduct are subject to suspension and/or other action as deemed appropriate.

MINOR PENALTY and GAME MISCONDUCT

CODE	Hockey Canada RULE	INFRACTION	MINIMUM SUSPENSION
INS36/ GM36	6.7	A minor issued for <b>INSTIGATOR:</b>	<b>+ 3 Games</b>
AGG37/ GM37	6.7	A minor issued for <b>AGGRESSOR:</b>	<b>+ 3 Games</b>

MAJOR PENALTY and GAME MISCONDUCT

CODE	Hockey Canada RULE	INFRACTION	MINIMUM SUSPENSION
GM20	9.2	Disputing Call of Official:	+ 1 Game
GM21	9.2	Disputing call w/ an official: Verbal abuse of a Game Official.:	<b>+ 3 Games</b>
GM26	4.5	Second Misconduct – Same Game:	+ 1 Game
GM		Receiving a second major penalty in one game:	+ 2 Games
GM28	7.3	Interference from the Bench:	<b>+ 2 Games</b>
GM30	6.7	Fighting	1 <sup>st</sup> Offence: + 4 Games 2 <sup>nd</sup> Offence: + 8 Games 3 <sup>rd</sup> Offence: + 16 Games
GM31	6.7	2 <sup>nd</sup> Fight, same stoppage of play (3 <sup>rd</sup> , 4 <sup>th</sup> , etc...)	+ 6 Games
GM32 (a)	6.7	Player(s) “3 <sup>rd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup> , etc....player into a fight”:	+ 6 Games
GM32 (b)	6.7	Identified “Peace Maker”:	+ 2 Games
GM33	9.5	Leaving Players Bench or Penalty Box	<b>+ 3 Games</b>
GM33	OWHA	Coaches identified as having player(s) leaving players bench or penalty bench during a fight or for the purpose of starting a fight: <i>GM33 Note: Coaches' penalty will not be noted on the gamesheet. Penalty to coach is automatic as a result of players receiving GM33.</i>	+ 5 Games

	OWHA	Playing without obtaining a Pickup Consent Form signed by the official contact of her own registered team (Ineligible Player):	Twice the number of games played while ineligible
	OWHA	Coach identified as playing ineligible player(s) or having ineligible staff on the bench:	Twice the number of games the player/staff has participated while ineligible
	OWHA	Individual making public derogatory remarks with respect to the OWHA or any of its members:	\$100.00 fine and/or appropriate suspension
	OWHA Rule One (II) (B)	Team official participating on-ice without a properly fastened CSA hockey approved helmet.	1 <sup>st</sup> offence to a team – warning and immediate removal from ice 2 <sup>nd</sup> offence + 2 Games to specific official(s) & Head Coach
<b>GM34</b>	<b>9.5</b>	<b>Leaving Penalty Box to start a fight.</b>	<b>+4 Games</b>
GM39	6.1	Hair pulling, Grab Face Mask/Helmet/Chin Strap (Major + Game)	<b>+ 2 Games</b>
GM50	6.4	Checking from Behind (Minor + Game):	<b>+ 1 Game</b>
GM51	6.4	Checking from Behind (Major + Game):	<b>+ 3 Games</b>
GM53	8.2	High Sticking (Major & Game):	<b>+ 2 Games</b>
GM54	8.1	Cross Checking (Major & Game):	<b>+ 2 Games</b>
GM55	8.3	Slashing (Major & Game):	<b>+ 2 Games</b>
GE56	4.6	Game Ejection	Duration of Game
GM57	6.2	Boarding / Body Checking: (Major + Game)	<b>+ 2 Games</b>
GM58	6.6	Elbowing / Kneeing: (Major + Game)	<b>+ 2 Games</b>
GM59	6.3	Charging (Major + Game):	<b>+ 2 Games</b>
GM63	9.2	Discriminatory Slur:	<b>+ 3 Games</b>
GM64	9.2	Trash Talking:	<b>+ 2 Games</b>
GM68	9.4	Kick Shot (w/ injury – Major + Game):	<b>+ 2 Games</b>
<b>GM71/72</b>	6.5	<b>Head Contact: 1<sup>st</sup> Offence</b>	<b>1<sup>st</sup> Offence</b> <b>2<sup>nd</sup> Offence</b> <b>+ 3 Games</b> <b>Indefinite</b>
GM73	7.4	Tripping (Major + Game):	<b>+ 2 Games</b>
GM74	7.3	Interference (Major + Game):	<b>+ 2 Games</b>
GM75	7.1	Holding (Major + Game):	<b>+ 2 Games</b>
GM76	7.2	Hooking (Major + Game):	<b>+ 2 Games</b>
GM77	6.7	Roughing (Major + Game):	<b>+ 2 Games</b>

<b>GM78</b>	<b>4.11</b>	<b>Goaltender Drop Kick Puck with Injury -Major +Game</b>	<b>+2 Games</b>
GM79	10.14	Refusing to Start Play: (Coach – Major + Game)	Indefinite
<b>GM80</b>	<b>4.9</b>	<b>Team Official Interference Distraction during Penalty Shot</b>	<b>+ 1 Game</b>
GM81	<b>9.5</b>	Leaving the Bench without Clearance from the Referee (assessed to Coach at end of Game if altercation results in penalties)	+ 2 Games
GM99		Miscellaneous-explained & referenced on back of gamesheet	Contact OWH Regional Director
<b>Any infraction not specified above incurring a Game Misconduct Penalty, 2 additional games</b>			

#### GROSS MISCONDUCTS (GRM)

CODE	Hockey Canada RULE	INFRACTION	MINIMUM SUSPENSION
GRM60	4.7	Travesty of the Game	<b>+ 3 Games</b>
GRM61	4.7	Obscene Gestures	<b>+ 3 Games</b>
GRM62	3.6	Removing Helmet <b>and/or Chin Strap</b>	<b>+ 3 Games</b>
GRM63	9.2	Discriminatory Slurs	Indefinite – (pending hearing- Min. 6 Games)
GRM66	6.1	Head Butt – Team Official (Double Minor + Gross)	+ 3 Games
GRM67	<b>8.1</b>	Butt End – Team Official (Double Minor + Gross)	+ 3 Games
GRM68	<b>8.5</b>	Spearing – Team Official (Double Minor + Gross)	+ 3 Games
GRM69	3.5	Goaltender refusing to Remove Mask for Identification	+ 3 Games
GRM99		Miscellaneous-explained & referenced on back of gamesheet	Please contact your Regional Director
<b>Any infraction not specified above incurring a Gross Misconduct Penalty -3 additional games</b>			

#### MATCH PENALTIES (MP)

CODE	Hockey Canada RULE	INFRACTION	MINIMUM SUSPENSION
MP24	9.6	Threatening an Official	+ 6 Games
MP25	9.6	Physical Abuse of an Official	Indefinite (min. 7 games)
MP29	9.7	Spitting	+ 4 Games
MP38	6.7	Fighting with Ring or Tape on Hands	+ 3 Games
MP40	6.1	Attempt to Injure	+ 4 Games
MP41	6.1	<b>Deliberate Injury</b>	+ 4 Games
MP42	<b>8.1</b>	Butt Ending	+ 4 Games
MP43	6.1	Grabbing Face Mask/Helmet/Chin Strap	+ 4 Games
MP44	6.1	Hair Pulling	+ 4 Games
MP45	6.1	Kicking	+ 4 Games
MP46	<b>8.5</b>	Spearing	+ 4 Games
MP47	6.1	Head Butting	+ 4 Games
MP52	6.4	Checking from Behind:	<b>+ 5 Games</b>

MP72	6.5	Head <b>Contact:</b>	<b>1<sup>st</sup> Offence</b> <b>2<sup>nd</sup> Offence</b>	<b>+ 5 Games</b> <b>Indefinite</b>
MP99		Miscellaneous –explained & referenced on back of gamesheet		Please contact your Regional Director
<b>Any infraction not specified above incurring a Match Penalty -4 additional games</b>				

PLAYER/TEAM OFFICIAL MAY ALSO BE REQUIRED TO APPEAR BEFORE A W.O.A.A. OR OWHA DISCIPLINARY BOARD.

#### SEC. O - ALL-STAR GAMES

O-1. The W.O.A.A. **may** hold an Annual Women’s Hockey All-Star Game at the discretion of the W.O.A.A. Women’s Hockey Committee. The committee shall have the final decision as to the format of the All-Star Game.

#### SEC. P - SPECIAL RULES AND REGULATIONS

P-1. The W.O.A.A. have 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 Policies and Procedures concerning the Harassment and Abuse Policy of the OWHA are found in the OWHA Constitution, By-Laws, Regulations & Rules and are adopted by the W.O.A.A. Women's Hockey. All centres are to review these policies and must follow with a "Zero Tolerance Policy". Should any incident arise, contact the Women's Hockey Chairperson immediately.

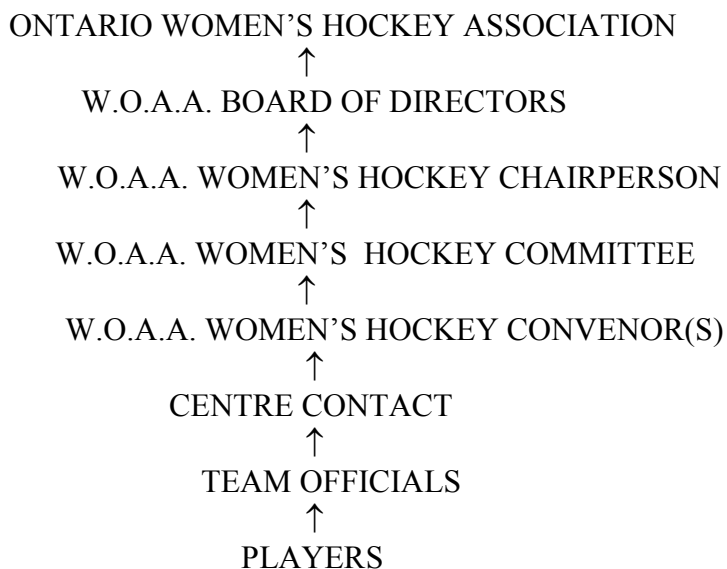
P-3. The W.O.A.A. has adopted a Policy that a current three (3) years Police Check is required for any individual who is in a position of trust or authority while working with youth (under the age of 19). It is the responsibility of each team, league or association to ensure that Police Record Checks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

#### SEC. Q - COMMUNICATION PROCEDURES

Q-1. Each local association or an individual team if no association exists shall forward to the Executive Administrator the name, address and telephone number (house and business) and email address of a specific contact person.

Q-2. Communication to and from the Executive Administrator will be via that stated person.

Q-3. The procedure of communication is as follows (unless otherwise directed):



#### 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 and/or Town/Team Contact of a local association with two signatures affixed,
- (b) (If no association exists), Coach and Manager of a team,
- (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 outlined in By-Law No. 3.