

Policy Revision	Section(s) revised	Change Description	Effective Date
0		Reformat	Sept 2019
1		Entire section replaced	Sept 2022

11. Protest, Grievance and Appeal Policy

Protests and Grievances will be dealt with by the Dispute Committee.

The **Dispute Committee** will consist of a **minimum of seven** of the following:

- The Ringette Calgary President or designate (acts as chairperson, votes only in a tie.)
- Ringette Calgary Executive members.
- Ringette Calgary Officials Committee liaison or representative thereof.
- CRL Association Presidents or representatives thereof.

11.1. Protest

A formal statement of disapproval or dissent with an event or outcome. A protest may not be based upon the judgment call of a referee.

11.1.1. Submission

11.1.1.1. Regular Season & Exhibition Game Protests and evidence in support thereof must be submitted:

11.1.1.1.1. In writing to the Ringette Calgary President and must be signed by the coach and/or manager of the protesting team. If the President is unavailable, the protest may be submitted to the League Director or the Past President.

11.1.1.1.2. Within 48 hours from the conclusion of the game for which the protest is being made.

11.1.1.1.3. A copy of the protest must also be delivered to the other team within the same time limit.

11.1.1.2. City Championship Game Protests procedure:

11.1.1.2.1. Verbal notification of a team's intent to protest a game is required within 2 hours of the completion of the game. Notification must be received by telephone to one of the following Executive Members: President, League Director, Past President, or the VP Administration.

11.1.1.2.2. Must be submitted in writing with evidence in support thereof, within 18 hours from the conclusion of the game for which the protest is being made.

11.1.1.2.3. A copy of the protest must also be delivered to the other team within the same time limit.

11.1.2. Requirements

11.1.2.1. Protests must be accompanied by cash in the amount of \$250.00 with a letter signed by the Sub-Association President (or designate) in which

the protesting team is registered indicating that they are aware of the protest.

- 11.1.2.2. If the protest is upheld, the \$250.00 will be refunded.

11.2. Grievance

A formal complaint, which is not a protest or an appeal, but in the opinion of the complainant is a violation of the Bylaws, Rules & Regulations or Operating Policies; also applicable for Code of Conduct. A grievance shall not encompass matters of referee judgment.

11.2.1. Submission

- 11.2.1.1. Grievances and evidence in support thereof must be submitted:

- 11.2.1.1.1. In writing to the Ringette Calgary President and must be signed by the complainant. If the President is unavailable, the grievance may be submitted to the League Director or the Past President.

- 11.2.1.1.2. Within 48 hours from the conclusion of the incident for which the grievance is being filed.

11.2.2. Requirements

- 11.2.2.1. Grievances must be accompanied by cash in the amount of \$250.00 with a letter signed by the complainant's Sub-Association President (or designate indicating that they are aware of the grievance.
- 11.2.2.2. If the grievance is upheld, the \$250.00 will be refunded.

11.3. Appeal

A formal request to alter a specific decision from a Protest Hearing, Grievance Hearing, Administrative Action, Disciplinary Hearing, or decision by a lower body. Only those parties to the original action shall be allowed to appeal.

11.3.1. Appeal Procedure

- 11.3.1.1. Appeals, and all evidence in support thereof, must be submitted in writing to the Ringette Calgary President, signed by the appellant, and presented within 48 hours from the rendering of the decision which is being disputed.

- 11.3.1.2. If the President (or designate), confirms that new evidence or testimony has been submitted which could possibly impact a previous decision, a hearing for an appeal would be granted.

- 11.3.1.3. The appeal must be accompanied by cash in the amount of \$250.00.

- 11.3.1.4. A quorum of members of the Board of Directors will convene within one week where possible, to deal with the appeal.

- 11.3.1.5. If the appeal is upheld, the \$250.00 will be refunded.

- 11.3.1.6. Suspended individuals are ineligible to participate in all games until the dispute has been dealt with.