



SAN DIEGO HEARTBREAKERS RULES AND REGULATIONS



11.0 OVERVIEW

- 11.1 **USA Hockey Overview:** All USA Hockey participants are governed by the USA Hockey Rules and Regulations. There may be other applicable rules. Rules shall take precedence in this order:
1. USA Hockey
 2. District*
 3. Affiliate
 4. League if applicable
 5. USA Hockey Member Program
- * A District may not impose Rules and Regulations that infringe upon the Affiliate's jurisdiction as granted in the Affiliate agreement with USA Hockey.*
- 11.2 **CAHA Overview:** The Girls/Women Committee of CAHA is responsible for recommending rules that define and regulate Women's hockey teams in the State of California. All members of the San Diego Heartbreakers will follow all rules and regulations as set forth by USA Hockey, CAHA, and San Diego Heartbreakers.
- 11.3 **Rules Adherence:** It is responsibility of all coaches and managers to personally adhere to all rules, regulations, policies, and guidelines as set forth by San Diego Heartbreakers, CAHA, and USA Hockey. Any violations of said rules, regulations, policies, and guidelines will subject all coaches and/or managers to disciplinary action as determined by San Diego Heartbreakers and/or CAHA. The designated team manager for any San Diego Heartbreakers team is ultimately responsible to ensure that the team adheres to all San Diego Heartbreakers, CAHA, and USA Hockey requirements.
- 11.4 **Zero Tolerance:** The San Diego Heartbreakers expressly adopts USA Hockey's policy on zero tolerance, sexual abuse, physical abuse screening, hazing, and consumption/use/abuse of mood-altering substances and codes of conduct as set forth in the USA Hockey guidebook.
- 11.5 **Financial Responsibility:** The San Diego Heartbreakers shall supply a master list of all players with outstanding financial obligations and/or equipment obligations to the CAHA director of member services prior to May 1st. Players whose names appear on this list will not be permitted to participate with any Club until their obligations are satisfied. A player with an outstanding obligation who is permitted to tryout with any club may not hereafter play for that club during the relevant season.

12.0 PENALTIES

- 12.1 **Penalty Notification:** All team managers are required to promptly notify the San Diego Heartbreakers 1st Vice President or designee, of any match penalties, any incident involving assault on referees or officials, or any incident involving spectators that occur during a game in which the team participates, whether such game occurs within CAHA jurisdiction or not. Such notification shall be in writing and must be submitted by the team within ten (10) hours after each incident.
- a) Notification shall be given to the CAHA 1st Vice President and the CAHA Girls/Women's chair within forty-eight (48) hours after each incident in writing.
- 12.2 **Racial Slur:** Any player or coach who is given a penalty as a result of using a racial slur will be assessed a match penalty. The racial slur must be documented on the score sheet or in the referee's report.
- 12.3 **Player Suspension:** Any player or coach who leaves the game bench or penalty box during an altercation shall result in the team's head coach being suspended for 30 days or until a hearing is held. Players involved will be subject to supplementary discipline action as allowed under USA Hockey Rule 4.10(a).

12.4 **Game Misconducts:** Game misconduct penalties must be served in the next pre-scheduled game with that team.

- a) Any player or coach upon receiving a 3rd Game misconduct in the current playing season will be referred to the San Diego Heartbreakers 1st Vice President for possible supplemental discipline. Any team or player displaying a pattern of excessive penalty minutes may be referred to the CAHA 1st V.P. for possible supplemental discipline.

12.5 **Canadian Penalties:** Canadian Penalties shall be recognized and enforced as follows:

- a) A player or coach receiving a game misconduct in Canada (no matter when it occurs in the game) must sit the next scheduled game whether the game is in Canada or the United States.
- b) A player receiving five (5) penalties in a game must sit the next scheduled game whether the game is in Canada or the United States.
- c) Any coach whose team receives fifteen (15) team penalties during a game must sit the next scheduled game whether the game is in Canada or the United States.
- d) In cases of match penalties, the player or coach must sit for 30 days or until a formal hearing is held, either at the tournament, or at home. If the tournament committee reviews the penalty during the tournament and changes it, it must be written on the score sheet and a copy provided to the CAHA Youth and Disputes Committees within 48 hours of returning home.
- e) If the Canadian rule is more stringent in Canada, the team must abide by those rules as well as the rules in this section.
- f) Coaches have the responsibility to see that all Canadian penalties are served properly.

13.0 PLAYERS and TEAMS

13.1 **Recruitment:** Recruitment is defined as the open solicitation and/or direct contact by coaches, team officials, association officials, or players, by mail, email, and/or telephone, of players currently registered with another association except as explicitly allowed by USA Hockey.

- a) CAHA prohibits anyone from offering or providing financial incentives to any player as an inducement to join any team that is not offered to all players.

13.2 **Dual Participation for Women's Teams:** Dual participation is allowed by CAHA for all women's players wishing to play men's adult/senior and college ONLY. A player may only play on one women's team competing for a District and/or National Championship.

13.3 **Invitational Tournaments:** All teams participating in invitational tournaments must provide a tournament roster to the appropriate USA Hockey Associate Registrar 14 days prior to the start of the tournament.

13.4 **Ineligible Players:** Any team that allows an ineligible player to participate in a game may forfeit the game following a hearing. A forfeited game shall be recorded as a 1-0 win for the opposing team.

- a) Following a hearing, any coach who is found to have knowingly played an ineligible player shall be suspended from coaching.

13.5 **Travel Permits:** USA Hockey ice hockey teams traveling to Canada to play games against Hockey Canada teams must obtain a Canadian/USA Hockey Travel Permit. This permit is available from your appropriate registrar or his/her designee.

14.0 CODE OF CONDUCT

- 14.1 **Player’s Code of Conduct:** Play for fun. Work hard to improve your skills. Be a team player – get along with your teammates. Learn teamwork, sportsmanship, and discipline. Be on time. Learn the rules and play by them. Always be a good sport. Respect your coach, your teammates, opponents, and officials. Never argue with an official’s decision.
- 14.2 **Coach’s Code of Conduct:** Winning is a consideration, but not the only one, nor the most important one. Care more about the player than winning the game. Remember, players are involved in hockey for fun and enjoyment. Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players. Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don’t yell at players. Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics. Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques, and strategies of hockey; encourage all your players to be team players. Maintain an open line of communication with your players. Explain the goals and objectives of your association. Be concerned with the overall development of your players. Stress good health habits and clean living. To play the game is great but to love the game is greater.
- 14.3 **Administrator’s Code of Conduct:** Follow the rules and regulations of USA Hockey and your association to ensure that the association’s philosophy and objectives are enhanced. Support programs that train and educate players, coaches, officials, and volunteers. Promote and publicize your programs; seek out financial support when possible. Communicate with players by holding player orientation meetings as well as by being available to answer questions and address problems throughout the season. Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship. Recruit volunteers, including coaches, who demonstrate qualities conducive to being role models. Encourage coaches and officials to attend USA Hockey clinics and advise your board members of the necessity for their training sessions. Make every possible attempt to provide everyone, at all skill levels, with a place to play. Read and be familiar with the contents of the USA Hockey Annual Guide and USA Hockey’s official playing rules. Develop other administrators to advance to positions in your association, perhaps even your own.

15.0 CONFLICT OF INTEREST POLICY

- 15.1 It is in the best interest of San Diego Heartbreakers to be aware of and properly manage all conflicts of interest. This **Conflict-of-Interest Policy** is designed to help board members, staff and volunteers of the San Diego heartbreakers identify situations that present possible conflicts of interest and to provide the San Diego Heartbreakers with a procedure whereby such potential conflicts may be reviewed by an appropriate party when necessary. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.
- 15.2 1. **Conflicts of Interest Defined.** In this Policy, a person with a conflict of interest is referred to as an “Interested Person.” For purposes of this Policy, the following circumstances shall be deemed to create a Conflict of Interest:
- a) A director, officer, staff, or volunteer, including a board member (or family member of any of the foregoing) is a party to a contract, or involved in a transaction with the San Diego Heartbreakers for goods or services.
 - b) A director, officer, staff, or volunteer, (or a family member of any of the foregoing) has a material financial interest in a transaction between the San Diego Heartbreakers and an entity in which the director, officer, staff or volunteer, or a family member of the foregoing, is a director, officer, agent, partner, associate, employee, trustee, personal representative, receiver, guardian, custodian, or other legal representative.
 - c) A director, officer, employee, or volunteer, (or a family member of the foregoing) is engaged in some capacity or has a material financial interest in a business or enterprise that competes with the San Diego Heartbreakers.

Other situations may create the appearance of a conflict or present a duality of interests in connection with a person who has influence over the activities or finances of the San Diego Heartbreakers. All such circumstances should be disclosed to the board or staff, as appropriate, and a decision made as to what course of action the organization or individuals should take so that the best interests of the San Diego Heartbreakers are not compromised by the personal interests of stakeholders in the organization.

Gifts, Gratuities and Entertainment. Accepting gifts, entertainment or other favors from individuals or entities can also result in a conflict or duality of interest when the party providing the gift/entertainment/favor does so under circumstances where it might be inferred that such action was intended to influence or possibly would influence the interested person in the performance of his or her duties. This does not preclude the acceptance of items of nominal or insignificant value or entertainment of nominal or insignificant value which are not related to any particular transaction or activity of the San Diego Heartbreakers.

15.3 2. **Definitions.**

- a) A "Conflict of Interest" is any circumstance described in Part 1 of this Policy.
- b) An "Interested Person" is any person serving as an officer, member of the Board of Directors, staff or volunteer of the San Diego Heartbreakers or a major donor to the San Diego Heartbreakers or anyone else who is in a position of control over the San Diego Heartbreakers who has a personal interest that conflicts with the interests of the San Diego Heartbreakers.

A "Family Member" is a spouse, parent, child or spouse of a child, brother, sister, or spouse of a
- c) brother or sister, of an Interested Person.

A "Material Financial Interest" in an entity is a financial interest of any kind, which, in view of
- d) all the circumstances, is substantial enough that it would, or reasonably could, affect an Interested Person's or Family Member's judgment with respect to transactions to which the entity is a party.

A "Contract or Transaction" is any agreement or relationship involving the sale or purchase of
- e) goods or services, the providing or receipt of a loan or grant, the establishment of any other type of financial relationship, or the exercise of control over another organization. The making of a gift to the San Diego Heartbreakers is not a Contract or Transaction.

15.4 3. **Procedures.**

- a) Prior to board or committee action on a Contract or Transaction involving a Conflict of Interest, a director or committee member having a Conflict of Interest and who attends the meeting shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting. If board members are aware that staff or other volunteers have a conflict of interest, relevant facts should be disclosed by the board member or by the interested person him/herself if invited to the board meeting as a guest for purposes of disclosure.

A director or committee member who plans not to attend a meeting at which he or she has
- b) reason to believe that the board or committee will act on a matter in which the person has a Conflict of Interest shall disclose to the chair of the meeting all facts material to the Conflict of Interest. The chair shall report the disclosure at the meeting and the disclosure shall be reflected in the minutes of the meeting.

A person who has a Conflict of Interest shall not participate in or be permitted to hear the
- c) board's or committee's discussion of the matter except to disclose material facts and to respond to questions. Such person shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting

- d) A person who has a Conflict of Interest with respect to a Contract or Transaction that will be voted on at a meeting shall not be counted in determining the presence of a quorum for purposes of the vote.

- e) The person having a conflict of interest may not vote on the Contract or Transaction and shall not be present in the meeting room when the vote is taken unless the vote is by secret ballot. Such person's ineligibility to vote shall be reflected in the minutes of the meeting. For purposes of this paragraph, a member of the Board of Directors of the San Diego Heartbreakers has a Conflict of Interest when he or she stands for election as an officer or for re-election as a member of the Board of Directors.

- f) Interested Persons who are not members of the Board of Directors of the San Diego Heartbreakers, or who have a Conflict of Interest with respect to a Contract or Transaction that is not the subject of Board or committee action, shall disclose to the Chair, or the Chair's designee, any Conflict of Interest that such Interested Person has with respect to a Contract or Transaction. Such disclosure shall be made as soon as the Conflict of Interest is known to the Interested Person. The Interested Person shall refrain from any action that may affect the San Diego Heartbreakers participation in such Contract or Transaction.

In the event it is not entirely clear that a Conflict of Interest exists, the individual with the potential conflict shall disclose the circumstances to the Chair or the Chair's designee, who shall determine whether full board discussion is warranted or whether there exists a Conflict of Interest that is subject to this policy.

15.5 **Confidentiality.**

Each director, officer, employee, and volunteer shall exercise care not to disclose confidential information acquired in connection with disclosures of conflicts of interest or potential conflicts, which might be averse to the interests of the San Diego Heartbreakers. Furthermore, directors, officers, employees, and volunteers shall not disclose or use information relating to the business of the San Diego Heartbreakers for their personal profit or advantage or the personal profit or advantage of their Family Member(s).

15.6 **Administration of Policy.**

Each board member, staff and volunteer shall be provided with and asked to review a copy of this Policy and to acknowledge in writing that he or she has done so.

- a) Annually each director, officer, employee, and volunteer shall complete a disclosure form identifying any relationships, positions or circumstances in which he or she is involved that he or she believes could contribute to a Conflict of Interest.
- b) This policy shall be reviewed annually by each member of the Board of Directors. Any changes to the policy shall be communicated to all staff and volunteers.

15.7 **Acknowledgement of Conflict-of-Interest Policy.**

The undersigned hereby acknowledges that he or she has read the Pacific District Conflict of Interest Policy, has had an opportunity to ask any questions that he or she may have about the policy, and understands and agrees to comply with the policy.

15.8 **Adopted:** May 20, 2013