



CODE OF CONDUCT

Effective as of

March 1, 2023

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1. Purpose

- 1.1. The purpose of this Code is to ensure a safe and positive environment within the programs, activities, and events of Speed Skating Canada (“SSC”) and its Members by making all Participants in speed skating aware that there is an expectation, at all times, of appropriate behaviour consistent with SSC’s core values, mission and policies.
- 1.2. SSC, its Members and Participants support equal opportunity, prohibit discriminatory practices, and are committed to providing an environment in which individuals can safely participate in sport and are treated with respect and fairness.

2. Application

- 2.1. All individuals participating in speed skating activities (“Participants”) in Canada or on behalf of Canada outside of Canada commit themselves to conducting themselves to the standards outlined in this Code of Conduct.
- 2.2. This Code applies to the conduct of all Participants during the business, activities, and events of SSC and its Members including, but not limited to competitions, practices, evaluations, treatment, or consultations (e.g., massage therapy), training camps, travel associated with organizational activities, the office environment, and any meetings.
- 2.3. This Code also applies to Participants’ conduct outside of the business, activities, and events of SSC and its Members when such conduct adversely affects the organization’s relationships (and the work and sport environment) or is detrimental to the image and reputation of SSC or a Member. Applicability will be determined by SSC, at its sole discretion.
- 2.4. This Code applies to Participants active in the sport or who have retired from the sport where any claim regarding a potential breach of this Code occurred when the Participant was active in the sport.
- 2.5. SSC has adopted the [Universal Code of Conduct to Prevent and Address Maltreatment in Sport \(“UCCMS”\)](#), as amended from time to time, which shall be incorporated into this Code by reference as if set out in full herein. Any modifications or amendments made to the UCCMS by the Sport Dispute Resolution Centre of Canada (“SDRCC”) shall come into effect immediately upon their adoption by the SDRCC and automatically without the need for any further action by SSC.
- 2.6. SSC has designated specific Participants within the NSO as UCCMS Participants. This includes National and NextGen team athletes and training partners; National Program coaches and staff members; and Speed Skating Canada staff and board members.

- 2.7. It is important to note that the Code applies to all Members and Participants, **but not all Participants are UCCMS Participants** and subject to the Office of the Sport Integrity Commissioner (“OSIC”) Process.

3. Definitions

- 3.1. The terms used in this Code are as defined in Appendix A.

4. Prohibited Behaviours


- 4.1. All Participants must refrain from any behaviour that constitutes a Prohibited Behaviour as defined by the UCCMS and the Code.
- 4.2. Participants are responsible for knowing what actions or behaviours constitute Prohibited Behaviours and Maltreatment.
- 4.3. Prohibited Behaviours under the UCCMS include, but are not limited to:
- a) Physical Maltreatment
 - b) Psychological Maltreatment
 - c) Neglect
 - d) Sexual Maltreatment
 - e) Grooming
 - f) Boundary Transgressions
 - g) Discrimination
 - h) Failing to Report
 - i) Aiding and Abetting
 - j) Retaliation
 - k) Interference with or Manipulation of Process
 - l) False Reports
- 4.4. In addition to the Prohibited Behaviours as defined by the UCCMS, this Code sets out other expected standards of behaviour and conduct for all Participants and any failure to respect these expected standards of behaviour by a Participant may constitute a breach of this Code.

5. Responsibilities

Participants have a responsibility to and shall:

Best Conduct

- 5.1. Comply, at all times, with the bylaws, policies, procedures, rules, and regulations of SSC, its Members as applicable, and as adopted and amended from time to time.

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- 5.2. Refrain from any behaviour that constitutes Maltreatment and Prohibited Behaviour under this Code and the UCCMS.
 - 5.3. Conduct themselves in a manner consistent with the True Sport principles.
 - 5.4. Maintain and enhance the dignity and self-esteem of Participants (including themselves) by:
 - a) Treating each other with the highest standards of respect and integrity;
 - b) Focusing comments or criticism appropriately and respectfully of athletes, coaches, officials, organizers, volunteers, employees, or other Participants;
 - c) Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct;
 - d) Ensuring adherence to the rules of the sport and the spirit of those rules;
 - e) Consistently treating individuals fairly and reasonably; and,
 - f) Acting, safely and when appropriate, to correct or prevent practices that are in breach of this Code.
 - 5.5. Not use one's power, position or authority to coerce another individual or organization to engage in inappropriate activities.

Anti-Doping¹

- 5.6. Respect any sanction imposed on a Participant as a result of a breach of the [Canadian Anti-Doping Program](#) or any other applicable Anti-Doping Rules.
- 5.7. Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods.
- 5.8. Adopt and adhere to the Canadian Anti-Doping Program (an infraction of which shall be an infraction of this Code).
- 5.9. Refrain from associating with any person coaching, training, competing, instructing, administering, managing training or athletic development, who is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES).
- 5.10. Cooperate with any Anti-Doping agency that is conducting an investigation into any anti-doping rule violation(s) and refrain from any offensive conduct toward a Doping

¹ Any capitalized terms used in this Anti-Doping section shall, unless the context requires otherwise, have the meanings ascribed to them in the Definitions section of the Canadian Anti-Doping Program.

Control official or other individual involved in Doping Control, whether or not such conduct constitutes Tampering as defined in the Canadian Anti-Doping Program.

Safe and Healthy Training and Competing

- 5.11. Train and compete and support others to train and compete only when it is healthy and safe to do so.
- 5.12. Refrain from engaging in deliberate behaviour which is intended to manipulate the outcome of a competition and/or not offer, receive, or refrain from offering or receiving any benefit which is intended to manipulate the outcome of a competition. A benefit includes the direct or indirect receipt of money or anything else of value, including, but not limited to, bribes, gains, gifts, preferential treatment, and other advantages.
- 5.13. Refrain from consuming alcohol, cannabis, or recreational drugs while participating in a training program, activity or event of SSC or a Member².
- 5.14. In the case of adults, consume alcohol and cannabis responsibly where and when lawful to do so, and only in adult-oriented social situations.

Respecting the Property and Reputation of Others

- 5.15. Respect the property of others and not willfully or recklessly cause damage.
- 5.16. Promote speed skating and sport generally, and its participants, in the most constructive and positive manner possible.

Responding to Poor Conduct

- 5.17. Avoid public criticism of athletes, coaches, officials, organizers, volunteers, employees, SSC and its Members.
- 5.18. Address comments or criticism in a constructive fashion to the appropriate person with responsibility in speed skating for that field of activity.
- 5.19. Report to the appropriate person all instances of behaviour by others that can reasonably be interpreted as:
 - a) Constituting Harassment, Workplace Harassment, Sexual Harassment, Workplace Violence, or Discrimination; or,
 - b) A breach of the rules of the sport or the spirit of those rules.

² Note that consumption of cannabis and alcohol may be subject to CCES anti-doping rules.

Adhering to Legal Obligations

- 5.20. Adhere to all federal, provincial/territorial, municipal and host country laws in activities involving SSC, its Members, and Participants.
- 5.21. When driving or when a passenger in a private vehicle:
- a) Do not allow an individual to drive without a valid driver's license and all insurance required by law; and,
 - b) Do not allow an individual whose judgment or ability is impaired by alcohol, cannabis, illegal drugs or other reason to drive.
- 5.22. Refrain from exercising care or supervision of minors while judgment or ability is impaired by alcohol, cannabis or illegal drugs.
- 5.23. Report to the appropriate person any ongoing criminal investigation, conviction, or existing bail conditions involving a Participant of a nature that would bear on that Participant's adherence to this Code of Conduct.

Further Specific Duties

- 5.24. Appendix B sets out further specific duties for:
- a) Provincial and Territorial Sport Organizations and Clubs
 - b) Directors, Committee Members and Staff
 - c) Coaches
 - d) Athletes
 - e) Officials
 - f) Parents/Guardians and Spectators

6. Retaliation, Retribution or Reprisal

- 6.1. It is a breach of this Code of Conduct for any Participant to engage in any act that threatens or seeks to intimidate another individual with the intent of discouraging that Participant from filing, in good faith, a complaint pursuant to any SSC policy. It is also a breach of this Code of Conduct for a Participant to file a complaint for the purpose of retaliation, retribution or reprisal against any other Participant. Any Participant found to be in breach of this section shall be liable for the costs related to the disciplinary process required to establish such a breach.

7. Governance

Approval & Review

- 7.1 The SSC Board of Directors will review and/or revise this Code as new information becomes available and, at a minimum, once every three (3) years. Any significant policy



amendments must be approved by the SSC Board of Directors.

7.2 This Code was approved by the SSC Board of Directors on December 5, 2022.

7.3 This Code was last reviewed by the SSC Board of Directors on December 5, 2022.

Language

7.4 SSC policies are published in both English and French. In the case of conflicting interpretations, the English version will prevail.

Related Policies

7.5 SSC's full policy suite is accessible on the [Speed Skating Canada website](#).




APPENDICES

APPENDIX A: DEFINITIONS

Terms in this Code are defined as follows:

- a) *“Bullying”* – Offensive behaviour and/or abusive treatment of a Participant that typically, but not always, involves an abuse of power.
- b) *“Discrimination”* – As defined in the UCCMS.
- c) *“Event”* – An event sanctioned by the NSO or a Member, and which may include a social Event.
- d) *“Harassment”* – A course of vexatious comment or conduct against a Participant or group, which is known or ought reasonably to be known to be unwelcome.
- e) *“Members”* – Includes Provincial/Territorial Organizations (PTSOs).
- f) *“NSO”* – Speed Skating Canada.
- g) *“OSIC”* – Office of the Sport Integrity Commissioner, an independent division of the SDRCC which comprises the functions of the Sport Integrity Commissioner.
- h) *“Participant(s)”* – Refers to all categories of Members and/or Registrants defined in the By-laws of SSC and in the By-laws of a Member, as well as all people employed by, contracted by, or engaged in activities with SSC and/or a Member including without limitation athletes, coaches, officials, volunteers, administrators, directors, employees, trainers, parents, spectators, etc.
- i) *“Person in Authority”* – An individual who holds a position of authority within SSC or its Members including, but not limited to, coaches, managers, support personnel, chaperones, and Directors.
- j) *“Power Imbalance”* – As defined in the UCCMS.
- k) *“Sexual Harassment”* – Types of behaviour that constitute Sexual Harassment include, but are not limited to:
 - i. Sexist jokes;
 - ii. Threats, punishment, or denial of a benefit for refusing a sexual advance;
 - iii. Offering a benefit in exchange for a sexual favour;
 - iv. Demanding hugs;
 - v. Bragging about sexual ability;
 - vi. Leering (persistent sexual staring);
 - vii. Sexual assault;

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- viii. Display of sexually offensive material;
 - ix. Distributing sexually explicit messages or attachments such as pictures or video files;
 - x. Sexually degrading words used to describe a Participant;
 - xi. Unwelcome inquiries into or comments about a Participant's gender identity or physical appearance;
 - xii. Inquiries or comments about a Participant's sex life;
 - xiii. Persistent, unwanted attention after a consensual relationship ends;
 - xiv. Persistent, unwelcome sexual flirtations, advances, comments or propositions; and,
 - xv. Persistent unwanted contact.

l) *"UCCMS"* – Universal Code of Conduct to Prevent and Address Maltreatment in Sport, as amended from time to time by the SDRCC.

m) *"UCCMS Participant"* – A Participant affiliated with the NSO who has been a) designated by the NSO and b) who has signed the required consent form. UCCMS Participants may include an athlete, a coach, an official, an Integrated Support Team member, an employee, a contractual worker, an administrator, or a volunteer acting on behalf of, or representing the NSO in any capacity.


n) *"Vulnerable Participant"* – As defined in the UCCMS.

o) *"Workplace"* – Any place where business or work-related activities are conducted. Workplaces include but are not limited to:

- i. Any office of SSC or a Member;
- ii. Any training venue of SSC or a Member;
- iii. Any work-related social functions;
- iv. Any work assignments outside offices or training venues;
- v. Any work-related travel, including the accommodation, dining and social environment when working, training, or competing away from the regular setting;
- vi. The training and competition environment; and,
- vii. Work-related conferences or training sessions.

p) *"Workplace Harassment"* – A course of vexatious comment or conduct against an individual in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:

- i. Bullying;
- ii. Workplace pranks, vandalism, bullying or hazing;
- iii. Repeated offensive or intimidating phone calls or emails;

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- iv. Inappropriate sexual touching, advances, suggestions or requests;
 - v. Displaying or circulating offensive pictures, photographs or materials in printed or electronic form;
 - vi. Psychological abuse;
 - vii. Excluding or ignoring someone, including persistent exclusion of a person from work-related social gatherings;
 - viii. Deliberately withholding information that would enable a person to do his or her job, perform or train;
 - ix. Sabotaging someone else's work or performance;
 - x. Gossiping or spreading malicious rumours;
 - xi. Intimidating words or conduct (offensive jokes or innuendos); and,
 - xii. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.

q) "*Workplace Violence*" – Types of behaviour that constitute Workplace Violence include, but are not limited to:

- i. Verbal or written threats to attack;
- ii. Sending to or leaving threatening notes or emails;
- iii. Physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, or throwing objects;
- iv. Wielding a weapon in a Workplace;
- v. Hitting, pinching or unwanted touching which is not accidental;
- vi. Dangerous or threatening horseplay;
- vii. Physical restraint or confinement;
- viii. Blatant or intentional disregard for the safety or wellbeing of others;
- ix. Blocking normal movement or physical interference, with or without the use of equipment;
- x. Sexual violence; and,
- xi. Any attempt to engage in the type of conduct outlined above.

APPENDIX B: FURTHER SPECIFIC RESPONSIBILITIES

- 1.1. For illustration and guidance in ensuring compliance with the letter and spirit of the UCCMS and this Code and for the benefit of any person conducting an investigation or making a decision upon an allegation concerning an alleged breach of this Code, additional information on further specific responsibilities of Participants in certain roles is provided below.
- 1.2. The responsibilities of Participants below are in addition to or elaboration upon, and not in derogation of, the general duties under the UCCMS and the Code.
- 1.3. Those Participants who are employees of SSC or a Member may be under obligations to adhere to additional workplace rules, guidelines, policies, or expectations. The following does not replace or derogate from those.
- 1.4. For the purposes of assessing whether a breach of the Code has occurred, the following forms part of this Code.

Provincial and Territorial Sport Organizations and Clubs

- 1.5. Provincial and Territorial Sport Organizations (PTSOs) and Clubs have additional responsibilities to:
 - a) Adhere to SSC's governing documents and policies, and align their own governing documents and policies with SSC's Code of Conduct.
 - b) Pay all required dues and fees by the prescribed deadlines.
 - c) Ensure that all athletes, coaches and officials participating in sanctioned competitions and events of SSC or its Members hold an active membership and are in good standing.
 - d) Comply with the *Screening Policy*.
 - e) Act as an ambassador of healthy and safe sport environments.
 - f) Respect and promote the rights of all participants in sport.
 - g) Ensure that all administrators act openly, impartially, professionally, lawfully, and in good faith.
 - h) Ensure that any possible or actual misconduct is investigated promptly and thoroughly.
 - i) Impose appropriate disciplinary or corrective measures when misconduct has been substantiated.
 - j) Implement any decisions and disciplinary sanctions imposed pursuant to SSC, any PTSO or Club's discipline process.

- k) Advise SSC immediately of any situation where a complainant has publicized a complaint in the media (including social media).

Directors, Committee Members and Staff

- 1.6. Directors, Committee Members, and Staff of SSC and its Members have additional responsibilities to:
- a) Act honestly, with integrity and in good faith, conducting themselves in a manner consistent with the nature and responsibility of the business, adhering to the Code of Conduct, and in the best interests of SSC or its Member, as the case may be, above any other interests.
 - b) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to applicable laws.
 - c) Function primarily as a Director or Committee Member or Staff Member of SSC or a Member (as applicable); not as a representative of any other Member, constituency or stakeholder group.
 - d) Ensure that financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities.
 - e) Comply with the *Screening Policy*.
 - f) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism.
 - g) Behave with decorum appropriate to both circumstance and position.
 - h) Respect the confidentiality appropriate to issues of a sensitive nature.
 - i) Respect and support the decisions of the majority and resign if unable to do so.
 - j) Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings.
 - k) Have a thorough knowledge and understanding of all governance documents.

Coaches and Integrated Support Team

- 1.7. Coaches and Integrated Support Team (IST) at any level have additional responsibilities to:
- a) Recognize that the coach/IST-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete.
 - b) Understand and respect the inherent power imbalance that exists in the coach/IST-athlete relationship and be extremely careful not to abuse it, consciously or unconsciously.
 - c) Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes.
 - d) Act in the best interest of the athlete's development as a whole person.
 - e) Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes.

- f) Avoid compromising the present and future health of athletes and, in the case of high performance athletes, by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological needs.
- g) Support the coaching staff of a training camp, provincial team, or national team, should an athlete qualify for participation in one of these programs.
- h) Accept and promote athletes' personal goals and refer athletes to other coaches and sports specialists as appropriate.
- i) Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete.
- j) Comply with the *Screening Policy*.
- k) Report any ongoing criminal investigation, conviction, or existing bail conditions to SSC or a Member, as applicable, of a nature that would bear on that Participant's adherence to this Code of Conduct or these additional responsibilities, including those for violence, child pornography, or possession, use, or sale of any illegal substance.
- l) Under no circumstances provide, promote, or condone:
 - i. the use of drugs (other than properly prescribed medications);
 - ii. the use of performance-enhancing substances or methods; or,
 - iii. in the case of minors, alcohol, cannabis, and/or tobacco.
- m) Respect athletes competing with other clubs, provinces, territories or international teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless after first receiving approval from the coaches who are responsible for the athletes.
- n) Comply with the *Conflict of Interest Policy*.
- o) Not engage in an intimate or romantic relationship with an athlete of any age in which the coach/IST member is in a position of trust or authority.
- p) Respect and promote the rights of all participants in sport.
- q) Respect the athlete's right to confidentiality (privacy), informed participation, and fair and reasonable treatment.
- r) Respect and promote the rights of Participants who are in a vulnerable or dependent position and less able to protect their own rights.
- s) Dress professionally and use appropriate language.

Athletes

- 1.8. Athletes have additional responsibilities to:
- a) Adhere to the athlete's Athlete Agreement (if applicable) and any training centre or other local statement of expectations or conduct.
 - b) Report any medical problems in a timely fashion, when such problems may limit their ability to travel, train, or compete.
 - c) Participate and appear on-time and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, and events.

- d) Conduct themselves in a manner consistent with the True Sport principles, including acting with positive sporting conduct to all involved in the competition or training activity.
- e) Refrain from the display of violence, foul language, or gestures to other athletes, officials, coaches, or spectators.
- f) Properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other reason.
- g) Adhere to the rules of the competition or the training environment, including any rules and requirements regarding clothing and equipment.
- h) Dress to represent the sport, their team, and themselves well and with professionalism.
- i) Act in accordance with applicable policies and procedures and, when applicable, additional rules as outlined by coaches or managers.

Officials

- 1.9. Officials have additional responsibilities to:
- a) Act openly, impartially, professionally, lawfully, and in good faith.
 - b) Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others.
 - c) Refrain from the display of violence, foul language, or gestures to athletes, other officials, coaches, or spectators.
 - d) Maintain and update their knowledge of the rules and rule changes and adhere to those rules presently in effect.
 - e) Not publicly criticize other officials, athletes, or competition organizers.
 - f) Provide constructive feedback on the conduct of fellow officials, of meet organizers, and on the matter of the development of improved rules and organization of competitions.
 - g) Work within the boundaries of their position's description while supporting the work of other officials.
 - h) Act as an ambassador of speed skating.
 - i) Take ownership of actions and decisions made while officiating.
 - j) Respect the rights, dignity, and worth of all Participants.
 - k) Respect confidentiality required by issues of a sensitive nature, and specific information or data about Participants.
 - l) Comply with the *Screening Policy*.
 - m) Comply with the *Conflict of Interest Policy*.
 - n) Honour all assignments unless unable to do so by virtue of illness or personal emergency and, in these cases, inform the assignor or organization at the earliest possible time.
 - o) When writing reports, set out the actual facts.
 - p) Dress in proper attire for officiating.



Parents/Guardians and Spectators

- 1.10. Parents/guardians, other family members and all spectators at events will:
- a) Encourage athletes to compete within the rules and to resolve conflicts without resorting to hostility or violence.
 - b) Support all efforts to remove verbal and physical abuse, coercion, intimidation, and sarcasm from speed skating.
 - c) Never ridicule a Participant for making a mistake during a performance or practice.
 - d) Provide positive comments that motivate and encourage Participants' continued effort.
 - e) Respect the decisions and judgements of officials and encourage athletes to do the same.
 - f) Never question an official's or staff member's good intentions or honesty.
 - g) Respect and show appreciation to all competitors, and to the coaches, officials, meet organizers and other volunteers.
 - h) Not harass competitors, coaches, officials, parents/guardians, or other spectators.
 - i) Never interfere with the competition.