



# **Touch Football Ontario Policy and Procedure Manual**

## **ACKNOWLEDGEMENTS**

This Manual was created by the Touch Management Group in conjunction with the Touch Football Ontario Executive in 1993. This current manual has been modified and edited from the original manual which was accepted and passed by the Touch Football Ontario Board of Directors in 1995.

This current Policy and Procedure Manual was accepted in principle as the current base document that directs and steers Touch Football Ontario with regards to Touch Football operations as per the Trillium Tour.

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## **INTRODUCTION**

Touch Football Ontario is the sport's governing body for amateur touch football in Ontario.

This manual is intended to ensure that administrative and professional standards are maintained at Trillium Tournaments and provide minimum standards for these tournaments. These standards, governed by this manual, are the responsibility of the Touch Football Ontario Executive.

Each Team Manager, Player or Official may encounter a unique problem or unique set of problems not covered in this manual. In this case, the manual is flexible and may be amended to cover the new area with the agreement of the Touch Football Ontario Executive.

The Touch Football Ontario Executive is responsible for the interpretation of this Policy and Procedure Manual and will rule on any policies or procedures not specifically covered in this manual.

The Policy and Procedure Manual has also been prepared to assist Team managers in organizing and preparing their team to enter into the Trillium Tournaments as well as the Provincial and National Championships. The implementation of this manual and the enforcement there of shall be the responsibility of the Touch Football Ontario Executive.

## **SECTION A – TOUCH FOOTBALL ONTARIO EXECUTIVE**

### **1. Composition of the Touch Football Ontario Executive**

Touch Football Ontario is a non-profit corporation with an Executive structure to represent the different regions of the Province as well as a representation of both the Men's and Women's Divisions.

Members of the Executive oversee and manage the operation of Touch Football Ontario, and are the sole voting delegates with regards to the operation of the Trillium Tournaments and The Touch Football Ontario Policy and Procedure Manual.

The Executive will meet on a minimum of once yearly for the Annual General Meeting to discuss the operation, structure, and financial status of Touch Football Ontario. In addition any other current issues and additions or deletions to the Policy and Procedure Manual are deliberated.

Should a voting situation arise where there is a tie, the President shall have the deciding vote.

The current structure of the Touch Football Ontario Executive consists of the below positions. As some of the positions may not require extensive duties on a year to year basis an Executive member may hold several different positions simultaneously where necessary, however they would only retain one vote for voting purposes.

- President Touch Football Ontario
- Men's Committee Chairperson
- Women's Committee Chairperson
- Discipline Committee Chairperson
- Financial Officer
- Tournament Registrar
- Tournament Chairperson

## **2. Composition of Touch Football Ontario Sub Committees**

Some Executive positions require Sub Committees to assist them in their yearly operations of the responsibilities.

Where a Sub Committee is used it is the responsibility of the Executive in question to form that committee with the appropriate number of members to produce the desired results.

All Sub Committee should take in consideration the location and participation level of its members to provide a true representation of Touch Football Ontario.

## **SECTION B – TRILLIUM TOURNAMENTS**

### **1. Objectives for Trillium Tournaments (General & Specific)**

#### *General*

To instill in all participants a need for fitness and a desire for increased competitive activity.

To build strong, lasting friendship amongst players and teams all within a competitive atmosphere.

#### *Specific*

- a. To establish conditions conducive to the safety and enjoyment of all participants.
- b. To improve the calibre of the game of touch football by upgrading the players, coaches and officials.
- c. To increase participation at all levels of Touch Football throughout Ontario, for both players and administrators.
- d. To achieve high standards of moral development and citizenship through participation in Touch Football Ontario programs.
- e. To provide an opportunity for team from across Ontario (and nationally) to participate in well-organized tournaments, within a competitive atmosphere.
- f. To support the development of new teams and their participation in Touch Football Ontario programs.
- g. To assist in developing public awareness of the need for fitness and participation in competitive activities.
- h. To promote Touch Football Ontario and its member Associations.
- i. To provide an avenue for participation at a level higher than and separate from league competition, including the Provincial and National Championships.
- j. To provide guidelines and direction to ensure the smooth operation of each event administrated by Touch Football Ontario



## **SECTION B – TRILLIUM TOURNAMENTS**

### **2. Team and Player Eligibility for Trillium Tournaments**

Competitive teams are defined as teams that participate in more than one (1) tournament, and as such are subject to a \$30.00 per player membership fee, with a minimum of 15 players.

Recreational teams are defined as teams that participate in no more than one (1) tournament. These teams are subject to an annual team membership fee of \$150.00. Recreational team may apply to Touch Football Ontario to attend one (1) additional tournament at the discretion of Touch Football Ontario.

#### **A. Team Eligibility Requirements**

In order for a team to qualify for Trillium Tournaments, the team must be registered by the deadline date with Touch Football Ontario, and they must be a registered team in good standing with a Touch Football Ontario member League.

Participating teams must meet all of the following criteria in order to be eligible for Trillium Tournaments.

- a. The team must be registered with a sanctioned League with Touch Football Ontario (a team may apply to Touch Football Ontario for special exemption)
- b. The team must only contain players from its League Registered Roster
- c. The team must be properly and completely registered with Touch Football Ontario
- d. The Team Manager must register and pay for Trillium Tournaments via the online registration, by the scheduled deadline date
- e. The Team Manager must register his roster via the online registration which will include the name, jersey number, address, telephone, email and date of birth for each and every player
- f. The Team must pay a Player Registration Fee where applicable for all players prior to participation

*Note: Exception to Team Eligibility Requirements*

*In an effort to increase participation, Touch Football Ontario, at their, discretion will permit two teams to merge together and compete at Trillium Tournaments should the following conditions be met.*

- a. The merger must only consist of two teams from the same League or Association approved by that League or Associations President.*
- b. The merged team must be registered under the name of one of the two teams involved and must further identify by name the other in parenthesis*
- c. Both teams involved in the merger must be new to Trillium Tournaments, with neither having competed in any tournaments the previous year (unless granted special exemption by Touch Football Ontario)*
- d. The merged team will only be granted to participate at Trillium Tournaments for a period of one (1) year (unless granted special exemption by Touch Football Ontario)*
- e. All players must be registered to one of the two teams within their respective League or Association*
- f. All teams are subject to the ranking procedure governed by both the Men's and Women's Committees*
- g. All other Team Eligibility Requirements must be met*

## **B. Player Eligibility Requirements**

Players must meet all of the following criteria in order to be eligible for Trillium Tournaments

- a. The players must be registered on a team which has fulfilled all of the above Team Eligibility Requirements
- b. The players must be register with Touch Football Ontario via the online registration prior to the deadline date of three days prior to the respective Trillium Tour Tournament.
- c. The player must only be on one Trillium Tournament Roster at any given time
- d. The player must be on the League Roster of the Team participating in the Trillium Tour Tournament

- e. The Player is not permitted to be on the roster of any Trillium Tournament Team that he participates against in League play.

### C. Player Transfers

Players are permitted to transfer from one team to another during a current year up to August 1st, when all Tournament Rosters are frozen.

For the purpose of player transfers, a player is deemed to be on the team for which he / she played when the rosters were frozen on August 1st of the previous year

Players, who transfer to another team at the beginning of a new season, or during the current season up to and including the third Trillium Tournament, will be permitted to return to their previous team commencing from the Fourth Trillium Tournament.

A player who transfers from their current team after the third Trillium Tournament will not be allowed to return to their previous team until after the third Trillium Tournament in the following year. (This is to prevent teams from stacking their roster for the Provincial and National Championships with players from teams that do not participate.) They will however be permit to transfer to another team up to August 1st when the rosters are frozen.

## **SECTION B – TRILLIUM TOURNAMENTS**

### **3. Policies and Procedures for Trillium Tournaments**

#### **A. General Policy and Procedures**

All Trillium Tournaments will operate under this Policy and Procedure Manual.

- a. Touch Football Ontario shall publish the results of each Trillium Tournament within 5 days of the completion of the said Tournament.
- b. Any changes to the Tournament schedule or field changes will be done through the Touch Football Ontario web site prior to the scheduled Tournament.
- c. Any changes made while the Tournament is in operation will be sent out to the Team Mangers via mytournament.ca Registration as well as being post on the Touch Football Ontario web site.

All draw formats will be approved and published by Touch Football Ontario.

Each Trillium Tournament will guarantee each team in every Tier a minimum of three games.

Where possible a Round Robin Format will be used for the first round of play in each Tier

- a. Teams may register a maximum of 21 players on their Trillium Tournament Roster

All team members are required to wear a numbered jersey of matching colour. Failure to comply may result in a team fine. Should opposing teams have identical colours, the winner of the coin toss by the referee at the start of the game will have choice of jersey colour in addition to choice to kick, receive, defend and end, or defer the choice.

Personal eligibility exceptions, such as injury, can be appealed in writing, to the Men's or Women's Committee, complete with medical or other documentation, at least fourteen (14) days prior to the Tournament.

Teams must abide by all Touch Football Ontario due dates. All dates for entry fees are firm. All Trillium Tournament entry fees must be received by Touch Football Ontario by the established due date and time. Teams submitting late entry fees cannot be guaranteed entry into the tournament.

Once a team has registered for a Trillium Tournament and then fails to meet their financial obligation by paying their entry fee after the Tournament deadline has passed, the Team will be subject to discipline as per Touch Football Ontario – Minimum Suspension Policy.

Teams will be accepted to all Trillium Tournaments on a first come, first serve basis through Tournament Registration on [mytournament.ca](http://mytournament.ca).

Prior to the Roster Cut Off Deadline of August 1<sup>st</sup>, changes can be made to Trillium Roster by notifying the Registrar via email and providing all the pertinent information of the player added or deleted.

It will be the responsibility of the participating teams to make all necessary team travel and accommodation arrangements and pay for the same.

Radio Communication Devices between a Coach and Quarterback may be used as long as the all of the following conditions are met:

- a. The Communication Device and Receiver must be covered by the players clothing at all times during play
- b. The Communication Device can only be worn by the Quarterback during offensive possession. The Quarterback is defined as the player that receives the snap from the center. Should the player remain on the field under any other capacity other than the Quarterback the Communication Device must be removed.
- c. The ear piece of the Communication device must be removed from the ear of the Quarterback prior to the ball been snapped. It must also be removed during any injury time outs.

Knee or other braces can be worn during play. No metal parts can be exposed, and should be covered. All casts must be covered and sufficiently padded.

During Trillium Tournaments any regulation size football (leather or composite) may be used, as long as the ball is properly inflated, and has retained its original dimensions once inflated. The following are guidelines:

- a. Men's – Any Football used and endorsed by the NFL, CFL, CIS, or NCAA, or any similar comparison and size.
- b. Women's – Wilson TDJ or TDY. In addition Any Football used and endorsed by the NFL, CFL, CIS, or NCAA, or any similar comparison size

If at any time during the game it is brought to the attention of an official that a football does not comply with the above criteria, the official will advise the offending team captain the following;

- a. The team captain may request a time out (if the team has one remaining to them) in order to obtain a proper football
- b. If the team does not wish to use a time out or if they do not have one remaining, the team will be assessed a 10 yard delay of game penalty.
- c. If the team is not able to resume play with a proper football (or refuse to) the game will be deemed defaulted by the offending team.
- d. Should the offending team use the illegal football for a second time in the same game, the team will be disqualified from the game

Teams may choose to have their team benches on either side of the field or on the same side.

- a. If the teams are on opposite sides of the field, they are permitted to run their bench between the ten (10) yard lines at either end of the field
- b. If the teams are on the same side of the field, their respective benches will run between the forty-five (45) yard line and the ten (10) yard line at the end of the field they are situated at.

## **SECTION B – TRILLIUM TOURNAMENTS**

### **3. Policies and Procedures for Trillium Tournaments**

#### **B. Team Managers Responsibilities**

Team Managers have the following responsibilities

- a. Must be familiar with and abide by all tournament policies, procedures, and rules, ensuring all team members are informed accordingly.
- b. Must confirm that his/her team has met all eligibility requirements as per this Policy and Procedure Manual.
- c. Must check game schedules for last minute changes and notify all team members.
- d. Must report a problem with his/her team's ranking or draw seventy-two (72) hours prior to the Trillium Event, otherwise the draw will be assumed to be correct and the tournament will be held without any changes to the draw as published.
- e. Must submit a team roster on an official Touch Football Ontario Score Card to the Head Official prior to the start of each game. This roster will include those players in attendance only, and include the following information; Players first and last name, and jersey number. Any players not in attendance should have their name deleted with a single line through it.
- f. Ensure that the team is registered with mytournament.ca for each tournament they wish to enter.
- g. Must meet all Touch Football Ontario deadlines as per this Policy and Procedure Manual and all other dates published by Touch Football Ontario.
- h. Late payments will be subject to a surcharge as determined by Touch Football Ontario.

## **SECTION B – TRILLIUM TOURNAMENTS**

### **3. Policies and Procedures for Trillium Tournaments**

#### **C. Out of Province Teams**

Out of Province teams wishing to enter tournaments must be associated members of Touch Football Ontario. Out of Province teams must pay the team fees as determined by Touch Football Ontario on a year to year basis. The team fees must be paid in full prior to a team's entry into a Trillium Tournament.

The team must be a League Registered Team as per Touch Football Ontario rules. No all-star teams or picking up players is permitted.

Rosters must be verified and certified by letter from the League President, if required by Touch Football Ontario.

Rankings for the Out of Province teams will be based on the team's performance in the Trillium Tournaments from previous years (if available) along with the current year's results. Any ranking anomalies will be subject to review, and possible adjustment, by the Men's / Women's Committees respectively



## **SECTION B – TRILLIUM TOURNAMENTS**

### **4. Point Structure for Trillium Tournaments**

The accumulation of Tournament Points will qualify teams for entry to the Provincial Championships. Tournament Points will be awarded as per a standardized point structure.

The Men's and Women's Committees reserve the right to set the Tier Structure for Trillium Tournaments with fewer than eight (8) teams. These Committees will also have the right to adjust points should a Tier have less than six (6) teams.

- A. Men's Point Structure – See Appendix F
- B. Women's Point Structure – See Appendix G

## **SECTION B – TRILLIUM TOURNAMENTS**

### **5. Team Rankings for Trillium Tournaments**

- A. Rankings are the responsibility of Touch football Ontario, and will be updated on an ongoing basis as per the results of each Trillium Tournament.
- B. At the beginning of each Trillium Tournament Season rankings will be based on the previous year's best two tournaments and the previous year's Provincial Championships.
- C. Teams which do not participate in the required Trillium Tournaments or the Provincial Championships from the previous year will have their opening points adjusted at the discretion of Touch Football Ontario.
- D. Tie Breaker for Trillium Tournaments and Rankings:
  - Between 2 Teams:
    - a. Head to Head – Winner of the game between the two teams
  - Between 3 or more Teams:
    - a. Head to Head – Winner of all games played between the teams tied.
      - Win/Loss record between all teams ties, if still tied then,
      - Points for over points against between all teams tied
    - b. Total number of wins in all Trillium Tournaments at the higher Tier
    - c. Won/Loss record, all games on Trillium Tournaments
    - d. Point Spread, all games on Trillium Tournaments
    - e. Coin toss
- E. The results from only the best three (3) Trillium Tournaments entered will provide the basis for accumulation points for ranking and entry to the Provincial Championships.
- F. If a team splits, all circumstances will be reviewed by the Men's/Women's Committee in consultation with the League President to determine who, if anyone, will retain the Trillium Tournament Ranking of the team that splits up.
- G. For purposes of rankings Women's teams for the Tournament of Champions, teams losing in the quarterfinals of the trillium Cup will be ranked according to their Trillium Ranking prior to entering the Provincials Championships.

## **SECTION B – TRILLIUM TOURNAMENTS**

### **6. Draw and Game Formats for Trillium Tournaments**

#### **A. Tournament Rules**

Tournament rules will be governed by the National Football Federation of Canada's Touch Rule Book plus this Policy and Procedure manual

#### **B. Tier Structure**

All Tiers are to provide a round robin format, wherever possible

All teams are guaranteed three (3) games and all games will be used to advance teams towards a Championship Game.

#### **C. Men's Draw Structure**

See Appendix "F"

#### **D. Women's Draw Structure**

See Appendix "G"

#### **E. Length of Games**

- a. The Official will be the sole time keeper. All games will consist of four (4) fifteen minute quarters, with the three (3) minute rule coming into effect at the twelve minute mark of the second and fourth quarters. The three (3) minute shall include a running clock which will stop for the movement of bags, timeouts and the change of each possession.
- b. Half time will be five minutes or less in length, or whatever time is agreeable between the officials and the two teams.
- c. Teams will be allowed a one minute timeout per half and one 20 second time out per game

F. Overtime

- a. In the event of a tied game a series of three convert attempts will be used to determine the winner. Each team will attempt three converts, alternating on offence and defence. Teams can attempt a one point convert (from the 5 yard line) or two point convert (from the 10 yard line) as per normal play.
- b. The team with the most points after three attempts each is the winner. If the game is still tied after three converts each, the teams will continue to run alternate converts until one team has more points.

G. Ties and Tie Breaker Rules

- a. Trillium Tournament games cannot end in a tie. (Refer to the Overtime Procedure above) In using Overtime to break a tie, the winning team will be deemed to have won the game by a single point added to the score prior to overtime.
- b. Tie Breaker for Trillium Tournaments and Rankings:

*Between 2 Teams:*

Head to Head – Winner of the game between the two teams

*Between 3 or more Teams:*

Head to Head – Winner of all games played between the teams tied.

- Win/Loss record between all teams tied, if still tied then,
  - Points for over points against between all teams tied
- a. Total number of wins in all Trillium Tournaments at the higher Tier
  - b. Won/Loss record, all games on Trillium Tournaments
  - c. Point Spread, all games on Trillium Tournaments
  - d. Coin toss

H. Mercy Rule / Forfeiture

A losing team may call a game, but only within the last three (3) minutes of the game, as long as the outcome of the game does not affect the Best Loser of another game. Teams that fail to follow this regulation and call a game will be considered to have forfeited the game. Teams that forfeit games will be subject to the discipline as assessed by the Discipline Committee.

## I. Best Loser

If during the playoff round of any Trillium Tournament where a Best Loser must be determined to continue in the playoffs of the tournament, the following will apply:

- a. The losing team in the Best Loser round of the playoffs will be ranked according to their points for versus points against results
- b. The team with the lowest spread will be declared the Best Loser and will continue to play in the next round of the playoffs.

If two (2) teams are tied, the tie will be broken by a series of converts. It is the responsibility of the team representative to check in at the tournament headquarters to find out the time and location that the series of converts will take place in this case. The team with the most points after three attempts each is the winner, and will continue to play in the next round of the playoffs. If the teams are tied after three converts each, the teams will continue to run alternate converts until one team has more points.

## **SECTION B – TRILLIUM TOURNAMENTS**

### **7. Discipline & Risk Management - Trillium Tournaments**

#### Discipline Committee

Sanctioned Trillium Tournaments must have an on-site Discipline Committee in operation during the event. The committee members will be made known prior to the start of the event and will consist of where possible the following:

- a. Referee in Chief
- b. The Tournament Chair / Organizer or designate
- c. A member of the Touch Football Ontario Executive
- d. Two (2) Team Representatives / Managers / Coaches who shall be selected from rosters of impartial teams in attendance at the Tournament

*Note: The Referee in Chief and the Crew Chief, at a minimum involved in the incident as well as representatives from both teams involved should be invited to attend to provide input or answer questions only.*

If the Tournament Chair (or any other member of the Discipline Committee involved) is a member of any team competing in the same division where a dispute is involved, then he/she will assign a designate to act on his/her behalf on any matters concerning the Committee.

The Discipline Committee is responsible for the enforcement of the policies in effect and operates under the Policy and Procedure Manual. The Discipline Committee is responsible for enforcing the policies in the Policy and Procedure Manual and will deal with any eligibility concerns as per the Policy and Procedure Manual. Except as stated above, no other protest or appeals will be allowed or handled by the Discipline Committee. All appeals and protests to the discipline committee must be accompanied by a \$50.00 bond.

Appeals of any decisions made by the Discipline Committee must be made upon the conclusion of the tournament to the Chair of the Football Ontario Discipline and Risk Management Committee

Any team that wins their appeal shall have their \$50.00 bond returned.

## B. Team Defaults

There will be no grace time given to teams which do not have 5 eligible, registered players at the allotted game time. If a team has 5 eligible, registered players present, they may choose to either start the game, or declare a default. (A team may not play any game with less than five (5) players).

A game default may eliminate the team from further tournament competition and the offending team will be subject to disciplinary action as outlined in this Discipline Policies Section of the Policy and Procedure Manual.

- a. If during the course of a game, a team declines to continue the game or to take up where it left off when requested by the referee, on a third refusal that team will have lost the game and the opposing team shall be awarded the game. All game results from the offending team will be removed from the Tournament results.
- b. Any team that defaults a game at a Trillium Tournament may be subject to a \$250.00 team fine plus \$250.00 performance bond. The team may also be subject to a suspension from all Touch Football Ontario Sanctioned events for the remainder of the season and for a period of one year up to and including the next National Championship upon review by the Touch Football Ontario Touch Discipline Committee.
- c. Once an official has declared a default as per the Policy and Procedure Manual, the team may not be eligible to compete further in that tournament or subsequent tournaments until reviewed by the Touch Football Ontario Touch Discipline Committee. If a team disbands, each player may be assessed a personal fine that would be equal to the team fine divided by the number of players on the roster.
- d. All individual players on the roster of a team which defaults may be suspended as per the above. Should the team disband or player(s) change to other teams, the individual(s) suspension may be upheld.
- e. In the case where a team defaults but individual team members are in attendance at the game (i.e. the individual shows up for the game, although the team defaults) these players may not be individually subject to the same suspensions.
- f. Note: A game is defined as a scheduled game, regardless of whether it advances a team or qualifies the team for further play.

## C. Rule Application Protest

Special Note: Judgement calls by Officials cannot be protested. The only grounds for a protest are the application of the rules by an official.

### *PROTEST PROCEDURES*

- a. When a protest occurs, the team captain must present his/her protest to the official before the next play is whistled in.
- b. The captain has the right to ask politely for a clarification of the official's ruling. The official must provide this clarification. If the captain is not satisfied that the correct application of the rules is being made, he/she shall request a time out to check the rule book.
- c. A time out must be granted regardless of the number left to the team. If the team's official time out has been used, a further time out will automatically result in a 10 yard delay of game penalty (as per the rule book). This will apply regardless of the outcome of the protest. The team captains should be advised accordingly.
- d. The official will then explain to the captain the following points:
  - if the captain is correct, the correct ruling will be applied, no time out will be charged and time will commence at the whistle for the next play. Time will be stopped when the captain asks for the time out.
  - if the referee is correct, the team will be charged a time out thus using up its only time out of the half and will be assessed a 10 yard delay of game penalty. Time will commence at the whistle for the next play.
- e. If the captain withdraws his/her protest at this point, his/her team will be penalized ten yards for delay of game. Time will commence immediately.
- f. If the captain wishes to pursue the protest, he/she and a captain of the other team will go with the referee to the field convener's position and consult the rule book. The referee will locate the rule and show it to both captains. If the application or interpretation of the rule is still questioned the captain may request that the Referee in Chief be consulted to rule on the protest. The decision of the Referee in Chief is final and no other protest or appeal can be lodged.
- g. The referee will begin the game at the appropriate spot and time which will commence at the whistle.
- h. The referee will instruct the field convener to make note of the protest and its results on the provided protest form. Details on the scorecard must include



the team which protested, the time in the game the protest occurred and the ruling questioned.

- i. An obviously frivolous protest or flagrant misuse of the protest rule will be deemed as action contrary to the rules and objectives of Touch Football Ontario and may result in disqualification from the tournament upon

#### D. Player Eligibility

Please refer to the Eligibility for Trillium Tournaments (Team & Player) for eligibility rules. Ineligible player clarifications must be made before the conclusion of the game. They must be recorded on the scorecard and signed by the manager or the captain of the team requiring clarification to be considered valid.

The Team Representative / Captain lodging the complaint must state the nature of the eligibility question to both the field convener and opposing team representative / manager and must be accompanied by a \$50.00 bond.

Evidence must be provided to substantiate the clarification to the field convener who will advise the Tournament Discipline Committee. If a player eligibility clarification is unsuccessful the \$50.00 bond is forfeited. Teams who use an ineligible player will forfeit the game in question and may be subject to disciplinary action as stated in the Discipline Section of this Policy and Procedure Manual. The opponent will follow the winner's route. Championship teams who have won the final game will also forfeit the championship title.

#### *PLAYER ELIGIBILITY CLARIFICATION PROCEDURE*

- a. The names of the Discipline Committee shall be made known to teams at the beginning of the tournament.
- b. The field convener will notify the Tournament headquarters immediately when a player eligibility clarification has been requested once the \$50.00 bond has been received by the convener.
- c. The field convener will collect the information and contact the Discipline Committee.
- d. Team members from both teams involved in the player eligibility clarification process will have the right to speak to a member of the Discipline Committee in the presence of the other manager to state their respective cases.
- e. The members of the Discipline Committee will render a verbal decision to both managers after all evidence has been received.

- f. A handwritten decision may be provided as well with the signature of at least one (1) member of the Discipline Committee therein.
- g. The decision(s) of the Discipline Committee is/are final.

#### E. Player Conduct

##### *Personal Foul/Objectionable Conduct Penalties Game Ejection*

All 15 yard personal foul and objectionable conduct penalties will be recorded on the scorecard with the players' name and number. Any combination of three 15 yard personal foul and/or objectionable conduct penalties in a game must result in an automatic game ejection (non-appealable) and may be subject to review by the Discipline Committee to rule on any further tournament eligibility.

##### *Personal Foul/Objectionable Conduct Penalties/Tournament Ejection*

A player/coach/manager/trainer accumulating five (5) personal foul/objectionable conduct penalties may be ejected from the Tournament, subject to an appeal to the Tournament Discipline Committee. Further discipline may be applied by the Touch Football Ontario Touch Discipline Committee. Officials must record all personal foul/objectionable conduct penalties on the game card.

##### *Major Foul Penalty Tournament Ejection*

The assessment of a Major Foul penalty will result in an automatic game ejection and a further automatic one (1) game suspension subject to appeal to the Tournament Discipline Committee. The one (1) game suspension will carry over to the next Tournament should it occur in an elimination game. The suspension will be deemed as served at the next game the player's team participate. In addition the player serving the suspension must be present at the game he / she is serving and report to the Official as such. (The suspension will carry over until the player is present at the first available game.)

All tournament ejections for Major Foul Penalties can upon request be reviewed by the Tournament Discipline Committee Prior to the team's next scheduled game. Team representatives from each team must attend and offending player(s) will be allowed to attend and state their case for appeal of the mandatory tournament ejection. An incident report must accompany the appeal (as filed by the game official). Minutes of the discipline committee meeting must be submitted at the conclusion of the tournament to Touch Football Ontario for review in accordance with other policies governing Major Foul Penalties.

Touch Football Ontario will record each individual who is assessed a major foul penalty and will review the circumstances involved. Disciplinary action may be instituted by the Touch Football Ontario Touch Discipline Committee at this time.

Any individual who is assessed a second major foul penalty in a tournament will be immediately and automatically suspended from that tournament subject to an appeal. The Touch Ontario Touch Discipline Committee will review the instances of the penalties and will rule on future Trillium Tournament eligibility. The individual may be subject to further suspension as determined by the committee and/or fined and/or be required to submit a performance bond or other such discipline as the committee deems appropriate.

It is mandatory that game Official file an incident report to Football Ontario for all Major Foul Penalties assessed. Any participant who assaults a game official will be ejected from the remainder of the tournament with no right to an appeal.

### *Ethics*

Any player/coach/manager/official who acts in a manner unbecoming to the aims and objectives of Touch Football Ontario will face disqualification from the tournament subject to the review of the Discipline Committee. The use of alcohol and the use of illegal or non-prescribed narcotics will not be permitted.

(See Appendix I)

### *Policy Statement Regarding Discipline Matters*

In cases where a team disbands or members of a team leave the team to which a fine or penalty has been assessed, the fine or penalty will be assessed to all individual team members who were on the roster at the time of the infraction. In cases where there is money (bonds, fines, etc.) the outstanding amount shall be divided proportionately by the number of individuals on the team roster. Individuals from the team will be responsible for their own share prior to their reinstatement or eligibility as decided by the Touch Football Ontario Touch Discipline Committee.

## F. Discipline Policies (Suspensions & Disciplinary Actions)

The filing of an incident report is required in the following situations;

- a. When an individual player / team / coach is ejected or when suspended from a sanctioned tournament game or tournament by an official
- b. In the event of any type of altercation involving players / teams / coaches / spectators or an official prior to, during or at the conclusion of any tournament play of sanctioned event.

The incident report must be completed and signed by the Referee-In-Chief within 48 hours of the incident

In instances where further discipline is requested, both the officials and the tournament chairperson must file a report and submit supporting minutes of meeting in which it was dealt with.

The Referee-In-Chief, the Discipline Committee, and the tournament chairperson can request further disciplinary action from the Touch Football Ontario Discipline Committee

### *Entry Fees*

Once a team has monetarily committed (by entry fee) or registered via online registration and is accepted for entry to a tournament, that the failure to honour the commitment to attend, may be treated as a team default and subject to the same discipline.

### *Ineligible Players*

Any team caught using ineligible players may be suspended from all Touch Football Ontario sanctioned events for the remainder of the season and for a period of one year up to and including the next National Championship. They may also face team bonds and/or team fines.

The ineligible individual(s) / coaches / team manager of a team who is caught using ineligible players may be individually suspended from all Touch Football Ontario sanctioned events for the remainder of the season and for a period of one year up to and including the next National Championship. Should the team disband or player(s) change to other teams, only the ineligible individual(s) / coaches / team manager suspensions should be upheld.

All bonds and fines must be paid before the team can be reinstated as a member of Touch Football Ontario.

Eligibility Committee - Please refer to Appendix D

Appeal Procedure - Please refer to Appendix E

## **SECTION B – TRILLIUM TOURNAMENTS**

### **8. Officiating Policies for Trillium Tournaments**

- a. Touch Football Ontario will have the sole responsibility of selecting the Referee in Chief (RIC) and work with the Officials Association(s) that they employ during a Trillium Tournament. Officials must complete all required documentation in full (game scorecards, incident and injury reports, field safety check list etc.) as per the terms of their contract with Touch Football Ontario. All Documents must be submitted to Touch Football Ontario via the Tournament Chair prior to the release of payment to officiating crews. Official's fees will not be paid until all documentation is received.
- b. All individual officials must be members of Touch Football Ontario and individually registered as an official. Officials may not be allowed to officiate in a Tier / Division in which they are involved with a member of a team in any capacity (e.g. coach / player / manager / family member) at the discretion of Touch Football Ontario.
- c. All Trillium Tournament games must have at least three officials per scheduled game, unless unforeseen circumstances arise. In these instances a reduction in entry fees may be made to the involved teams.
- d. Each official participating in a Trillium Tournament will be under the general direction of the Tournament Referee in Chief (RIC). The tournament RIC must be in attendance and available at all times during the tournament. The RIC must appoint an alternate if he/she is officiating during the tournament so that a RIC can be available when required. If an honorarium is paid to the RIC it should be based on missed game assignments, mileage, long distance phone calls and other administrative duties required by the tournament committee.
- e. An Association contact person may be designated by Touch Football Ontario to arrange for the participation of its member officials for Trillium Tournaments. This contact person will also be responsible for ensuring that their Association's officials are properly briefed on all tournament rules and procedures.
- f. An Incident Report must be filed for any game / tournament ejection or other disciplinary action taken or requested during a game. An Incident Report must be filed by the game official (referee) when an incident takes place prior to, during, or upon conclusion or as a result of the game in which they are involved in. As the person recommending the action, or reporting on their own behalf, they should ensure that it is filled out in full and given to the field convener.

- g. Scorecards are the responsibility of the on field officials during the game and they will ensure that the scorecard is completed in full and given to the field convener or RIC at the conclusion of the day. Game scores must be either directly given to or called in to the Tournament Headquarters immediately upon the completion of each game, and prior to the start of a new game.
- h. Game results must be verified by the game official on the official scorecard (supplied by Touch Football Ontario).
- i. Scorecards must be submitted with the official's game summary report supplied by Touch Football Ontario and verified by the RIC.
  - The RIC will serve on the Discipline Committee and will verify all game results per the individual scorecards. He/she will report on all incidents, suspensions and/or disciplinary action on behalf of the officials.
- k. The game official will verify that he/she has checked the field as per the field safety checklist and sign the field safety checklist form.
- l. The Tournament RIC and Tournament Chair will both separately verify all tournament fields prior to the tournament. Any concerns should be brought to the attention of Touch Football Ontario
- m. Standards of dress will be according to the N.F.F.C. National Dress Code. For all Championship Games all crews assigned shall wear the identical gear All officials when not actively involved on the field of play it is recommended that officials "cover up" their uniforms as per N.F.F.C. Tournament of Champions Policy and Procedure Manual.
- n. Officials must record all personal fouls / objectionable conduct penalties on the game score card.
- o. All officials at Trillium Tournaments must abide by the policies of this manual.
- p. All officials must have a N.F.F.C. rule book at their disposal during tournament play.

## **SECTION B – TRILLIUM TOURNAMENTS**

### **9. Hosting a Trillium Tournament**

Unless otherwise stated to Touch Football Ontario will assume complete control over the operation of all Tournaments including both the Provincial Championships and Tournament of Champions.

Should Touch Football Ontario choose to relinquish control of any Tournament the following is to be established,

#### **A. Responsibility of Host Organization**

As a requirement of the agreement to sanctioning of the games, and tournament, the host organization (League / Association) agrees to sign a contractual agreement with Football Ontario as well as the following;

- a. Submit in writing a request to host a Tournament to Touch Football Ontario 90 days prior to the date of the event.
- b. Follow risk management guidelines and policies established by Touch Football Ontario including:
  - Completion of the Facility Checklist prior to the start of each day's games on the form provided by Touch Football Ontario.
  - Implementation of the Football Ontario Emergency Action Plan (EAP) and provide staffing to the event to operate the plan as per the Policy and Procedure manual.
- c. Ensuring that any "Incident Reports" received are sent to Touch Football Ontario for any and all game / tournament ejections, suspensions, disciplinary actions or alterations prior to, during or upon conclusion of the event and submitted within 48 hours of the conclusion of the event.
- d. Ensuring that any "Injury Reports" received are sent to Touch Football Ontario in the event of any injury that requires referral to a physician for diagnosis or treatment or requires immediate emergency intervention by a professional or any injury that disables the athlete from further participation.
- e. Ensure that a Discipline Committee as designated by this Policy and procedure Manual is in operation during the event to manage player eligibility clarifications as per the policies established.

- f. Submit all forms, reports and game results within the time lines established by Touch Football Ontario.
- g. Touch Football Ontario and tournament organizer will both separately verify all tournament fields prior to the tournament. Any concerns should be brought to the Tournament Organizing Committee.
- h. Event Organizers are asked to provide Touch Football Ontario with all details relating to their planned event.
- i. Each tournament must adopt the standards established for Provincial Championships in the areas of safety and risk management and operate by this Policy & Procedure Manual
- j. Sponsorship of all Trillium Tournaments will remain with Touch Football Ontario unless otherwise stated.
- k. Results from each tournament must be submitted or entered on line at the completion of each days games.

B. Responsibility of the Tournament Organizer

- a. Touch Football Ontario and the tournament organizer will both separately verify all tournament fields prior to the tournament.
- b. Ensure a field convener is responsible for all field locations and that they are equipped with a communication device.
- c. To ensure that the field conveners are familiar with their role and responsibilities for the tournament and that they perform their duties as set out in the Policy and Procedure Manual. The field convener or first aid attendant must not be a participant (player) in the event or have any other responsibilities that will conflict with or hinder their duties as specified in the manual.
- d. To have a Tournament Headquarters set up and continually staffed with immediate access to a telephone.
- e. Ensure a copy of phone numbers of emergency medical services are available at the Tournament Headquarters (i.e.. 911, closest hospitals phone numbers and addresses and specific directions, ambulance, police, fire department phone numbers.)



- f. The Tournament Headquarters must have a complete listing of all field locations, their specific addresses and detailed directions to or from the locations
- g. To act expediently on any request or recommendation by a Field Convener relating to the safety of participants or acting in an emergency situation.
- h. To act expediently on any request from a team requesting the rescheduling of games due to exceptional circumstances (i.e. a death or a funeral). The tournament discipline committee will review the circumstance and render a decision.
- i. Ensure that all personnel have received a copy of their duties and responsibilities and that they are familiar with their responsibilities.
  - Field Convener's Role & Responsibilities "Appendix A"
  - Charge Person's Duties & Responsibilities "Appendix B"
  - Base Station Operator's Duties & Responsibilities "Appendix C"

#### C. Trillium Tournament Selections Process

Tournaments to be included on the tour must be sanctioned via the Touch Football Ontario. The due date for tour applications will be determined and publicized by the Touch Football Ontario.

Any League or Association that is a member in good standing with Touch Football Ontario may apply to host a Trillium Tournament.

In selection of Trillium Tournaments, preference will be given to:

- a. Established tournaments with a previous history of success.
- b. Geographic locations so as equal opportunities in each area will exist for all divisions. This means that the geographic area must have up to 12 fields for use.
- c. Administrative ability and number of available volunteers.
- d. Experience in hosting Events

## **SECTION C – PROVINCIAL CHAMPIONSHIPS**

### **1. Provincial Championships – Tier Policies**

- A. Touch Football Ontario reserves the right to alter Tournament Draws due to variations in the number of teams that enter the tournament.
- B. If scheduling / facilities permit, all Divisions are to provide a round robin format.
- C. Rankings for Provincial Championships will be based on Trillium Tournament standings.
- D. All divisions will be a minimum of 4 games and all games must be considered to advance teams to a Championship.
- E. All teams participating in the Provincial Championships must have one set of reasonably matching jerseys which contain a number.

#### *Men's Tier Structure*

The Divisional formats will break down as follows (based on a 36 team draw):

Tier 1 will consist of the top 12 ranked qualifying teams in the Province. Teams ranked lower than 12 will be placed in additional Tiers of 12 based on rankings.

#### *Tier 1*

The top 12 teams will be placed into 4 Pools of 3 teams. After round robin play, the top two teams in each Pool will advance to the "AA" Preliminary Round. The winners will advance to the "AA" Quarter Final Round, while the losers will drop to the "A" Quarter Final Round against winners from Tier 2 "A" Preliminary Round.

The third place team will drop to the "A" Preliminary Round against a team from Tier 2.

#### *Tier 2*

The next 12 teams will be placed into 4 Pools of 3 teams. After round robin play, the first place teams will advance to "A" Preliminary Round against third place teams from Tier 1. The winners will advance to the "A" Quarter Final Round, while the losers will drop to the "BB" Quarter Final Round against winners from Tier 2 "BB" Preliminary Round.

The second and third place teams will advance to the "BB" Preliminary Round. The winners will advance to the "BB" Quarter Final Round, while the losers will drop to the "B" Quarter Final Round against winners from Tier 3 "B" Preliminary Round.

### *Tier 3*

The next 12 teams will be placed into 4 Pools of 3 teams. After round robin play, the top two teams in each Pool will advance to the “B” Preliminary Round. The winners will advance to the “B” Quarter Final Round, while the losers will drop to the “CC” Quarter Final Round against winners from Tier 3 “CC” Preliminary Round.

The second and third place teams will advance to the “CC” Preliminary Round. The winners will advance to the “CC” Quarter Final Round, while the losers will drop to the “C” Semi Final Round.

### *Women’s Tier Structure*

Touch Football Ontario reserves the right to alter Tournament Draws due variations in the number of teams that enter the tournament.

If scheduling / facilities permit, all Divisions are to provide a round robin format.

Due to considerable fluctuations in both team numbers and calibre of competition, Women’s Tiers vary from tournament to tournament as such no standard draw is used.

## **SECTION C – PROVINCIAL CHAMPIONSHIPS**

### **2. Objectives for Provincial Championships**

All tournament registration fees must be received by Touch Football Ontario by the published due dates. Entry fees must be paid by the deadline in anticipation of qualifying by automatic berth or points accumulated through the tour.

If Trillium Tour qualifying tournaments are held after the published due date deadlines, a team that qualifies by accumulated points but has not paid by the deadline will lose their eligibility and the spot will be given to the next qualifier who has paid the entry fee.

If a team has submitted their entry fee but does not qualify they may be invited to attend once the eligible spots are determined and may be given a qualifiers spot who has not met the deadline

The processing of any team registration fee payment by Touch Football Ontario will not automatically ensure the acceptance of that particular team in the tournament.

Participating teams must have qualified for Provincial Championships through sanctioned Trillium Tournament or other such tournaments as decided by Touch Football from time to time.

Teams must participate in at least three Trillium Tour Tournaments in order to be eligible to compete at Provincial Championships.

The format for the first round of play in each Division will whenever possible be Round Robin.

All teams will be guaranteed a minimum of four games.

Team entry will be based on the points earned at a team's best three (3) Trillium Tournaments during the current year.

The results from only three (three best) Trillium Tournaments will provide the basis for accumulated points for rankings and entry to the Provincial Championships.

## **SECTION C – PROVINCIAL CHAMPIONSHIPS**

### **3. Officiating for Provincial Championships**

- F. Dress Code (Mandatory):
- a. Head Gear - Referees must wear white caps with black piping. All other officials wear black caps with white piping.
  - b. Shirts -Must be black and white, vertically striped, and must be worn tucked in. Long or short sleeves are permitted.
  - c. Pants - Solid white Plus 4's (knickers) or shorts (solid black or solid white). Belts must be black.
  - d. Socks - With Plus 4's black with 3 white horizontal stripes stirrup style, white hose. With Shorts white knee length socks with 3 black horizontal stripes
  - e. Shoes – Black shoes with white laces, White manufacturer's stripe is permitted.
  - f. Undershirt – Black or white. Turtleneck shirts are permitted.

*NOTE: Where options in clothing are permitted (Plus 4's /shorts / sleeve length), all members of the officiating crew must be dressed identically for Championship Games. Variations authorized by the Referee in Chief (RIC) are permitted in other games.*

- G. All officials participating at the Provincial Touch Football Championships must have a minimum Level 1 TFOCP certification. Use of minimum Level 2 officials is recommended.
- H. If sufficient officials are available, the recommended minimum level below for game assignments should be utilized. The minimum level TFOCP for all Championship Games will be Level 2. In the event that insufficient Level 2 qualified officials are available, Level 1 officials will be considered at that time.

Note : Championship Games will have a minimum of Level 4 TFOCP for Men's and Women's Tier 1, and Level 2 TFOCP for Men's and Women's Tiers below Tier 1

- I. Provincial Championships may operate with a Referee in Chief (RIC) and an assistant RIC, who will divide the established honorarium between them and provide more effective field control in the tournament.

- J. If a sufficient number of qualified officials are not available for the Provincial Championships, it is recommended that the first contingency be to reduce the number of officials in the lower Tiers to ensure full crews for the more competitive divisions.
  
- K. Fees and other compensation for tournament officials shall be established by Touch Football Ontario.

## **SECTION C – PROVINCIAL CHAMPIONSHIPS**

### **4. Referee in Chief's Responsibilities**

- A. The Referee in Chief (RIC) and the assistant RIC (where applicable) are responsible Touch Football Ontario for recruitment, scheduling and training of officials for the Provincial Championships, unless otherwise stated and shall:
- a. Verify all tournament fields prior to the tournament. Any concerns must be brought to Touch Football Ontario or it's designate.
  - b. Administer the officiating budget as approved by Touch Football Ontario.
  - c. Facilitate the official's meeting on the night prior to the commencement of the Provincial Championships, should it be necessary.
  - d. Serve on the Discipline Committee and any other committees as required.
  - e. The Referee in Chief (RIC) should avoid doing any game assignments on the first day of the tournament. The Referee in Chief (RIC) or Assistant RIC must be available at all times to perform the Referee in Chief (RIC) duties.
  - f. The Referee in Chief (RIC) should circulate among all fields and be available to respond quickly to any incident
  - g. Assessments should be made of all officiating crews to choose those with superior ratings to work the following day's games and Championship Games. Balancing assignments among the participating Officials Associations is a secondary criterion.
- B. Referee In Chief Checklist

The Referee in Chief is encouraged to implement the following check list for Trillium Tournaments.

#### *Eight to Twelve Weeks Prior to Tournament*

- a. Tournament dates set and agreed to
- b. Host organization identified
- c. Tournament Director and Organizing Committee identified

#### *Eight Weeks Prior to Tournament*

- a. With respect to the Trillium Cup: Review reporting requirements of Touch Football Ontario with regards to out of town accommodation and mileage.

#### *Four Weeks Prior to the Tournament*

- a. Referee In Chief and Assistant RIC appointed
- b. Contact Officials Associations indicating expected participation and request confirmation within two week period.
- c. Liaison with Touch Football Ontario to firm up schedules, fields, teams, and official's requirement.

#### *Two Weeks Prior to the Tournament*

- a. Draft of tentative schedule and overall tournament budget. Confirm/establish "Preliminary Officials' Budget".
- b. Send out package to participating Officials Associations.
- c. Liaison with Touch Football Ontario to review logistics issues (field to field communications cellular / CB phones)
- d. Confirm Disciplinary Committee and review process to resolve disciplinary incidents.

#### *Day before the Tournament*

- a. (Optional) Schedule crew chief/officials meeting evening prior to start of tournament. Review tournament rules, interpretation consistency, overtime procedure, score card procedure, dress/behavior code, etc. (Players, coaches, managers also welcome to obtain clarifications on game procedures.)
- b. Referee in Chief (or delegate) and Touch Football Ontario or designate to perform physical inspection of each field.
- c. Referee in Chief and his/her Assistant to develop travel routes to visit all fields prior to first game time to ensure a smooth start. Develop a contingency plan in the event one or more officials are unable to attend due to emergency.

#### *During Tournament*

- a. Rotate visit at all fields regularly throughout the day ensuring close contact with the base station, notifying them of your whereabouts at all times.



- b. Confirm assignments for next day(s) with each Association.

*Last Day of Tournament*

- a. Complete payment schedule for each association, based on assignments mileage, accommodations, etc. Compare total payments vs budget for no inconsistencies.

## **SECTION C – PROVINCIAL CHAMPIONSHIPS**

### **5. Application to Host Provincial Championships**

Unless otherwise specified Touch Football Ontario will assume operation of all Provincial Championships.

Should an Association wish to apply to host a Provincial Championship, the following will be considered;

- a. Geographical size, population and central location of the city in regards to travel and transportation to the community.
- b. Assurance that the host association can form an organization with sufficient personnel of experience and ability to properly host the event and has the full support of Touch Football Ontario.
- c. Assurance that the tournament will be conducted in accordance with the rules and regulations of Touch Football Ontario and in the same high standard as previous tournaments.
- d. A detailed outline of the proposed fields including dimensions and proximity to host hotel.
- e. A description and information on the following;
  - Major hotel / motel accommodations that is available for the participants and their respective guests (family and friends).
  - Sports rates arranged and prices documented.
  - Medical facilities available.
  - Detailed administration structure.
- f. Any other contacts or information that may aid in the location decision (commitment for city support).

*Note: An organization wishing to host a Provincial Championship must have previously host a Provincial Championship or qualifying Tournament to be eligible (although exceptional circumstances may be considered by Touch Football Ontario).*

## **SECTION C – PROVINCIAL CHAMPIONSHIPS**

### **6. Touch Football Ontario's Responsibilities / Rights**

- a. To review formal host bids and to make final recommendations
- b. To meet with the approved Host Chair and volunteers for the formation of the Host Organizing Committee, outlining the aims and purposes of Touch Football Ontario's Policy and Procedure Manual.
- c. To meet with the Host Organizing Committee to outline the planning, organization and specific details involved in the staging of the tournament.
- d. To meet with the Host Organizing Committee and to act as advisor for the planning, organization, standardization, financial control, and accountability of this event.
- e. Provide the Host Organizing Committee with general guidelines and directions.
- f. Coordinate tournament officials through an appointment of a Referee In Chief (RIC)
- g. Establish fees and other compensation for tournament officials
- h. Schedule and place all referees at the Provincial Tournament.
- i. Football Ontario reserves all radio and television rights regarding the Provincial Championships. Only Touch Football Ontario shall have the authority to assign such rights. For the purpose of these regulations, televisions and radio rights shall include live or delayed television and radio rights and shall include live or delayed telecasts/broadcasts and closed circuit television, in whole or in part.
- j. Football Ontario reserves the right to authorize and/or negotiate all sponsorship or corporate involvement in the tournament. Touch Football Ontario reserves all name rights to the tournament and only Football Ontario shall have the authority to assign such rights.
- k. To ensure that all players on participating teams meet eligibility regulations.

- l.** Touch Football Ontario will be responsible for any expenses incurred on behalf of the office staff in attendance at the tournament.
- m.** Touch Football Ontario will seed all participating teams based upon results from Touch Football Ontario sanctioned tournaments.
- n.** Touch Football Ontario reserves the right to cancel or withdraw the agreement with the organizing committee or organization hosting the tournament and operate it from the facilities booked for the event and under the permits issued if the organization hosting the tournament is not operating by the policies and procedures as set out in this Policy and Procedure Manual.

## **7. Organizing Committee's Duties and Responsibilities**

- C. The organizing committee will organize, develop and plan all aspects of the tournament in full cooperation with Touch Football Ontario and any major sponsors sanctioned by Touch Football Ontario.
- D. The organizing committee will become a non-profit organization within it's' association in order to administer the tournament.
- E. In consultation with the Touch Football Ontario, the Host Association will provide funds for the following items:
  - a. Telephone and radio communication networks as demanded by the Football Ontario Risk Management Policy
  - b. Media hosting and the provision of facilities and equipment related to such
  - c. Paid staff if necessary
  - d. Athletic Therapists as required by Touch Football Ontario Risk Management Policy
  - e. Negotiated field rentals
- F. The Host Association will control the Tournament Headquarters Food & Beverage, which must offer non-alcoholic beverages, provide information of local taxi services, and be subject to operation as demanded by the Touch Football Ontario.
- G. The tournament will consist of a two or three day tournament as scheduling permits preferably hosted on a holiday weekend.
  - a. The Host Association will follow all guidelines, policies and procedures of "sanctioned" tournaments and will follow all risk management guidelines established by Football Ontario.

## **8. Financial Arrangements**

- A. Tournament Registration payments will be made exclusively thru Touch Football Ontario.
- B. Football Ontario retains sole promotional marketing rights. Such rights may be licensed from time to time for use by the host organizing committee in respect to the operation of the Tournament.
- C. Football Ontario reserves marketing rights for logo products at all tournament functions.

## **SECTION D – TOURNAMENT OF CHAMPIONS**

### **1. Objectives for the Tournament of Champions**

- A. Teams wishing to attend to the National Championships must have registered and paid their fee prior to the published cut-off date. Based upon qualifying position applicants to the National Championships will be determined.
- B. Teams that do not register, but do qualify will be invited to the National Championships once all registered teams have had an opportunity to participate, and on a need be basis.

## **SECTION E – APPENDICES**

### **1. Appendix “A” – Field Convener’s Role & Responsibilities**

A Field Convener may be responsible for one or more fields, depending on the proximity of the fields being used. All Field Conveners will be required to know the Touch Football Ontario Emergency Action Plan for the tournament. In addition they must be able to communicate with the Tournament Headquarters.

#### *General Duties*

- A. Implement the field safety management plan as outlined and the complete field safety checklist prior to each game if applicable. This may include ensuring that Touch Football Ontario procedures are followed in respect to the correct marking of the field, briefing of officials and teams, and adhering to tournament schedules.
- B. Managing communications with the Tournament Headquarters which may include the reporting of game scores, appeals, discipline actions, defaults, injuries, and emergency situations.
- C. Represent Football Ontario and the Tournament Chair at all field locations with respect to any and all inquiries about the event.
- D. Act as the Charge Person if a first aid attendant is not available. (Appendix B)

#### *Responsibilities*

- A. Emergency Situations
  - a. In the event that an emergency situation should arise at your designated site, you will assess the situation and request the appropriate action to be initiated by the Tournament Headquarters.
  - b. If a participant at your site is injured to the extent that an ambulance is requested by the participant, a First Aid Attendant or if you are the Charge Person and determine that one is required to deal with the situation, you will communicate this need to the Tournament Headquarters. The Tournament Headquarters will in turn request the service required. You will provide the Tournament Headquarters with the following information



- The nature and extent of injury – is it life threatening?
- Your request for professional help.
- Ongoing communications until professional services arrive.

If a situation occurs that requires Police intervention (fight, or crowd control) you will notify the Tournament Headquarters and request assistance.

## B. Protest and Eligibility Clarification

You may be responsible for implementing the following procedure in the event that a team chooses to lodge a protest or an appeal:

### a. Rule Application Protest

The only grounds for a protest are on the application of an Official's call. A judgment call on the part of an Official is not grounds for a protest. If requested by the game Official, contact the Tournament Headquarters, who in turn will contact the Referee in Chief (RIC) if not already done

### b. Eligibility Clarification Process

An eligibility clarification can only be made by a team captain / manager upon submission of a \$50.00 bond. The sole grounds for clarification are if the eligibility of a player is questioned. In this event, you may be responsible for collecting a \$50.00 bond from the questioning team. Notify both teams and the Official that an eligibility clarification has been lodged and proceed with the game.

Contact the Tournament Headquarters and inform them that an eligibility question has been lodged. The Tournament Disciplinary Committee will determine if there are grounds to proceed. You may be instructed to inform the team representatives of the decision. If a hearing is necessary, you may be instructed as to the time and place.

## C. Specific Duties

- Arrive at the field location with all required equipment and documentation 1/2 prior the start of the first scheduled game. If not already completed, inspect

the field prior to the start of the first game and complete the field safety checklist.

- b. Place field markers as directed on the field safety check list
- c. Position pylons to define the boundaries of the playing surface and modifications to the fields where needed to ensure the safety of participants.
- d. Ensure that goal post padding is securely fastened to the goal posts.
- e. Identify the Charge Person to handle injury situations and inform teams as to how emergency situations are to be handled
- f. Advise both teams that all eligibility questions must be registered with the field convener only. Advise the team if a person on that team has accumulated 2 Objectionable Conduct Penalties, and advise that a third will result in an automatic ejection from the game.
- g. At the conclusion of each game, collect a signed scorecard from the Official. Ensure that both teams are advised of the final score. Communicate the final score to the tournament headquarters. Register and Objectionable Conduct Penalties with the Tournament Headquarters. You must report the following information to headquarters:
  - Game Scores
  - Objectionable Conduct Penalties recorded (team, player, and number)
  - Disciplinary action-game ejections
- h. In the event of an incident or injury advise the affected player / manager they will be required to complete the 'Incident/Accident Report Form' and submit it to Touch Football Ontario via the Tournament Headquarters
- i. Upon being notified by an Official that a game has been defaulted ensure that all players' names and numbers of those who actually physically showed up to the field location as recorded on both the roster and the scorecard and that the scorecard is signed by the referee.

## **SECTION E – APPENDICES**

### **2. Appendix “B” – Charge Person Duties & Responsibilities**

The Charge Person is the person responsible for taking control in the event of an injury.

Unless this person has been qualified within a recognized First Aid Course, they are not to provide First Aid to the injured person. It is their responsibility to access the situation and act in a calm and expedient matter to provide assistance and control.

#### *In the Event of an Injury*

If the player cannot start a movement by themselves, do not move the body part for them.

- a. Take control and assess the situation
- b. Instruct any players and bystanders to leave the injured player alone
- c. Do not move the injured player
- d. Evaluate the injury. Once you have assessed the severity of the injury, decide whether or not further assistance is required.
- e. If an ambulance is not needed, then decide on what action is to be taken to remove the player from the playing surface
- f. If an ambulance is required, notify the Tournament Headquarters immediately
- g. Once the call has been placed, observe the player carefully for any change in condition and try to reassure the injured player until professional help arrives
- h. Stay calm. Keep an even tone in your voice
- i. If the situation is not a medical emergency but still requires professional medical care, all teams must arrange for their own transportation to and from a hospital

## **SECTION E – APPENDICES**

### **3. Appendix “C” – Headquarters Duties & Responsibilities**

The Tournament Headquarters shall be responsible for all incoming and outgoing communications. The Tournament Chair shall ensure that the Tournament Headquarters is manned at all times. This person will be responsible for all emergency and tournament communications. This person must ensure that all relevant information is disseminated to its proper destination as soon as possible.

Touch Football Ontario requires that the person in charge of the Tournament Headquarters be required to know the Touch Football Ontario Emergency Action Plan and be familiar with all tournament operations.

#### *Tournament Headquarters Operating Equipment*

Prior to the tournament start the Tournament Headquarters shall ensure that the following items are accessible;

- a. A cellular telephone, whose number will be provided to the Tournament Chair, Tournament RIC, Discipline Committee Members, and Touch Football Ontario Executive,
- b. A list of all field locations, their specific addresses, and directions to get there
- c. A list of emergency phone numbers (911, Police Fire, Ambulance)
- d. A map of hospitals in the area, their proximity to each field, specific addresses and directions to get there from each field location
- e. Up to date schedules of all games, field locations, and changes
- f. A copy of the Policy and Procedures Manual

## *Specific Duties*

### A. Communications

- a. Advise all field officials that emergency communications have precedence and that if there is an emergency situation at a location that you will advise them that all routine communication is suspended until advised by you to resume normal operations.
- b. Precedence of Communication
  - Emergencies
  - Game Scores
  - Rule Application Protests
  - Eligibility Appeal

### B. Emergencies

When you receive a call for an emergency, ask for the following Information;

- a. What is there location? Use the field location listing for reference to the location.
- b. What is the nature of the injury? Is the injured person bleeding not breathing, unconscious, and immobile?
- c. Place the call to the Emergency service requested by dialing 911. Stay calm and explain your request to the operator. Tell them that you are in contact with the field. If they ask you to relay messages, do so as instructed.
- d. Assist the convener as much as possible. **KEEP THEM CALM**

### C. Game Scores

a. After each game ensure that the game official provides the following information

- Game Score
- Objectionable Conduct Penalties (OC's) Registered
- Game or Tournament Ejections

b. For Objectionable Conduct Penalties :

- Record Team Name, Offending players name, number, and position
- Once a person has accumulated 2 OC's notify the Tournament Chair or designate of the field location and affected individual
- Ensure the official at the field of the offending player is advise that the individual has accumulated two OC's and upon a third assessment, they will be ejected from the game and subject to review by the Disciplinary Committee to rule on further tournament eligibility.

### D. Rule Allocation Protest

In the event of a rule application protest, you may requested by the field Official to contact the Referee-In-Chief for a ruling

### E. Eligibility Question

As soon as you are advised by a field official that the eligibility of a person has been questioned, contact the Discipline Committee Members and advise them of the details of the eligibility question. They will advise if it has merit and if a hearing is necessary you will be instructed as to the time and location in which to notify the necessary parties.

## **SECTION E – APPENDICES**

### **4. Appendix “D” – Eligibility Committee**

#### *Purpose*

This Committee will address and advise the Touch Sub Committee on matters concerning players, coach, and team eligibility.

#### *Composition*

Where possible this committee will be comprised the Tournament Registrar and the Chair of the Discipline Sub Committee.

#### *Scope*

This Committee will address all questions regarding eligibility and prepare recommendations to the appropriate Sub Committee for their actions. As eligibility affects all areas of our sport it is essential that there is some consistency in dealing with these ongoing issues.

## **SECTION E – APPENDICES**

### **5. Appendix “E” – Appeal Procedure**

#### *Introduction*

Any member of Touch Football Ontario has a right to appeal the decision or decisions made by anyone enforcing a written Touch Football Ontario Touch Policy. This document will spell out the procedure this member must follow and will also outline the correct chain of events necessary to ensure a correct and binding appeal.

Any person that appeals a decision is entitled to a speedy, ethical hearing that follows procedural fairness and is without bias.

#### *Initial Hearing*

The Offended party must notify the Touch Football Ontario by way of a written letter outlining in detail their opinion of a wrongful decision. Touch Football Ontario will notify the chairperson of the Sub Committee whose area the problem falls under and instruct them to conduct an investigation. The Sub Committee Chair will collect all relevant information and discuss either in person or by phone, this matter with all members of their Sub Committee. A decision will then be rendered by the Chair in writing directly to the offended party copying Touch Football Ontario Executive President.

#### *Appealing the Sub Committee Ruling*

Once the offended party receives the written decision by the Sub Committee they may appeal the decision to the President of Touch Football Ontario as follows:

- a. A letter outlining the Appeal must be sent to the President of Touch Football Ontario no later than 36 hours after receipt of the Sub Committee decision.
- b. A cheque in the amount of \$100.00 must be submitted to the account of Touch Football Ontario 48 hours before the Appeal is to be heard.
- c. Failure to comply with items a. & b. by the person appealing will result in a cancellation of the Appeal.



- d. Once notified, President of Touch Football Ontario will call a meeting within 48 hours of this notification. This meeting should where possible be in person. The Chair must direct all the committee members to refrain from discussing this appeal before the scheduled meeting.

### *Appeals Hearings*

The person appealing should first outline the reasons they are making the appeal. This should be restricted to a limited amount of time. The Sub Committee Chair should then be given an equal amount of time to explain the Sub Committee's decision. The other people hearing the Appeal should be allowed to ask questions. The person making the Appeal and the Sub Committee Chair then should be excused so a vote can be taken. The decision must be submitted within 24 hours

## **SECTION E – APPENDICES**

### **6. Appendix “F” – Men’s Rankings/ Tier Structure/Points**

#### *Men’s Rankings*

Men’s rankings will be based on Tournament play.

Each year existing teams will be ranked by results from the previous year. A teams ranking will consist of one third (1/3) Provincials Points, one third (1/3) from best tournament, and one third (1/3) from second best tournament. The resulting points will be averaged to give a team a ranking to a maximum of 50 points. A team will begin the year with three identical ranking points as averaged.

During the current year as a team competes in Tournaments they will obtain points for their results. After each tournament a team will add these points to their rankings, removing one of the initial rankings. After three Tournaments a team will have deleted all of the pre seasons points and their average will be based on the current year’s results.

Teams that participate in more than three Tournaments will average their points from their best three results.

Teams new to Trillium Tournaments will be ranked by the Men’s Committee on consultation the respective League President. Rankings will be based on previous playing history of participating players, league play, and the desire to play at a certain level. New teams will be monitored for any anomalies in rankings up to and including their third tournament.

In addition Touch Football Ontario reserves the right to alter the points of any participating team during the year should it be necessary to ensure a competitive balance and fair play.

#### *Men’s Tier Structure*

Touch Football Ontario reserves the right to alter Tournament Draws due variations in the number of teams that enter the tournament.

If scheduling / facilities permit, all Divisions are to provide a round robin format.

The Divisional formats will break down as follows (based on a 36 team draw):

Tier 1 will consist of the top 12 ranked qualifying teams in the Province. Teams ranked lower than 12 will be placed in additional Tiers of 12 based on rankings.

### *Tier 1*

The top 12 teams will be placed into 4 Pools of 3 teams. After round robin play, the top two teams in each Pool will advance to the “AA” Preliminary Round. The winners will advance to the “AA” Quarter Final Round, while the losers will drop to the “A” Quarter Final Round against winners from Tier 2 “A” Preliminary Round.

The third place team will drop to the “A” Preliminary Round against a team from Tier 2.

### *Tier 2*

The next 12 teams will be placed into 4 Pools of 3 teams. After round robin play, the first place teams will advance to “A” Preliminary Round against third place teams from Tier 1. The winners will advance to the “A” Quarter Final Round, while the losers will drop to the “BB” Quarter Final Round against winners from Tier 2 “BB” Preliminary Round.

The second and third place teams will advance to the “BB” Preliminary Round. The winners will advance to the “BB” Quarter Final Round, while the losers will drop to the “B” Quarter Final Round against winners from Tier 3 “B” Preliminary Round.

### *Tier 3*

The next 12 teams will be placed into 4 Pools of 3 teams. After round robin play, the top two teams in each Pool will advance to the “B” Preliminary Round. The winners will advance to the “B” Quarter Final Round, while the losers will drop to the “CC” Quarter Final Round against winners from Tier 3 “CC” Preliminary Round.

The second and third place teams will advance to the “CC” Preliminary Round. The winners will advance to the “CC” Quarter Final Round, while the losers will drop to the “C” Semi Final Round.

# Men's Point Structure

POINTS DISTRIBUTION CHART																	
Rank		Tier	Result	Number of Teams Entered													
				24	Tier	Result	28	Tier	Result	30	32	33	34	36	40	44	48
1	1	AA	Champion	50	AA	Champion	50	AA	Champion	50	50	50	50	50	50	50	50
2	2	AA	Finalist	48	AA	Finalist	48	AA	Finalist	48	48	48	48	48	48	48	48
3	3	AA	Semi Final	46	AA	Semi Final	46	AA	Semi Final	46	46	46	46	46	46	46	46
3	4	AA	Semi Final	46	AA	Semi Final	46	AA	Semi Final	46	46	46	46	46	46	46	46
5	5	A	Champion	46	A	Champion	46	A	Champion	46	46	46	46	46	46	46	46
6	6	A	Finalist	44	A	Finalist	44	A	Finalist	44	44	44	44	44	44	44	44
7	7	A	Semi Final	42	A	Semi Final	42	A	Semi Final	42	42	42	42	42	42	42	42
7	8	A	Semi Final	42	A	Semi Final	42	A	Semi Final	42	42	42	42	42	42	42	42
9	9	A	Quarter Final	40	A	Quarter Final	40	A	Quarter Final	40	40	40	40	40	40	40	40
9	10	A	Quarter Final	40	A	Quarter Final	40	A	Quarter Final	40	40	40	40	40	40	40	40
9	11	A	Quarter Final	40	A	Quarter Final	40	A	Quarter Final	40	40	40	40	40	40	40	40
9	12	A	Quarter Final	40	A	Quarter Final	40	A	Quarter Final	40	40	40	40	40	40	40	40
13	13	BB	Champion	40	BB	Champion	40	BB	Champion	40	40	40	40	40	40	40	40
14	14	BB	Finalist	38	BB	Finalist	38	BB	Finalist	38	38	38	38	38	38	38	38
15	15	BB	Semi Final	36	BB	Semi Final	36	BB	Semi Final	36	36	36	36	36	36	36	37
15	16	BB	Semi Final	36	BB	Semi Final	36	BB	Semi Final	36	36	36	36	36	36	36	37
17	17	BB	Quarter Final	34	BB	Quarter Final	34	BB	Quarter Final	34	34	34	34	34	34	34	36
17	18	BB	Quarter Final	34	BB	Quarter Final	34	BB	Quarter Final	34	34	34	34	34	34	34	36
17	19	BB	Quarter Final	34	BB	Quarter Final	34	BB	Quarter Final	34	34	34	34	34	34	34	36
17	20	BB	Quarter Final	34	BB	Quarter Final	34	BB	Quarter Final	34	34	34	34	34	34	34	36
21	21	B	Champion	34	B	Champion	34	B	Champion	34	34	34	34	34	34	34	36
22	22	B	Finalist	32	B	Finalist	32	B	Finalist	32	32	32	32	32	32	33	35
23	23	B	Semi Final	30	B	Semi Final	30	B	Semi Final	30	30	30	30	30	30	32	34
23	24	B	Semi Final	30	B	Semi Final	30	B	Semi Final	30	30	30	30	30	30	32	34
25	25				CC	Champion	30	B	Quarter Final	28	28	28	28	28	29	31	33
25	26				CC	Finalist	28	B	Quarter Final	28	28	28	28	28	29	31	33
25	27				CC	Semi Final	26	B	Quarter Final	28	28	28	28	28	29	31	33
25	28				CC	Semi Final	26	B	Quarter Final	28	28	28	28	28	29	31	33
29	29							CC	Champion	28	28	28	28	28	29	31	33
30	30							CC	Finalist	26	26	26	27	27	28	30	32
31	31							CC	Semi Final	24	24	24	24	24	24	24	24
31	32							CC	Semi Final	24	24	24	24	24	24	24	24
33	33							C	Champion	24	24	24	24	24	24	24	24
34	34							C	Finalist	24	24	24	24	24	24	24	24
35	35							C	Semi Final	24	24	24	24	24	24	24	24
35	36							C	Semi Final	24	24	24	24	24	24	24	24
37	37							C	Quarter Final	24	24	24	24	24	24	24	24
37	38							C	Quarter Final	24	24	24	24	24	24	24	24
37	39							C	Quarter Final	24	24	24	24	24	24	24	24
37	40							C	Quarter Final	24	24	24	24	24	24	24	24
41	41							DD	Champion	24	24	24	24	24	24	24	24
42	42							DD	Finalist	24	24	24	24	24	24	24	24
43	43							DD	Semi Final	24	24	24	24	24	24	24	24
43	44							DD	Semi Final	24	24	24	24	24	24	24	24
45	45							D	Champion	24	24	24	24	24	24	24	24
46	46							D	Finalist	24	24	24	24	24	24	24	24
47	47							D	Semi Final	24	24	24	24	24	24	24	24
47	48							D	Semi Final	24	24	24	24	24	24	24	24
49	49							D	Quarter Final	24	24	24	24	24	24	24	24
49	50							D	Quarter Final	24	24	24	24	24	24	24	24
49	51							D	Quarter Final	24	24	24	24	24	24	24	24
49	52							D	Quarter Final	24	24	24	24	24	24	24	24

## **SECTION E – APPENDICES**

### **7. Appendix “G” - Women’s Rankings/ Tier Structure/Points**

#### *Women’s Rankings*

Women’s rankings will be based on Tournament play.

Each year existing teams will be ranked by results from the previous year. A team’s ranking will consist of one third (1/3) Provincials Points, one third (1/3) from best tournament, and one third (1/3) from second best tournament. The resulting points will be averaged to give a team a ranking to a maximum of 50 points. A team will begin the year with three identical ranking points as averaged.

During the current year as a team competes in Tournaments they will obtain points for their results. After each tournament a team will add these points to their rankings, removing one of the initial rankings. After three Tournaments a team will have deleted all of the pre seasons points and their average will be based on the current year’s results.

Teams that participate in more than three Tournaments will average their points from their best three results.

Teams new to Trillium Tournaments will be ranked by the Women’s Committee on consultation the respective League President. Rankings will be based on previous playing history of participating players, league play, and the desire to play at a certain level. New teams will be monitored for any anomalies in rankings up to and including their third tournament.

In addition Touch Football Ontario reserves the right to alter the points of any participating team during the year should it be necessary to ensure a competitive balance and fair play.

#### *Women’s Tier Structure*

Touch Football Ontario reserves the right to alter Tournament Draws due variations in the number of teams that enter the tournament.

If scheduling / facilities permit, all Divisions are to provide a round robin format.

Due to considerable fluctuations in both team numbers and calibre of competition, Women's Tiers vary from tournament to tournament as such no standard draw is used.

*Women's Point Structure*

AA Champs	50
AA Finalists	48
AA Semi Finalists	46
A Champs	46
A Finalists	44
A Semi Finalists	42
BB Champs	42
BB Finalists	40
BB Semi Finalists	38
B Champs	38
B Finalists	36
B Semi Finalists	34
CC Champs	34
CC Finalists	32
CC Semi Finalists	30
C Champs	30
C Finalists	28

## **SECTION E – APPENDICES**

### **8. Appendix “H “– Minimum Suspension List**

# **Touch Football Ontario**

## **Rule 14 - Minimum Suspension List**

### **General**

This document will list offences that will be subject to sanctions, which could include ejections, suspensions, monetary penalty, etc. The offences are subject to review by the Discipline Committee. Appeals from the Discipline Committee decisions can be appealed to Touch Football Ontario Executive

### **Game Misconducts**

#### **14.1 *Disputing Call with Official: Verbal Abuse of a Game Official***

- (a)** Any player who during the course of play disputes a call of an Official and/or is verbally abusive to that Official, may be ejected from that game at the discretion of the Official and be subject to further suspension.

#### **14.2 *Interference from the Bench***

- (a)** Any player who while on a team’s bench/sideline, that is deemed by an Official to have interfered with the play of the game, may be ejected from that game at the discretion of the Official and be subject to further suspension.

#### **14.3 *Fighting***

- (a)** Any player who prior to, during or at the completion of a game becomes involved in a physical altercation with an opposing player, a teammate, or a spectator will be ejected from that game and will subject to further suspension.
- (b)** Any player who has returned to play after serving a suspension for fighting and becomes involved in a subsequent physical altercation with an opposing player, a team mate, or a spectator will be subject to an increased suspension.

**14.4 2nd Fight, Same stoppage of play (3rd, 4th, etc...)**

- (a) Any player who prior to, during or at the completion of a game becomes involved in a physical altercation with an opposing player, a teammate, or a spectator after an initial physical altercation has occurred may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.5 Player(s) 3rd, 4th, 5th Man into Fight**

- (a) Any player who prior to, during or at the completion of a game becomes involved in a physical altercation with an opposing player, a teammate, or a spectator who is involved in a physical altercation with another player may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.6 Leaving the Players Bench**

- (a) Any player who leaves his team's bench or sideline to become involved in a physical altercation with an opposing player, a teammate, or a spectator may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.7 Instigator**

- (a) Any player who at the discretion of an Official is deemed to have instigated or attempted to instigate a physical altercation with an opposing player, a teammate, or a spectator may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.8 Aggressor**

- (a) Any player who at the discretion of an Official is deemed to have been the aggressor of a physical altercation with an opposing player, a teammate, or a spectator may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.9 Elbowing/Kneeing**

- (a) Any player who at the discretion of an Official is deemed to have used his elbows and/or knees in an aggressive manner against an opposing player, may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.10 Trash Talking**

- (a) Any player who prior to, during or at the completion of a game use "Trash Talking that at the discretion of the Official is deemed to be detrimental to the game, may be ejected from that game and will subject to further suspension.



#### **14.11 Head Contact**

- (a) Any player who during the play comes in contact with an opposing players head in a reckless manner whether or not that contact was intentional, may be ejected from that game at the discretion of the Official and will subject to further suspension.
- (b) Any player who has returned to play after serving a suspension for head contact and becomes involved in a subsequent head contact infraction against an opposing player will be subject to an increased suspension.

### **Gross Misconducts**

#### **14.12 Bringing Disrepute to the Game**

- (a) Any player who prior to, during or at the completion of a game is deemed by an Official to bring disrepute to the game by their actions or words, may be ejected from that game and will subject to further suspension.

#### **14.13 Obscene Gesture**

- (a) Any player who prior to, during or at the completion of a game is deemed by an Official to use an obscene gesture to an opposing player, a teammate, or a spectator may be ejected from that game at the discretion of the Official and will subject to further suspension.

#### **14.14 Discriminatory Slur**

- (a) Any player who prior to, during or at the completion of a game is deemed by an Official to use a discriminatory slur to an opposing player, a teammate, or a spectator may be ejected from that game at the discretion of the Official and will subject to further suspension.

### **Match Penalties**

#### **14.15 Threatening an Official**

- (a) Any player who prior to, during or at the completion of a game threatens or acts in a threatening manner towards an Official will be ejected from that game and will subject to further suspension.

#### **14.16 Physical Abuse of an Official**

- (a) Any player who prior to, during or at the completion of a game physically abuses or assaults an Official will be ejected from that game and will subject to further suspension.

**14.17 Spitting**

- (a) Any player who prior to, during or at the completion of a game spits on an opposing player, a teammate, Official or a spectator whether or not he/she intended for that person to be struck may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.18 Deliberate Attempt to Injure**

- (a) Any player who prior to, during or at the completion of a game and at the discretion of the Official intentionally attempts to injure another player by any means will be ejected from that game at and will subject to further suspension.

**14.19 Hair Pulling**

- (a) Any player who prior to, during or at the completion of a game intentionally pulls the hair of another player may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.20 Kicking**

- (a) Any player who prior to, during or at the completion of a game intentionally kicks of another player may be ejected from that game at the discretion of the Official and will subject to further suspension.

**14.21 Head Butting**

- (a) Any player who prior to, during or at the completion of a game intentionally head butts of another player may be ejected from that game at the discretion of the Official and will subject to further suspension.

**Team Misconduct**

**14.22 Participation of Ineligible Participant – Use of Illegal Player**

- (a) Any player who participates in the game that is not on that team's roster will cause that team to forfeit the game regardless of the score. Both the ineligible player and the Team Manager/Coach will be brought before the Discipline Committee

**14.23 Participation of Ineligible Participant – Use of Suspended Player**

- (a) Any player who participates in a game while under suspension (ineligible participation) will cause that team to forfeit the game regardless of the score. Both the ineligible player and the Team

Manager/Coach will be brought before the Discipline Committee. The suspended player must serve their original suspension in addition to any other suspension(s) he may receive.

**14.24 Team Manager/Coach – Submit a Forged or Falsified Roster**

- (a) Any Team Manager/Coach that submits a forged or falsified roster to Touch Football Ontario will be brought before the Discipline Committee. Games played with a forged or falsified roster will be forfeited.

**14.25 Tournament Withdraw – Trillium Tour Event after Registration**

- (a) A team that withdraws without just cause from a Trillium Tour Tournament after it has registered and been accepted to that Tournament, and where no suitable replacement has been accepted, will be deemed as Failing to Attend. Decision for this default will be at the discretion of the Discipline Committee.
- (b) A TFONT team defaulting any game, without just cause as deemed by the Discipline Committee, may also be barred from further play.
- (c) The defaulting team may also be assessed a fine and/or bond and all of its players may be subject to suspension.

**14.26 Failure to Attend – Trillium Tour Tournament after Registration**

- (a) A team that fails to attend a Trillium Tour Tournament without just cause after it has registered and been accepted to that Tournament, will default all the scheduled games of that Tournament. Discipline for this default will be at the discretion of the Discipline Committee.
- (b) A TFONT team defaulting any game, without just cause as deemed by the Discipline Committee, may also be barred from further play.
- (c) The defaulting team may also be assessed a fine and/or bond and all of its players may be subject to suspension.

**14.27 Failure to Participate – Defaulting Intentionally Without Just Cause**

- (a) A team that fails to participate intentionally or without just cause will default the game. Discipline for this default will be at the discretion of the Discipline Committee.
- (b) A TFONT team defaulting any game, without just cause as deemed by the Discipline Committee, may also be barred from further play.
- (c) The defaulting team may also be assessed a fine and/or bond and all of its players may be subject to suspension.

**14.28 Failure to Participate – Defaulting Due to lack of Players**

- (a) A game defaulted or suspended because one team cannot continue due to a lack of players on will be awarded to the non-offending team.
- (b) A TFONT team defaulting any game, without just cause as deemed by the Discipline Committee, may also be barred from further play.
- (c) The defaulting team may also be assessed a fine and/or bond and all of its players may be subject to suspension.

**14.29 Refusing to Start Play**

- (a) A team that fails to start play of a game intentionally or without just cause may be subject to a default of that game. Discipline for this default will be at the discretion of the Discipline Committee.
- (b) A TFONT team defaulting any game, without just cause as deemed by the Discipline Committee, may also be barred from further play.
- (c) The defaulting team may also be assessed a fine and/or bond and all of its players may be subject to suspension.

# Touch Football Ontario

## Minimum Suspension List

The following are minimum suspensions that shall be imposed for infractions, which occur in all Touch Football Ontario Trillium Tournaments.

### Notice re: Clarifications

These are minimum suspensions. Additional suspensions will be imposed wherever conditions and circumstance warrant. It is the responsibility of each team manager and / or coach to ensure their players sit out their appropriate suspensions. When in doubt as to the relevant suspension, contact TFONT. If unable to contact the TFONT, sit player(s) in question out until clarification can be obtained. These suspensions are in addition to game incurred. All suspensions will be forwarded to the Discipline Committee. Indefinite Suspensions will be automatically reviewed by the Discipline Committee. Any suspension may include a fine or bond at the discretion of the Discipline Committee.

GM = Game Misconduct - MP = Match Penalty - GRM = Gross Misconduct – TM = Team Misconduct

<b>Game Misconducts</b>	<b>Rule</b>	<b>Suspension</b>
GM11 Disputing Call with Official: Verbal Abuse of a Game Official	14.1	3 Games
GM12 Interference from the Bench	14.2	2 Games
GM13 Fighting – <b>1st Offence</b>	14.3	3 Games
Fighting – <b>2nd Offence</b>	14.3(b)	4 Games
Fighting – <b>3rd Offence</b>	14.3(b)	Indefinite
GM14 2nd Fight, Same stoppage of play (3rd, 4th, etc...)	14.4	3 Games
GM15 Player(s) 3rd, 4th, 5th Man into Fight	14.5	3 Games
GM16 Leaving the Players Bench	14.6	3 Games
GM17 Instigator	14.7	3 Games
GM18 Aggressor	14.8	3 Games
GM19 Elbowing/Kneeing	14.9	2 Games
GM20 Trash Talking	14.10	2 Games
GM21 Head Contact – <b>1st Offence</b>	14.11	3 Games
Head Contact – <b>2nd Offence</b>	14.11(b)	4 Games
Head Contact – <b>3rd Offence</b>	14.11(b)	Indefinite
 <b>Gross Misconducts</b>	 <b>Rule</b>	 <b>Suspension</b>
GRM11 Travesty of the Game	14.12	3 Games
GRM12 Obscene Gesture	14.13	3 Games
GRM13 Discriminatory Slur	14.14	3 Games

<b>Match Penalties</b>	<b>Rule</b>	<b>Suspension</b>
MP11 Threatening an Official	14.15	6 Games
MP12 Physical Abuse of an Official	14.16	7 Games
MP13 Spitting	14.17	4 Games
MP14 Deliberate Attempt to Injure	14.18	4 Games
MP15 Hair Pulling	14.19	4 Games
MP16 Kicking	14.20	4 Games
MP17 Head Butting	14.21	4 Games

<b>Team Misconduct</b>	<b>Rule</b>	<b>Suspension</b>
TM11 Participation of Ineligible Participant – Use of Illegal Player	14.22	Indefinite
TM12 Participation of Ineligible Participant – Use of Suspended Player	14.23	Indefinite
TM13 Team Manager – Submit a Forged or Falsified Roster	14.24	Indefinite
TM14 Tournament Withdraw – Trillium Tour Event after Registration	14.25	Indefinite
TM15 Failure to Attend – Trillium Tour Event after Registration	14.26	Indefinite
TM16 Failure to Participate – Defaulting Without Just Cause	14.27	Indefinite
TM17 Failure to Participate – Defaulting Due to lack of Players	14.28	Indefinite
TM18 Refusing to Start Play	14.29	Indefinite

## **SECTION E – APPENDICES**

### **9. Appendix “I” – Code of Ethics**

#### *Players Code of Ethics*

- a. I hereby pledge to be positive about my touch football experience and accept responsibility for my participation by following this Players' Code of Ethics Pledge.
- b. I will encourage good sportsmanship from fellow players, coaches, officials and fans at every game and practice by demonstrating good sportsmanship.
- c. I will treat all coaches, fellow players, officials and fans with respect regardless of race, sex, creed, or abilities and I will expect to be treated accordingly.
- d. I will embrace the highest level of sportsmanship, ethical conduct and fair play
- e. I will thoroughly understand and uphold the rules of the game
- f. I will refrain from the use of language that degrades, baits or intimidates others
- g. I will participate to the highest level of my ability on each and every play, and not bring my team, fellow players, and officials into disrepute by lowering my level of play so as to alter the outcome of a game for my own, or the team's personal gain
- h. I will represent myself, team, fellow players, and the community with proper conduct at all times on and off the playing field
- i. I will respect the integrity and the judgement of the officials
- j. I will win with character, and lose with dignity
- k. I will maintain the highest level of safety awareness
- l. I will respect the community and the environment in which the game is played, abiding to all rules of society