

Overview

Sport NB is committed to ensuring all its funded sport organizations are set up for success in delivering a safe and welcoming experience for all participants. Since 2022, all PSO/MSO members of Sport NB have been required to have a Code of Conduct that reflects the core principles of the *Universal Code of Conduct to Prevent and Address Maltreatment in Sport* (the UCCMS) and have an internal dispute resolution process for the resolution of all complaints that may arise in the sport environment.

The NB Safe Sport Complaint Mechanism (**NBSSCM**) is the culmination of years of consultation and consensus building to identify and prioritize key components. The NBSSCM provides PSO/MSO members of Sport NB with a consistent approach for dispute resolution that includes external assessment of complaints as well as a centralized reporting platform through the designated Independent Third Party.

While PSO/MSOs may implement their own dispute resolution process, they may also designate the NBSSCM as their complaint process to receive and address all allegations of maltreatment under the UCCMS. PSO/MSOs may also designate the NBSSCM as the venue to hear appeals of PSO/MSO decisions related to disputes involving their constitution, by-laws, or policies.

The following sets out considerations for PSO/MSO members of Sport NB who are looking to integrate the NBSSCM to ensure that complaints and appeals are processed and received appropriately.

Governance Review

To complete the process successfully, you will need an accurate understanding of the current governance, policies, and membership structure of your organization, particularly as it relates to your Members (typically Clubs) and Participants/Registrations (individuals).

To ensure your organization will be able to effectively apply the NBSSCM to your members and participants, a governance review is recommended to ensure that the NBSSCM and your policies align with your governance structure.

The first step is to verify your By-laws, and any internal policies related to governance and membership, and Safe Sport.

Jurisdictional and Pathway Assessment

Sport NB recognizes that PSO/MSO members have obligations to various sport governing bodies, including in many cases National Sport Organizations for your sport. NSOs may impose certain requirements related to governance and Safe Sport.

The NBSSCM was designed with these potential obligations in mind. It is important to confirm if your NSO has created (or intends to create) any national requirements with respect to reporting, hearing and publishing decisions related to Maltreatment or other violations of your sport's conduct standards.

It is important that you understand the expectations of your NSO and can easily outline any procedure that has been imposed.

As part of this exercise, you can trace the reporting and adjudication pathway that an individual must follow when bringing forward concerns or allegations of misconduct within your sport.

Policy Review

Sport NB developed a standard policy suite for all NB based sport organizations. This included mandatory core policies, which included an internal dispute resolution mechanism. As PSO/MSO members can use the NBSSCM to address all allegations of maltreatment, it is important to understand how the provincial mechanism interacts with your internal process, including reflecting the integrating of the NBSSCM

As part of the policy review process, you can consider how your technical and field of play standards and disciplinary mechanisms interact with the Safe Sport disciplinary process.

Implementation

After you have reviewed the relevant documents, you can assess whether you are prepared to adopt the NBSSCM as part of your complaint process or simply as the venue to hear specific appeals.

As part of your reviews, you may identify that amendments are necessary to clarify the right of your organization to impose discipline on Participants/Registrants and/or Members.

In our experience, the amendments may range from minor housekeeping updates to substantial revisions to ensure that you have clear jurisdiction over your Members and Participants/ Registrants. Although by-law amendments must be passed at an Annual or Special General Meeting, new and updated policies can be implemented by the Board and staff. It is important to reflect any changes in your registration documentation as well as your employment agreements.

Successfully implementing the NBSSCM requires a clear understanding of the different pathways available to receive and adjudicate disputes within your sport environment.