

**Calgary Blizzard  
Soccer Club  
Policies &  
Procedures**Chapter:  
**TECHNICAL LEADERSHIP &  
PLANNING**Subject:  
**RECRUITMENT REPORTING  
PROCEDURE**

Authorization:

**Approved**

White Paper:

**N/A**

Date:

**March, 2019**

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**POLICY NUMBER:** 14-11**REFERENCE:** [CMSA Recruitment Rules & Guidelines](#)[CMSA Discipline Rules and Regulations](#)

**POLICY:** Complaints may be filed by Registered CMSA Player(s) (Parent/Guardian), Team Official(s) or Member Club(s) if they believe they have been subject to a breach of the Recruitment rules as defined by the CMSA Recruitment Rules & Guidelines.

1. Complaints filed for review must be sent to the CMSA office and forwarded onto the CMSA Discipline Committee for review.
2. Complaints filed should include a minimum of the following:
  - a. Evidence of contact that shows the breach of the Recruitment Rules or an affidavit of the specific types of contact.
  - b. Evidence can include screen shots of text messages/phone calls, copies of emails, photos or other communication.
  - c. Evidence must include details of the origins, author, date and recipients of contact or other details that permit authentication of the evidence
3. Complaints filed can be kept confidential to the best extent possible, at the request of the complainant, if they provide a written statement as to the reason for their request for anonymity.
4. The accused Member Club or Individual shall remain in good standing until the decision of the CMSA Discipline Committee has been reached.



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In the event, that any breach to the recruitment rules are identified by the CMSA Discipline Committee, the offending individual(s) may be penalized under current CMSA Discipline Rules and Regulations regarding 'conduct likely to bring the game into disrepute'.

**INTERPRETATION:****1.0 Member Club**

A register club in good standing with CMSA

**2.0 Team Official**

Any coach, assistant coach, team manager, or trainer listed on a CMSA registered roster.

