



SHOOTING FEDERATION OF CANADA ATHLETE AGREEMENT

AGREEMENT made this 1st day of November 2022

BETWEEN: Name _____
of the City/Town of _____
in the Province/Territory of _____
(hereinafter referred to as “the Athlete”)

THIS DOCUMENT TO BE ELECTRONICALLY SIGNED.

OF THE FIRST PART

AND: The SHOOTING FEDERATION OF CANADA, having its National Office at the RA Centre, House of Sport, 2451 Riverside Drive, Ottawa (Ontario) K1H 7X7, CANADA (hereinafter referred to as “the SFC”)

OF THE SECOND PART

AGREEMENT

WHEREAS:

- the Athlete wishes to be an active competitor in SFC sanctioned events and programs with his or her rights and obligations clearly defined;
- the Athlete is a citizen of Canada as verified by a Canadian Citizenship document or is in the process of attaining Canadian Citizenship, and is an amateur eligible to represent Canada according to the regulations of the International Shooting Sport Federation;
- the SFC is recognized by the International Shooting Sport Federation, Sport Canada, the Canadian Olympic Committee, the Canadian Paralympic Committee and the Commonwealth Sport Canada as the sole National Federation governing the sport of target shooting in Canada;
- the SFC recognizes the need to clarify the relationship between the SFC and the Athlete by establishing their respective rights and obligations;
- the Sport Canada Athlete Assistance Program, (the “AAP”) requires these rights and obligations to be stated in a written agreement to be signed by the SFC and the Athlete who applies for assistance under the AAP;
- the International Shooting Sport Federation (ISSF) requires that the SFC certify the eligibility of the Athlete to compete as a member in good standing.

NOW THEREFORE the parties agree to the following:

1. SFC OBLIGATIONS

THE SFC SHALL:

Team Selection

- 1.1 Organize, select and operate teams of athletes, coaches and other necessary support staff to represent Canada in the sport of target shooting throughout the world and assist with competition expenses according to the terms and conditions established by the SFC High Performance Committee (HPC), the Canadian Olympic Committee (COC), the Canadian Paralympic Committee (CPC) and the Commonwealth Sport Canada (CSC) as applicable;
- 1.2 As and when possible, publish selection criteria for all High Performance Teams at least three (3) months before the selection for any particular team and at least eight (8) months before the selection of major games teams (e.g. Olympic, Paralympic, Commonwealth, Pan American and World Championship Teams);
- 1.3 Conduct selection of members to the High Performance Program (HPP) in a manner that is in conformity with the generally accepted principles of natural justice and procedural fairness;
- 1.4 As and when possible, give the Athletes a minimum period of thirty (30) days to review all of its contracts that Athletes are to sign from time to time.

Communication

- 1.5 Communicate with athletes both orally and in writing in the official Canadian language of their choice (French or English);
- 1.6 Provide High Performance Program information (training and competition) to the Athlete via the SFC website, email or by regular mail.
- 1.7 The SFC/HPC will communicate directly with the athlete unless the athlete is below the age of majority (18 years of age) in which case the SFC will communicate with the parent or legal guardian on behalf of the athlete.
- 1.8 SFC will share the contact information of the athlete to the IST personnel

Athlete Assistance Program (AAP)

- 1.9 The criteria for the selection of athletes to the AAP will be published, at minimum, nine (9) months prior to the start of the AAP's eligibility cycle for the SFC;

- 1.10 Nominate eligible Athletes for the AAP, and thereafter ensure those athletes accepted by Sport Canada receive all the benefits to which they are entitled under the AAP.

Athlete Representation

- 1.11 Provide one representative elected by the athletes to sit as a member of the High Performance Committee with vote. In addition to this, to have the Athlete Representative sit on the Board of Directors with vote and the Executive Committee as a non-voting member. The SFC recognizes the importance of athlete participation in its decision making processes.

High Performance

- 1.12 Organize programs and provide funding for Athlete development (training camps, competitions or to offset costs of Integrated Sport Team (IST) specialists and personal coaches) and the provision of coaching expertise in the sport of target shooting in accordance with the budget of the SFC;
- 1.13 As and when possible, provide the Athlete selected to be a member of the High Performance Program with certain items of team insignia, uniform or supplies, without charge on occasion and endeavour to make special arrangements with suppliers for the purchase of equipment and clothing for or by team members;
- 1.14 Provide a review and monitoring of the Athlete's Annual Training Program.
- 1.15 Provide IST support when available. IST support will be provided based on the decision of the HPC through application and coach recommendation.

I understand that funding and services (if provided) to the athletes in the High Performance Program will be based on their team status (National, developmental, junior) as well as performance benchmarks, and qualification status for Major Games

Medical Information

- 1.16 Respect the confidentiality of medical information supplied by the Athlete to the HPC/SFC. This information will not be shared to outside parties without the consent of the Athlete, unless required to do so by law or in accordance with the SFC's policies; Confidentiality is maintained unless: risk to self or others, a minor is being abused, or safe sport protocols are violated.
- 1.17 Assist the athlete in obtaining quality sport science and sport medicine care and advice in accordance with the SFC's budget and policies, including mental health crisis care.

Dispute Resolution

- 1.18 Provide a hearing and appeal procedure that is in conformity with the generally accepted principles of natural justice and due process and includes access to an independent

arbitration process with respect to any dispute the athlete may have with the NSO; publish the details of this procedure in a prominent manner; and provide details to any person requesting this information by or on behalf of the athlete;

An action or decision of a Coach, Team Manager, or other SFC official, including but not limited to disciplinary measures, may be protested in writing to the SFC High Performance Committee giving the reasons and information pertinent to the protest according to the “Policy for Appeal of SFC decisions” document posted to the SFC Website;

Any protest or appeal shall be emailed to the Technical Director (sverdier@sfc-ftc.ca). The email date of receipt shall govern.

2. ATHLETE’S OBLIGATIONS

THE ATHLETE SHALL:

General and Communications

2.1 Pay the 2022 High Performance Team Fee and SFC full membership fee on or by November 25, 2022 as follows:

National Team	=	\$200
Development Team	=	\$250
Junior Program	=	\$150

2.2 Be prepared to pay ALL expenses including entry fees for any competition where registration is submitted by the SFC within 30 days of receipt of billing. Failure to make payment will result in suspension of the athlete from the HPP;

2.3 Ensure the SFC has current contact information including an address, phone number, and functioning email address listed on your SFC membership page. All changes to any of the above will be completed within 7 days of them becoming effective;

2.4 Read all information supplied by the HPC/SFC and is responsible to be aware of all SFC policies that may affect them. The SFC may require the athlete to participate in additional training and awareness seminars;

2.5 Respond to communications, requests and/or complete submissions in a timely manner by the deadline set by the SFC/HPC;

2.6 Be in regular communication with the National Coach and adhere to all requests for information, etc.;

2.7 Understand that it is their personal responsibility to check the SFC website or any other electronic application for updates, news, notices and announcements;

- 2.8 Remit up to six (6) independent qualifying score requests **one month prior** to the **opening day of the event** via the Qualifying Score Designation and Results (QSDR) form online submission protocol. Link for submissions can be found on the athlete's High Performance personal page;

Remit up to six (6) independent qualifying scores **within one month** of each event completion with a link to the results of the match via the QSDR online submission protocol. Failure to include the results or failure to email the form will disqualify the scores from being considered. Link for submissions can be found on the athlete's High Performance personal page;

- 2.9 Utilize the hearing and appeal procedure referred to in paragraph 1.17 for the remedy of complaints and issues;
- 2.10 At all times support the long-term objective of the SFC/HPC Olympic/Paralympic qualification strategy. Furthermore, while the SFC acknowledges the human rights and freedoms embodied in the Canadian Charter of Rights and Freedoms, the SFC requests of its athletes to refrain from publicly criticizing Sport Canada and/or the Shooting Federation of Canada. Any complaints are to be forwarded in a confidential manner to the High Performance Committee by contacting the SFC Athlete Representative;
- 2.11 Participate in sport-related, non-commercial promotional activities on behalf of the Government of Canada when asked to do so. Such activities will be organized by the SFC and, unless supplementary compensation is arranged, do not normally involve more than two working days per athlete per year;

Participate on a voluntary basis, in SFC approved functions in the athlete's local region to support the SFC High Performance Program and promote the shooting sports to members of the public. Such promotion may include participation in sporting events, assisting, or manning of information booths at public events and information sessions at public venues such as schools and sports arenas;

- 2.12 Complete Sport Canada's Respect in Sport Module and upload the updated certificate located on your High Performance portal via the personal page when required;
- 2.13 Consent to being subject to the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (the "UCCMS" available at <https://sportintegritycommissioner.ca/uccms>) and the processes required for its administration and enforcement.
- 2.14 Provide the name and contact information of any personal coach who works directly with the athlete to the National Coach of their discipline. The Athlete understands that only

Canadian NCCP Certified Comp Dev coaches will be recognized by the SFC/HPC. No accreditation to ISSF World Cups or Major Games will be allocated to a Personal Coach;

- 2.15 Take responsibility for the actions of any personal coach personally brought to an event by the athlete, and understand that, should an issue arise with that personal coach, the athlete could face sanctioning and/or suspension;

Medical Information:

- 2.16 The Athlete shall be fully vaccinated against COVID-19. (Fully pertains to the standard set federally). As of November, 2021, two COVID-19 vaccinations are required.
- 2.17 The Athlete shall provide proof, upon request, of their vaccination record including vaccination for COVID-19. No athlete will be allowed to travel for Canada without being fully vaccinated.

Training/Competition

- 2.18 Abide by team leadership directives and instructions issued by the National Coaches or other representatives of the Federation concerning Athlete selection and programs; and for international team selection, administration, and operation; and during competition;
- 2.19 Follow the training and competitive program mutually agreed upon in writing by the Team Coach, Manager or high performance designate, the Athlete's personal coach and the Athlete;

Provide an annual training plan (encompassing 48 weeks of training of a calendar year as per the SFC Long Term Development (LTD) Framework document) including performance objectives and participate in regular monitoring meetings as scheduled/deemed necessary by the National Coach. The Yearly Training Plan (YTP) minimum requirements can be found in the High Performance Section on the Shooting Federation of Canada website;

Update their YTP and complete the YTP reporting uploading the YTP once monthly. It is then the Athlete's responsibility to contact their National Team Coach and set up a monthly review of their training and YTP.

- N.B. If a member of the High Performance Program fails to report as required, the High Performance Committee may take disciplinary action. Athletes who are carded through the Athlete Assistance Program and do not comply with stipulations pertaining to the AAP (i.e. item 2.11) may, as per Sport Canada conditions, have their carding status removed.

- 2.20 Provide the High Performance Coordinator a scanned copy of their passport.

- 2.21 The Athlete shall avoid being under the influence of any substance that is not conducive to high performance achievements or taking any deliberate action that involves significant risks for the Athlete's ability to perform or limits the athlete's performance;
- 2.22 To ensure team performance and the long term health and safety of athletes, the SFC has the right to ask for a Doctor's "clearance to train or compete" certificate (including a mental health crisis clearance by a physician or psychologist) at any time during the length of this agreement. Furthermore, it is the responsibility of the athlete to report to the SFC/HPC in writing, any impairment that could affect their ability to compete to their highest capacity for any team or event they are selected to attend.
- 2.23 Participate in scheduled training camps, seminars, or competitions deemed mandatory by the HPC.
- 2.24 Maintain a daily/monthly Training Log as per the YTP minimum requirements and/or as directed by the High Performance Coach.
- 2.25 Make oneself available to compete for Canada in international shooting competitions or multiple discipline international competitions, according to qualifying standards that may be set for each competition by the SFC, COC, CPC and CSC; and when selected, follow instructions or directives given by Team officials or coaches;
- 2.26 While training, competing or traveling with the SFC, be responsible for the purchase of insurance to meet individual needs, and ensure an adequate level of personal accident and travel insurance is maintained to cover the above activities, destinations and time requirements of participation;
- 2.27 Avoid any action or conduct that would reasonably be expected to significantly disrupt or interfere with a competition/event or the preparation of any Athlete/Coach for a competition/event. Such conduct will be dealt with according to 2.35. This includes but is not limited to:
- Being under the influence of any substance that is not conducive to high performance achievements;
 - taking any deliberate action that involves significant risks for the Athlete's ability to perform or limits the athlete's performance;
 - Rude verbal or body language including swearing at any athlete or personnel during a camp, training session or competition event;
 - Speaking publicly against or not following the directives of the Coach and/or SFC/HPC personnel and/or the Shooting Federation of Canada and/or its policies;
 - Any other unsportsmanlike conduct.
- 2.28 Be committed to training programs and competition participation in order to achieve High Performance Program objectives;

- 2.29 Provide the SFC with proof of travel insurance upon request.
- 2.30 Manage the demands of international travel. Resource limitations necessitate that all members must be capable of traveling internationally, independent of the National Team Coach. Any personal attendants who accompany team members hold no team status and the athlete they are supporting is responsible for all of their financial incumbencies. (Junior specific criteria supersedes this item.)
- 2.31 Abide by the positive spirit of the rules;

Anti-doping

- 2.32 Complete the Canadian Centre for Ethics in Sport (CCES) on-line anti-doping, True Sport Clean 101 modules and Safe Sport modules at the beginning of each new carding cycle annually and at times thereafter as required by Sport Canada.
- 2.33 Review and sign the Canadian Anti-Doping Program Athlete Agreement when requested.
- 2.34 Participate as may be requested by the SFC in any Doping Control/Education Program as formulated by the SFC in cooperation with Sport Canada and the Canadian Centre for Ethics in Sport (CCES);
- 2.35 Contact the Canadian Centre for Ethics in Sport (CCES) prior to taking any prescription or non-prescription (i.e. over-the-counter) drugs to ensure that the medication does not appear on the banned or prohibited substance list;
- 2.36 Avoid engaging in all competitions where federal sport policy and the policies of the SFC have determined that such participation is not permitted;

IST

- 2.37 Contact information will be shared with members of the IST.
- 2.38 Understand that it will be the responsibility of the HPP Athlete to reimburse the SFC for any missed sessions or sessions cancelled within 24 hours prior of the appointment for all IST SFC funded sessions. Please see Cancellation policy published in the High Performance Area on the SFC Website;

It is mandatory for athletes who are working with any IST practitioner to check in, at minimum, once monthly to review their progress and make necessary adjustments.

Dress Code

- 2.39 Wear the specified SFC Team uniform and other official clothing while traveling or participating in National Championships and international competitions or as directed on any other occasion when identified as a member of the SFC High Performance Program;

Discipline

- 2.40 The Shooting Federation of Canada, through the High Performance Committee and/or Executive Committee, will investigate reported violation(s) of this Agreement. If the investigation determines that a violation has occurred, the HPC or SFC/Executive could impose the following penalties, not necessarily in the order below, but depending on the severity of the violation as deemed by the HPC/SFC Executive.

Violations in Competition:

- A. verbal warning or written warning
- B. suspension from current competition or team activity
- C. removal from team and being sent home
- D. suspension from designated High Performance teams and/or competitions for one year
- E. suspension from designated High Performance teams and/or competitions indefinitely

Violations out of Competition:

- A. verbal or email warning.
- B. If the athlete fails to regard the warning : email placing athlete on probation with instruction on how to remain on team and parameters / time of probation);
*** the athlete will not be eligible for any major games team during the probation or have any scores stand for consideration of the following year's team.**
- C. If the athlete fails to regard the email: suspension from current team (if probationary parameters are not met by athlete) including loss of any funding and IST support for a period of:
First offense: 3 months**
Second offense: 6 months**
Third offense: 1 year*
**** the athlete will not be eligible for any major games team during the suspension or have any scores stand for consideration of the following year's team.**
- D. Should an athlete fail to regard the warning and instructions for a fourth offense the athlete shall be suspended from designated High Performance teams and/or competitions indefinitely.

Incidents relating to being under the influence while in competition. (In competition refers to any time during which the athlete is at an event):

Suspension from current competition or team activity. Athlete will be sent home and any costs will be the responsibility of the athlete and one of the following:

- A. First Offence: suspension from designated High Performance teams and/or competitions for 6 months;
 - **athlete will not be eligible for any major games team during the suspension or have any scores stand for consideration of the following year's team.**
- B. Second Offence: suspension from designated High Performance teams and/or competitions for one year;
 - **athlete will not be eligible for any major games team during the suspension or have any scores stand for consideration of the following year's team.**
- C. Third Offense: suspension from designated High Performance teams and/or competitions indefinitely.

The exception to this is any violation that is criminal in nature. Such violations will be investigated by the High Performance Committee and/or the SFC Executive (those who are not in conflict of interest) and if guilt is confirmed, suspension from the SFC High Performance Program will be indefinite in nature. The athlete will be given an opportunity to respond (via written email) to the incidents prior to the imposing of any penalty. The athlete may also appeal any decision as per the SFC appeals policy.

3. DEFAULT OF AGREEMENT

3.1 Where one of the parties to this agreement is of the opinion that the other party has failed to conform with its obligations under this agreement, it shall forthwith:

- (a) notify that party in writing of the alleged default;
- (b) where applicable, indicate in the notice to that party the steps to be taken to remedy the situation; and
- (c) where applicable, indicate in the notice a reasonable period of time within which such steps shall be taken.

3.2 On AAP related matters, the athlete may direct such notice to the High Performance Coordinator, who may act on behalf of the athlete and indicate to the SFC the steps to take to remedy the situation

3.3 Where the party that has given the notice referred to in paragraph 3.1 (a) is of the opinion that the other party has not remedied the situation, it shall file a complaint through the hearing and appeal procedure referred to in paragraph 1.15

4. DURATION OF AGREEMENT

4.1 This agreement comes into force on **November 1st, 2022** and terminates on **September 30, 2023**

I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO ENSURE ALL OF MY SUBMISSIONS HAVE BEEN ACCEPTED AND I TAKE FULL RESPONSIBILITY AND ACCEPT THE CONSEQUENCES FOR MY FAILURE TO FULFILL THE EXPECTATIONS OUTLINED IN THIS AGREEMENT.