



# SHOOTING FEDERATION OF CANADA ATHLETE AGREEMENT

AGREEMENT made this date: \_\_\_\_\_

**BETWEEN:** Name of Athlete: \_\_\_\_\_

For Minors - Name of Parent / Legal Guardian: \_\_\_\_\_

of the City/Town of: \_\_\_\_\_

in the Province/Territory of: \_\_\_\_\_

(hereinafter referred to as “the Athlete”)

## OF THE FIRST PART

**AND:** The SHOOTING FEDERATION OF CANADA, a registered Canadian amateur athletic association having its registered 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 Canadian citizen in possession of a valid Canadian passport OR a permanent resident in the process of obtaining Canadian Citizenship. Athletes must be fully eligible to compete for Canada at the time of representation at an ISSF World Cup or Major Competition / Games.
- The SFC is recognized by the International Shooting Sport Federation (ISSF), World Shooting Para Sports (WSPS), Sport Canada, the Canadian Olympic Committee (COC), the Canadian Paralympic Committee (CPC) and Commonwealth Sport Canada as the sole National Federation governing the sport of target shooting in Canada.
- The SFC strives to deliver a world-leading program and enter Teams into competition that achieve the best international results it possibly can.
- The SFC recognizes the need to clarify the relationship between the SFC and the Athlete by establishing their respective rights and obligations.

- The Athlete has exceptional and unique knowledge, skill and ability in the sport of competitive target shooting and wishes to compete for Canada as a member of SFC’s High Performance Team.
- Execution of this Agreement means that both parties understand the mutual obligations set out in this Agreement, including their mutual responsibility to comply with requirements of external sport governance bodies including the International Olympic Committee (“IOC”), the International Paralympic Committee (“IPC”), the International Shooting Sport Federation (ISSF), World Shooting Para Sport (WSPS), Sport Integrity Canada, and the World Anti-Doping Agency (“WADA”).
- 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 ISSF requires that the SFC certify the eligibility of the Athlete to compete as a member in good standing.
- Appendix A provides definitions for terms and acronyms used within this Agreement.

**NOW THEREFORE** the parties agree to the following:

**1. TERM AND SCOPE OF THE AGREEMENT**

- 1.1 This Agreement is effective from January 1, 2026 to December 31, 2026 (the “Term”), unless earlier terminated in accordance with this Agreement.
- 1.2 Subject to the terms and conditions outlined herein, throughout the Term, the Athlete shall be considered a member of the High Performance Program (“HPP”).

**2. RELATED POLICIES AND AGREEMENTS**

- 2.1 The SFC agrees to make all referenced documents available to the Athlete, by electronic copy, and the Athlete agrees to follow these referenced documents, as amended from time to time, as well as:

- 2.1.1 SFC Policy & Procedures Manual
- 2.1.2 SFC Code of Conduct
- 2.1.3 SFC Privacy Policy
- 2.1.4 SFC Expense Claim Policy

The SFC will inform the Athlete of any changes made to SFC’s policies or agreements. Current versions of SFC’s policies are available and can be found on the [Policies page](#) of the SFC website.

**3. SFC OBLIGATIONS**

**THE SFC SHALL:**

### Team Selection

- 3.1 Provide technical leadership of the HPP through the High Performance Committee (“HPC”) and National Team coaches, and support the operation of the programs and High Performance Teams through appropriate support personnel and staff, in accordance with the budget and the policies of the SFC.
- 3.2 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, when available, according to the terms and conditions established by the HPC, the Canadian Olympic Committee (COC), the Canadian Paralympic Committee (CPC) and Commonwealth Sport Canada (CSC), as applicable.
- 3.3 As and when possible, publish selection criteria for all High Performance Teams at least three (3) months before the selection of 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).
- 3.4 Make available the team selection and eligibility criteria by posting it online at: <https://www.sfc-ftc.ca/high-performance-programs/selection-policy/> and publish this link in the usual communications of SFC including, but not limited to, by email, press release and social media, in accordance with this Agreement.
- 3.5 Conduct selection of members to the HPP in a manner that is in conformity with the generally accepted principles of natural justice and procedural fairness.
- 3.6 Notify athletes of selection or non-selection to SFC teams and provide reasons upon request.
- 3.7 Unless required by exceptional or unforeseen circumstances, ensure that no changes to any policies, rules and regulations are made regarding athlete selection while the selection process is underway, and that any changes to its rules and regulations are published through the usual communication of SFC in accordance with this Agreement (see section 3.4).
- 3.8 Within all applicable timelines, register the Athlete or perform all necessary tasks for the Athlete to compete at all ISSF, IOC, IPC or WSPS sanctioned events that the Athlete is entitled to compete at, and agrees to compete at, subject to this Agreement and duly published SFC eligibility and selection criteria for High Performance Teams or Major Games Teams.

### Uniforms

- 3.9 Pay for and provide Team Uniforms for High Performance Teams, where possible.

- 3.10 Seek feedback from the Athlete Representatives and/or Athletes' Council regarding the Team Uniform, including material and design at least two (2) weeks before such items are ordered by SFC.
- 3.11 Implement Team Uniform feedback, subject to criteria appropriate in the circumstances including level of consensus among athletes, cost, available options and timelines.

#### Training and Competition

- 3.12 Provide technical leadership of the HPP through the HPC and National Team coaches, and support the operation of the programs and High Performance Teams through appropriate support personnel and staff, in accordance with the budget and the policies of SFC.
- 3.13 Protect the Athlete's eligibility for national and international competition by educating the Athlete about applicable and potentially applicable eligibility requirements of SFC, ISSF, WSPS or other party and informing the Athlete if any proposed activity, communicated by the Athlete to SFC, appears to be in violation of such eligibility rule.
- 3.14 Provide the schedule of mandatory competitions to the Athlete as they are made known to the SFC, which shall be tailored to the individual needs of the Athlete to progress towards achieving agreed upon objectives and goals of the Athlete and High Performance Team (the "Yearly Training Plan" or "YTP"). The plan will be developed in consultation with the Athlete and the Athlete's coaches in accordance with **sections 4.9-4.11**.
- 3.15 Not unreasonably withhold the approval of any changes to the athlete's YTP by the Athlete's appropriate National Team coach.

#### Information and Privacy

- 3.16 Designate an employee who acts in the role of the SFC's Privacy Officer and communicate that designation and any changes to the designation to the Athlete as soon as the circumstances permit. The SFC's current Privacy Officer is Member Services Director, Lisa Roddie ([Members@sfc-ftc.ca](mailto:Members@sfc-ftc.ca)).
- 3.17 Collect personal information from the Athlete as needed.
- 3.18 Communicate to the Athlete which recordings, technology, tactics, methods, logistics or other information that the SFC deems confidential as soon as circumstances permit.
- 3.19 Take reasonable steps to protect all information gathered in relation to the Athlete.
- 3.20 Not disclose any information about the Athlete to outside parties without consent of the Athlete, unless required to do so by law.

#### Communication

- 3.21 Assign the Technical Director (or designate) as the Designated Contact for the Athlete, unless otherwise specified.
- 3.22 Ensure that the Designated Contact or an alternate SFC staff person at the SFC office is available for communication each Business Day SFC is open for business and respond within seven (7) business days.
- 3.23 Communicate with athletes both orally (where possible) and in writing in the official Canadian language of their choice (French or English).
- 3.24 Communicate in a timely manner, using appropriate methods such as telephone, email, SMS, text or video messaging, or other methods depending on the nature of the communication and the Athlete's expressed communication preferences.
- 3.25 Respond to the Athlete correspondence and communication as soon as the circumstances permit, depending on the nature of the communication and meet any deadlines for responding provided they have been mutually agreed upon by the parties.
- 3.26 Provide HPP information (training and competition) to the Athlete via the SFC website or email.
- 3.27 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.
- 3.28 Share the contact information of the athlete with Integrated Support Team ("IST") personnel.

#### Athlete Representation

- 3.29 Provide at least one representative elected by the athletes to sit as a voting member of the HPC. In addition to this, to have an elected Athlete Representative sit on the Board of Directors with vote. The SFC recognizes the importance of athlete participation in its decision making processes.

#### High Performance

- 3.30 Organize programs and provide funding for Athlete development (training camps, competitions or to offset costs of IST specialists and personal coaches) and the provide coaching expertise in the sport of target shooting in accordance with the budget of the SFC.
- 3.31 Provide a review and monitoring of the Athlete's Yearly Training Program.
- 3.32 Provide IST support when available. IST support will be provided based on the decision of the HPC through application and coach recommendation, and in accordance with the budget of the SFC.

### Medical Information

- 3.33 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.
- 3.34 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.
- 3.35 In the event of an injury or illness of the Athlete, SFC will:
  - 3.35.1 assist the Athlete in maintaining health or returning to health.
  - 3.35.2 make every effort to contact the Athlete's Emergency Contact prior to medical treatment being initiated in the event of a serious medical situation arising while the Athlete is training or competing where the Athlete lacks legal capacity to make healthcare decisions.

### Anti-Doping

- 3.36 Ensure that the Athlete receives communications from the ISSF, WSPS, WADA, IOC, IPC, Sport Integrity Canada or other bodies regarding interpretations of and changes to the anti-doping rules to which the Athlete is subject.
- 3.37 Promote an environment and culture of clean sport.
- 3.38 As soon as the circumstances permit, communicate to the Athlete the name of any athlete, coach, IST or other person known to be involved, likely to be involved, or desiring to be involved in SFC's activity, and under sanction by SFC or an anti-doping agency for a doping-related offence, or who the Athlete is prohibited from associating with by the CADP or WADA.

### Funding and Financial

- 3.39 Provide an estimated Fee Schedule to the Athlete that the Athlete will be required to pay to the SFC during the term of the Agreement and will invoice the Athlete from time to time, with notice, for additional fees based on the actual costs incurred to the SFC. For example, ISSF World Cup entry fees or hotel costs.
- 3.40 Upon request, provide an estimated amount that the Athlete will be required to pay approximately to cover their sport expenses during the term of this Agreement on mandatory events and optional events typically attended by High Performance Team athletes.

- 3.41 Inform the Athlete as soon as possible after SFC has knowledge of any changes to the fees as set out in the Fee Schedule.

*Sport Canada Athlete Assistance Program (AAP)*

- 3.42 Publish the AAP selection criteria at minimum eight (8) months prior to the start of the AAP's eligibility cycle for the SFC.
- 3.43 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.
- 3.44 Advise the athlete of the procedure for withdrawal from the AAP, as outlined in Sport Canada's Athlete Assistance Program Policy and Procedures manual available online at: <https://www.canada.ca/en/canadian-heritage/services/funding/athlete-assistance/policies-procedures.html#a12>

*Canadian Safe Sport Program (CSSP)*

- 3.45 Accept and adopt the CSSP and comply with the rights, obligations and responsibilities as outlined in the adoption Contract.
- 3.46 Ensure that all SFC policies, procedures or other actions are consistent with the Universal Code of Conduct to Prevent and Address Maltreatment in Sport ("UCCMS") and the CSSP Rules.
- 3.47 Ensure that none of this Agreement, any other SFC policy, procedure or other action, are used by SFC to restrict the Athlete's ability to exercise their rights, protections or responsibilities under the CSSP Rules.
- 3.48 Obtain the informed consent of the Athlete to become subject to the CSSP Rules and its administration and enforcement processes through Sport Integrity Canada.
- 3.49 Refer to Sport Integrity Canada all applicable matters relevant to the CSSP Rules so that they may be addressed in accordance with the administration and enforcement under the CSSP Rules.
- 3.50 Provide periodic UCCMS-compliant training opportunities to the Athlete and everyone interacting with or making decisions affecting the Athlete and track the completion of these training activities.
- 3.51 Distribute and/or facilitate access in a timely manner, relevant information, tools, services and resources made available from time to time by Sport Integrity Canada for participants under the CSSP Rules, including the Athlete.
- 3.52 Fully cooperate in good faith as part of any process related to the administration and enforcement of the CSSP Rules.

3.53 Ensure that any sanctions or measures which are imposed in accordance with the CSSP Rules, are implemented, respected, and adhered to.

#### Termination

3.54 The SFC may terminate this Agreement, by providing written notice, prior to its scheduled expiry if the Athlete:

3.54.1 has been found guilty by Sport Integrity Canada, WADA, or a designated body with the authority to conduct anti-doping testing of an anti-doping rule violation and is subject to a period of ineligibility that extends beyond the expiry of the Term of this Agreement;

3.54.2 has been found to have violated the UCCMS or any policy of the SFC, ISSF, WSPS, or any other relevant sport organization and is subject to a suspension or period of ineligibility that extends beyond the expiry of the Term of this Agreement;

3.54.3 has been convicted of a criminal offense involving “harmful conduct”, as described in SFC’s *Discipline and Complaints Policy*; or

3.54.4 has become ineligible to represent SFC.

If the Athlete is subject to a period of ineligibility for an anti-doping rule violation or a suspension/period of ineligibility for violating the UCCMS or a policy of the SFC, ISSF, WSPS, or other relevant sport organization that will expire prior to the expiry of the Term of this Agreement, the effect of this Agreement will be suspended for the duration of the period of ineligibility or suspension, as applicable.

If an athlete appeals any decision to impose a period of ineligibility or suspension, the effect of this Agreement will be suspended pending the outcome of the appeal. If the Athlete becomes or will become eligible before the Term of this Agreement expires, the SFC may reinstate the effect of this Agreement.

3.55 Any decision by SFC to terminate this Agreement prior to its scheduled expiry may be appealed by the Athlete through the SFC’s Appeal Policy.

## **4. ATHLETE’S OBLIGATIONS**

### **THE ATHLETE SHALL:**

#### Team Selection & Eligibility

- 4.1 Warrant that he or she is a Canadian citizen or permanent resident on a pathway to citizenship or is otherwise eligible to compete representing SFC and Canada. If the Athlete's status changes, the Athlete will immediately inform SFC's Designated Contact.
- 4.2 Be aware of and comply with all policies, rules and regulations of the SFC, which may change from time to time and are posted online at: <https://www.sfc-ftc.ca/about/policies/>.
- 4.3 Be aware of and comply with all SFC, ISSF and / or WSPS or other applicable eligibility requirements.
- 4.4 Notify the Designated Contact immediately of any circumstance that may affect their eligibility, for example, an injury or other legitimate reason that will prevent the Athlete from attending an event for which they have been selected.

### Uniforms

- 4.5 Wear and/or use the Team Uniform, as requested.
- 4.6 Provide feedback to SFC regarding the Team Uniform including material and design, when requested.
- 4.7 Communicate any required modifications to the Designated Contact before or when the SFC seeks Team Uniform feedback and provide evidence of such needs if requested by the SFC.

### Training/Competition

- 4.8 Abide by team leadership directives and instructions issued by the National Team coaches or other representatives of the SFC concerning Athlete selection and programs; and for international team selection, administration, and operation; and during competition.
- 4.9 Follow any training and competitive program mutually agreed upon in writing by the National Team coach, manager or high performance designate, the Athlete's personal coach and the Athlete and/or the YTP.
- 4.10 Athletes are required to submit a YTP (including Gap Analysis) outlining their planned training and competition activities for the year and to be available, where requested, to review and confirm their plan with their National Team Coach at the beginning of the training year and at reasonable intervals during the year. Athletes should notify their National Team Coach in a timely manner of any material changes to their training circumstances or competition schedule and be available to discuss such changes, where appropriate. The YTP and Gap Analysis Framework can be found in the High Performance section on the SFC website.

- 4.11 If the Athlete has AAP status and fails to meet the YTP requirements outlined above, SFC may, per Sport Canada policy, make a recommendation to Sport Canada to have the Athlete's AAP status withdrawn with reasons and appropriate procedural fairness.
- 4.12 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. To ensure team performance and the long-term health and safety of athletes, the SFC reserves the right to ask for a physician's "clearance to train or compete" certificate (including a mental health crisis clearance by a physician or psychologist) at any time during the Term of this Agreement.
- 4.13 Participate in scheduled training camps, seminars, or competitions deemed mandatory by the HPC.
- 4.14 Maintain a daily/monthly Training Log as per the YTP minimum requirements and/or as directed by the National Team coach.
- 4.15 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 National Team officials or coaches.
- 4.16 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.
- 4.17 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. In addition to the standards of conduct outlined in the *Code of Conduct of Ethics*, 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, the SFC/HPC personnel, and/or the SFC policies;
  - Any other unsportsmanlike conduct.
- 4.18 Be committed to training programs, monitoring and competition participation in order to achieve HPP objectives.
- 4.19 Provide the SFC with proof of travel insurance upon request.

- 4.20 Abide by the national laws of the applicable country while representing Canada internationally.
- 4.21 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. (SFC may communicate criteria specific to Junior athletes that will supersede this item.)
- 4.22 Avoid participating in any competitions where federal government sport policy has determined that such participation is not permitted, as communicated by the SFC.

#### Information and Privacy

- 4.23 Provide the SFC with a scanned copy of their passport.
- 4.24 Provide the SFC with any Personal Information required to confirm the eligibility of the Athlete.
- 4.25 Provide the SFC with Personal Information required for the SFC to make sure that the Athlete receives proper medical attention or other necessary care that may be needed while under the supervision of the SFC.
- 4.26 Not disclose the SFC recordings, technology, tactics, methods, logistics or other information that SFC deems confidential, unless required to do so by law. Where the Athlete is uncertain of the confidential status of any information, the Athlete will request SFC's direction before disclosing the information.
- 4.27 Consent that photo or videos taken of them during competition may be used by the SFC in social media, website, or other promotional materials.

#### General and Communications

- 4.28 Pay the applicable High Performance Team Fee by the deadline indicated by SFC.
- 4.29 Be prepared to pay ALL expenses, including but not limited to entry fees for any competition where registration is submitted by the SFC, within 30 days of receipt. Failure to make payment will result in suspension of the Athlete from the HPP.
- 4.30 Ensure the SFC has current contact information including an address, phone number, and functioning email address listed on your SFC membership page; and notify the SFC immediately of any changes to the above.

- 4.31 Provide the SFC with an up-to-date email address that accepts file attachments and make reasonable efforts to check at least once every seven (7) days.
- 4.32 Provide the SFC with the required information to communicate by some other reasonable method of communication should the Athlete so choose.
- 4.33 Read all correspondence supplied by the HPC/SFC and respond to same as soon as the circumstances permit, depending on the nature of the communication, and meet any deadlines for responding.
- 4.34 Provide notice of receipt by email or electronic signature of notice from the SFC within seven (7) Business Days. If the Athlete does not provide notice of receipt after seven (7) Business Days, the Athlete is deemed to have acknowledged and understood the policy or agreement changes.
- 4.35 Be aware of and comply with all policies, rules and regulations of the SFC, which may change from time to time and are posted online on the [Policy page](#) of the SFC website, and may be further communicated to the Athlete.
- 4.36 Participate in training seminars as directed by the SFC.
- 4.37 Be aware of and comply with all SFC, ISSF, WSPS or other applicable eligibility requirements.
- 4.38 Notify the SFC immediately of any circumstance which may affect their eligibility.
- 4.39 Be in regular communication with the National Team coach and adhere to all requests for information, etc.
- 4.40 Understand that it is their personal responsibility to check the SFC website or any other electronic application for updates, news, notices and announcements.
- 4.41 Utilize the hearing and appeal procedure referred to in the Dispute Resolution section of this Agreement for the remedy of complaints and issues.
- 4.42 At all times support the long-term objective of the SFC/HPC Olympic/Paralympic qualification strategy and refrain from publicly criticizing Sport Canada and/or the SFC. Complaints are to be forwarded in a confidential manner to the HPC by contacting the SFC Athlete Representative or dealt with through the Independent Third Party, as outlined in the *Discipline and Complaints Policy*.
- 4.43 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.

- 4.44 Participate on a voluntary basis, in SFC approved functions in the athlete's local region to support the HPP 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.
- 4.45 Provide the name and contact information of any personal coach who works directly with the Athlete to the National Team coach of their discipline. The Athlete understands that only Canadian NCCP Certified Coaches at *Comp Dev* or above will be recognized by the SFC/HPC and that only ISSF B License coaches or above will be allowed to act as coaches at ISSF and WSPS events.
- 4.46 Take responsibility for the actions of any personal coach brought to an event by the Athlete, and understand that, should an issue arise with that personal coach, the Athlete could be subject to disciplinary action in accordance with the SFC policies.

#### Medical Information

- 4.47 Notify the National Team coach and the SFC verbally within 24 hours, and the Designated Contact in writing within 48 hours, or as soon as possible thereafter, of becoming aware of any injury or illness that might prevent the Athlete from fulfilling any obligations under this Agreement.
- 4.48 Provide the SFC with Personal Information required for the SFC to make sure that the Athlete receives proper medical attention or other necessary care that may be needed while under the supervision of the SFC.
- 4.49 In addition to the above, the Athlete shall:
- 4.49.1 provide the SFC with a certificate from a health professional describing the nature and diagnosis of the injury or illness which states the:
    - i. date or estimate of when the injury or illness was incurred;
    - ii. nature of the injury or illness, and whether it is an overuse or chronic injury;
    - iii. rehabilitation protocol, if any;
    - iv. amount and type of training the Athlete can do in the next 12 weeks and/or limitations thereto; and
    - v. expected date for return to full training and full recovery; and
  - 4.49.2 follow a recovery and rehabilitation program for the injury or illness that prevented the Athlete from fulfilling obligations under this Agreement, approved by the Athlete's personal physician and, at the SFC's discretion, an SFC-designated medical doctor, to ensure his or her return to training and/or competition in a safe and timely manner

4.50 In the event of a serious medical situation and corresponding lack of Athlete legal capacity to make healthcare decisions arising while the Athlete is training or competing under the SFC's authority/supervision, the SFC will make every effort to contact the Athlete's Emergency Contact prior to medical treatment being initiated. Should this not be possible and unless previously notified in writing by the Athlete, the SFC reserves the right to make healthcare decisions that they believe are in the best interests of the Athlete on the Athlete's behalf.

#### Anti-doping

4.51 Comply with the anti-doping rules of the ISSF, WSPS, IOC, IPC, Sport Integrity Canada, and the SFC, including submitting to announced and unannounced doping control testing when required by the SFC, ISSF, WSPS, Sport Integrity Canada, WADA or any other agency authorized to conduct testing.

4.52 Complete all online anti-doping courses as required by Sport Integrity Canada or directed by the SFC.

4.53 Abide by the CADP as administered by Sport Integrity Canada.

4.54 Review and sign the CADP when required.

4.55 Refuse to enter into any relationship with a coach, IST or person who the Athlete knows is under sanction by SFC or an anti-doping agency for a doping-related offence.

4.56 Not use Prohibited Substances and Prohibited Methods that contravene the rules of the IOC, IPC, ISSF, WSPS or the CADP.

4.57 Consult Sport Integrity Canada and/or the Global Drug Reference Online (GlobalDRO) prior to taking any prescription or non-prescription (i.e. over-the-counter) drugs to ensure that the medication does not contain a Prohibited Substance.

4.58 Not supply such substances to others directly or indirectly, nor encourage or condone their use by knowingly aiding in any effort to avoid detection.

4.59 Comply with and abide by the *Cannabis Act*.

#### Funding and Financial

4.60 Review any Fee Schedule provided to them as soon as possible after it is received.

4.61 Pay the invoiced fees within 30 days of being provided an invoice by the SFC, unless otherwise agreed with SFC; and

4.62 Reimburse additional expenses incurred by SFC on behalf of the Athlete within 30 days of receiving an invoice for those expenses unless otherwise agreed with the SFC.

## IST

- 4.63 Consent to the sharing of contact information with members of the IST.
- 4.64 Understand that funding and services (if provided) to athletes in the HPP will be based on their team status (National, Developmental, Junior) as well as performance benchmarks, and qualification status for Major Games Teams.
- 4.65 Understand that it will be the responsibility of the Athlete to reimburse the SFC for any missed sessions or sessions cancelled within 24 hours of the appointment for all IST SFC funded sessions. Please see Cancellation policy published in the High Performance Area on the SFC Website.

Athletes who are working with any IST practitioner are expected to check in, at minimum, once monthly (or as otherwise directed by the IST practitioner) to review their progress and make necessary adjustments.

## Sport Canada Athlete Assistance Program (AAP)

If receiving, under the Athlete Assistance Program, the Athlete will:

- 4.66 Complete all online anti-doping courses as required by Sport Integrity Canada at the beginning of each new carding cycle.
- 4.67 Comply with AAP policies and procedures, including Sport Canada and Federal government policies (e.g.: CADP), the Cannabis Act, the UCCMS) and those dealing with Sport Canada AAP Decisions as described in Section 13 of the AAP Policies and Procedures available online at: <https://www.canada.ca/en/canadian-heritage/services/funding/athlete-assistance.html>
- 4.68 Actively participate in all Sport Canada program evaluation activities, including the Status of the Athlete Study. The Athlete will cooperate fully in any evaluation that may be conducted by the Minister or anyone authorized to act on the Minister's behalf. The Athlete will also provide such data as considered necessary for the proper conduct of the evaluation.
- 4.69 Notify the SFC, at the earliest possible date, of the Athlete's intention to retire so that the SFC may advise Sport Canada to cease AAP payments. The Athlete will refund any AAP payments to Sport Canada received after the Athlete has ceased training.

## Abuse-Free Sport

The Athlete Will:

- 4.70 Familiarize themselves with the UCCMS and the CSSP Rules and complete any mandatory safe sport e-learning modules and consent forms.

- 4.71 Act in a manner consistent with the CSSP Rules.
- 4.72 Complete any periodic UCCMS-compliant training required by the SFC and/or Sport Integrity Canada.
- 4.73 Fully cooperate in good faith as part of any relevant process for which Athlete participation is required in relation to the administration and enforcement of the CSSP Rules.

#### Assumption of Risk

- 4.74 The Athlete agrees that participation as a High Performance Team member exposes the Athlete to substantial risk and danger. With the pursuit of excellence and the drive to achieve results being a common element motivating all competitive athletes, the likelihood of suffering personal injury on the part of the Athlete is both real and probable. By signing this Agreement, the Athlete voluntarily and freely acknowledges and fully assumes these risks and dangers (the “Assumed Risk”).

#### Termination

- 4.75 The Athlete may terminate this Agreement at any time by providing written notice of termination to the SFC.
- 4.76 The Athlete understands and agrees that in terminating this Agreement, the Athlete loses all rights, benefits and privileges of participation on the High Performance Team, including payments under the AAP, and the right to compete internationally at ISSF, WSPS, IOC or IPC sanctioned events.

### **5. DISPUTE RESOLUTION**

- 5.1 SFC has established an *Appeal Policy* that sets out the procedure with respect to any dispute the Athlete may have with the SFC that does not arise from the application of the UCCMS and it conforms with the generally accepted principles of natural justice and procedural fairness . This procedure includes access to an internal appeal process, as well as a pathway to independent arbitration through the SDRCC, including reasonable time limits to do so. The details of this procedure have been published by SFC under its *Appeals Policy*, found here: <https://www.sfc-ftc.ca/en/policies>.
- 5.2 Where one of the parties to this Agreement alleges that the other party has failed to conform to their obligations under this Agreement, the parties agree:
  - 5.2.1 the party alleging the default will notify the other party in writing of the particulars of the alleged default (the “Default Notice”);
  - 5.2.2 the party alleging the default will indicate in the Default Notice the steps to be taken to remedy the situation, and set out a reasonable period of time within which steps may be taken;
  - 5.2.3 that if the party receiving the Default Notice remedies the situation within the specified period of time, the dispute will be considered resolved and

neither party will have any recourse against the other concerning the matter alleged; and

5.2.4 that where the party that gave the Default Notice alleges that the other party has not remedied the situation within the period of time set out and the party that gave the Default Notice still wishes recourse against the other concerning the matters alleged to comprise the default, that party will file an appeal through the process set out in the *Appeal Policy*.

5.3 The parties agree that the giving of the Default Notice by a party will not prevent that party from later asserting that the default was so fundamental as to amount to a repudiation of this Agreement.

## **6. NOTICE**

6.1 Any notice required or permitted to be given to the Designated Contact by the Athlete under this Agreement will be done in accordance with the relevant Communication provisions of this Agreement. Notice will be executed by delivery by email to ceo@sfc-ftc.ca.

6.2 Any notice required or permitted to be given to the Athlete by the SFC under this Agreement will be done in accordance with the relevant Communication provisions of this Agreement. Notice will be executed by delivery by email to the Athlete's email.

## **7. GENERAL**

7.1 The SFC will conduct an annual review of its proposed Athlete Agreement in consultation with the Athletes Council Executive prior to board approval and distribution of the draft to athletes.

7.2 If any provision of this Agreement is deemed invalid or unenforceable, then the remaining provisions will not be affected and every other provision will be valid and enforceable to the fullest extent permitted by law.

7.3 This Agreement may not be amended, modified, or altered in any respect except in writing and signed by the parties.

7.4 The Athlete and the SFC confirm that they are aware of their respective rights to obtain independent legal advice before signing this Agreement, have signed this Agreement voluntarily and with full understanding of the nature and consequences of the Agreement.

## **8. GOVERNING LAW**

8.1 This Agreement will be governed and construed in accordance with the laws of Ontario and the laws of Canada applicable therein.

**IN WITNESS WHEREOF** the parties have executed this Agreement as of the day and year first above written.

**Signed by SFC**

\_\_\_\_\_  
**Shooting Federation of Canada  
Chief Executive Officer**

**Signed by Athlete or Parent / Guardian**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Name of Athlete**

## Appendix A – Definitions

- a. **“AAP”** means Sport Canada’s Athlete Assistance Program; also referred to as “carding”;
- b. **“Agreement”** means this written agreement;
- c. **“Athlete”** means one of the parties to the Agreement, listed above;
- d. **“Athletes’ Council”** or **“Athletes’ Council Executive”** means a group of Athlete Representatives, usually from diverse genders, disciplines and classifications, governed by written or unwritten terms and elected or selected to meet, discuss and communicate positions and feedback representing all athletes in the sport governed by SFC;
- e. **“Athlete’s Emergency Contact”** means a person designated by the Athlete to SFC, such as a parent, close family member, close friend or spouse, who SFC will contact in the event of an emergency;
- f. **“Athlete Representative”** means the athlete or athletes elected or selected to act as a representative of all athletes within the sport governed by SFC at decision-making bodies such as SFC’s committees or SFC’s Board of Directors, and may include Athletes’ Council members;
- g. **“Business Day”** means Monday through Friday, from 9am to 5pm Eastern Time, and excludes weekends and public holidays;
- h. **“CADP”** means the Canadian Anti-Doping Program;
- i. **“COC”** means the Canadian Olympic Committee;
- j. **“CPC”** means the Canadian Paralympic Committee;
- k. **“CSSP”** means the Canadian Safe Sport Program;
- l. **“Default Notice”** means a written document given by one party to this Agreement to the other party that outlines particulars of an alleged default (failure to conform to obligations under this Agreement) and how the situation can be remedied. Providing Default Notice is the first step in the dispute resolution procedure (see the Dispute Resolution section);
- m. **“Designated Contact”** means the individual designated by SFC as the Athlete’s main contact for questions, concerns and communication regarding this Agreement;
- n. **“Fee Schedule”** means the schedule of when an Athlete will have to pay any fees or costs associated with participation on the National Team, and the amount;
- o. **“High Performance Team”** means all athletes who have formally expressed interest in, and have subsequently been invited to join, the SFC High Performance Program as members of the National Team, Development Team, Junior Team, Para Sport Team, or Identified (ID) Team, for the purpose of representing Canada and competing at international events under the authority of the Shooting Federation of Canada.
- p. **“HPC”** means High Performance Committee;

- q. “**HPD**” means High Performance Director;
- r. “**HPP**” means High Performance Program;
- s. “**IF**” means the International Federation, which is the **International Shooting Sport Federation**;
- t. “**IOC**” means the International Olympic Committee;
- u. “**IPC**” means the International Paralympic Committee;
- v. “**ISSF**” means the **International Shooting Sport Federation**, which is the International governing body for Olympic shooting events, including target shooting.
- w. “**IST**” means Integrated Support Team and is a multi-disciplinary team of sport science, sport medicine and sport performance professionals including experts in exercise physiology, mental performance, biomechanics, performance analysis, nutrition, strength, conditioning, medicine, physical therapy, massage therapy, and sport administration;
- x. “**Major Games Team**” means the athletes, coaches and necessary support staff selected to form a Canadian team for an Olympic, Paralympic, Commonwealth, Pan or Parapan American, or Federation internationale du sport universitaire (FISU). This term is not limited to athletes receiving AAP;
- y. “**National Team**” means the athletes, coaches and necessary support staff selected to form a Canadian team for an international competition (may include World Cups, international opens, or other particularly meaningful events). This term is not limited to athletes receiving AAP;
- z. “**NCCP**” means the National Coaching Certification Program;
- aa. “**NSO Sanctioned Activities**” means all SFC training camps, competitions, fitness testing, SFC or IF technical meetings, press conferences, fundraising activities, meet and greets and personal appearances/promotional days;
- bb. “**Personal Information**” means information collected about an identifiable individual, which may include information concerning:
  - a. the physical or mental health of an individual;
  - b. any health service provided to an individual; or
  - c. the donation by the individual of any body part or any bodily substance of the individual or information derived from the testing or examination of a body part or bodily substance of the individual.
- cc. “**Privacy Officer**” means the person responsible for privacy within SFC;
- dd. “**Prohibited Method**” or “**Prohibited Substance**” have the meanings set out in the CADP;
- ee. “**Team Uniform**” means uniform provided by SFC;
- ff. “**SDRCC**” means the Sport Dispute Resolution Center of Canada;

- gg. **“Sport Integrity Canada”** means the body mandated to independently administer and enforce the UCCMS and the CADP;
- hh. **“UCCMS”** means the Universal Code of Conduct to Prevent and Address Maltreatment in Sport;
- ii. **“WADA”** means the World Anti-Doping Agency;
- jj. **“WSPS”** means World Shooting Para Sports, which is the International governing body for Paralympic shooting events, including target shooting;
- kk. **“Yearly Training Plan”** or **“YTP”** means a schedule of mandatory training programs and competitions tailored to the individual needs of the Athlete to progress towards achieving agreed upon objectives and goals of the Athlete and National Team;