



BC RUGBY DISPUTE RESOLUTION POLICY

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1. Policy Objective

1.1 The purpose of this policy is to outline the methods available to British Columbia Rugby Union (BC Rugby) Member Organisations and Individual Members to resolve disputes, in line with BC Rugby's corporate values of fairness, respect, equity and inclusion.

2. Policy Statement

2.1 It is the policy of BC Rugby to:

- (a) support the principles of Alternate Dispute Resolution (ADR);
- (b) encourage open communication, collaboration, and use problem-solving and negotiation to resolve disputes; and
- (c) facilitate and encourage negotiated resolutions over other dispute resolution techniques.

3. Application

3.1 This policy applies to all Member organisations and individuals of BC Rugby. This policy does not apply to issues, disputes or complaints relating to BC Rugby competitions or representative teams.

3.2 Please refer to the Rules of Competition or BC Rugby's Discipline Policy for any issues relating to BC Rugby competitions.

3.3 Please refer to the relevant Provincial Team Selection Policy for any issues relating to representative competitions.

4. Accountability

4.1 This policy applies to all BC Rugby Board Members, members of staff, Committee Members, BC Rugby Working Groups, and any contractor or volunteer that is acting on behalf of BC Rugby.



5. Supporting Policies

5.1 This policy is supported by the following BC Rugby Internal policies:

- (a) BC Rugby Code of Conduct
- (b) BC Rugby Conflict of Interest Policy
- (c) BC Rugby Appeal Policy

5.2 This policy is supported by the following BC Rugby External policies:

- (a) Rugby Canada's Appeal Policy

6. Filing a Dispute

6.1 Any Member organization or individual may file a dispute with BC Rugby's CEO and/or President. The dispute must be in writing and signed, and must be filed electronically (email) within 14 days of the alleged incident or decision. Anonymous disputes may be accepted at the sole discretion of BC Rugby.

6.2 A dispute filed outside of the 14-day period must provide a written statement giving reasons for an exemption to this limitation. The decision to accept, or not accept, the dispute outside of the 14-day period will be at the sole discretion of BC Rugby. This decision may not be appealed.

7. Facilitation and Mediation

7.1 The dispute will first be referred to BC Rugby's CEO (or designate) for review, with the objective of resolving the dispute via Alternative Dispute Resolution (ADR) and/or mediation.

7.2 If all parties to a dispute agree to the ADR, a mediator or facilitator, acceptable to all parties, shall be appointed to mediate or facilitate the dispute.



7.3 The mediator or facilitator shall decide the format under which the dispute shall be mediated or facilitated and shall specify a deadline before which the parties must reach a negotiated decision.

7.4 Should a negotiated decision be reached, the decision shall be reported to, and approved, by BC Rugby. Any actions that are to take place as a result of the decision shall be enacted on the timelines specified by the negotiated decision, pending BC Rugby's approval.

7.5 Should a negotiated decision not be reached by the deadline specified by the mediator or facilitator at the start of the process, or if the parties to the dispute do not agree to ADR, the dispute shall be considered by BC Rugby's Board of Directors in line with British Columbia Rugby Union's corporate values of fairness, respect, equity and inclusion.

7.6 The costs of mediation and facilitation will be shared equally by the parties.

8. Appeal

8.1 Negotiated decisions may not be appealed.

8.2 In the circumstance that BC Rugby's Board of Directors have considered the dispute and made a ruling, both parties will have the option to appeal that ruling through BC Rugby's Appeal Policy or through Rugby Canada's Appeal Policy.

9. Final and Binding

9.1 Any negotiated decision will be binding on the parties.

9.2 No action or legal proceeding will be commenced against BC Rugby or its individuals in respect of a dispute, unless BC Rugby has refused or failed to provide or abide by the dispute resolution processes set out in its governing documents.