

# OREGON YOUTH SOCCER ASSOCIATION POLICIES

## POLICY 201-1 REQUIREMENTS OF MEMBER CLUBS

### Section 1. Requirements for Membership

- (A) A member club must be registered with the State of Oregon as a non-profit corporation. Registration must be current. The member club must also:
  - (1) Be a public benefit corporation; and
  - (2) Have members.
- (B) The corporation must be registered with the Oregon Department of Justice as a public charity, and be up to date with its annual reports.
- (C) Member clubs are required to be exempt from taxation under §501(c)(3) of the Internal Revenue Code, and be up to date on filing its tax returns.
- (D) Minimum Requirements:
  - (1) Maintain a functioning board of directors of at least five (5) members with no more than one-third comprised of club coaches.
  - (2) Provide a copy of the member club's bylaws and policies for review by OYSA.
  - (3) Provide OYSA a copy of all amendments to the club's bylaws and policies within 60 days after the amendments are adopted.
  - (4) Establish and maintain effective grievance, protest and appeal processes for club members and participants in club activities that comply with Oregon law and with USSF Bylaws and Policies.
  - (5) Establish and maintain coaching education policies to include standards at least as strict as those established by OYSA
  - (6) Establish and maintain effective risk management policies and practices.
  - (7) Establish and maintain effective financial and internal control policies.
  - (8) Provide fields for its teams in competition suitable for play for the age level of the teams in the club.
  - (9) Register all of its players and adult participants with US Soccer.
    - (a) If the total number of players is less than 200, all players must be registered with OYSA.
    - (b) If the total number of players is more than 200, at least 200 players must be registered with OYSA.
    - (c) When a club does not register all of its players with OYSA, the organization will provide, upon request, proof that all of its players not registered with OYSA are registered with another USSF Organization Member.
    - (d) All players and coaches participating in OYSA operated or sanctioned leagues and OYSA operated tournaments must be registered with OYSA.

- (E) An organization applying to be a member of the Association must have adopted bylaws that meet the following requirements:
- (1) Contain a provision that, except as otherwise required by Oregon law, the organization will comply with OYSA's bylaws, policies and other requirements, as well as all Bylaws, policies and requirements of USYSA, USSF, and all statutes, regulations, directives and decisions of FIFA and CONCACAF, each as they may be amended or modified from time to time, and to the extent applicable to the applying organization.
  - (2) Contain a provision which acknowledges that if the organization's bylaws are in conflict with the bylaws and policies of OYSA, USYSA, or USSF, the bylaws and policies of the organizations of which the club is a member will supersede the applying organization's bylaws.
  - (3) Contain a non-discrimination provision that is essentially the same as USSF Bylaw 105, Section 2. "The organization shall comply with all applicable laws governing non-discrimination and shall be open to membership without discrimination on the basis of race, color, religion, national origin, citizenship, disability, age, sex, sexual orientation, gender identity, or veteran status."
  - (4) Contain a provision that prohibits sexual and physical abuse.
  - (5) Contain a provision that its hearing policies will comply with Oregon law and with the requirements of USSF Bylaw 701 and Policy 701-1.
  - (6) Contain a provision that complies with USSF Bylaw 706 as follows:
    - (a) No member or participant of the organization may invoke the aid of any federal or state court if any potential remedy is or was available through any hearing, appeal, or grievance process of OYSA or the Federation.
    - (b) For a violation of this Bylaw, the offending party shall be subject to suspension and fines, and shall be liable to the Federation, OYSA, or the responding party for all expenses incurred by the Federation, OYSA, or the responding party and their officers in defending each court action, including but not limited to the following:
      - (i) court costs
      - (ii) attorneys' fees
      - (iii) reasonable compensation for time spent by officials and employees in defending the action, including the preparation of responses to discovery and court appearances
      - (iv) travel expenses, and
      - (v) expenses for holding special meetings necessitated by the court action.
- (F) The applying organization must submit an application using the form, or forms, established by OYSA staff.
- (G) The applying organization must provide copies of its financial statements, DOJ reports, and tax returns for the most recent 3 years prior to the application. If the organization does not have 3 years of financial data, the organization must provide

- (1) financial information for all available years, and
- (2) a balance sheet and business plan for its next 3 years of operations.
- (H) An organization that does not have at least 3 years of operations at the time of application, must provide an individual who will personally guarantee payment of all of the organization's debts to OYSA that are incurred during its first 3 years of operations as a member club.
- (I) The applying organization must have a person designated as a director of coaching or technical director who will be the primary point of contact for the club with OYSA for issues relating to coaching education, player development, and teams participating in OYSA sanctioned or sponsored competitions.
- (J) The applying organization must have a person designated as registrar who is, or will become, trained in use of OYSA's online software.
- (K) The applying organization must pay the club membership fee established by OYSA before being considered for membership.

**Section 2.** New club membership will be determined by the OYSA Board of Directors following review and recommendation by staff. Factors to be considered include but are not necessarily limited to the following:

- (1) Membership will further the interests and purposes of OYSA
- (2) Membership will provide a new population of players with access to OYSA programs.
- (3) Membership will further the development and growth of players, coaches, administrators and referees.
- (4) Membership will further the development or availability of fields and facilities for youth players.

## **POLICY 301-1 BOARD MEMBER CODE OF ETHICS**

**Section 1.** Board Members will:

- (A) Listen carefully to fellow board members and member clubs.
- (B) Respect the opinion of fellow board and staff members.
- (C) Respect and support the decisions of the board.
- (D) Recognize that all authority is vested in the board when it meets in legal session and not with individual board members.
- (E) Keep well informed of developments that are relevant to issues that may come before the board.
- (F) Participate actively in board meetings and actions.
- (G) Call to the attention of the board any issues that will have an adverse effect on the Association or our constituents.
- (H) Attempt to interpret the needs of constituents to the Association and interpret the action of the Association that impact constituents.

- (I) Refer constituent or staff complaints to the proper level on the chain of command.
- (J) Recognize that a board member's job is to ensure that the Association is well managed, not to manage the Association.
- (K) Vote to hire the best possible person to manage the Association.
- (L) Represent all constituents of the Association and not particular geographical or special interest groups.
- (M) Act as a "trustee" of the Association and ensure that the Association is well maintained, financially secure, growing and always operating in the best interest of the Association and its constituents.
- (N) Always work to learn more about a board member's job and how to do the job better.
- (O) Declare any conflicts of interest and avoid voting on issues that appear to be a conflict of interest.
- (P) Not be critical, in or outside of the board meeting, of fellow board members.
- (Q) Not use the Association or any part of the organization for personal advantage or the personal advantage of my friends or relatives.
- (R) Not discuss the confidential proceedings of the board outside the board meeting.
- (S) Not promise to anybody prior to a meeting how they will vote on any issue in the meeting.
- (T) Not interfere with the duties of the Executive Director or undermine the Executive Director's authority.
- (U) Not accept, or give, any cash, gifts, special accommodations or favors from or to a person with whom Oregon Youth Soccer transacts or expects to transact business. Occasional meals, mementos or entertainment of nominal value when given or received in the course of accepted social and/or business practice will not generally be considered violation of this policy.

**Section 2.** Any person who runs for an elective position on the Board or who is proposed to be appointed to the Board, must provide written certification of acceptance of this code of ethics and agreement to adhere to its provisions before the election or appointment occurs.

**Section 3.** All Board members must annually review and certify to the OYSA president their agreement to comply with the provisions of this code of ethics.

## **POLICY 301-2 BOARD OF DIRECTORS AND THE POSITION OF AN "EXECUTIVE" AND ITS DUTIES**

**Section 1.** The Board of Directors will from time to time determine whether OYSA shall have a position titled "Executive" and what this position's duties will be, in keeping with the Board of Director's responsibilities in the Bylaws, Article 301,

Section 2. If it is determined to hire an “Executive”, the Executive Board will develop a recommendation as to all details of the position, the process for hiring, and seek approval of the Board of Directors prior to any such hiring.

**Section 2.** The position of an “Executive,” as noted in the bylaws and the policies, may be titled as “Executive Director” or “Chief Executive Officer” or any other title assigned to the position by the Executive Board. The duties of this position will be determined by the Executive Board. [When bylaws and policies were previously adopted, the use of Executive Director was used to title the position. It shall be recognized that the position, if it exists, may have varying titles but is deemed to be the same position/office.]

**Section 3.** If it is determined not to have an “Executive,” the Executive Board will develop a staffing plan that may include portions of the duties of an “Executive” and will make assignments to other staff in their job descriptions of these duties.

**Section 4.** In the absence of an “Executive” position, the Executive Board, through the leadership of the President, will give direction, guidance, and assignments to the staff of OYSA for its day to day functioning, meeting with staff and coordinating with staff to direct policies and procedures for the best interest of OYSA and its relationships, partnerships, supporters, and members. The Executive Board will report to the Board of Directors at least quarterly on the staff and its functioning on behalf of OYSA.

**Section 5.** Any reference to an “Executive” [note Section 2 above] in the bylaws and the policies of OYSA will remain in place so that if there is such a position it will function as set forth in the bylaws and at the direction of the Executive Board. Any required actions of an “Executive” in the bylaws and the policies will be handled and assigned as needed under Sections 1 through 4 above.

**Section 6.** The authority for the Board of Directors to adopt this policy is derived in the Bylaws, Article 301, Section 2, (a), (b), (e), (f) and (o). *[Policy 301-2 amended 9/8/2014]*

## **POLICY 302-1 CONFLICTS OF INTEREST POLICY**

### **Section 1. Purpose**

The Board of Directors shall monitor the transactions between OYSA and insiders to ensure that any transaction between OYSA and an insider is fair to OYSA and does not grant excessive benefit to the insider. The purposes of this policy are to ensure that directors and officers act loyally to OYSA and that directors, officers and those who exercise substantial influence over OYSA do not use their influence to obtain benefits

in excess of fair market value in transactions with OYSA. This policy seeks to ensure that OYSA observes both state and federal laws concerning conflicts and excess benefits transactions.

## **Section 2. Definition of Insider**

For purposes of this policy, “insider” has the same meaning as “disqualified person” under the Internal Revenue Code, 26 USC §4958. The current IRS definition is explained in A through C below and will need to be updated if the IRS definition changes. In addition, the entities described in D and E below are also considered insiders.

- (A) An insider is any person who exerts substantial influence over OYSA, including directors, officers, the Executive Director, other key employees, and major donors.
- (B) Family members of insiders are also insiders. Family members include the spouse or partner in a civil union recognized by state law; children, grandchildren, great-grandchildren, whole and half-blooded brothers and sisters, and spouses of any of these people; and any ancestors (parents, grandparents, etc.)
- (C) An insider who becomes an insider by virtue of A & B above remains an insider for five years after his or her influence over OYSA ends.
- (D) An entity in which a director has a material interest or is a general partner is an insider.
- (E) An insider is any other for-profit or nonprofit entity in which a director of OYSA is a director or officer and the entity and OYSA are parties to a transaction that is or should be considered by the boards of both corporations.

## **Section 3. Identification of Insiders**

In order to identify insiders:

- (A) On an annual basis, the Secretary of OYSA or the Secretary’s designee shall develop and maintain a list of insiders who engage in or are reasonably likely to engage in transactions with OYSA during the year.
- (B) The officers, directors and key employees shall each year disclose interests that could give rise to a conflict of interest under this policy. Such disclosure shall be made on a Disclosure and Acknowledgment form filed with the Secretary or the Secretary’s designee.
- (C) The Secretary or the Secretary’s designee shall monitor and enforce compliance with this policy by reviewing the list of insiders and the Disclosure and Acknowledgment forms each year and by bringing potential or actual conflicts to the attention of the President of the Board. The President shall disclose conflicts to the Board as they arise and ensure that the procedures in this policy are followed.
- (D) The Secretary or the Secretary’s designee shall convey the list of insiders identified above to the Executive Director and shall instruct the Executive Director to notify the Board if the Executive Director or any employee plans to engage in a transaction with an insider, including payment or reimbursement for business or travel expenses of the insider and/or members of the insider’s family.

If so, the Board shall monitor the transaction to ensure that it complies with the procedure in Section 4 below.

**Section 4.** Procedure

- (A) When OYSA engages in a transaction with an insider, the Board shall monitor the transaction as follows:
  - (1) If the Board determines that a director is an insider with respect to a transaction, the Board shall appoint a committee, consisting of all directors who are not insiders, to consider the transaction.
  - (2) The Board shall gather appropriate data to ensure that the compensation for each insider is reasonable.
  - (3) The Board shall document its decision by keeping written records that state the terms of the transaction and date approved, the directors present and who voted on it, the comparability data and how the data was obtained, and any actions taken with respect to directors who had a conflict of interest with respect to the transaction. The records must be prepared before the latter of the next Board meeting or 60 days after the final action is taken. Once prepared, the records must be reviewed and approved by the Board within a reasonable time.
- (B) When employee compensation packages are established each year, the Board shall identify those employees who are insiders. The Board shall monitor the compensation packages of insiders in accordance with the procedure in A above.
- (C) The Board may delegate its responsibilities under this policy to a committee of the Board. The committee shall report to the Board in timely fashion the results of all monitoring of insiders that the committee is required to do under this policy.

**POLICY 302-2 WHISTLE BLOWER POLICY**

OYSA seeks to conduct all of its activities in a responsible, legal and ethical manner. All officers, directors, employees and volunteers of this corporation must practice integrity and honesty in fulfilling their responsibilities and must comply with all applicable laws and regulations. The purpose of this Whistle Blower Policy is to provide a mechanism to report irresponsible, illegal or unethical behavior.

**Section 1.** Whistle Blowing Complaints

- (A) If an officer, director, employee or volunteer should discover information leading him or her to believe that a serious wrongdoing or illegal or unethical behavior has occurred in OYSA, he or she shall report this information to the Executive Director. If the Executive Director is not available or is implicated in the wrongdoing, he or she shall report the information to the President, and if the President is not available or is implicated, to another Board officer.

- (B) The Executive Director or Board officer shall conduct an investigation. Reports of violations will be kept confidential to the extent possible, consistent with the need to conduct an investigation. If the reports indicate actions that could be considered a felony or a crime of moral turpitude, the OYSA Risk Management Coordinator will be made a part of the investigation. Appropriate corrective action will be taken if warranted by the investigation.
- (C) If the investigation finds that the improper behavior could be considered a felony, a crime of moral turpitude, or a crime that would be permanently disqualifying under OYSA's Risk Management guidelines, the action must be reported to the appropriate law enforcement agency for potential criminal proceedings.
- (D) No officer, director, or employee of the Association may enter into an agreement that is, or could be construed to be, a civil compromise of a felony committed against the Association.

**Section 2. No Retaliation**

- (A) An officer, director, or employee of the Association may not prohibit, or otherwise attempt to prevent, an employee of the Association from reporting to a law enforcement officer information regarding the commission, or possible commission, of a crime defined under state, federal, or local law.
- (B) An officer, director, employee or volunteer of this corporation shall not, with intent to retaliate, take any action harmful to any person, including interference with the lawful employment or livelihood of any person, for providing to a law enforcement officer any truthful information relating to the commission or possible commission of any federal, state or local offense or for reporting a complaint pursuant to this Policy.
- (C) In the event that an officer, director, employee or volunteer intends, for any reason, to take any action harmful to any person who has provided information to a law enforcement officer relating to the commission or possible commission of a federal, state or local offense or for reporting a complaint pursuant to this Policy, the officer, director, employee, or volunteer must obtain the approval for such action from the President of the Board prior to taking action. If the President of the Board intends to take such action, the President must obtain the approval of the board of directors prior to taking action. Such approvals must be obtained even if the officer, director, employee, or volunteer believes that the person who provided information to the law enforcement officer provided untruthful information.

**POLICY 303-1 FINANCE AND BUDGET COMMITTEE**

**Section 1.** The OYSA Secretary/Treasurer will serve as Chair of the Finance and Budget Committee. The Committee will consist of a minimum of three members. The



President shall appoint, and the Board of Directors shall approve, the members of the Committee.

- Section 2.** The term of the members of the Committee is for one year. Members of this Committee may be appointed to successive terms.
- Section 3.** Meetings of this Committee will require a quorum of three members and decisions of the Committee will be made by majority vote. The Chair, any two members, or the Board of Directors may call meetings of the Committee.
- Section 4.** The Committee will review the financial operations of OYSA; will develop the annual budget with the Executive Director; will meet at least quarterly to review financial statements and report any deviations in revenues and expenses; will assist the board and Executive Director in communicating financial matters to the affiliated Clubs; and will assist the Executive Director and the Board with any third party financial review or audit; an audit will occur at least every three years.

## **POLICY 303-2 BOARD DEVELOPMENT COMMITTEE**

- Section 1.** The OYSA Vice President will serve as Chair of the Board Development Committee. The Committee will consist of a minimum of three members. The President shall appoint, and the Board of Directors shall approve, the members of the committee.
- Section 2.** The term of the members of the Committee is for one year. Members of this Committee may be appointed to successive terms.
- Section 3.** Meetings of this Committee will require a quorum of three members and decisions of the Committee will be made by majority vote. The Chair, any two members, or the Board of Directors may call meetings of the Committee.
- Section 4.** The Committee will seek out and receive nominees to the positions of officers and directors; request a background profile (resume style) from nominees; interview nominees to seek interests in youth soccer and what they might bring to the Association by their service; ask all nominees to submit to and have processed completed background checks; present nominees with documents and expectations that outline the duties of the position they may serve in if elected; gain nominee's signature on the conflict of interest statement adopted by the board; and present a slate of nominees for elections prior to an AGM.

**Section 5.** In addition, the Committee will seek out and receive candidates who are interested in serving on the advisory committees and will make this list of candidates from the districts available to the Board of Directors.

**Section 6.** The Committee will not serve as a screening out process.

### **POLICY 303-3      ADVISORY COMMITTEES**

**Section 1.** The Board of Directors may establish advisory committees for such purposes as it determines to be appropriate.

**Section 2.** Advisory Committees are formed to help staff identify opportunities and design methodologies to improve the operations and governance of Oregon Youth Soccer's programs, priorities and services. Except as provided by the Board of Directors when an advisory committee is created, individuals serving on an advisory committee as a club representative will be assigned by their club's president. The president of OYSA shall also have the authority to appoint people to advisory committees.

### **POLICY 303-4      JIMMY CONWAY LIFETIME ACHIEVEMENT AWARD OF THE OREGON YOUTH SOCCER ASSOCIATION AND THE AWARD COMMITTEE**

**Section 1.** Purpose of the Award

The purpose of the award is to recognize past and present participants of the Oregon Youth Soccer Association for an extraordinary contribution on behalf of youth soccer in Oregon. This contribution will be measured by a significant body of work or by the major accomplishments of the individual.

**Section 2.** Eligibility for Nominees

The qualifications for this award shall include:

- (A) Past or current participation in the OYSA as a player, coach, administrator, volunteer, or referee.
- (B) Previously recognized accomplishments, and/or a decade or more of service to youth soccer in Oregon.
- (C) Nomination by an active participant of OYSA or its member clubs.

**Section 3. Process for Determination of Award Recipients**

- (A) The President will appoint an award committee each year by July 15th, that will review and process all completed nominations received by the deadline, and then recommend to the Board of Directors the candidate or candidates to be approved by the Board for this award.
- (B) The award committee shall consist of at least three current board members. The President will appoint the three core members and designate the Chair, with approval by the Board. The three-core members may, with Board approval, add up to two more committee members for a total of five, if they deem it necessary or desirable. The committee will deliberate in private.
- (C) The Board will approve the comprehensive information packet that is required as the basis for all nominations. The packet shall request substantial background information on the individual and enough documentation to corroborate the individual's contribution. The committee may request additional information at any time to be used for the purpose of evaluation.
- (D) There is no requirement that nominations be received each year. However, the deadline for all nominations is 90 days before the AGM. The committee will present its recommendation to the Board at its November board meeting. The Board will make the final decision on recipients for the award, if any. An announcement concerning the award will be made each year at the AGM.
- (E) Once each year the Association will send a reminder to all member clubs of the award and the process for making nominations. Information on the award will be available in the OYSA office, on the OSYA website and through other media, when appropriate.
- (F) Posthumous nominations will be considered.

**Section 4. Recognition and Presentation of the Award**

In recognition of the award, the Association will take the following actions:

- (A) A plaque or other commemorative object that is inscribed with the award will be presented to the recipient at the next AGM.
- (B) A gift to or charitable donation selected by the recipient (not to exceed \$1,000) will be presented at the next AGM.
- (C) An "Honorary" Lifetime Membership in OYSA will be conferred on the recipient at the next AGM.
- (D) A photo and summary biography of the recipient will be prominently placed on the wall in the OYSA office.
- (E) A photo and summary biography of the recipient will be placed on the OSYA website.
- (F) If recipient cannot attend the AGM, the presentation will be made to the recipient's representative. The Association will cover the cost (transportation and lodging) for the recipient or the recipient's representative to attend the AGM.

*[Added by Board 3/6/2015. Title amended 7/10/2017. Nomination deadline amended 9/18/17.]*

## **POLICY 404-1 MEETINGS**

**Section 1.** OYSA Officers and directors are required to attend the AGM, plus all meetings of the board and assigned committees, unless excused by the President for board meetings or Committee Chair for committee meetings. The maximum number of allowable excused meetings is one-fourth annually for either the board meetings or committee meetings.

**Section 2.** [Policy 404-1, Section 2 has been revised & incorporated into Bylaw 404, Section 6]

## **POLICY 501-1 BOARD MEMBER NOMINATION, ELECTION AND ELIGIBILITY**

**Section 1.** Nomination Process

- (A) The work of the Board Development Committee will begin within 45 days following the AGM and generally follow the guidelines as stated in Policy 303-2, Section 4. The Committee will seek to have more than one candidate per position for the election. The Committee will present its slate of nominees to the member clubs 30 days prior to the upcoming AGM. This deadline is for making candidates known prior to the AGM so that interested parties may contact candidates in preparation for the elections.
- (B) Any eligible person whose name is not included in the Board Development Committee's slate of nominees may be nominated from the floor at an AGM; provided that the interested candidate has completed a nominee packet not later than 9:00 PM on the day prior to the AGM.
- (C) The nominee packet shall include:
  - (1) Confirmation of having completed an approved background check;
  - (2) A signed consent form stating willingness to serve if elected, and
  - (3) A signed conflict of interest statement (as approved by the board).
- (D) This completed nominee packet must be delivered to and received by the Vice President, or designee appointed by the President, before 9:00 PM the day prior to an AGM.
- (E) The Committee will meet prior to the AGM to review any of these nominee packets received. This information will be available at the AGM election so that these candidates may be nominated from the floor. If time allows the Committee will also work with these candidates to complete as much of the other aspects of the nominating process as outlined in Policy 303-2, Section 4 above.

**Section 2.**

- (A) A person may be nominated from the floor for positions on the Board of Directors provided the potential candidate has completed the documentation as provided for in Policy 303-2, Section 4 and Policy 501-1, Section 1.

- (B) A person, having completed the nominating process as outlined in Policy 303-2 but not elected to the position for which they were initially nominated, may be nominated from the floor (with the individual's consent) for another position.

**Section 3.** Section 3. After the election of officers and Directors at Large, the next order of business is for the districts to elect their District Directors.

**Section 4.** Procedures for the election of District Directors:

- (A) The room will be divided to allow the representative from the member clubs to assemble by district.
- (B) A District Director from a district not up for election, or a designee, will be assigned by the presiding officer of the AGM as a facilitator to facilitate the election by the district,
- (C) The presiding officer shall determine a quorum for each district by roll call of the represented member clubs by district, then give any instructions on the nomination and election of District Director to the facilitator.
- (D) The Board Development Committee will provide a list of candidates to be considered to the facilitator.
- (E) Candidates will be allowed to talk briefly (2-3 minutes) to the member club's representatives.
- (F) Candidates must be nominated and elected in accordance with Roberts Rules of Order. The facilitator will report the results of the election back to the presiding officer and the report will be read to the assembly before the next order of business.

**Section 5.** In the election for any position at an AGM, if three or more candidates are running for a position and one candidate has not obtained the required majority of votes after two ballots, only the top two candidates with the highest number of votes will appear on ballot three.

**Section 6.** No person who has been employed by OYSA may serve as a member of the Board of Directors until more than three (3) years have elapsed from their last day of employment with OYSA (Adopted October 1, 2007)

## **POLICY 701-1     PROTESTS, APPEALS, AND DISCIPLINE**

**Section 1.** Purpose

- (A) The purposes of this policy are to provide fair and uniform standards of discipline for competitions either sponsored or sanctioned by OYSA , procedures for conducting hearings, and any appeals that arise from such hearings.

- (B) Association staff will maintain a Protest, Appeal, and Discipline Manual (PAD Manual) that provides disciplinary standards as well as detailed procedures for initiating and adjudicating grievances, protests, administrative claims, disciplinary matters, and any appeals from hearing decisions.
- (C) The procedures specified in this policy and in the PAD Manual will apply to all proceedings conducted by the Association, except as specified.
- (D) The procedures established in this policy for notice, impartiality, and opportunity to appear shall be considered minimum standards for hearings and appeals conducted by member clubs of Oregon Youth Soccer.
- (E) This Policy and the PAD Manual do not apply to Risk Management decisions nor to any appeals allowed under the provisions of OYSA's Risk Management Policy or Risk Management Manual.
- (F) Disciplinary hearings involving claims of Referee Assault or Referee Abuse shall only be heard by the Association.

**Section 2. Compliance with USSF Standards**

- (A) Whenever a Disciplinary Hearing may result in a sanction that will have the effect of denying a person's right to participate in the activities of the Association or a member club, the organization conducting the hearing shall also comply with the requirements of US Soccer Federation Bylaw 701. Section 1. Those requirements include:
  - (1) Notice of the specific charges or alleged violations in writing and possible consequences if the charges are found to be true;
  - (2) Reasonable time between receipt of the notice of charges and the hearing within which to prepare a defense;
  - (3) The right to have the hearing conducted at a time and place so as to make it practicable for the person charged to attend;
  - (4) A hearing before a disinterested and impartial body of fact-finders;
  - (5) The right to be assisted in the presentation of one's case at the hearing;
  - (6) The right to call witnesses and present oral and written evidence and argument;
  - (7) The right to confront witnesses, including the right to be provided the identity of witnesses in advance of the hearing;
  - (8) The right to have a record made of the hearing if desired;
  - (9) A written decision, with reasons for the decision, based solely on the evidence of record, issued in a timely fashion;
  - (10) Notice of any substantive and material action of the hearing panel in the course of the proceedings; and
  - (11) Quality concerning communications, and no ex parte communication is permitted between a party and any person involved in making its decision or procedural determination except to provide explanations involving procedures to be followed.

- (B) Appeals will be determined on the basis of the facts stated in the official record of proceedings at the hearing being appealed. An appeal panel will not take additional evidence from the participants in the prior proceeding unless the appeal committee makes a specific finding that the record is inadequate and the interests of a fair determination of the issues require an immediate hearing to determine the facts that affect the subject of the hearing.
- (C) Original hearings shall take place not more than 30 days after the submission of the document initiating proceedings, unless the hearing committee and all parties to the hearing agree on a later date.
- (D) The hearing committee shall deliver its written decision to all parties not later than 7 days following the completion of the hearing.

**Section 3. OYSA Hearing Committee Pool**

- (A) Every Oregon Youth Soccer Association member club shall provide one representative to serve in the OYSA Hearing Committee Pool. That representative shall be the club's president unless the club designates another person.
- (B) A member of the Hearing Committee Pool shall not be required to serve on more than one Hearing Committee during a seasonal year, unless no other qualified person is available to serve on a particular committee.

**Section 4. OYSA Hearing Committees**

- (A) Any hearing conducted by OYSA shall be heard by a committee drawn from the OYSA Hearing Committee Pool by the OYSA Vice-president for the purpose of adjudicating that particular matter.
- (B) Members of an OYSA Hearing Committee must be impartial. To maintain that impartiality, a person may not be a member of a committee if:
  - (1) A party to the hearing is the person's current or former club or a member of the person's current or former club.
  - (2) A party to the hearing has a family, business, or personal relationship to the person.
- (C) OYSA Hearing Committee members may participate in hearings by conference call and will be offered the opportunity to participate by conference call when attendance at a hearing would require one-way travel of more than 50 miles. Committee members who attend a hearing in person will be reimbursed for their mileage expense at the same rate used by OYSA for its staff coaches.
- (D) The Vice President will chair hearings of an OYSA Hearing Committee and may participate in deliberations, but will not vote in the committee's decisions.

## **POLICY 801-1 RISK MANAGEMENT**

### **Section 1. Application**

- (A) No adult may actively participate in the activities of the Association or any of its member clubs until that person has registered with the Association as an Administrator and has a risk status of Approved.
- (B) An administrator is any adult participant in the activities of the Association or its member clubs who acts in an official capacity for the Association or club, including:
  - (1) Board members
  - (2) Employees
  - (3) Coaches
  - (4) Assistant coaches
  - (5) Team Managers
  - (6) Trainers
  - (7) Other adult Volunteers
  - (8) Referees officiating matches in any league, tournament, or other competition sponsored or sanctioned by OYSA
  - (9) Youth age 16 or older who serve in any of the positions listed in Section 2.(A)(1)-(7)
  - (10) Any applicant for any of the positions listed in Section 2.(A)(1)-(7)

### **Section 2. Authority and Administration**

- (A) The Executive Director of the Association shall appoint an individual staff member to serve as the Risk Management Coordinator (RMC) of the Association.
- (B) The Vice President shall be the OYSA Board's liaison with the RMC and shall manage appeals of risk management decisions as provided in this policy.
- (C) The RMC's authority and duties shall include the following:
  - (1) Investigating reported violations of Risk Management policies.
  - (2) Reviewing background reports regarding Administrators.
  - (3) Making Risk Management Decisions regarding Administrators based on a review of background reports or other information received.
  - (4) Preparing and maintaining in consultation with the Vice President written guidelines indicating which specific crimes and classifications of crimes will be considered to cause a person to be ineligible.
  - (5) Creating and maintaining records of background reports and risk management decisions.
  - (6) Entering into agreements with individual Administrators to grant a risk status of Approved subject to the individual's meeting specific requirements:
  - (7) Reporting the results of risk management decisions to US Youth Soccer or to the Federation as required by their bylaws and policies.



- (8) Taking such other actions as may be reasonably necessary to carry out the purposes of this risk management policy.

**Section 3. Risk Management Manual**

The RMC shall, in consultation with the OYSA Vice President, prepare, maintain, and publish a Risk Management Manual that documents the details of background check applications, guidelines for evaluating background reports, standards for reviewing eligibility, procedures for disqualification and suspension, procedures for appeals from disqualification or suspension, and such other details as may be needed to document the Association's risk management program.

**Section 4. Obligation to Disclose Criminal Record**

- (A) Every individual who applies for a position as an Administrator shall fully disclose their criminal history as a part of the initial application.
- (B) Every registered Administrator shall promptly notify the Association's RMC, as well as the risk management coordinator of the club of which that person is an individual member, upon the occurrence of any of the following:
  - (1) The individual is formally charged with a crime;
  - (2) The individual is convicted of a crime upon entry of a plea of guilty or no contest;
  - (3) The individual is convicted of a crime following a trial; or
  - (4) The individual enters into a diversion agreement or other agreement that suspends entry of a sentence pending the individual's compliance with the conditions set in such agreement.
- (C) Any Administrator who willfully fails to provide the notice required by Section 4(B) shall be suspended from all activities with the Association or any of its member clubs as soon as the RMC receives confirmation of the pending charge(s) or conviction(s) for a period of not less than one year. The disqualification provided in this section shall be in addition to any other period of suspension or disqualification that may result from the charge(s) or conviction(s).

**Section 5. Suspension During Litigation**

In accordance with the requirements of US Youth Soccer's Bylaws, the RMC shall suspend any Administrator who becomes a defendant in litigation detrimental to the welfare of youth players or litigation based on activities detrimental to the welfare of youth players, from all activities in the Association or any of its member clubs.

**Section 6. Disqualification**

The RMC shall disqualify any administrator who does not meet the eligibility guidelines set out in the Risk Management Manual.

**Section 7. Notice of Disqualification or Suspension**

When a risk management decision has been made that a person is not eligible to serve

as an administrator, the RMC shall provide written notice to the person who is disqualified or suspended in the manner set out in the Risk Management Manual.

**Section 8.** Risk Management Appeals.

- (A) Any individual who has been sent a notice of disqualification or suspension shall have a right to appeal.
- (B) Details of the appeal procedures are set out in the Risk Management Manual.

## **POLICY 801-2 EXTREME WEATHER SAFETY**

**Section 1.** General Principles

OYSA has adopted the guidelines provided by the US Soccer Federation in regards to weather safety of participants in competitions sponsored by the Association. OYSA expects all of its member clubs to apply the same standards to their competitions sanctioned by OYSA. The Federation's guidance is provided through its Recognize to Recover program.

**Section 2.** Recognize to Recover

- (A) USSF has provided a website that provides guidance for player safety. That website is <http://recognizetorecover.org>.
- (B) The Recognize to Recover website provides downloadable documents that contain guidance for protecting participants from the adverse effects of environmental conditions such as heat, cold, and lightning.
- (C) The Recognize to Recover site also provides information and guidance on many other safety topics. OYSA recommends that its member clubs, as well as their coaches, players, and parents, use the site to obtain safety information and to provide guidance in managing competitions and training that maintain player safety.

## **POLICY 801-3 SAFE SOCCER FRAMEWORK**

**Section 1.** USSF Policy 212-3

US Soccer Federation has adopted a new Policy 212-3 that requires its organizational members, including OYSA, to adopt policies to protect participants that are in line with the Federation's Safe Soccer Framework. The required policies are in six areas:

- (A) Prohibited Conduct
- (B) Background Screening
- (C) Education & Training
- (D) Reporting

- (E) Limiting One-on-one Interactions
- (F) Enforcement

**Section 2. Background Screening**

OYSA's Policy 801-1 and the Risk Management Manual it authorizes provide the required policy for background screening.

**Section 3. New Policies**

OYSA Policy 801-4 through 801-8 are adopted to meet the requirements of Section 1(A) and (C)-(F), above.

**Section 4. Safe Soccer Framework Principles**

The Safe Soccer Framework provided by the USSF does not directly apply to OYSA, but the principles set out in that document provide guidance in creating an environment that promotes the safety of participants in Federation related soccer programs. OYSA is committed to implementing the principles of the Safe Soccer Framework to the extent they apply to the programs of OYSA and its member and affiliate clubs.

## **POLICY 801-4 PROHIBITED CONDUCT**

**Section 1. Application - Covered Personnel**

(A) This policy applies to OYSA and its member clubs as follows:

- (1) OYSA Board of Directors
- (2) OYSA employees
- (3) OYSA contractors, including referee assignors
- (4) OYSA member and affiliated clubs, including
  - (a) Club board members
  - (b) Club coaches and team officials
  - (c) Club volunteers
- (5) Referees assigned to an OYSA sponsored or sanctioned match
- (6) Referees assigned to a match organized or sponsored by an OYSA member or affiliate club
- (7) Any other employee or volunteer authorized by OYSA or a member or affiliated club of OYSA to have regular contact with, or authority over, minor athletes or participants in the programs of OYSA and/or its member or affiliated clubs.

(B) This policy also applies to conduct by any subcontractor, supplier, customer or third party and their employees in their dealings with OYSA employees.

- (C) Commitment to safe workplace
- (1) Oregon Youth Soccer is committed to maintaining a work environment that is free from all forms of discrimination, including harassment, on the basis of any legally protected status. Accordingly,
    - (a) OYSA does not permit any form of unlawful harassment, discrimination or intimidation against its employees by anyone, including managers, supervisors, coworkers, executives, directors, officers, other employees, vendors, clients, customers or third parties.
    - (b) Protected status includes race, color, age, religion, marital status, sex, ancestry, national origin, citizenship, veteran's status, pregnancy, disability, sexual orientation, protected activity, or any other characteristic protected by federal, state or local law.
    - (c) This policy also prohibits harassment on the basis of the protected status of an individual's relatives, friends or associates.
  - (2) OYSA is also committed to maintaining a work environment that is free from all forms of sexual abuse, sexual misconduct, emotional misconduct, physical misconduct, bullying and hazing.
  - (3) Any violation of this Policy by Covered Personnel may subject the Covered Personnel to disciplinary action. Appropriate action also will be taken against any subcontractor, supplier, or customer found in violation of this Policy.

**Section 2. Harassment**

- (A) Harassment consists of unwelcome conduct, whether verbal, physical or visual, that is based upon a person's protected status. OYSA will not tolerate harassing conduct that affects tangible job benefits, that unreasonably interferes with an individual's work performance, or safety, or that creates an intimidating, hostile, or offensive working environment.
- (B) Among the types of conduct prohibited by this policy are epithets, slurs, negative stereotyping or intimidating acts based on an individual's protected status and the circulation or posting of written or graphic materials that show hostility toward an individual because of his or her protected status.
- (C) Prohibited conduct can also include jokes, kidding, or teasing about another person's protected status. While harassing conduct is unlawful only if it affects tangible job benefits and/or interferes unreasonably with work performance and creates an abusive or hostile work environment, this Policy forbids harassing conduct even when it does not rise to the level of a violation of law.

**Section 3. Sexual Harassment**

- (A) Sexual harassment deserves special mention. Unwelcome sexual advances, requests for sexual favors, and other verbal, written, or physical conduct of a sexual nature constitute sexual harassment when:
  - (1) submission to such conduct is made either explicitly or implicitly a term or condition of the individual's employment;

- (2) submission to or rejection of such conduct by an individual is used as the basis for an employment decision affecting that individual; or
  - (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance and creating an intimidating, hostile, or offensive working environment.
- (B) Sexual harassment may involve individuals of the same or different gender. It may also occur between individuals of any employment status.
- (C) Examples of conduct which may constitute sexual harassment and are prohibited by this Policy include, but are not limited to:
- (1) unnecessary touching, patting, hugging, pinching, or brushing against a person's body;
  - (2) staring, ogling, leering, or whistling at a person;
  - (3) continued or repeated verbal abuse of a sexual nature;
  - (4) sexually explicit statements, sexual flirtations, advances, propositions, subtle pressure for sexual activity, comments, questions, jokes, or anecdotes;
  - (5) graphic or degrading comments about a person's clothing, body or sexual activity;
  - (6) sexually suggestive objects, cartoons, posters, calendars, or pictures in the workplace;
  - (7) suggestive or obscene letters, notes or invitations;
  - (8) harassing use of electronic mail, electronic or instant messaging, social media, or telephone communication systems; or
  - (9) other physical or verbal conduct of a sexual nature.
- (D) OYSA prohibits managers and supervisors, including its Board of Directors, from threatening or insinuating, either explicitly or implicitly, that an employee's submission to or rejection of sexual advances will in any way influence any personnel decision regarding that employee's wages, assigned duties, advancement, evaluation, shifts, career development, or any other condition of employment.
- (E) OYSA member and affiliated clubs are required to apply the same standards to the relationship between those persons, including their board of directors, who have supervisory authority over any employees or volunteers of the club.

**Section 4. Racial, Religious, or National Origin Harassment**

- (A) Racial, religious, or national origin harassment deserves special mention as well, and is expressly prohibited by OYSA.
- (B) Racial, religious, or national origin harassment includes any verbal, written, or physical act in which race, religion, or national origin is used or implied in a manner which would make a reasonable person uncomfortable in the work environment or which would interfere with the person's ability to perform the job.
- (C) Examples of race, religious or national origin harassment may include, but are not limited to:

- (1) jokes, which include reference to race, religion, or national origin;
- (2) the display or use of objects or pictures which adversely reflect on a person's race, religion, or national origin; or
- (3) use of pejorative or demeaning language regarding a person's race, religion, or national origin.

**Section 5. Child Sexual Abuse**

- (A) Any sexual activity with a child is prohibited.
- (B) This includes
  - (1) sexual contact with a child that is accomplished by deception, manipulation, force or threat of force, regardless of the age of the participants, and
  - (2) all sexual interactions between an adult and a child, regardless of whether there is deception, or the child understands the sexual nature of the activity.

**Section 6. Sexual Misconduct**

- (A) Any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority is prohibited. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative.
- (B) This section does not apply to a pre-existing relationship between two spouses or life partners.

**Section 7. Emotional Misconduct**

- (A) Emotional misconduct in all forms is prohibited.
- (B) Emotional misconduct is a pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to another person.
- (C) Non-contact behaviors include verbal acts, physical acts, or acts that deny attention or support; or any act or conduct described as emotional abuse or misconduct under federal or state law (e.g. child abuse, child neglect).
- (D) Emotional misconduct does not include professionally-accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athletic performance.

**Section 8. Physical Misconduct**

- (A) Physical misconduct in all forms is prohibited.
- (B) Physical misconduct is defined as contact or non-contact conduct that results in, or reasonably threatens to, cause physical harm to another person; or any act or conduct described as physical abuse or misconduct under federal or state law (e.g. child abuse, child neglect, assault).
- (C) Physical misconduct does not include professionally-accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athletic performance.
- (D) For example, hitting and punching are well-regulated forms of contact in combat sports, but have no place in soccer.

**Section 9. Bullying**

- (A) Intentional, persistent and repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended, or have the reasonable potential, to cause fear, humiliation or physical harm in an attempt to socially exclude, diminish or isolate the targeted athlete(s), as a condition of membership are prohibited.
- (B) Bullying does not include group or team behaviors that (a) are meant to establish normative team behaviors, or (b) promote team cohesion.

**Section 10. Hazing**

- (A) Coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members are prohibited.
- (B) Hazing does not include group or team activities that (a) are meant to establish normative team behaviors or (b) promote team cohesion.

**Section 11. Procedures for Complaints, Investigations and Corrective Action**

- (A) All Covered Personnel are responsible to help ensure that we avoid misconduct. OYSA cannot act to eliminate misconduct unless it has notice of the conduct. Covered Personnel are thus charged with reporting any concerns regarding compliance with the Safe Soccer Framework as provided in this policy.
- (B) OYSA employees are responsible to help assure that the work environment, on or off-premises, is free from harassment. All employees have an obligation to promptly report any and all allegedly harassing conduct they are the subject of, that they learn of, or that they witness. Our Policy provides for immediate notice of problems to the persons designated in this Policy so that we may address and resolve any problems as quickly as possible.
- (C) An employee must report the harassing conduct to either:
  - (1) The person to whom you report (supervisor or manager);
  - (2) Risk Management Coordinator;
  - (3) The Executive Director; or
  - (4) The Chair of the Board of Directors.
- (D) If the person to whom you would normally report is the subject of the complaint, the report should be made to one of the other listed persons who is not the subject of the complaint.
- (E) If the person making the complaint is from an OYSA member or affiliated club and the person is not comfortable making a complaint to someone in their club, the report may be made to the OYSA Executive Director or the OYSA Risk Management Coordinator.
- (F) All Covered Personnel have an obligation to cooperate in any investigation of a complaint of misconduct, including providing any and all information concerning the complaint. Failure to do so may be a violation of this Policy.

- (G) OYSA's Prohibited Conduct Policy offers its employees greater protection from harassment than does the law. Consequently, Covered Personnel who are found to have violated OYSA's Prohibited Conduct Policy shall be subject to corrective action, discipline or termination, even in cases where applicable laws may not have been violated and without regard to whether the conduct constitutes a violation of the law.
- (H) An OYSA member or affiliated club may also take disciplinary action against its employees or volunteers who have violated this policy.
- (I) An employee wishing to file a complaint outside OYSA, or a member or affiliated club, may also contact either the Equal Employment Opportunity Commission or the Oregon Bureau of Labor and Industries.

## **POLICY 801-5 TRAINING AND EDUCATION**

### **Section 1. SafeSport Training**

- (A) Employees and other Covered Personnel [*see Policy 801-4, Section 1*] that have contact with athletes must successfully complete the U.S. Center for SafeSport training every year.
- (B) Training is available at no charge to covered personnel because of OYSA's relationship with USSF.
  - (1) A person who needs to take the training for the first time should access the online training at <http://safesport.org/authentication/register?token=ee57337f-31f9-421d-b095-82fc8c8c4c41>.
    - (a) The person will be required to create an account as a member of US Soccer.
    - (b) The access code for USSF training is YC3E-6P5G-YYIL-CS2M
  - (2) A person who is taking a refresher course will access training by logging into their account at <https://safesport.org> and starting the training from their user dashboard.
- (C) Anyone who meets the definition of "covered personnel" in the 18-19 seasonal year and will continue to be covered personnel in the 19-20 seasonal year must complete their initial SafeSport training not later than 9/1/2019.
- (D) Any adult who becomes covered personnel with the earlier of their registration with OYSA for the 19-20 seasonal or after 9/1/2019, must complete their initial training on the earlier of
  - (1) Before beginning regular contact with a youth athlete, or
  - (2) Within 45 days after taking on a role with OYSA or one of its member or affiliated clubs that will give the person access to youth athletes.



- (E) Beginning with fall 2019-2020 registrations, a person will be blocked from being assigned to a team in OYSA's online software until both a background check and SafeSport training have been completed.
- (F) Every adult who has completed SafeSport training and continues as a covered person in the next seasonal year, must complete a SafeSport refresher course in the new seasonal year.
- (G) OYSA's online registration software will track compliance with this requirement.
- (H) OYSA's software will not approve a person who has not completed both the SafeSport training and a successful background check in the seasonal year of application.

**Section 2. Training for Youth Participants**

- (A) OYSA and its member and affiliate clubs will make SafeSport training available to youth participants in the programs of OYSA and its member and affiliate clubs.
- (B) Training will be made available to youth participants with the permission of the individuals' parents or guardian.
- (C) The Center for SafeSport and the US Soccer Federation are completing training for youth participants. Training will be available before youth register for the 19-20 seasonal year.

**Section 3. Concussion Training**

- (A) Oregon law requires that clubs arrange for and track the following concussion training:
  - (1) All coaches and assistant coaches are required to complete concussion training once each seasonal year.
  - (2) All players over the age of 12 and the parents of all players younger than 12 must be provided information about how to recognize the signs and symptoms of concussion
- (B) The Centers for Disease Control (CDC) have created an online training for concussion awareness that meets the Oregon requirement.
  - (1) The training is available at <https://www.cdc.gov/headsup/youthsports/index.html>.
  - (2) The CDC course will allow a person to print a certificate of completion at the end of the course.
  - (3) The CDC does not maintain records of those individuals who have completed the course.
- (C) The National Federation of High Schools (NFHS) provides a concussion training course that is essentially the CDC course.
  - (1) The NFHS course requires registration and creation of a free NFHS account.
  - (2) The NFHS maintains records of those persons who have completed the course.
  - (3) An NFHS certificate can be printed after completion, and because the NFHS maintains records, the certificate can be reprinted later.

- (4) The NFHS education database can be searched to verify that a person has completed a course and the date on which the course was completed.
- (D) OYSA encourages clubs to have all of their team officials, board, and staff complete the CDC or NFHS training.

## **POLICY 801-6 REPORTING**

### **Section 1. Mandatory Reporter Status**

- (A) All covered persons are considered Mandatory Reporters under Federal Law for incidents of witnessed or suspected child abuse or child sexual abuse.
- (B) All paid coaches are also mandatory reporters under Oregon law.

### **Section 2. When to Report**

- (A) Reports of child abuse are required when a covered person becomes aware of “facts that give reason to suspect” a child has suffered an incident of child abuse.
- (B) A report must be submitted within 24 hour after the person becomes aware of the situation.
- (C) The SafeSport Act, and Oregon law, provides a qualified immunity for a report made in good faith.
- (D) Failure to report may be a violation of federal law that could subject a person to a fine and/or imprisonment.
- (E) Failure to report will be deemed to be a violation of this policy that will subject the person to disciplinary action by a club or OYSA.

### **Section 3. What is Child Abuse?**

- (A) The SafeSport Act, signed into law by the President and effective from 2/14/2017, defines what constitutes the child abuse that must be reported.
- (B) Child abuse is defined to include
  - (1) Physical abuse,
  - (2) Mental injury,
  - (3) Sexual abuse or exploitation, or
  - (4) Negligent treatment.
- (C) Sexual abuse is defined to include
  - (1) The employment, use, persuasion, inducement, enticement, or coercion of a child to engage in, or assist another person to engage in, sexually explicit conduct, or
  - (2) The rape, molestation, prostitution, or other form of sexual exploitation of children, or
  - (3) Incest with children.
- (D) Mental Injury means harm to a child’s psychological or intellectual functioning which may be exhibited by
  - (1) severe anxiety,
  - (2) depression,

- (3) withdrawal, or
- (4) outward aggressive behavior, or
- (5) a combination of those behaviors, which may be demonstrated by a change in behavior, emotional response, or cognition.

**Section 4. How to Report**

- (A) Any covered person who witnesses abuse of a youth participant, or has reasonable grounds to believe that abuse against a youth participant has occurred, is required to report the abuse to:
  - (1) The abuse reporting number in the county where either the reporter is located or in which the abuse occurred;
    - (a) Every Oregon county has at least one reporting number that is staffed 24 hours a day, 7 days a week.
    - (b) The list of reporting numbers is on the Oregon Department of Human Services website at <https://www.oregon.gov/dhs/children/child-abuse/pages/reporting-numbers.aspx>.
    - (c) The reporting number for after office hours reports may be 911 in some local areas.
  - (2) The Center for SafeSport at <https://safesport.org> or 720-531-0340; and
  - (3) Oregon Youth Soccer at 503-626-4625, selecting Executive Director.
- (B) If the person believed to have committed the abuse is an employee or official of the Federation, a national referee, or if a person is unsure of the status of the individual who committed the action complained of, a report should be made to the Federation's Intergrity Hotline
  - (1) online at <https://www.ussoccer.com/integrity-hotline>, or
  - (2) by phone to 312-528-7004.

**POLICY 801-7 LIMITING ONE-ON-ONE INTERACTIONS BETWEEN ADULTS AND YOUTH**

**Section 1. Training and Meetings**

- (A) Application
  - (1) This policy applies to OYSA and to its member and affiliated clubs.
  - (2) This policy applies to all OYSA and club administrators as defined in Policy 801-1, Section 1(B).
  - (3) Administrators will be collectively referred to as Adults in this policy.
  - (4) Our Facilities refers to any locations owned, leased, or used by OYSA or its member or affiliated clubs in carrying out its programs involving youth athletes.

- (B) Observable and interruptible
  - (1) One-on-one interactions between minors and an Adult (who is not the minor's legal guardian) at our facilities are permitted, if they occur at an observable and interruptible distance from another adult.
  - (2) Isolated, one-on-one interactions between minors and an Adult (who is not the minor's legal guardian) at our facilities are prohibited, except under emergency circumstances.
- (C) Meetings
  - (1) Meetings between Adults and minors at our facilities may only occur if another adult is present, except under emergency circumstances. Such meetings must occur where interactions can be easily observed and at an interruptible distance from another adult.
  - (2) If a one-on-one meeting takes place in an office, the door to the office must remain unlocked and open. If available, it will occur in an office that (if available) has windows, with the windows, blinds, and/or curtains remaining open during the meeting.
  - (3) Meetings with mental health care professionals
    - (a) If a mental health care professional meets with minors at our facilities, a closed-door meeting may be permitted to protect patient privacy.
    - (b) When any such closed-door meeting takes place, the following conditions apply:
      - (i) the door will remain unlocked,
      - (ii) another adult must be present at the facility,
      - (iii) the other adult must be advised that a closed-door meeting is taking place, and
      - (iv) the mental health care professional must have obtained written consent for the meeting from the minor's legal guardian, with a copy provided to the organization responsible for the minor.
  - (4) Individual training sessions
    - (a) Individual training sessions between Adults and minors are permitted at our facilities if the training session is observable and interruptible by another adult.
    - (b) The Adult conducting the training must obtain the written permission of the minor's legal guardian in advance of the individual training session.
    - (c) Parents, guardians, and other caretakers must be allowed to observe the training session.
    - (d) Permission for individual training sessions must be obtained at least every six months.
  - (5) Monitoring
    - (a) When one-on-one interactions between Adults and minors occur at our facility, adults will monitor these interactions.

- (b) Monitoring includes:
  - (i) knowing that the one-on-one interaction is occurring,
  - (ii) the approximate planned duration of the interaction, and
  - (iii) randomly dropping in on the one-on-one session.
- (6) Out of program contacts
  - (a) Adults are prohibited from interacting one-on-one with unrelated minor athletes in settings outside of the programs of OYSA and/or its member and affiliated clubs, including, but not limited to:
    - (i) the home of the Adult, the minor, or any other person,
    - (ii) restaurants, and
    - (iii) individual transportation
  - (b) Such contact may take place with the explicit consent of the parent(s) or legal guardian for each out of program contact.
  - (c) Arrangements for out of program contact are strongly discouraged, even with parent or guardian consent.

**Section 2. Messages and Rubdowns**

(A) Application

- (1) This policy applies to OYSA and to its member and affiliated clubs.
- (2) This policy applies to all OYSA and club administrators as defined in Policy 801-1, Section 1(B).
- (3) Administrators will be collectively referred to as Adults in this policy.
- (4) Our Facilities refers to any locations owned, leased, or used by OYSA or its member or affiliated clubs in carrying out its programs involving youth athletes.

(B) Licensed, certified professional

- (1) Any massage or rubdown performed by an Adult on a minor athlete at our facilities or a training or competition venue is prohibited unless the Adult is a licensed massage therapist.
- (2) Any massage or rubdown performed at our facilities or a training or competition venue by a licensed professional must be conducted in open and interruptible locations.
- (3) Any massage of a minor athlete must be done with at least one other adult present and must never be done with only the minor athlete and licensed massage therapist in the room.
- (4) Even if a coach is a licensed massage therapist, the coach shall not perform a rubdown or massage of an athlete under any circumstances.

(C) Prior consent

- (1) A parent or legal guardian must give prior written consent before each massage or rubdown on a minor athlete.
- (2) Parents must be permitted to be present in the massage room as observers.

### **Section 3. Locker Rooms, Rest Rooms and Changing Areas**

#### **(A) Application**

- (1) This policy applies to OYSA and to its member and affiliated clubs.
- (2) This policy applies to all OYSA and club administrators as defined in Policy 801-1, Section 1(B).
- (3) Administrators will be collectively referred to as Adults in this policy.
- (4) Our Facilities refers to any locations owned, leased, or used by OYSA or its member or affiliated clubs in carrying out its programs involving youth athletes.
- (5) This policy also applies to any other adults at one of our facilities.

#### **(B) Use of recording devices**

- (1) The use of any device to make voice, still photo, or video recordings in locker rooms, rest rooms, changing areas, or similar spaces at our facilities is prohibited.
- (2) Exceptions may be made for media and championship celebrations, provided that such exceptions are approved by OYSA or the member or affiliate club and two or more adults from OYSA or the club are present.

#### **(C) Undress**

Under no circumstances shall an unrelated Adult at our facilities be undressed (disrobed or partial or full nudity where private body parts are exposed) in front of minor athletes.

#### **(D) Isolated one-on-one interactions**

- (1) At no time are unrelated Adults permitted to be alone with a minor in a locker room, rest room, or changing area when at one of our facilities, except under emergency circumstances.
- (2) If our facility has access to a single set of such areas, the responsible club will designate a time for use by Adults, if any.

#### **(E) Monitoring**

- (1) The organization responsible for the facility will regularly and randomly monitor the use of locker rooms, rest rooms, and changing areas at our facilities to ensure compliance with this policy.
- (2) To minimize the risk of bullying and hazing the responsible organization will use designated individuals to ensure that minors are not left unattended in locker rooms, rest rooms, and changing areas.
- (3) Adults will make every effort to recognize when an athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, will check on the athlete's whereabouts.
- (4) Parents are discouraged from entering locker rooms and changing areas unless it is truly necessary. If parental presence is required, the parent(s) should notify the coach or other team officials in advance, and then only a same sex parent should enter the locker room or changing area.

- (F) Non-exclusive facility  
If our facility is not exclusively under the jurisdiction and control of OYSA or a member or affiliated club, and the facility is used by multiple constituents, Adults as defined in Policy 801-7, Section 3(A)(2) are still required to adhere to the rules in this policy.

**Section 4. Social Media and Electronic Communications**

- (A) Application
- (1) This policy applies to OYSA and to its member and affiliated clubs.
  - (2) This policy applies to all OYSA and club administrators as defined in Policy 801-1, Section 1(B).
  - (3) Administrators will be collectively referred to as Adults in this policy.
- (B) Content
- All electronic communication originating from Adults to minor athletes must be professional in nature.
- (C) Open and transparent
- (1) If an Adult needs to communicate directly with a minor athlete via electronic communications, another Adult or the minor's parent(s) or legal guardian will be copied.
  - (2) If a minor athlete communicates to the Adult privately first, the Adult should respond to the minor athlete with a copy to another Adult or the minor's parent(s) or legal guardian.
  - (3) An Adult communicating electronically to the entire team will copy another Adult.
  - (4) Amateur athletes who are minors may "friend" the organization's official page.
- (D) Prohibited electronic communications
- (1) Adults are not permitted to communicate privately via electronic communications with minor athletes, except under emergency circumstances.
  - (2) Adults are not permitted to "private message," "instant message," "direct message," or send photos privately via Snapchat or Instagram to a minor athlete.
  - (3) Adults are not permitted to maintain social media connections with minors.
    - (a) Adults are not permitted to accept new personal page requests on social media platforms from minor athletes, and
    - (b) Existing social media connectors with minor athletes shall be discontinued.
- (E) Requests to discontinue
- (1) Legal guardians may request in writing that their child not be contacted through any form of electronic communication by OYSA or its member or affiliated clubs, or by any Adults from those organizations.
  - (2) The organization will abide by any such request that a child not be contacted via electronic communications, absent emergency circumstances.

- (F) Hours  
Electronic communications will only be sent between the hours of 8:00 am and 8:00 pm, absent an emergency.
- (G) Monitoring
  - (1) OYSA and its member and affiliate clubs will monitor their social media pages and remove any posts that violate the organization's policies and practices for appropriate behavior.
  - (2) If OYSA or one of its member or affiliate clubs finds that a minor athlete has made a prohibited post on the organization's social media site, the organization will notify both the minor athlete's parents or legal guardian of the prohibited post, and the affected organization's primary executive officer.

**Section 5. Local Travel**

- (A) Application
  - (1) This policy applies to OYSA and to its member and affiliated clubs.
  - (2) This policy applies to all OYSA and club administrators as defined in Policy 801-1, Section 1(B).
  - (3) Administrators will be collectively referred to as Adults in this policy.
- (B) Transportation
  - (1) Neither OYSA nor any of its member or affiliated clubs will arrange for local travel by Adults or minor athletes
  - (2) An Adult shall not ride in a vehicle alone with an unrelated minor athlete unless the Adult is acting as the legal guardian of the minor, except in emergency circumstances.
  - (3) An Adult who is providing transportation to an unrelated minor athlete shall have at least two other minor athletes or another Adult in the vehicle at all times, unless the minor athlete's parent or legal guardian has agreed in writing to the transportation arrangements in advance of each local travel occurrence.
- (C) Shared or carpool arrangements  
A parent or legal guardian who is providing local travel to a group of minor athletes should pick up their own child first and drop off their own child last in order to avoid a situation of being alone with an unrelated minor athlete.
- (D) Parents and legal guardians will receive education regarding child abuse prevention before giving consent for their minor athlete to travel alone with another Adult. Parent training is available at no charge here - <https://athletesafety.org/>.

**Section 6. Team Travel**

- (A) Application
  - (1) This policy applies to OYSA and to its member and affiliated clubs.
  - (2) This policy applies to all OYSA and club administrators as defined in Policy 801-1, Section 1(B).



- (3) Administrators will be collectively referred to as Adults or participating Adults in this policy.
- (B) Team/competition travel
  - When only one participating Adult and one minor athlete travel to a competition, the minor athlete must have their parent or legal guardian's written permission in advance, for each competition, to travel alone with a participating Adult.
- (C) Hotel Rooms
  - Participating Adults shall not share a hotel room or other sleeping arrangement with a minor athlete, unless the Participating Adult is the parent, legal guardian, sibling, or otherwise related to the minor athlete.
- (D) Meetings
  - (1) Meetings will be conducted in compliance with the policy on one-on-one meetings in Section 1(C) above so that any meeting is observable and interruptible.
  - (2) Meetings will not be conducted in a hotel room.
- (E) Additional Team Travel Requirements
  - (1) A written team travel policy must be signed and agreed to by all minor athletes, parents, and Participating Adults traveling with a team.
  - (2) Participating Adults must all have an approved background check and SafeSport training before traveling with a team.
  - (3) Team officials will maintain a standard of having at least two Adults and observable and interruptible environments whenever they
    - (a) conduct room checks at a hotel where minor athletes are staying,
    - (b) conduct meetings, and
    - (c) manage other team activities.
  - (4) A parent or legal guardian must receive education regarding child abuse prevention before giving consent for a minor athlete to travel alone with a Participating Adult.
- (F) All OYSA member and affiliated clubs that have teams travel for competition are strongly encouraged to develop written policies regarding:
  - (1) Expectations and responsibilities of coaches and other team officials during team travel,
  - (2) A code of conduct that applies to minor athletes, parents, team officials, and club officials who attend competitions that require team travel.
  - (3) Any such code of conduct should be reviewed and signed by all persons traveling with a team.

## Policy 801-8 Enforcement

**Section 1.** OYSA and its member and affiliated clubs will take appropriate disciplinary action when club officials become aware of a violation of Policies 801-3 through 801-8, referred to as the SafeSoccer Framework.

- (A) Complaints and grievances regarding violations of the SafeSoccer Framework may be made to OYSA and/or to the member or affiliated club in accordance with OYSA Policy 701-1 and the Grievance, Protest, and Discipline manual that is in effect at the time of the complaint.
- (B) Complaints regarding criminal behavior of an Adult covered by the SafeSoccer Framework should be made first to appropriate law enforcement authorities and then to the OYSA Risk Management Coordinator as provided in Policy 801-1 and the OYSA Risk Management Manual that is in effect at the time of the complaint.
- (C) Concerns regarding child abuse must be reported as stated in Policy 801-6, Section 4.

**Section 2.** Hearings.

- (A) OYSA or the appropriate member or affiliate club will hold appropriate hearing and will take appropriate disciplinary action in accordance with OYSA Policy 701-1 and the Grievance, Protest, and Discipline manual that is in effect at the time of the complaint.
- (B) Before removing someone from membership in a club, or OYSA, a hearing will be conducted that gives the accused notice, an opportunity to be heard, the opportunity to hear and respond to witnesses, and the opportunity to present testimony and witnesses on his/her behalf.
- (C) Whenever the result of the hearing is a removal from the opportunity to participate in soccer, the accused will be given the opportunity to appeal to US Soccer in accordance with USSF bylaws and policies.

## POLICY 802-1 PLAYERS AND COMPETITION

**Section 1.** US Youth Soccer Policy

The US Youth Soccer Policy on Players and Playing Rules (USYS Rules) applies to the registration of players, team formation, and competitions conducted by Oregon Youth Soccer and all sanctioned soccer competition conducted by OYSA member clubs.

**Section 2.** Definitions

- (A) The following definitions contained in USYS Rules, Rule 101, Sections 1 and 2, applicable to all State Associations, are repeated here for convenience:
  - (1) "**Federation**" means the United States Soccer Federation, Inc.

- (2) **"FIFA"** means the Federation Internationale de Football Association of which the Federation is the national association member for the United States.
- (3) **"region"** means one of those regions established under Bylaw 322.
- (4) **"National Council"** means the National Council of USYSA as provided under Bylaw 311.
- (5) **"Organization Member"** means an organization that is classified as such a member of USYSA as provided by Bylaw 202.
- (6) **"State Association"** means the administrative body within a territory determined by the National Council to carry out USYSA's programs for youth players.
- (7) **"team"** means a group of soccer players playing on the same side in soccer games.
- (8) **"USYSA"** means the United States Youth Soccer Association, Inc.
- (9) **"youth player"** means an individual who is an amateur player and who has not reached 19 years of age prior to August 1 immediately before the start of any seasonal year. A player who reaches 19 years of age during a seasonal year is allowed to complete that seasonal year. A player who reaches 19 years of age during August of one seasonal year shall be allowed to complete all of the next seasonal year.
- (10) **"add"** means the addition of a player to a team's roster.
- (11) **"eligibility to play"** means registered and not under suspension.
- (12) **"game roster"** means the list of players who will participate in a particular competition.
- (13) **"involuntary release"** means the removal of a player from a team's roster at the request of team authorities.
- (14) **"registration"** means the execution of an intent to play the sport of soccer and the paying of fees to become a member of USYSA.
- (15) **"rostering"** means assignment of a registered player to a team.
- (16) **"select team"** means the official select or all-star team of —
  - (a) USYSA;
  - (b) a region;
  - (c) a State Association;
  - (d) a district or geographical subdivision of a State Association; or
  - (e) any league.
- (17) **"suspension"** means the temporary withdrawal of rights and privilege, such as the right to play, coach, or otherwise administer or participate (directly or indirectly) in soccer, and the suspension is for the entire term of the suspension with all rights and privileges withdrawn unless specifically stated otherwise by the suspending authority.
- (18) **"team roster"** means a list of registered players eligible to play for a team.

- (19) “**uniform**” means a jersey or shirt, shorts, thermal undershorts, stockings, shinguards, footwear, warmup jacket, pants, or suit, and other similar items of wear.
  - (20) “**voluntary release**” means the removal of a player from a team’s roster at the request of the player.
- (B) The definitions from USYS Rules, Rule 101, Section 3 recommended for use by State Associations are adopted with modifications as stated.
- (1) “**classic or competitive league**” means an interclub league in which the use of tryouts, invitations, recruiting, or any similar process to roster players selectively to any team on the basis of talent or ability, is permitted.
  - (2) “**classic or competitive team**” means a team that participates in a classic or competitive league.
  - (3) “**club**” –
    - (a) means an organization that is a member (directly or indirectly) of a State Association that has an identifiable membership of youth soccer players on whose behalf the organization conducts or engages in youth soccer activities; and
    - (b) sometimes referred to as a “league” or “local association”, is the basic administrative unit of USYSA.
  - (4) “**district**” means a geographical subdivision of the territory of a State Association.
  - (5) “**National League Northwest Conference, or NLNW**” means the league operated by the West region of USYSA that is open to teams registered through a State Association in the designated states in the West Region.
  - (6) “**NLNW team**” means an OYSA registered team that plays in the NLNW and which is thereby eligible to enter the Oregon State Championships, but not the Oregon Presidents Cup.
  - (7) “**guest player**” means a registered player participating in a competition for a team to which the player is not rostered for purposes of league play.
  - (8) “**interclub tournament team**” means a tournament team whose roster includes players who are members of more than one club.
  - (9) “**interclub transfer**” means the removal of a player from a team’s roster at the request of the player and the contemporaneous addition of the player to the roster of another team
  - (10) “**intraclub tournament team**” means a tournament team whose roster includes players who are members of only one club.
  - (11) “**intraclub transfer**” means the removal of a player from a team’s roster at the request of the player and the contemporaneous addition of the player to the roster of another team from the same club.
  - (12) “**league**” –
    - (a) means a structured group of 4 or more teams joined for the purpose interteam play under a common set of administrative and competition rules; and

- (b) is differentiated from another league by the rules that govern the rostering of players to each league's teams, and the different terms used to describe each league do not necessarily reflect the level of ability or talent of teams participating in the league.
- (13) "**league team**" means a team that participates in regularly scheduled league play.
- (14) "**member club**" means a club that has met the requirements for membership prescribed in OYSA bylaws and policies and which has been accepted as a member by the OYSA Board of Directors.
- (15) "**participant**" means an individual player, coach, manager, or other team official who is actively involved with a team during practice or other training, plays with a team in a match, is present with a team on a team sideline while wearing the team's uniform, is available to play in a match, or is present on the team sideline assisting the team in a match. All participants are required to be registered with OYSA, US Youth Soccer and the US Soccer Federation.
- (16) "**player**" means a youth player registered in accordance with USYSA and State Association rules.
- (17) "**player card**" means the official USYSA member pass identifying the registered individual player or adult and including—
  - (a) the individual's name;
  - (b) the club name;
  - (c) the team name;
  - (d) an official registrar's signature;
  - (e) a photograph of the individual; and
  - (f) laminated to prevent alteration
- (18) "**qualifying league**" means a classic or competitive league that has been recognized by OYSA as meeting the requirements to qualify teams to enter the Oregon State Championships or the Oregon Presidents Cup. The minimum requirements for being a qualifying league include:
  - (a) being operated by OYSA or sanctioned by OYSA;
  - (b) using USSF certified referees assigned by a USSF certified referee assignor;
  - (c) requiring that each team have a team roster maintained in OYSA's online software;
  - (d) requiring that each team provide a game roster that shows the name of every rostered player and guest player who is present and able to participate in the match to the referee before each match; and
  - (e) requiring that each team provide the referee with player cards for each participating player on the game roster before each match.
- (19) "**qualified team**" means a team that plays in a qualifying league and is eligible to enter either the Oregon State Championships or the Oregon Presidents Cup

- (20) “**recreational all-star team**” means a tournament team whose roster only includes players selected from teams that participate in the same recreational league or recreation plus league.
- (21) “**recreational league**” means an intraclub or interclub league in which—
  - (a) the use of tryouts, invitations, recruiting, or any similar process to roster players to any team on the basis of talent or ability is prohibited;
  - (b) the club administering the league accepts as participants in the league any eligible youths (subject to reasonable terms on registration);
  - (c) a system of rostering players is used to establish a fair or balanced distribution of playing talent among all teams participating; and
  - (d) league rules require that each player must play at least one-half of each game except for reasons of injury, illness, or discipline.
- (22) “**recreational team**” means a team that participates in a recreational league.
- (23) “**recreational plus league**” means an interclub or intraclub league in which
  - (a) the use of tryouts, invitations, recruiting or any similar process to roster players selectively to any team on the basis of talent or ability is prohibited;
  - (b) the club or clubs administering the league accept as participants in the league any and all eligible youths (subject to reasonable terms of registration); and
  - (c) the league does not otherwise meet the definition of a recreational league.
- (24) “**recreational plus team**” means a team that participates in a recreational plus league.
- (25) “**sanctioned**” (as applied to a league or tournament) means that the competition is hosted and administered by an OYSA member club and has been approved by OYSA.
- (26) “**sponsored**” (as applied to a league or tournament) means that the competition is hosted and administered by OYSA.
- (27) “**tournament team**” means a team that includes guest players and is put together for the sole purpose of playing in a tournament or other approved non-league competition.
- (28) “**transfer**” means the removal of a player from a team’s roster on the request of the player, and the contemporaneous addition of the player to the roster of another team.

**Section 3. General Policies**

- (A) Member clubs shall establish policies and regulations regarding the formation of teams entering OYSA sanctioned leagues.
- (B) Unregistered players are strictly prohibited from playing in matches or practicing with member club teams.

- (C) Players and/or their families that have unpaid financial obligations to OYSA or a member club may have their membership privilege suspended until such obligations have been satisfactorily resolved.
- (D) All leagues must be sanctioned by OYSA. A member club, group of clubs or other affiliated entity must complete OYSA's "Permission to Host" paperwork and pay all appropriate fees.
- (E) Member clubs shall submit their team formation policy and bylaws to OYSA annually on or before the club registration deadline.
- (F) OYSA has adopted the Player Development Initiatives (PDI) of the US Soccer Federation.
  - (1) The provisions of that initiative apply to the conduct of competitions sponsored or sanctioned by OYSA and to all competitions operated by OYSA member and affiliated clubs, regardless of the source of sanctioning.
  - (2) The PDI sets field sizes, goal sizes, and playing formats for matches involving players age 12 and younger and establishes the maximum number of players who are eligible to play in a match for players age 12 and younger.
- (G) In accordance with USSF guidelines in the PDI, OYSA does not permit intentional heading of a ball in matches for players age 12 and younger.
- (H) Clubs may not require a player to play above his/her nominal age group.

**Section 4. Tournament Sanctioning**

- (A) Oregon Youth Soccer Association will sanction tournaments for member clubs that have at least 200 players registered with OYSA both at the time the application is submitted and in the seasonal year during which the tournament will be conducted.
- (B) OYSA may revoke sanctioning for a tournament of any member club that had 200 registered players at the time the application was approved, but which does not have at least 200 players registered in the seasonal year that the tournament will be conducted.
- (C) The 200 registered player requirement may be waived by the Executive Director for good cause.

**Section 5. Interplay**

- (A) Tournaments:
  - (1) Restricted and Unrestricted Tournaments – A tournament sanctioned by OYSA may be "Restricted" – open only to teams from a single US Soccer Federation organizational member or a subset thereof, or "Unrestricted" – open to teams from all US Soccer Federation member organizations.
  - (2) OYSA will sanction unrestricted tournaments for its member clubs.
    - (a) A club hosting an unrestricted tournament is required to notify participating teams that are not registered with US Youth Soccer that OYSA's insurance will not protect them from claims.

- (b) The hosting club is encouraged to request proof from the non-USYS teams that they are covered by insurance provided by the organization that has registered the players with USSF.
- (3) OYSA registered teams may participate in unrestricted tournaments sanctioned by another US Soccer Federation Member Organization
  - (a) An OYSA registered team that plays in a tournament sanctioned by USYS or any of its member state associations will have all of the insurance coverage and benefits that it would have when playing in a tournament sanctioned by OYSA.
  - (b) An OYSA registered team is free to participate in an unrestricted tournament sanctioned only by a US Soccer Federation Organizational Member other than USYS or one of its member state associations.
- (B) Leagues:
  - (1) All participants in OYSA sanctioned leagues must be registered members of OYSA.
  - (2) Teams from other US Soccer Federation member organizations may participate in OYSA sanctioned leagues provided that all participating players and coaches register with OYSA.

**Section 6. OYSA Sponsored League and Tournament Policies**

- (A) Select teams, as defined in Policy 802-1, Section 2(16), are not eligible to participate in OYSA sponsored leagues or tournaments.
- (B) U10 players may not play up more than one age bracket in OYSA sponsored competitions without express written permission from the player's parent(s) and/or legal guardian(s) and the State Technical Director.
- (C) There are no playing up restrictions for U11 or older players. Teams entering the National Championship Series or the Oregon Presidents Cup may not, however, include on the tournament roster players younger than allowed by National Championship Series Policy and tournament rules. OYSA recommends that all players play in age groups most appropriate for their psycho-social, psycho-motor and cognitive abilities.

**Section 7. Player Development and Movement**

- (A) Oregon Youth Soccer does not have a policy on recruitment. We do, however, have procedures that must be followed for a player transfer to be properly executed. The central principle in the procedure is full and complete communication between the interested parties.
- (B) Club leadership and coaches have an obligation to honestly assess and evaluate where a player will receive the best opportunity for development.
- (C) At no time shall a player be transferred against his or her will.
- (D) At no time shall a player be offered or receive an economic incentive for participation.



**Section 8. Player Registration**

- (A) A player may be registered by a club only upon the request of the player and the player's family.
- (B) A player's registration to a club is effective for the full seasonal year unless the registration documents accepted by the player and player's family clearly show otherwise.
- (C) Registration Fees
  - (1) A club's registration documents must disclose all fees for which the player's family will be liable upon acceptance of the registration.
  - (2) A player's parent or guardian must acknowledge receipt of the fee statement and acceptance of a payment obligation for any deferred fees at the time registration.
  - (3) The amount of the fees charged for registration is within the discretion of the club registering a player.
  - (4) Collection of any deferred payments and enforcement of unpaid registration fees is a matter of contract law. OYSA will not become involved in determining whether fees are owed or assisting with collecting unpaid fees.
  - (5) A club may refuse to transfer a player to another club when
    - (a) A player has been properly registered to the club for the current seasonal year, and
    - (b) The player's family owes unpaid registration fees in accordance with the registration agreement.
    - (c) A club may not impose a transfer fee in addition to the agreed registration fees as a condition of releasing the player to another club.
- (D) A club may not prevent a player from registering with a different club in a new seasonal year by registering the player to the new seasonal year without the request of the player and the player's family. Such permission must be obtained in a registration document for the new seasonal year.

**POLICY 802-2 SPECIFIC COMPETITION**

**Section 1. Leagues**

- (A) OYSA Staff shall determine whether OYSA will operate any leagues. Seasons, play levels, and age groups will be determined by staff for any sponsored league(s).
- (B) OYSA will sanction competitive leagues upon application by an OYSA member club provided that league rules and operational procedures meet guidelines established by staff.
- (C) OYSA staff may designate specific sanctioned competitive leagues as qualifying competitions for entry into the Oregon State Championships or Oregon Presidents Cup tournaments. The designation will be based on objective criteria

applied by staff that determine whether a league's rules and operational guidelines will comply with USYS National Championship Policy and OYSA policies.

**Section 2. State Tournaments**

- (A) A State Tournament, called the Oregon State Championships, (Oregon State Cup) will be held annually for the following age groups:

Under 19 Girls	Under 19 Boys
Under 18 Girls	Under 18 Boys
Under 17 Girls	Under 17 Boys
Under 16 Girls	Under 16 Boys
Under 15 Girls	Under 15 Boys
Under 14 Girls	Under 14 Boys
Under 13 Girls	Under 13 Boys
Under 12 Girls	Under 12 Boys
Under 11 Girls	Under 11 Boys
- (B) Any team playing in an OYSA sponsored competitive league, a designated sanctioned competitive league, or the Far West Regional League is eligible to enter the Oregon State Championships
- (C) The winners of the U-19, U-18, U-17, U-16, U-15, U-14, U-13 and U-12 age groups are expected to represent OYSA at the USYS National Championship Series Regional Competition. OYSA reserves the right, however, to determine its state representative (s) based on other criteria at its sole and absolute discretion.
- (D) A Presidents Cup will be held annually. OYSA staff will determine the age groups and genders for which the tournament will be offered.
  - (1) Any team playing in an OYSA sponsored competitive league or a designated sanctioned competitive league is eligible to participate in the OYSA President's Cup tournament.
  - (2) The winners of the U-17, U-16, U-15, U-14, and U-13 age groups are expected to represent OYSA at the USYS Presidents Cup Regional Competition. OYSA reserves the right, however, to determine its state representative (s) based on other criteria at its sole and absolute discretion.

**POLICY 802-3 DISCIPLINE**

**Section 1. Manual**

OYSA staff is authorized to create and maintain a Protest, Appeals, and Discipline (PAD) Manual.

**Section 2. Application**

In order to be consistent with discipline throughout the State of Oregon, the PAD Manual will apply to all players, coaches, and other members of OYSA. Disciplinary standards apply to all competitions sponsored or sanctioned by OYSA.