



CODE OF CONDUCT AND ETHICS

Definitions

1. Refer to the [Universal Code of Conduct to Address and Prevent Maltreatment in Sports](#) for Maltreatment related definitions.
2. Additional Definitions
 - a) “*OSIC*” – Office of the Sport Integrity Commissioner, an independent division of the SDRCC which comprises the functions of the Sport Integrity Commissioner.
 - b) “*OSIC Participant*” – Anyone who holds or has held an EC Licence who has been designated by EC as subject to the OSIC.
 - c) “*Participants*” – Anyone who holds or has held an EC Licence or anyone who has consented to be subject to this Policy.
 - d) “*Person in Authority*” – an Individual who holds a position of authority within Equestrian Canada (EC) including, but not limited to, coaches, managers, trainers, support personnel, chaperones, and Directors.
 - e) “*Workplace*” – any place where business or work-related activities are conducted. Workplaces include but are not limited to EC’s office, work-related social functions, work assignments outside EC’s offices, work-related travel, and work-related conferences or training sessions.
 - f) “*Workplace Harassment*” – vexatious comment or conduct against a worker in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies such as placing someone on a performance improvement plan or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:
 - i. bullying;
 - ii. workplace pranks, vandalism, bullying, or hazing;
 - iii. repeated offensive or intimidating phone calls or emails;
 - iv. inappropriate sexual touching, advances, suggestions, or requests;
 - v. displaying or circulating offensive pictures, photographs, or materials in printed or electronic form;
 - vi. psychological abuse;
 - vii. excluding or ignoring someone, including persistent exclusion of a particular person from work-related social gatherings;
 - viii. deliberately withholding information that would enable a person to do his or her job, perform, or train;
 - ix. sabotaging someone else’s work or performance;
 - x. gossiping or spreading malicious rumours;
 - xi. intimidating words or conduct (offensive jokes or innuendos); and,
 - xii. words or actions that are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.
 - g) “*Workplace Violence*” – the use or threat of physical force by a person against a worker in a Workplace that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker in a Workplace that could cause physical injury to the worker; or a statement



or behaviour that is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a Workplace that could cause physical injury to the worker. Types of behaviour that constitute Workplace Violence include, but are not limited to:

- i. verbal or written threats to attack;
- ii. sending or leaving threatening notes or emails;
- iii. physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, or throwing objects;
- iv. wielding a weapon in a Workplace;
- v. hitting, pinching, or unwanted touching that is not accidental;
- vi. dangerous or threatening horseplay;
- vii. physical restraint or confinement;
- viii. blatant or intentional disregard for the safety or wellbeing of others;
- ix. blocking normal movement or physical interference, with or without the use of equipment;
- x. sexual violence; and,
- xi. any attempt to engage in the type of conduct outlined above.

Purpose

3. The purpose of this Code is to ensure a safe and positive environment (within EC's programs, activities, and events) by making Participants aware that there is an expectation, at all times, of appropriate behaviour consistent with EC's core values. EC is committed to a respectful sport culture that delivers quality, inclusive, accessible, welcoming and safe sport experiences.
4. EC believes that:
 - a) equestrian sport is based on a partnership between the horse and human athlete;
 - b) it is the right and responsibility of EC to set standards in matters of ethics, sportsmanship and the welfare of the horse, and in all matters under its jurisdiction;
 - c) it is desirable to define ethical practices, delineate unethical practices, and encourage good sportsmanship, fair play, and safety;
 - d) all Participants should observe the spirit as well as the letter of this Code; and,
 - e) conduct contrary to this Code may result in disciplinary sanction and/or removal from participation in EC's activities and programs.

Zero Tolerance Statement

5. EC has zero tolerance for any type of Maltreatment of Participants. Participants should report instances of abuse or suspected abuse to EC. EC may take further action pursuant to the provisions of the Code and/or the Discipline, Complaints and Appeal Policy.

Application of this Code

6. EC has adopted the Universal Code of Conduct to Prevent and Address Maltreatment in Sport ("UCCMS"), as amended from time to time, (provided on EC's [website](#)). All Participants shall be bound by this Code and the UCCMS.
7. EC is a program signatory of the Office of the Sport Integrity Commissioner (the "OSIC"), as of April 1st, 2023 (the "Effective Date").



8. EC has designated specific Participants within the organization as OSIC Participants. It is important to note that the UCCMS applies to all Participants, **but not all Participants are OSIC Participants** and subject to the OSIC process.
9. This Code applies to Participants' conduct during EC's business, activities, and events including, but not limited to, competitions, practices, tryouts, lessons, training and caring of horses, training camps, travel associated with EC's activities, EC's office environment, and any meetings.
10. An Individual who violates this Code may be subject to sanctions pursuant to EC's Discipline, Complaints, and Appeal Policy. In addition to facing possible sanction pursuant to EC's Discipline, Complaints, and Appeal Policy, pursuant to the Corrective Action during events procedure, an Individual who violates this Code during a competition may be ejected from the competition, an official may delay the competition until the Individual complies with the ejection, and the Individual may be subject to any additional discipline associated with the particular competition.
11. An employee of EC found to have engaged in acts of violence or harassment against any other employee, worker, contractor, member, customer, supplier, client, or other third-party during business hours, or at any EC event, will be subject to appropriate disciplinary action subject to the terms of EC's policies for human resources, as well as the employee's Employment Agreement (if applicable).
12. This Code also applies to Participants' conduct outside of EC's business, activities, and events when such conduct adversely affects relationships within EC (and its work and sport environment) and is detrimental to the image and reputation of EC. Such applicability will be determined by EC at its sole discretion.

Statement of Principles – Horse Welfare

13. EC requires adherence to humane treatment of horses in all activities under its jurisdiction.
14. All participants shall be bound by the Horse Welfare Code of Conduct.
15. EC is committed to:
 - a) upholding the welfare of the horse, regardless of monetary value, as a primary consideration in all activities;
 - b) requiring that horses be treated with kindness, respect, and the compassion that they deserve, and that they never be subjected to maltreatment;
 - c) ensuring that owners, trainers, and exhibitors and their agents exercise appropriate care and responsibility in the handling, treatment, and transportation of their horses, as well as horses placed in their care for any purpose;
 - d) providing for the continuous wellbeing of the horse by encouraging routine inspection and consultation with health care professionals and competition officials to achieve the highest possible standards of nutrition, health, comfort, and safety;
 - e) continuing to support scientific studies on equine health and welfare;
 - f) requiring owners, trainers, and exhibitors to know and follow their sanctioning organization's rules, and to work within industry regulations in all equestrian competitions; and,
 - g) reviewing, revising, and developing competition rules and regulations that protect the welfare of the horse.



Prohibited Behaviours

16. All Participants must refrain from any behaviour that constitutes a Prohibited Behaviour as defined by the UCCMS and this Code.

17. Participants are responsible for knowing what actions or behaviours are Prohibited Behaviours and/or Maltreatment.

18. Prohibited Behaviours under the UCCMS include, but are not limited to:

Physical Maltreatment	Psychological Maltreatment
Sexual Maltreatment	Neglect
Grooming	Aiding and Abetting
Boundary Transgressions	Retaliation
Discrimination	Interference with or Manipulation of Process
Failing to report	False Reports

19. In addition to the Prohibited Behaviours as defined by the UCCMS, the following behaviours are also considered Prohibited Behaviours under this Code:

Bullying	Workplace Harassment
Harassment	Workplace Violence

Responsibilities

20. Participants have a responsibility to:

- a) maintain and enhance the dignity and self-esteem of EC members and other participants by:
 - i. treating each other with the highest standards of respect and integrity;
 - ii. focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or members;
 - iii. consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct;
 - iv. acting, when appropriate, to correct or prevent practices that are unjustly discriminatory;
 - v. consistently treating participants fairly and reasonably; and,
 - vi. ensuring adherence to the rules of the sport and the spirit of those rules.
- b) refrain from any behaviour that constitutes Maltreatment;
- c) abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, EC adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and may be subject to further disciplinary action, and possible sanction, pursuant to EC's *Discipline, Complaints, and Appeal Policy*. EC will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by EC or any other sport organization;
- d) refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport who has incurred an anti-doping rule violation and is serving a sanction involving a period of



- ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES);
- e) refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport who has incurred a safe sport violation and is serving a sanction involving a period of ineligibility;
 - f) refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities;
 - g) refrain from consuming tobacco products or recreational drugs while participating in EC's programs, activities, competitions, or events;
 - h) in the case of minors, not consume alcohol, tobacco, or cannabis at any competition or event;
 - i) in the case of adults, not consume cannabis in the Workplace or in any situation associated with EC's events (subject to any requirements for accommodation), not consume alcohol during competitions and in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with EC's events;
 - j) respect the property of others and not willfully cause property damage;
 - k) promote the sport in the most constructive and positive manner possible;
 - l) when driving a vehicle with a Participant, exercise all due cautions and respect all applicable laws.
 - m) adhere to all federal, provincial, municipal, and host country laws;
 - n) refrain from engaging in or assisting with any form of bribing, cheating, or manipulation of the outcome of a competition; and,
 - o) comply, at all times, with EC's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time.

Directors, Committee Members, and Staff

21. In addition to the above section on general responsibilities for all Participants, EC's Directors, Committee Members, and Staff will have additional responsibilities to:
- a) function primarily as a Director or Committee Member of EC, not as a member of any other particular group or constituency;
 - b) act with honesty and integrity, and conduct themselves in a manner consistent with the nature and responsibilities of EC's business;
 - c) ensure that EC's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities;
 - d) conduct themselves openly, professionally, lawfully, and in good faith in the best interests of EC;
 - e) be independent and impartial, and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism;
 - f) behave with decorum appropriate to both circumstance and position;
 - g) keep informed about EC's activities, the sport community, and general trends in the sectors in which it operates;
 - h) exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which EC is incorporated;
 - i) respect all requirements for confidentiality;
 - j) respect the decisions of the majority and resign if unable to do so;
 - k) commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings;
 - l) have a thorough knowledge and understanding of all EC governance documents; and,



- m) conform to the bylaws and policies approved by EC.

Coaches and Instructors

22. In addition to the above section on general responsibilities for all Participants, coaches have many additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously. Coaches will:
- a) ensure a safe environment by selecting activities and establishing controls that are suitable for the age, stage of athletic development, experience, ability, and fitness level of the involved Participants and horses;
 - b) prepare athletes and their horses systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes and / or their horses;
 - c) avoid compromising the present and future health of athletes and / or horses by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of medical and psychological treatments for both athletes and horses;
 - d) support the coaching staff of a training camp, provincial team, or national team, should an athlete qualify for participation with one of these programs;
 - e) accept and promote athletes' personal goals and refer athletes to other coaches and sports specialists as appropriate;
 - f) provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete;
 - g) act in the best interest of the athlete's development as a whole person;
 - h) comply with EC's *Screening Policy*;
 - i) report to EC any ongoing criminal investigation, conviction, or existing bail conditions they are under, including those for violence, child pornography, or possession, use, or sale of any illegal substance;
 - j) under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol and/or tobacco;
 - k) respect athletes training with other coaches and with other teams and refrain from discussing topics or actions which are deemed to be within the realm of coaching with such athletes, unless first receiving approval from the coaches who are responsible for the athletes;
 - l) never engage in a sexual relationship with an athlete under the age of 25;
 - m) disclose any sexual or intimate relationship with an athlete over the age of 25 to EC;
 - n) recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights; and,
 - o) use inoffensive language, taking into account the audience being addressed.



Persons in Authority

23. Participants in a position of Authority are responsible for knowing what constitutes Maltreatment. The categories of Maltreatment are not mutually exclusive, nor are the examples provided in each category of the UCCMS an exhaustive list.
24. It is a violation of this Code for sport administrators or other Persons in Authority to place Participants in situations that make them vulnerable to Maltreatment.
25. All Persons in Authority will adhere to [Coaching Association of Canada's Rule of Two](#):
- minor athletes shall never be alone with a Person of Authority. A second Coach or Person in Authority should be with them or within eyesight or earshot. With adult athletes, it is recommended to also apply the Rule of Two;
 - screened parents or other volunteers will be available in situations when two Persons in Authority cannot be present;
 - for groups of athletes consisting of just one gender identity, a Person in Authority of the same gender identity will be available to participate in or attend every interaction. For groups consisting of athletes of more than one gender identity, a Person of Authority of each gender identity will be available to participate or attend every interaction.
26. All Persons in Authority who communicate with athletes will have additional responsibilities to:
- use group messages, group emails, or team pages as the regular method of communication between Persons in Authority and athletes;
 - send personal texts, direct messages on social media, or emails to individual athletes when necessary and only for the purpose of communicating information related to group issues and activities (e.g. non-personal information);
 - be professional in tone and for the purpose of communicating information related to group issues or activities;
 - communicate with athletes between the hours of 6:00 a.m. and midnight unless extenuating circumstances exist;
 - not communicate about drugs or alcohol use (unless regarding its prohibition);
 - not use sexually explicit language or imagery, or hold sexually oriented conversation with athletes;
 - not ask athletes to keep a secret for them; and,
 - not become overly involved in an athlete's personal life.
27. All Persons in Authority who travel with athlete will have additional responsibilities to:
- not be alone in a car with an athlete unless the Person in Authority is the athlete's parent or guardian;
 - not share a room or be alone in a hotel room with an athlete unless the Person in Authority is the athlete's parent or guardian;
 - perform room or bed checks during overnight stays with two Persons in Authority; and,
 - ensure for overnight travel with athletes sharing a hotel room, that roommates will be age-appropriate (within two (2) years of age) and of the same gender identity.
28. EC understands that some physical contact between Persons in Authority and athletes may be necessary for various reasons including, but not limited to, teaching a skill, or tending to an injury. All Persons in Authority will have additional responsibilities to:



- a) unless it is not possible because of serious injury or other circumstance, always ask the athlete's permission to make physical contact, specifically indicating where and why any touch will occur. The Person in Authority must make clear that they are *requesting* to touch the athlete and not *requiring* the physical contact;
 - b) make amends when needed, such as an apology or explanation, to further help educate athletes on the difference between appropriate and inappropriate contact; and,
 - c) not initiate hugging, cuddling, physical horseplay, and physical contact. EC is aware that some younger athletes may initiate hugging or other physical contact with a Person in Authority for various reasons (e.g. crying after a poor performance) but this physical contact should always be limited.
29. All Persons in Authority will have additional responsibilities regarding changing area and meeting room to:
- a) not interact with an athlete in any room where there is a reasonable expectation of privacy such as a meeting room, washroom, or changing area. A second Person in Authority should be present for any necessary interaction in any such room; and,
 - b) still be available outside the locker room or changing area and able to enter the room or area if required.

Athletes

30. In addition to the above section on general responsibilities for all Participants, athletes will have additional responsibilities to:
- a) report any medical problems in a timely fashion when such problems may limit their ability to travel, practice, or compete;
 - b) participate and appear on time and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, tournaments, and events;
 - c) properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other reason;
 - d) adhere to EC's rules and requirements regarding clothing and equipment;
 - e) act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other athletes, officials, coaches, or spectators; and,
 - f) act in accordance with EC's policies and procedures and, when applicable, additional rules as outlined by coaches or managers.

Officials

31. In addition to the above section on general responsibilities for all Participants, officials will have additional responsibilities to:
- a) maintain and update their knowledge of the rules and rule changes;
 - b) refrain from publicly criticizing other officials or any club or association;
 - c) work within the boundaries of their position's description while supporting the work of other officials;
 - d) act as an ambassador of EC by agreeing to enforce and abide by national and provincial rules, regulations and policies;
 - e) take ownership of actions and decisions made while officiating;
 - f) respect the rights, dignity, and worth of all Participants and horses;
 - g) act openly, impartially, professionally, lawfully, and in good faith;
 - h) be fair, equitable, considerate, independent, honest, and impartial in all dealings with others;



- i) respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about Participants;
- j) honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or association at the earliest possible time; and
- k) be accurate and fulsome when writing reports, taking care to record only true statements and facts.