

Upper Ottawa Valley Adult Soccer Club
Policies and Procedures

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I – Definitions

CSA – The Canadian Soccer Association, the governing body of soccer in Canada

OSA - The Ontario Soccer Association, the governing body of soccer in Ontario

SNE – Soccer Northeastern Ontario Soccer Association, a district office of OSA

UOVASC – Upper Ottawa Valley Adult Soccer Club, a member of SNE

UOVASL – Upper Ottawa Valley Adult Soccer League, a club league operated by UOVASC

CLUB TEAM – A team in membership with UOVASC participating in UOVASL

ITSN – ITSocccernet is the OSA web based member registration system

II - Fees Payable

The Club shall annually establish team membership fees based on total club operating costs, to include office expense, referee and assistant game fees, field rental where necessary, and agreed upon by the field owners and the UOVASC. These fees shall also include a performance bond to cover disciplinary action. A team levy, to cover CSA, OSA and SNE fees for the maximum number of players allowed shall also be included. Any overpayment of player registration fees will be reimbursed to the teams at seasons end, along with any unused portion of the performance bond. Teams player fees, CSA, OSA, SNE will be deducted from the deposit via a charge of \$20.00 per player, with a minimum of 16 players. There will not be charges to register non-playing team coaches and managers. Unused balance will be refunded at season end. Competitive youth teams will register via their own club and submit all documentation to the UOVASC, thus registration deposit not required.

Should any costs change due to variations such as number of teams etc, the team cost will be recalculated and become payable immediately.

III - Application of Teams to Upper Ottawa Valley Adult SC Membership

A letter of request from a team to join UOVASC shall be forwarded to Club President or Club Registrar no later than March 15 of each year. Included information required will be the name, address, phone number and email of the team contact person. The application must include the team name, gender, home venue and evenings of home venue availability. Previous league members will also stipulate previous uniform colours and new applicants will specify their choice of uniform colours which may or may not be approved.

No later than April 15 of each year 50% of league membership fees must be remitted to UOVASC, along with coach, manager and any non player completed registration forms. This payment will be accepted by post-dated cheque dated no later than April 30.

No later than April 30 of each year the applicant will submit a minimum of 12 properly completed player registration forms along with previously held OSA player books. If a player does not have a player book a passport size picture, signed on the reverse must accompany the player book along with a copy of some form of formal identification. An appointment may be made with the club registrar to accommodate these functions.

No later than May 15 of each year, all fees will be paid or the team's league application will be void.

A youth registered competitive team may apply to play in the UOVASL if there is not a competitive youth league available within a reasonable travel distance. Youth registered recreation teams will not be considered for membership.

IV – Player, Team Manager, Team Coach Registration

All players shall submit to their team manager for approval a properly completed UOVASC registration form along with the documents specified in article III. A non-player, team coach or manager will submit the required documents to register them, to the league as required above. All team and league personnel must be registered and in the ITSN database prior to participation in any league activity. Non-compliance will result in discipline being taken with both the person in violation and the team. Only those registrations approved by the team administrator named on the league membership application will be accepted. Only UOVASC club registration forms will be accepted.

Acceptance will be approved unless extenuating circumstances exist, such as outstanding discipline issues in SNE or any other OSA district or a history of undesirability in this or any other soccer league.

Players under 18 years of age at the beginning of the season shall submit an OSA approved parental/guardian waiver form with their player registration form. Only the OVASC waiver form will be accepted. Each team will be allowed to register a maximum of 6 youth age players, of which a maximum of 4 may be U17 or less. All players registered with the UOVASC will be registered as Adult Recreation Senior Open. A maximum of 25 players are allowed on roster, and all players on roster may dress for a game. If a player is dropped from roster, they may be replaced, and the dropped player may not return to roster.

Only those players, team managers, coaches and trainers properly registered and named on the league/team game sheet, available on the UOVASC web, shall participate in any league game. The league approved game sheet shall be submitted to the referee prior to the start of any game. Only league approved game sheets shall be accepted by the referee for each team. Failure to submit the appropriate game sheet may result in non-approval of the game by the league, a default to the non complying team and further discipline may be applied.

V – Player Books Team Management Books

An OSA player book, properly completed and validated by SNE must be in possession of any player participating in any UOVASL game. This book will be checked by the opposing team, and failure to present the book for identification prior to the game, will negate the players participation in that game. Should any player participate in any league competition without being identified via his/her player book, that player and his team, will be subject to discipline. Also any team found to allow opposing player game participation without a player book, will also be subject to discipline. Mandatory player book inspection will be facilitated by the game referee, or his assistant, prior to each league game. Failure to have player book inspection may result in discipline to both teams. Team Management personnel not participating as players, must be in possession of a properly completed and district validated Team Management Book. The same rules referencing player books are in effect for Team Management Books. Team management are coach, assistant coach, team manager and team assistant manager.

VI – Distribution of Information

Distribution of information shall be done by email or ground mail to the address, email or telephone number supplied on the team manager and team assistant manager registration forms.

VII – Discipline

All league discipline shall be handled by the league discipline committee as stipulated and directed by OSA published rules.

Upon any dismissal from a game for any reason an automatic 1 game suspension will be required. The player shall submit his player book to the league within 24 hours of the end of the game. The incident will further be handled by the OSA Discipline by Review system and additional discipline may be administered.

Non-players subject to discipline will be handled in the same manner, with the Team management book being handled.

A forfeiture of a game will demand forfeiture of the team's performance bond, which must be replaced prior to their next scheduled game. If a third forfeit occurs the team manager will be asked to provide reason to be allowed to remain in the league. The team in question will not be allowed to resume play until the bond amount is replaced.

All discipline costs will be retained from the team performance bond. The bond must be topped up to the noted amount if discipline issues reduce it below the specified amount

VIII – Registration Policies

Every person involved in any soccer activity in Soccer Northeastern Ontario District Soccer Association (SNE) must be registered with the OSA. This includes administrators and coaches as well as competitive and recreational players. This applies to the indoor season as well as the outdoor season.

A player is registered only after his/her indoor/outdoor registration has been validated by his/her District Association and may not play until such time. Until a registrant is in the Ontario Soccer Association (O.S.A.) registration database, that registrant is not eligible to play in any sanctioned soccer game, is not insured, and is not captured in the discipline database. Eligibility is effective the day after entry to the OSA data base. Only UOVASC registration forms are acceptable.

IX - Financial Transactions

A team must be in good financial standing to participate in any league competition. This included all membership fees paid, all player registrations paid and the required performance bond on account with the league. Any team not in good standing with their community for field arrears or any other outstanding financial or discipline issues will not be allowed to participate in any league activity. Teams not in good financial standing must not expect or ask for payment time extensions, they cannot be granted. Policy is NO PAY NO PLAY

X – League Game and Playoff Structure

Annually the league will attempt to attract 8 teams to place in a Men's Open recreation division, and 8 teams to place in a Ladies Open recreation division. The UOVASL will annually schedule fourteen league games for each club within these divisions in home and home venues. Should the target number of teams not be achieved, a draw will take place to fill the stipulated number of games. Should either division be oversubscribed a draw will take place to establish the season schedule.

All Quarter final, Semi final, and Final playoff games will be played in venues with lighted pitches to assure proper duration of games. Playoff field and referee costs are shared by all teams in the league.

If tied at the end of regulation time, 2 periods of 10 minutes each will be played with “golden goal” deciding the winner. Should a winner not be established a winner shall be established by FIFA format penalty kicks.

Playoff format will be consistent for all divisions

9 teams or more teams, the ninth and lower placed teams will be dropped and revert to an 8 team playoff format

8 teams Quarter final QtrA = 1v8, QtrB = 2v7, QtrC = 3v6, QtrD = 4v5

Semi final SemA = QA v QD, SemB = QB v QC

Final = SA v SB

7 teams QtrA = first place in league, QtrB = 2 v 7, QtrC = 3 v 6, QtrD = 4 v 5

Semi final SemA = QA v QD, SemB = QB v QC

Final = SA v SB

6 teams QtrA = 3 v 6, QtrB = 4 v 5, 1st and 2nd place finishers get by to Semi A and B

Semi final SA = quarter winner highest place finisher league play, SB = remaining 2 teams

Final = SA v SB

5 teams QtrA = first place in league, QtrB = 2 v 5, QtrC = 3 v 4

SemiFinal SA = QB v QC

Final = first place in league v SA

4 teams SemA = 1 v 4, SemB = 2 v 3

Final = SemA v SemB

XI – Team Colours and Uniforms

Team colours will be registered with the league upon application each year. Previous season colour use will be automatically granted. FIFA defines a uniform as matching shirt, shorts and socks. The absolute minimum acceptable standard in the UOVASL will be numbered matching shirts and the second two items should be targeted. Teams playing without matching shirts may be fined \$10.00 per occurrence. That is 2 players not matching others = \$20.00. In the event of colour conflict decision by a referee the team first having registered their colour with the league shall not be required to change, home or away.

XII – Fines and Penalties

Any game dismissal for a red card offence shall carry a \$50.00 fine

Second seasonal dismissal will carry a \$100.00 fine

Dismissal for two yellow cards shall carry \$25.00 fine

Seasonal accumulation of 3 yellow cards shall carry \$25.00 fine

Teams found to not have done book check prior to game shall be fined \$50.00 each

Teams playing without matching shirts may be fined \$10.00 per occurrence

Teams not using the league issued team game sheets will have their game goals scored as zero, and players will not be recorded as game played, and all player discipline will stand.

Game sheets/reports not submitted to the league within 48 hours of completion of the game shall result in \$10.00 reduction of game fee per game official

Fines for intentional hand ball, or last man back scenario may be waived.

All fines are payable by the team and removed from performance bond, and the performance bond must be topped up prior to the team being eligible to play their next game. Failure to do so will result in a game default.

The fines and penalties stipulated in this article are over and above the offence penalties required in OSA Policy Section 9 Discipline

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