

BC Disc Golf Association Criminal Records Check Policy

1. Introduction

The BC Disc Golf Association (BCDGA) is committed to ensuring the safety of our members and the public. As a registered organization with the BC Government's Criminal Records Review Program, we require Criminal Records Checks (CRC) for our Board Members, Staff, and volunteers. This policy outlines the process for completing a CRC and the consequences for failing to do so.

2. Criminal Records Check Process

Our board members and BCDGA Staff/Volunteers requested to complete a CRC can undergo a CRC free of charge through the following steps:

- a. Access the online link: <https://justice.gov.bc.ca/eCRC/Home.htm>
- b. Obtain the Access Code by contacting BCDGA through email or fax.
- c. Download the form from <http://ww2/gpv/bc/ca/gov/content/safety/crime-prevention/criminal-record-check/forms/volunteer-forms>
- d. For Section 2, Part A of the form, use the following information:
 - Volunteer Organization Name: BC Disc Golf Association
 - Organization Contact Person Name and Title: Gabrielle Lee, Board Executive
 - ID Number: _____

Completed CRCs will be sent directly to BCDGA and recorded with expiry dates.

3. Failure to Submit a CRC

Members who do not complete the CRC will be ineligible to fill roles designated and identified as requiring this type of screening.

4. Change of CRC Status

If an individual in a designated category is charged with a relevant offense, they will be suspended from their position with the BCDGA pending the resolution of the charge. If the individual receives a conviction for a relevant offense, they will no longer be able to volunteer for the BCDGA and may face expulsion from the organization.