BCDGA

Discipline & Complaints Policy

Policy Type: Operational
Created: October 2026
Revised: October 2026
Reviewed: Every 2 years
Policy Name: Discipline & Complaints

1) POLICY STATEMENT

a) The BCDGA is committed to fostering a harassment-free community with safe, inclusive, and accessible disc golf courses for all abilities, ages, and income levels. We encourage diversity, acceptance, and kindness on and off the disc golf course.

b) This policy applies to the BCDGA and serves as a template for BCDGA Affiliate Clubs. The policy applies to any club or non-club activities involving club members on or off the disc golf course and applies to offences listen on WorkSafe BC, the Canadian Human Rights Act, and the Criminal Code of Canada.

2) PURPOSE

To ensure any allegations occurring within BCDGA activities and any other alleged breach of governing documents can be reported and managed equitably and fairly.

3) SCOPE

a) This policy applies to all current members of BCDGA.

b) This policy applies to all behavior that is in some way connected to BCDGA events or activities, including during affiliated club events and online forums.

c) This policy does not apply to complaints under the jurisdiction of any Designated Organization, including but not limited to Provincial Sport Organizations, Disability Sport Organizations, and/or Multi Sport Organizations.

4) DEFINITIONS

a) Complainant: The party alleging an infraction

b) Criminal Code: Criminal Code of Canada (Criminal Code, R.S.C. 1985, c. C-46, as amended)

c) Respondent: The alleged infracting party

d) Universal Code of Conduct for Maltreatment in Sport (UCCMS): a policy document that sets harmonized rules to be adopted by sport organizations in Canada to advance a respectful sport culture. BCDGA is an adopting organization of the UCCMS.

e) BCDGA Activities: business and events including, but not limited to, any meetings, courses and travel associated with BCDGA activities.

f) BCDGA Personnel: anyone acting in a capacity supporting the work or representing BCDGA, including Board Members, Staff, Contractors, Committee Members and Advisory Group Members. All BCDGA Personnel are considered Participants under the UCCMS.

5) STANDARDS

a) BCDGA will ensure this policy:

> i) Is in alignment with BCDGA Privacy Policy. Ensuring all information collected is confidential as part of the procedure and will be handled in accordance with the BCDGA Privacy Policy.
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> ii) Follows the principles of procedural fairness and natural justice aimed to provide a fair discipline and complaints process which includes a process free from bias, appropriate notice and access to fair hearing(s).

b) All BCDGA personnel must comply with BCDGA Bylaws, policies, directives, and the UCCMS.

c) Any allegations related to the Criminal Code will be referred to the authorities. All BCDGA proceedings will be on hold until completion of the criminal proceedings. This does not prevent any provisional measures from being applied by BCDGA.

d) Any allegation outside of BCDGA jurisdiction will be referred to the appropriate Designated Sport Organization to handle in accordance with Disc Golf and Complaint Policy and Procedures, if appropriate.

e) The official language available to be used in proceedings is English. BCDGA may use the services of an interpreter if needed in their sole discretion.

f) Confidentiality

> i) All individuals involved in a disciplinary process will ensure that everything disclosed to them during the course of the process, including but not limited to, the facts of the case, the contents of their deliberations, and the decisions taken, remains confidential with exception to public posted decisions or outcomes as determined on a case-by-case basis.

ii) All proceedings will be closed to the individuals who are named parties, advisors, or representatives unless all parties involved in the proceedings agree to admit to other parties.

g) All individuals involved in any aspect of the disciplinary process must decline to participate in any meetings concerning a matter in which they are in a real or perceived conflict of interest.

h) BCDGA Personnel found in breach are subject to appropriate disciplinary action, which may include a warning, reprimand, restrictions, suspension or other disciplinary actions up to and including termination.

i) Either party may appeal sanctions or outcomes of the disciplinary in accordance with BCDGA Appeals Policy. Appeals link here

j) Records of all written complaints, investigation findings and disciplinary actions will be maintained by BCDGA.

6) FILING A COMPLAINT

a) A member may file a complaint by contacting the BCDGA. The complaint may be verbal or in writing. If the complaint is made verbally, the BCDGA will record the details provided by the member. File a complaint link or email

i) The member should be prepared to provide details such as what happened; when it happened; where it happened; how often and who else was present (if applicable).

ii) Complaints should be made immediately to ensure the resolution process is completed within 1 year of the day on which a notice of a complaint is received unless there are circumstances that prevent the member from doing so.

iii) Once a complaint has been made, the BCDGA will communicate with the complainant to explain the next steps in the investigation process.

b) The respondent will be notified by the BCDGA in writing that a complaint has been filed. The letter will provide details of the allegations that have been made against them.

c) Every effort will be made to resolve the complaint within 60 days. The BCDGA will advise both parties of the reasons why, if this is not possible.

d) If either party to a complaint believes that the complaint is not being handled in accordance with this policy, they should contact the BCDGA to have a third party investigate the matter. Contact info for BCDGA email

7) MEDIATION

a) Wherever appropriate and possible, the parties to the complaint will be offered mediation prior to proceeding with an investigation.

i) Mediation is voluntary and confidential. It is intended to assist the parties to arrive at a mutually acceptable resolution to the complaint.

ii) The mediator will be a neutral person, agreed upon by both parties. The mediator will not be involved in investigating the complaint.

b) Each party to the complaint has the right to be accompanied and assisted during mediation sessions by a person of their choosing.

8) OFFENCES AND CONSEQUENCES

Class A: Harassment and/or Assault Causing Significant Harm

Single incidents that are severe and have a lasting impact on the complainant (ie, physical or sexual assault, threats of harm and intimidation). In many cases, these may also be criminal in nature. In such cases, the BCDGA will voluntarily participate in any criminal proceedings and cooperate with law enforcement.

Consequences:

- Class A offences will carry a standard penalty of 1 year suspension from BCDGA events and BCDGA affiliated clubs
- The BCDG may recommend alternative length suspensions, including indefinite membership suspension where it deems appropriate after considering the nature of a Class A offence
- Following the suspension, any further Class A offences committed by the same player will result in an indefinite suspension of the players BCDGA membership and exclusion of being a BCDGA Board member

Examples of a Class A offence include (but are not limited to):

- Sexual assault
- Assault
- Aggravated sexual harassment
- Aggravated harassment and/or bullying
- Credible and imminent threats to commit harm
- Malicious statements with an intent to cause harm to a person or group of people

Class B: Harassment Causing Moderate Harm Incidents of harassment where the alleged offender has caused moderate harm to the complainant and in doing so has created an unsafe (physical or psychological) play environment. In determining whether an offence is Class A or Class B, the investigation will consider the harm caused to the complainant and/or other players, ability to establish intent to harm, and the nature of the offence.

Consequences:

- First-time Class B offences should carry a standard penalty of a required Respect in Sport training course at the player's expense to be completed before the player may participate in any further BCDGA events.
- Class B offences may carry the penalty of suspension of membership, as recommended by the BCDGA. With a maximum suspension of six (6) months.
- Upon being found to have committed two Class B offences, all penalties will be doubled. The BCDGA also may choose to reclassify the offence as a Class A offence where a pattern of behavior becomes apparent.

Examples of a Class B offence include (but are not limited to):

- Sexual harassment
- Harassment and/or bullying
- Vague threats to commit harm
- Racist statements with an intent to cause harm (both physical or psychological) to a person or group of people

Class C: Harassment/Discrimination without a Target and/or causing minimal harm

Incidents of harassment where a casual comment or statement, not directed at any of the players present, create an unsafe play environment for another player. In common language, this category would be referred to as 'Microaggressions', casually racist, discriminatory, or bullying and/or harassing statements, often made in jest. The BCDGA favors an education-first approach to such offenses to help our community and sport grow together.

Consequences:

- First-time Class C offences should carry a standard penalty of a required Respect in Sport training course at the player's expense to be completed before the player may participate in any further BCDGA events.
- Class C offences after the first should carry a standard penalty of 2, 4, 6 month suspensions, followed by a 12-month suspension for any further offences.
- Class C offences need not be related to a previous offense to be considered pattern establishment. A pattern of behavior may include multiple types of offences.

Class D: Retaliation towards Complainants

Incidents involving retaliation for the complainant's use of this policy. In many cases, the type of behavior will also fit into one of Offences A - C. In instances where one of the Offence Classes is applicable and would carry a more severe penalty, that Class Offence will take precedence, and the complaint will be upgraded to the appropriate Class of Offence.

Consequences:

- If a player is found to have committed a Class D incident, the BCDGA anti-harassment committee will review the case and recommend a reasonable consequence based on the situation.
- Mitigating and aggravating factors will be considered.

Examples of a Class C offence include (but are not limited to):

- spreading malicious rumors
- isolating the complainants from their social groups
- ridiculing or attempting to humiliate the complainant

BCDGA Commitment:

- committed to prevent harassment and violence on and off the disc golf course
- determine recommendations from the investigator's report
- ensure the resolution process is completed within 1 year of the reported incident

All club members are expected to treat each other with respect, understanding, and dignity, if you see something say something.

End