



OPERATIONS MANUAL

League 1 Ontario

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SECTION I - ORGANIZATION

League1 Ontario (L1O) is a high performance senior soccer program which will be operated and administered by The Ontario Soccer Association (OSA).

1.1 Strategic Direction

- a) The OSA shall oversee the strategic direction of L1O.
- b) The L1O Steering Committee will be responsible for providing this oversight and plotting the league's strategic course, in consultation with the L1O Technical and Operations Committees. Furthermore, resolution of any matter not specifically addressed within this Operations Manual will be the responsibility of this committee.
- c) The President of The OSA will appoint the Chairperson of the Steering Committee. The Chair will be responsible for reporting to The OSA Board of Directors.
- d) In addition to the Chair, the Steering Committee will consist of the President of The OSA, the Executive Director of The OSA, two (2) District Presidents, the L1O Operations Manager and up to nine (9) independent members (who shall not be directly affiliated to any L1O License Holders). The independent members shall possess extensive Professional Soccer and/or League Management experience. The independent members will be appointed by the Committee Chair.

1.2 Technical Oversight

- a) The OSA shall provide technical oversight of L1O but technical leadership for the league shall come from the L1O Technical Committee.
- b) The Chairperson of the Technical Committee will be a member of the L1O Steering Committee and will be appointed by the Chair of the Steering Committee. This committee will also consist of one (1) representative from The OSA's Technical Department, one (1) representative from The OSA's Referee Department and one (1) representative from each L1O License Holder. The licensee representative must possess a minimum of a National B coaching license (or equivalent).

1.3 Operations Oversight

- a) The OSA shall provide operational oversight of L1O but operational leadership for the league shall come from the L1O Operations Committee.
- b) The Chairperson of the Operations Committee will be a member of the L1O Steering Committee and will be appointed by the Chair of the Steering Committee. It will also consist of the L1O Operations Manager, the L1O League Administrator, the L1O Communications Manager and one (1) representative from each L1O License Holder.



1.4 Committee Meetings

- a) Committee meetings shall be called as deemed necessary by the Chair of each committee, but no less than three (3) times per calendar year.
- b) Within 14 days of the conclusion of any L10 committee meeting, minutes must be produced and shared with all committee members and with a copy provided to the Chair of the L10 Steering Committee.

1.5 L10 Discipline Code

- c) The L10 Discipline Committee shall be appointed by The OSA Executive Director.
- d) L10 License Holders shall adhere to the L10 Discipline Code.

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SECTION II - LICENSE HOLDERS COMMITMENTS

2.1 Standards

- a) L1O is a Senior Level, Open Age Semi-Professional Soccer League that also permits the participation of “All-Amateur” teams.
- b) All L1O License Holders shall adhere to The OSA Standards for Semi-Professional Leagues (see Appendix B of this document) as well as to the terms of the League1 Ontario License Agreement.
- c) The only permitted exception to The OSA Standards for Semi-Professional Leagues is that L1O License Holders choosing to operate as “All-Amateur” are exempted from section 2.14 of the Standard (the Team Player Budget section).

2.2 License Agreement

- a) Participation in L1O is contingent on the signing and submission of a League1 Ontario License Agreement by a binding authority of the License Holder.

2.3 Scheduling

- a) All League1 Ontario teams shall participate in all matches for which they are scheduled during the course of an L1O season (including League and Cup matches). Failure to do so shall result in disciplinary measures as outlined in the L1O Discipline Code.
- b) Pre-season, in-season and post-season exhibition matches, tournaments and other match events do not form part of the L1O season and may be entered into at the License Holder's discretion (appropriate permits to participate in any match not scheduled by L1O must be secured ahead of time and it is the responsibility of the License Holder to secure such permits). However, all scheduled L1O matches (League and Cup) will always take precedence over any other type of match a License Holder may choose to participate in.
 - i. The License Holder must notify the L1O League Administrator in advance of their intended participation in any matches not specifically scheduled by L1O (a minimum of seven days advanced notice is required).

2.4 License Performance Review

- a) In order to ensure that the established technical, organisational and facilities standards required by The OSA Standards for Semi-Professional Leagues are being met, all L1O License Holders shall be subject to ongoing and annual evaluation and review. Central to this process is an annual Performance Review conducted with each L1O License Holder at the conclusion of each season.



- b) Licensee Performance Reviews shall be held annually during November and December of each year.
- c) L10 License Holders shall attend these reviews and provide all information requested in advance, as well as at the meeting.
- d) Licensee Performance Reviews shall assess the License Holders' adherence to and compliance with their obligations as stipulated in The OSA Standards for Semi-Professional Leagues and the Licensing Agreement.
- e) Licensee Performance Reviews shall also be an opportunity for L10 License Holders to bring forth issues to L10 League Management and present feedback for the continuous improvement of the league's operations and effectiveness.

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SECTION III - STRUCTURE

3.1 Game Format

- a) The Laws of the game shall be those adopted by the International Football Board (IFB) each year and shall come into force as mandated by The Canadian Soccer Association, unless exceptions are clearly noted in this Operations Manual.
- b) Field dimensions and Field surface shall be as per FIFA regulations (Law 1 of the FIFA Laws of the Game) and The OSA Standards for Semi Professional Leagues.
- c) Goals must be as per FIFA regulations (Law 1 of the FIFA Laws of the Game).
- d) Home Team must supply a minimum of four (4) match balls to the Game Officials prior to kickoff of a match. All match balls must meet the requirements of Law 2 of the FIFA Laws of the Game. Additionally, acceptance of a ball for use in official L1O matches is conditional upon the ball bearing one of the following marks:
 - the official “FIFA APPROVED” logo
 - the official “FIFA INSPECTED” logo
 - the “INTERNATIONAL MATCHBALL STANDARD” logo



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3.2 Playing Season

- a) The duration of the season shall be determined annually by the L1O Steering Committee, in consultation with the league’s Technical and Operational Committees.

3.3 Competition Structure

- a) L1O shall operate with a minimum of eight (8) teams in each division it operates, but may operate with as few as six (6) with the permission of the Board of Directors of the Ontario Soccer Association.



- b) For regular league competition, teams will be organized in a single table format. A team shall play each of the other teams in the league at least twice per season (a minimum of once at home and once away).
- c) For regular league competition, three (3) points will be awarded for a win, one (1) point will be awarded to each team for a draw. No point will be awarded for a loss.
- d) The team with the most points accumulated at the end of the regular season in each division will be named champions for that year.
 - i. The methodology for the breaking of ties in League Standings is detailed in Appendix C.
- e) A League Cup competition (referred to as the L1 Cup unless a Title Sponsor is secured) will be organized each year for each gender. The format for the Cup competition will be determined annually by the Technical Committee.
 - i. The methodology for the breaking of ties in Cup Competition is detailed in Appendix D.
 - ii. The Cup Final will be hosted by the League and will be the sole property of The OSA.
- f) L1O may, at its sole discretion but always in consultation with the league's Technical and Operational Committees, establish additional divisions to satisfy geographical considerations or to satisfy competitive balance considerations.
- g) Assignment of License Holders to divisions shall be reviewed annually by League Management. Any changes to division assignment and /or structure will be communicated in writing to all License Holders by February 15th of the year that such changes will take effect.

3.4 League and Cup Schedule

- a) The development of the L1O League and Cup schedule shall be the responsibility of League Management. Licensees will be required to provide League Management with a list of home dates and match start times by the deadline date established annually by League Management. Unless otherwise stated, all League matches must be played on Fridays, Saturdays and Sundays only. Cup matches may be scheduled on Tuesdays, Wednesdays or Thursdays.
- b) Referee assignments and payment of Referees are the responsibility of The OSA.
- c) Changes to the League or Cup Schedule, including postponements, may only be granted in exceptional circumstances at the sole discretion of L1O.

3.5 Match Length

- a) All L1O matches will consist of two (2) forty-five (45) minute halves, with a fifteen (15) minute half time interval. There will be no extra time in regular League matches.



- b) For L1 Cup competition, any match that ends in a draw after regulation time will proceed to overtime and/or kicks from the penalty mark. The procedure outlined in the FIFA Laws of the Game applies.
 - i. All further details regarding L1 Cup competition will be determined annually by the L1O Technical Committee and included in the Operations Manual as Appendix D.

3.6 Substitution Policy

- a) A maximum of five (5) substitutions shall be permitted for each L1O scheduled match, with no re-entry.
- b) Substitutions shall be permitted, at the discretion of the Referee, at any stoppage in play. Substitutes must report to the Fourth Official or Assistant Referee at midfield, must provide a completed substitution slip to the Fourth Official or Assistant Referee, and may not enter the field without the permission of the Referee. The player exiting the match must exit at midfield.

3.7 Incomplete Games and Game Delays

- a) In the event that a game cannot continue through full regulation play, the game shall be considered as concluded if a minimum of seventy five (75) minutes has been played and the score at the time of abandonment will count as the final result and points awarded accordingly.
- b) Whereby a match is abandoned after 75 minutes of play for any reason other than inclement weather, L1O reserves the right to review the circumstances surrounding the abandonment and will determine if:
 - i. The Final Score at the time of abandonment stands,
 - ii. The abandoned game will be rescheduled and replayed,
 - iii. Reason(s) for abandonment can be subject to discipline.
- c) The Referee shall have the final decision on delaying or suspending of matches due to weather or field conditions. Teams shall wait up to sixty (60) minutes before fully abandoning a match that has been delayed, unless both teams, the Referee and L1O agree to an alternate plan.
- d) In the case of a game delay, a representative from the home team shall communicate the delay by telephone or electronic message to the designated L1O representative. The league will then communicate this information to all affected stakeholders.
- e) If not resumed the same day, a game abandoned prior to the completion of 75 minutes of play will be considered incomplete and must be rescheduled as a new game on another date. Any match that must be rescheduled due to abandonment must be replayed within forty five (45) days of the original date of the game, but no later than seven (7) days after the final scheduled league match of the season. Rescheduling will be organized between L1O and the teams involved.



3.8 Forfeits

- a) Should any team fail to appear for a scheduled league match or are not able to complete a scheduled match, the Licence Holder shall incur a forfeit fee as per the L10 Discipline Code.
- b) A 3-0 win shall be awarded to the team not at fault.
- c) The offending team will be responsible for reimbursement of any and all costs associated by the no-show / forfeit (i.e. Referee costs, match supervisor costs, Referee assignor costs, Referee assessor costs, opponent's direct costs, etc...) as determined and communicated to them by L10.

3.9 Game Sheets

- a) Each team shall present an official game sheet to the Game Officials **no less than twenty (20) minutes** prior to the scheduled kickoff time and shall include all team officials who will be on the bench.
 - i. In the spirit of Fair Play, once the official game sheets has been submitted to the Game Officials, any changes to the starting XI should only be made in the event that a player listed as a starter is deemed unable to participate. In that case, he/she must be removed from the game sheet altogether and will be replaced by one of the named substitutes.
- b) The game sheet shall have room for a minimum of eighteen (18) players to be listed, with the following breakdown:
 - i. Eleven (11) starters
 - ii. Seven (7) substitutes
- c) No less than Eight (8) of the players listed on the game sheet MUST be U23 players. No less than Four (4) of the designated starting eleven players MUST also be U23 players (For the 2015 season, a player classified as a U23 must be born in 1992 or later).
 - i. Rule 3.9 (c) will be reviewed by the Technical Committee at the conclusion of each season but cannot be altered without the approval of the L10 Steering Committee:
- d) No more than Three (3) of the players listed on the game sheet may be "import players". An "import player" is any player who is not a Canadian citizen or a permanent resident of Canada. "Import players" must be clearly identified on the game sheet.
 - i. Any L10 License Holder identified by the L10 Steering Committee as being located in a "border city" will be permitted to include an additional "import player" on their game sheet, for a maximum of four (4) "import players". For 2015, the L10 Steering Committee has designated Kingston Cataraqui Clippers and Windsor Stars as being located in a "border city".
 - ii. Rule 3.9 (d) (i) will be reviewed by the Technical Committee at the conclusion of each season but cannot be altered without the approval of the L10 Steering Committee.



- e) Each L1O team shall have a minimum of seven (7) and a maximum of eighteen (18) per team dressed in uniform, present and eligible to participate in each match.
 - i. Any team arriving with less than fourteen (14) player may be subject to a fine, as outlined in the L1O discipline code
- f) L1O teams shall verify the accuracy of game sheets and obtain a signed copy from the match officials within forty (40) minutes of the conclusion of a match. The Game Officials must be permitted no less than thirty (30) minutes, uninterrupted, in order to complete the game sheets.
- g) L1O shall maintain information related to player suspensions. Suspended players will not be eligible to be placed on the game sheet.

3.10 Reporting of Match Results

- a) The home team will designate a representative who will be responsible for providing L1O with a report of match results. That report must be provided to the L1O Communications Department no later than **one (1) hour** following the conclusion of a scheduled L1O match.



SECTION IV - PLAYER ELIGIBILITY AND TEAM ROSTERS

4.1 Player Registration

- a) A Professional Player is paid to play soccer by an L1O License Holder at no less than the minimum annual salary stipulated in The OSA Standards for Semi-Professional Leagues.
 - i. A Professional player must sign an OSA waiver form, as well as a professional player contract with their team. Copies of the contract must be provided to both the player and The OSA. The OSA must file a copy of all professional contracts with the CSA.
 - ii. No Professional player may be registered to more than one team during that season, although a professional player may be transferred or loaned to another team upon completion of an official agreement.
 - iii. A Professional player may participate, with official permission of their team, in special events not organized by L1O (i.e. benefit matches, etc...).
 - iv. The term for any Professional Contract must end on November 30th (i.e. a contract signed in March 2014 that spans two seasons must terminate on November 30, 2015).
- b) All players must be registered through The OSA's online player registration system. L1O shall require the following in order to process a player's registration:
 - i. Proof of age for all U23 players (in the form of a scanned copy of a passport or birth certificate).
 - ii. A copy of a Professional or Amateur player contract and/or registration form, signed by both the player and an officer of the L1O License Holder.
 - iii. A copy of the L1O Code of Ethics / Social Media Policy document, signed by the player.
 - iv. Proof of international clearance from a foreign national association where a player last competed prior to signing to play with an L1O team, where applicable. More information regarding International Clearances are found in Section 4.6.
 - v. L1O reserves the right to request proof of Canadian citizenship or permanent resident status before the registration of any player will be processed.
- c) An Amateur Player must sign an OSA supplied registration form / player agreement and waiver. In addition, an amateur player may sign an amateur contract with their team.
 - i. Amateur players may be reimbursed by their team for certain direct expenses related to participation on the team, as per FIFA and CSA rules.
 - ii. In the event an Amateur Player signs an Amateur Contract, the contract term cannot exceed one (1) season in length and must terminate on November 30th of any given year.



- iii. No Amateur player that is registered to an L1O team may be registered to any other (lower level competitive or recreational) team during that season.
- d) Player information that shall be required to complete online registration includes:
 - i. First Name, Last Name
 - ii. Email address, phone number
 - iii. Address and postal code
 - iv. Date of birth
 - v. Gender
- e) All Coaches or other team officials that would ever sit on the bench during an L1O match shall be registered through The OSA's online registration system and submit the above required information to L1O.
 - i. Any team official that is registered to participate in L1O must have read and signed the league's Code of Ethics / Social Media Policy document.
- f) License Holders must provide L1O a high resolution digital head shot photo (taken on a plain white background or on a club branded background) of every player and team official that will participate in L1O competition each year at the time of registration.

4.2 Registration Deadlines

- a) A minimum of eleven (11) players and a Head Coach shall be registered within twenty one (21) days of the first scheduled league match of any season.
- b) For a player or team official to be eligible to appear on a game sheet and participate in a match, they must be properly registered in The OSA online player registration system at least one (1) day before the match.
- c) L1O rosters will be frozen on September 1st of any year. No new players may be registered. This applies to any lower level team from which players may be called up to the L1O team. Call ups from those lower level teams are still permitted after September 1st of any year.
- d) L1O teams are only permitted to register a player signed to a PROFESSIONAL CONTRACT that requires an international clearance during an official transfer window. There are two (2) transfer windows per year. The windows are set annually by the CSA.

4.3 Roster

- a) All L1O Teams shall carry a roster with a minimum of fourteen (14) and a maximum of twenty five (25) registered players.
- b) L1O License Holders must present an official roster to the L1O League Administrator, including all registered players and team officials, no later than five (5) days before the first scheduled league match of any season.



- c) Player and team information must be updated and kept current. In the event of any player or team official additions or deletions during the season, the License Holder must communicate such changes to L1O promptly, no later than one (1) day of completing the registration or deregistration process.

4.4 Player Call Ups and Trial Players

- a) Player movement within the same club, subject to compliance with The OSA Published Rules, shall be permitted from a lower level team to the League 1 Ontario team. No Permit is required.
 - i. When an L1O team is operated by an Ontario Recognized Non-Club Academy (ORNCA), players from lower level teams operated by that Academy may be called up to the L1O team so long as they have been properly reported to The OSA, via the established ORNCA reporting process. No Permit is required.
 - ii. When an L1O License Holder has entered into an Affiliation Agreement with an OSA member club that is officially recognized by The OSA and the applicable District Association, players from lower level teams operated by that affiliate club may be called up to the L1O team so long as that player has been properly registered in The OSA's online registration system. No Permit is required.
 - iii. Any call-up player must have valid player identification to be eligible to participate in an L1O match.
- b) Any player that plays up to an L1O team must be registered to that club or reported to The OSA via the ORNCA reporting process no later than September 1 of that year.
- c) L1O permits unlimited call-ups per match.
- d) L1O permits unlimited call-ups per season.
- e) Any player on trial with an L1O team may play a maximum of three (3) league games in any season.
 - i. A "Temporary Registration Permit" (TRP) must be completed, waiver signed and approved by L1O in order for a trial player to participate in a scheduled L1O match. A copy of the TRP must be attached to the game sheet. A TRP is not valid for L1 Cup Competitions.
 - ii. After the trial period ends, that player must be registered to the L1O team or to a lower level team within its organization in order for that player to take part in any future scheduled L1O matches.
 - iii. A maximum of two (2) trial players are permitted on a roster for any L1O scheduled match.
 - iv. Temporary Registration Permits are not permitted for players who require International Clearance in order to be registered.
 - v. Any trial player must have valid player identification to be eligible to participate in an L1O match.



- f) No player registered to an L10 team can play down to a lower level team.
- g) Any amateur player who is called up to play matches for an All-Amateur L10 team during a season shall still be deemed eligible for participation in the annual Provincial / Regional / National Club Championship competition for that season.

4.5 Ineligible Players

- a) Any team using players not properly registered or cleared of sanctions by L10 will be subject to disciplinary action under the L10 Discipline Code.

4.6 International Transfers

- a) For a player who comes to Canada on or after the player is **ten (10) years of age** or who last played for any team in a foreign country, the player must request and receive an International Transfer Certificate (ITC) before being eligible to be registered and play in L10.
- b) International transfers of all professional players as well as amateur players under the age of eighteen (18) must be processed through the FIFA Transfer Matching System (TMS). International Transfers of amateur players aged eighteen (18) and older are processed through the manual ITC system.
- c) As per Article 19 (Protection of Minors) from the FIFA Regulations for the Status and Transfer of Players, any requests for the international clearance of a minor (**aged 10** to 17 years) will only be accepted if:
 - i. The player's parents have moved to Canada for purposes other than playing soccer;
 - ii. The player lives no further than 50km from a national border and the team for which the player wishes to be registered in the neighbouring Association is also within 50km of that border. The maximum distance between the player's domicile and the team's headquarters shall be 100km. In such cases, the player must continue to live at home and the two Associations concerned must give their explicit consent.
 - iii. The conditions of Article 19 shall also apply to any minor player who has never previously been registered for a club and is not a national of the country in which he wishes to be registered for the first time.
 - iv. Requests for ITC's involving minor players are processed through the FIFA TMS by the CSA.
 - v. Specific requirements mandated by FIFA for the processing of ITC's for minors are noted in Appendix E.



4.7 Player Transfer, Player Loan and Player Release Policy

- a) A player shall not move between L1O License Holders during the season unless the player has been:
 - i. Officially transferred to another L1O License Holder
 - ii. Officially loaned to another L1O License Holder
 - iii. Officially released by the L1O License Holder, rendering the player free to join another team (within L1O or another league).
- b) Any player transfer agreement between L1O License Holders must be approved by the Chair of L1O prior to being made official. All the terms involved in the player's transfer (financial or otherwise) must be detailed in the official transfer request.
- c) Any player loan agreement between L1O License Holders must be approved by the Chair of L1O prior to being made official. All the terms involved in the player's transfer (financial or otherwise), as well as the duration of the loan period, must be detailed in the official transfer request.
- d) No player may be transferred or loaned more than twice in any given season.
- e) A player may formally request their release from the team for which they are registered. Any such request must be made in writing.
 - i. The release of an Amateur player shall be handled in accordance with OSA Published Rules.
 - ii. In the event that a player's request to be released is refused by the L1O License Holder, the player may appeal the decision to the Chair of L1O.
- f) During a season, any player that has moved from one team to another (be it via a release, a transfer or a loan) will be considered "Cup Tied" to their previous team if they have appeared on the game sheet in an L1O League Cup match for that team. As a result, that player would not be eligible to participate in L1O League Cup matches for their new team during that season in which they were "Cup Tied" to the previous team.
- g) No player may be registered by more than three (3) different L1O License Holders in any given season.
- h) Players not bound by contractual obligation to an L1O License Holder after November 30th of any calendar year may move freely between L1O License Holders during the Intra-League Transfer Window, which is open between December 1st and March 31st.



4.8 Termination of Contracts

- a) A player contract may not be unilaterally terminated during the course of the L10 playing season:
- b) **Termination by a Player** – In conjunction with the conditions set forth by the standard player contract, the following will be recognized as cause for termination of contract:
 - i. In the event of a material breach of the Player Contract and Agreement by a L10 License Holder, a player may terminate a contract by notifying the License Holder and L10 in writing, by registered mail. From the time the league and License Holder are notified by the player, the License Holder has ten (10) days to remedy the violation, release the player from the contract and registration or show written evidence to L10 (with a copy provided to the player) that there has not been a breach of the contract.
 - ii. In the event that a player signed to a professional contract has appeared in fewer than 10 per cent of the official matches in which the club has been involved, that player may terminate his contract prematurely on the grounds of sporting just cause. A professional player may only terminate his contract on this basis within 30 days of the last official match of the season of the club with which the player is registered.
- c) **Termination by a License Holder** – an L10 License Holder may terminate a Player Contract provided the termination is within FIFA Player Contract regulations, including but not limited to player performance or violation of team rules. Upon written notice to the player, all rights and obligations of the License Holder and player terminate, provided that the club's actions are in accordance with signed Player Contract.
- d) **Termination by the League** – L10 may terminate a contract at any time if the Chair of L10 determines that a License Holder or a player has violated either the terms or the spirit of the agreement. Such decisions may be appealed to The OSA Board of Directors and a further appeal, if required, may be made to the CSA Player Status Committee. The decision of the Players Status Committee may be appealed to the CSA Appeals Committee, whose decision in the matter shall be final and binding, as per CSA Regulations.

4.9 Improper Player Recruitment & Solicitation

- a) Improper Recruitment refers to the practice of deliberate and proactive persuasion or enticement of a player already registered with an L10 License Holder by an individual or individuals associated with another L10 License Holder, with the intent of convincing the player to leave their current team.



- b) No L1O License Holder shall approach a player who is registered with another L1O team without the written consent of the team for which the player is registered. All L1O License Holders shall be responsible for the conduct of their staff, players or anyone directly associated to the License Holder in this regard.
- c) Any person or persons found to be in violation of these rules will be subject to discipline, in accordance with the L1O Discipline Code.

4.10 Residency Rules

- a) No residency rules apply to L1O teams.
- b) No L1O License Holder has exclusive 'residency rights' and/or exclusive access rights to players residing in any geographical zones, districts, regions or municipalities.



SECTION V – TEAM AND MATCH OFFICIALS

5.1 Team Officials

- a) There shall be no more than six (6) team officials on the bench for any League or Cup match and must wear clothing that identifies them as a member of the team.
- b) All team officials must have valid Respect In Soccer certification.

5.2 Assignment Of Match Officials

- a) Match officials for all L10 scheduled matches are assigned by The OSA and in accordance with OSA Member Policies Section 7.0 - Referees.
- b) There shall be a minimum of one Referee and two Assistant Referees for each match.



SECTION VI – TECHNICAL PROGRAM STRUCTURE

6.1 Number of Games

- a) The number of scheduled L1O games played per season will be dictated by how many License Holders are approved to participate each season and how many teams are placed in each division or conference.

6.2 Training

- a) The minimum volume of training hours per week (excluding games but including sport science related training) required during the season shall be 4 hours/week.

6.3 Conduct

- a) Each L1O License Holder shall be responsible for the conduct of its players, team officials, members and spectators attending any L1O match and shall abide by the L1O Codes of Conduct (Appendix A).

6.4 Technical Standards

- a) Please refer to The OSA Standards for Semi Professional Leagues. (Appendix B).
- b) A Technical Manual will be supplied to L1O License Holders as a separate document which outlines the L1O Technical Philosophy.



SECTION VIII – GAME DAY OPERATIONS AND FACILITY

7.1 Game Day Standards

- a) Please refer to The OSA Standards for Semi Professional Leagues. (Appendix B).
- b) A comprehensive Game Day Operations Manual will be provided as a separate document.
- b) L1O reserves the right to reject any facility chosen by a License Holder to host their L1O home matches if they are deemed to not meet the standards established in The OSA Standards for Semi Professional Leagues.



APPENDIX A – CODE OF CONDUCT

General

L1O endeavours to provide an elite, highly competitive level of soccer competition that will engender the respect of the soccer community. L1O will strive to be a desired destination for the top players in the Province of Ontario. To that end, L1O will enforce a Code of Conduct for the behaviour that all individuals involved in or around the League are expected to adhere to.

Code of Conduct for All Representatives of League 1 Ontario teams (Players, Coaches, Team Officials)

Players, coaches, officials and officers of all L1O teams will:

- ✓ Behave respectfully toward the Referees and their opponents;
- ✓ Present a professional image, both in behaviour and appearance, to the general public before, during and after competitions;
- ✓ Never jeopardize the integrity of any L1O match by behaving in a manner that adversely affects the outcome of any match. This includes the intentional throwing of games, the offering of improper incentives to opponents to secure a desired result or the offering of gifts to Game Officials;
- ✓ Never engage in wagering on L1O matches;
- ✓ Refrain from any form of misconduct in public that will negatively affect the reputation of the Ontario Soccer Association, League 1 Ontario or the License Holder or that generally risks bringing the sport of soccer into disrepute.
- ✓ Not intentionally damage or vandalize the physical property of another club or at a facility where L1O matches are being played.
- ✓ Refrain from the use of tobacco products and the consumption of alcohol while performing official duties. The use of illegal substances is never acceptable, under any circumstances.
- ✓ Report to the Chair of L1O any actions that are a violation of the Code of Conduct without fear of reprimand.

All L1O registrants will agree to sign a League1 Ontario Code of Conduct agreement and the League1 Ontario Social Media Policy (see Appendix

L1O will impose fines and other forms of discipline upon any individual who violates the terms of the Code of Conduct



APPENDIX B – OSA STANDARDS FOR SEMI PROFESSIONAL LEAGUES

NOTE: These Standards were approved by The OSA’s Board of Directors on December 11, 2011 and the amendments were confirmed by the CSA on January 4, 2012 as per CSA Rule 10 1) iv).

The following are minimum standards for the Semi-Professional Leagues and Teams in Ontario who engage players and coaching staff on a part-time, semi-professional basis. These standards represent the minimums and the league may adopt more stringent standards if it so desires. The underlying principle upon which these standards are based is that all teams provide compensation to its players to participate in matches for the benefit of paying spectators. The Ontario Soccer Association reserves the right to amend these standards at any time to meet the changing landscape of soccer development in Ontario, pursuant to The OSA’s Published Rules and subject to the confirmation of the Canadian Soccer Association.

All financial figures in this document will be adjusted for inflation after 2014.

2.1 League Office and Administration

2.1.1 The league office shall be located in a city served by appropriate domestic air services and in a physical location commensurate with the status of the league.

2.1.2 The personnel of the league office may be headed by a part-time or full time Commissioner, hired by and reporting to the league Board of Directors. He shall exercise the powers vested in his office by the league bylaws and regulations and shall have the necessary broad experience for a chief operating officer in a league of this caliber.

2.1.3 The league may employ other personnel under the direction of the Commissioner, including, but not restricted to a Director of operations, a Director of Officials, a Director of Public Relations, and a Director of Marketing. In addition, the league shall retain adequate accounting and support staff, as well as any additional staff the Board may deem necessary from time to time. The league office shall also be sufficiently staffed so as to be able to provide an equal service to all clubs regardless of time zone, and to handle the additional workload during the peak playing days of the semi-professional season.

2.1.4 The league office shall be equipped with all the communications and other equipment necessary to the twelve month operation of the league and its member teams, including such items as multiple phone lines, a 24 hour answering service and all equipment necessary to facilitate communication with the working press.

2.2 Stadia

Each member team shall have access, at the time designated for home games, to a stadium which has permanent seating for paying spectators. The stadium must be enclosed. It must have adequate spectator security, adequate vehicular access and parking, permanent public sanitation facilities, and adequate concessions.

Notwithstanding the foregoing the stadium must also meet the municipal safety standards and, where appropriate, hold a license/permit allowing soccer to be played in the venue.

It must have quality flood-lighting suitable for TV broadcasting.



Up to, and including the 2015 season, the stadium must have a field of play which measures at least 60 meters by 100 meters (expandable to 75 by 110meters) unless otherwise required by the Competition Authorities and approved by the Provincial Association.

All outdoor playing surfaces must meet FIFA standards. The stadium must have field markings and equipment pursuant to FIFA Rules, a stadium clock capable of counting up or down 45 (forty five) minutes, a scoreboard indicating the current score, a public address system. A minimum of three separate locker rooms (home team, away team and match officials) are to be provided. Each is to have separate showers and toilets that are not accessible by the public. On match day security is to be provided for the locker rooms from a minimum of 2 hours before the scheduled kick off time until one hour after the game or when the last player or official has left the area, whichever is appropriate.

(Note: new built stadiums should have 3 additional locker rooms to enable double headers to be played and separate locker rooms for male and female match officials).

2.3 Day of Game Personnel

Teams must have a press box supervisor, a field manager, a visiting team liaison person, a match official liaison adequate uniformed security, access to an ambulance with ten minute response time, at least six uniformed ball persons, adequate ticket sellers, ticket takers, and ushers. Key personnel must be able to communicate via radio to the match day operations controller.

2.4 Press Box

There must be a permanent press box capable of seating ten people, with adequate security and a separate area for the working press. A separate area for electronic broadcast, at least one broadcast phone line if requested by a visiting team, one long distance phone line, one local phone line, online capabilities and refreshments.

2.5 Team Office Facilities

Each member team must maintain a full-time separate office, located in a commercial building located in the team's market area. The office must be able to accommodate the required staff and team activities. It must be open during regular business hours for twelve months a year. It should be equipped with a fax machine and all the usual and necessary office equipment and supplies.

2.6 Team Office Personnel

Throughout the year, each team must maintain a part-time or full time General Manager, a part-time Secretary and at least one part-time staff person responsible for sales marketing, media and public relations. Hours of work should be so arranged that the office remains open for a twelve month period. In addition, a ticket and sponsors sales person should be employed during the season and other staff should be employed as necessary.

2.7 Team Personnel

Each team will have a roster which has a minimum of 14 players and a maximum of 25 players. All players must be under contract to the team. Each team will employ a head coach on a regular part-time basis. In addition, each team will, during the season, employ an assistant coach, a trainer, a team doctor and an equipment manager.



2.8 League and Team Media/Publicity

2.8.1 Each team shall be required to produce the following media and publicity related materials: a media guide, a printed schedule card and season ticket brochure; a weekly press release beginning one month prior to the start of the season and continuing through league playoffs; an up-to-date set of uniform statistics and a list of post-game media contacts.

2.8.2 The league shall also produce the materials set forth above, and shall produce other materials designed to promote the league and its teams.

2.9 League Procedural Standards

2.9.1 The league and the teams therein shall adopt and adhere to a schedule of games; maintain and promote league standings; establish uniform roster rules for dropping and adding players; maintain a separate set of home and away uniforms and warm ups; assign a uniform number to a player that does not change as long as the player is on that team's roster; establish rules for the approval of non-league games; exchange travel information and itineraries; and establish rules and procedures for player and team discipline.

2.9.2 The league shall establish rules and standards for game presentation which shall be maintained by all teams.

2.9.3 Leagues will be required to respect the FIFA International calendar, and where the release of more than 3 international players from any one team are called for international duty, permit the team to reschedule its league match if requested.

2.10 FIFA Rules

FIFA rules shall be followed in all instances with the exception that a league may establish specific and separate rules for point standing, which shall be adhered to by all teams.

2.11 Referees

All Referees officiating in games shall be registered with the CSA through a Provincial Association in accordance with CSA rules. The league shall establish a list of Referees and Assistant Referees in conjunction with The OSA prior to the start of each season who meets the criteria set by The OSA Referee Development Committee. No other person shall act as a match official in the league without the prior approval of The OSA.

2.12 Coaching

At the commencement of season 2014 the Head Coach of any team in the league shall hold a Coaching B License (National) issued by the Association. After the commencement of season 2014 a Head Coach may only be hired without the B License (National) where he or she has demonstrated enrollment to actively participate in the next available B License coaching course conducted by the Association or, in 2014, 2015 and 2016, the Head Coach has an equivalent "national" licence issued by another country and approved by the CSA Director of Coaching for validation of the licence. Failure to obtain the B license at the conclusion of the next available B License coaching course conducted by the Association would render the coach inoperable within the professional club environment. By the commencement of season 2015, all coaches (except the Head Coach) must hold, as a minimum, a Provincial B License.



2.13 Team Budget

Each team in 2015 should operate on an annual team budget of at least, \$100,000. Each team will be required to provide to the Provincial Association a financial summary representing an accurate assessment of the financial operations of the club during the calendar year. In a situation where the pro team is part of a larger club, the operation of the semi-pro team must be reported separately within the Club's financial report.

2.14 Team Player Budget

Each team in 2015 should operate on at least a \$22,000 budget for player salaries with at least 5 of the players on each team having a professional contract and being paid at least \$2,000 per year. The Total Player salary budget will be increased by 10% annually. In 2015, the salary cap for each team shall be \$40,000.

The Provincial Association will continually monitor the number of players on contracts equal to or over \$2,000 per year to ensure compliance.

Should a team fall below the minimum, they will be subject to disciplinary sanctions imposed by the Provincial Association which may include, but is not limited to, fines, point deduction, or suspension from the league.

The Provincial Association has the right to audit the overall number of \$22,000 salary budget at the end of the year. If a team is not in compliance, the team and the league may be subject to disciplinary sanctions imposed by the Provincial Association.

2.15 Letter of Credit/Annual Fees

Each team shall post with the league a letter of credit as required by the league membership. In addition, the team shall pay its annual registration fee and the appropriate league fees prior to the commencement of the season. The league will be required to pay an annual league registration fee to the Provincial Association as determined by the Provincial Association Board from time to time. Each team will post with the league a minimum letter of credit of \$25,000 along with a minimum annual league fee of \$5,000.

2.16 Club Structure ~ Player Development

By the commencement of season 2016, all clubs shall be required to run a player development program based on a minimum of one development team that should compete at the highest league level (based on OSA LTPD standards) possible for youth soccer in the region where the club is registered. An official affiliation with an existing youth club is acceptable, providing the players are registered to play in the Provincial LTPD League. All youth teams must fall under the control and supervision of a head coach with a minimum "B" License (National) or equivalent.



APPENDIX C – BREAKING OF TIES IN LEAGUE STANDINGS

The breaking of ties in the final standings is accomplished by applying the following criteria, in order of importance:

1. Total wins in regular season league games.
2. Head-to-Head record based on total points in league games between the affected team.

If a tie in final league standings cannot be broken following the application of these established criteria, L1O will organize a playoff competition among the tied teams to determine the league champion.

Please Note:

League games refer solely to games that count towards the regular season standings. League Cup results are not included in the league standings and are not counted toward the breaking of ties in league standards.



APPENDIX D – 2015 L1 CUP COMPETITION STRUCTURE

On February 15, 2015, the League1 Ontario Technical Committee agreed to the following competition structure for the 2015 L1 Cup tournament.

Men's Division

The twelve (12) teams will be split into four (4) equal groups of 3. Each team will play one (1) game against each of the other two (2) teams in the group. Each team will have 1 home game and 1 away game.

Kingston will not be placed in the same round robin group as Windsor, for travel considerations.

A Cup Draw was held to place the twelve (12) teams in their respective groups. **The Draw Results are as follows:**

Group A	Group B
1. Kingston Clippers	1. ANB Futbol
2. Vaughan Azzurri	2. Sigma FC
3. Masters FA Saints	3. Oakville Blue Devils
Group C	Group D
1. Woodbridge Strikers	1. Windsor Stars
2. Durham United	2. Toronto FC Academy
3. Sanjazz Lions	3. Pro Stars FC

The top 2 teams in each group (based on most points accumulated) advance to an eight (8) team Quarter-Final round. The winners of the Quarter Final matches advance to the Semi Finals. The winners of the Semi Finals will advance to the Cup Final. Dates for all group matches, the Semi Finals and the Finals are To Be Determined.

ROUND 1	ROUND 2	ROUND 3
A1 vs A2 B1 vs B2	A2 vs A3 B2 vs B3	A3 vs A1 B3 vs B1
C1 vs C2 D1 vs D2	C2 vs C3 D2 vs D3	C3 vs C1 D3 vs D1
SINGLE ELIMINATION QUARTER FINAL ROUND		
1 st Group A v 2 nd Group B -- 1 st Group B v 2 nd Group A 1 st Group C v 2 nd Group D -- 1 st Group D v 2 nd Group C		
SINGLE ELIMINATION SEMI FINAL		
Winner QF 1 v Winner QF 2 and Winner QF 3 v Winner QF 4		
SINGLE ELIMINATION FINAL		
Winner of SF 1 v Winner of SF 2		

Women's Division

The seven (7) teams will be split into two (2) groups. Group A will consist of four (4) teams, Group B will consist of three (3) teams. Each team will play one (1) game against each of the other teams in the group, (a minimum of one home and one away).

A Cup Draw was held to place the teams in their respective groups. **The Draw Results are as follows:**



Group A
1. Durham United FC
2. ANB Futbol
3. Sanjaxx Lions
4. Woodbridge Strikers

Group B
1. Pro Stars FC
2. Vaughan Azzurri
3. North Mississauga Panthers

The top 2 teams in each group (based on most points accumulated) advance to the Semi Finals. The winners of the Semi Finals will advance to the Cup Final. Dates for all group matches, the Semi Finals and the Finals are To Be Determined.

ROUND 1	ROUND 2	ROUND 3
A1 vs A2 A3 vs A4	A1 vs A4 A2 vs A3	A3 vs A1 A4 vs A2
B1 vs B2	B2 vs B3	B3 vs B1
SINGLE ELIMINATION SEMI FINAL		
Winner Group A 1 v Runner Up Group B and Winner Group B v Runner Up Group B		
SINGLE ELIMINATION FINAL		
Winner of SF 1 v Winner of SF 2		

Please Note: L1 Cup matches cannot end in a draw.

In the event of a draw at the end of regulation time of an L1 Cup Group Round match, the match will proceed directly to kicks from the penalty mark. The procedure outlined in the FIFA Laws of the Game will apply.

In the Group Round, three (3) points will be awarded for a regulation victory, two (2) points for a victory after penalty kicks, one (1) point for a defeats after penalty kicks and zero (0) points for a regulation loss.

In the event of a draw at the end of regulation time of an L1 Cup Single Elimination match, the match will proceed to overtime in the event of a draw after regulation time. The overtime periods will consist of 2 x 15 minutes halves. If still tied after overtime, the match will proceed to kicks from the penalty mark. The procedure outlined in the FIFA Laws of the Game will apply.

In the event of a tie in the Group table, final standings will be determined by applying the following criteria, in order of importance:

1. Total wins in the L1 Cup Group matches.
2. Head-to-Head record based on total points in L1 Cup matches between the affected teams.
3. Goal Difference in the L1 Cup Group matches
4. Greatest Number of Goals Scored in L1 Cup Group Matches
5. Fewest Number of Goals Allowed in L1 Cup Group Matches
6. Drawing of Lots by League1 Ontario Chair



APPENDIX E – ITC REQUESTS FOR MINORS

The following mandatory documents (submitted in PDF format) are required by FIFA before an ITC request for minors can be processed:

- (1) Employment Contract – Player’s Parents
- (2) Proof of Birth Date (Birth Certificate) – Player
- (3) Proof of Identity & Nationality – Player
- (4) Proof of Identity & Nationality – Parents
- (5) Proof of Residence – Player’s Parents
- (6) Work Permit – Player’s Parents

Furthermore, the following mandatory documents are required by The Canadian Soccer Association (in PDF format):

- (1) Proof of Distance for 50km rule (e.g. as from Google Maps)
- (2) Proof of Residence – Player

No requests will be processed without the mandatory documents being provided. There are no exceptions.

According to FIFA, depending on complexity of each case, processing times may run up to six weeks from the date the documents are submitted to FIFA.



APPENDIX F – NCAA PLAYER ELIGIBILITY GUIDELINES

1. L1O will supply each License Holder with the NCAA’s “2014-15 Guide for the College-Bound Student Athlete”.
 - This document is the most comprehensive resource published by the NCAA for all issues related to an athlete’s initial eligibility, including academics, amateurism, and recruiting.
2. L1O will supply each License Holder with the NCAA’s 2014-15 Path to the Student-Athlete Experience:
 - This document offers a useful “initial eligibility checklist” specifically regarding academics, including new academic standards for NCAA Division I that comes into play for students enrolling for Fall 2016 and later.
3. In regards to the issue of amateurism, Jack Britton of the NCAA’s Eligibility Center has provided the following information that should prove useful for all L1O License Holders who have players in their program who currently compete in collegiate soccer at the NCAA Div. I or Div. II level or who intend to do so in the future:

Actions resulting in being permanently ineligible by NCAA include:

- a) Players receiving payment above expenses for their participation in Organized Competition prior to enrolling **
- b) Ongoing Student Athlete receiving payment above expenses (e.g. receiving payment above expenses by a club team during the summer months when they are not in school)
- c) Ongoing Student Athletes who play alongside other players who receiving payment above expenses
- d) Players signing an agreement with an agent
- e) Players signing a contract which promises payment above expenses in the future.

** Please Note: Players enrolling at an NCAA Division II **would not** be deemed permanently ineligible if they received payment above expenses prior to enrolling full-time in college/university.

Information regarding “Ongoing” Student Athletes’ participation in Organized Amateur Competition:

- a) An Ongoing Student Athlete will have their Organized Amateur Competition evaluated by the NCAA Eligibility Center on a case by case basis each year.
- b) An Ongoing Student Athlete may participate on an Amateur team that plays AGAINST professional players in league or non-league competition.
- c) An Ongoing Student Athlete cannot receive payment above expenses for their participation in Organized Amateur Competition.
- d) An Ongoing Student Athlete cannot play alongside other players who receiving payment above expenses for their participation in Organized Competition.



Actions resulting in loss of season(s) of eligibility:

- a) Taking part in organized competition during a “delay” period (see below examples) will result in loss of season(s) of eligibility (please refer to page 19 of the NCAA’s 2013-14 Guide for the College-Bound Student Athlete for a definition of “organized competition”)

Example #1:

- A player’s high school graduation date is determined by the NCAA Eligibility Centers to be June 2011.
- The player is planning to enroll at an NCAA Division I or II school as a Freshman in Fall 2014.
- Player competed in “organized competition” during the 2011-12, 2012-13, and 2013-14 academic years.
- NCAA legislation provides a player with a 1-year “grace” period after their first opportunity to enroll at post-secondary institution (based on their determined high school graduation date). During this “grace” period, the player is not subject to organized competition legislation.
- In the case of this player, their “grace” period expired at the end of the 2011-12 academic year.
- With the start of the Fall 2012 semester, since the player did not enroll at a post-secondary institution (university) as a full-time student, the player’s “delay” period began. During the “delay” period, the player is examined for organized competition.
- Competition during a “delay” year(s) results the player using up season(s) of NCAA eligibility.
- The player’s competition during the 2011-12 season is non-problematic since it occurred during the “grace” period.
- The player’s competition during the 2012-13 and 2013-14 are problematic because they occurred during the player’s “delay” period.
- For competition during two “delay” years (2012-13 and 2013-14), the player’s amateurism will be Final Certified with Conditions: the player will be subject to the use of 2 seasons of competition and have to serve an academic year in residence.
- Under this same scenario, if the player had enrolled in university/college full-time in Fall 2012 and had only competed in amateur competition during the 2012-13 and 2013-14 years, the player’s amateurism would be Final Certified (with NO conditions).

Example #2:

- A player’s high school graduation date is determined by the NCAA Eligibility Center as June 2013.
- Player is planning to enroll at an NCAA Division I or II school as Freshman in Fall 2014.
- Player has competed in “organized competition during the 2013-14 academic year.
- Player has no professionalism issues (no agent, payments, contracts, preferential treatment, etc.)
- Since the competition occurred during the “grace” period, the player’s amateurism will be Final Certified (with NO conditions).



APPENDIX G – LEAGUE1 ONTARIO SOCIAL MEDIA POLICY

League1 Ontario acknowledges the importance of participating in online conversations and we are committed to ensuring that we participate and engage in online social media in an appropriate manner.

We have developed this Social Media Policy to help empower all individuals involved with League1 Ontario (League Officials, League Staff, Players, Team Officials, etc...) to participate in this connected world and to represent L1O and the Ontario Soccer Association by sharing the vision and mission of our organization and the story of our beautiful game.

All individuals involved in L1O are encouraged to engage in social media communities at a level which each person feels comfortable. Have fun, but be smart. The best advice is to approach the online world in the same way we would operate in the “real” world -- use sound judgment and common sense, stay true to the L1O Code of Conduct (see Appendix A of the L1O Operations Manual) and ensure compliance with the L1O Social Media Policies noted below.

Non-compliance with these guidelines may be construed as misconduct, harassment, discrimination, or in certain circumstances contravention of the law. Those who fail to comply with these guidelines may be disciplined under the Ontario Soccer Association’s By-laws and/or Policies as a participant of the game.

Definitions of Social Media

Social Media is formally defined as “content created by people using highly accessible and scalable publishing technologies. Social media is distinct from traditional media, such as newspapers, television, and film. Social media comprises relatively inexpensive and accessible tools that enable anyone (even private individuals) to publish or access information”. (Source: Wikipedia)

Social Media may include (but is not limited to):

- Social networking sites (e.g. Facebook, LinkedIn, Google+, Tumblr, MySpace, Bebo, Yammer)
- Video and photo sharing websites (e.g. Flickr, YouTube, Instagram, Vine)
- Blogs, including corporate and personal blogs
- Blogs hosted by media outlets (e.g. comments posted to news stories)
- Micro-blogging (e.g. Twitter)
- Wikis and online collaborations (e.g. Wikipedia)
- Forums, discussion boards and groups (e.g. Canadian Soccer News, Voyageurs Forum)
- Video or podcasting
- Online multiplayer gaming platforms (e.g. World of Warcraft, Second Life)
- Instant messaging (including text messaging)
- Geo-spatial tagging (e.g. Foursquare, Facebook Places)



League1 Ontario Social Media General Guidelines

1. Transparency in every social media engagement is mandatory. The Ontario Soccer Association (The OSA) and L1O do not condone manipulating the social media flow by creating "fake" destinations and posts designed to mislead followers and control a conversation. Every website, "fan page", or other online destination that is ultimately managed by The OSA and/or L1O must make that fact known.
2. Respect copyrights, trademarks, rights of publicity, and other third-party rights in the online social media space, including with regard to user-generated content (UGC). How exactly one does this may vary from one situation to another, so individuals are expected to refer to Ontario Soccer Association communications staff to make informed, appropriate decisions.
3. We will utilize best practices, listen to the online community, and comply with applicable regulations to ensure that these Social Media Guidelines remain current and reflect the most appropriate standards of behavior.

We respect the right of each individual involved in L1O to use blogs and other social media tools, not only as a form of self-expression but also as a means to further develop awareness for L1O, The OSA and the sport of soccer in general. However, it is important that each individual is aware of the implications of engaging in forms of social media and online conversations that reference League1 Ontario, and/or the individual's relationship with L1O and its brand, and that you recognize when L1O or The OSA might be held responsible for a person's behavior online.

Expectations for Personal Behavior in Social Media

There is a difference between speaking "on behalf of League1 Ontario" and speaking "about" L1O. The following set of principles refers to those personal or unofficial online activities where an individual might refer to L1O.

1. Adhere to all applicable policies. You are subject to the L1O Code of Conduct in every public setting, including your personal activities online.
2. You are responsible for your actions. Anything you post that can potentially tarnish the image of League1 Ontario will ultimately be your responsibility. While we do encourage individuals associated to L1O to participate in the online social media space, we urge you to do so properly, exercise sound judgment and use common sense. Please make sure to include the following disclaimer to each profile or platform you use where you can be identified as related to L1O: "The views expressed on this website/blog are the views of the author alone and do not reflect the views of League1 Ontario or The Ontario Soccer Association".
3. Be a "scout" for compliments and criticism. Even if you are not an official online spokesperson for League1 Ontario, your time spent online can be vitally important in terms of monitoring the social media landscape. If one comes across positive or negative remarks online about League1 Ontario, please consider sharing them with League1 Ontario staff.
4. Let subject matter experts respond to negative posts. You may come across negative or disparaging posts about League1 Ontario. Unless you are an authorized online spokesperson, avoid the temptation to react to these comments yourself. Pass the post(s) along to L1O staff, who are better equipped to address such comments. Be mindful of the state of mind you are in when engaging online and know that it will affect the way you react and respond to postings.



5. It is wise to be very conscious when mixing your business and personal lives in the online sphere. Online, your personal and business personas are likely to intersect. League1 Ontario respects each individual's free speech rights, but you must remember that anyone has access to the online content you post. Keep this in mind when publishing information online that can be seen by more than friends and family, and know that information originally intended just for friends and family can be forwarded on. Remember that everyone can see what you do on these platforms, including sponsors, rivals, and most importantly, fans of the league and its teams.

REMEMBER:

Do not present yourself as an official spokesperson of League1 Ontario in any social media forum unless it has been approved and authorized beforehand and never disclose non-public information (including confidential information). Be aware that taking public positions online that are counter to League1 Ontario's interests may be harmful and could be considered a breach of compliance.

Expectations for Official League1 Ontario Spokespeople

Just as with traditional media, we have an opportunity and a responsibility to effectively manage the reputation of League1 Ontario (and The Ontario Soccer Association) when we engage online. We will be selective about how and when we opt to participate in the online conversations that mention us every day.

The following guidelines, in addition to general guidelines provided earlier, are how L1O Spokespeople should represent the League and The OSA online in an official capacity (when speaking "on behalf of League1 Ontario"):

1. Always be mindful that you are representing League1 Ontario. As an L1O representative, it is important that your posts convey a positive, optimistic spirit that aligns with the league's overall communications strategy. Be respectful of all individuals, races, religions and cultures. How you conduct yourself in the online social media space not only reflects on you but is also a direct reflection on League1 Ontario and The Ontario Soccer Association.
2. Fully disclose your affiliation with L1O. We require that anyone who is communicating on behalf of L1O always discloses their name and their affiliation. It is never acceptable to use aliases or otherwise deceive people. State your relationship with L1O from the outset.
3. When in doubt, do not post. You are personally responsible for your words and actions, wherever you are. As an online spokesperson, you must ensure that your posts are completely accurate and not misleading, and that they do not reveal "non-public" information. Exercise sound judgment and common sense, and if there is any doubt, DO NOT POST IT. In any circumstance in which you are uncertain about how to respond to a post, contact the Chair of League1 Ontario for guidance.
4. Give credit where credit is due and don't violate others' rights. DO NOT claim authorship of something that is not yours. If you are using another party's content, make certain that they are credited for it in your post and that they approve of you utilizing their content. Do not use the copyrights, trademarks, publicity rights, or other rights of others without the necessary permissions of the rights holder(s). If the content has been internally created, please make sure that all credits are directed accordingly.



5. Know that the Internet is permanent. Once information is published online, it is essentially part of a permanent record, even if you "remove/delete" it later or attempt to make it anonymous. If your complete thought, along with its context, cannot be squeezed into a character-restricted space (such as Twitter), provide a link to an online space where the message can be expressed completely and accurately.

Specific applications and situations

Some situations require you to refrain from uploading content or participating in social media. These situations include (but are not limited to):

1. During a non-public event or meeting organized by League1 Ontario
2. Before, during or after a meeting where non-public information is discussed
3. Before, during or after a match or training session when strategic, tactical or medical information is discussed. We ask that you please refer to the team's coaching or medical staff before making any comments pertaining to these sorts of situations.

We recognize that players and team officials may see value in using pictures or videos where they are wearing official clothing of an L1O licensee. The usage of such content is permitted, but it is important to remember that the use of such photos (e.g. using them as your profile picture), automatically links you to League1 Ontario and we therefore ask that you be conscious of the comments and content you post. The use of any other official marks should follow copyrights and trademarks regulations.

League1 Ontario and The Ontario Soccer Association will impose fines and other forms of discipline upon any individual who violates the terms of the League1 Ontario Social Media Policy.