

NYMWSL LEAGUE RULES and BY-LAWS

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Rules and Regulations for the NYMWSL

Approved July 2023

I. Meeting Dates

A. Annual Meetings (CONSTITUTION, ARTICLE XIII)

1. Second Monday of each July. Attendance is mandatory for each member team subject to a \$50 fine for failure to appear. The order of business shall be as follows:
 - a) Roll call and vote accreditation
 - b) New team member intros
 - c) Reading of the Minutes of last Annual meeting
 - d) Unfinished business
 - e) New Business
 - f) Reports of Chairman of Standing Committees
 - g) Amendments to Constitution, Rules and Regulations, and By-Laws
 - h) Discharge of past Executive Board
 - i) Election of new Officers - Secret Ballot
 - j) Adjournment

B. Regular Meetings (CONSTITUTION, ARTICLE IX, #1)

1. League Meetings Regular League Meetings shall be held on the second Monday of the following months: August, September, February and March. However, unscheduled meetings may be called from time to time by the League Council to discuss or conduct such business matters as may become necessary. Attendance is mandatory for each member team subject to fine(s) for failure to appear. Fine(s) for failure to appear shall be assessed in accordance with Appendix 1 of NYMWSL Rules and Regulations. A quorum as defined below must be present to transact business.

C. Executive Officer Meetings (CONSTITUTION, ARTICLE IX, #2)

1. A meeting of the Executive Officers shall be held on the second Monday of the following months: October, November, April, May and June. Attendance is not mandatory. Meetings may be attended by representatives of any NYMWSL team provided the League President is informed in advance and the meeting is not declared a closed meeting. Official League business may be transacted at Executive Officer Meetings, however permanent policy changes must be ratified and approved by a quorum at the next League Meeting. Executive Officer Meetings shall keep recorded minutes to be distributed at the next League Meeting, with the exception of closed meeting minutes, which shall be distributed at such time as deemed appropriate by a vote of the Executive Officers.

II. Player Eligibility

- A. The League shall be open to teams consisting of women 18 years of age (by the start of the playing season) or older. Any woman below the age of 18 at the start of the playing season, who desires to play in the League, must obtain permission, which shall not be unreasonably withheld by the League Council and she must present a release form signed by herself and

her parents or guardian in addition to the other required documents listed in below.

- B. All players and teams must be officially registered with the League and shall be subject to the jurisdiction of its Constitution, By-Laws, [Code of Conduct](#) (Appendix III) and General Rules. In addition, all players shall be subject to the jurisdiction of the Eastern New York State Amateur Soccer Association ("ENYSSA") and the United States Soccer Federation ("USSF"). In order to be officially registered, all players and teams must comply in full with the terms and conditions set forth below.
- C. Per USSF Policy 601-5, Section 6, a player may register with the gender team with which the player identifies, and confirmation sufficient for guaranteeing access shall be satisfied by documentation or evidence that shows the stated gender is sincerely held, and part of a person's core identity. Documentation satisfying the herein stated standard includes, but is not limited to, government-issued documentation or documentation prepared by a health care provider, counselor, or other qualified professional not related to the player. Any such documentation shall be managed with consideration for the player by the League Commissioner (<http://www.transathlete.com/#!/policies-by-organization/c1vyj>).
- D. A player will be considered officially registered with the League and eligible to play after they have submitted the following and are added to the official roster by the Registrar:
 - 1. An executed injury release form as supplied by NYMWSL
 - 2. Pay the fee for the above registration
 - 3. Players must adhere to the NYMWSL Member [Code of Conduct](#) (Appendix III).
 - 4. A minor's release and League Council approval, if appropriate.
- E. The above shall be submitted by each team to the Registrar at a reasonable time and place set by the Registrar. Or an alternative to the above, an online registration process may be acceptable under terms and procedures established by NYMWSL, ENYSSA and/or USSF.
- F. Each player must appear on the official roster for their team in order to play in each official League game.
- G. A player who is registered with a non USSF/ENYSSA League is eligible to be registered in both NYMWSL and such other League.
- H. To be eligible for League Championship or Play-off games, a player must be registered with the club no later than the week of the second-to-last game of the season. Players must be registered by May 15th in order to compete in State Cup semi finals/finals.
- I. All coaches shall be considered members of this League and are subject to the provisions of the Constitution, By-laws, [NYMWSL Member Code of Conduct](#) (Appendix III), and General Rules, as though they were players. They must be officially registered.
- J. In order for a club/team to register or loan any player above the 30 originally registered, a simultaneous deactivation/registration must occur.

III. Club Affiliation

- A. All players are registered with their respective clubs for a period of one (1) soccer playing year as defined in Section IV. Re-registration is required for a new soccer playing year.

- B. A player's registration with a club may be terminated during the playing season or championship play-off games, by sending a notification of termination to their team and the League Registrar via [this link](#). If the club does not want to release the player, the Registrar can resolve the decision by bringing the issue to the Player Safety Committee.
- C. A player who obtains a release in accordance with Section B above during the playing season shall be eligible to play for any other eligible club after:
 - 1. Completion of new registration, as set forth above in Section II; and
 - 2. A team/club may release a player who is not in good standing and notify the Registrar of such debt at the time of deactivation/release.
- D. A player that is deactivated during the Fall season (due to injury, travel, medical or other reasons deemed valid by the League), may be re-registered with the same team in the Spring for one third of the registration fee.

IV. Club Eligibility and Registration

- A. The League shall be open to clubs consisting of eligible players as defined in Section I, which clubs shall comply with the following prerequisites by a date set by the League Council prior to the start of the playing year in order to register for play during that season:
- B. Each club must follow the procedures given by the Registrar to register their team.
- C. Each club shall have paid its registration fee and all other outstanding fees or penalties by the date set by the Registrar as indicated above.
- D. All new (first year) teams must meet the following criteria:
 - 1. Provide a field each Sunday for the duration of the season between 9am and 6pm in order to be accepted into the League and in perpetuity for as long as said team continues to play in the League. The Games Commissioner shall determine the acceptability of all fields in accordance with the FIFA rules. The appropriate fees for the use of playing fields will be paid by the League Treasurer as long as the cost of the field is consistent with recent fees paid for other league fields (otherwise a fair amount will be agreed upon by the League and such team).
 - 2. Pay a Performance Bond by the Annual Meeting preceding the team's first soccer season. At the end of said team's first complete season, provided there are no forfeits or league violations, the League Council will authorize the release of half of said bond.
 - 3. Pay all fees, including but not limited to State and League dues, registration fees, player fees, etc, on or before September 1st preceding the team's first season.

V. League Structure

- A. When there are 9 teams or less, the League will remain as one division.
- B. When there are 10 teams or more, the League will be divided into A and B divisions. Teams

will be placed based on the previous year's standings, but the league reserves the right to decide placement.

C. More than one team from the same club can play in the same division.

D. Promotion/Relegation:

1. First teams from B division switch with the last place team from A division when the League has 20 teams or fewer.
2. Above 20 teams the League may create a third division, which would require a new scheduling and promotion/relegation framework, which can be created at the discretion of the board.
3. If a lower division team finishes in a position such that it is promoted, it shall be obligated to accept its promotion to the higher division unless the team which finishes last in the higher division also wishes not to be relegated to the lower division. However, both teams must agree to remain in their respective divisions or the promotion/relegation shall be executed. Furthermore, if a team is granted an exemption from promotion, it shall forfeit all prizes and/or- prize money associated with winning the division. And, any team finishing in the same position as the previous year (even if club name/affiliation has changed, must be promoted/relegated. This also applies to 2nd place in B vs next to last in A.
4. The rationale for Promotion/Relegation shall be to reward the teams that have excelled in the lower division(s). To that end, if the League's acceptance of a new team(s) during the off-season should necessitate an additional team(s) being added to the higher division(s) in order to re-balance the divisions, such re-balancing should be accomplished by promoting one or more successful lower division teams. If there are new teams joining the league, the Board may choose to re-balance the divisions based on level as they see fit.
5. The League reserves the right to review the composition of each division and, in the best interest of the League, restructure each division when the League loses or adds teams in either division (i.e. 1,2, or 3 teams in either division may be promoted/relegated or placed in a new division as determined by the "best interest of the League").
6. All new teams must start in the lowest division, unless the board has determined the team's level calls for placement in a different division, such as directly to Division A.

E. Player Transfers:

1. ENYSSA and League roster deadlines shall apply to all player loans, transfers and registrations. A player transfer is defined as the deactivation and subsequent re-registration of the same player with a different team.
2. Any player who changes teams must deactivate and re-register, and pay all necessary fees currently the equivalent of a player registration fee. Players who have been deactivated, then re-registered with another team, may not return to re-register with a former team within the same playing season. Furthermore, players with documented injuries or maternity leave who transferred to lower division teams may return to register with their former team within the same season for regular League games.

F. Player Loans:

1. Any player who changes teams may use a player loan pass only if both teams belong to the same club and are in different divisions.
2. Loans are only permitted for players moving from a lower division to a higher division. If a player was originally registered with the A division team then deactivates to re-register with that club's B division team within the same season, such player will not be allowed to be loaned up to A division in accordance with de-activation and re-registration rules.
3. A maximum of 2 players may be loaned to a particular team per game. The registrar must pre-approve the loan and the opposing team must be notified before the game. The loaned player is allowed to play both the A and B games on the same day.
4. A player may only be loaned twice per season. A third loan of the same player will require de-activation and registration with the borrowing team.
5. The loan fee and/or equivalent registration fee(s) per player/per game are identified in Appendix I.

VI. Games Rules

- A. All rules and regulations herein shall be read in accordance with USSF (FIFA) and ENYSSA rules and regulations ([FIFA Laws of the Game](#); [ENYSSA By-Laws](#) which direct members to the FIFA Laws of the Game).
- B. The soccer playing year for the League will be determined each year by the League Council.
- C. All games will be played under the USSF (FIFA) Laws of the Game. In addition, the following rules will apply:
- D. The Field of Play:
 1. Each designated home team will be responsible for two (2) goal nets, four corner flags, four (4) game balls and the proper lining of the field, which should be no less than 100 yds in length and 50 yds in width as per FIFA rules. Visiting team shall also provide four (4) game balls to be used only after home team balls are no longer available. If a team with its own field is not able to find a regulation size field, the League, as per FIFA rules, will approve reasonable variations to the above mentioned measurements, such measurements must be approved by the Games Commissioner prior to the game. The home team will be responsible for field setup (nets, lines, corner flags, etc). Failure to do so, as noted on the referee report, will carry a fine as identified in Appendix I.
 2. The field must be ready for play by the scheduled game time as determined by the referee. Add that a team cannot decide to change their home field for no reason. Once a game is assigned a field at the beginning of the season, it should not change unless there is a hardship (the League will decide if hardship is valid) and must give the other team 7 days notice minimum. Teams with own fields must submit their field (with a permit) before the final schedule is published, otherwise, the Games Commissioner has the right to use any unused League fields for those games.

3. Subject to terms of Section V, Paragraph C4b2, failure to comply with (a) and (b) of this paragraph will result in the home team forfeiting the game. This is in accordance with the State regulations.
4. All Teams are expected to play the last game of the League Season by the third weekend in June.
5. Unless it will cause an undue hardship to the League, all regular season and make-up games must be played within the third week after the originally scheduled game, including weeknights, Saturdays, or double headers on Sunday. The first week, the teams have one week to figure it out amongst themselves, then the games commissioner has two weeks to assign it.

E. The Number of Players:

1. Each team can dress eighteen (18) players. Substitutions are unlimited (in and out), but will be made during stoppage of play and upon notification of the referee.
2. A team must have a minimum of seven (7) players on the field within fifteen (15) minutes of the scheduled starting time. If within said fifteen (15) minutes, a team is able to start the game with the minimum prescribed players the game must be commenced. If, due to the above circumstances, the game begins more than fifteen (15) minutes later than the original start time, the team, which was previously short players, will also be responsible for the full referee fee provided the opposing team is ready to start the game according to NYMWSL rules within fifteen (15) minutes of the original start time.

F. Uniforms:

1. Matching uniforms for players are mandatory for all league games. Team colors must be registered with the Games Commissioner in advance of registration and all teams must own two (2) different color sets of uniforms. The Executive board has the right to reject the proposed uniform color.
2. If a League officer witnesses two (2) or more players on a team disregarding the uniform rules, said officer shall inform the team manager or coach that a report shall be made to the League. At the first such reporting of a team, a \$10 fine shall be imposed, and will double it with each subsequent offense (\$10, then \$20, then \$40, then \$80 and so on)
3. Each uniform shall consist of a jersey, shorts, knee socks and soccer cleats or training shoes. Jersey tops, shorts and socks must be substantially similar in color and style. The wearing of shin guards is mandatory. Each player's jersey shall be numbered with at least six inch (6") numeral on the back.
4. All goalkeepers must wear a jersey color which contrasts with the uniforms of both teams. Goalkeepers may wear gloves.
5. Jewelry and all items of apparel that are hazardous to players are not to be worn on the field, subject to the discretion of the referee.
6. Each captain shall wear an armband of contrasting color to her uniform.
7. During official League or playoff games, if there is a conflict in uniform color, it is the

responsibility of the away team to change. During non-league games (ie State Cup or National Cup), please check the rules for the competition. The away team must contact the home team before the game to confirm in writing which color they are wearing. If the home team wears a different color than the one they reported and there is a conflict, the away team shall not be penalized.

G. Scheduling, Postponement and Cancellation of Games:

1. If a team fails to appear at the field, without prior notification, for a league or cup game, they will pay a Forfeit – Level 2 fine (as per Appendix 1) to the League (\$100 go to the opposing team) and the full referee fee. Two points will be deducted from their standings. They will also be immediately placed on probation, and the board will determine any potential suspension from the league. If they give prior notification by 6 pm on Saturday, they will pay an Early Forfeit Fee (as per Appendix 1) and two (2) points deducted from their standings. Forfeits are cumulative over the course of the entire fall/spring season. If such suspension occurs, teams scheduled to play such teams will automatically win the game by a score of 3:0.
2. If a team knows in advance that they will forfeit, they must notify the Games Commissioner, Referee Commissioner, and the Manager or Coach of the opposing team and make arrangements to cancel the referee. If the Games Commissioner cannot be reached, then the President must be contacted. Leaving a message is unacceptable; the forfeiting team must communicate directly with at least one officer mentioned above. If the game is forfeited when it is too late to contact the referee, the forfeiting team must make arrangements to send someone to the field to pay the referee fee. The team that does show up is not responsible for this fee. The State Assignor needs 48 hours notice to reassign the referee to a different game. If a forfeit happens within 48 hours of kick-off, the forfeiting team pays the full game fee to the referee directly via their preferred payment platform.
3. A club or team using an unregistered player, or a registered player not included in the roster, will be subject to a Forfeit – Level 1 fine and have 2 points deducted from their point standings. If playing on a winning team, the game will be awarded to the opposing team with a score of 3:0. In case players of both teams are not registered or playing without a pass, both clubs will be subject to a Forfeit – Level 1 fine and have 2 points deducted from their point standings. Both clubs lose the game by a score of 3:0. This forfeiture counts as a cumulative forfeit in the three-forfeit rule.
4. Games shall under no circumstances be broken-off or terminated or shortened to less than 45 minute halves by one of the participating teams. If a team breaks off a game without permission of the referee, said team shall be penalized by losing the game 3:0. The offending team shall be subject to a Forfeit – Level 1 fine and be responsible for the full referee fee.
5. All teams must present a roster that includes the registered players and coaches for the referee to inspect prior to the beginning of each game. If a team cannot provide their roster within 15 minutes of the scheduled start time, the game shall be recorded as a forfeit and subject to all applicable penalties and fees. League Council, at its sole discretion, may grant an exception to this rule for circumstances of extreme hardship. However, teams must petition in writing for said exception within the first twenty-four 24 hours of game time and be prepared to provide adequate evidence.

6. Coaches from other teams can stand-in as another team's coach. This stand-in coach must be present for the entire game unless an emergency or extreme hardship should occur.
7. If a game has been played in its entirety, and afterwards, it is determined one of the teams broke a league rule and said rule specifies the game must be forfeited, then the opposing team wins the game 3:0, and the forfeiting team is subject to all penalties and fees. This forfeiture does not count as a cumulative forfeit in the three forfeit rule. However, if the opposing team had won the game by a score higher than 3:0, then that team must keep the original score of the game.

H. Coaches:

1. Coach registration - The coach of each team must be officially registered with the League and appear on the team roster in accordance with Section I of these General Rules and Regulations.
2. Coaches must exhibit sportsmanlike behavior and be listed on the team roster as a coach prior to the start of the match. During a game they are physically limited to the non-playing side of a touch line. They cannot enter the field of play without the referee's permission and cannot interfere or interrupt the game in any way. They are permitted to give polite instructions and encouragement to their players. They must show courtesy toward referees, League Officials, and all members of other teams. Coaches who violate these rules will be subject to a fine determined by the League Commissioner.

I. Assistant referees:

1. Any team that requires the addition of assistant referees must email their request to the Referee Commissioner, the Games Commissioner and their opponents' team rep with a minimum of ten days before kick off of the game in question. Teams should decide together how the fees are broken down with no agreement resulting in the requesting team paying the full extra cost. The Referee Commissioner cannot guarantee that the State Assignor will have enough officials to comply with the request.

VII. **Scoring, Points, and Team Standings**

A. Points to determine League standing shall be allocated as follows:

1. WIN: 3 points
2. TIE: 1 point
3. LOSS: 0 points
4. FORFEIT: -2 points

B. In the event of a point tie in the final standings, the Games Commissioner will determine the standings by the following criteria:

1. For all ties, the tie will be broken by head to head competition, then goal differential, then

goals scored, then goals against. Games with a goal differential greater than 6 goals shall be capped to count as 6.

2. Playoff games for teams tied for 1st, 2nd and 3rd place in each division and for teams tied for last only in a division which has a division beneath it.
3. Playoff games must be played no later than the first Sunday after the end of the current season, as long as there is no conflict with NYMWSL, State or National Cup games. If teams cannot agree to a location and time for a playoff match, a league designated field shall be assigned and the match shall be played between 10:00am-3:00pm. The League shall pay the referee and any assistant referee fees. Home team shall be determined (for sake of uniform, field preparation and balls) based on ranking as per above.
4. No ties are permitted in play-off or championship games. If a play-off or championship games ends in a tie, two (2) equal overtime periods will be played. Total length of an overtime period will be thirty (30) minutes, comprised of two fifteen (15) minute halves. If at the overtime period, the score is still tied, the winner will be determined by penalty kicks in accordance with FIFA rules. At the end of regulation time, should time constraints or field circumstances warrant, both teams may mutually agree to skip overtime and go straight to penalty kicks to determine the winner as per above.

VIII. Penalties for Misconduct

A. The following are the penalties for players, coaches, assistant coaches and team managers:

1. Yellow Card Penalties

- a) One Yellow Card: Caution
- b) Two Yellow Cards in One Game: Equal one red card (ejection from the field and the game being played.) Any suspension from subsequent games will be based on the referee's report and the discretion of the League Commissioner.
- c) If a player or coach accumulates three yellow cards during a playing season, they will be suspended for one game. Yellow cards given in games when a red card was issued to that player are not to be counted.

2. Red Card Penalties

a) Cause Suspension* (determined by the League Commissioner)

- | | |
|----------------------------|-------------------|
| (1) Rough Play | Up to one game |
| (2) Insulting an opponent | Up to one game |
| (3) Assaulting an opponent | Minimum two games |
| (4) Insulting the referee | Up to two games |
| (5) Assaulting the referee | Minimum two games |

- (6) *All suspensions are in addition to the game in which the penalty was given. All Red Card suspensions carry at least a one game suspension. The player will be suspended from her team's next NYMWSL sanctioned game or games. Rules, sanctions and/or suspensions for non-league competitions shall be governed by the jurisdictional authority responsible for said competition (i.e. STATE CUP or NATIONAL CUP).
3. If the Disciplinary Committee levies a fine against a player, coach, or a team, the fine must be paid in full prior to the team resuming the League play. If payment is not made the team will not resume play and missed scheduled games due to delayed payment will be forfeits.
4. Coaching Staff ejections: If any member of the coaching staff/team management is ejected from the game, they must leave the park premises.
5. No yellow or red cards will be accumulated and the coach/manager will be allowed to be present at the next game as long as the ejection is not the result of violent conduct (in which case the League Commissioner will decide the penalty).
6. Teams will be notified of potential suspensions or disciplinary actions when the League Commissioner has the authority to issue the appropriate penalties and fees regardless of whether a formal protest has been registered.

B. Rule Violation

1. If a team breaks a rule and it comes to the attention of the League Commissioner, the League Commissioner has the authority to issue the appropriate penalties and fees regardless of whether a formal protest has been registered.

C. Protests

1. A protest is the procedure for challenging the validity of a game for a violation of a League or FIFA rule.
2. All protests must be submitted via [this link](#) by the team representative to the League Commissioner and the opposing team representative, confirmed in writing, within forty-eight (48) hours of the event or upon receiving notice of the violation, not to exceed one calendar month from the date of the event. The letter of protest must cite the rule(s) that was violated and therefore contests the validity of the game.
3. The League Commissioner, or a member of the Disciplinary Committee (so designated), will obtain a copy of the referee's report of the game that is under protest.
4. When a protest is received by the Committee and a meeting is scheduled by the Committee to meet on the matter, the Committee shall inform all team representatives and parties involved, of the date and time of said meeting. Each team and / or party involved may have 1 or 2 representatives present at the Committee meeting, to testify and / or answer questions.
5. The Disciplinary Committee may initiate a protest based solely on the Referee's report.
6. The decision of the Disciplinary Committee will stand as final, without the right of

appeal, in the last regularly scheduled game and in all play-off games.

7. The Disciplinary Committee will notify the League President and Team Representatives of the game under protests within forty-eight (48) hours of the decision of the Committee
8. The Disciplinary Committee shall adopt whatever procedure necessary for a full and fair disposition of the protest. Such procedure shall insure the right of the person or team which is the subject of the protest to respond to said protest. The Disciplinary Committee may caution, censure, suspend, and / or levy a fine against a League member or team. It may also dismiss the protest.

D. Grievances

1. A grievance is a written complaint regarding the misconduct of a League member or team
2. It is a tenet of this League to promote sportsmanship and fair play. Therefore, any League member may submit a written complaint to the Disciplinary Committee via the [Incident Report Form](#) or [Anonymous Incident Report Form](#) regarding the misconduct of another League member or team on or off the field. The complaint shall be filed within seven (7) days of the occurrence and be accompanied by supporting evidence. The results/decision must be reported by the League Commissioner at the next League Meeting.
3. The Disciplinary Committee shall adopt whatever procedure necessary for a full and fair disposition of the complaint. Such procedure shall insure the right of the person or team which is the subject of the complaint to respond to said complaint. The Disciplinary Committee may caution, censure, suspend, levy a fine against or take other action they deem appropriate against a League member or team. It may also dismiss the complaint.

E. Appeals

1. The following appeals procedure applies to both the appeal of a decision of the Disciplinary Committee in regard to a protest or a grievance.
2. All appeals must be submitted, in writing via [this link](#), by the appealing party to the League Commissioner. All appeals must be accompanied by an Appeal Fee which shall be returned if the appeal is successful and may be returned by a vote of the League Council if the appeal is unsuccessful. The appeal must state the reasons the decision is being appealed. At the next regularly scheduled or specially convened meeting of the League Council, the League Commissioner shall inform the League Council of the circumstances which led to the decision being appealed, and the reason for the decision of the Committee. The appeal will be read to the League Council. The League Council will vote by majority to affirm or disaffirm the decision of the Disciplinary Committee. Members of the teams which are the subject of the decision and members of the Protest and Disciplinary Committee who participated in the decision must abstain from voting.

IX. Rule Changes

- A. Rule changes will be voted on and approved by the League Council.
- B. The rule changes that are voted in and approved at the Annual Meeting will take effect at the beginning of the League's following/Fall soccer season. The rule changes that are voted in

and approved during the season will take effect immediately.

- C. The text of any proposed rule changes shall be suggested and circulated to the League Council/Members prior to the League Council's vote.

By-Laws for the NYMWSL

Approved July 2023

I. ARTICLE I: PRESIDENT

A. The President of the League shall:

1. Be an elected official and a voting member of the League Committee.
2. Serve for a term of one year
3. Preside at all League meetings
4. Appoint and disband, in her sole discretion, any and all special committees necessary to execute League business
5. Replace individual committee members
6. In the event of a tie, make the deciding vote
7. Serve as an ex-officio member of all committees

II. ARTICLE II: VICE PRESIDENT

A. The Vice President of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year
3. Perform all duties of the President in her absence
4. Succeed to the office of the President if that office becomes vacant during the President's term
5. Serve as Select Team Committee Chairperson
6. Coordinate recruitment and correspondence with potential new teams.
7. Serve as mentor to new teams in the League.

III. ARTICLE III: SECRETARY

A. The Secretary of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year

3. Record the minutes of all League Council meetings
4. Keep the records of the League
5. Maintain all records necessary for the League and update them monthly
6. Revise Constitution, Rules and By-Laws when changes are made at the Annual meeting and distribute new copies to all members before the beginning of the Fall season.
7. Attend to all correspondence
8. Serve written notices to all team representatives relative to the business of the League
9. Track board member and team representative absences and attendance across meetings.

IV. ARTICLE IV: TREASURER

A. The Treasurer of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year
3. Collect all fees, moneys and have charge of all money and financial matters of the League
4. Present all bills at the monthly meetings for approval for payment or ratification by the League Council
5. Pay all bills properly passed upon by the League Council
6. Present a budget for anticipated annual League expenses for approval by the League Council at the first meeting of the Council following the annual meeting.
7. Keep a detailed account of income and expenditures of the League which shall be available to the President at any time.
8. Give reports at Regular Meetings and written reports at the Annual Meeting.
9. Send report by email on monthly basis.

V. ARTICLE V: LEAGUE COMMISSIONER

A. The League Commissioner of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year
3. Be responsible for the supervision of all play
4. Notify the Team Representative of the team or teams in question, of the decisions of the

Disciplinary and Protest Committee concerning forfeitures, suspensions and any other League Constitution, By-Laws or Game Rules and the name of people who were present and voted, including the tie breaker.

5. Serve as Chairperson to the Disciplinary and Protest Committee
6. Responsible for sanctioning players who receive yellow and red cards
7. Serve as Chairperson head of the Player Safety Committee.

VI. ARTICLE VI: GAMES COMMISSIONER

A. The Games Commissioner of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year
3. Be responsible for scheduling games and obtaining field permits for regularly scheduled, playoff and tournament games sponsored by the League
4. May, with the concurrence of the President or League Commissioner, grant postponements or cancellation of any League game on the grounds of extreme hardship or necessity
5. Notify the Team Representative(s) of the team(s) in question and the Referee Commissioner of the postponements, cancellation or forfeitures of League games, including scheduled playoffs and tournament games scheduled by the League
6. Shall determine the acceptability of all fields in accordance with FIFA rules
7. Be responsible for maintenance and inventory of all League field equipment (i.e. flags, nets, lining machines, supply of lime)
8. Schedule games based on criteria established by the League Council in a fair and unbiased manner so as to balance field access for all teams.
9. Assign preferential field location to home teams only based on the Home Field Seniority List established by the League Council.

VII. ARTICLE VII: TRUSTEE

A. The Trustee of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year
3. Serve in an advisory capacity in recognition of their dedication and willingness to maintain a high quality of soccer competition for women.

4. The number of Trustees in combination with all other League elected officials shall not equal or outnumber the number of votes held by the team representatives on the League Council

VIII. ARTICLE VIII: REGISTRAR

A. The Registrar of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year
3. Be responsible for the administration involved in registering, activating and deactivating players
4. Be responsible for maintaining all team rosters
5. Hold all passes of deactivated players
6. Compare passes with team rosters from time to time
7. Be accountable to the League Council
8. In situations when the Registrar is unavailable due to an emergency, he/she has the authority to appoint an alternate Registrar in Manhattan and must notify the League of this appointment.
9. Keep an accurate, up to date record of player loans for A and B Division teams, as well as an accurate accounting of player movement (loans, activations and deactivations) for clubs with A and B teams

IX. ARTICLE IX: REFEREE COMMISSIONER

A. The Referee Commissioner of the League shall:

1. Be an elected official and a voting member of the League Council
2. Serve for a term of one year.
3. Shall be responsible for obtaining referees for all regularly scheduled, playoff and tournament games sponsored by the League
4. Serve as a liaison to all referee regulatory bodies.
5. Serve on the Disciplinary and Protest Committee.
6. Responsible for keeping track of red and yellow cards and communicating these to the League Commissioner and to the team representatives.
7. Responsible for keeping track of injuries for insurance purposes

8. Responsible to notify the state assignor of any cancellation game due to weather conditions at any time.
9. Responsible to notify the state assignor of any forfeit by Friday.

X. ARTICLE X: EASTERN NEW YORK STATE AMATEUR SOCCER ASSOCIATION REPRESENTATIVE

- A. The League's Eastern New York State Amateur Soccer Association (ENYSSA) Representative shall:
 1. Be an elected official and a voting member of the League Council
 2. Serve for a term of one year.
 3. Represent the League in all functions involving the ENYSSA
 4. Report back to the League Council on a regular basis
 5. Delegate his/her responsibility to an alternate in his/her absence.

XI. ARTICLE XI: PUBLIC RELATIONS OFFICER

- A. The Public Relations Officer of the League shall:
 1. Be an elected official and a voting member of the League Council
 2. Serve for a term of one year.
 3. Be Chairperson of any special Fundraising Committee (created by the President)
 4. Initiate correspondence for fundraising and community relations purposes, when appropriate
 5. Report to the League Council any and all moneys collected as a result of special Fundraising Committee activities, or fundraising correspondence
 6. Present a financial report at the League Annual Meeting of the previous year's fundraising efforts.
 7. Be responsible for keeping track of League scores and standings every week and if possible report them to any available soccer publications
 8. Represent the League in all other capacities with any Soccer publications
 9. Communicate with other media for the benefit of the League.
 10. Be responsible for appointing a staff and coordinating the publication of no less than three Newsletters per year.
 11. Must forward all communications to the League to all clubs/teams at least twice a month.

All new players information must be forwarded to all clubs every Monday.

12. Must respond to all communications on behalf of the League.

XII. ARTICLE XII: CLUB/TEAM REPRESENTATIVE(S)

A. The Club/Team Representative to the League shall

1. Be elected or appointed by her team.
2. Shall be a voting member, who shall exercise one vote on the League Council.
3. Serve for a term of one year.
4. Represent her team in all League business.
5. Delegate her responsibility to an alternate in her absence.
6. Report back to her team on a regular basis.
7. Notify the Games Commissioner and Publicity Officer of the results of League Games within 24 hours of the games' completion.
8. Two people represent their team, they have the option of splitting their vote.
9. An undesignated team representative may attend and vote in a League meeting only if she/he has notified the Secretary or President that she/he will attend, prior to the start of the scheduled meeting.
10. If a team representative is not present at a League meeting, he/she is responsible for contacting the Secretary, President, or the Vice President (in that order) within one (1) week of the meeting to obtain an update of all business discussed.
11. If the team does not have a minimum of seven players and must forfeit the game, the team representative must notify the referee commissioner by email as evidence and by telephone call no later than 6pm Friday.

XIII. ARTICLE XIII: ALTERNATE TEAM REPRESENTATIVE

A. The Alternate Team Representative to the League shall:

1. Be elected or appointed by her team.
2. Serve for a term of one year.
3. Perform all duties of the Team Representative in her absence

XIV. ARTICLE XIV: MEMBER:

A. A Member of the League shall:

1. Include all elected officials and registered players of the League and all League team coaches
2. Be responsible for acting in accordance with the League By-Laws, Certificate of Incorporation, General Rules and Regulations and all League Council decisions.

XV. ARTICLE XV: LEAGUE COUNCIL

A. The League Council shall:

1. Consist of elected officials and Trustees, each of whom are entitled to one vote, and all Club/Team Representatives, each of whom are entitled to one or two votes (see Article XIII)
2. Serve as the NYMWSL's Board of Directors.
3. Hold an Annual Meeting in accordance with the Constitution.
4. Elect by secret ballot the President and all voting League officers at the Annual Meeting.
5. Transact all business of the League.
6. Have the power to enforce the laws of the game, rules of the ENYSSA, USSF, FIFA and the League Constitution, By-Laws, General Rules and Regulations.
7. Hear appeals to confirm or veto the decisions of the Disciplinary and Protest Committee.
8. Have the authority to call a special election at the next monthly meeting to fill any elected office except that of the President, Team Representative and Alternate Team Representative which becomes vacant.
9. Be called at the discretion of the President at a time and place appointed by her or at the request of any three League Council members.

XVI. ARTICLE XVI: REMOVAL

- A. Any member of the League Council shall be required to resign following a vote of no confidence in her ability to remain in office. One third of the League voting members must petition for such a vote. The petition must be submitted in writing to the League Council, which will in turn, review the petition and forward copies of the same to all voting members within five (5) days of receipt of such petition. The vote of no confidence must be passed by a three quarters (3/4) majority of all League members present and voting, after all League members have been given fifteen (15) days written notice of such pending petition. A quorum must be present.

XVII. ARTICLE XVII: QUORUM

- A. A majority of the votes of the League Council shall constitute a Quorum at League meetings and a majority of votes represented shall decide all questions except those involving amendments to the League Constitution, By-Laws, Rules and Regulations and or the

removal of officers, which require a vote of $\frac{2}{3}$ of the voting membership present. Amendments to the Constitution and/or By-Laws may be made at the Annual Meeting in July by a vote of two thirds (2/3) of the voting membership present, provided all voting members have been given ten (10) days written notice of the meeting and a written copy of the proposed changes. A quorum must be present. Removal of officers shall be in accordance with Article XVII.

XVIII. ARTICLE XVIII: EXECUTIVE COMMITTEES

A. The following Standing Executive Committees shall be formed:

1. Disciplinary and Protest Committee

- a) Be chaired by League Commissioner
- b) Be composed of the League Commissioner, a minimum of one Trustee of the League, the Referee Commissioner and two members of the League appointed and confirmed by the League Council. However, no two persons on the Committee may be from the same team except the League Commissioner and the Referee Commissioner.
- c) Hear all valid and duly processed protests and grievances
- d) Disqualify all interested members of the Committee from hearing that case.
- e) The president shall not vote, but the president must be present to make sure the committee members do not violate any rules and regulations.
- f) The teams involved in the protest must be notified of the members who participated in the Protest Committee.
- g) The League Commissioner shall be responsible for recording the proceedings of each hearing and shall vote only in the case of a tie.
- h) If all Committee members are interested members and therefore disqualified, then by an ad hoc committee to be formed by, first, the President, or if she is interested, the Vice President.
- i) The Disciplinary Committee members in an appeal shall be different than those who voted in the original protest.

2. Player Safety Committee

- a) Ensure players have a safe way to report issues in order to maintain a safe, healthy, inclusive, soccer environment.
- b) Shall have the following composition:
 - (1) Chairperson League Commissioner
 - (2) Additional Members
 - (3) Appointed members as the League Commissioner sees fit

(4) President serves as ex-officio member

(5) The president shall not vote, but the president must be present to make sure the committee members do not violate any rules and regulations

XIX. Omitted Intentionally

XX. ARTICLE XIX: AUDIT

- A. The League Council shall present at the Annual Meeting a financial report as required pursuant to the Not-For-Profit Corporation Law Section 519.

XXI. ARTICLE XX: RESIGNATION OF A TEAM

- A. Resignation of a team from this League shall not be accepted unless the team is in good standing.

XXII. ARTICLE XXI: SELECT TEAM

A. Purpose:

1. First – to encourage sportsmanship and unity throughout the League by providing an opportunity for registered League players from different teams to compete together at a higher level.
2. Second – to promote the League by showcasing the League's talent and competitiveness.

B. Select Team Committee shall:

1. Be chaired by the Vice President
2. Be composed of the Treasurer, the Games Commissioner, three registered members of the League and the appointed coach after he/she is selected by the previously named members. No two persons on the Committee may be from the same team, except for the appointed League Officers and the appointed coach.
3. Appoint a coach and select a team at such time as becomes necessary.
4. Research possible tournaments in which such team can represent the League.
5. Present a budget for the League's approval by no later than the March meeting.

C. Coach eligibility:

1. A NYMWSL Coach or
2. A new coach recruited specifically for this team whose sole responsibility will be the Select team.

D. The team:

1. Will consist of no more than 18 players (2 goal keepers and 16 field players).
2. Shall endeavor to represent the best that NYMWSL has to offer. If players who try out do not meet standards required to compete against select or top teams from other Leagues or States, the Committee has the right to put the team on hold until such players try out. Players will not automatically make the team because not enough people tried out.
3. Shall endeavor to meet for practice or scrimmages at least once every two months and at least twice before a tournament.
4. Shall endeavor to compete in at least two tournaments per year (outside of our League), which do not conflict with regularly scheduled League Games, in addition to the ENYSSA Select Tournament (assuming that the Select Team Budget gets approved by the League in March).

E. Tryouts:

1. All players registered with the League are eligible and will be selected as follows:
 - a) Registered League players may be asked if they are interested in trying out. They may fill out a form, and the appointed coach may watch them during League and/or State Cup games.
 - b) The appointed coach may observe League and/or State Cup games to identify and invite players to try out.
 - c) NYMWSL Coaches can recommend players to the appointed Select Team Coach
 - d) Open tryouts will be held as necessary.
2. The Select Team has priority over any NYMWSL Team who registers to play at the same tournaments. Both teams are allowed to compete at the same tournaments, but Select Team players must play with the Select Team. League Teams have the option to go without these players.

INTENTIONALLY LEFT BLANK

APPENDIX I: Schedule of Dues, Bonds, Fees, Fines & Awards

Including but not limited to the following items:

BONDS:

New Team Performance Bond	\$300.00 (half refundable after conditions above are fulfilled)
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All bond money shall be held by the League on account until all commitments are fulfilled, then only the principal shall be released to the respective team. Any accrued interest shall be retained by the League. Should a team forfeit its bond for any reason, the value of said bond shall be retained by the League as liquidated damages.

FEES:

State Cup Fee	\$50.00
National Amateur Cup	TBD
Registration per Player	\$30.00
Deactivation Fee	\$4.00
Loan Fee	\$10.00 / Player per Game
Referee Fee (Div A)	Dictated by the state
Referee Fee (Div B)	Dictated by the state
Assistant Referee	Dictated by the state
Appeal Fee (NYMWSL)	\$75.00
Appeal Fee (ENYSSA)	\$250.00 (non-refundable)

FINES:

Missed League Meeting (Failure to Appear – without notice)	\$10.00 (\$50 for annual meeting) (Incremental increase of \$10 for every subsequent meeting within a season)
Forfeit – Level 1 (Notice by 6:00p of Prior Evening)	\$100.00 + Full Referee Fee
Forfeit – Level 2 (No Advance Notice)	\$200.00 + Full Referee Fee (\$100 goes to attending team)
Intentional Use of Unregistered Player	\$200.00
Use of Eligible Players Without Roster Entry	\$50.00
Violation of Uniform Rule	\$10.00
Failing to Use Alternative Uniform	\$50.00
Failure of Teams to comply with game day responsibilities (GAME RULES – SECTION V – C. – 1.)	\$50.00

AWARDS:

	A Division	B Division
Regular Season – 1st Place	\$500 + Trophy	\$400 + Trophy
Regular Season – 2nd Place	\$300 + Trophy	\$250 + Trophy
Regular Season – 3rd Place	\$200 + Trophy	\$150 + Trophy

The League will reimburse teams up to \$100 for transportation costs to teams who travel to a far away field and the game is forfeited. Teams must provide receipts in order to

APPENDIX II: Governing Board Code of Ethics

Trust is the foundation of effective board work. As an organization, New York Metro Women's Soccer League (NYMWSL) seeks to develop a culture of trust, which is essential for our work to have lasting value. Trustworthiness means that we do what we say we will do, that we are honest, and that we strive for accuracy in the information we share. Trustworthiness is based on character, the positive qualities that we possess, and on competence, what we can do. To be effective, Board members must have both character and competence. With trust at the foundation of our work, we have established this code of ethics to guide our work as members of the NYMWSL Governing Board.

I. Code of Ethics and Conduct

As a NYMWSL Governing Board member, I will:

- Fully and enthusiastically support the NYMWSL vision, mission, core values and beliefs, strategic priorities and all other Board-adopted policies.
- Actively participate in, and contribute to, an open, professional board culture by respecting and seeking to understand diverse points of view.
- Work to assure that NYMWSL continues to grow as a high-performing, inclusive soccer organization of groups and individuals and using this framework in my Board deliberations by:
 - o Considering the evidence that diverse points of view are embedded in the process and results of any initiative;
 - o Consider the impact of any decision on multiple dimensions of diversity, including but not limited to race/ethnicity, culture/language, class, gender, sexual orientation, differing abilities/special needs professional role, program type, education level, age, and geography;
 - o Consider the impact on current and potential players, coaches, staff, and members;
 - o Promote the work of NYMWSL, and take ownership of the work we do together;
 - o Embrace and respect ideas, insights, and concerns that evolve out of the values of diverse cultures and belief systems; and
 - o Represent and serve the needs of NYMWSL as an organization and the entire NYMWSL community.

In my work on the Governing Board I will:

- Be a responsible and committed steward of NYMWSL's initiatives and resources; and
- Understand that the NYMWSL Governing Board is a policy board and that the Board's role is to establish the policies that govern the league.

Specifically, as a Governing Board member I will:

- Adhere to all Board policies, including but not limited to policies on confidentiality, conflict of interest, and anti-corruption;
- Respect and support all decisions of the Board;
- Work with the other Board members and members of the staff in the spirit of harmony and cooperation;
- Participate actively in Board meetings, Board activities and on committees, and follow through on my Board commitments, tasks, and responsibilities;
- Make the necessary commitment of time and diligence to fulfill my governance responsibilities;
- Encourage and participate in open, inclusive, and respectful dialogue regarding all Board issues, concerns, and discussions;
- Recognize that since the Board consists of individuals with differing perspectives, debate is necessary and encouraged;
- Be well informed about developments and issues that may come before the Board;
- Work to learn more about my responsibilities and to improve my effectiveness;

- Keep confidential any proceedings of the Board that are not yet ready for public dissemination, except where disclosure is required by law;
- Have the courage to offer a minority opinion when necessary and be willing always to listen to, respect, and consider opinions offered by others;
- Speak directly to individuals involved about issues of concern regarding those individuals;
- Handle concerns or complaints in a professional manner – directing operational concerns and concerns about Board policy to the President;
- Call to the attention of the Board any issues that may have an adverse impact on NYMWSL or those we serve;
- Act impartially and not seek preferential treatment from or for any organization or individual inside or outside NYMWSL;
- During Board discussions, disclose any potential conflict of interest related to the issue under discussion and exclude myself from Board decisions where I am involved in a conflict of interest; and
- Not use my Board position for personal advantage or the advantage of friends or relatives.

II. Grievances Regarding Board and Member Conduct

- A grievance is a written complaint regarding the misconduct of a Board member, League member or team.
- It is the responsibility of all NYMWSL Governing Board members, committee members, players, coaches, volunteers and staff to report suspected violations of fraud, theft, illegal, or other unethical activity.
- All staff, NYMWSL Governing Board members, committee members, players, coaches, and volunteers shall be provided guidelines for reporting unethical, illegal or fraudulent behavior conducted by members of the Governing Board and other NYMWSL teams, players, coaches, governance participants, NYMWSL staff, vendors, professional service providers, or affiliated organizations.

III. Grievances Regarding Board and Member Conduct Procedure

- These Procedures will apply to all complaints, allegations, inquiries or submissions (“Grievances”) involving a potential violation of the NYMWSL Code of Ethics or League Rules received by NYMWSL about a Board member, committee member, player, coach, volunteer and staff, whether initiated by another Board member, an officer, employee, member, or agent of NYMWSL, or other third party.
- All persons engaged in investigations or decisions on behalf of NYMWSL with respect to any complaint reviewed under these Procedures or the Whistleblower and Anti-Fraud Policy Procedures are indemnified and will be held harmless and defended by NYMWSL against any liability arising from such activities to the extent permitted by law, provided such individuals act in good faith and with reasonable care, without gross negligence or willful misconduct, and do not breach any fiduciary or other duty owed to NYMWSL.
- Any individual who (directly or through their family or business) has any personal or private business involvement in or connection to the alleged misconduct or has an ongoing, close personal or close professional relationship outside of NYMWSL with the Complainant or the Board member or candidate whose conduct is at issue, or any other conflict of interest, will not be permitted to participate in the matter to be reviewed.
- It is a tenet of this League to promote sportsmanship and fair play. Therefore, any League member may submit a written complaint to the Player Safety Committee regarding the misconduct of a Board member, League member or team on or off the field. The complaint shall be filed within seven (7) days of the occurrence and be accompanied by supporting evidence. The results/decision must be reported by the League Commissioner at the next League Meeting.
- The Player Safety Committee shall adopt whatever procedure necessary for a full and fair disposition of the complaint. Such procedure shall insure the right of the person or team which is the subject of the complaint to respond to said complaint. The Player Safety Committee may

caution, censure, suspend, levy a fine against or take other action they deem appropriate against a Board Member, League member, or team. It may also dismiss the complaint.

IV. Whistleblower and Anti-Fraud Policy

The NYMWSL Code of Ethics and Conduct requires the Governing Board members, committee members, players, coaches, volunteers and staff of NYMWSL to serve the highest standards of business and personal ethics in the conduct of their duties and responsibilities. The purpose of this policy is to promote consistent, legal, and ethical behavior and to provide all members of the Governing Board members, committee members, players, coaches, volunteers and staff with procedures for reporting unethical, illegal, or fraudulent behavior conducted by the NYMWSL members of the Governing Board members, committee members, players, coaches, volunteers and staff or others that have a relationship with NYMWSL. Unethical, illegal, or fraudulent situations may pertain to the following.

- Fraudulent or negligent accounting
- Misappropriation or misuse of resources/funds
- Conflicts of interest
- Breaches of confidentiality
- Harassment or discrimination
- Safety or security hazards
- Theft

All representatives of NYMWSL must practice integrity in fulfilling their responsibilities and comply not only with all applicable laws and regulations, but also with all approved NYMWSL policies and procedures. Complaints concerning the conduct of Board members or Board candidates may be made and transmitted in:

- Any manner by any person ("Complainant") to the NYMWSL Governing Board President. Complaints concerning the President should be made to the NYMWSL Governing Board Past President, Vice President or member of the Disciplinary and Protest Committee and Player Safety Committee member.
- All complaints received by any person other than the President should be immediately directed or forwarded to them, or the Board Past President/Vice President/Disciplinary and Protest Committee and Player Safety Committee member in the event of a complaint concerning the President. The associated member will present Complaints to the Disciplinary and Protest Committee and Player Safety Committee for review.

V. Whistleblower and Anti-Fraud Procedure

Members of the Governing Board members, committee members, players, coaches, volunteers and staff who suspect improprieties and/or misconduct are encouraged to share their questions, concerns, suggestions, or complaints with the Board President.

- Accounting and Financial Matters
 - The Board President will address all reported concerns or complaints regarding corporate accounting practices, internal controls, or financial matters. The Board President will notify the Disciplinary and Protest Committee and Player Safety Committee of any such complaint and work with the appropriate parties until the matter is investigated and resolved.
- Legal and Policy Violations
 - The President will address all reported concerns or complaints regarding illegal and inappropriate conduct pertaining to policy violations.
- Anonymous Reporting
 - NYMWSL representatives who are more comfortable reporting their concerns to a neutral third party may do so by calling or emailing a third-party reporting organization resource that allows complainants to report their concerns anonymously by phone or via the Internet.

VI. Anti-Corruption Policy

- As stated in the NYMWSL Code of Ethics and Conduct, obeying the law, both in letter and spirit, is one of the foundations on which NYMWSL's ethical standards are built. Members of the Governing Board, committees, coaches, players, teams, volunteers and NYMWSL staff/contractors must comply with all applicable laws and regulations and encourage and support such behavior in others.
- This policy supports the NYMWSL commitment to ethical and legal practices by ensuring compliance with these laws. This policy and its related procedures outline standards and processes to follow to prevent, detect, and respond to bribery and corruption in our activities.
- Corruption and bribery have serious ethical and legal implications. Compromising NYMWSL's values by engaging in them and failure to comply with this policy can subject the organization and any individuals involved to severe reputational harm, fines, and/or criminal penalties. It is therefore imperative that members of the Governing Board, committees, coaches, players, teams, volunteers and NYMWSL staff/contractors read, understand, and follow this policy.

General Prohibition Against Any Form of Bribery

- NYMWSL strictly prohibits any form of corruption or bribery and will never engage in corruption or bribery for any reason. This means that, regardless of local custom, we will never give or promise anything of value to anyone to improperly or unethically influence a decision affecting our operations. In addition, regardless of local custom, we will never accept anything of value from anyone to improperly or unethically influence our own decisions.
- Please note that "anyone" includes government officials and entities, state owned or controlled companies or entities, as well as private persons and entities. This means that giving a private businessperson something of value to improperly or unethically influence a decision affecting our operations – for example, a purchasing decision – is considered corruption and bribery, and is therefore prohibited. It also means that giving anything of value to the relatives, spouses, friends, or colleagues of government officials or private persons to improperly or unethically influence a decision affecting our operations is also prohibited.
- "Anything of value" includes money, goods, services, contributions, contracts, or other benefits, no matter how small in value.
- Corruption and bribery by third parties acting on the Organization's behalf are as serious as corruption and bribery by the Organization itself. NYMWSL must never use a third party to engage in any form of unethical behavior.
- Members of the Governing Board, committees, advisory groups, accrediting bodies, volunteers and NYMWSL staff should report concerns pursuant to this policy to the President, or through NYMWSL's Whistleblower reporting process.

VII. Equal Opportunity Policy

NYMWSL provides equal opportunity to all volunteers as well as applicants for volunteer service without regard to race, color, religion, sex, national origin, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliations, physical or mental disability, source of income, place of residence or business, or any other basis prohibited by federal, state, or local law.

VIII. Anti-Harassment and Anti-Bullying Policy

Each Board Member, Contractor/ Employee, player, coach, and/or volunteer is responsible for ensuring that NYMWSL provides experiences that are free from harassment, and members may be disciplined, up to and including termination, for any violation of this policy. This is a zero-tolerance policy.

Harassment is defined as unwelcome verbal, written or physical conduct relating to another person's race, color, religion, sex, national origin, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliations, physical or mental disability, source of income, place of residence or business, or any other basis prohibited by federal, state, or local law. Harassment includes, but is not limited to the following examples.

- Epithets, slurs, or negative stereotyping
- Threats
- Intimidating or hostile acts
- Denigrating jokes
- Displays of written or graphic material that denigrates or shows hostility or aversion toward an individual or group
- Bullying

With respect specifically to sexual harassment, all members must avoid any action or conduct which is, or could be viewed as, illegal conduct. Sexual harassment involves unwelcome:

- Sexual advances,
- Requests for sexual favors,
- Other verbal, written, or physical conduct of a sexual nature, or
- Gender-based harassment when:
- Submission to such conduct is made a term or condition of an individual's employment, either explicitly or implicitly;
- Submission to, or rejection of, such conduct by an individual is used as the basis for any employment decision affecting that individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

Because the standards as to what is prohibited conduct are not precise, NYMWSL intends to eliminate all conduct that even arguably could be claimed to be illegal. As a result, conduct that is unprofessional and improper that must be eliminated includes, but is not limited to, the following:

- Any subtle or other pressure for sexual favors, including any suggestion that an applicant's or employee's giving in to, or rejecting, sexual advances will influence the individual's employment or terms of employment.
- Unwelcome sexual advances, including flirtations or propositions
- Verbal, visual, or physical conduct of a sexual nature
- Verbal abuse of a sexual nature
- Racial or sexual jokes
- Jokes that demean any ethnic or other protected group
- Repeated remarks of a sexual nature
- Displaying sexually suggestive pictures, drawings, cartoons, or objects
- Degrading comments about an individual's appearance, including his or her body
- Any uninvited, unwelcome, and/or unnecessary touching, including patting, or repeated brushing against, another person's body
- Sexually explicit or offensive jokes
- Use of profanity
- Viewing or downloading offensive or pornographic materials from the Internet, including emails or distributing or displaying sexual materials, including jokes received by email

No Board member, supervisor or manager is authorized, or has the power, to grant, deny, or withhold any promotion or other benefit or otherwise to affect any NYMWSL employee's or volunteer's status in any way, on the basis of that individual's granting or refusing to give sexual favors.

IX. Anti-Bullying Policy

NYMWSL will not tolerate bullying. Bullying is defined as aggression, intimidation, or abuse against a coworker, including subordinates, whether direct or indirect, and may be verbal, physical, or electronic (cyber-bullying). Board members found in violation of this policy will be subject to the procedures for responding to concerns of Board member conduct.

Some examples of bullying include:

- Verbal Bullying: Repeated slandering, ridiculing, or maligning another person or their family; persistent name calling that is hurtful, insulting, or humiliating; abusive or offensive remarks, and intentional misgendering.
- Physical Bullying: Pushing, shoving, kicking, poking, tripping, assault, or threat of physical assault; damage to a person's work area or property
- Gesture Bullying: Nonverbal threatening gestures, glances that convey threatening or intimidating messages
- Sabotage Bullying: Behaviors intended to sabotage and prevent others from getting work done
- Exclusion Bullying: Socially or physically excluding or disregarding a person in work-related activities for improper purposes.

Finally, I understand that I must bring any violations of this Code of Ethics and Conduct, my own or those of another Board member, to the attention of the Board President and that in doing so I am helping to assure the strength and integrity of NYMWSL and safeguard women's soccer. Prior to assuming office and annually thereafter, each Board member will review and affirm their commitment to adhering to the NYMWSL Board Code of Ethics and Conduct. The Board Member affirmation of Code of Ethics and Conduct is provided at the end of this document.

Name_____

Signature_____

Date_____

APPENDIX III: League Members Code of Ethics

As an organization, New York Metro Women's Soccer League (NYMWSL) seeks to develop a culture of trust, which is essential for our work to have lasting value. Trustworthiness means that we do what we say we will do, that we are honest, and that we strive for accuracy in the information we share. Trustworthiness is based on character, the positive qualities that we possess, and on competence, what we can do. To be effective, league members must have both character and competence. With trust at the foundation of our work, we have established this code of ethics to guide our work as members of the NYMWSL.

I. Code of Ethics and Conduct

As a NYMWSL member, I will:

- Fully and enthusiastically support the NYMWSL vision, mission, core values and beliefs, strategic priorities and all other Board-adopted policies.
- Work to assure that NYMWSL continues to grow as a high-performing, inclusive soccer organization of groups and individuals and using this framework in my league deliberations by:
 - o Considering the evidence that diverse points of view are embedded in the process and results of any initiative;
 - o Consider the impact of any decision on multiple dimensions of diversity, including but not limited to race/ethnicity, culture/language, class, gender, sexual orientation, differing abilities/special needs professional role, program type, education level, age, and geography;
 - o Consider the impact on current and potential players, coaches, staff, and members;
 - o Promote the work of NYMWSL, and take ownership of the work we do together;
 - o Embrace and respect ideas, insights, and concerns that evolve out of the values of diverse cultures and belief systems; and
 - o Represent and serve the needs of NYMWSL as an organization and the entire NYMWSL community.

Specifically, as a league member I will:

- Adhere to all league policies, including but not limited to policies on confidentiality, conflict of interest, and anti-corruption;
- Respect and support all decisions of the Board;
- Work with the other league members and members of the staff in the spirit of harmony and cooperation;
- Encourage and participate in open, inclusive, and respectful dialogue regarding all league issues, concerns, and discussions;
- Have the courage to offer a minority opinion when necessary and be willing always to listen to, respect, and consider opinions offered by others;
- Speak directly to individuals involved about issues of concern regarding those individuals;
- Handle concerns or complaints in a professional manner – directing operational concerns and concerns about Board policy to the President;
- Call to the attention of the Board any issues that may have an adverse impact on NYMWSL or league members;
- Act impartially and not seek preferential treatment from or for any organization or individual inside or outside NYMWSL;

II. Grievances Regarding Board and Member Conduct

- A grievance is a written complaint regarding the misconduct of a Board member, League member or team.
- It is the responsibility of all NYMWSL Governing Board members, committee members, players, coaches, volunteers and staff to report suspected violations of fraud, theft, illegal, or other unethical activity.
- All staff, NYMWSL Governing Board members, committee members, players, coaches, and volunteers shall be provided guidelines for reporting unethical, illegal or fraudulent behavior conducted by members of the Governing Board and other NYMWSL teams, players, coaches, governance participants, NYMWSL staff, vendors, professional service providers, or affiliated organizations.

III. Grievances Regarding Board and Member Conduct Procedure

- These Procedures will apply to all complaints, allegations, inquiries or submissions (“Grievances”) involving a potential violation of the NYMWSL Code of Ethics or League Rules received by NYMWSL about a Board member, committee member, player, coach, volunteer and staff, whether initiated by another Board member, an officer, employee, member, or agent of NYMWSL, or other third party.
- All persons engaged in investigations or decisions on behalf of NYMWSL with respect to any complaint reviewed under these Procedures or the Whistleblower and Anti-Fraud Policy Procedures are indemnified and will be held harmless and defended by NYMWSL against any liability arising from such activities to the extent permitted by law, provided such individuals act in good faith and with reasonable care, without gross negligence or willful misconduct, and do not breach any fiduciary or other duty owed to NYMWSL.
- Any individual who (directly or through their family or business) has any personal or private business involvement in or connection to the alleged misconduct or has an ongoing, close personal or close professional relationship outside of NYMWSL with the Complainant or the Board member or candidate whose conduct is at issue, or any other conflict of interest, will not be permitted to participate in the matter to be reviewed.
- It is a tenet of this League to promote sportsmanship and fair play. Therefore, any League member may submit a written complaint to the Player Safety Committee regarding the misconduct of a Board member, League member or team on or off the field. The complaint shall be filed within seven (7) days of the occurrence and be accompanied by supporting evidence. The results/decision must be reported by the League Commissioner at the next League Meeting.
- The Player Safety Committee shall adopt whatever procedure necessary for a full and fair disposition of the complaint. Such procedure shall insure the right of the person or team which is the subject of the complaint to respond to said complaint. The Player Safety Committee may caution, censure, suspend, levy a fine against or take other action they deem appropriate against a Board Member, League member, or team. It may also dismiss the complaint.

IV. Whistleblower and Anti-Fraud Policy

The NYMWSL Code of Ethics and Conduct requires the Governing Board members, committee members, players, coaches, volunteers and staff of NYMWSL to serve the highest standards of business and personal ethics in the conduct of their duties and responsibilities. The purpose of this policy is to promote consistent, legal, and ethical behavior and to provide all members of the Governing Board members, committee members, players, coaches, volunteers and staff with procedures for reporting unethical, illegal, or fraudulent behavior conducted by the NYMWSL members of the Governing Board members, committee members, players, coaches, volunteers and staff or others that have a relationship with NYMWSL. Unethical, illegal, or fraudulent situations may pertain to the following.

- Fraudulent or negligent accounting
- Misappropriation or misuse of resources/funds
- Conflicts of interest
- Breaches of confidentiality
- Harassment or discrimination

- Safety or security hazards
- Theft

All representatives of NYMWSL must practice integrity in fulfilling their responsibilities and comply not only with all applicable laws and regulations, but also with all approved NYMWSL policies and procedures. Complaints concerning the conduct of Board members or Board candidates may be made and transmitted in:

- Any manner by any person ("Complainant") to the NYMWSL Governing Board President. Complaints concerning the President should be made to the NYMWSL Governing Board Past President, Vice President or member of the Disciplinary and Protest Committee and Player Safety Committee member.
- All complaints received by any person other than the President should be immediately directed or forwarded to them, or the Board Past President/Vice President/Disciplinary and Protest Committee and Player Safety Committee member in the event of a complaint concerning the President. The associated member will present Complaints to the Disciplinary and Protest Committee and Player Safety Committee for review.

V. Whistleblower and Anti-Fraud Procedure

Members of the Governing Board members, committee members, players, coaches, volunteers and staff who suspect improprieties and/or misconduct are encouraged to share their questions, concerns, suggestions, or complaints with the Board President.

- Accounting and Financial Matters
 - o The Board President will address all reported concerns or complaints regarding corporate accounting practices, internal controls, or financial matters. The Board President will notify the Disciplinary and Protest Committee and Player Safety Committee of any such complaint and work with the appropriate parties until the matter is investigated and resolved.
- Legal and Policy Violations
 - o The President will address all reported concerns or complaints regarding illegal and inappropriate conduct pertaining to policy violations.
- Anonymous Reporting
 - o NYMWSL representatives who are more comfortable reporting their concerns to a neutral third party may do so by calling or emailing a third-party reporting organization resource that allows complainants to report their concerns anonymously by phone or via the Internet.

VI. Anti-Corruption Policy

- As stated in the NYMWSL Code of Ethics and Conduct, obeying the law, both in letter and spirit, is one of the foundations on which NYMWSL's ethical standards are built. Members of the Governing Board, committees, coaches, players, teams, volunteers and NYMWSL staff/contractors must comply with all applicable laws and regulations and encourage and support such behavior in others.
- This policy supports the NYMWSL commitment to ethical and legal practices by ensuring compliance with these laws. This policy and its related procedures outline standards and processes to follow to prevent, detect, and respond to bribery and corruption in our activities.
- Corruption and bribery have serious ethical and legal implications. Compromising NYMWSL's values by engaging in them and failure to comply with this policy can subject the organization and any individuals involved to severe reputational harm, fines, and/or criminal penalties. It is therefore imperative that members of the Governing Board, committees, coaches, players, teams, volunteers and NYMWSL staff/contractors read, understand, and follow this policy.

General Prohibition Against Any Form of Bribery

- NYMWSL strictly prohibits any form of corruption or bribery and will never engage in corruption or bribery for any reason. This means that, regardless of local custom, we will never

give or promise anything of value to anyone to improperly or unethically influence a decision affecting our operations. In addition, regardless of local custom, we will never accept anything of value from anyone to improperly or unethically influence our own decisions.

- Please note that “anyone” includes government officials and entities, state owned or controlled companies or entities, as well as private persons and entities. This means that giving a private businessperson something of value to improperly or unethically influence a decision affecting our operations – for example, a purchasing decision – is considered corruption and bribery, and is therefore prohibited. It also means that giving anything of value to the relatives, spouses, friends, or colleagues of government officials or private persons to improperly or unethically influence a decision affecting our operations is also prohibited.
- “Anything of value” includes money, goods, services, contributions, contracts, or other benefits, no matter how small in value.
- Corruption and bribery by third parties acting on the Organization’s behalf are as serious as corruption and bribery by the Organization itself. NYMWSL must never use a third party to engage in any form of unethical behavior.
- Members of the Governing Board, committees, advisory groups, accrediting bodies, volunteers and NYMWSL staff should report concerns pursuant to this policy to the President, or through NYMWSL’s Whistleblower reporting process.

VII. Equal Opportunity Policy

NYMWSL provides equal opportunity to all volunteers as well as applicants for volunteer service without regard to race, color, religion, sex, national origin, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliations, physical or mental disability, source of income, place of residence or business, or any other basis prohibited by federal, state, or local law.

VIII. Anti-Harassment and Anti-Bullying Policy

Each Board Member, Contractor/ Employee, player, coach, and/or volunteer is responsible for ensuring that NYMWSL provides experiences that are free from harassment, and members may be disciplined, up to and including termination, for any violation of this policy. This is a zero-tolerance policy.

Harassment is defined as unwelcome verbal, written or physical conduct relating to another person’s race, color, religion, sex, national origin, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliations, physical or mental disability, source of income, place of residence or business, or any other basis prohibited by federal, state, or local law. Harassment includes, but is not limited to the following examples.

- Epithets, slurs, or negative stereotyping
- Threats
- Intimidating or hostile acts
- Denigrating jokes
- Displays of written or graphic material that denigrates or shows hostility or aversion toward an individual or group
- Bullying

With respect specifically to sexual harassment, all members must avoid any action or conduct which is, or could be viewed as, illegal conduct. Sexual harassment involves unwelcome:

- Sexual advances,
- Requests for sexual favors,
- Other verbal, written, or physical conduct of a sexual nature, or
- Gender-based harassment when:
- Submission to such conduct is made a term or condition of an individual’s employment, either explicitly or implicitly;

- Submission to, or rejection of, such conduct by an individual is used as the basis for any employment decision affecting that individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

Because the standards as to what is prohibited conduct are not precise, NYMWSL intends to eliminate all conduct that even arguably could be claimed to be illegal. As a result, conduct that is unprofessional and improper that must be eliminated includes, but is not limited to, the following:

- Any subtle or other pressure for sexual favors, including any suggestion that an applicant's or employee's giving in to, or rejecting, sexual advances will influence the individual's employment or terms of employment.
- Unwelcome sexual advances, including flirtations or propositions
- Verbal, visual, or physical conduct of a sexual nature
- Verbal abuse of a sexual nature
- Racial or sexual jokes
- Jokes that demean any ethnic or other protected group
- Repeated remarks of a sexual nature
- Displaying sexually suggestive pictures, drawings, cartoons, or objects
- Degrading comments about an individual's appearance, including his or her body
- Any uninvited, unwelcome, and/or unnecessary touching, including patting, or repeated brushing against, another person's body
- Sexually explicit or offensive jokes
- Use of profanity
- Viewing or downloading offensive or pornographic materials from the Internet, including emails or distributing or displaying sexual materials, including jokes received by email

No Board member, supervisor or manager is authorized, or has the power, to grant, deny, or withhold any promotion or other benefit or otherwise to affect any NYMWSL employee's or volunteer's status in any way, on the basis of that individual's granting or refusing to give sexual favors.

IX. Anti-Bullying Policy

NYMWSL will not tolerate bullying. Bullying is defined as aggression, intimidation, or abuse against a coworker, including subordinates, whether direct or indirect, and may be verbal, physical, or electronic (cyber-bullying). Board members found in violation of this policy will be subject to the procedures for responding to concerns of Board member conduct.

Some examples of bullying include:

- **Verbal Bullying:** Repeated slandering, ridiculing, or maligning another person or their family; persistent name calling that is hurtful, insulting, or humiliating; abusive or offensive remarks, and intentional misgendering.
- **Physical Bullying:** Pushing, shoving, kicking, poking, tripping, assault, or threat of physical assault; damage to a person's work area or property
- **Gesture Bullying:** Nonverbal threatening gestures, glances that convey threatening or intimidating messages
- **Sabotage Bullying:** Behaviors intended to sabotage and prevent others from getting work done
- **Exclusion Bullying:** Socially or physically excluding or disregarding a person in work-related activities for improper purposes.

Finally, I understand that I must bring any violations of this Code of Ethics and Conduct, my own or those of another league member, to the attention of the Board President and that in doing so I am helping to assure the strength and integrity of NYMWSL and safeguard women's soccer. Prior to starting each season and annually thereafter, each Team Representative/League Member will review

and affirm their commitment to adhering to the NYMWSL Board Code of Ethics and Conduct. The League Member affirmation of Code of Ethics and Conduct is provided at the end of this document.

Name _____
Signature _____
Date _____