



## **HNS Complaint Protocol “On Ice Officials”**

It is expected that all officials will conduct themselves in a Professional manner when officiating any level of hockey under the direction of Hockey Nova Scotia. Officials, like all stakeholders of this great game, will be held accountable for their actions after a full investigative process has been conducted.

If anyone feels that an On Ice Official has not followed HNS standards of conduct, the following protocol must be adhered to so your concerns are addressed appropriately. Complaints will address two areas, Profane Language / Verbal Abuse or Physical Abuse of players.

Step 1: Contact your HNS Zone Coordinator (names & e-mails located on the HNS website, under the officials / contact tab) and submit your concern on the form attached. The HNS Zone Coordinator will contact the official(s) involved and will investigate the matter fully. It is the responsibility of the HNS Zone Coordinator to (1) e-mail the Association President to explain the complaint and to address whether there were grounds for further repercussions, (2) Contact the complainant and try to resolve the issue based on their findings, (3) e-mail the HNS Minor Hockey Referee in Chief of that Conference, with the results of this investigation.

Step 2: If the HNS Zone Coordinator cannot resolve the issue, the HNS Minor Hockey Referee in Chief for that Conference [ Lloyd Smith – Northern Conference, Mike Greek – Southern Conference, TBA – Halifax/Dartmouth ] will investigate the matter thoroughly and try to resolve the conflict.

Step 3: If the HNS Minor Hockey Referee in Chief cannot resolve the conflict, the HNS RIC [ Todd Robinson ] will investigate and make a decision that is final.

*Any suspensions to On Ice Officials are kept confidential due to privacy laws  
(HNS RSC / HNS RSC Minor / Chair: HNS Minor Council)*



## Conflict Resolution Form: 'Complaint' Re: "On Ice Official"

|  |               |
|--|---------------|
| <b>Person Lodging Complaint:</b>       |               |
| <b>E-mail:</b>                         |               |
| <b>Phone #: 902-</b>                   | <b>Date :</b> |
| <b>Connection to Person Aggrieved:</b> |               |

|                                   |                   |
|-----------------------------------|-------------------|
| <b>Person aggrieved :</b>         |                   |
| <b>Phone number: 902-</b>         |                   |
| <b>E-mail:</b>                    |                   |
| <b>Team :</b>                     | <b>Division :</b> |
| <b>Minor Hockey Association :</b> |                   |
| <b>President :</b>                |                   |

### Important factual information of incident

|                                   |
|-----------------------------------|
| <b>Date of Game:</b>              |
| <b>Time of Game:</b>              |
| <b>Arena Name &amp; Location:</b> |
| <b>Home Team:</b>                 |
| <b>Visiting Team:</b>             |
| <b>Coach's name:</b>              |
| <b>Official's name if known:</b>  |

**Provide a full description of the incident:** [please include information such as: - What were the circumstances that lead to the event(s) being reported as a complaint? - Was this a onetime incident during the game or even the season? - Have you seen this official in other games? ]

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