



## INFORMATION BULLETIN

**Bulletin No: 07/36**

Date: October 17, 2007  
To: Hockey Alberta Members  
From: Melissa Chisholm, Coordinator Member Services

**SUBJECT: UPDATED SPECIAL EVENT SANCTIONING GUIDELINES**

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Attached you will find an updated listing of approved and not approved Special Events. Please make sure to update all your executive members and teams on these changes.

This information has been updated on the Hockey Alberta website for future reference.

Should you have any questions regarding a Special Event Sanction please contact your Hockey Alberta Zone Game & Conduct Coordinator.

Thank you,

Melissa Chisholm  
Coordinator, Member Services



# Game & Conduct Management: MHA Resource Manual

UPDATED OCTOBER 2007



Event	Notes & Conditions
<b>Administration</b>	
Ice and Facility Rentals	<p>Coverage only applies where agreement does not include a "Holds Harmless" clause. Where agreement includes such a clause, the burden of responsibility lies with the signor and not Hockey Canada.</p> <p>If the contract requires minor hockey to indemnify and hold harmless the municipality or facility owner, and if it does not contain a phrase limiting minor hockey's responsibilities to claims arising out of minor hockey's activities, then the following should be added to the indemnification and hold harmless section of the agreement:</p> <p><b>"Except claims arising from the negligence or responsibility of the lessor/ municipality or facility owner".</b></p>



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On Ice Approved Events	Notes & Conditions
Exhibition Games (including international)	<ol style="list-style-type: none"> <li>1. Must be sanctioned by the Branch;</li> <li>2. Both teams must be properly registered;</li> <li>3. Full equipment is to be worn;</li> <li>4. Registered officials must be used to officiate;</li> <li>5. Where a game is between a male and a female team body checking is not permitted.</li> </ol>
Canada's National Team	These events are conducted under the guidelines of Hockey Canada and the Branch hosting the event.
Celebrity Hockey Games/Benefit Games	Only with respect to insuring the players and volunteers that are registered with the Branch. It will not cover non Hockey Canada participants such as the celebrities.
Tournaments	Must be sanctioned by the Branch
Canadian University and College Teams' / High school hockey	Participants must be registered within the Branch and off-ice team activities would require sanctioning by the Branch.
Hockey Canada Teams vs USA Hockey Teams	Must be sanctioned teams
Summer Evaluation & Conditioning Camps	<p>Only if approved by Branch.</p> <p>All aspects of the camp would have to be submitted to the Branch to ensure that all players and personnel are registered within the Branch and that all conditioning activities were stated on the request for insurance.</p> <p>Activities such as Under 17 camps are approved.</p>



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Off Ice Approved Events	Notes & Conditions
Fundraising or year end event (i.e. banquet, auction) without alcohol.	Specific details of the event should be outlined on the request for insurance. The event must be solely organized by the team or association.
Fundraising or year end event (i.e. banquet, auction) with alcohol.	<p>Facility ownership must be responsible for the serving of alcohol.</p> <p>Facility ownership must obtain all required permits to buy and sell alcohol.</p> <p>Events being held on a continuous basis will not be considered.</p>
Dryland Training for registered participants/ Conditioning Camps for registered participants	<p>As approved by the Branch – all activities would have to be submitted to the Branch to ensure that all players and personnel are registered within the Branch and that all conditioning activities were stated on the request for insurance. Other sporting activities such as basketball and soccer are not acceptable activities as the Hockey Canada insurance policy is not designed to cover other sports.</p> <p><b>Note that floor hockey is acceptable assuming players are wearing helmets, facemasks, gloves and elbow pads.</b></p> <p>Proper Risk Management must be incorporated into all dryland activities!</p>
Development Seminars.	This is a direct approved function of the Branch and directly related to the activities of the Branch and the playing of the sport. These events would be sanctioned.
Mall Display and/or Mall Registration Booth.	Requires appropriate supervision if players are involved.
Gambling, Lotteries (50/50, Raffle Tickets).	<p>Requests for insurance should include all activities related to the event including times, dates, and supervision if applicable.</p> <p>Activity must comply with municipal and provincial legislation.</p>
Door-to-Door Selling, personal fundraising, cookies, candy bars, etc.	<p>Door-to-door sales are permitted only with appropriate supervision to reduce the risk of young players entering the homes of unknown persons.</p> <p>Requests for insurance should include all activities related to the event including times, dates, and supervision if applicable</p>
Snack Bar, Concessions.	Snack Bar operators should be appropriately trained. Registered participants under the age of 16 are not permitted to use deep fryers. Deep fryers must comply with local fire code and inspections.



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Bottle drives, tree sales, donation drives, shoe shines, car wash, bake sales	Requires appropriate supervision and risk management to prevent injury to participants.  Requests for insurance should include all activities related to the event including times, dates, and supervision if applicable
Bingos	These are acceptable taking into consideration the selling of alcohol and Provincial laws.
Skating on rivers/ponds	<i>Before being considered there would have to be very specific guidelines with respect to safety and risk management including an Emergency Action Plan and adequate supervision. It is suggested that the parameters around the activity be closely reviewed prior to this type of event being sanctioned.</i>
Adult Recreational Hockey/ In-Line Hockey	If the teams are registered with the Branch they would be insured
Private Hockey Schools	Private hockey schools are not members of Hockey Canada/the Branch. Insurance coverage cannot be extended even in cases where the local association wishes to coordinate a summer hockey school.



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The Definite “NO” List (HIGH RISK)	Comments
Road Blocks	Considered high risk events
Non-Hockey related activities	Hockey Canada insurance not designed to cover non hockey related activities
Car Rallies	Considered high risk events
Community Festivals	Community Festivals will likely have their own insurance. Hockey Canada will not cover the event; <b>rather provide coverage for registered hockey participants only.</b>
Other Sport Activities (including in-line hockey & ball hockey). Examples include: <ul style="list-style-type: none"> <li>• Slo-Pitch</li> <li>• Basketball</li> <li>• Soccer</li> <li>• Swimming</li> <li>• Baseball</li> </ul>	Hockey Canada insurance is not designed to cover other sporting activities.
Community Parades	Community Parade participation may be permitted for teams entering to walk. Coverage for parades will not be extended to the organizing group, only the registered hockey participants.  Riding on floats will only be covered if the vehicle is properly insured and the driver is appropriately licensed.
Concerts	High risk event, often involves alcohol being served and there is a large concentration of people.
Wood-Splitting	High Risk Event
Bon Fires	High Risk Event
Dunk Tanks	High Risk Event
National Hockey League (NHL) and other professional players participating in an event/practice	Professional salaries are very high and an accident could be very costly. The only exception would be those Major Junior players that have played that year on a Major Junior team.
Blueline Club, Canteen, Beer Tent	Separate insurance should be obtained for these events.
Non-Sanctioned Summer Hockey – Camps, Practices, Leagues	These leagues are required to obtain their own insurance.
Any lease agreement with a clause that transfers the financial burden to the team for facility negligence. (see the Administration Section for details).	Our insurers are not prepared to take responsibility for accidents that occur beyond scope of hockey related activities.
Dances (as fundraisers for players or parents).	High Risk Event
Exhibition games involving non- registered participants (including parents , siblings).	High Risk Event