

BCPA Policies

As of November 12, 2024

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1. OFFICIATING

1:01 The Officiating Chairperson will be appointed by the Directors at the first meeting of the Directors following the annual general meeting in an election year.

The Officiating Chairperson is responsible for the following:

- (a) Testing of provincial referees.
- (b) Maintain an up-to-date list of all provincial referees.
- (c) Maintaining regular communication with the provincial referees concerning developments which involve referees and changes to the IPF Technical Rules.
- (d) Submitting an annual report for the AGM.
- (e) Conducting at least one referee clinic for all potential and current referees annually.
- (f) Having the final authority on matters involving interpretation of the IPF Technical Rules in the BCPA, with the option of contacting the CPU Technical Committee for clarification when necessary.
- (g) Coordinate referees for all BCPA sanctioned competitions.

1:02 All BCPA Provincial Referees shall be supplied with a crest which must be sewn onto the left breast of the jacket.

1:03 The BCPA will use a one category referee system. All referees are deemed as Category I and may officiate as either Chief Referee or Side Referee.

1:04 Qualifications for a Category I Referee are as follows:

- (a) Must achieve a passing score of 90 percent or more on an online or in-person written examination.
- (b) Must shadow the Chief Referee and Side Referee positions during a 3-lift competition with at least 20 lifters.
- ~~(c) Must take a Category I practical examination at a 3 lift competition with at least 20 lifters.~~
- ~~(d) Must adjudicate at least 75 attempts, 35 of which must be squats, while serving as Chief Referee. First round attempts by each lifter will not be counted.~~
- ~~(e) The candidate will be credited with 25 points, and observed competence by the examiner/s during equipment check, weigh in and while seated at the platform. A deduction of 0.5 (half a point/mark) will be made for any error that may contravene the technical rules. The examiner will be a Provincial Category I Referee or higher.~~
- ~~(f) The candidate will be credited with 75 points on their decisions made at the platform as compared with those of the Jury members and not those of their fellow platform referees. The Jury will consist of one Provincial Category I referee or higher and National level referee or higher.~~
- ~~(g) The candidate must score at least 90 percent on their total examination. This includes the 75 points on their decisions made at the platform and 25 points from performance of the necessary duties (i.e. equipment check, weigh in and platform control).~~

1:05 To maintain a Category I referee status, a Provincial Referee is required to officiate a minimum of once per twelve months. If the Category I referee is unable to meet the minimum requirement, they will be removed from the BCPA referee roster. If, at a later date, that individual requests to become a referee again, they must write the BCPA Category I Provincial Referee Exam and achieve at least the minimum passing grade. In extenuating circumstances, the Board of Directors and the Officiating Chair may grant an exemption to this requirement.

1:06 If the Officiating Chairperson concludes a referee requires further development and remedial work due to the following, but not limited to:

- (a) An outdated understanding of the IPF Technical Rules;
- (b) Demonstrates calls on the platform that are unreasonable or incorrect interpretations of the IPF Technical Rules;
- (c) Shows disrespect to athletes, volunteers and/or other officials;
- (d) Does not show up on time or leaves early without a prearranged agreement; and/or
- (e) Arrives unprepared for their scheduled session; the referee will be put on probation for one (1) year to allow for enough time to develop and improve any issues. The Officiating Chairperson will work to assist these referees by providing detailed debriefs (verbal or written), workshops, organized practical reviews, and any other measures deemed necessary. Should the referee complete the probationary period with improvement, the referee shall keep their status. If after the one (1) year probationary period the referee fails to improve to the BCPA standard, their status will be revoked. The revoked referee may apply to take the BCPA provincial referee process after six (6) months of the date of revocation.

1:07 Individuals who wish to referee in the BCPA and have obtained their referee status from outside of British Columbia who now reside in the province will be subject to a one (1) year probationary period. These individuals will be reviewed by the BCPA Officiating Chairperson. The probationary period will allow for enough time to evaluate the individual and assist them by providing detailed debriefs (verbal or written), workshops, organized practical reviews, and any other measures deemed necessary. Should the BCPA Officiating Chair decide that the individual's skills are satisfactory they shall be awarded their BCPA referee status. If after the one (1) year probationary period the referee fails to meet the BCPA standards, they will not be permitted to referee in the BCPA. The individual may apply to take their BCPA referee process six (6) months after the end date of their probationary period.

1:08 All referees and any members of a jury will be uniformly dressed in a referee uniform as follows:

Men:

Dark blue blazer with the applicable BCPA/CPU/IPF referee badge sewn onto the left breast. Grey trousers/dress pants with a white collared shirt and tie. The tie may be of any colour or

design of the referee's choice. Any design that may be construed as offensive will not be allowed. Dress wear shoes and dark socks must be worn.

Women:

Dark blue blazer with the applicable BCPA/CPU/IPF referee badge sewn on the left breast. Grey trousers/dress pants or skirt with a white blouse or collared shirt. The option of a tie or scarf may be worn and may be of any colour or design of the referee's choice. Any design that may be construed as offensive will not be allowed. Dress wear shoes are to be worn. Sandals are not allowed.

All new BCPA referees will be reimbursed for the purchase of the referee uniform (or a portion of) to a maximum of \$200.

All non-competing referees will be given the option to purchase a CPU Referee Membership at no cost. All referees that still compete will be given the option to purchase a BCPA membership at no cost but will still be required to purchase a CPU membership and must officiate at least one full session per membership year. Failing that, the referee must reimburse the BCPA the full cost of the BCPA membership at the time of it was issued.

17:10.1 The Officiating Chairperson will be responsible for creating and maintaining both a written and video Lifters' Meeting guide.

- (a) Meet directors must send these guides to all athletes prior to the competition.
- (b) The Chief Referee must hold an in-person Lifters' Meeting for every session at BCPA sanctioned competitions.
 - (i) The in-person Lifters' Meeting must begin thirty minutes prior to the competition starting, or after weigh-ins and equipment check are complete.
 - (ii) The in-person Lifters' Meeting must not extend beyond a duration of ten minutes.

17:10.2 Contingent upon referee availability, referees must establish a two-person weigh-in process.

- (a) Referee one lining up lifters in order of the weigh-in sheet to the weigh-in area; verifying ID is present; and filling in weigh-in cards prior to competitors entering the weigh-in room.
- (b) Referee two recording bodyweight; assessing undergarments; verifying weigh-in card details and ID; and handing out attempt cards.

17:10.3 A Jury shall be established at competitions contingent upon referee ability; and meet director resources.

- (a) At the Provincial Championships, the Jury must consist of three National Referees or higher

(b) At non-Provincial Champions, the Jury must consist of three Provincial Referees or higher

2. QUALIFYING STANDARDS

2:01 Effective 2021, BCPA members wishing to compete in a BCPA Provincial Championships must, in the 24 months preceding the competition, obtain qualifying standards equivalent to or greater than the CPU Regional qualifying standard.

Lifters may compete in weight classes other than the one in which they obtained the qualifying total. Lifters must compete in the discipline (equipped or unequipped) that they acquired the qualifying total in. Qualifying attempts for single lift competition must be attained at a single lift competition or from the bench press portion of a 3 lift competition.

2:02 In order to be eligible to compete at a CPU Regional Championships or CPU National Championships members must:

- (a) Fulfill any CPU requirements;
- (b) Obtain the relevant CPU qualifying standard at a sanctioned IPF member federation competition consisting of 5 or more lifters;
- (c) Compete at any CPU Provincial Championships within the 24 months preceding a CPU Regional Championships, if the member has not previously competed at a CPU Regional or higher event;
- (d) If they have competed at a CPU Regional or higher event previously, complete at least one of the following:
 - (i) Compete at or volunteer at their Provincial Championships within the 12 months preceding the CPU Regional or higher event that they wish to compete in. For clarity, each member must compete at or volunteer at the Provincial Championships they would be eligible to compete in themselves within the 12 months preceding the CPU Regional or higher event such member wishes to compete in. The minimum obligation of volunteer time shall be determined by the Board of Directors; OR
 - (ii) Acted as a meet director for a sanctioned powerlifting or bench press competition within the province of BC during the previous (12) months; OR
 - (iii) Assisted in one (1) BCPA executive run meet as an official or other volunteer role as assigned by the meet director between the previous year's National Championships and upcoming National Championships; OR
 - (iv) Assist the BCPA or one of the committees with its tasks, while not being a member of said board or committee. The minimum obligation of volunteer time and acceptance criteria for the task shall be determined by the Board of Directors.*

**Athletes who live outside of Metro Vancouver or the Fraser Valley may meet their volunteer requirements at a competition local to them, provided they have prior written consent from the BCPA board of directors before the competition they intend to volunteer at starts.*

For an exemption under this section 2:02(d), a Member must submit in writing a request for exemption to the Board of Directors at least fourteen Days prior to the registration closing date of the event they are seeking an exemption for. An exemption will be granted only in extenuating circumstances and solely at the discretion of the Board of Directors.

Members of the Board of Directors and committee members may be exempt from these requirements upon request.

2:03 In extenuating circumstances, qualifying standards may be adjusted or removed at the discretion of the Board of Directors.

3. COACHING

3:01 At all National or Regional competitions, the appointed Team BC coaches will have the final say as to the lifters' attempts. The lifters may make suggestions only. The lifters must be made aware of this situation.

3:02 Appointed Team BC Coaches of BCPA Provincial teams at National or Regional competitions shall be eligible for reimbursement of up to 100% of their travel and accommodation expenses, subject to availability of funding from the Society.

4. COMPLAINTS AND DISCIPLINE POLICY

PURPOSE

4:01 The BCPA is committed to providing an environment in which all individuals involved with the BCPA are treated with respect. All individuals, including but not limited to competitors, coaches, board of directors, referees, scorekeepers, committee members, volunteers, spectators and parents involved in the BCPA are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with the BCPA's Bylaws, Policies and Code of Conduct. Non-compliance with the BCPA's Bylaws, Policies and Code of Conduct may be subject to sanctions pursuant to this policy. The following policy outlines the complaint mechanism and possible outcomes and discipline, with the objective that complaints are to be handled in a fair and expeditious manner.

APPLICATION OF THIS POLICY

4:02 This policy applies to complaints or discipline matters that may arise during the course of BCPA's business, activities, and events including, but not limited to, competitions, training, and meetings. It also applies to any complaints or discipline matters that arise from violation of BCPA Bylaws, Policies and/or Code of Conduct

REPORTING A COMPLAINT

4:03 Any individual may report a complaint to the BCPA (the "complainant") via the BCPA Ethics Committee. A complaint must be in writing, signed and must be filed within fourteen (14) days of the alleged incident. Complaints are to be reported through the following form:
<https://form.jotform.com/241814894960265>.

4:04 A complainant wishing to file a complaint outside of the fourteen (14) day period must provide a written statement giving reasons for an exemption to this limitation. The decision to accept, or not accept, the complaint outside of the fourteen (14) day period will be at the sole discretion of the BCPA Ethics Committee. This decision may not be appealed.

4:05 At the BCPA's discretion, the BCPA may act as the complainant and initiate the complaint process under the terms of this policy. In such cases, the BCPA will identify an individual to represent the BCPA. The decision to accept the complaint or not will be at the sole discretion of the BCPA Ethics Committee. This decision may not be appealed.

MEDIATION

4:06 All parties will be encouraged to engage in alternative dispute resolution prior to engaging in a disciplinary process. Mediation and/or alternative dispute resolution is strongly recommended. Parties may engage in dispute resolution at their own expense or mediated by the BCPA Ethics Committee.

BCPA ETHICS COMMITTEE

4:07 The BCPA Ethics Committee will consist of three members, including BCPA members and at least one BCPA Board of Director member. The BCPA members will be selected by the BCPA Board of Directors.

4:08 A BCPA Ethics Committee member who is not a BCPA Board Member is to be replaced by a Board Member in any situation of conflict of interest. An Ethics Committee member who is a BCPA Board Member is to be replaced by another BCPA Board Member in any conflict of interest.

4:09 The BCPA Ethics Committee will receive complaints, investigate complaints, and bring forth findings and make recommendations to the BCPA Board of Directors regarding possible outcome and discipline. The Ethics Committee will also oversee the management and administration of complaints submitted in accordance with this policy. The BCPA Ethics Committee has an overall responsibility to ensure that procedural fairness is respected at all times in this policy and to implement this policy in a timely manner. The BCPA Ethics Committee also has a responsibility to:

Determine whether the complaint is frivolous or vexatious and within the jurisdiction of this policy. If the Ethics Committee determines that the complaint is frivolous or vexatious or outside the jurisdiction of this policy, the complaint will be dismissed immediately. The Ethics Committee's decision to accept or dismiss the complaint cannot be appealed.

Coordinate all administrative aspects of the complaint.

Provide any other service or support that may be necessary to ensure a fair and timely proceeding.

DISCIPLINE

4:10 Possible outcomes and sanctions for infractions to the BCPA Bylaws, Policies or Code of Conduct, which may be applied singularly or in combination, include but are not limited to the following:

- (a) Verbal or written reprimand from the BCPA to one of the parties;
- (b) Verbal or written apology from one party to the other party;
- (c) Service or other contribution to the BCPA;
- (d) Removal of certain privileges of membership for a designated period;
- (e) Suspension from the current competition, activity, or event;
- (f) Discipline specific to the event or competition, if applicable;
- (g) Fines;
- (h) Suspension from the BCPA;
- (i) Expulsion from the BCPA;
- (j) Any other sanction considered appropriate for the offense;
- (k) Any other outcome considered appropriate for the conflict.

In the event that the individual is a member of the BCPA, the disciplinary action will be conducted through a special resolution.

Before a member is disciplined or expelled, the BCPA Board of Directors must send to the member written notice of the proposed discipline or expulsion, including reasons and give the member a reasonable opportunity to make representations to the BCPA respecting the proposed discipline or expulsion.

4:11 An infraction that results in discipline will be recorded and records will be maintained by the BCPA Board of Directors.

CONFIDENTIALITY

4:12 The complaints and discipline process is confidential and involves only the parties, the BCPA Ethics Committee, and any independent advisors if necessary. Once initiated and until a decision is reached and released, none of the parties will disclose confidential information relating to the complaint or discipline to any person not involved in the proceedings.

5. TRAVEL

GUIDELINES AND PROCEDURES

5:01 All travel arrangements related to BCPA regulated competitions and programs must be approved by the Board of Directors. The Board of Directors must commit to the principle of fiscal responsibility by only approving travel for individuals who are necessary to fulfill the BCPA's responsibilities in regulating competitions and programs.

5:02 Travel for Referees and Scorekeepers will be arranged by their respective Chairpersons. Travel arrangements for all other Directors and Volunteers who have been approved by the Board of Directors will be arranged by the Board of Directors or by a person appointed for this purpose by the Board of Directors.

5:03 All Directors, Referees, Scorekeepers, and Volunteers who are part of a group to an event which is part of a BCPA or CPU regulated program, must be prepared to meet the principles of using the most economical means of travel (i.e. reduced fares, shared lodging, travelling in groups) as a "Team Unit".

5:04 The principles of using the most economical means of travel (i.e. reduced fares) and operating as a "Team Unit" may, from time to time, result in some inconvenience to an individual. The Board of Directors will do everything possible to minimize any inconvenience.

5:05 When booking accommodations all individuals shall have their own bed (no sharing of a bed), unless previously agreed to by all concerned parties.

5:06 In the event that a Director, Referee, Scorekeeper, or Volunteer will be performing their duties at an event in which they will also be competing as an Athlete, their travel arrangements will not be reimbursed unless a material change in the arrangements are requested by the Board of Directors. In this case, the difference between the cost of the requested travel arrangements and the original travel arrangements will be reimbursed. If there were no original travel arrangements, then the difference will be between the requested travel arrangements and the most economical travel arrangements that would have been made had the individual travelled solely to compete as an Athlete.

EXPENSE LIMITATIONS AND REIMBURSEMENT GUIDELINES

5:07 Expense limitations shall be approved and communicated to all individuals in advance. Current reimbursement rates for Travel, Meals and Accommodations are stated in Reimbursement Table – Appendix 1.

5:08 Air Travel - May cover up to 100% of actual return costs by the most economical means.

5:09 Train, Ferry, Teleportation, and Bus Travel - May cover up to 100% of actual return costs of transportation including sleeping accommodation provided that it does not exceed the most economical air travel.

5:10 Private Motor Vehicles - May cover up to the current established rate per kilometer but the most economical use of the private vehicle must be made through appropriate passenger utilization (more than one or two persons per car where possible). At no time will mileage be paid in excess of the lowest air fare available for the same journey.

5:11 Local Ground Transportation - In Canada, the cost of car rental, private car, in-city taxi or limousine service to and from airports etc. (most economical) shall be pre-approved and communicated to the individual prior to the event. Outside Canada, the actual costs of ground transportation may be reimbursed subject to the provision of receipts.

5:12 Meals & Accommodation - Where feasible, accommodation and meal arrangements shall be reserved and paid for by the BCPA unless pre-approved by the Board of Directors. A daily meal allowance up to the current daily rate will be allowable as indicated in Appendix 1. The stated per diem rate per person listed in Appendix 1 may be provided for accommodation when staying with friends.

5:13 Miscellaneous expenses - Such as telephone, postage, gifts, etc., will not be reimbursed unless pre-approved by the Board of Directors.

APPENDIX 1 - REIMBURSEMENT

This Appendix presents the current rates (November 2024) of reimbursement for various costs to Volunteers, including Directors, associated with BCPA program activities and events within Canada. All reimbursement requests must be accompanied with receipts submitted to the Treasurer.

A. Pre-approved travel when booked by the individual

Air, train, ferry, or bus - Up to 100% (most economical means)

Private automobile (not to exceed cost of any other more economical means of travel) - 35 cents per kilometer round trip from individual's home address to destination address, unless otherwise approved by the Board of Directors

Local ground transportation - Up to 100% (most economical means)

B. Meals (when not pre-arranged)

Breakfast - \$12 per day

Lunch - \$13 per day

Dinner - \$25 per day

Maximum daily amount - \$50 per day

C. Pre-approved accommodations when booked by the individual

Lodging (i.e. hotel, AirBnb) - 100% of the most economical rate

D. Miscellaneous expenses

No reimbursement unless pre-approved by the Board of Directors