



6.3.1 HEO Standards Committee - Procedures for Analysis and Investigation of Maltreatment, Bullying and Harassment Reports

1.0. Introduction

Hockey Eastern Ontario (HEO) is committed to the following actions arising from HEO's Maltreatment, Bullying and Harassment Protection and Prevention Policy 6.3, and its precursor, HEO Policy and Procedures for Risk, Safety and Conduct Management:

- Ensuring that all reports of maltreatment, bullying or harassment involving participants, and all reports alleging interference with or manipulation of the investigation process, are investigated
- Confirming, via the Chair of the HEO Standards Committee, the accountable lead for each investigation (HC, HEO, Junior League, Minor District, or Associate Member Board)
- Ensuring that all investigations undertaken by HEO adhere to principles of natural justice, providing for procedural and substantive due process for all parties to the investigation
- Considering the guidance provided for in Hockey Canada's "Investigation Procedures for Branches and Minor Hockey Associations" in conducting HEO investigations
- Considering whether interim restrictions or other restrictions on participation need be implemented pending the completion of an investigation by an external authority (law enforcement, Child and Family Services, Hockey Canada or a civil investigation), and/or a HEO investigation or HEO hearing.

2.0 Effective Date: March 2022

3.0 Purpose and Scope

This document sets out procedures for HEO to follow once a report of maltreatment, bullying or harassment has been received by HEO, and HEO is designated as the accountable lead for investigation and follow-up.

4.0 Analysis of a Report of Maltreatment, Bullying, or Harassment, or Violation of Codes of Conduct

4.1 Upon receipt of a report of maltreatment, bullying or harassment, the Chair of HEO's Standards Committee shall undertake an analysis of the report.

There are four possible avenues of follow-up to a report arising from such an analysis:



4.1.1 The conduct cited in the report does not constitute maltreatment, bullying or harassment, or does not violate a Code of Conduct or related HEO conduct policy, in which case the matter is closed.

4.1.2 The conduct cited in the report does not require reporting to external authorities, is not sufficiently serious to require a HEO investigation, and may be able to be resolved informally, possibly with professional mediation (provided that both parties agree to such mediation).

4.1.3 The conduct cited in the report does not require reporting to external authorities, but does require an investigation. Investigators appointed by the Chair of the Standards Committee to conduct such investigations shall be impartial, experienced in maltreatment, bullying and harassment matters and investigation techniques, and may be external professionals.

4.1.4 The conduct cited in the report requires reporting to external authorities. HEO (Chair, Standards Committee) may choose to defer any follow-up or investigation until such time as the external authority concludes its actions. HEO may choose, in the interim, to implement restrictions on participation.

4.2. Such HEO investigations as referred to in Sections 4.1.3 and 4.14 shall be carried out in a timely manner. At the conclusion of the investigation a written confidential report shall be submitted to the Chair, HEO Standards Committee.

5.0. Follow-up to an Investigation into Reports of Maltreatment, Bullying, Harassment or Violations of Codes of Conduct

5.1. Upon receipt of a written investigation report, the Chair, HEO's Standards Committee shall determine whether:

5.1.1 No further action is to be taken because the report is unfounded, unproved or the conduct cannot reasonably be said to fall within the Branch's definition of maltreatment, bullying or harassment or does not constitute a violation of Branch Codes of Conduct

5.1.2 The report is to be referred to HEO's Appeals Committee, or a disciplinary body within HEO, as the conduct, while not constituting maltreatment, bullying or harassment, is inappropriate.



5.1.3 The investigation finds the report to have merit, and therefore the case shall proceed to HEO's Appeals Committee for a hearing, in keeping with HEO Policy 6.22 HEO Appeals Committee Procedures/Protocol.

5.2 The Chair of HEO's Standards Committee, once having analyzed or presided over the investigation of a report that ultimately proceeds to HEO's Appeals Committee for a hearing, will not serve on the Appeal panel. The Chair may be called by the Appeals Committee to give testimony.