



POLICIES

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JUNIOR SPORT POLICY (JSP)

(Updated July 2004)

Position Statement

Marching New Zealand in pursuing its main object to promote, encourage, administer and control the Sport of Marching aims to establish a framework for the progressive development of Marching skills in children and young people based on the belief, that all children and young people can participate in Marching at a level appropriate to their interests and abilities as part of programmes and activities of differing levels of skill requirements and challenges in a planned and sequential manner.

Marching New Zealand as Provider -

Marching New Zealand will:

- Provide educated adult leadership which is capable of inspiring social, emotional, intellectual and physical growth.
- Present Marching to children and young people in a way which maximises participation to ensure their fun and enjoyment, security and satisfaction.
- Provide frequent opportunities for children and young people to experience personal and group achievement and success in Marching.
- Encourage children and young people to make informed decisions about their own involvement and development in Sport.
- Be aware of and promote the positive contribution Sport can make to the lives and learning of children and young people.
- Provide appropriate facilities and resources for the safe and effective delivery of Marching for children and young people.
- Encourage children and young people to respect and care for the environment, facilities and equipment.
- Cater for the varied needs of all children and young people, from beginners to the most proficient, at whatever stage they are in their Marching development. Special provision may be required for children and young people who are disadvantaged or whose participation is limited for any reason.
- Ensure that the leadership personnel that offer Marching to children and young people are given the opportunity and the encouragement to keep up to date regarding the effective delivery of Marching.

Marchers -

Marchers should:

- Enjoy Marching activities.
- Be treated with respect.
- Be given an opportunity to experience a wide range of physical activities and Sports.
- Be prepared properly for Marching.
- Participate actively at the level of their interest, maturity and ability.
- Participate according to rules and values appropriate to their level of development.
- Participate in a positive environment which is secure and healthy - physically, emotionally, socially and culturally
- Enjoy the satisfactions of achievement and belonging.
- Experience skilled, qualified and sensitive leadership through their coaches, chaperons, managers, administrators and officials.
- Use suitable good quality equipment and facilities.
- Contribute to the decisions and the leadership and decision-making roles relating to their Marching activities, where appropriate.

Administrators, Officials, Team Coaches and Chaperons -

All levels of Adult Leadership will:

- Offer positive well-informed leadership.
- Provide opportunities for all children and young people to be involved.
- Make Marching fun and enjoyable.
- Make sure every young person achieves and feels success.
- Encourage children and young people to make their own Sporting decisions.
- Promote Marching, and indeed all Sport, as being good for health and fitness.
- Provide facilities and equipment which suit the age, size and ability of participants.
- Make Marching safe for children and young people.
- Encourage young people to respect the environment, facilities and equipment.
- Offer modified and increasing skill level activities so the move to adult Marching is safe and gradual.
- Encourage children and young people to live healthy lives and to say “no” to practices which place health at risk.
- Help young Marchers keep up with academic work in conjunction with their participation in Marching.

FAIR PLAY, CONDUCT & BEHAVIOUR POLICY (FPCBP)

(Updated July 2003)

Position Statement

Marching New Zealand in pursuing its main object to promote, encourage, administer and control the Sport of Marching aims to improve the quality of life for New Zealander's wishing to participate and achieve in Marching, and regards exemplary conduct and behaviour, and the principles of fair play, as tantamount to the attainment of maximum enjoyment from participation in the Sport

Marchers

- March to enjoy the involvement.
- March by the various rules and requirements.
- Train hard for yourself and your Team.
- Co-operate with your Coach, Chaperon, Manager, Treasurer and other Marchers of your Team.
- Treat Marchers of your own and other Teams as you would like to be treated.
- Be a good sport. Congratulate the winners from other Teams.
- Respect your opponents.
- Never dispute a result or marking with a Judge or Official.

Coaches

- Coach to enjoy the involvement.
- Coach by the various rules and requirements
- Be reasonable in your demands on Marchers' time, energy and enthusiasm.
- Endeavour to balance the time given to Marchers, especially those of just average ability.
- Remember that Marchers take part to enjoy the Sport and that winning is only part of their motivation.
- Never ridicule or publicly admonish a Marcher for an error.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of your Marchers.
- The scheduling and duration of training should take into account the maturity of the Marchers.
- Develop Team respect for the ability of opponents as well as for the judgement of Judges.
- Make a personal commitment to keep yourself informed of sound coaching principles and the principles of growth and development of Marchers.
- Recognise demands on the time, energy and enthusiasm of Parents and Caregivers.

Administrators, Officials, Judges and Team Chaperons, Managers and Treasurers

- Involve as wide a cross section of the membership as possible in planning, leadership, evaluation and decision making related to the activity in question.
- Ensure that equal opportunities for participation are made available to Marchers, regardless of ability, size, shape, sex, age, disability or ethnic origin.
- Equipment and facilities must be safe and appropriate to the ability level of participating Marchers.
- Rules, requirements, equipment, lengths of competitive and non-competitive activity and training schedules should take into consideration the age, ability and maturity level of the participating Marchers.
- Ensure that adequate and appropriate supervision is provided by Coaches and Chaperons capable of developing appropriate sports behaviour and skill technique.
- Downplay the importance of rewards such as medals, and encourage the Marcher's participation to be primarily for enjoyment and personal achievements.
- Avoid programmes to become primarily spectator entertainment. Focus on the needs of the participants rather than the enjoyment of spectators.
- Provide seminars and workshops aimed at improving the standards of coaching and judging, with the emphasis on appropriate sports behaviour and skill technique.

- Ensure that parents, coaches, chaperons, managers, treasurers, sponsors, administrators, officials, judges and marchers understand their responsibilities regarding fair play in Marching.
- Modify rules and requirements to match the skill level of Marchers and their needs.
- Compliment all Marchers and their Teams on their efforts.
- Be consistent, objective and courteous in calling all infractions.
- Promote fair play and appropriate sports behaviours.
- Use common sense to ensure that the “spirit of Marching” for Marchers is not lost, by overcalling violations.
- Publicly encourage rule and requirements changes which will reinforce the principles of participation for fun and enjoyment.
- Ensure that behaviour is consistent with the principles of good sportsmanship, both on and off the field.
- Make personal commitment to keep yourself informed of sound officiating principles and the principles of growth and development of Marchers, both in a physical and psychological sense.

Supporters

- Give Marchers and their Teams, positive support.
- Accept Officials decisions
- Condemn ugly behaviour, and the breaking of rules.
- Respect the opposition and their supporters.
- Enjoy each Championship and Competition for that is what Sport is all about.

Disciplines

Marching New Zealand will refer to its Constitution as providing the powers to discipline members for committing a contravention of this Policy.

In this regard, an Association on receiving a complaint from a Club, Team or Member, will in the first instance gather details relating to the complaint, and make whatever inquiries are felt necessary, before communicating with the Management Board.

The Management Board on receiving advice from an Association relating to a complaint received by the Association will investigate the matter and take appropriate disciplinary action, as provided in the Constitution, if considered necessary.

The Management Board in respect of a New Zealand Championship or International Challenge, or an Association in respect of an Association (or Regional) Championship, Competition, Display or Gathering, may initiate an inquiry without necessarily waiting to receive a complaint, if the suggested contravention of this Policy relates to one of their own conducted events.

FUND-RAISING POLICY (FRP)

(Updated July 2003)

Position Statement

Marching New Zealand in pursuing its main object to promote, encourage, administer and control the Sport of Marching aims to see that its interests and that of its Members are paramount at any such times as either Marching New Zealand, its Associations, Clubs, Teams or Members embark on any fund-raising programme. The level of exposure to risk shall be kept to a minimum.

Marching New Zealand

The Management Board Organisational Policies determine a Fund-Raising Policy, which is to be implemented by the Management Board, and is to be compatible with this overall Policy.

Associations, Clubs, Teams & Members

Shall not pursue or in any other way support any fund-raising activity or process which:

- Could in any way be considered unethical or illegal or which directly contravenes Marching New Zealand's Constitution, Policies, Rules of Participation, stated values and beliefs.
- In any way involves any person, either as a staff member or as an agent of an outside organisation, when that person is known to have been associated with embezzlement or has been prosecuted for any form of this.
- Could result in Marching New Zealand's, its Associations, Clubs, Teams or Members good name being compromised, brought into ill repute or in its being associated in any way with another organisation or individual of ill repute.
- Involves Marching New Zealand its Associations, Clubs, Teams or Members laying out large sums of money in order to match a similar investment by an outside agency/organisation or utilises financial reserves or current account to float a fund-raising venture.
- Permits any one person to have complete authority over the financial transactions involved in any fund-raising venture.
- Involves Marching New Zealand its Associations, Clubs, Teams or Members in any fund-raising ventures which entail high risk unless the Management Board (for Marching New Zealand) or an Association Committee (for an Association, Club, Team or Member) has given its explicit approval.

Reportage

For Associations, Clubs and Team, the respective Treasurer will report to the Association or Club Committee indicating in general terms the financial position of any such programme accompanied by brief comments about issues current and relevant to all such programmes.

Disciplines

Marching New Zealand (Incorporated) will refer to its Constitution as providing the powers to discipline members for committing a contravention of this Policy.

In this regard, an Association on receiving a complaint from a Club, Team or Member, will in the first instance gather details relating to the complaint, and make whatever inquiries are felt necessary, before communicating with the Management Board.

The Management Board on receiving advice from an Association relating to a complaint received by the Association will investigate the matter and take appropriate disciplinary action, as provided in the Constitution, if considered necessary.

ALCOHOL POLICY (AP)

(Updated July 2003)

Position Statement

Marching New Zealand in pursuing its main object to promote, encourage, administer and control the Sport of Marching aims to improve the quality of life for New Zealander's wishing to participate and achieve in Marching, and condemns the partaking of Alcohol in Marching as being contrary to the ethics of sport and potentially harmful to the health of participants.

Marchers

Alcohol is not to be partaken on the day a Marcher is competing or taking part in any Championship, Competition, Display or Gathering conducted under the auspices of Marching New Zealand or one of its Associations, until the conclusion of that event.

Team Coaches and Chaperons

Alcohol is not to be partaken on the day a Team Coach or Chaperon in that capacity has a Team competing or taking part in any Championship, Competition, Display or Gathering conducted under the auspices of Marching New Zealand or one of its Associations, until the conclusion of that event.

Team Managers and Treasurers

Utmost discretion is expected in the partaking of alcohol on the day a Team Manager or Treasurer in that capacity has a Team competing or taking part in any Championship, Competition, Display or Gathering conducted under the auspices of Marching New Zealand or one of its Associations, until the conclusion of that event.

Championship and Competition Administrators and Officials

Alcohol is not to be partaken on the day a person is involved in any way in the administration of or in acting as an official at any Championship, Competition, Display or Gathering conducted under the auspices of Marching New Zealand or one of its Associations, until the conclusion of that event.

Team Supporters

Utmost discretion is expected in the partaking of alcohol on the day a Team Supporter is attending any Championship, Competition, Display or Gathering conducted under the auspices of Marching New Zealand or one of its Associations, until the conclusion of that event.

General

All persons attending a Marching Championship, Competition or Display conducted under the auspices of Marching New Zealand and its Associations, are expected not to portray themselves as being unduly under the influence of alcohol to the extent of becoming a nuisance or hindrance to either organisers or officials, marchers or team officials, team supporters or general spectators.

Meetings

Utmost discretion is expected in the partaking of alcohol by any person attending a Meeting conducted by Marching New Zealand, the Management Board, an Association, the Association Committee, a Club or Team or any other meeting under the auspices of Marching New Zealand.

Disciplines

The organisation conducting the Championship, Competition, Display or Gathering held under the auspices of Marching New Zealand, may remove any person from the area of and immediately surrounding the said event, who is displaying a contravention of the general principles and expectations contained in this Policy.

Marching New Zealand (Incorporated) will refer to its Constitution as providing the powers to discipline members for committing a contravention of this Policy.

In this regard, an Association on receiving a complaint from a Club, Team or Member, will in the first instance gather details relating to the complaint, and make whatever inquiries are felt necessary, before communicating with the Management Board.

The Management Board on receiving advice from an Association relating to a complaint received by the Association will investigate the matter and take appropriate disciplinary action, as provided in the Constitution, if considered necessary.

The Management Board in respect of a New Zealand Championship or International Challenge, or an Association in respect of an Association (or Regional) Championship, Competition, Display or Gathering, may initiate an inquiry without necessarily waiting to receive a complaint, if the suggested contravention of this Policy relates to one of their own conducted events.

ANTI-DOPING POLICY (A-DP)

(Update July 2005)

1. Statement of Position

- 1.1 Marching New Zealand as the recognised governing body of marching in New Zealand:
Condemns the use of Prohibited Substances and Prohibited Methods in sport;
Seeks to protect the health and welfare of Athletes by removing the use of potentially dangerous Prohibited Substances and Prohibited Methods from sport;
Seeks to ensure that Athletes are able to compete in fair and equitable sporting events; and
Recognises that Doping is fundamentally contrary to the spirit of sport.

2. Purpose

- 2.1 The purpose of this Policy is to:
- 2.1.1 Protect the Athletes' fundamental right to participate in doping-free sport and thus promote health, fairness and equality for Athletes worldwide;
 - 2.1.2 Ensure harmonised, coordinated and effective anti-doping programmes (including enforcement) at the international and national level in the sport of marching; and
 - 2.1.3 Give effect to the core aspects of the World Anti-Doping Code (the WADA Code) and achieve compliance with the New Zealand Sports Drug Agency Act 1994 (the Act) to achieve practical application of the WADA Code in New Zealand.
- 2.2 This Policy:
- 2.2.1 Incorporates by specific reference those Articles of the WADA Code that apply in this Policy.
 - 2.2.2 Includes the WADA Code as a Schedule to this Policy to assist the reader to refer to specific Articles of the WADA Code.

3. Application

- 3.1 This Policy applies to:
- 3.1.1 All Athletes who are within the jurisdiction of Marching New Zealand or Marching New Zealand Member Organisations;
 - 3.1.2 All Athlete Support Personnel within the jurisdiction of Marching New Zealand or Marching New Zealand Member Organisations; and
 - 3.1.3 All other persons who have acknowledged in writing that they are bound by this Policy or who are otherwise bound.

4. Roles and Responsibilities

- 4.1 To achieve the purpose of this Policy Marching New Zealand will:
- 4.1.1 Educate and inform Athletes and Athlete Support Personnel about issues concerning doping in sport in accordance with Paragraph 5 of this Policy;
 - 4.1.2 Assist the New Zealand Sports Drug Agency (NZSDA) and other relevant Anti-Doping Organisations to conduct Doping Control in accordance with Paragraph 6 of this Policy;
 - 4.1.3 Forward to the NZSDA for investigation in accordance with Paragraph 11 of this Policy any allegations that a person to whom this Policy applies has or may have committed an Anti-Doping Rule Violation;
 - 4.1.4 Forward to the Sports Disputes Tribunal of New Zealand (the Tribunal) as required, for a hearing in accordance with Paragraph 12 of this Policy any determinations from the

NZSDA that a person to whom this Policy applies has allegedly committed an Anti-Doping Rule Violation; and

- 4.1.5 Enforce in accordance with Paragraph 14 of this Policy the sanctions imposed by the Tribunal on person to whom this Policy applies who is found to have committed an Anti-Doping Rule Violation.
- 4.2 In the event that Marching New Zealand does not have jurisdiction in respect of a person to whom this Policy applies but a marching New Zealand Member Organisation does have jurisdiction in respect of that person, the Marching New Zealand Member Organisation must assist Marching New Zealand to comply with all of its obligations in respect of that person as set out in this Policy.
- 4.3 To achieve the purpose of this Policy all Athletes to whom this Policy applies must:
 - 4.3.1 Ensure that they are knowledgeable of, and comply with, this Policy and all applicable anti-doping policies and rules adopted pursuant to the WADA Code;
 - 4.3.2 Ensure that they read and understand the Prohibited List as it relates to them; and
 - 4.3.3 Take responsibility, in the context of anti-doping, for what they ingest and use.
- 4.4 To achieve the purpose of this Policy all International Level Athletes, National Level Athletes and other Athletes who are included in the Registered Testing Pool must:
 - 4.4.1 Provide Marching New Zealand and the NZSDA with accurate and up-to-date contact information to enable Out-of-Competition Testing to be undertaken;
 - 4.4.2 Ensure that they are available for Sample collection and for In-Competition or Out-of-Competition Testing to be undertaken;
 - 4.4.3 Inform medical personnel of their obligations not to Use a Prohibited Substance or Prohibited Method and to take responsibility to ensure that any medical treatment they receive does not violate this Policy and all applicable anti-doping policies and rules adopted pursuant to the WADA Code; and
 - 4.4.4 Apply to the NZSDA or any relevant Anti-Doping Organisation for a Therapeutic Use Exemption for any documented medical condition which requires the Use of a Prohibited Substance or Prohibited Method in accordance with Paragraph 8 of this Policy.
- 4.5 To achieve the purpose of this Policy all Athlete Support Personnel to whom this Policy applies must:
 - 4.5.1 Ensure that they are knowledgeable of, and comply with, this Policy and all applicable anti-doping policies and rules adopted pursuant to the WADA Code which apply to them or any Athletes they support;
 - 4.5.2 Support and assist the NZSDA and other relevant Anti-Doping Organisations to conduct Doping Control; and
 - 4.5.3 Encourage any Athletes they support to comply with this Policy and adopt anti-doping attitudes.

5. Anti-Doping Education

- 5.1 Marching New Zealand or Marching New Zealand Member Organisations will educate and inform Athletes and Athlete Support Personnel about issues concerning doping in sport, including by:
 - 5.1.1 Circulating or providing Athletes and Athlete Support Personnel with information materials and resources on doping in sport; and
 - 5.1.2 Cooperating with the NZSDA, the World Anti-Doping Agency (WADA) and other relevant Anti-Doping Organisations to implement drug education and information programmes for Athletes and Athlete Support Personnel.

6. Testing

- 6.1 Marching New Zealand will assist the NZSDA to develop an Annual Testing Programme, including by:

- 6.1.1 Providing, in accordance with the Act, the NZSDA with the names of the Athletes, number of Athletes and classes of Athletes to whom this Policy applies for Out-of-Competition Testing;
 - 6.1.2 Identifying the sporting Events, Competitions, and activities at which In-Competition Testing may be undertaken;
 - 6.1.3 Collecting or assisting with the collection of accurate and up-to-date Athlete contact information for all International Level Athletes, National Level Athletes, and other Athletes included in the Registered Testing Pool to be Tested Out-of-Competition;
 - 6.1.4 Providing the NZSDA and WADA with, or assisting with the provision of, accurate and up-to-date Athlete contact information (provided for in Paragraph 6.1.3 of this Policy) to enable Out-of-Competition Testing to be undertaken; and
 - 6.1.5 Informing the NZSDA as soon as possible in writing if an Athlete retires, is no longer to be included in the Registered Testing Pool, or is no longer to be Tested Out-of-Competition.
- 6.2 Marching New Zealand and Marching New Zealand Member Organisations will cooperate with the NZSDA, in respect of Testing to be undertaken by the NZSDA, using best efforts to ensure that Athletes are made available for Testing conducted in accordance with the Act.
- 6.3 Marching New Zealand and Marching New Zealand Member Organisations will cooperate with WADA and any relevant Anti-Doping Organisation in respect of Testing to be undertaken using best efforts to ensure that Athletes are made available for Testing conducted in accordance with the WADA Code.

7. Anti-Doping Rule Violations

- 7.1 All persons to whom this Policy applies may be subject to investigation and sanction under this Policy if they commit or are party to any one or more of the Anti-Doping Rule Violations as set out in Article 2 of the WADA Code.

8. Therapeutic Use Exemptions

- 8.1 Athletes with a documented medical condition requiring the Use of a Prohibited Substance or Prohibited Method must obtain a Therapeutic Use Exemption in accordance with the *WADA International TUE Standard*.
 - 8.1.1 All National Level Athletes to whom this Policy applies must obtain a Therapeutic Use Exemption from the NZSDA in accordance with the *WADA International TUE Standard*.
 - 8.1.2 All International Level Athletes to whom this Policy applies must obtain a Therapeutic Use Exemption in accordance with the *WADA International TUE Standard*.
- 8.2 For appeals from decisions granting or denying a Therapeutic Use Exemption, see Paragraph 13.3 of this Policy.

9. Disqualification of Results, Consequences to Teams

- 9.1 An Anti-Doping Rule Violation in connection with an In-Competition Test automatically incurs the consequences as set out in Article 9 of the WADA Code.
- 9.2 The consequences to teams for an Anti-Doping Rule Violation apply in accordance with Article 11 of the WADA Code.

10. Sanctions for Anti-Doping Rule Violations

- 10.1 Every person who commits an Anti-Doping Rule Violation is liable for sanction in accordance with Article 10 of the WADA Code.

- 10.2 Marching New Zealand will withdraw awards, placings and records won by an Athlete and the Athlete's team in Events and Competitions conducted by, or under, the auspices of Marching New Zealand from the date of the Anti-Doping Rule Violation.
- 10.3 Every person who is found to have committed an Anti-Doping Rule Violation is:
- 10.3.1 Ineligible to receive direct or indirect funding or assistance from Marching New Zealand Member Organisations, Sport and Recreation New Zealand (SPARC) and the New Zealand Olympic Committee (NZOC) for the complete period of any ineligibility;
 - 10.3.2 Ineligible from holding any position within Marching New Zealand or Marching New Zealand Member Organisations or being involved in any other way within Marching New Zealand or Marching New Zealand Member Organisations for the complete period of any ineligibility; and
 - 10.3.3 Ineligible from utilising any facilities, premises, grounds or resources of Marching New Zealand or Marching New Zealand Member Organisations for a sporting purpose for the complete period of any ineligibility, except as a spectator or supporter or as allowed by Paragraph 10.4 of this Policy.
- 10.4 An Athlete who is found to have committed an Anti-Doping Rule Violation may, during any period of ineligibility or sanction, participate in doping education programmes or counselling run or authorised by Marching New Zealand and the NZSDA.

11. Investigation of Anti-Doping Rule Violations

- 11.1 The NZSDA will investigate any allegations that a person to whom this Policy applies has or may have committed an Anti-Doping Rule Violation.
- 11.2 A person to whom this Policy applies shall assist, to the extent that such assistance is not a breach of any statute or regulation, and not obstruct, the NZSDA and/or their agents to undertake investigations of any Anti-Doping Rule Violation, such assistance may include:
- 11.2.1 Providing copies of any and all relevant documents; and
 - 11.2.2 Preparing written statements or providing witness testimony at any hearing convened by the Tribunal to determine if an Anti-Doping Rule Violation took place.
- 11.3 Marching New Zealand and Marching New Zealand Member Organisations will not publicly disclose or use information about a person who is alleged to have or has committed an Anti-Doping Rule Violation, except for a purpose under this Policy to the NZSDA, the NZOC and the Tribunal, until after the Tribunal has made a determination whether an Anti-Doping Rule Violation took place.

12. Hearing of Anti-Doping Rule Violations

- 12.1 Any person to whom this Policy applies who is alleged to have committed an Anti-Doping Rule Violation has a right to a fair hearing as detailed in Article 8 of the WADA Code.
- 12.2 Where Marching New Zealand receives a determination from the NZSDA or Anti-Doping Organisation that a person to whom this Policy applies is alleged to have or has committed an Anti-Doping Rule Violation it must refer the matter to the Tribunal for a hearing.
- 12.3 In hearing alleged Anti-Doping Rule Violations the Tribunal may determine its own procedure that, as far as reasonably possible, gives effect to the WADA Code.
- 12.4 The Tribunal will accept as a proven fact a Positive Test Result determined by a Test conducted by the NZSDA in accordance with the Act (subject to sections 20 and 23 of the Act).
- 12.5 The burdens and standards of proof and the methods of establishing facts and presumptions shall be as set out in Article 3 of the WADA Code.

- 12.6 If the Tribunal determines that an Anti-Doping Rule-Violation has been committed, the Tribunal shall impose sanctions in accordance with Paragraph 10 of this Policy.
- 12.7 The Tribunal shall give notice of any determination in accordance with its rules. Where the Tribunal determines that an Anti-Doping Rule Violation has been committed it will record the name of the person who committed an Anti-Doping Rule Violation, the nature of the Anti-Doping Rule Violation and the sanction imposed.

13. Appeals

- 13.1 In respect of appeals, Article 13 of the WADA Code applies. The practical application of Article 13.1 of the WADA Code for New Zealand is set out in Paragraph 13.2 of this Policy.
- 13.2 The following parties shall have the right to appeal the decision of the Tribunal to the Court for Arbitration in Sport (CAS) within 10 working days of the date of the Tribunal's written decision:
 - 13.2.1 The person to whom this Policy applies who is the subject of the decision being appealed;
 - 13.2.2 Marching New Zealand;
 - 13.2.3 NZSDA;
 - 13.2.4 NZOC, International Olympic Committee or International Paralympic Committee as applicable, where the decision may have an effect in relation to the Olympic Games or Paralympic Games, including decisions affecting eligibility for the Olympic Games or Paralympic Games; and
 - 13.2.5 WADA.
- 13.3 An appeal to CAS shall not operate as a stay of proceedings on the decision to which the appeal relates unless the Tribunal or the Court of Arbitration for Sport so orders.
- 13.4 Appeals from decisions granting or denying a Therapeutic Use Exemption are as set out in Article 13.3 of the WADA Code.

14. Enforcement of Sanctions

- 14.1 The Tribunal will provide Marching New Zealand with a copy of its decision and Marching New Zealand will enforce the sanction imposed by the Tribunal.
- 14.2 Marching New Zealand will recognise and enforce a sanction properly imposed in accordance with the WADA Code on a person to whom this Policy applies who has committed an Anti-Doping Rule Violation.
- 14.3 Marching New Zealand will recognise and enforce a sanction properly imposed by another International Federation, Anti-Doping Organisation or national sports organisation in accordance with the WADA Code on a person to whom this Policy applies who has committed an Anti-Doping Rule Violation.

15. Retirement

- 15.1 International Level Athletes and National Level Athletes who retire must do so by notifying Marching New Zealand in writing.
- 15.2 The Athlete's retirement date will be the date Marching New Zealand receives the notice, however, retirement will not:
 - 15.2.1 Excuse an Athlete from submitting to Testing or giving a Sample requested on or before the retirement date;
 - 15.2.2 Prevent the analysis of a Sample given by the person on or before their retirement date;
 - 15.2.3 Affect the results of testing referred to in Paragraphs 15.2.1 and 15.2.2 of this Policy; and

- 15.2.4 Prevent an Athlete from being found to have committed an Anti-Doping Rule Violation, and being liable for the appropriate ineligibility period and sanction, on or before their retirement date.
- 15.3 A retired International Level Athlete or National Level Athlete must notify Marching New Zealand in writing if they seek to return to international level or national level Competition.
- 15.4 Any retired International Level Athlete or National Level Athlete must be entered in the Registered Testing Pool and must provide accurate and up-to-date contact information for a full six months before participating as an International Level Athlete or National Level Athlete.

16. Reinstatement

- 16.1 Subject to compliance with Article 10 of the WADA Code, a person to whom this Policy applies, and who has been found to have committed an Anti-Doping Rule Violation, may apply in writing to Marching New Zealand for reinstatement after serving all sanctions and at the conclusion of any ineligibility period. Reinstatement of this person is then at the discretion of Marching New Zealand

17. Limitations

- 17.1 A period of limitation for commencement of actions applies as set out in Article 17 of the WADA Code.
- 17.2 This Policy shall not apply retrospectively to matters pending before the date that this Policy came into effect.

18. Interpretation and Definitions

- 18.1 The WADA Code in the Schedule to this Policy applies to the specific extent stated in Paragraph 2.2.1 and the comments annotating various provisions of the WADA Code may be used to assist in the understanding and interpretation of this Policy.
- 18.2 If there is any inconsistency between the WADA Code and this Policy, this Policy applies.
- 18.3 If any Article of, or Appendix to the WADA Code is amended, then any reference in this Policy is a reference to the then current Article or Appendix.
- 18.4 This Policy is to be interpreted as an independent and autonomous text.
- 18.5 Words in the singular include the plural and vice versa.
- 18.6 Words defined in this Policy have the meaning ascribed to them.
- 18.7 Words in this Policy which are not defined in this Policy but which are defined in the WADA Code have the meaning ascribed to them in the WADA Code.
- 18.8 "Act" means the New Zealand Sports Drug Agency Act 1994 including any amendments and any Act which may be passed in substitution for it.
- 18.9 "Annual Testing Programme" means the programme developed under the Act.
- 18.10 "Anti-Doping Rule Violation" means the occurrence of one or more of the Anti-Doping Rule Violations as set out in Article 2 of the WADA Code.
- 18.11 "Athlete" means a competitor as defined by the Act.
- 18.12 "Attempting" has a corresponding meaning to Attempt.
- 18.13 "CAS" means the Court of Arbitration for Sport which operates under the Code of Sports Related Arbitration.
- 18.14 "Doping" means the occurrence of one or more of the Anti-Doping Rule Violations.
- 18.15 "IOC" means the International Olympic Committee created by the Congress of Paris of 23 June 1894 which is entrusted with the control and development of the Modern Olympic Games pursuant to the Olympic Charter.
- 18.16 "National Level Athlete" means Athletes designated by the NZSDA as being within the Registered Testing Pool for Marching New Zealand.
- 18.17 "Marching New Zealand Member Organisations" means those organisations which operate within the hierarchy of member organisations below Marching New Zealand, including by way of example, regional bodies and clubs.
- 18.18 "NZSDA" means the New Zealand Sports and Drug Agency established by the Act.
- 18.19 "Policy" means this policy.

- 18.20 "Positive Test Result" means a result of a Test by NZSDA, WADA or Anti-Doping Organisation which shows the presence of a Prohibited Substance in a Sample or the Use of a Prohibited Method.
- 18.21 "Registered Testing Pool" means the pool of Athletes established by [NSO] and the NZSDA who are subject to Out-of-Competition Testing as part of the NZSDA's Annual Testing Programme.
- 18.22 "Sample" means any biological material collected for the purposes of Doping Control.
- 18.23 "SPARC" means Sport and Recreation New Zealand established by the Sport and Recreation New Zealand Act 2002.
- 18.24 "Tamper" has a corresponding meaning to Tampering.
- 18.25 "Test" and "Tested" have a corresponding meaning to Testing.
- 18.26 "Therapeutic Use Exemption" means an exemption obtained in accordance with the WADA International TUE Standard.
- 18.27 "Tribunal" means the Sports Disputes Tribunal of New Zealand established by SPARC.
- 18.28 "WADA Code" means the World Anti-Doping Code 2003 issued by the World Anti-Doping Agency; and automatically includes any amendments adopted by the World Anti-Doping Agency from time to time.
- 18.29 "WADA International Standard for Testing" means the specific International Standard adopted by WADA under that name.
- 18.30 "WADA International TUE Standard" means the specific International Standard adopted by WADA under that name.

19 Execution

- 19.1. Marching New Zealand will co-operate fully with SPARC to meet all terms, conditions and contractual obligations concerning doping including implementing and maintaining this Policy (and any future amendments).
- 19.2 In accordance with the Policies of Marching New Zealand, the Annual Meeting of Marching New Zealand adopts this Policy with effect from 1st July 2005.

TRAVEL ALLOWANCE POLICY (TAP)

(Update July 2004)

Position Statement

To appropriately reimburse persons in respect of travel undertaken or activities participated in, in the interests of Marching New Zealand, its Associations and its members, as authorised by the Management Board or an Association Committee, while at the same time taking into account the financial controls necessary in order to maintain subscriptions and levies on members to a minimum.

Mode of Travel

To be the most practical and cost effective, according to the time available to each member. Authorisation to be by the Management Board or the Association Committee, as appropriate.

Travel by Air

Reimbursement for air travel will be to a maximum level of 30% discount off the standard economy class fare. Every endeavour is to be made to obtain an even greater discounted fare. Travel Agents service fees will not be reimbursed. It is to be recognised, that particularly for air travel at peak times, any discounted fare may be difficult to obtain. In such instances, it may be necessary to travel at a slightly less convenient time of the day.

Association Reimbursement

Before committing to travel, the member concerned, or the member of the Association Committee responsible for arranging the travel need (such as a Chief Judge in the case of wishing to import a Judge from another Association), will obtain the approval of their Association Committee, both as to travel and the mode thereof. In seeking such approval, the member is to note that in general, motor vehicle travel of 50 kilometres or more is not normally as economic as public transport.

Reimbursement for travel by other public transport such as, bus, train or rental car will be on presentation to the Association Treasurer of either the tickets (or photocopy thereof) or a tax invoice/receipt relating thereto. Reimbursement for travel by private motor vehicle, will be as per below under "Motor Vehicle Allowance".

Marching New Zealand Reimbursement

Before committing to travel, the member concerned, or the member of the Management Board responsible for arranging the travel need, will obtain the approval of the Director of Finance, both as to travel and the mode thereof. In seeking such approval, the member is to note that in general, motor vehicle travel of 50 kilometres or more is not normally as economic as public transport.

Reimbursement for travel by other public transport such as bus, train or rental car will be on presentation to the Director of Finance of either the tickets (or photocopy thereof) or a tax invoice/receipt relating thereto. Reimbursement for travel by private motor vehicle, will be as per below under "Motor Vehicle Allowance".

Notwithstanding the details in this section and the preceding and subsequent sections of the Travel Allowance Policy, reimbursement to Judges appointed to officiate on New Zealand Championship Judging Panels (that is those extending their own participation opportunity in their chosen area of the Sport, as distinct from members of the Management Board, Technical Working Party etc who are required to travel around the country on Marching New Zealand business on numerous occasions in a year), will be in accordance with a Travel Allowance Schedule (Judges appointed to New Zealand Championship Judging Panel) issued by the Management Board to the Director of Judging around July each year.

Motor Vehicle Mileage Allowance

Reimbursement for travel by private motor vehicle will be at the rate of 35 cents per kilometre, or any other level as updated by the Management Board from time to time. A claim for reimbursement for travel by private motor vehicle is not to exceed the equivalent 30% discount off the standard economy class fare for air travel between the same destinations.

Special Circumstances

If extenuating circumstances prevail in respect to travel under this Policy, then the member or the person responsible for arranging/authorising the travel will, if practicable, contact the Director of Finance or Association Secretary and Treasurer, as appropriate, prior to arranging the travel, otherwise as soon as possible thereafter.

HARASSMENT - FREE POLICY (HFP)

(Update July 2003)

Position Statement

Marching New Zealand in pursuing its main object to promote, encourage, administer and control the Sport of Marching, is committed to providing a Harassment-Free environment where all personnel involved in the Sport are treated with respect and dignity, and can contribute and participate to their full potential.

Benefit

A Harassment-Free Policy benefits Marchers, Coaches, Judges, Officials, Administrators, Staff, Marching New Zealand and the Sport of Marching.

Prevention

Harassment will be prevented by:

- ensuring that this Policy is drawn to the attention of all Marchers, Coaches, Judges, Officials, Administrators, Staff and Parents/Caregivers, and
- responding promptly, appropriately and fairly to any complaints that are brought to attention; ensuring that the Chief Executive Officer and Management Board can be approached for information and advice, and;
- regularly reviewing the Policy.

Who and What the Policy

The Policy and Procedures covers all personnel and situations connected with Marching.

Definition

- Harassment is any unwelcome comment, conduct or gesture directed toward an individual or group of individuals which is insulting, intimidating, humiliating, malicious, degrading or offensive, and is either repeated or of such a significant nature, that it adversely affects someone's performance, contribution or sports environment.
- Harassment may be focused on an individual's or group's race, colour, gender, physical characteristic, sexual orientation, disability or any other distinguishing characteristic.
- Sexual harassment is any unwelcome behaviour of a sexual nature.
- In most cases, harassment (including sexual harassment) is an attempt by one person to inappropriately exert power over another person. Harassment ranges from mild conduct such as gestures or comments to conduct which may be physical, forceful and violent.

Responsibilities

Marching New Zealand is responsible for taking all reasonable steps to prevent harassment in the Organisation and for ensuring the Policy and Procedures are well known throughout the Organisation.

Legality

Harassment is a form of discrimination. Sexual and racial harassment is illegal under the Human Rights Act 1993.

Disciplines

Marching New Zealand will refer to its Constitution as providing the power to discipline members for committing a contravention of this Policy.

In this regard, an Association on receiving a complaint from a Club, Team or Member, will in the first instance gather details relating to the complaint, and make whatever inquiries are felt necessary, before communicating with the management Board.

The Management Board, on receiving advice from an Association relating to a complaint received by the Association, will investigate the matter and take appropriate disciplinary action provided in the Constitution if considered necessary.

The Management Board in respect of a New Zealand Championship or International Challenge or Annual Meeting or any other Meeting/Conference conducted by Marching New Zealand, or an Association in respect of an Association (or Regional) Championship, Competition, Display or Gathering or Annual Meeting or any other Meeting/Conference conducted by the Association, may initiate an inquiry without necessarily waiting to receive a complaint, if the suggested contravention of this Policy relates to one of their own Events/Meetings.

RISK MANAGEMENT POLICY (RMP)

(Updated July 2003)

Position Statement

Marching New Zealand in pursuing its main object to promote, encourage, administer and control the Sport of Marching aims to use the world's best practice in risk management to support and enhance its activities in all areas of its organisation.

Marching New Zealand

Will:

- Ensure risk management is an integral part of the decision making processes;
- Use a structured risk management programme to minimise reasonably foreseeable disruption to operations, harm to people, and damage to the environment or property;
- Identify and take advantage of opportunities as well as minimising adverse effects; and
- Train members to implement risk management effectively.

Responsibilities

The Chief Executive Officer is accountable to the Management Board for the implementation of the risk management process and is ultimately responsible for the management of risks in the organisation.

All members are responsible for managing risk in their areas of responsibility.

Process

A systematic risk management process will be established, based on the Standard AS/NZ 4360:1999. Everyone involved with the application of risk management should use this process for guidance.

Monitoring and Review

The Management Board will monitor and review the implementation of the risk management programme.

The Chief Executive Officer will facilitate the development of a common risk management approach across the organisation by:

- Implementing the risk management programme;
- Sharing information with broad applicability across all areas; and
- Reporting on the progress of implementing the risk management programme.”