



## **Competition, Safe Sport & Integrity Committee – Terms of Reference (ToR)**

**Type:** Standing Committee

**Reporting to:** Board of Directors

**Effective Date:** February 23, 2026

**Review:** Annually, or as directed by the board

### **1. Purpose**

The Competition, Safe Sport & Integrity Committee supports the Ontario Women's Intercollegiate Football Association (OWIFA) by providing expert oversight and recommendations related to competition standards, rules of play, participant safety, and organizational integrity.

The Committee ensures that OWIFA competitions are fair, safe, developmentally appropriate, and aligned with recognized sport standards and Safe Sport principles.

### **2. Authority**

The Committee exercises **advisory, monitoring, and recommendation authority only**.

The Committee:

- does not investigate complaints;
- does not adjudicate discipline matters; and
- does not impose sanctions.

All disciplinary and appeal decisions rest with the **Discipline & Appeals Committee**.

### **3. Composition**

The Committee shall consist of **three (3) to five (5) members** appointed by the Board.

Members must collectively demonstrate technical expertise in sport and competition environments. Preference will be given to individuals with recognized qualifications, including but not limited to:



- Certified coaches (NCCP or equivalent)
- Certified officials/referees
- Sport administrators with competition governance experience
- Safe Sport or safeguarding professionals
- Individuals with post-secondary sport or athlete development experience

At least one member must possess demonstrated Safe Sport or safeguarding expertise.

The Chair shall be appointed by the Board.

Committee members should not hold operational league roles that create conflicts of interest related to competition decisions.

#### **4. Responsibilities**

The Committee shall:

##### **Competition Oversight**

- Review and recommend competition rules, standards, and playing regulations.
- Provide guidance on rule interpretation and alignment with recognized football governing standards where appropriate.
- Recommend seasonal competition formats, eligibility standards, and competition policies.
- Review emerging safety considerations related to gameplay.
- Support consistency and fairness across league competition.

##### **Safe Sport & Integrity**

- Monitor Safe Sport compliance within OWIFA programs.



- Review complaint intake and referral processes to ensure independence and procedural clarity.
- Liaise with independent investigators or Safe Sport mechanisms where required.
- Monitor organizational risk related to participant welfare and competition integrity.
- Recommend policy updates aligned with evolving Safe Sport standards.

### **Education & Prevention**

- Support education initiatives related to Safe Sport, ethics, and competition conduct.
- Promote best practices for coaches, athletes, and officials.

### **5. Meetings**

The Committee shall meet a minimum of **two (2) times annually**, and additionally as required during the competition season.

### **6. Reporting**

The Committee provides recommendations and reports to the Board of Directors while maintaining appropriate confidentiality requirements.

### **7. Term**

Members serve **two-year renewable terms**, as determined by the Board.

### **8. Eligibility, Representation & Conflict of Interest**

#### **8.1 Balanced Representation**

The Committee shall reflect a balance between:

- OWIFA member representatives with direct participation in league activities; and



- Individuals possessing independent technical expertise in coaching, officiating, sport administration, athlete development, or Safe Sport.

Participation by OWIFA members is encouraged to ensure competition decisions remain informed by athlete and team experience. However, the Committee shall maintain sufficient independent expertise to support objective, safety-focused, and developmentally appropriate recommendations.

No single institution, team, or stakeholder group shall hold a majority of committee positions.

## **8.2 Qualifications**

All members must demonstrate relevant experience or credentials appropriate to the Committee's mandate. Examples include, but are not limited to:

- NCCP-certified coaching experience;
- Recognized officiating certification;
- Post-secondary sport administration or governance experience;
- Safe Sport or safeguarding training;
- Competition management or athlete development expertise.

The Board may consider lived and practical sport experience alongside formal certification where appropriate.

## **8.3 Conflict of Interest**

Committee members must act in the best interests of OWIFA and the integrity of league competition.

Members shall:

- disclose any real, perceived, or potential conflicts of interest;
- recuse themselves from discussions or recommendations where a direct competitive advantage to their institution, team, or role may arise; and



- adhere to OWIFA conflict of interest and confidentiality policies.

Participation in league activities (coach, administrator, or member representative) does not automatically constitute a conflict of interest; however, transparency and recusal are required when matters directly affect that member's team or institution.

#### **8.4 Independence of Decision-Making**

The Committee operates in an advisory capacity and shall prioritize athlete safety, fairness of competition, and long-term league sustainability over institutional or competitive interests.