



NORTHWEST DISTRICT OF  
THE CONNECTICUT JUNIOR SOCCER ASSOCIATION  
(A Division of The United States Soccer Federation)

**BY-LAWS**

REVISED AND ADOPTED  
18 JANUARY 2006

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## By-Laws & Operational Policies

### **NW1000 INTRODUCTION**

**NW1100** **The Name** of this organization shall be *The Northwest District C.J.S.A.* Hereinafter referred to as "NW." NW is a subsidiary of The Connecticut Junior Soccer Association (CJSA), United States Youth Soccer (USYS), and The United States Soccer Federation (USSF), and is therefore subject, jointly and severally, to the rules set forth by said governing agencies as well as accepted practices of the Amateur Sports Act which is recognized by USSF. The by-laws set forth herein, are in direct supplement to the accepted CJSA and USYS/USSF by-laws and CT State Statutes in that order of progression.

**NW1110** **District Structure within CJSA** is explained in Article VI of the *CJSA Constitution*.

**NW1120** **These by-laws** are hereby adopted this Eighteenth day of January 2006, and thus forth renders previous editions obsolete.

**NW1130** **Lack of knowledge** of these rules will not relieve any coach, team official, parent, player, league or club volunteer, or any other personnel association with the same from the responsibilities and possible penalties herein. All clubs, coaches, team officials, parents, players, leagues, club volunteers, and other associated personnel are bound by their participation in the NW and C.J.S.A. and agree to abide by the rules set forth.

**NW1140** **NW promotes good sportsmanship** by players, coaches, and spectators and expects the support of players and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating comments or actions by or directed to coaches, spectators, players, officials, or others associated with a NW club, will not be tolerated and are subject to disciplinary action.

It is the sole purpose of the NW to promote the sport of soccer to the youth of the State of Connecticut, Northwest Region, as directed by the governors of CJSA, USYS, and USSF. Such promotion, under the direction of the directors and volunteers of NW shall be administered equally and equitably to all interested players regardless of sex, race, creed, color, religion, national origin, or physical/functional deficiency. NW is a not-for-profit organization proudly side-stepping politics and personal interests in its effort to put forth the best possible program for the youth athletes.

**NW1200** **Definitions** related to the administration and execution of leagues within NW shall be identical to those set forth by CJSA policy.

### **NW2000 OFFICES & OFFICERS**

**NW 2005** (*Passed as SR900-A*) **An approved NW District Member in Good Standing** may be nominated for any number of positions in conjunction with §NW2010, however, upon reported election results, may only serve in his/her capacity one (1) position at a time. DVP shall decide post served in the event of multiple victories.

**NW2010** Elections shall take place at each AGM, the Board shall elect {or District Vice-President appoint} from nominations closing immediately prior to said vote:

- A District Vice-President {Even numbered years only}
- A CJSA District Representative
- A Boys Commissioner
- A Girls Commissioner
- A District Referee Administrator {Appointment}
- A District Treasurer
- A District Secretary
- A District Disciplinary Committee (5 + 2 Alt.) (Chair appointed by District Vice-President)
- A District Protest Committee (5 + 2 Alt.) (Chair appointed by District Vice-President)
- A District Director of Coaching
- A District Registrar

**NW2100** It shall be the duty of The District Vice-President to preside over meetings and arbitration of the Executive Committee or General Membership, but shall vote only to break or cause a tie. The District Vice-President shall appoint all committee chairs and serve ex-officio on all committees. The District Vice-President is disqualified from sitting on the Disciplinary or Protest Committees. Only the District Vice-President or the District Referee Administrator may refer a matter to the Disciplinary Committee. The District Vice-President is hereby granted the power and authority to sign his name to any and all official club documents including but not limited to rosters, proxies, checks, drafts, financial documents, insurance documents, authorization forms and state association documentation.

**NW2200** It shall be the duty of the CJSA District Representative to serve as first vice-chairman in the absence or incapacity of the District Vice President and succeed to his powers herein. The CJSA District Representative shall attend any and all State Association meetings and be able to report on content in addition to acting as the first liaison to the state by the district.

**NW2300** It shall be the duty of the Division Commissioners to oversee and administer the formation and conduct of their assigned skill & gender division in accordance with the rules adopted herein. With approval of the District Vice-President, the Division Commissioner may appoint any individual necessary to aid in or carry out the responsibilities of the office. The decisions by the Division Commissioners, related to, and as a consequence of participation in a given division are final unless deemed unconstitutional by a 2/3 majority vote of attending meeting members.

**NW2400** It shall be the duty of the District Referee Administrator to coordinate any and all district activities related, but not limited to the selection, training, and assigning of youth and adult referees and shall maintain a current list of such certified referees in the district. The District Referee Administrator may, upon approval of The District Vice-President, appoint any individual necessary to aid in or carry out the responsibilities of the office.

**NW2500** It shall be the duty of the District Treasurer to have charge of all monies of the district and be able to sign his name to documents related to the same. The District Treasurer shall keep a detailed account of income and expenses of the district and be responsible for the collection and payment of all funds involved in district activities. The District Treasurer shall present quarterly financial reports for approval at the monthly district meeting immediately following the end of each fiscal quarter. Only the Treasurer, District Vice-President and District Secretary are entrusted the authority to sign checks and drafts on behalf of the district. Bonding of The District Treasurer in the amount of \$100,000 is voluntary and at the discretion of The District-Vice President. Upon the approval of the District Vice-President, the District Treasurer may appoint any individual necessary to aid in or carry out the responsibilities of the office.

**NW2600**     **It shall be the duty of the District Secretary** to record all business transactions of the district and attend to correspondence, keep records of the district including, but not limited to minutes of the meetings, lists of club presidents, board of directors & alternates, district officers and sub-officers, as well as the current voting strength of each club in NW. Aforementioned documentation shall be archived for no fewer than three (3) years. The District Secretary shall also have charge of any and all properties of the district, and shall update constitutional, by-law, and rule changes annually. The District Secretary is charged with the responsibility of signing checks and drafts in the absence of the District Treasurer and District Vice-President.

**NW2700**     **It shall be the duty of the Disciplinary Committee** to handle any and all district disciplinary matters referred to said committee by the District Vice-President or District Referee Administrator only. Such disciplinary matters shall be conducted in strict accordance with the *USSF Appeals Manual*. Disciplinary protocol is discussed in §12000. The Table of Minimum Standards and Sanctions (§NW128200) lists various offenses and accepted minimum penalties set forth by NW. The chair for this committee is appointed by the District Vice-President annually from the committee members elected.

**NW2800**     **It shall be the duty of the Protest Committee** to hear and decide upon issues brought forth to the Protest Chair by recognized club team coached through accepted protocol. At the discretion of said committee, a protest upheld may result in re-play of match, disciplinary action, recommendation for discussion initiated by District Vice-President or no further action. Protest protocol is discussed in §NW13000. The chair for this committee is appointed by the District Vice-President annually from the committee members elected.

**NW2910**     **It shall be the duty of the Director of Coaching** to coordinate and hold coaching clinics, licensing courses, seminars, youth modules etc. in the best interests of furthering the education of the coaches of this district and to announce and/or publicize such events effectively. The Director of Coaching shall also be available for the individual clubs educational needs.

**NW2920**     **It shall be the duty of the District Registrar** to be responsible for the registration and rostering of teams within the district. The District Registrar will also ensure the accuracy of payments submitted with such club registrations. The District registrar shall be empowered and charged with validating player passes for players registered to clubs within the district, rostering teams sponsored by teams within the district, and maintaining accurate records pertaining thereto.

**NW2930**     **Vacancies** occurring in any office shall be filled immediately by an ad-hoc individual of the general membership appointed by The District Vice-President until such time as an election can be held at the agreement of the Board of Directors.

**NW3000**     **MEETING POLICY**

**NW3100**     **Roberts Rules of Order** shall govern all meetings of the Board of Directors.

**NW3110**     **A Quorum** shall be defined in Article VII of The Constitution

**NW3120**     **Attendance** at each regularly scheduled meeting of the Board of Directors is deemed mandatory. Any club not represented for seven (7) of the eleven (11) monthly meetings shall be fined not more than \$100.

- (a) For purposes of determining minimum attendance requirements, calculations will

begin in November and end in October of the following year with the exception of July.

- (b) Fines for the previous year will be assessed at the November NW AGM.

**NW3200 Rules and Regulations** regarding play, discipline, and administration, may be added or supplemented through majority vote of the members of The Executive Board.

**NW3210 Meetings are not public** and are open to NW members only. Guests are welcomed upon the invitation of any board member but may only be heard at the discretion of the Chairman.

**NW3300 A Special Meeting of The Board of Directors** may be called at any time by the Chairman of the Board or at the request of any three (3) Executive Board Members. In such case of an emergency meeting, if a quorum is not met through the accepted number of clubs represented, a simple majority of Executive Board Members present shall constitute a quorum.

**NW3400 Monthly meetings of the Board of Directors** shall be held at a pre-determined location on the third Wednesday of each month except July. Deviations in this schedule will be announced.

**NW3500 Discussion** will be limited to items contained in the Monthly Agenda supplied to all registered Club Contacts, Executive Board Members, and guests no later than five (5) days before scheduled meeting date. Items for inclusion on the monthly agenda must be submitted to the District Vice-President no later than ten (10) business days before scheduled meeting. Additional items brought up for discussion at a given monthly meeting will be entertained at the discretion of the Chairman of the Board. The Chair reserves the right to impose time restraints upon debating speakers and subsequent rebuttals.

## **NW4000 LEAGUES**

**NW4010 FIFA Laws of the Game** shall govern all matches with expressed variations as directed in the current issue of *The NWD Team Handbook* .”

**NW4020 The Current Issue of The NWD Team Handbook** which references policies related to competition-related administration shall serve as the primary resource for such policies.

**NW4100 Two (2) Distinctions** shall be established. Those being CLASSIC and PREMIER.

- (a) A *CLASSIC* team is one which participates in intra-district, inter-club play. May be Competitive (division 1) or Recreation (division 2).
- (1) A *COMPETITION* (Division 1) team is any team:
- i) where players are selected based upon talent or merit
  - ii) for which there is a try-out held
  - iii) where participation is by invitation only
  - iv) where advertisement for participation are publicized
  - v) which is promoted to Division 1 by appropriate commission in accordance with §NW4500(b).
- (2) A *RECREATION* (Division 2) team is any team:
- i) where players are assigned based on an even mix of talent
  - ii) whose players were not chosen for the clubs comp. Team
  - iii) where there are no more than 1/3 division 1 players
  - iv) where players are guaranteed 50% playing time per game
- Guarantee of playing time is in the absence of injury or discipline.

- (3) Division Commissioners shall be maintained
  - i) Boys
  - ii) Girls
- (4) The District Vice-President shall be the final judge of the Competition or Recreation status of any given team and thus determine its inclusion herein.
- (b) A *PREMIER* team is one which participates in the State Premier League as defined in CJSA related policy.

**NW4200 Age Divisional Leagues** shall be established each Spring and Fall season at the Recreation and Competition level in any age group where four (4) or more teams wish to participate therein. Single age delineations are not guaranteed. (ie: U-09, U-10, U-11, U-12, U-13, U-14, U-19) Even age groups will always be provided (ie: U-10, U-12, U-14, U-19) It is the assumption of the registering club that in the absence of a league established in a given odd age group, the team will be placed in the next highest consecutive even age group.

- (a) The deadline for team commitments to the appropriate commissioner will be no later than the second Saturday in March for the Spring Season and the second Saturday in August for the Fall Season.
- (b) Seasonal commitments shall be submitted via currently accepted electronic submission to the individual commissioner governing such league.
  - 1) Changes to said commitment forms can be made up to the specified deadline only.
  - 2) Modifications made to said commitments after the deadline but before the scheduling meeting shall result in a \$100 administrative fee, payable by offending club.
  - 3) Modifications made to said commitments during or after the scheduling meeting shall result in a \$350 administrative fee, payable by offending club

**NW4300 Schedules and Game Result Reporting Cards** shall be distributed to all travel (inter-club) classic coaches no later than one week prior to the commencement of each playing season by the respective division commissioner.

- (a) A mandatory travel (inter-club) scheduling meeting shall be scheduled and publicized no later than the Wednesday immediately preceding the commencement of each season. Clubs are responsible to ensure at least one representative attendant be present per travel team participating in NW league(s).
- (b) Game schedules provided by appropriate commissioners will include date of game to be played as well as opponent and home field designation. The schedule will include a minimum of eight (8) matches. Gametimes and field locations will be scheduled by the home team and communicated to the visiting team in accordance with §NW5010(e)
  - 1) Matches scheduled for Saturdays shall take place no earlier than 12:00 noon unless mutually agreed upon by both coaches.
  - 2) Matches scheduled for Sundays shall take place no earlier than 1:00pm unless mutually agreed upon by both coaches.

**NW4400 The home team shall supply one (1) USSF certified referee and two (2) certified linesman** for all inter-club games. The center official must be at least two age groups older than the teams he is officiating, U-14 & below, and one age group older for U-15 & above. The linesman can be of any age.

**NW4500 Standings** in each of the four divisions shall be determined by the formula set forth in the current issue of *The NWD Team Handbook*. Only teams of clubs in good standing with NW and CJSA and whose members have not violated any accepted NW or CJSA rules or policies shall be eligible for a victorious finish. The post-season declarations of the commissioners is final.

- (a) Trophies will be awarded at the conclusion of each season to the victor of each division.  
A banquet will be held for the victors of the Fall Season in addition to trophies presented.
- (b) Each gender commissioner shall be charged with the authority of determining the competitive level placement of teams based, in part, upon historic record and/or coach recommendation. The determination of the commissioner and/or DVP is final.

## **NW5000 TEAM MANAGEMENT**

**NW5001 No NW team shall enter into a classic league outside the NW** except under approval from the District Vice-President, in the event no age-group league exists in NW for said team and accommodations cannot be made in the next subsequent whole-number age league.

**NW5002 At least one NW member named as Coach or asst. Coach** on a NW CJSA travel roster must possess the minimum of a CJSA F-Equivalency (G) coaching license.

**NW5010 The home team**, indicated by any team name printed to the right of a @ "or v's " symbol, on a NW schedule, or in the absence of such schedule, be the team playing geographically closest to the home club affiliating town, shall, in any and all NW games, league, friendly or pre/post season:

- (a) Provide and compensate officials as illustrated in §NW4400.
- (b) Provide a regulation playing field that is adequately marked and safe.
- (c) Provide regulation size goals, nets, game ball and corner flags.
- (d) Take reasonably prudent measures in assuring the safety of all players, coaches, officials, and spectators.
- (e) Confirm game time and location with visiting team no later than 48 hours prior to scheduled commencement of such match.
  - 1) Failure to comply with the requirements of §NW5010, shall result in written notification to the District Vice-President for possible disciplinary action.
- (f) Ensure accurate completion of the game card and return to appropriate division commissioner.
  - 1) A fine of not more than \$25 shall be imposed upon the home team's club for each game card not received by the division commissioner post marked no later than two (2) weeks after the last regularly scheduled game in accordance with §NW6100(a)(1)(ix).

**NW5011 A group of players lead by a coach** must satisfy the definition of a team to be allowed to play any properly registered NW team. Said definitions are described in CJSA definitions and related sections within. A team is such a group enrolled in a NW league for seasonal play.

- (a) Tournament teams as described in CJSA definitions are valid upon approval by the District Vice-President for specified tournament only.

**NW5020 Failure to appear** for a scheduled match after allowing a period of no less than thirty (30) minutes elapse, or appearance with fewer than seven (7) properly registered and rostered players, or cancellation of the same within 24 hours of scheduled match shall constitute a loss and forfeit by offending team as deemed appropriate by the responsible division commissioner.

**NW5030 Forfeits** of scheduled matches can only be declared by a division commissioner. A scheduled game resulting in the declaration of a forfeit shall have the following consequences:

- (a) Surrender of club bond requiring immediate re-submission of same
- (b) Fine of not more than \$25
- (c) Disqualification of offending team from any divisional standing for current season
- (d) Payment of officials by offending team.

**NW5100 Spectators** shall position themselves on the opposite side of the field from the teams, behind a line marked no fewer than 10 (ten) feet from, and parallel to, the lateral touch line. Coaches have the ultimate responsibility for the behavior of their spectators. Only rostered team members with passes and no more than three (3) coaches/managers are allowed on team side of field. Coaches must confine lateral movement to three (3) yards beyond either side of team bench. Anyone on team side of the field who is not an official or NW officer, must have a current valid pass.

- (a) A violation of the restriction on number of registered adults allowed on sideline may result in offending team forfeiting win to opposing team by a recorded match score of 1-0 at the discretion of the appropriate division commissioner.

**NW5200 Only properly registered and rostered players** may play in any NW match or participate in any NW activities including practices. Coaches must maintain an updated certified roster in their possession at all times and said copy must be available for retaining by official or other NW officer.

**NW5205 At no time shall any player who neglects to present with a current, valid USSF player pass** participate in a NW District league or friendly match.

**NW5210 Roster** sizes shall be limited in the following fashion:

- (a) For age groups U-11 and up
  - 1) A limit for Competition Division 1 of not more than 25 players shall be imposed.
  - 2) A limit for Recreation Division 2 of not more than 22 players shall be imposed.
- (b) For age groups U-09 and U-10
  - 1) A limit for Competition Division 1 and Recreation Division 2 of not more than fifteen (15) players shall be imposed.

**NW5300 FIFA Laws of The Game** shall apply in any and all matches under the jurisdiction of NW with the exceptions noted in accepted CJSA policy and the current NW District Team Handbook.

**NW5310 The U-09 and U-10** age groups shall be modified as specified in the latest accepted Northwest District Team Handbook.

**NW5311 Tournaments and NW District leagues in the U-09 and U-10 age groups** shall be recreational only and will consist of participation recognition rather than merit awards.

- (a) NW Teams participating in the U-09 and U-10 Div. 1 and Div. 2 leagues shall, in the absence of injury or discipline, guarantee each player present, a minimum of 50% playing time at each match.

**NW6000 ADMINISTRATIVE PROTOCOL**

**NW6060 A Performance/Compliance Bond** of the currently accepted amount shall be submitted by each member club of The NW District at the commencement of each seasonal year.

- (a) Bonds not forfeited may be carried over to subsequent seasons
- (b) Forfeiture of bond for illustrated non-compliance and/or non-performance shall result in immediate resubmission by offending club before participation can continue.

**NW6100 Fee Schedule** is illustrated below in *Table 6100-A*.

- (a) Checks and drafts for payment shall be made out to: CJSA NW District ”
  - 1) At no time will cash be an acceptable form of payment to NW.
  - 2) At no time should checks be made out to any individual.

OPERATION	FEE
i) Competition Player Registration	\$10/player
ii) Recreation Player Registration	\$6/player
iii) Adult Volunteer	\$2/adult
iv) Fall to Spring, Recreation to Competition Differential	\$4/player
v) Lost Player Pass	\$10/pass
vi) Inter-Club League Fee <del>and Premier Teams</del>	\$75/team
vii) D1, D2, D3 Premier Team Administrative Fee	\$50/team
viii) Club Performance & Compliance Bond	\$100/club
ix) Forfeit	\$25 & loss of bond
x) Missing game card for home team	\$25/card
xi) Protest	\$25/game
xii) Team Move-Up Petition Consideration	\$50/team
xiii) Late Fee for Missed Deadlines	\$25/day
xiv) Fine Review	\$50/fined event
xv) Referee Fees (See NWD Team Handbook)	Varied
xvi) Premier League Assignor Fee	\$8/game

*Table 6100-A*

**NW6110 Fines** levied as a result of a clubs indiscretions, shall be paid by said club no later than the seasonal team commitment deadline as described in §NW4200(a) of the subsequent season. Commitments not accompanied by fine(s) will be subject to elimination from seasonal scheduling.

- (a) A club will remain Not in Good Standing with CJSA under CJSA policy until such time as all financial obligations are met.
- (b) A fine review before the executive committee may be initiated by the submission of a \$50 fee per fined event by the offending club to NW. Such review will be conducted no sooner than 30 minutes prior to calling to order the next scheduled district meeting.

**NW6200 Deadlines** for various submissions and operations regulating NW business shall be expressly implied by the Chair, at least thirty (30) days prior to said deadline. This includes, but is not limited to seasonal commitments, registration submissions, fine payments, financial obligations, etc.

- (a) A fee of no more than \$25 will be assessed for each complete 24 hour period beyond the expressed deadline relating to submission of aforementioned items.

**NW6300**     **Failure to abide by printed schedule** shall result in surrender of club bond necessitating immediate re-submittal as well as forfeit consequences as described in §NW5030 for each remaining game not played.

**NW6400**     **Club re-affiliation forms** are due to the District Vice-President no later than June 1<sup>st</sup> via U.S. mail or fax. Any changes to club officer structure requires immediate re-submission of affiliation form to the District Vice-President.

**NW6500**     **A club shall designate no fewer than one (1) team** as Division 1 Classic Competition for every three (3) teams entered into the Classic NW Seasonal League in each homogenous age and gender group.

**NW6600**     **A Change of Club Registration Form** is necessary when any player is leaving one club and entering another club for Classic or Premier play within one (1) seasonal year {Fall to Spring}. A player is registered for neither club during the change request.

(a)     Allow fourteen (14) working days for the form and request to be processed.

**NW6610**     **A Voluntary Release Form** must be filed with the NW Vice-President from the club player is leaving if the player WILL NOT be playing for any other club within a seasonal year. This form will be forwarded to the District Vice-President within seventy-two (72) hours from notification of player s`attrition to the Club President.

**NW6630**     *(Passed as SR900-B)* **Clubs of The Northwest District Shall be Required to Furnish** IRS Form 1099 misc. by January 31<sup>st</sup> for the previous calendar year, to any and all members acting as subcontractors of or for said club who receive a total of \$600 or more in compensation directly related to their actions with or by said club. This includes, but is not limited to, Coaches, Referees, Administrators, etc. This does not include incorporated vendors of goods and/or services. In addition to IRS mandates, a letter of compliance shall be forwarded to the DVP within seven (7) days of processing IRS Form 1099 misc. Violation of this section is subject to District and State disciplinary action.

**NW6700**     **Registration Protocol** shall be dictated in supplement to §NW2920, as illustrated in the currently issued Registrar s`Manual , provided herewith under the direction of the District Registrar and The District Vice-President.

**NW6800**     **In Accordance With Federation §213.1(a)(5)**, NWD Clubs shall properly register with NWD, each and every player, coach and adult volunteer, who participates in any capacity with the member club. This includes, but is not limited to, premier, travel and in-house teams and/or leagues.

## **NW7000**     **TOURNAMENTS**

**NW7100**     **Tournaments hosting teams outside the NW District and participation within**, shall hereby be governed solely by the CJSA policies set forth.

(a)     NW Clubs wishing to host a tournament inviting only other NW teams need only secure written permission from the District Vice President.

## **NW9000 PREMIER**

**NW9100** The responsibility of administering any premier teams lies solely with the club sponsoring said premier team.

- (a) NW shall provide a registrar dedicated to premier issues
- (b) NW will not be responsible for scheduling, or other administrative problems

**NW9200** Premier teams playing for a NW club, are subject to any and all rules and regulations set forth herein in their entirety insomuch as the hosting club is subject to the same.

**NW9250** (*Passed as SR801-B*) **With Respect to State League (Premier) Game Referee Assignments**, said schedules will be communicated to the DRA no later than five (5) days prior to the scheduled match. Failure to do so will result in a fine of not more than \$50 assessed to the home club. Reschedules within the same five (5) day period will also result in a fine of no more than \$50 at the discretion of the DRA.

**NW9300** In supplement herein, the regulations covering premier are in direct conjunction with, and under the jurisdiction of, CJSA as illustrated by CJSA and Premier Board of Governors Policies.

## **NW10000 INSURANCE**

**NW10100** Each club participation in NW shall provide insurance for ALL involved players, coaches, and adult volunteers in conjunction with §NW6100(a)(1). NW shall furnish clubs one (1) certificate verifying insurance coverage annually.

- (a) Additional copies of Insurance Certificates with specifically named co-insureds, is Available from The CJSA State Office.

**NW10200** Insurance Coverage is only valid for registered and rostered players, coaches, and volunteers as prescribed under §NW6700. The willful use of unregistered and thus uninsured personnel shall constitute fraud and be grounds for disqualifying all participating individuals from insurance coverage exposing the club to negligent liability and disciplinary action.

**NW10300** Accidents requiring first aid attention must be reported to The District Vice-President within 24 hours of occurrence. An Accident/Injury Report must be filed to the District Vice-President within seventy-two (72) hours of the date of occurrence.

- (1) Specific insurance details are available under the Insurance section of the NW Manual.

**NW10400** Clubs of NW hereby agree to hold harmless NW, CJSA, USSF, its affiliated organizations and sponsors, from any and all injuries, maladies, or anguish caused by, or as a consequence of, participation in any NW event. Clubs also release, discharge and/or otherwise indemnify NW, CJSA, USSF, its affiliated organizations and sponsors, employees, associated personnel, including but not limited to coaches, managers, commissioners, officers, administrators and the same against any and all claims, by or on behalf of a club or registered participant in NW programs.

**NW10500** Exhaustion of remedies shall occur in any instance involving a NW club or registered participant. Neither NW, nor any club, league, team, coach, official, or player, or their representative, may invoke the aid of the courts of The State of Connecticut or any state of The United States without first exhausting all available remedies within the appropriate soccer organizations as set forth by CJSA policies and USYSA §4020 (7)(a)

## **NW11000 TRAVEL**

**NW11200 Inter-State travel** for the purpose of playing a game or tournament shall require compliance with currently accepted electronic registration –E-Travel .”

- (a) It shall be the duty of the club to ensure any of its teams leaving the state of Connecticut for participation in a game and/or tournament follow currently accepted electronic registration requirements as well as ensuring tournaments are properly sanctioned and opponent(s) is (are) properly registered and officially sanctioned US Soccer Federation Youth Affiliates.

**NW11300 Foreign travel, including Canada and Mexico**, for the purpose of participation in a tournament, must submit to the CJSA State Office, the following no later than ninety (90) days prior to the first date of the tournament:

- (a) Completed Permission to Travel form
- (b) Four (4) copies of traveling team s' approved current roster
  - (1) Ensure compliance with tournament roster size and team type.
- (c) Three (3) copies of tournament s' approved Application to Host ”
- (d) Application fee in the amount of \$50.

**NW11400 This section shall be supplemented** by the administration of CJSA policy under its complete authority and jurisdiction.

## **NW12000 DISCIPLINE**

**NW12100 The authority and responsibility of NW** to hear and adjudicate matters of discipline and to impose sanctions against any player, coach, manager, club official, or team shall be as here after set forth.

- (a) The authority and jurisdiction of this section is in conjunction and in direct support of and by CJSA policies as well as the USSF Appeals Manual .”

**NW12150 Whenever determined appropriate by The District Vice-President**, individual clubs may be encouraged to act upon their own behalf with respect to hearing and adjudicating disciplinary matters related to their members. In such case, a written report illustrating the club s' method of disposition will be sent to the DVP within thirty (30) days of remanding the case to the club. The District Vice President reserves the right to assess further penalties and/or sanctions an effort to preserve the ideals and philosophies of the district.

**NW12200 In the interest of maintaining the integrity of the game of soccer** and promoting good sportsmanship therein, the Board of Directors at each AGM, under §NW2010, shall elect five (5) persons, one of whom will be appointed chairman by the District Vice-President, and two (2) alternates, exclusive of the District Vice-President and the District Referee Administrator, to serve on the Disciplinary Board for a period of one (1) year.

**NW12300 The Disciplinary Board shall have the responsibility** of reviewing the actions of players, clubs, coaches, and any other registered member of NW when required by §NW12400 and §NW12500, and have the authority and duties to impose such sanctions authorized by §12700 as are appropriate and necessary to maintain order, discipline and the integrity of the game.

**NW12400**    **The Disciplinary Board shall within thirty (30) days of an offense**, review and schedule a hearing to ascertain and adjudicate the actions of any or all of the following:

- (a)    Players, coaches, and/or club members in any match terminated prior to completion  
      Due to rule violations(s)
- (b)    Any coach who receives two (2) yellow cards or one (1) red card in a season
- (c)    Any player who receives a second subsequent red card in one (1) season.

**NW12500**    **The Disciplinary Board shall immediately review** the actions of any coach, player, or other registered club member when asked to do so by the District Vice-President and/or the District Referee Administrator.

**NW12600**    **The Disciplinary Board shall have the authority** to review the actions of any coach, player or other registered club member at its own discretion or that of any of its members.

**NW12700**    **Where appropriate and after careful review and consideration of the actions** and facts of all involved persons, the Disciplinary Board may execute the following:

- (a)    Issue a letter of warning to offender
- (b)    Issue a letter of reprimand to offender
- (c)    Assess a reasonable monetary fine upon offending club
- (d)    Suspend the offender under CJSA sanctioning guidelines, for a period not to exceed one (1) year from the date of offense.
- (e)    Impose sanctions as illustrated by the Table of Minimum Standards - NW§128200
  - (1)    Offender is defined as any team, coach, club, or registered NW member found by  
          The Disciplinary Board to be in violation of NW, or CJSA rules herein.

**NW12750**    *(Passed as SR801-A)* **Any Northwest District Registered Official** assigned to officiate a match played within the jurisdiction of The Northwest District, who, while conducting the duties of officiating said match, feels the need to summon a local or state police agency with the sole purpose of gaining or maintaining civil order and/or personal safety, shall cause the offending club to be fined no more than \$500 for a first offense and \$1000 for a second offense. The matter is subsequently remanded to the district board of discipline by the authority vested in the District Vice President or The District Referee Administrator.

**NW12800**    **Hearing protocol** shall be dictated by accepted USSF practices as described in the USSF Appeals Manual and CJSA policy.

- (a)    In the absence, or inability of any Disciplinary Board member or chair to attend a hearing, the District Vice-President reserves the right to appoint ad-hoc members from the Board of Directors.

**NW128100**    **Decisions of the Disciplinary Board** are appealable to the State and National Associations as described in the USSF Appeals Manual .”

## NW128200 Northwest District Table of Minimum Standards & Sanctions

This table serves to illustrate minimum sanctions to be imposed for various infractions, due in part to minimum sanctions presented by The US Soccer Federation, and in no way is meant to represent a complete list of sanctionable offenses. The District Vice President and/or DRA, reserve the right to remand any incident to the district disciplinary committee for further sanctioning of actions which, in their opinion, is contrary to the ideals and philosophies of this district.

<b>Offense</b>	<b>Minimum Sanction</b>	<b>Monetary Consequence to offending club</b>
Referee abuse by coach (as defined by current CJSA definition)	3 game suspension	Loss of Bond
Referee abuse by player (as defined by current CJSA definition)	3 game suspension	-
Referee assault by player or coach (as defined by current CJSA definition)	Remanded to State Assoc.	-
Team actions requiring any game official to summon police	Varied	\$500 fine
Subsequent actions requiring any game official to summon police	Varied	\$1,000 fine
Playing of NWD Match without presenting roster and/or player/coach passes	1 game suspension of coach	Loss of Bond
Indecent gesticulation by coach on playing field	1 game suspension	Loss of Bond
Indecent gesticulation by player on playing field	1 game suspension	-
Alcohol possession by coach on playing field	1 year suspension	Loss of Bond
Alcohol possession by player on playing field	1 year suspension	
Rescheduling of premier match officials less than five (5) days before scheduled match. (Reasons other than weather)	-	\$50 fine
Fighting, attempting to fight, threatening or attempting to threaten, intimidate, spit upon, strike, bite, or otherwise engage or attempt to engage any other coach, player or spectator in an intimidating fashion	3 game suspension	Loss of Bond
Ejection (Red Card) of player	Min. 1 game suspension	-
Any Ejection of Coach which results in official report being filed	Min. 3 game suspension	Loss of Bond
Refusal to leave field after ejection of coach or player	Additional 1 game suspension	-
Exceeding three (3) adult maximum on team side of field	Forfeit of Match	Loss of Bond
Willful disregard of post-match handshake by player or coach	1 game suspension	-
Violation of accepted administrative policy	-	Loss of Bond
Modification to team commitments after deadline, before scheduling	-	\$100
Modification to team commitments during or after scheduling	-	\$350
Disregard for published or expressed district deadline	-	\$25/day
Defrauding or attempting to defraud the district through falsifying or attempting to falsify district documentation, including but not limited to player passes, rosters, travel forms or the like	Remand Club to District Discipline Committee	Loss of Bond

NOTE: This compendium is a sampling only of common offenses and in no way is meant to represent a complete and total list of sanctionable offenses. Coach refers to any registered adult listed on team roster who presents him/herself as member of a given team's coaching staff or management.

## **NW13000     **PROTEST****

**NW13100     **Protests and disputes**** with respect to a clear impact on the outcome of any game or competition under the jurisdiction of NW, shall be the responsibility of the Protest Committee under §NW2800. The protest Committee s findings shall be final and binding to both teams.

**NW13200     **Protests must be made in writing**** including details of the grounds for protest . Two (2) copies must be sent to the protest chair accompanied by a protest fee of \$25 (returnable if protest upheld). The protest must be logged with the committee and sent to the opposing team within seventy-two (72) hours of the conclusion of the match to which the protest relates. It is up to the protesting team to ensure this deadline is attainable. The committee shall act and make a final decision no more than ten (10) days after receipt of said protest. The protest fee shall be retained by NW.

- (a)     Protests relating to grounds, goals, fields, or other appurtenances of the game, shall not be entered unto the protest committee unless an objection was lodged in writing to the official before commencement of the game. The referee shall require the responsible team to remove or otherwise alleviate the objection, if and only if this is possible without unduly delaying progress of the game. When an objection has been lodged in writing, a protest must be made and no objection or protest shall be withdrawn except by consent of the protest committee.
- (b)     Protests relating to the qualifications of the officials, or the referee system, must be made to the official and opposing coach in writing before the commencement of the match.
- (c)     Concerns regarding the length of time for a half shall not be grounds for a protest provided both halves are equal.
  - (1)     In all aforementioned events, games shall be played.

## **NW14000     **STANDING RESOLUTIONS****