

# BRITISH COLUMBIA SOCCER ASSOCIATION

## RISK MANAGEMENT POLICY

This form was reviewed September 04/ 2006 (Please Print):



### 1. VOLUNTEER DISCLOSURE STATEMENT:

The BCSA thanks you for volunteering your time to assist the Youth of BC in learning and playing the game of soccer. Due to the increasing number of incidents involving adults entrusted with performing financial duties and/or responsible for bookkeeping or bank account for Volunteer Organizations, the Board of Directors have devised a procedure under the Risk Management Policy to determine the suitability as a director or Officer of a volunteer organization. Applicants are required to complete the **VOLUNTEER DISCLOSURE STATEMENT ANNUALLY**. The intent of this procedure is to ensure the protection of our volunteers and our youth. Please be assured that maximum confidentiality will be maintained. Your cooperation is greatly appreciated.

### 2. APPLICATION:

I, the undersigned, understand that my volunteer position with the **BCSA** is contingent upon a review and approval of this truthfully completed and signed **VOLUNTEER DISCLOSURE STATEMENT**. I realize that the information, which I have provided, is subject to verification, which may include a criminal-history check. I accept that if I am permitted to volunteer, I may be discharged for any misrepresentation or omission on this form or as a result of the verification process

By signing this Application, you are consenting on your behalf to the collection, use, and disclosure of your personal information for the purposes of the BC Soccer Association, the District Soccer Association, and the Soccer Club. The personal information you provide will be used for purposes reasonably associated with you. The main use of the information is to obtain insurance and for use in any necessary disciplinary proceedings. The personal information will not be disclosed to third parties other than as stipulated unless required by law. If you wish to know more about the privacy policies of BC Soccer Association and its members, please contact the Executive Director of the BC Soccer Association at 604.299.6401.

First Name: \_\_\_\_\_ Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_ Gender M / F  
(Please Print) (Please Print) (Circle)

Address: \_\_\_\_\_ City: \_\_\_\_\_, BC  
(Please Print)

Postal Code: \_\_\_\_\_ (Wk) ( ) \_\_\_\_\_ - \_\_\_\_\_ (Fax) ( ) \_\_\_\_\_ - \_\_\_\_\_ (H) ( ) \_\_\_\_\_ - \_\_\_\_\_  
(Telephone #) (Telephone #)

(E mail: \_\_\_\_\_)

Driver's License #: \_\_\_\_\_ BCSA ID#: \_\_\_\_\_ (DOB) \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
month / day / year

(If your surname had changed for any reason (i.e. marriage) please indicate previous surname) \_\_\_\_\_  
(Please Print)

Number of years involved in soccer: \_\_\_\_\_ Position within Assoc.: \_\_\_\_\_  
(Director, Officer, Volunteer)

Does your job require a criminal record Check (Y / N) \_ If yes, when: \_\_\_\_\_  
mm/dd/year

3. A list of relevant offences is attached. If you can answer YES to one or more of these relevant offences, you are required to write, on a separate sheet of paper, the circumstances of the incident, with relevant dates, times and the results of the conviction, suspension or fine. When you hand in the **Volunteer Disclosure Statement**, please attach your written statement.

3.a **Have you ever been convicted of one or more of the offences in the List of Relevant Offences?** **YES / NO**  
(Please circle one)

3.b **Have you ever been convicted, suspended or fined for driving while under the influence of drugs and / or alcohol?** **YES / NO**  
(Please circle one)

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_ 20 \_\_\_\_\_

**The protection of Volunteers and Players is our top priority**

## **BRITISH COLUMBIA SOCCER ASSOCIATION**

### **RISK MANAGEMENT POLICY FORM B**

**1. VOLUNTEER DISCLOSURE STATEMENT RELEVANT OFFENCES:  
(All Offense Sections cited relate to the Criminal Code of Canada)**

s. 119 (bribery), s. 121 (fraud on the government), s. 122 breach of trust, s. 123 (municipal corruption), s. 124 (selling or purchasing office), s. 125 (influencing or negotiating appointments or dealing in offices), s. 129 (offences relating to public or peace officers), s. 130 (personating a peace officer), s. 131 (perjury), s. 137 (fabricating evidence), s. 139 (obstruction of justice), s. 140 (public mischief), s. 141 (compounding an indictable offence),

s. 322 (theft), s. 324 (theft by bailee), s. 328 (theft by or from person having special interest), s. 330 (theft by person required to account), s. 331 (theft by person holding power of attorney), s. 332 (misappropriation of money held under direction), s. 340 (destroying documents of title), s. 341 (fraudulent concealment), s. 342 (credit card theft or forgery), s. 342.1 (unauthorized use of a credit card), s. 344 (robbery), s. 346 extortion, s. 354 (Possession of stolen property), s. 362 (false pretences), s. 363 (fraud), s. 366 (forgery), s. 368 (uttering forged document), s. 374 (drawing document without authority), s. 380 (fraud of public market), s. 381 (fraud using mail), s. 382 (fraudulent manipulation of the stock market), s. 385 (fraudulent concealment of title documents), s. 387 (fraudulent sale of real property), s. 388 (misleading receipt), s. 389 fraudulent disposal of goods on which money advanced), s. 392 (disposal of property to defraud creditors), s. 398 (falsifying employment record), s. 399 (false return by public officer),

s. 400 (false prospectus), s. 403 (personation with intent), s. 422 (criminal breach of contract), s. 426 (taking secret commissions), s. 449 (making counterfeit money), s. 462.31 (laundering proceeds of crime).