



ARCTIC WINTER GAMES INTERNATIONAL COMMITTEE

POLICY MANUAL

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Arctic Winter Games International Committee Policy Manual

Introduction

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INTRODUCTION

The Arctic Winter Games is a high-profile circumpolar sport competition for northern and arctic athletes, and a multi-cultural exposition for the circumpolar world. The Games provide an opportunity to strengthen sport development in participating jurisdictions; to promote fair play, the benefits of sport and healthy lifestyles; to build partnerships; and to promote cultural diversity awareness and understanding. The Games celebrate sport, social exchange, and culture while providing an opportunity for the developing athlete to compete in friendly competition and share cultural values of northern regions of the world.

SPORT DEVELOPMENT/ATHLETE DEVELOPMENT

The achievement of individual excellence in athletics, with a favourable result from competition, is not a primary objective of the Arctic Winter Games. Instead, the fundamental purpose of the Games is to encourage maximum participation by all cultures in a broad range of athletic activity. Increasing level of skill is expected to result from, rather than be, the primary driver of participation.

CULTURAL & SOCIAL EXCHANGE

The Arctic Winter Games are common ground for promoting cultural and social interchange among northern peoples; and for providing a vehicle for education, understanding, and friendship between all peoples from the circumpolar world. The exchanges through athletic and cultural participation, as well as opportunities for social exchanges among contingents are intended to complement rather than replace other opportunities.



Purpose and Overview

The purpose of this manual is to provide Contingent participants, Contingent Mission Staff and Host Societies with the policies to guide and ensure a safe Games experience for all. It is the responsibility of Chefs de Mission, Mission Staff and Host Societies to ensure that participants and members of staff and volunteers are familiar with these documents as may be applicable to each of those groups. The Arctic Winter Games International Committee remains the final authority in all decisions related to the Arctic Winter Games policies. Questions to AWGIC members can be directed to info@arcticwintergames.org.

Arctic Winter Games International Committee

The Arctic Winter Games International Committee (AWGIC) is a federally registered non-profit corporation in Canada, (January 1968). It is also incorporated under legislation in the jurisdictions of Alberta, Alaska, Northwest Territories, Nunavut, and Yukon. The AWGIC is made up of representatives from each of the permanent partners (Alberta, Alaska, Greenland, Northwest Territories, Nunavut and Yukon) and is responsible for implementing policies and providing leadership to the Games. Each permanent partner can nominate two representatives from their jurisdiction, one of which is a Government representative and one a private sector representative. In addition to the permanent partners, a number of guest units can participate in the Games. Current guest units include Nunavik, Sapmi (Finland, Sweden, Norway), and Yamal.

The AWGIC provides leadership through the implementation of policy and the promotion and marketing of the Games, thereby building effective partnerships to address the needs of host communities, international partners and the Games sponsors. The AWGIC provides support and direction to Host Societies as they prepare for the Games.

Definitions can be found in the Arctic Winter Games International Committee Glossary



Section A – Arctic Winter Games International Committee Policies

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AWGP1 ATHLETE AND CULTURAL PERFORMER ELIGIBILITY POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. Arctic Winter Games athletic competitions feature sports that enjoy worldwide popularity and sports unique to the north. The AWG Cultural Program offers opportunities for northern artists to perform on a larger stage to diverse audiences. The Arctic Winter Games International Committee is responsible for providing direction and guidance to contingents to ensure meaningful competition and a diverse cultural program in the Arctic Winter Games Program.

Purpose: This policy provides direction and guidance to the participating contingents when selecting athletes and cultural participants for their teams.

1.1 To be eligible to compete in the Arctic Winter Games, an athlete shall:

- a) be a "Developing Athlete" as described in the Glossary of Terms and not have been a member of a national team in the sport in which they are competing, nor competed in, nor have been selected for an international competition as a representative of their country in the sport within one (1) year of the opening date of the Games (sports without national sport governing bodies are exempt from this rule)
- b) compete in one sport only
- c) meet individual sport requirements as per the current technical package.

1.2 To be eligible to participate in the Arctic Winter Games, a Contingent Cultural performer shall comply with the eligibility requirements included in the current Cultural Technical Package.

1.3 To be eligible to participate in the Arctic Winter Games, all Contingent Athletes and Cultural performers shall:

- a) be a resident of Yukon, Northwest Territories, Alberta North (north of 55 degrees), Greenland, Alaska, Nunavut or any other participating Contingent/Guest Contingent approved by the Arctic Winter Games International Committee (AWGIC). Current approved Guest Contingents are Nunavik (Quebec, Canada), Yamal-Nenets (Russia), Sapmi (Finland/Norway/Sweden);
- b) have been a continuous resident of the participating Contingent for six (6) months prior to the opening day of the Games;
- c) comply with all other Arctic Winter Games rules and regulations as outlined in the Arctic Winter Games Staging Manual, Arctic Winter Games Technical Packages or other publications issued by the Arctic Winter Games International Committee;
- d) comply with all rules and regulations of their Contingent.



NOTE #1.1: 'Resident' means a person who makes their permanent home in a jurisdiction and includes someone who may be temporarily absent from the jurisdiction but who maintains a close connection with the jurisdiction and has the intention of returning to the jurisdiction after a temporary absence. An individual leaving a jurisdiction with no intention of returning continues to be considered a resident of that jurisdiction up to 90 days after leaving and may participate if the first day of the Games falls within that 90-day period.

NOTE #1.2: A resident of a participating Contingent who is attending school outside the Contingent is deemed to be a continuous resident of their Contingent and is eligible to compete for their residence Contingent or the Contingent in which they are attending school (if a participating Contingent) but not both.

NOTE #1.3: An individual who is a resident of a jurisdiction not eligible to compete at the Games; but who lives in a participating jurisdiction as a student, or who is there on a temporary work visa, or who is otherwise temporarily living in a participating jurisdiction; is not considered a resident of the participating jurisdiction and is therefore ineligible to compete in the Arctic Winter Games.

NOTE #1.4: Individual Contingents may impose additional requirements for eligibility for their team provided they do not contravene the intent of the AWG International Committee policies.

**END AWGP1 Athlete or Cultural Performer Eligibility
October 23, 2020**



AWGP2 CODE OF CONDUCT AND HARASSMENT POLICY - PARTICIPANTS

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents; The Arctic Winter Games International Committee promotes fair play, cultural diversity awareness and understanding. The Arctic Winter Games International Committee is committed to ensuring the emotional and physical needs and safety of all participants.

Purpose: This policy provides guidelines to the participating contingents and Host Societies to ensure the safety of all Games participants.

2.1 All Participants are responsible for conducting themselves in a dignified and proper manner during the AWG. Participants may be subject to disciplinary action as detailed in the Code of Conduct/Ethics of the Contingent which they represent if they:

- a. Contravene any Games or Host Society policy, rule or regulation
- b. Contravene any Games codes of conduct/ethics
- c. Conduct themselves in a disgraceful or dishonourable manner
- d. Condone disgraceful or dishonourable conduct by others.

2.2 If a Participant engages in inappropriate behaviour including during sport competitions and/or practices, cultural exhibitions and/or performances, organized social events, ceremonies and day to day activities, in which they participate in as part of the AWG, the disciplinary rules of that Contingent's Code of Conduct, will apply in dealing with discipline matters.

2.3 In cases where a Participant is found to be in a major breach of their Contingent's Code of Conduct the Participant shall:

- a. Be removed from Arctic Winter Games events, including cultural events and ceremonies, effectively losing participant status; and / or
- b. Be sent back to their community by the Contingent provided any other authorities with jurisdiction (i.e. Police) approve their removal;
- c. Not be allowed to attend or participate in an AWG event even if they are under the supervision of a Contingent official.

The Chef de Mission for the Participant's Contingent shall be responsible for enforcing these requirements ensuring that all Contingent members receive the appropriate training / orientation on safe and ethical sport practices available in their jurisdiction.

**END AWGP2 Code of Conduct and Harassment Policy for Participants
July 24, 2020**



AWGP3 CONDUCT POLICY AND PROTEST PROCEDURE FIELD OF PLAY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents; The Arctic Winter Games International Committee promotes fair play, cultural diversity awareness and understanding. The Arctic Winter Games International Committee is committed to ensuring the emotional and physical needs and safety of all participants. The Arctic Winter Games International Committee (AWGIC) recognizes that the rules and standards of sport competitions may be interpreted differently among Contingents.

Purpose: This policy provides guidelines to the participating contingents and Host Societies to ensure the safety of participants on the field of play. It provides Contingents with a procedure to address decisions made related to conduct and decisions made related to sport competitions on the “field of play”. All protests must be brought forward to the AWGIC Technical Director before or during the Games. Protests or appeals received after the Games will not be considered unless there are extenuating circumstances that are approved by the president of the AWGIC.

3.1 All Participants (including athletes, cultural delegates, coaches, mission staff, chaperones, the Chef / Assistant Chef de Mission and any others considered to be part of a Contingent) are responsible for conducting themselves in a dignified and proper manner during the Arctic Winter Games (AWG). Contingent members may be subject to disciplinary action as detailed in this policy if they:

- a. Contravene any Games policy, rule or regulation
- b. Contravene any Games codes of conduct / ethics
- c. Conduct themselves in a disgraceful or dishonourable manner
- d. Condone disgraceful or dishonourable conduct by others

3.2 If a Contingent member allegedly commits an infraction that might make them subject to discipline in any activity related to a sport competition, and/or cultural exhibition in which they participate, the rules of that sport, and disciplinary rules of that Contingent (Code of Conduct), will apply in dealing with discipline matters.

3.3 In cases where a Participant is found to be in a major breach of their Contingent’s Code of Conduct the Participant shall:

- a. Be removed from Arctic Winter Games events, including cultural events and ceremonies, effectively losing participant status; and / or
- b. Be sent back to their community by the Contingent provided any other authorities with jurisdiction (i.e. Police) approve their removal.



- c. Not be allowed to attend or participate in an AWG event even if they are under the supervision of a Contingent official.

The Chef de Mission for the Participant's Contingent shall be responsible for enforcing these requirements.

3.4 For further clarity:

- a. Each sport shall establish a sport specific jury to deal with discipline and appeals procedures as dictated by the rules and conventions of that sport (see the Technical Package, for further information).
- b. If the sport does not have a sport specific jury process (i.e. Arctic Sports, Dene Games, Snowshoeing etc.) refer to the Traditional Sport Jury Policy and establish a specific process in conjunction with the AWGIC Technical Director.
- c. If the rules of a sport call for the payment of a fee prior to the hearing of a protest or disciplinary matter, these shall not be levied in the AWG for sport specific matters.
- d. Contingents may choose to pursue additional action as detailed in their own discipline or conduct policy.

3.5 If a Contingent member allegedly commits an infraction that is not covered by sport competition rules, the matter may be referred to the Games Jury or the Contingent member's Chef de Mission for action under that Contingent's Discipline Policy.

3.6 Discipline actions or protests may only be brought to the Games Jury by one of the following:

- a. The Chef de Mission of a Contingent
- b. The head official of a sport
- c. The Host Society President, General Manager or other Host Society staff members
- d. Any AWGIC member.

3.7 Discipline issues or protests may only be brought to the Games Jury if the following occurs:

- a. **The person bringing the discipline issue or protest forward completes the attached Discipline Action and Protest Form**
- b. The discipline issue or protest is filed with the AWGIC Technical Director or designate within five hours of the alleged incident.

3.8 Discipline issues or protests can only be brought to the Games Jury during the Games (36 hours prior to the Opening Ceremonies and within 24 after the Closing Ceremonies).

3.9 The Games Jury shall be chaired by the AWGIC Technical Director and include all Chefs de Mission and the Host Society Sport Manager. A minimum of three members is required to carry out business. The Chef de Mission filing a discipline action or protest and the Chef de Mission of the Contingent against which the



discipline action or protest is being filed are excluded from the jury for the period during which an action directly affecting them is being heard.

3.10 The Games Jury may also serve as the Appeals Board for any sport specific matter dealt with under 3.2.

3.11 The Games Jury shall convene to deal with matters properly brought to its attention as soon as is practical. The jury shall follow the rules of procedural fairness including:

- a. Informing the respective Chef de Mission, who will inform the individual(s) involved of the allegations against them,
- b. Allowing the individual(s), against whom the discipline or protest matter is being brought, to represent themselves or have a representative do so at the Games Jury meeting being held to consider the matter,
- c. Informing the Chef de Mission of the individual(s), against whom the discipline or protest matter is being brought, of the Games Jury decision,
- d. Informing the Chef de Mission of the individual(s), against whom the discipline or protest matter is being brought, of the Games Jury appeal mechanism if the Games Jury is not already acting as the Appeals Board) in which case no further appeal is allowed.
- e. Informing the Chef de Mission of the individual(s) who brought the issue to the Games Jury.

3.12 The following shall govern the appeal process related to a Games Jury decision:

- a. A Games Jury decision can only be appealed on the basis of an error in law (AWGIC or Host Society bylaws, rules and policies), an error in fact or a lack of procedural fairness. The Appeals Board (Item 3.10 above) will determine whether or not there are sufficient grounds for an appeal.
- b. Only the individual(s) directly affected by a Games Jury decision can appeal a decision.
- c. The appeal must be submitted to the AWGIC Technical Director in writing stating the exact reasons for the appeal within five hours of being notified of the Games Jury decision.
- d. Appeals will be heard by a separate Appeals Board established by the AWGIC President. The Appeals Board will consist of a chair who will be an AWGIC Board member but not the Technical Director and two other individuals, as determined by the AWGIC President, who do not have an interest in the matter being reviewed.
- e. The Appeals Board shall follow the rules of procedural fairness including those detailed in 3.4 above.
- f. The Appeals Board will deal with any appealed matter as soon as it is practical to do so.
- g. The Appeals Board will inform the Chef de Mission of the individual(s) against whom the discipline or protest matter is being brought of the decision and reasons for the Appeals Board decision.
- h. The Appeals Board will Inform other parties involved of the decision and reasons for the Appeals Board decision.
- i. **No appeals of Appeals Board decisions will be allowed.**

The AWGIC Technical Director shall be the only person that addresses media requests on Games Jury decisions. The chair of the Appeals Board shall be the only person that speaks to the media on Appeals Board decisions.



Discipline Action/Protest Form – next page



DISCIPLINE ACTION / PROTEST FORM

Time Referee's Report Posted _____ Date _____ Sport _____

Formatting (line spacing) _____ Date _____ Sport _____

Time Protest _____

Filed _____

PROTEST

Protest must be signed by the Coach or Manager

Coach or Manager

Protest must be signed by the Chef-de-Mission or appointed designate, from the province/territory/state where the protest originated.

Chef-de-Mission/Appointed Designate



Games Jury Decision:

Protest Accepted

Protest Rejected

REASON

Signature of AWGIC Technical Director

Signatures of Other Members of the Games Jury

Time Decision Posted: _____

Date: _____

**END AWGP3 Conduct Policy and Protest Procedure Field of Play
October 23, 2020**



AWGP4 CONTINGENT MEMBER INVOLVEMENT IN OFFICIAL EVENTS

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. The Arctic Winter Games program, as whole, fosters a sense of belonging, builds personal and community relationships in a fair and positive environment

Purpose: This policy provides guidance to the participating contingents and Host Societies to ensure that participating contingents gain the full benefits of the complete Arctic Winter Games experience.

- 4.1 All Contingent members must attend the opening and closing ceremonies for the Arctic Winter Games.
- 4.2 All participants are expected to be resident in the host community in assigned dormitories or lodgings and participate in the appropriate activities as assigned by the Chef de Mission during Games week.
- 4.3 Participants must not be involved in other major sporting events during Games week and may not leave the Games early to participate in other events.

Note: Requests for residency requirement exceptions will be dealt with on a case by case basis upon written request, by the Chef de Mission, to the Arctic Winter Games International Committee.

**END AWGP4 Contingent Member Involvement in Official Events
July 30, 2020**



AWGP5 CONTINGENT NAMES POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. The Arctic Winter Games International Committee recognizes that contingent names and acronyms may vary from region to region.

Purpose:

The purpose of this policy is to ensure consistency and accuracy in all references to the participating contingents.

The following Contingent names and shortened versions / acronyms are to be used for all signage, print, electronic and related purposes for the Arctic Winter Games. The full name of the Contingent is to be used whenever possible.

- a. Team Alaska (AK)
- b. Team Alberta North (ABN)
- c. Team Greenland (GL)
- d. Team Nunavut (NU)
- e. Team Northwest Territories or Team NT (NT)
- f. Team Nunavik Quebec (NQ)
- g. Team Sapmi (SA)
- h. Team Yamal (YL)
- i. Team Yukon (YK)

END AWGP5 Contingent Name Policy
September 26, 2019



AWGP6 CONTINGENT UNIFORMS POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. The Arctic Winter Games International Committee recognizes that contingent uniforms play a major role in athlete pride as well as spectator recognition of contingents.

Purpose:

The purpose of this policy is to ensure continuity and differentiation of the participating contingents on the field of play.

The following regulations apply to Contingent member uniforms for the Arctic Winter Games:

6.1 During competition, each participant shall wear a standard competition uniform in accordance with the rules of his/her particular sport.

6.2 All Contingents competing in hockey, futsal, and basketball must have a home (light coloured) and away (dark coloured) set of uniforms. In the competition schedule, the team designated as the home team shall wear their home (light coloured) uniform. The team designated as the away team shall wear their away (dark coloured) uniform.

6.3 Contingent competition uniforms for all sports shall be consistent in colour and style. All uniforms must easily identify to which Contingent a participant belongs. Certain sports may be excluded from this requirement because of the cost of uniforms. The AWGIC Technical Director will confirm these exemptions after the sport selection process has been completed.

6.4 Competition and walkout dress colours for Contingents shall be determined as follows:

- a. Chefs shall submit concept drawings with colours for their walkout and competition uniforms by a date to be determined by the Technical Director prior to each Games.
- b. The approved colours for each Contingent are as follows. Requests for changes in colours are to be submitted, in writing, to the AWGIC Technical Director.

(1) Alaska	Royal blue (primary) and gold
(2) Yukon	Black (primary), white, red and purple
(3) NT	Black (primary), royal blue and silver
(4) Alberta North	Royal blue (primary) and white
(5) Greenland	Red and white
(6) Nunavut	Yellow/red (primary) with royal blue and white trim



(7) Guest Units

- Nunavik Black and lime green
- Yamal Blue, White and Red
- Sápmi Blue, Red and Green

- c. If a conflict in colour is noted (particularly with competition uniforms for team sports) the Technical Director and affected Chefs will discuss the matter and determine the appropriate changes to these uniforms.

6.5 Logos on contingent uniforms must comply with the guidelines set out in the AWG Brand and Logo Manual, the Logo Symbol Policy #AWGP23 and the Corporate Sponsorship Policy #AWGP7. Contingents must submit mock-ups of logos to be used on uniforms to the Technical Director and the Operations Coordinator prior to production of uniforms.

6.6 Contingents may choose to add the Host Society 'tag line' (Theme or location and year of the Games) to their uniforms.

**END AWGP6 Contingent Uniform Policy
October 23, 2020**



AWGP7 CORPORATE SPONSORSHIP POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. Corporate sponsorship is recognized as an important source of funding for the Arctic Winter Games. The AWGIC does not seek corporate sponsorship for any of its operations in an effort to allow Host Societies and Contingents all possible opportunities to obtain corporate sponsorship.

Purpose:

The purpose of this policy is to ensure responsible advertising and sponsorship conform with the principles and philosophies of the Arctic Winter Games.

The following conditions apply to the acceptance of corporate funding by a Host Society and Contingents:

- 7.1 All tobacco, e-cigarette, cannabis, or equivalent company sponsorship and advertising is prohibited.
- 7.2 All alcohol company advertising is prohibited in any venue or location accessible to underage participants. Alcohol company advertising is permitted, upon Arctic Winter Games International Committee written approval, at events where alcohol will be served and participant access is limited or prohibited.
- 7.3 Chefs de Mission are responsible for advising the Host Society of any long-term sponsorship arrangements that cover the period of the Games. Host Societies are responsible for advising potential sponsors of any potential Contingent sponsor conflicts and, if required, negotiating an agreement between the Host Society, the affected Contingent(s) and sponsors on these matters. The AWGIC must approve these agreements.
- 7.4 Corporate Sponsorship on Uniforms
 - a) All corporate advertising must be approved by the AWGIC, prior to the manufacturing of uniforms or accessories. Contingents are required to submit sketches of the complete uniform with the intended corporate advertising for approval.
 - b) Contingents may seek corporate advertising for their uniforms. Sponsorship of competition bibs, venues and other locations at the Games is reserved for Host Societies. Teams may be prohibited from displaying corporate sponsor logos on uniforms that conflict with Host Society sponsors.
 - c) Corporate sponsorship advertising on Contingent uniforms cannot exceed one ad of 40 square centimeters or two ads of 30 square centimeters each. In addition, the clothing manufacturers' logos are allowed (at a Contingent's discretion), but can be no greater than 32.5 square centimeters unless approved by the AWGIC.

END AWGP7 Corporate Sponsorship Policy

May 20, 2020



AWGP8 CULTURAL PROGRAM POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. Northern performers may not have the same opportunities as their counterparts in southern communities. The AWG Cultural Program offers opportunities for northern performers to showcase their talents on a larger stage to diverse audiences.

Purpose: This policy provides direction to the Host Society to ensure a full and complete cultural program experience for the contingent cultural participants.

- 8.1 The Host Society is responsible for the development of a cultural program that:
- a. Reflects the founding principles of the Arctic Winter Games: athletic competition, cultural exchange and social interaction,
 - b. Showcases the host community / region and the circumpolar north,
 - c. Develops, amongst northern peoples, a geographic and cultural identity and fosters continued good relations,
 - d. Supports the development of youth cultural delegates as outlined in the Cultural Technical Package.
- 8.3 All participating Contingents shall be responsible for selecting and including three to six cultural delegates, in accordance with the Cultural Technical Package as part of their Contingent at each Games. Cultural delegates form part of the Contingent Teams and as such will have the same obligations and receive the same benefits as all other Contingent members.

END AWGP8 Cultural Program Policy

July 30, 2020



AWGP9 DORMITORY POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents; The Arctic Winter Games International Committee promotes fair play, cultural diversity awareness and understanding. The Arctic Winter Games International Committee is committed to ensuring the emotional and physical needs and safety of all participants.

Purpose:

This policy sets the guidelines to the participating contingents and Host Societies to ensure all participants are housed in common safe accommodations.

9.1 All Contingent members under the age of 19 will occupy the accommodation provided by the Host Society. All coaches of participants under the age of 19 must reside in this residence (Participant Accommodation).

9.2 Participants 19 years and over may reside outside the Participant Accommodation (at their own cost – unless required by the Host Society) but must first acquire permission from their Chef de Mission who will then notify the Host Society. Once participants reside outside of the Participant Accommodation, their access will be limited to the cafeteria. If the Games are held in a community where a shortage of accommodation exists, athletes 19 years or over may be required to reside outside the Participant Accommodation, at the Host Society's expense.

9.3 The curfew for all participants residing in the Participant Accommodation is 11:00 p.m. This means that participants must be in their rooms by 11:00 p.m. except as outlined below.

9.4 "Lights out" will be 12:00 am (midnight) for all participants. This means that the lights must be turned off by 12:00 am (midnight).

9.5 Chefs may grant exceptions for late competition schedules and other matters beyond a participant's control as follows:

- Chefs may approve exceptions after 11:00 p.m. (curfew) or 12:00 am (midnight) (lights out). The Chef or their representative must advise the appropriate Host Society security personnel.
- Chefs and or coaches may approve an earlier curfew and 'lights out' for their team members if they desire but must enforce the same using their own resources.
- Host Society security personnel will confiscate participant accreditation after the 12:00 am (midnight) deadline unless the Chef has authorized an exception. Host Society Security shall take no action against a participant who arrives later than 11:00 pm but before 12:00 am (midnight).
- Host Society Security will document all action taken in relation to participants arriving after 12:00 am (midnight) (confiscated accreditation, warnings to participants, reported to coaches/chaperones etc.)



- In all circumstances, 11 p.m. to 12:00 am (midnight) is considered to be quiet time. Host Society security personnel will be responsible for enforcing this requirement.

Note: Special requirements related to health challenges will be dealt with on a case by case basis by the Arctic Winter Games International Committee and the Host Society.

END AWGP9 Dormitory Policy
October 23, 2020



AWGP10 EXCLUSIVITY POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents and are the premier circumpolar sport and cultural event for northern youth. The Arctic Winter Games are an independent event.

Purpose: This policy provides guidelines to the participating contingents and Host Societies to ensure the independent staging of the Arctic Winter Games.

10.1. No competition or event at the Arctic Winter Games shall represent the national, territorial or state championship of any sport.

10.2 The Games shall not be staged in relation to, as part of, or together with a fair exhibition, rally or any other similar event; except with the written consent of the Arctic Winter Games International Committee.

**END AWGP10 Exclusivity Policy
July 30, 2020**



AWGP11 FINAL REPORT POLICY- CONTINGENT

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents; The Arctic Winter Games International Committee is committed to improvement of the Arctic Winter Games and collaborative partnerships with Contingents

Purpose: This policy provides guidelines to the participating contingents for preparation of final reports to provide information to future Host Societies and the Arctic Winter Games International Committee to assist with future planning and policies.

Final Reports are to be prepared by each Contingent Chef de Mission in collaboration with their Mission Staff. Contingent Final Reports are due to the AWGIC on the last Friday in May following a Games. The general intent of this report is to assist future Host Societies in their work. The AWGIC will make copies of these reports available to the next Host Society. The recommended format is as follows:

CHEF DE MISSION FINAL REPORT
20__ ARCTIC WINTER GAMES
Team _____, Chef de Mission

Section I Evaluation of Performance of the Host Society

Registration and Accreditation

- Was pre-Games registration convenient and functional?
- Did the accreditation system at the Games work well?
- Provide comments or recommendations.

Welcome/Arrival Services

- Was the arrival of your team handled in a timely manner with a minimum of confusion?
- Provide comments or recommendations.

Opening Ceremonies

- Did the Opening Ceremonies do a good job of kicking off the week?
- Were they well organized and choreographed? Provide comments or recommendations.

Team Accommodations

- Were accommodations sufficiently spacious or too crowded?
- Were they well-located or too spread out?
- Were there sufficient washrooms and shower facilities?
- Was cleaning during the Games adequate for the maintenance of hygiene?
- Was security in the accommodations area functional and effective?
- Provide comments or recommendations.

Food Service/Village Dining

- Were the hours of operation/serving sufficient and convenient?
- Was the quality of food adequate?
- Was enough food available to meet your team's needs and appetites?
- Did the box lunch program work well? Provide details of how many and to what sports and what days box lunches were used
- Provide comments or recommendations.

Awards Ceremonies

- Provide comments or recommendations on awards ceremonies both at sport venues and at the main awards venue.

Information Technology/Communications/Computer and Network Services

- Evaluate how the Games' IT system and staff, communications system and computer and network services performed and provide any comments or recommendations.

Mission Offices, Services and Accommodations

- Were the mission offices located in a place that facilitated the work of the mission staff, and were the offices conveniently reached by coaches?
- Were offices sufficiently spacious and adequately furnished?
- Were the supplies provided adequate for the mission staff to do its work?
- Provide comments or recommendations.

Cultural Program and Facilities

- Did your cultural delegation feel that they were an integral part of the Games?
- Did they have enough performance opportunities? Too many?
- Did your Unit members attend entertainment events? What is your impression of their experience?
- Provide comments or recommendations related to the Cultural program only. See Entertainment Program section below for other comments.

Forms and Publications

- Evaluate the effectiveness of forms provided by the Host Society and any publications of the Host Society; including Ulu News, directories, sport schedules/programs, results, posters, etc.

Media

- Describe the media coverage you saw in the host community, both print and electronic.
- Provide comments or recommendations.

Medical Services/Polyclinic

- Was the medical staff helpful? Did they provide quality care?
- Was the location of the polyclinic convenient and the hours it was open sufficient?
- Provide comments or recommendations.



Results

- Were accurate results produced and disseminated in a timely manner?
- Provide comments or recommendations.

Security

- Did the security arm of the Games work effectively?
- Were the security people helpful?
- Did you note any security lapses that affected members of your team?
- Provide comments or recommendations.

Social Program

- Were there sufficient opportunities for your young people to socialize with their peers from other delegations?
- Were social functions well run and well supervised? Provide comments or recommendations.

Transportation at the Games

- Provide comments or recommendations on the internal Games transportation system (i.e. timeliness, capacity, service locations, signage, etc.).

Website

- Did the Host Society's website and web presence function in a way that was helpful to you, your team, and parents from your area?
- Provide comments or recommendations.

Closing Ceremonies

- Did the Closing Ceremonies provide a fitting ending to the week?
- Were they of an appropriate length?
- Did they keep the spirit of the Games going?
- Provide comments or recommendations.

Send Off and Departure

- Was your team's departure handled smoothly with a minimum of confusion and hassle?
- Provide comments or recommendations.

Miscellaneous

- Provide a summary as outlined above or in other areas where the Host Society established a separate committee or operating unit.
- Provide any other comments or recommendations that will improve the operation of future Arctic Winter Games.



Section II

Comments and Recommendations Pertaining to Your Unit

General Unit Management

- Provide a brief description of how the Unit was managed.
- Include any recommendations on changes to previous methods of operation that worked well.
- Include copies of organizational charts, job descriptions, etc.

Intra-team Communications

- Describe the system of communications within the team at the Games and provide any comments or recommendations. Print, video, website, social media, messaging (SMS, What's App, FB messenger, etc.), e-mail

Cultural Delegation Selection

- Describe the selection system used by your contingent. Provide comments or recommendations.

Finance

- Describe how the Unit raised the funds necessary to finance its involvement in the Games.
- Complete the charts provided at the end of this section.

Forms, Publications, Team Booklets/Manuals/Handbooks

- Evaluate the effectiveness of forms provided by the Host Society and any publications of the Host Society; including Ulu News, directories, sport schedules/programs, results, posters, etc.

Insurance

- Describe the insurance obtained for the Games and provide recommendations.



Media

- Describe the media coverage provided by media located within your Unit for the Games and describe how you promoted it. Provide comments or recommendations.

Medical Services

- What sort of medical services did you provide within your team? Provide comments or recommendations.

Sports

- Provide a brief summary of the Unit's involvement in and any comments or recommendations on each sport.

Transportation

- Describe the logistics of transporting your team to and from the Games.

Team Selection Process

- Describe the process used to select team members including specifics on the trials process. Complete the attached form.

Your Team's Website

- Describe your team's web presence and how you used the Web and the Internet to facilitate your administrative tasks.

CONTINUED ON NEXT PAGE



Section III

General Comments and Recommendations Related to the Arctic Winter Games International Committee

Executive Summary and Recommendations

- Provide a synopsis of the general observations and recommendations that the Chef has made in the body of the report.

Arctic Winter Games International Committee

- Provide any recommendations on how the AWGIC could improve the assistance provided to the Units involved in the Arctic Winter Games.

Miscellaneous

- Provide any other comments or recommendations that will improve the operation of future Arctic Winter Games.

CONTINUED ON NEXT PAGE



Section IV
Complete the following Charts

ARCTIC WINTER GAMES UNIT INVOLVEMENT SUMMARY

20 _____ GAMES

TEAM _____

Participation Summary			
	Regional Trials	Jurisdictional Trials	Games
Athletes			
Coaches			
Mission Staff			
Sport Officials			
Total			
Communities Involved			
Aboriginal Athletes Involved			
Male Athletes Involved			
Female Athletes Involved			

CONTINUED ON NEXT PAGE

Summary by Sport			
Sport	Regional Trials	Jurisdictional Trials	Games
Alpine Ski			
Arctic Sports			
Badminton			
Basketball			
Biathlon – Ski			
Biathlon – Snowshoe			
Cross Country Ski			
Culture			
Curling			
Dene Games			
Figure Skating			
Futsal			
Gymnastics			
Hockey			
Snowboarding			
Snowshoeing			
Speed Skating			
Table Tennis			
Volleyball			
Wrestling			
*			
*			

*Insert name of regionally relevant sport for this Games cycle

CONTINUED ON NEXT PAGE



Summary of Revenue and Expenditures
(Please complete separate sheet for regional trials, jurisdictional trials and Games)

REVENUE

Federal Contribution _____

Territorial/Provincial/State
Contribution _____

Donations _____

Athlete Contribution _____

Sales _____

Other (Please specify) _____

Total _____

EXPENDITURE

Transportation _____

Accommodations _____

Clothing &
Accessories _____

Facilities _____

Sport Officials _____

Administration _____

Other (Please
specify) _____

Total _____

**END of AWGP11 Final Report Policy – Contingent
July 30, 2020**



AWGP12 FINAL REPORT POLICY- HOST SOCIETY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. The Arctic Winter Games International Committee is committed to improvement of the Arctic Winter Games and collaborative partnerships with Host Societies.

Purpose: This policy provides guidelines to the host societies for preparation of final reports to provide information to future Host Societies and the Arctic Winter Games International Committee to assist with future planning and policies.

Within 180 days of the conclusion of the Arctic Winter Games the Host Society shall submit one copy of the audited financial statements of the Host Society to the AWGIC. The format of this audited financial statement shall be in accordance with generally accepted accounting principles.

Within 90 days of the conclusion of the Arctic Winter Games the Host Society shall submit one copy of the comprehensive final report evaluating the Games to the AWGIC. The AWGIC will make such report available to the contingents and the next Host Society. The general intent of this report is to assist future Host Societies in their work. The format of this report shall be as follows:

Executive Summary and Recommendations

- Provide a synopsis of the general observations and recommendations that the Host Society has made in the body of the report.

General Games Management

- Provide a brief description of how the Host Society organized itself and conducted its business. Include any recommendations on changes to previous methods of operation that worked well. Include copies of organizational charts, job descriptions, etc.

Accommodations

- Provide a brief description of the accommodations provided for participants, coaches, mission staff, sport officials, guests, etc. Include summary information on the numbers related to beds, showers, equipment and related. Provide recommendations.

Catering

- Describe and provide recommendations and include the following:
 - a copy of the RFP for catering is one was issued
 - a copy of any contracts utilized and the quantity and type of food purchased or donated
 - a summary of the meals provided
 - a summary of the box lunches provided (numbers, to which sports or venues, which days and to which contingents)
 - a summary of consumption figures is important
 - a copy of the menu.

Ceremonies and Awards

- Describe and provide recommendations on the Opening and Closing Ceremonies as well as any separate medal presentation programs used and the sport specific opening and closing ceremonies.

Communications

- Describe and provide recommendations.

Cultural Program

- Provide a summary of the program and recommendations specific to the cultural program developed for Contingent participants.
- Include a copy of performance schedules outside of Gala Performances.

Decorations, flags and signage

- Describe and provide recommendations.

Entertainment Program/Social Program for Participants

- Describe and provide recommendations.

Facilities and Equipment

- Describe the facilities used and include the following:
 - any capital improvements made and which facilities were used for each sport
 - summarize how facilities such as the Mission Headquarters, medical infirmary, etc. were established and utilized
 - Provide recommendations.

Finance and Fundraising (See also Audited Report above)

- Describe how the Host Society raised the funds necessary to run the Games.
- Provide copies of any donor recognition program used and describe the financial control system used.
- Provide a detailed summary of all expenditures if this is not included in the audit.
- Provide details on exactly how all funds were raised.
- Provide recommendations.

Forms and Publications

- Provide one copy (via drop box or other form of shared document) of all forms, publications and manuals developed and used by the Host Society.

Guest Services

- Describe and provide recommendations. Provide statistical information for development of future host programs.

Insurance

- Describe the insurance(s) obtained for the Games including any insurance(s) provided by the municipality.
- Provide recommendations.

Language Services

- Describe and provide recommendations.

Media

- Describe the media coverage of the Games and the services provided to media organizations.
- Provide a copy of any broadcasting contracts.
- Provide a list of registered media and contact information for use by future hosts.
- Provide recommendations.

Medical

- Describe and provide recommendations.
- Provide a summary of the number of patients treated and types injuries seen during the Games.
- Make observations on any safety or rules related considerations that may help reduce injuries.
- Provide a summary of and any recommendations on any contagious disease problems and or illness prevention and screening strategies that could be adopted.

Marketing and Merchandizing

- Describe and provide recommendations.
- Include volume and sales information for future Host Societies.

Souvenir Video

- Describe process used to prepare the souvenir video.
- Provide recommendations.

Registration and Accreditation

- Describe and provide recommendations.

Results

- Describe the system used to collect results and provide recommendations.
- Provide a final copy of the comprehensive sport results and the final computer results program to the Technical Director.
- Describe the technical processes used.
- Provide one complete copy of the official Games results (can be in a separate publication).

Security

- Describe and provide recommendations.
- Provide statistical information on the number of volunteer and paid security staff utilized.

Sports

- Provide a brief summary of the organization and recommendations specific to each sport competition.
- Include information on the sanctions obtained for each sport.
- Provide a summary of efforts to obtain and utilize sport officials.
- Provide a general report on overall sport management and any resulting recommendations.
- Provide specific sport technical recommendations for potential venue or rule changes for future hosts.

Tickets

- Describe the system used and any recommendations.

Transportation

- Describe the systems used for all participants and any recommendations. Provide statistical information for use by future hosts.
- Describe the systems used for transportation of luggage at arrival and departure as well as equipment at arrival, departure and during the Games.
- Describe the systems used, if any, for Special Guests.

Ulu News

- Describe the process used to publish the Ulu News.
- Provide digital copies of all issues published for the AWGIC archives.

Volunteer Recruitment/Recognition

- Describe the system used to recruit and recognize volunteers.
- Provide any statistics compiled on the number of volunteers utilized, the number of hours they contributed and the estimated value of their work.
- Provide any recommendations.

Welcome and Send Off

- Describe the Welcome and Send Off procedures and how they were organized. Provide a copy of the Participant Welcome Booklet and any other publications used for Participants.
- Provide recommendations.



Arctic Winter Games International Committee

- Provide any recommendations on how the AWGIC could improve the assistance provided to the Host Society.

Chefs de Mission/Mission Staff

- Provide any recommendations on how the various Chefs de Mission and/or mission staff could provide assistance to the Host Society.

Miscellaneous

- Provide a summary as outlined above in other areas where the Host Society established a separate committee or operating unit.
- Provide any other comments or recommendations that will improve the operation of future Arctic Winter Games.
- Include specific numbers wherever possible through the entire report; i.e. number of meals consumed or number of t-shirts sold.
- Provide comments on the legacy left by the Arctic Winter Games in the host community and area.
- Wherever possible, provide numbers and statistics to back up statements.

END AWGP12 Final Report Policy – Host Society
July 30, 2020

AWGP13 FLAG POLICY

Preamble:

The Arctic Winter Games are an international event. The Arctic Winter Games International Committee is funded by its permanent partners who are (in order in which they joined), Alaska, Yukon, Northwest Territories, Alberta North, Nunavut and Greenland, and Guest Contingents Nunavik, Sapmi and Yamal. The flag protocol is designed to honour the permanent partners, guest units and host communities; the flags are displayed under this Flag Protocol regardless of the contingent host.

Purpose:

The flag policy is designed to ensure that flags at all Arctic Winter Games are treated with honour and displayed in a consistent manner.

13.1 The Host Society is responsible to inventory and forward all contingent, national, AWG and AWGIC flags to the next Host Society. The Host Society is responsible for ordering and replacing any damaged or missing contingent or national flags. Upon request by the Host Society the AWGIC will provide the necessary AWG flags, the costs for which will be covered by the International Committee.

13.2 A Host Society may choose to design a flag representing the Host region. The Host Society flag design must comply with the guidelines found in the Brand and Logo Graphic Design Manual and Symbol Policy as well as be approved by the Arctic Winter Games International Committee.

Flag Protocol

- For events where the flags are marched into a venue the flags are presented in the following order:
 - AWGIC
 - Host Society (The Host Society, host community and host country flags can be marched in together if appropriate)
 - Host community (if different from the host Contingent flag)
 - Host country (if different from the host Contingent flag)
 - The jurisdiction hosting the next games
 - The other Contingents flags in alphabetical order
 - The host Contingent flag

Corresponding national flags may be carried in at the same time as their respective Contingent flags or with the officials. The host nation's flag may be included as above and with the Contingents from that country if appropriate.

- In locations where Games flags are displayed the following protocol shall apply:
 - Flags are to be to be the same size (90 x 180 cm or 3' x 6'). The only exception is the AWGIC flag, which may be larger; i.e. the Games flag at the Opening and Closing Ceremonies.
 - If possible, flags are to be hung or displayed horizontally.
 - If flags must be hung vertically, they must comply with that contingents' protocols for hanging flags vertically.

- Flags must be displayed (on poles or hung) in the following order (from centre and then alternating right to left of centre):
 - I. The Arctic Winter Games International Committee flag
 - II. The host country flag (if different from Contingent flag)
 - III. The Host Society flag (if one has been created and approved by the AWGIC)
 - IV. The host community flag (if different from Contingent flag)
 - V. All Contingents flags in alphabetical order.

Flags must be displayed at:

- All sport and major cultural venues
 - All award ceremonies
 - Other major venues such as City Hall, Legislative Buildings etc.
- The Greenland flag is considered the Contingent and national flag for AWG purposes.
 - If a guest Contingent does not have a Contingent flag the Host Society may display their respective national flag in place of the Contingent flag as noted above (i.e. Russian Contingent). Host Societies must confirm this with the Contingent involved.
 - Host Societies must collect, inventory, and transfer all flags to the next Host Society, at the cost of the **next** Host Society, within 30 days of the conclusion of the Games.
 - If national flags other than the host nation are displayed all national flags from participating Contingents must be displayed in a consistent manner.
 - Note - The flag and anthem protocols as described in AWGIC Policies and the Staging Manual have been approved by participating Governments. It is especially important for the Host Society to meet with the Chefs from and brief those volunteers with direct responsibility for Teams Yamal, Sapmi and Greenland to confirm that there are no language barriers that may cause issues.



EXAMPLES

VERTICAL 2020 hosted in Whitehorse, Yukon

(depending on which direction the flags are facing – ensure that flags are hung correctly based on the top and bottom of the flag by referring to the contingents’ flag protocols)

YL	NU	NT	ABN	WHRSE	IC	CANADA	AK	GL	NQ	SA	YK
----	----	----	-----	-------	----	--------	----	----	----	----	----

OR

YK	SA	NQ	GL	AK	CANADA	IC	WHRSE	ABN	NT	NU	YL
----	----	----	----	----	--------	----	-------	-----	----	----	----

HORIZONTAL or on flag poles in 2020 (Whitehorse, Yukon)

YL	NU	NT	ABN	WHRSE	IC	CANADA	AK	GL	NQ	SA	YK
----	----	----	-----	-------	----	--------	----	----	----	----	----

END AWGP13 Flag Policy
October 23, 2020



AWGP14 DIVERSITY POLICY

Preamble:

The Arctic Winter Games are a participant focused event promoting fair play, cultural diversity, awareness and understanding. The Arctic Winter Games International Committee will champion the emotional and physical needs and safety of all participants.

Purpose:

The purpose of the policy is to ensure the fair and equitable treatment of all participants, volunteers and staff, in the Arctic Winter Games

14.1 The AWGIC supports Host Societies' and Contingents' initiatives to create an environment where volunteers, participants, guests and Host Society staff feel safe regardless of language, gender, gender identity or expression, sexual orientation, race, ethnicity, physical ability, economic circumstances, or marital or family status.

END AWGP14 Diversity Policy

May 21, 2020



AWGP15 HODGSON TROPHY AND FAIR PLAY PINS POLICY

Preamble:

The Arctic Winter Games are a participant focused event promoting fair play, cultural diversity, awareness and understanding. The Arctic Winter Games are built upon the philosophy that fair play and sportsmanship are as important as the competition.

Purpose:

The purpose of the policy is to set out the details of the Hodgson Trophy, how it is awarded as well the details of awarding Fair Play Pins to participants.

The Hodgson Trophy is presented to the Contingent that demonstrates the best understanding of the philosophy of the Arctic Winter Games and most exemplifies the spirit of fair play during the Games week. Individual members of that Contingent will also receive a special Hodgson Trophy pin.

15.1 Eligible Voters

The following individuals are eligible to vote:

- a) All mission staff members, Chef de Mission and Assistant Chef de Mission from each contingent up to the maximum allowed by the Arctic Winter Games International Committee *
- b) All registered coaches *
- c) Technical Officials
- d) All AWGIC members
- e) All registered media
- f) All Board Members and senior staff for the Host Society

*Individuals in categories "a" and "b" above cannot vote for their own contingents. If a vote is not cast from these two groups it will be counted as a negative vote for that Contingent.

15.2 Voting Criteria

Eligible voters will receive an email and text ballot mid Games Week (Wednesday). Voting will be open until 8:00 am on the Friday before the closing of the Games.

Email addresses and telephone numbers will be obtained from the eligible voters' registration in the GEMS.Pro registration system. All eligible voters should ensure that the email address and telephone number they input into their GEMS.Pro registration is the email address which they will access during the Games. Each voter shall only vote once either by text or email.

15.3 **Ballot Tabulation**

Two AWGIC members, as appointed by the President, will tabulate the votes and report their findings to the president of the AWGIC who will announce the winning Contingent at the closing ceremonies of the Games. Medal counts, team placing and Fair Play Pins do not have any weight in determining the winner of the Hodgson Trophy.

15.4 **Eligibility**

All contingents participating are eligible to cast votes and receive the award.

15.5 **Determining Which Contingent to Vote For**

As an individual eligible to cast a vote to determine which Contingent will receive this award, it is incumbent on you to weigh your decision carefully. The following criteria are meant to assist in your decision.

- a. During competition and cultural performances Contingent members* should:
 - i. Respect the rules
 - ii. Respect the officials and their decisions
 - iii. Respect opponents
 - iv. Maintain self-control at all times

- b. Away from the competition Contingent members* should:
 - i. Respect each other and the residents of the host community
 - ii. Maintain self-control at all times
 - iii. Participate in the cultural and social interchange aspects of the games
 - iv. Be good ambassadors for sport and their Contingent

*Contingent members include athletes, cultural participants, coaches, mission staff and other official delegates of the contingents for the Arctic Winter Games.



Fair Play pins, produced by the Arctic Winter Games International Committee (AWGIC), are distributed to athletes who individually demonstrate an understanding of the philosophy of the Arctic Winter Games (AWG) and exemplify the spirit of fair play throughout the Games.

The awarding of Fair Play pins recognizes those individuals who go “above and beyond” to demonstrate respect for each other and the community and are excellent ambassadors for their sport and their Contingent.

AWGIC Board members, Chefs de Mission, the head official from each sport, and Host Society Board Members are provided with a number of these pins and will present them to individuals at a variety of occasions during the week. Chefs de Mission are encouraged to present their pins at team or other gatherings. Head officials will present their pins at the sport closing ceremonies and other suitable events.

All presenters must fill in the descriptor cards provided with the pins, take a photo of the recipient and return the descriptor card and the photo to the designated Host Society communications official.

The Host Society is required to publish the names of Fair Play Pin recipients in the Ulu News and use the information provided for media purposes.

Chefs are encouraged to circulate information on the Fair Play pins and their purpose to all Contingent members.

**END AWGP15 Hodgson Trophy and Fair Play Pins Policy
October 23, 2020**



AWGP16 MEDALS AND THE SCORING PROCESS

Preamble:

The Arctic Winter Games are a participant focused event promoting fair play, cultural diversity, awareness and understanding. Although the AWGs are built upon the philosophy that fair play and sportsmanship are as important as the competition, the AWGIC recognizes the need to award medals to teams and individuals recognizing their success at the Games.

Purpose:

The purpose of the policy is to set out the details on the types of medals and the process for awarding the medals at a Games.

16.1 Medals

Gold, silver and bronze Ulu medals, especially struck for the Arctic Winter Games, will be awarded to individual athletes in individual or team sport events who have been declared to have finished in first, second or third place respectively.

In team sport events the designated coach(es) is/are eligible to receive the medal his/her team is awarded. These sports are basketball, curling, hockey, indoor soccer and volleyball. Coaches in these sports are not eligible to receive the special coach's medal.

All other sports are individual sports. Coaches in those sports will receive a special coach's medal at the sport closing ceremony.

The Host Society is responsible for covering the cost of all Ulu medals. The AWGIC will arrange for their production and invoice the Host Society once this has been completed.

In circumstances where there are two or three teams / athletes are participating in a sport, the gold, silver and bronze Ulu medals will be presented as appropriate, provided all teams/athletes complete the competition according to the rules of that sport and are awarded those positions respectively. In accordance with the Sport Selection Policy, the AWGIC will either eliminate these events from future Games and or adapt the sport technical package to reduce the likelihood of this situation reoccurring.



16.2 **Scoring**

There will be no official aggregate point count kept by the Arctic Winter Games International Committee.

If the Host Society chooses to post or publicize information in connection with the awarding of gold, silver and bronze medals it may do so. Each gold, silver and bronze medal should be counted as one medal towards the respective Contingent's total medal count.

No award or trophy shall be given to any Contingent or Contingent member as a result of medal standings.

**END AWGP16 Medals and Scoring Process
July 30, 2020**



AWGP17 MISSION STAFF POLICY

Preamble:

The Arctic Winter Games are a participant focused event promoting fair play, cultural diversity, awareness and understanding. The operation of a Team/Contingent is intricate and multifaceted. The tasks and duties required during Games preparations and at Games time require dedicated personnel to provide support to participants as well as to collaborate with other contingents, the Host Society and the AWGIC.

Purpose:

The purpose of the policy is to provide details and guidelines for Teams in relation to the Mission staff who will support the Contingent leading up to the Games and at the Games.

17.1 Each Contingent brings mission staff to the Arctic Winter Games to support their participants. The maximum number for each Contingent will be determined as follows:

- a) One mission staff for every two sports that the team participates in including the cultural team (rounded up in the case of an odd number of sports), plus
- b) One mission staff member for media relations and /or other duties, plus
- c) One mission staff member for medical relations and/or other duties, plus
- d) One Chef de Mission, plus
- e) One Assistant Chef de Mission.

17.2 The total number of mission staff for a contingent is capped at 14.

Coaches, manager, cultural participants and Athlete numbers will be determined through the sport selection process. The addition of Chaperones must be approved by the AWGIC Technical Director. Chaperons may only be included on the team if a coach of the same gender as their athletes cannot be identified.

END of AWGP17 Mission Staff Policy
August 18, 2014



AWGP18 PHOTOGRAPHY AND DIGITAL IMAGE POLICY

Preamble:

The Arctic Winter Games are a participant focused event promoting fair play, cultural diversity, awareness and understanding. Media, Host Society, Participants, friends and families will take pictures and recordings at a Games to capture and report on the events.

Purpose:

The purpose of the policy is to ensure that photographs and digital images from a Games are available to participants, as well as for promoting the Games and creating an archive of past Games.

The Host Society and each Contingent shall establish a policy governing the use of photographic and other digital images or recordings of Games participants by the Host Society, Contingents, the Arctic Winter Games International Committee and media under the following guidelines.

18.1 Images taken by or for the Arctic Winter Games International Committee or a registered Arctic Winter Games Host Society will be used for Arctic Winter Games related, non-commercial promotional initiatives.

18.2 The Host Society shall provide the AWGIC with a comprehensive database of photos, from the Games, which include but are not limited to, sports, cultural events, volunteers and athlete activities, taken by Host Society photographers during the period beginning from the arrival of the first out-of-jurisdiction contingent to the day following the Closing Ceremony, to be hosted/archived by the AWGIC.

18.3 Photographs, digital Images and digital recordings provided by Host Societies are archived by the AWGIC and are available, at no cost, for use by media outlets, future host societies, participating governments, participating contingents, educational organizations, sport organizations and other parties who may request the use of photographs and digital images from time to time, for the purpose of reporting on, creating education materials, and promoting the Arctic Winter Games.

18.4 Photo credit of AWGIC archived photos: Arctic Winter Games International Committee and the “Year” Arctic Winter Games Host Society. Users may also credit the photographer if the same is known.

18.5 The policy shall comply with all appropriate host jurisdiction related laws.

18.6 The Host Society and Contingents will include a clause giving the permissions for use of photographic images (including the registration photo) in the Games Participant Registration form and Games Volunteer Registration form.

End of AWGP18 Photography and Digital Image Policy

May 5, 2020



AWGP19 REGULAR REPORT POLICY – HOST SOCIETY

Preamble:

As stewards of the Arctic Winter Games, the AWGIC provides leadership through the implementation of policy and provides support and direction to Host Societies as they prepare for the Games.

Purpose:

The purpose of this policy is to provide direction to the Host Society promoting regular communication with the Arctic Winter Games International Committee and ensuring a positive Games experience for participants and hosts alike.

The Host Society shall submit reports and information to the Arctic Winter Games International Committee as follows:

19.1 Minutes

- a) The draft minutes of all Executive and Board meetings as soon as they are prepared (to the AWGIC president and the AWGIC Operations Coordinator or other designated AWGIC member).
- b) All other committee meeting minutes on request.

19.2 Financial Reports

- a) All quarterly financial statements (budget variance, statement of revenues and expenditures, balance sheet and others) are to be submitted as soon as they are available.
- b) Annual approved financial audits in the format prescribed by the AWGIC Treasurer, including the final audit when the Games have concluded.

19.3 Major Reports

- a) Detailed progress reports must be submitted to the AWGIC three weeks in advance of each major meeting with the AWGIC. These reports are to include:
 - i) A summary of progress in all areas (usually by committee) against the timelines outlined in the Staging Manual;
 - ii) A summary of any significant actions not meeting the timelines, as outlined in the Staging Manual, and the proposed actions by the committee to address the matter;
 - iii) Venue reports including cad drawings.
- b) Detailed progress reports must be submitted to the AWGIC and the Contingent Chefs de Mission at least 1 month (30 days) in advance of the Mission 1 and Mission 2 meetings.

19.4 Final Reports

- a) A final report as outlined in the Final Report Policy AWGP12.
- b) A final financial audit as outlined in the Final Report Policy AWGP12.

**END AWGP19 Regular Reporting Policy – Host Society
July 30, 2020**



AWGP20 RETURN TO PLAY AND CONCUSSION POLICY

Preamble:

The Arctic Winter Games International Committee will champion the emotional and physical needs and safety of all participants.

Purpose:

The purpose of the policy is to ensure the safety of all participants in the Arctic Winter Games and to provide direction to the Host Society and Contingents to ensure that the proper protocols are followed.

20.1 If an athlete is declared medically unfit for competition by a medical practitioner appointed by the Host Society they may not return to play / competition without written certification by the appropriate Host Society medical personnel.

20.2 If the athlete returns to play / competition without such certification, their results may be nullified and they may be subject to further disciplinary action. The nullification of results includes the results of a team if team sport athletes return to play or dress for a Game and are available to play but do not. Any coach allowing a return to play without certification will be subject to their contingent's regulations and may also be report to authorities for placing a minor in harms way.

20.3 It is the Contingents' responsibility to ensure Mission Staff, Coaches, Athletes and Chaperones are familiar with the Canadian Guideline on Concussion in Sport.

20.4 The Host Society must immediately notify the appropriate Chef of any medical disqualifications or certifications to return to play.

20.5 The Host Society shall incorporate, as appropriate, medical protocols, procedures and related policies in accordance with the Canadian Guideline on Concussion in Sport and review these with Chefs and the AWGIC before the Games.

20.6 The Host Society medical personnel shall have access to and follow the return to play guidelines in the following publications (or any published updates):

- CONTINUED ON NEXT PAGE -



The Concussion Recognition Tool – 5th Edition (CRT5)

<http://bjsm.bmj.com/content/bjsports/51/11/872.full.pdf>;

The Sport Concussion Assessment Tool -5th Edition (SCAT5)

<http://bjsm.bmj.com/content/bjsports/51/11/851.full.pdf>

The Child Sport Concussion Assessment Tool – 5th Edition (Child Scat5)

<https://bjsm.bmj.com/content/bjsports/51/11/862.full.pdf>

**END AWGP20 Return to Play
January 30, 2020**



AWGP21 SPORT OFFICIALS POLICY

Preamble:

The Arctic Winter Games are a participant focused event promoting fair play, cultural diversity, awareness and understanding. The AWGIC is committed to the development of athletes, sports and officials in the participating jurisdictions.

Purpose:

The purpose of the policy is to ensure qualified sport officials are recruited as well as to ensure opportunities for development of sport officials from hosting and participating jurisdictions.

21.1 The Host Society is responsible for recruiting and covering all the costs of all sport officials as described in the Arctic Winter Games Technical Package and as set out in the Sport Officials section of the Staging Manual.

21.2 Sport officials must be recruited from within one of the participating Contingents whenever possible.

21.3 Sport officials shall not be considered as a member of any Contingent or Team and as such are to refrain from wearing team gear from their home jurisdiction.

21.4 Sport officials uniforms / clothing during competition must comply with:

- a) The appropriate rules of the sport as outlined in the technical package.
- b) May not include Contingent symbols, names, sport organization or related markings.

END AWGP21 Sport Officials Policy

July 30, 2020



AWGP22 SPORT SELECTION AND PARTICIPATION POLICY

Preamble:

The Arctic Winter Games combine athletic competition, cultural exchange and social interaction among northern contingents. Arctic Winter Games athletic competitions feature sports that enjoy worldwide popularity and sports unique to the north. The Arctic Winter Games International Committee is responsible for selecting which sport events will be included in the Arctic Winter Games Program.

Purpose: This policy provides a framework to guide the Arctic Winter Games International Committee's decisions regarding which sports will be included in the Arctic Winter Games program.

22.1 SPORT SELECTION PRINCIPLES:

The following principles apply to the selection of sports in the Arctic Winter Games:

- a) **Participation-** Sports will be selected to support maximum participation among permanent partners within approved participation limits.
- b) **Sport Development-** The Arctic Winter Games will enhance the ongoing development of sport within and among circumpolar jurisdictions.
- c) **Equality-** The Arctic Winter Games program will support balanced participation among genders.
- d) **Sustainability-** The Arctic Winter Games will include sports that are attractive to northern athletes. The selection of sports for the Arctic Winter Games will support ongoing sport development and delivery of the Arctic Winter Games program within member jurisdictions.

22.2 SPORT SELECTION PROCESS GOALS:

- a) **Regional Diversity-** Sport selection will recognize and support the unique aspects of sports in the Arctic and provide northern athletes with the opportunity to compete in events appropriate to their age and developmental stage. The selection of sports for the Arctic Winter Games will also recognize the diversity of host jurisdictions and their capacity to host events appropriate for the participating athletes.
- b) **Meaningful Participation/Competition-** Arctic Winter Games sport selection will support a positive participatory experience for Arctic Winter Games athletes. All participating teams will have a positive competitive sport experience at a level that ensures a reasonable chance at accomplishing their goals on the field of play.
- c) **Athlete Development-** Sports selected for the Arctic Winter Games will support northern athletes in their pursuit of developmental and performance goals in their chosen sport.

22.3 CATEGORIES OF SPORT PARTICIPATION:

In order to be included in the AWG a sport must be represented by a minimum of four contingents. AWG Sports are classified into three categories;

- a) **Heritage Sports**- sports that are unique to the Arctic Winter Games as a multi-sport program - (Arctic Sports and Dene Games)
- b) **Mainstream Sports** (- sports that have been included in the Arctic Winter Games program on more than one occasion, with participation from at least four permanent members in the most recent games.
- c) **Regionally Relevant** -sports identified by a host jurisdiction that will enhance the delivery of the Arctic Winter Games program within their region.

22.4 SPORT SELECTION PROCESS:

The AWGIC will announce which sports will be included in each edition of the Arctic Winter Games before the signing of the hosting contract. Confirmation of age groups and competition categories will begin immediately following each respective set of Games.

In making its decision on which sports will be included in a particular set of games the AWGIC will consider factors including the following:

- a) Direction from political leaders
- b) Consultation with permanent member jurisdictions
- c) Input from Sport Technical Meetings that are held at each set of Games
- d) Input from member jurisdictions, including Information on participation trends in participating jurisdictions
- e) Impact on sport development in participating jurisdictions, and impact on the future of the Arctic Winter Games Program
- f) Participation levels and trends in previous editions of the AWG
- g) Participation limits with respect to the total size of the games, hosting capacity, and the games financial framework
- h) Equitable access to AWG program among genders
- i) The marketability of the events within a particular host region
- j) Capacity of the Host jurisdiction with respect to facility and geographical limitations
- k) The Arctic Winter Games International Committee reserves the right to cancel any sport or sport category that will not have a minimum of four different Units participating.

22.5 CHANGES IN SPORT SELECTION:

Sports may be included in an edition of the AWG on the basis of Regional Relevance, with no expectation of future inclusion in the program Sports considered Mainstream Sports within the AWG program may be removed from the program as part of the Sport Selection process or, in exceptional cases after the process is complete for reasons including;



- a) There is a reduction in the number of jurisdictions competing in the event in previous games. To be considered a viable AWG competition at least four jurisdictions must confirm their intent to field teams.
- b) A lack of meaningful competition for participating teams.
- c) Facility or geographic limitations within a host jurisdiction.
- d) Direction from political leaders.

New sports may only be added to the AWG program where the decision will support maximum participation from member jurisdictions, within agreed upon participation limits.

END AWGP22 Sport Selection and Participation Policy
May 25, 2020



AWGP23 SYMBOL POLICY

Preamble:

The Arctic Winter Games logo and words 'Arctic Winter Games' are registered trademarks of the Arctic Winter Games International Committee. The Logo may not be used without the AWGIC's approval.

Purpose:

The purpose of the policy is to set out the details for use and protection of the Arctic Winter Games Logo.

General

23.1 Any reproduction of the official symbol, logo design, or combination thereof for informational, promotional or commercial purposes must be approved in writing and in advance by the AWGIC.

23.2 When such authorization is obtained, the symbol and/or typography must be represented according to the specifications outlined in the AWG Brand and Logo Manual. No variation is permitted including any alteration of the registered symbol, name and type style, distortion of design and/or change of colour unless approved in writing by the AWGIC.

Host Society Requirements

23.3 Arctic Winter Games Host Societies are required to utilize the unaltered Arctic Winter Games Logo as the symbol of the Games. It is to be prominently displayed on all major publications, signage, media resources and other imagery where they are advertising or promoting the Games. This includes all clothing and souvenir items produced for the Games.

23.4 Host Societies must have all images associated with the Games approved by the Arctic Winter Games International Committee including but not limited to: flags and banners, program images, clothing designs, promotional merchandise, etc.

23.5 Host Societies must utilize the Arctic Winter Games symbol on all schedules, programs, score sheets and other materials related to the Games. Symbols from other organizations (including sport groups and sponsors) may not be used without the approval of the AWGIC.

23.6 Any branding design created by a host society must use the AWG Logo and colours predominately and any such branding plans must be approved by the AWGIC.

Contingent Requirements

23.7 Logos on contingent uniforms must comply with the guidelines set out in the AWG Brand and Logo Manual, the Logo Symbol Policy #AWGP23 and the Corporate Sponsorship Policy #AWGP7. Contingents must submit mock-ups of logos to be used on uniforms, to the Technical Director and the Operations Coordinator, for approval prior to production of uniforms.



23.8 Contingents may choose to add the Host Society 'tag line' (Theme or location and year of the Games) to their uniforms.

**END AWGP23 Symbol Policy – AWGIC
May 25, 2020**



AWGP24 TICKET POLICY

Preamble:

The Arctic Winter Games are the premier sport and cultural event for youth in the circumpolar north. The Arctic Winter Games International Committee recognizes that the Games events attract spectators, sponsors and guests from within a hosting community as well as from afar.

Purpose:

To provide clear guidelines for Hosting Communities to ensure safe access to local and visiting spectators, including participants, at Games Events.

24.1 Chefs de Mission, Assistant Chefs de Mission and Arctic Winter Games International Committee (AWGIC) members are allowed no cost access to all ticketed preliminary and playoff rounds of sport events at all times and Opening and Closing Ceremonies. Their Games accreditation will be the only identification required.

24.2 All Mission Staff will be allowed access to all ticketed preliminary round sport venues at all times, and Opening and Closing Ceremonies. Their Games accreditation will be the only identification required.

24.3 All Mission Staff assigned to a particular sport will be allowed access to playoff rounds of their assigned sport at all times. A Host Society may require the use of tickets for this purpose.

24.5 Host Societies must set aside a reasonable number of tickets for all sport (preliminary and playoff rounds) and cultural events, to be available for purchase by each Contingent and the AWGIC, for one month prior to tickets being made available for sale to the public. After that time, any tickets not purchased by Contingents or the AWGIC may be made available for general sale.

24.6 For non-medal rounds of competition, twenty percent (20%) of all seats at all venues must be set aside for all Contingent participants (athletes, coaches, mission staff and cultural participants) and non-working sport officials of that particular sport under the following conditions:

- a) These reserved seats must be held up to five minutes after the start of the game or match.
- b) The Host Society shall not charge these individuals for these seats.
- c) These individuals shall not be required to use tickets; rather their Games identification cards are to be used to gain access.
- d) All these seats are not filled by five minutes after the start of the game or match, these seats may be opened up to the general public

For medal rounds, fifteen percent (15%) of all seats must be set aside for the above groups under the same conditions.

24.7 For non-medal rounds of competition twenty percent (20%) of all seats at all venues must be set aside for Games special guests under the following conditions:

- a) These reserved seats must be held up to five minutes after the start of the game match.
- b) The Host Society shall not charge these individuals for these seats.



- c) These individuals shall not be required to use tickets; rather their Games identification cards are to be used to gain access.
- d) If all these seats are not filled within five minutes after the start of the game or match these seats may be opened up to the general public.

24.8 For medal rounds, fifteen percent (15%) of all seats must be set aside for the above groups under the same conditions.

24.9 The above policies do not preclude any athlete, coach, manager or official from purchasing a ticket (if available) and being admitted under those regulations.

END AWGP24 Ticket Policy
May 25, 2020



AWGP25 TRADITIONAL SPORT JURY POLICY

Preamble:

The Arctic Winter Games are the premier sport and cultural event for youth in the circumpolar north. The Arctic Winter Games International Committee recognizes that traditional sport rules and regulations may vary from region to region.

Purpose:

To provide clear guidelines for officials and participants in resolving conflicts or disputes in relation to traditional sports played at an Arctic Winter Games.

In the sports of Arctic Sports, Dene Games, Snowshoeing the following procedures shall apply in sport technical matters.

25.1 If an athlete or coach commits an **infraction of the sport rules or technical package** during competition in Snowshoeing, Arctic Sports, Dog Mushing or Dene Games the rules of that sport apply as detailed in the respective posted technical package.

25.2 Appeals on competition related matters may only be filed if they are based on procedural fairness or rule interpretation. Appeals may not be filed based on statements of fact.

25.3 All appeals must be filed in writing with the head official within 30 minutes of the end of competition. The head coach of the team filing the appeal must sign the appeal.

25.4 Each of the above noted sports must establish a sport specific jury to deal with appeals. These juries shall consist of the head official, other officials as designated by the head official and, if the head official decides that it is appropriate, a coach or coaches not involved in or affected by the matter being considered.

25.5 The Sport Specific Jury shall convene to consider matters related only to appeals filed on procedural fairness or the interpretation of rules during a sport competition. The head official shall reject appeals filed on statements of fact and may not overrule judgment calls made during competition. All appeal hearings are to be held in accordance with the rules of procedural fairness (see Conduct Policy and Protest Procedure – Field of Play AWGP3). All appeal hearings are to be held in private.

25.6 If the Sport Specific Jury upholds the appeal, it will determine the appropriate action or redress to correct the situation. If the Sport Specific Jury rejects the appeal no further action will be taken.

25.7 If the head official receives an appeal or protest related to the eligibility of an athlete or a disciplinary matter outside the rules of the sport, these shall be forwarded to the Games Jury for consideration. The Arctic Winter Games Discipline Policy and Protest Procedure shall apply to these matters.

**END AWGP025 Traditional Sport Jury
July 30, 2020**



AWGP26 THEME SONG POLICY

Preamble:

The Arctic Winter Games are the premier sport and cultural event for youth in the circumpolar north. The creation and use of a theme song not only inspires and motivates participants, it also adds to the total Games experience for participants, hosts, visitors and volunteers.

Purpose:

To provide guidelines for the Host Society in supplying a theme song for a set of Games, and to ensure the participants have access to the Theme Song.

26.1 Each Host Society shall be responsible for supplying a Theme Song. The Theme song may not be licensed for use at any other event without the express written permission of the Host Society and the Arctic Winter Games International Committee. All rights to the Theme song will be the property of the Host Society and those rights shall be assigned in full to the Arctic Winter Games International Committee no later than December 31 following the completion of the Games.

26.2 The Arctic Winter Games International Committee shall have the right to post the song to the Arctic Winter Games International Committee website in perpetuity, at no cost.

END AWGP26 Theme Song Policy
May 5, 2020



AWGP27 PARTICIPATING CONTINGENT FEES POLICY

Preamble:

The Arctic Winter Games International Committee is a registered non-profit corporation whose purpose is to promote and safeguard the Arctic Winter Games and to provide sport and cultural opportunities for participants from its permanent partners and guest units. The permanent partner contingents and the guest units fund the work of the Arctic Winter Games International Committee.

Purpose

This policy outlines the payment of fees to the AWGIC for both permanent and guest participating units to ensure the AWGIC has sufficient funds to operate.

27.1 Participation Fees

- a) Invoices for all AWGIC participation fees are to be sent to the respective participating Permanent Contingents by January 15 each year.
- b) Invoices for all AWGIC guest fees are to be sent to the respective participating Guest Contingents by April 15th each year.
- c) Payments from all permanent participating units are to be paid in full to the AWGIC no later than April 30 of each year.
- d) Payments from all guest units are to be paid by June 30th of each year.
- e) Any bank fees incurred in the payment of participant contingent fees is the responsibility of the payer.
- g) A late payment penalty of 10% of the total participant contingent fee due may be applied to any late payment. Contingents must be advised of any penalty by way of a letter from the President of the AWGIC.

**END AWGP27 Participating Contingent Fees Policy
May 30, 2020**



AWGP28 SAFE SPORT POLICY

Preamble:

The AWGIC is committed to providing a safe and positive Games experience for all participants. The AWGIC, Host Societies and Participating Contingents work collaboratively to ensure the safety of participants, volunteers and staff.

Purpose:

To ensure the protection of participants, volunteers and staff from illegal or unethical behavior.

28.1 All adult participants, including Officials, Mission Staff, Coaches and Chaperones, are required to complete the appropriate level of background screening within their jurisdiction (e.g. police records checks/vulnerable sector checks)

28.2 All Host Society volunteers and staff and venue staff or contractors, who will be working with or near participants in the Games venues are required to complete the appropriate level of background screening within the hosting jurisdiction (e.g. police records checks/vulnerable sector clearance.

28.3 Host Societies will work with the local authorities to ensure a process is in place for efficient processing and access to applications for vulnerable sector checks and/or police records checks for their volunteers and staff.

28.4 Host Societies will use best efforts to ensure that any staff or contractors at municipal or public venues have completed the appropriate level of background screening in the hosting jurisdiction.

28.5 Host Societies and Chefs are encouraged to promote participation in respect in sport, ethics training for participants, volunteers and staff.

28.6 Host Societies and Contingents will implement the Rule of Two; any one-on-one interaction between an adult and a participant, both on and off of the field of play, must take place within earshot and view of a second adult, with the exception of medical emergencies. One of the adults must also be of the same gender as the athlete. Should there be a circumstance where a second screened and NCCP trained or certified coach is not available, a screened volunteer, parent, or adult can be recruited. The AWGIC recognizes that the Games environment and participant to coach/chaperone ratio presents challenges to the successful implementation of the Rule of Two, however in principle the Rule should be incorporated into all phases of planning.

END AWGP28 Safe Sport Policy
June 19, 2020



Section B – Host Society Policies

REQUIRED

1. Code of Conduct/Harassment Policy for Directors, Staff, Volunteers- Reference AWGP2 and AWGP3
2. Photography and Photographic Images Policy -Reference AWGP18
3. Award Ceremony Policy (guidelines on location, time, use of flags and anthems)
4. Visual Identity Policy (use of Logo and symbols, including Letterhead, social media, merchandise, signage) - Reference AWGP24 and AWG Brand and Logo Guidelines
5. Equipment/Asset Disposal Policy (Host Society Assets, merchandise, souvenirs), may be blended with a “Legacy Policy”
6. Sponsor Tax Receipts and Recognition Policy both for cash and gift-in-kind approved and operational
7. Financial Contingency Policy
8. Special Guest and Guest Services Policy
9. Participant Access Policy (Media)
10. Return to Play Policy - Reference AWGP20
11. Merchandise Discount Policy
12. Design, Development and Sale and Distribution of Pins Policy

SUGGESTED

13. Green/Environment policies for recycling and waste reduction
14. Management Committee Attendance Policy
15. Management Committee Conflict of Interest
16. Volunteer Policy including youth volunteers, security screening procedures and venue access
17. Cash Float Policy
18. Purchasing Policy
19. Official Spokesperson Policy
20. Inventory Management Policy



Section C – Contingent Policies (suggested)

1. Code of Conduct/Harassment Policy for Athletes and Cultural Participants
2. Code of Conduct/Harassment Policy for Mission Staff
3. Code of Conduct/Harassment Policy for Coaches, Chaperones
4. Photography and Photographic Images Policy/Release
5. Return to Play Policy
6. Spokesperson Policy
7. Substance Abuse Policy (may be merged with Code of Conduct)



Section D – Arctic Winter Games International Committee Board Policies

1. AWGICBP1 Travel and Expense Policy (June 5, 2018)