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**Vancouver Pacific Swim Club  
Financial Management Policy**

Policy Version History

Date	Version	Reason For Change
20-03-2025	1	Created as a stand alone policy

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*In this document "Organization" refers to "Vancouver Pacific Swim Club (VPSC)"*

### Definitions

1. Terms in this Policy are defined as follows:

- a) **a) Participants** – Refers to all categories of individual members and/or registrants defined in the By-laws of the Organization who are subject to the policies of the Organization, as well as all people employed by, contracted by, or engaged in activities with the Organization, including, but not limited to, employees, contractors, Athletes, coaches, instructors, officials, volunteers, judges, managers, administrators, parents or guardians, spectators, committee members, and Directors and Officers.
- b) **Person in Authority** – Any Participant who holds a position of authority within the Organization including, but not limited to, coaches, officials, judges, managers, support personnel, chaperones, committee members, and Directors and Officers.

### Purpose

2. The purpose of this Policy is to outline the Organization's Zero Tolerance Policy for drug and alcohol use. This Policy is in addition to the Organization's Code of Conduct and Ethics.

### Policy

3. Swim BC and the Organization have a Zero Tolerance Policy regarding illegal drug usage for all Participants. The use, sale, possession, conveyance, distribution or manufacture of illegal drugs, intoxicants, controlled substances, and/or drug paraphernalia in any amount or in any manner in the workplace or in a sport environment is strictly prohibited and is subject to disciplinary action, up to and including termination or dismissal from the Society.
4. Swim BC and the Organization have a Zero Tolerance Policy for any consumption of alcohol or cannabis by a minor (as defined by local regulations).

In addition,

5. Participants must abide by the standard that the use of drugs banned or restricted by the IOC, FINA, SNC or any Act of Parliament is prohibited.
6. Minor participants must abide by the standard that the use of alcohol, tobacco or cannabis is prohibited while participating in the programs (training), activities, competitions, or events of the Organization.
7. Adults consuming cannabis in the Workplace or in any situation associated with the events of the Organization (subject to any requirements for accommodation) is prohibited; consuming alcohol during training, competitions (including between sessions), or in situations where Minors are present, is prohibited. Reasonable steps to manage the responsible consumption of alcohol shall be taken in adult-oriented social situations occurring around events of the Organization.
8. Team Managers (chaperones) must abide by the standard that the use of alcohol or cannabis is prohibited at all times while on team travel to ensure the safety of all Participants.
9. An Individual must not enter or remain at any workplace or sport environment while the Individual's ability to work is affected by alcohol, cannabis, a drug or other substance so as to endanger the person or anyone else.
10. Swim BC and the Organization must not knowingly permit an Individual to remain at any workplace or in a sport environment while the Individual's ability to work is affected by alcohol, cannabis, a



drug or other substance so as to endanger the Individual or anyone else.

11. An Individual must not remain at a workplace or sport environment if the individual's behaviour is affected by alcohol, cannabis, a drug or other substance so as to create an undue risk to other Parties, except where such a workplace/sport environment has as one of its purposes the treatment or confinement of such persons.
12. Participants or a Person in Authority who suspects that another Participant or Person in Authority is affected by drugs or alcohol, report it to the Head Coach or most senior coach present.
13. Respect the property of others and not wilfully cause damage.
14. Adhere to all federal, provincial, municipal and host country laws.
15. Comply, at all times, with the Organization's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time.