



## The Singapore Shooting Association Safe Sport Policy

### 1. INTRODUCTION

- 1.1. The Singapore Shooting Association is committed to ensuring the safety and wellbeing of the children, young people and vulnerable adults in Shooting. Our policies and procedures seek to address risks to Safe Sport, and establish Safe Sport culture and practices. Our Safe Sport policies are accessible in forms that are easy to understand and are communicated to our stakeholders. We regularly review our policies, gain endorsement of changes and advise our stakeholders of changes.
- 1.2. The Association is committed to Safe Sport. Through our Safe Sport framework, we document our clear commitment to keeping Shooting safe from harassment and abuse. We communicate our commitment to the children, young people and vulnerable adults in Shooting and give them access to a copy of our commitment statement.
- 1.3. This Policy should also be read in conjunction with the Singapore Shooting Association policies in Annex A:
  - a. Recruitment Policy
  - b. Travel Policy
  - c. One-on-One Interactions
  - d. Massage and Rubdowns
  - e. Social Media, Mobile and Electronic Communications Policy
  - f. Changing Room Policy
  - g. Safe Sport Training & Education Policy
  - h. Intimate Relationships Policy

### 2. DEFINITION

“Persons” refers to all individuals employed by, contracted by or engaged in activities with the Singapore Shooting Association or a Member including but not limited to employees, interns, contractors, board members, committee members, athletes, coaches, support personnel, volunteers, technical officials, convenors, managers, administrators and participants (including spectators, parents and guardians) in events hosted, organised and sanctioned by the Singapore Shooting Association.



“Member” refers to an individual or organizations who are members or affiliates of The Singapore Shooting Association.

“Safe Sport Commission” is responsible for administering the Safe Sport Programme.

“Safe Sport Unified Code” defines, describes and explains the forms of abuse and harassment which may take place in the sporting environment that can be found at [www.safesport.sg](http://www.safesport.sg).

“Safe Sport Programme” is a framework for applying, implementing and enforcing the Safe Sport Unified Code. It also includes support in policymaking, training and education and a case management service.

“Respondent” refers to the Person against whom a report is made pursuant to this Safe Sport Policy.

### **3. APPLICATION OF THE SAFE SPORT PROGRAMME**

- 3.1. In promoting the safety and well-being of its participants, the Singapore Shooting Association is a member organisation under the national framework for safeguarding in sport, the Safe Sport Programme.
- 3.2. Pursuant to its obligations under the Safe Sport Programme, the Singapore Shooting Association has:
  - a. adopted the Safe Sport Unified Code (“Unified Code”) and the definitions of Misconduct set out in Article 4 which are sexual, physical and psychological in nature;
  - b. adopted the rules, policies and procedures of the Safe Sport Programme set out in the Safe Sport Programme Handbook (“Handbook”) for handling allegations of Misconduct;
  - c. delegated jurisdiction and authority to the Safe Sport Commission to:
    - i. assess and investigate allegations of Misconduct which are under its discretionary (low level) and mandatory (medium and high level) jurisdiction;
    - ii. issue interim measures pending conclusion of investigations;
    - iii. make recommendations of sanctions or disciplinary action as a result of such investigations;



- d. delegated jurisdiction and the authority to the committees constituted under the Safe Sport Disciplinary Panel to adjudicate matters referred to it by the Safe Sport Commission.
- 3.3. Persons within the Singapore Shooting Association's jurisdiction and/or disciplinary authority are:
- a. responsible for knowing the information, policies and procedures outlined in this Policy the Safe Sport Unified Code and the Handbook. Ignorance of any rule or regulation is not a defence to a breach and/or alleged breach of the Unified Code or Handbook;
  - b. subject to the rules, policies and procedures under the Handbook and shall submit, without reservation or condition, to the jurisdiction of the Safe Sport Commission for the resolution of any alleged breach of the Unified Code and/or Handbook.
- 3.4. A breach of the Unified Code or and Handbook will be considered per se violation of this Policy.
- 3.5. The Singapore Shooting Association will mirror and enforce any decision, measures and/or sanction imposed by the Safe Sport Commission and/or the relevant committees of the Safe Sport Disciplinary Panel.
- 3.6. To the extent that any Singapore Shooting Association's rule, policy or procedure is in conflict with the Unified Code and the Handbook, the Singapore Shooting Association rule is superseded.

#### **4. SCOPE OF APPLICATION**

- 4.1. This Policy applies to Persons' conduct during the business, activities, and events of the Singapore Shooting Association and its Members including, but not limited to, competitions, practices, trials, training camps, travel associated with organizational business, activities, and events including any workshops and meetings.
- 4.2. This Policy also applies to Persons' conduct outside of the business, activities, and events of the Singapore Shooting Association and its Members when such conduct adversely affects the organization's relationships (and the work and sport environment) or is detrimental to the image and reputation of the Singapore Shooting Association or a Member.



4.3. This Policy supplements and does not prevent immediate discipline or sanction from being applied during the course of an event or competition by those empowered to do so under the rules of sport. Further disciplinary measures may be applied according to other provisions in this Policy.<sup>1</sup>.

## 5. BREACH OF POLICY

5.1. A Person commits a breach of this Policy when they either alone, or in conjunction with another engages in any conduct which constitutes Misconduct under Article 4 of the Unified Code:

- a. Offences Under Domestic Law
- b. Sexual Misconduct (e.g. Sexual Harassment, Sexual Contact without Consent, Sexual Communications)
- c. Psychological & Physical Misconduct (e.g. Bullying, Harassment, Hazing)
- d. Other Inappropriate Contact (e.g. Grooming, Intimate Relationships, Other Inappropriate Conduct)
- e. Misconduct related to Process (e.g. False Reporting, Abuse of Process, Retaliation)

## 6. REPORTING AND RESOLUTION

6.1. Any individual who experiences or becomes aware of Misconduct should report the incident to any the Singapore Shooting Association Safeguarding Officer(s) or directly to the Safe Sport Commission.

6.2. Where an alleged Misconduct falls under the jurisdiction of the Safe Sport Commission, the reporting and resolution procedures set out in the Handbook shall apply.

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<sup>1</sup> For sports which Field of Play rules or tournament regulations also cover misconduct which constitutes abuse and harassment



- 6.3. The specified process when reporting harassment or abuse must be strictly followed; and
- 6.4. Failure to report is serious misconduct.
- 6.5. All employees, as well as any person who is involved with the work of the Association and in Shooting, have access to the policy and must understand the implications of the policy for their roles. The Association documents any allegation, disclosure or concern regarding harassment and abuse, and monitors responses to all allegations, disclosures or concerns.