



TO / À: Provincial Union Presidents
Provincial Union Executive Directors

FROM / DE: Bob Kreasul

CC / CC: Rugby Canada Board of Directors

DATE: Wednesday, May 2, 2007

SUBJECT/OBJECT: **Does Rugby Canada Register Social Members and Volunteers?**

Dear Member Unions,

There are many specific questions that are asked regarding REGISTRATION and INSURANCE at the National and Provincial levels. It is my hope and one of my priorities to prepare with BFL a detailed Q&A Section for our website that is based on many of the questions put forth by the Member Unions. To this end, one question that has been brought up is that of the registration and insurance for volunteers who assist programs either on the field or off the field at various club or school rugby actives. Please see below:

Rugby Canada has secured a process with BFL whereby volunteers assisting on the field or off the field in an occasional manner can be covered by the Rugby Canada insurance program.

A Eligibility

1. A volunteer is someone who is NOT a player, coach, referee, manager, board member or fulfils any other formal capacity within the membership base of the club or school.
2. A volunteer provides assistance occasionally either with a team or for the club or school and is not part of the formal makeup of either.

B Coverage

1. A volunteer who properly registers with their Provincial Union through the submission of their name, address and phone number on a Volunteer Roster Form will be covered with liability coverage only.

C Administration

1. Rugby Canada is producing a VOLUNTEER ROSTER FORM specifically to collect the key contact details of all volunteers within a club or school structure. All volunteers must supply this information requested on the VOLUNTEER ROSTER FORM in order to be insured. The Roster Form will be posted on the Rugby Canada Website and sent to the Provincial Union office and must be updated as new volunteers are engaged in club or school activities. The process by which these updates are coordinated will be administered between the Provincial Union office and the club or school.

D Sanctions

1. Should any club or school be found to be abusing or registering persons who should otherwise be registered as a player, coach, referee, manager or board member, etc. the said club or school will



From the Desk of Robert G. Kreasul



lose the privilege of registering their volunteers for free under the Provincial / National Insurance and Registration program.

It is the hope of Rugby Canada that this new VOLUNTEER REGISTRATION process will provide the safety and security to member clubs and schools who have many individuals assisting with rugby related activities on a regular basis.

Should you have any further questions, please do not hesitate to contact me at bkreasul@rugbycanada.ca or at (905) 780-8998 extension 237.

Sincerely,
Rugby Canada

Bob Kreasul
Registration and Insurance



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