

Process for Reporting Suspensions and Games Served 2017/2018

**** *IT IS MANDATORY THAT ALL OWHA REQUIREMENTS ARE FOLLOWED.* ****

1. When a Suspension Occurs

- White copy of the game sheet stays with the officials
- Officials are to be provided with a postage ready envelope addressed to:

OWHA Stats

225 Watline Avenue

Mississauga, ON

L4Z 1P3

- Envelopes are to be used for ODWHA league (regular season and playoff) games and exhibition games but not for tournament or playdown games. Consult with the OWHA for playdown game suspension reporting procedures.
- Envelopes are only for game sheets; do not include call-up forms.
- Failure to provide a stamped/addressed envelope will result in a \$40 fine.

2. When to Report

- Suspensions and games served must be reported within 24 hrs of game completion or prior to next game (whichever occurs first) regardless of game type (league, exhibition, tournament, playdown)

3. To Whom to Report

- Send an email to stats@owha.on.ca and odwha-discipline@odwha.org

4. How to Report

- Email content must include:
 - Player and number or Team official name and position
 - Team name (Association and Level)
 - Game date and time
 - Suspension code recorded on the game sheet
 - Good quality photo or scanned copy of the yellow or pink copy of the game sheet. Game and infraction details must be clearly legible.

5. What to Report

- All suspension-able penalties – GM, GRM and MPs
- All Misconducts (ex. M20, M21) when incurred in the last 10 minutes of a league game.
- All games served.

6. If NOT Reported

- Failure to report suspensions received or served will result in a \$100 fine.