

# **Communication Guidelines**

Revised: July 2019

## INTRODUCTION

The Esso Golden Ring (EGRT) exists as a sub-committee of Ringette Calgary (RC) and as such, follows the Rules and Regulations of Ringette Alberta and Ringette Calgary.

## 1. COMMUNICATION CHAIN

Most decisions required for the Esso Golden Ring are determined by the EGRT Committee, and all Tournament Rules plus answers to Frequently Asked Questions can be found on our <u>website</u>, however, if a question still remains, communication should be done using the following Communication Flowchart:

#### STEP 1

Contact the appropriate member of the Esso Golden Ring Committee to address your issue or answer your question. Was your issue resolved or question answered? If not, proceed to Step 2.



#### STEP 2

Contact the Chair of the Tournament (contact Info on website). Was your issue resolved or question answered? If not, proceed to Step 3.



## STEP 3

Contact the President of Ringette Calgary (contact info on website). \*Note: The President of Ringette Calgary will more than likely turn the issue back to the Tournament Committee unless a breach of policy has occurred. A decision at this point would be considered final.

## 2. DECISION MAKING IN SUB-COMMITTEE

Decisions for which there is no previous protocol are determined by the EGRT Committee or by a smaller sub-committee within the EGRT Committee. This sub-committee should include a minimum of 3 and a maximum of 5 members, and all members should declare any <u>Conflict of Interest</u> before discussions begin and as a result may be asked to excuse themselves.