

Ontario Cycling Equity, Diversity, Inclusion Policy

Definitions:

1. The following terms have these meanings in this Policy:

- a. "*Diversity*" – refers to the similarities and differences among people. It includes, but is not limited to ability, sex, gender identity, ethnicity, race, age, sexual orientation, culture, religion, marital status, family status, socio-economic level, body size and shape, language, and accent. Valuing diversity means respecting and appreciating differences in individuals and groups and upholding human rights. It also means valuing various points of view and being open to new and different ideas while ensuring the presence and integration of a variety of individuals with different personal characteristics, particularly Under-represented Groups, in a group or organization.
- b. "*Inclusion*" – is the act of making everyone feel welcome and allowing them to be their true self. An inclusive environment ensures equitable access to resources and opportunities for all. It enables individuals and groups to feel safe, respected, engaged, and valued for who they are and for their contributions to organizational goals. Consider the following: diversity is a fact; inclusion is an action. Diversity is a noun; inclusion is a verb.
- c. "*Equity*" – is the fair treatment of people. Equity requires consistently promoting justice and fairness within the procedures, processes, and distribution of resources by organizations or systems to ensure everyone can grow, contribute, and develop regardless of their identity. Tackling equity issues requires an understanding of the underlying or root causes of outcome disparities and requires the removal of barriers and creation of accessible and respectful environments. Everyone can achieve their personal potential in an equitable environment.
- d. "*Under-Represented Groups*" – refers to any group involved at the athlete, coach, volunteer, staff and/or Board level whose representation is less than adequate or sufficient based on that's group representation within the larger population in Canada or other geographic area. Specific characteristics of an Under-represented Group vary according to context but can include women, persons with disabilities, Black, Indigenous, and People of Colour (BIPOC), members of the Two Spirit, Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, and Asexual communities (2SLGBTQIA+), newcomers to Canada, people of various religions, people from different regions, and people of low socio-economic status.

Purpose:

2. Ontario Cycling, a provincial sport organization that operates, and services its stakeholders is committed to encouraging diversity, equity and inclusion in its administration, policies, programs, and activities. The purpose of this Policy is to ensure that Ontario Cycling provides Under-Represented Groups with a full and equitable range of opportunities to participate and lead.

Responsibilities:

3. Ontario Cycling and its member clubs, teams, athletes, coaches, commissaires, volunteers, staff, Board members, committees and contractors are responsible for adhering to this Policy and contributing to the safe and positive sport community in which all individuals are treated with respect.

Participation:

4. Ontario Cycling will enhance the quality of, and increase the level of participation in, Ontario Cycling's leadership and programs by:
 - a. Leading and supporting initiatives that focus on Equity, Diversity, and Inclusion for Under-represented Groups.
 - b. Supporting inclusion, equity, and access for Under-Represented Groups
 - c. Promoting the value of diversity
 - d. Ensuring that individuals from Under-represented Groups have equitable opportunity to participate in Ontario Cycling programs, training, and other activities.
 - e. Dealing with any incidence of discriminatory behaviour according to Ontario Cycling's *Code of Conduct and Ethics Policy* (which outlines expectations about appropriate behaviour) and the *Discipline & Complaints Policy* (which outlines the mechanism for reporting and reviewing complaints).

Programming:

5. Ontario Cycling is committed to creating and supporting programs for sport organizations that address diversity, equity, and inclusion issues in sport. For example, Ontario Cycling will:
 - a. Ensure that the achievement of equitable opportunities is a key consideration when developing, updating, or delivering Ontario Cycling's programs and policies.
 - b. Create and support new programming that specifically addresses diversity, equity, and inclusion.
 - c. Monitor and evaluate the success of its diversity, equity, and inclusion programming.

Board & Organization Leadership:

6. Ontario Cycling will encourage balanced representation by Under-Represented Groups on its Board of Directors and on all committees.
7. Ontario Cycling will work toward achieving gender parity on its Board of Directors.
8. Ontario Cycling will require the Athlete Advisory Committee to include diverse athlete voices and at least one athlete who is a para-athlete within each discipline that Ontario Cycling represents.
9. To approach Committee composition with the intent of gender equity or equal representation in all appropriate board committees.
10. To approach Committee composition with the intent to include diverse voices from underrepresented populations in all appropriate board committees.

11. The Board will ensure attention to equity, diversity and inclusion during their strategic planning, oversight, and policy development/approval activities.
12. The Ontario Cycling President & CEO will ensure that staff, volunteers, and contractors are aware of the Equity, Diversity and Inclusion Policy and consider equity, diversity and inclusion during program development, implementation and review, staff, and volunteer management and during the development of management policies and operational procedures.

Human Resource Management:

13. As part of its commitment to the use of equitable human resource management practices, Ontario Cycling will:
 - a. Adopt, when possible, family-friendly work practices such as flextime, job-sharing, and home-based offices.
 - b. Provide non-discriminatory health benefit plans for non-traditional families.
 - c. Providing employees with time off for religious holiday observance.
 - d. Provide a physically accessible workplace environment.
 - e. Use non-discriminatory interview techniques, including but not limited to, the use of inclusive language in job postings, offering the use of accessibility options for interviews.
 - f. Adopt a pay scale reflecting equal pay for work of equal value for its employees.
 - g. When appropriate, make available access to Employee Assistance counselling.

Communications:

14. Ontario Cycling will ensure that Under-Represented Groups are portrayed equitably in promotional materials and official publications, and that gender-neutral language is used in all communications.

Outreach and Education:

15. Ontario Cycling commits to actively engage staff, athletes, coaches, commissaires and volunteers from Under-represented Groups to better understand what barriers they face and what more can be done to achieve Equity, Diversity, and Inclusion.
16. Ontario Cycling will provide EDI-related training and/or professional development opportunities on an ongoing and regular basis to clubs, teams, athletes, coaches, commissaires, volunteers, staff, and Board Members.
17. Ontario Cycling will encourage and support clubs and teams to develop their own policies and strategies to encourage and support equity, diversity, and inclusion.

Ongoing Commitment to Inclusion, Diversity and Equity:

18. Ontario Cycling resolves to continue to incorporate inclusion, diversity, and equity matters in its strategies, plans, actions, and operations, including technical programs, business management, sponsorship, marketing, media, and communications.

Related Policies:

19. Several Ontario Cycling policies have content which support equity, diversity, and inclusion. The following policies, as well as all Ontario Cycling policies, can be found on the Ontario Cycling website and are reviewed regularly to ensure continued relevance, accuracy, and compliance with legislation:

- a. Accessibility Policy
- b. Code of Conduct & Ethics
- c. Alternative Dispute Resolution Policy
- d. Athlete Protection Guidelines
- e. Discipline & Complaints Policy
- f. Employee Handbook
- g. Person in Authority Guidelines
- h. Safe Sport Policy
- i. Social Media Policy
- j. Whistleblower Policy

Evaluation:

20. Ontario Cycling's President & CEO will report to the Board annually on efforts to advance our commitment to equity, diversity, and inclusion. This will include learnings on success and how to build on them, challenges & how to overcome them and opportunities and how to pursue them.

21. This policy will be reviewed by Ontario Cycling's President & CEO on an annual basis.