



Policy on Transfer and Recognition of Coaching Qualifications

1. The National Coaching Certification Program (**NCCP**) provides standardized, inclusive, and safe sport education to coaches and coach developers across 65 sports in Canada. The Canadian Weightlifting Federation Halterophile Canadienne (**CWFHC**) is committed to the principles, core competencies, and outcomes of the NCCP, as updated from time to time, and requires all coaches participating in CWFHC events to be certified under the NCCP.
2. The CWFHC recognizes that weightlifting coaches may enter the CWFHC's coaching community with qualifications earned in other jurisdictions. The CWFHC also recognizes that some coaches may have earned coaching qualifications in Canada that predate the current NCCP system. This policy establishes the process under which: (a) those qualifications can be fairly evaluated in light of the current NCCP requirements; and (b) the CWFHC can determine whether to recognize those qualifications in whole, in part, or at all.
3. A coach (**Candidate**) who wishes to have her or his qualifications reviewed for equivalency under this policy must first submit a request for transfer of and recognition of those coaching qualifications to the Vice President – Technical (or equivalent) of her or his Provincial Sport Organization (**PSO**).
4. The PSO shall notify the Chair of the National Coaches' Committee of the request and shall ask the Chair to convene a Review Committee. The Review Committee shall comprise the members of the National Coaches' Committee, the Vice President – Technical of the Candidate's PSO or her/his delegate, and Vice President - Technical of

the CWFHC Executive. If the Vice President – Technical of the CWFHC is not available, the CWFHC Executive Committee can appoint a delegate in her or his stead.

5. The Candidate shall provide the Review Committee with all relevant supporting documentation to assist in its deliberations.
6. Any member(s) of the Review Committee who has or have a conflict of interest in reviewing the qualifications of the Candidate shall recuse themselves from the review process. A conflict of interest in this context may include, but is not limited to, instances where there is an interest, whether real or perceived, that benefits the Candidate or a member of the Review Committee where:
 - (a) a pecuniary interest is derived;
 - (b) preferential treatment is given;
 - (c) there is interference in the decision-making process; or
 - (d) a personal advantage of any kind may be derived;

such that the conflict would compromise the best interests of the CWFHC.

7. If the Review Committee cannot meet in person, it can meet by videoconference, conference call, email, or other electronic means as it reasonably determines.
8. Upon completion of the review, the Review Committee shall submit a report and recommendation to the CWFHC Executive Committee whether to accept or reject the Candidate's request, or to accept the Candidate's request with conditions, in either case with reasons. The conditions included in the recommendation may include a requirement to complete certain components of the NCCP coursework for the NCCP level under consideration and/or submit for evaluation at an appropriate competition by an NCCP Master Facilitator. If the Review Committee is not unanimous in its recommendation, the Review Committee may submit alternative recommendations, with reasons, to the CWFHC Executive Committee.
9. The CWFHC Executive Committee shall make its final determination as soon as reasonably practicable and shall notify both the Chair of the National Coaches' Committee and the Candidate of its decision.
10. Upon receipt of the Executive Committee's decision, the Chair of the National Coaches' Committee shall make any required changes to the Candidates account in the NCCP Locker to reflect the decision.