



CANADA BASKETBALL OFFICIAL LANGUAGES POLICY

DEFINITIONS

1. The following terms have the following meanings in this Policy:
 - a) “*Events*” – means all National events sanctioned by Canada Basketball.
 - b) “*Official Languages*” – The Official Languages of Canada are English and French.

PURPOSE

2. Canada Basketball is committed to the promotion and use of Canada’s two official languages in the delivery of its services. The purpose of this Policy is to guide Canada Basketball in its use of both official languages in its activities and services.

SCOPE AND APPLICATION

3. This Policy applies to Canada Basketball and its activities.
4. As a federally funded organization, Canada Basketball is obligated by the Government of Canada to recognize that the English and French languages have equal status in Canada. Sport Canada requires Canada Basketball to comply with the spirit of the *Official Languages Act* when both official language communities are being served.

PRINCIPLES

5. Canada Basketball will:
 - a) Recognize Canada’s linguistic duality
 - b) Promote the use of French and English in the Canadian society
 - c) Offer programs and services to and communicate with the public and members in both official languages

RESPONSIBILITIES – COMMUNICATIONS

6. Canada Basketball will provide communications, announcements, and information to the public in both official languages.

Website:

- a) Canada Basketball’s website has an equivalent content and equal language quality in both official languages.
- b) Canada Basketball’s website is updated simultaneously in both official languages.

Promotional material and activities

- c) Where possible Canada Basketball's promotional material (poster, pamphlet, brochure, video, etc.), newsletters and press releases are available simultaneously in both official languages

Written Communication

- d) Written communication (correspondence) to a member of the public, an athlete, a coach, an official or a volunteer is drafted in the official language of their choice
- e) Written communication (correspondence) to all or a group of athletes, coaches, officials or volunteers is drafted in the official language of the recipients' choice (when known by Canada Basketball) or in a bilingual format

Verbal Communication

- f) Verbal communication with a member of the public, an athlete, a coach, an official or a volunteer is conducted in the official language of their choice
- g) Verbal communication with all or a group of athletes, coaches, officials or volunteers is conducted in the official language of the recipients' choice (when known by Canada Basketball) or in a bilingual manner

RESPONSIBILITIES – GOVERNANCE, PROGRAMS, AND SERVICES

- 7. Canada Basketball will provide services to national level athletes, coaches and officials in the official language of their choice. Canada Basketball will organize activities, services or program in such a manner as to meet the needs of members from the two official language communities and encourage participation of members of both these communities.

Governance Documents

- a) The documents related to governance that are provided the public and the members are available simultaneously in both official languages: policies, by-laws and regulations, strategic plans, annual reports, minutes, etc.

RESPONSIBILITIES – NATIONAL COMPETITIONS

- 8. Canada Basketball will ensure that National Competitions are delivered in both official languages.
 - a) Event employees are hired, and volunteers are recruited such that there is sufficient capacity in both official languages.
 - b) Members of both official language communities are invited and encouraged to be actively involved in the Event.
 - c) All promotional and Event material (programs, posters, press releases, etc.) provided, distributed or authorized to inform the general public, the participants or media prior to, during, and after the Event are available simultaneously in both official languages.
 - d) The logo of the Event is in both official languages.
 - e) Written documentation providing Event administrative information to the athletes, coaches, technical officials and other delegation members (guides, manuals, schedules, instructions, etc.) is disseminated simultaneously in both official languages.

- f) All information on the Event website is made available and updated simultaneously in both official languages.
- g) Opening and closing ceremonies, if applicable, will be staged in a manner that both official languages communities are included and represented in the development, the production, and the use of talents.
- h) If the national anthem is sung, it will be the bilingual version.

APPROVAL

9. This Policy was last reviewed and approved by the Canada Basketball Board of Directors on the 15th day of December 2022.