



PO BOX 40081 Dupont PO, Toronto, ON M5R 0A2

APPROVALS

July 17, 2019

June 12, 2023

FO CRISIS MANAGEMENT POLICY

Crisis management involves identifying a [crisis](#), planning a response to the crisis and confronting and resolving the crisis. For the purposes of this policy, “crisis” includes, but is not limited to:

- Natural disaster
- Accident involving serious personal injury or death
- Violence or threats thereof
- Fire
- Bomb threats
- Adverse publicity in the media
- Police arrest or detainment by immigration authorities
- Employee or other fraud

CRISIS MANAGEMENT GUIDELINES

In the event of a crisis, Freestyle Ski Ontario (“FSO”) intends to deal with the situation in the following manner:

1. In the event of a crisis, any employee of FSO with knowledge of the event or situation will notify the Chairman of the FSO Board immediately.
2. Where the crisis involves the Provincial Team, the head coach, or failing that, the assistant coach, or if either is impossible, any other responsible adult associated with the team, or one of its members, will notify the Chairman of the FSO Board immediately.
3. If the Chairman cannot be reached, the following alternative persons are to be notified at first instance:
 - a. A member of the board of directors designated by the Chairman as being in charge of crisis management (hereinafter, the Chairman of the FSO Board or his or her designate will be referred to as the “Chairman”)
4. Upon receiving an initial verbal report of the crisis, the Chairman will gather as much information as possible from the persons involved in, or at the scene of, the incident.



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5. Employees of FSO have a continuing obligation to keep the Chairman informed of all developments and to make themselves available to assist the Chairman, as requested.
6. The Chairman shall immediately record notes of the verbal reports, and contact any other persons he or she shall decide is appropriate to learn the facts surrounding the crisis.
7. The Chairman, shall, as soon as is reasonably practicable, convene a conference call of the Crisis Management and Communications Team, whose members shall have been chosen in advance, to discuss appropriate actions and responses.
8. The Chairman is authorized by the Board of Directors to take such steps or make such decisions as, in his or her discretion, are deemed necessary and appropriate to deal with the matters at hand if it is not practicable to seek the input of the Crisis Management and Communications team in a timely way.
9. As soon as is reasonably practicable, the Chairman, or the spokesperson designated by him or her, shall communicate a "holding statement" to all stakeholders and advise where or how they may obtain further information when it becomes available.
10. As soon as is reasonably practicable, the Chairman, or the spokesperson designated by him or her, shall communicate further details to all stakeholders and update the designated general source when it becomes available.
11. The Chairman shall convene telephone conferences of the Crisis Management and Communications team as frequently as is necessary to make decisions on managing the crisis, and decisions shall be made as far as possible, on a consensus basis; failing consensus, decisions shall be made by an informal majority vote. The Chairman shall be entitled to vote on all decisions.
12. Within one to two weeks of the events in question or as soon as is reasonably practicable thereafter, the Chairman shall convene a meeting of the Board of Directors of FSO to report on the situation and the management of it.



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13. After the resolution of a crisis, the Chairman shall meet with the Crisis Management and Communications Team to review the events and decisions taken, in order to develop best practices for future such incidents.