



**Climbing Escalade Canada
("the Corporation")
Official Languages Policy**

1. PURPOSE

1.1 The English language and the French language (collectively, the “**Official Languages**”) are both recognized as official languages in Canada. Climbing Escalade Canada (CEC) recognizes these Official Languages and that, as the National Sport Organization for Climbing in Canada, we have a responsibility to provide information to our various stakeholders in the Official Language of their preference.

2. PRINCIPLES

2.1 CEC is committed to the following:

- a) CEC stakeholders should be able to communicate, verbally or in writing, with the CEC in their Official Language of choice; and
- b) The CEC will use best efforts to ensure that athletes, coaches, CEC officials, members, and all other CEC stakeholders be able to participate in the CEC operations, CEC sanctioned programs and CEC sanctioned events and activities using their Official Language of choice, given due recognition to the magnitude and complexity of the event and the minority official language capacity available in the host community.

3. APPLICATION

3.1 The CEC will provide official communications, announcements and information to its stakeholders in both Official Languages. Specifically, the CEC will:

- a) make interactions with the CEC National Office available in both Official Languages whenever possible and correspond with CEC stakeholders in their Official Language of choice. This includes verbal communication;
- b) responses to written communications should, as a general rule, be provided in the Official Language in which such communication was received. If the response is in a language other than the one it was written in, the person submitting the letter or email has the right to request translation;
- c) provide official documents, policies and manuals of CEC in both Official Languages simultaneously;
- d) issue media releases in both Official Languages simultaneously;
- e) issue publications that are intended for CEC stakeholders in both Official Languages simultaneously;
- f) generally, any information posted on the CEC website that is created by CEC will be available in both Official Languages. CEC will ensure that its website functions are bilingual, with all major sections being available in both Official Languages. There may be

- some exceptions, such as international competition information provided to CEC by third parties, including the International Federation of Sport Climbing;
- g) issue all forms created for CEC membership in both Official Languages;
- h) share information for CEC sanctioned programs, events and activities in both Official Languages.

3.2 National Team. CEC will provide services to and communicate with national level athletes, coaches and officials in their Official Language of choice. Specifically, the CEC will:

- a) provide all National Team information to team members in the Official Language of their choice;
- b) provide for at least one bilingual staff person attend World Championship events; and
- c) use its best efforts to organize activities, services or programs in both Official Languages.

Policy No. CEC-OP-02

Pages: 2

Original Version Approved: 2020-08-25

Current Version Approved: 2020-08-25

Date of Next Review: 2024-08