



Garrison Petawawa Inter-Unit Indoor Soccer By-laws

Updated: JANUARY 2026

PSP Petawawa Military Sports, in alignment with the Canadian Armed Forces (CAF) National Sports Policies and the current [FIFA rulebook](#), are required to produce and amend the local constitution and by-laws prior to the beginning of the season to meet requirements of local programming. The following is a breakdown and amendment of the by-laws for the 2025-26 Season.

Dundonald Hall Facility Reminders (IMPORTANT FOR ALL PARTICIPANTS)

1. Show up 5-10 minutes prior to your game starting. Our facility can get busy in the evenings with community members coming in to workout, members to play other IU sports, and community members using the pool.
2. Please arrive and have your military ID ready to be presented to front desk Staff. Unit PT gear is **NOT** a valid form of ID.
3. Inter Unit sports that take place in the Fieldhouse (Indoor soccer).
 - a. Substitute (Subs) teammates will be required to sit on the bleachers/Benches arranged outside of the Fieldhouse court. Bleachers/Benches will be put on the side of the track in the Fieldhouse that is closest to Silver Dart Arena (Wall with the Canada Flag).
 - b. Bleachers will be divided for Home and Away teams to sit on.

RULES

1. Games will be played in accordance with the current [Ontario Soccer Indoor Soccer rulebook](#) and at the discretion of the [Canadian Armed Forces \(CAF\) Sport Policy Chapter 19 - Soccer](#).
 - a. Slide tackling will not be permitted. A yellow card will be issued for this infraction.
 - b. Penalty kicks awarded will be measured from the center of the goal net and out 6.5 yards (6 meters).
 - c. All free kicks are indirect except fouls that occur in the penalty area which will then be penalized as per the FIFA Laws of the game.
 - d. Indirect free kicks will be awarded to the opposing team for any ball kicked into the ceiling or coming in contact with anything hanging from the ceiling and will be taken from the point of contact. When the ball crosses the touch line the restart is a kick in (Indirect). The defending player must remain one yard away from the kick in.
 - e. Hanging curtains will not be considered in play. **The black line will now be considered out of bounds.**
 - f. Team benches will always be located at the half. Substitutions will be on the fly.
 - g. If a team is caught putting different names of players on their game sheet and/or putting a person who is suspended, the team is at risk of being suspended from the League.





GAMES

1. All games will consist of two twenty-five-minute halves with a five-minute break at half time. A game will be considered valid after the start of the second half of play. Overtime will not be played during the regular season.
2. Two (2) points will be given for a win, one (1) point given for a tie, zero (0) points given for a loss. League standings for playoff seeding will be calculated on a percentage base of accumulated points, with minimum of 50% + 1 games played. In the case of a tie, seeding preference will be given to the team that won last head-to-head match. Teams that do not meet the minimum number of games will be seeded in the bottom position in their advance to the playoffs.
3. All games will be played on 2 x FH floors, the team composition on the floor will play 5 +1 player (4 +1 players are required to not forfeit the game).
4. All disciplinary actions taken by the Referee shall be recorded on the game sheet and the OSA dismissal form and submitted to the Military Sports office before leaving at the end of the night.
5. Only those offences punishable by Red Card need to be reported on the official [OSA Dismissal form](#). The Sports Department must receive this form NLT 24 hours after the completion of the game in question.
 - a. The form is at the responsibility of the official who assessed the red card.
6. Any dismissal offence will result in the player(s) in question being suspended until such time as the Disciplinary Committee reviews the case. All suspensions and disciplinary procedures will be assigned as per chapter 5 in accordance with the [CAF Sports Rule Book](#).
7. A player who receives three yellow cards in the same season will have the cards reviewed by the Military Sports Office and a suspension will be assessed. Should the same player receive a fourth yellow card in the same season, this would go to the Disciplinary Committee for action. The player will have to sit out until the committee can convene.

SCHEDULES

1. All schedules can now be found on our [NEW inter unit website](#).
 - a. Bylaws, schedules, scores, standings & more can be found on the new website.
2. Regular season games will be played as follows: **Monday nights in Field Houses 1&2 between the hours of 1700-1900hrs.**
 - a. Timings could change based on the number of units registered for the season.
3. No games will be played on holidays such as Family Day, Valentine's Day and March Break.
 - a. Should any other holidays be identified, we will amend the schedule as needed.
4. As per the operational tempo of major and minor units within 4CDSB Garrison Petawawa and 2 CMBG, games will not be rescheduled for any games that are cancelled or missed during regular season or playoffs.





SUSPENSIONS & DISCIPLINARY PROCEDURES - *NEW*

1. All suspensions and disciplinary procedures will be assigned as per chapter 5 in accordance with the [CAF Sports Rule Book](#).
2. When a suspension is assessed the member's Sport Officer and Chain of Command will be informed.
3. The suspension is added to the CAF National Sports Suspension Database.

CANCELLATIONS & ATTENDANCE

1. It is expected that all teams are to attend their scheduled games for the Inter Unit season.
2. Team may only cancel games due to **OPERATIONAL** reasons (training and exercises).
3. 48h notice of cancellation **MUST** be provided to the Military Sports Department or the team that does not show will be given a forfeit loss.

3 STRIKE POLICY

1. No showing/not attending in inter unit sports without cancellation notice in unacceptable.
 - a. Strike 1 – Email is sent to OPI and Sport Officer
 - b. Strike 2 – Email is sent to unit Chain of Command, Sport Officer and OPI
 - c. Strike 3 – Unit is removed from the inter-unit league for the entire season and all those mentioned above are notified.

PROTESTS

1. There will be no protests on any call made by the referee.
2. All protests shall follow the format below:
 - a. Protests must be lodged to the game referee and noted on the game sheet before the end of that game.
 - i. If a team fails to lodge a protest to the game official and have it put on the game sheet, the president will not entertain the protest.
 - b. The team protesting the game must present their protests in writing to the Military Sports Coordinator within 24 hours of the incident.
 - c. If time permits, the Sports Coordinator will call the Protest Committee to settle the incident before the next scheduled game. In all other cases, the Sports Coordinator shall make a ruling.





- d. If the team is not satisfied with the decision rendered, their unit Sports Officer may appeal the decision to the Military Sports Coordinator who then reaches out to the Garrison Sport Officer and Base Commander for next steps.

TEAM COMPOSITION

1. Roster must be submitted to the Military Sports Department **before the 1st game of the season.**
2. Rosters can be amended as needed. Players **MUST** be on the roster submitted to the Military Sports Department before they can play their first game.
3. There is no maximum number of players that a team can pool, however a team can dress and roster a maximum of 12 players inclusive of players on bench and the floor, for each game.
4. A minimum of 4+1 players is required to avoid forfeiting the game.
 - a. If a team cannot meet the minimum requirement of 4+1, the opposing team will automatically be awarded the win. The game will continue as scheduled, for the development of team players and officials.
5. A team can loan/borrow up to a maximum of three (3) players from the opposing team if they meet the requirement of 4+1 players. Both team captains agree at the start of the game, and it is noted on the game sheet prior to the start of that game. Game in this case is considered a valid game.
 - a. Players playing in the game prior to or after the current game, may only be allowed to play as long as both team captains agree at the start of the game, and it is noted on the game sheet prior to the game starting.
 - b. Failure to note such changes may result in a forfeited game.
6. All draft pick-ups must come through the military sports department. A team and/or player cannot pick where they play.
7. Current game players/staff are the only people who should be seated on the players' bench – no children.
8. Players must play a minimum of 2 games to qualify for playoffs.

EQUIPMENT

1. All inter-unit indoor soccer equipment, less nets, will be made available via the Inter-Unit Winter Sports Locker (cage at front desk).
 - a. Soccer balls, game sheets and score flip-chart will be held in the cage for the season.
 - b. Soccer nets are in the field house, stored against the right side wall.
 - c. Please sign out the equipment on the clipboard at the locker. This will allow us to track usage and sanitation scheduling.





2. It is the responsibility of units participating in the inter-unit indoor soccer league to set up and tear down any equipment needed for the timing and ensure the equipment is returned as it was found. This includes benches and garbage cans.
3. All Equipment will be as written as per - Law 4 Players Equipment in the FIFA rulebook.
 - a. Indoor shoes/Running Shoes/Indoor Soccer Shoes, shin pads (no steel), t-shirts to have sleeves, socks must be covering shin pads.
 - b. Goggles may be worn (no glasses), no watches, or jewelry of any kind that may harm themselves or another player.
4. Shin guard Specifics
 - a. As per Rule 4 in the Indoor Soccer rule book, and Law 4 within the current IFAB (International Football Association Board) rulebook, shin guards must be made of a suitable material and be of an appropriate size to provide reasonable protection and be covered by the socks entirely.
 - b. Shin guard, as defined by the IFAB is: A piece of equipment worn to help protect a player's shin from injury. Players are responsible for wearing shin guards made of suitable material and of an appropriate size to provide reasonable protection and they must be covered entirely by the sock.
5. The officials will be responsible for picking up the game balls, game sheets and pinnies from the Fall/Winter Inter-Unit Sports locker at the front desk.
6. Teams may wear unit sweaters and are encouraged to have numbers on them. If there is a jersey conflict, the visiting team will be asked to wear pinnies.

ELIGIBILITY

1. A player shall play for the unit, to which they are posted or attach posted at the time of the season starting, including play-offs. However, if a player is posted to a new unit halfway through the season, they will begin playing for that new unit. They may only return to the unit they started the inter-unit season with provided the waiver form process is followed and both Team OPIs are in agreement.
2. A player is eligible to participate on any number of inter unit sports teams (exception – one hockey team unless a GRN player from OT/Women) formed by their unit/group of units to which they belong. This player is also eligible to play for the Garrison Representative Team. Each unit Commanding Officer has sole and absolute authority over the number and level of sports a player from his unit may participate in.
3. A player is eligible to play if they are a Reg Force Member or Class "A" "B" or "C" Reservist and/or a DND civilian employee (with a signed waiver and proof of payment).
4. If a member is suspended from one Inter-Unit sport, the member is **NOT** permitted to play on any other Inter-Unit sports teams until the suspension has been lifted/served (i.e. suspended from Indoor Soccer, cannot play on Basketball, Hockey, Volleyball, Rugby, or dodgeball until suspension is served).





5. **Ineligible Players** – There will be a strong enforcement of player eligibility. Team rosters will be compared to the final game sheet at the end of the game by the Military Sports Coordinator and Admin Assistant.
 - a. Ineligible players are defined by the following:
 - i. Players who are not apart of the unit team roster prior to game time;
 - ii. Players from a different unit, other than the units scheduled to play, participating in the scheduled game; or
 - iii. Players who do not meet the set eligibility within the bylaw or by that of the PSP Petawawa Military Sports Department.
 - b. Teams caught using an ineligible player shall result in the following penalties:
 - i. All games leading up to, and current games, the ineligible player has participated in will be forfeited.
 - ii. Playoffs – teams caught using an ineligible player will be disqualified from the playoffs, no matter the outcome of the game.

OFFICIALS

1. The Military Sports Department will select the Chief Official.
2. The Chief Official will select the game officiating staff.
3. All officials must hold a current Soccer FIFA, Soccer Canada, or Ontario Soccer qualification.

PLAY-OFFS

1. Play-off format will depend on the amount of remaining team at the end of the regular season.
2. League standings will be sent out to confirm final standings, prior to the playoff schedule being sent out. Standings will be updated weekly on the [inter unit website](#).
3. All Teams must submit their playoff team roster a minimum of 1 week prior to their first playoff game. **All players on the playoff roster must have played a min of 3 game in the regular season and should have their name on 2 regular season game sheets.**
4. The season will wrap up before March break.
5. All draft requests must come through the Military Sports Department, players cannot pick their teams and teams cannot scout players.
6. Playoffs will not happen if more than 50% of teams in the league are affected by operational tempo.
7. Players must play a **minimum of 2 games to qualify for playoffs.**

AWARDS

1. A trophy and banner will be presented to the overall championship team based upon the outcome of the play-off games.





- a. The trophy is to remain at DDH, the banner is for the winning unit to keep and display at unit lines.
2. If there are no play-offs, the championship team will be based on the highest tally of points accrued throughout the regular season. The Military Sports Department will keep the trophy display at DDH.

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February 2026

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February 2026

