



HONG KONG TENPIN BOWLING CONGRESS LTD.

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Member of World Bowling

Member of the Sports Federation
& Olympic Committee of
Hong Kong, China

HKTBC Policy and Guidelines on Prevention of Sexual Harassment

Coaches serve a number of important roles such as teacher, role model, mentor, guardian and trainer. Good coaches provide athletes with positive experiences in sports participation and help nurture sportsmanship. Instructors are important in teaching the basic of the sport and to guide the bowlers in their basic technical game which might lead to body contact. Hong Kong Tenpin Bowling Congress (HKTBC) follows Policy and Guidelines on Prevention of Sexual Harassment (Appendix I) issued by Sports Federation and Olympic Committee of Hong Kong, China (SF&OC). (Source: <https://www.hkolympic.org/wp-content/uploads/2019/12/SFOC-Policy-and-Guidelines-on-Prevention-of-Sexual-Harassment-Feb-2019....pdf>)

HKTBC has zero tolerance to sexual harassment and follows SF&OC's mechanism for handling sexual harassment complaints. All HKTBC Instructors/Coaches must obtain from the Police Department a Sexual Conviction Record Check annually. In order to ensure the quality, ethic and credibility of coaches and instructors, HKTBC has formulated a Code of Conduct for them to follow:

1. Obtain from HKTBC and become familiar with SF&OC's policy on sexual harassment. Be aware and conscious of engaging in potential sexual-harassment behaviors or incidents. Avoid unnecessary body contact with your athletes that might be interpreted as harassment. Ask athletes beforehand for permission if body contact is required for coaching.
2. Avoid any form of harassment towards your athletes. This includes harassment on sex, race and disability. Examine your behaviors, gestures, and comments. Ask yourself, 'Could I unknowingly be encouraging sexual interplay by the way I interact or communicate?'
3. If you know someone who is being harassed, give him or her your support and take immediate action to stop it. Encourage the victim to report to HKTBC.
4. Treat each athlete as an individual and help him/her to reach full potential. Let athletes know the benefit of sport and encourage them to participate in sport throughout their lives.
5. Provide a safe environment. Check that equipment and facilities are safe.
6. Promote fair play and show respect for other teams. Accept both the guidelines and the spirit of the rules that define and govern his/her sport.
7. Keep up with the latest coaching techniques and seek continual improvement.
8. Ensure training and competitions are suitable for the age and fitness level of the athletes.
9. Do not over-train athletes. Maintain athletes' interest and promote their enthusiasm towards the sport.
10. Always lead by example and must not use foul language.
11. Ensure that your athletes do not use foul language as well.



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香港保齡球總會

香港銅鑼灣掃桿埔大球場徑1號奧運大樓2004室





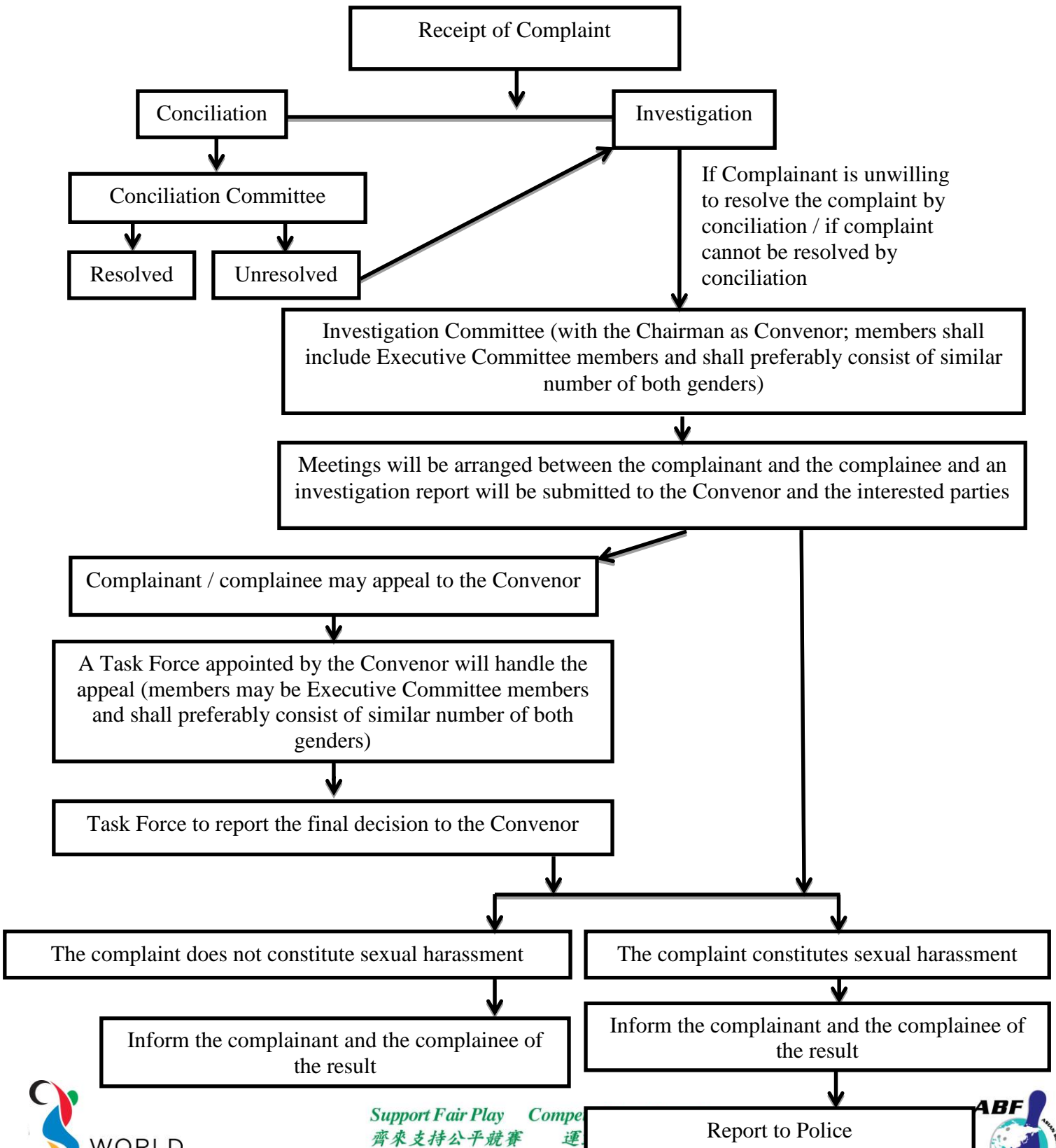
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Hong Kong Tenpin Bowling Congress Flowchart on Handling Sexual Harassment Complaints



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