



BCLA Minor Directorate

Provincials Tiering Placement (PTP) Review and Process **2025**

Minor Directorate Operating Policies:

12.02 (b). The Minor Directorate will have the final authority, with rationale, to ensure teams are placed in the appropriate tiers for Provincial Championships to the best of the ability of the Minor Directorate. This placement shall take place at the June meeting of the Minor Directorate, following the declaration deadline.

Should a team be moved, they have the opportunity to withdraw their declaration without fines as indicated in 12.06.

12.06. If a team withdraws from participation in the Provincial Championship Tournament after declaration, or movement from PTP, the parent association could be fined \$1,000.00. After a provincial berth is confirmed/assigned, the parent association could be subject to a \$3,000.00 fine per team that withdraws.

The tiering placement process is as follows:

1. Requests for Provincial Tiering Placement Review by the Minor Directorate must be turned in ninety-six (96) hours before the June MD Declaration meeting. MD to appoint a single representative to collate data submitted = *MD PTP Rep*). Note: as this is an appeal of a Commission's decision of team placement, BCLA appeal process/fee of \$500 is in effect (see Appendix A in BCLA Operating Policy for details).
2. The Challenger's request must have a written rationale and explain why they are asking for the review in detail. The Challenger must validate this and provide at least one or more of the following pieces of information, in writing:
 - a. selection of game results (tournaments or league play)
 - b. game sheet(s) (required)
 - c. league standings (if available)
 - d. additional information
3. Any Association President, League Commissioners, Zone Reps, Head Coach, Commission Chair or MD Member, may request a review of the placement of a team from any Commission and can send a PTP to the BCLA MD Chair.

All requests must have rationale and any supporting documentation that they feel the MD needs to look at and sent in when the request goes in. The *MD Chair* will contact the Commission Chair of the team in question. They will confirm where the team is placed or will be placed. If the team has been moved, then the *MD PTP Rep* will advise the challenger. If the team has not been moved, the PPD will let the MD Chair know that a PTP Review of the team has been made.

3. The Commission Chair of the team in question will notify the League Commissioner and Association President, both of whom shall advise the Team Head Coach, of the PTP Review. The Commission Chair will collect the documentation to support their decision (96 hours). They must provide any or all of the following: copies of score sheets, meeting minutes of their Provincials declaration meeting, the reason why the team was placed where it was, complete league standings, and the PTP Screening Tool. The Commission Chair **MUST** also ask the team in question if they will allow their Declaration to stand at a different (moved) level, should their team be moved, along with a Team Contact (so that we can contact them again in Step 7). All this information will be sent to the *MD Chair* before the meeting.
4. The MD Chair will share the assembled documents for the members of the PTP review panel. The panelists will review the documents and bring to the MD meeting their recommendation to uphold or deny the request.
5. The *MD Chair* will bring the Challenge info to the meeting (if the team declared for Provincials), the panel's recommendation, and the Commission Chair can defend the Team in question's placement. The Challenge(s) will be the first thing on the agenda (motion to discussion) ~ this will give the Commission Chair time to contact the team if there is indeed a PTP change in declaration, before MD talks about the balance of declarations. If the team has been moved up (or down) the team can withdraw from Provincials without any fines. If the Team in Question did not send a response to their potential movement AND is not able to be contacted on Saturday morning, should the team be moved, the team's declaration **WILL STAND** in the new tier and all fines will be in place.

NOTE: There is no further appeal to this decision. A team's appeal of this PTP Review is built into step number 6.