



POLICY

AND

PROCEDURES MANUAL

2018 Edition



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POLICIES AND PRACTICES

Section 1 – Appeal Policy

1.1 Definitions

- Member: refers to any Director, Coach, Athlete, Official, Manager, Committee member, Volunteer, or any affiliate Association of Baseball PEI.
- Appellant: refers to the member appealing the decision.
- Respondent: refers to the body whose decision is being appealed.

1.2 Policy Statement

- An appeal may only be heard if there are sufficient grounds for the appeal. Sufficient grounds include the respondent:
 - Making a decision for which it did not have authority or jurisdiction as set out in the governing documents;
 - Failing to follow procedures as laid out in the bylaws or approved policies of Baseball PEI;
 - Making a decision that was influenced by bias;
 - Failing to consider relevant information or taking into account irrelevant information in making the decision;
 - Exercising its decision for an improper purpose;
 - Making a decision which was unreasonable.
- This policy shall not apply to matters relating to Provincial or Canada Games teams or to the harassment policy, which have their own appeal procedures, or the rules of the game of Baseball, but may be referred to for extra guidelines if needed.

1.3 Procedures

- Members who wish to appeal a decision of the Board of Directors of Baseball PEI shall have ten (10) days, from the date on which they received notice of the decision, to submit written notice of their intention to appeal, along with detailed reasons for the appeal, and the appeal must be accompanied by a bond of \$200 to the President of Baseball PEI. This bond will be returned to the member appealing if the said appeal is successful.
- Within ten (10) days of receiving notice of an appeal the President (or designate) shall appoint three (3) persons to constitute a tribunal, in accordance with the following:
 - The tribunal shall be comprised of members in good standing of Baseball PEI who shall have no significant relationship with the appellant, shall have no involvement with the decision being appealed and shall be free from actual or perceived bias or conflict.
 - At least one of the tribunal members shall be from among the appellant's peers (e.g. if the appellant is an athlete, one tribunal member shall be an athlete: if the appellant is a coach, one tribunal member shall be a coach).
 - In appointing a tribunal, consideration shall be given to the geographic location of the appellant and tribunal members, in order to minimize the inconvenience and expense to all parties.
 - The appellant shall be given the opportunity to recommend one of the tribunal members, provided the member satisfies one of the criteria in the points above.
- Within seven (7) days of its appointment, the tribunal shall review the notice of appeal and the reasons for the appeal and shall decide whether or not there are sufficient grounds for an appeal. This decision is discretionary and may not be appealed.
- If the tribunal is satisfied that there are not sufficient grounds for an appeal, it shall notify the appellant of this decision in writing, stating the reasons. If the tribunal is satisfied that there are sufficient grounds for an appeal, it shall conduct a hearing.
- If the tribunal conducts a hearing, it shall govern the hearing by such procedures as it deems appropriate in the circumstances, provided that:
 - The hearing shall be held within 21 days of the tribunal's appointment;
 - The appellant and the respondent shall be given ten (10) days' notice of the day, time and location of the hearing;
 - Tribunal members shall select from themselves a Chairperson;
 - A quorum shall be all three (3) tribunal members;
 - Decisions shall be by majority vote;
 - Copies of any written documents, which either the appellant or respondent wish to have the tribunal consider, shall be provided;
 - Both the appellant and respondent may be accompanied by a representative or advisor;



- The tribunal may request that any other individual participates and gives evidence at the hearing.
- In order to keep costs at a reasonable level, the tribunal may conduct the hearing by means of a conference call or video conference.
- Within three (3) days of conducting the hearing, the tribunal shall issue its written decision, with reasons. The tribunal may decide:
 - To void, vary or confirm the decision being appealed;
 - To make any decision it feels the respondent should have made;
 - To refer the matter back to the respondent for a new decision, correcting any errors that were made;
 - To determine how the costs of the appeal shall be allocated.
- A copy of the decision shall be provided to the appellant, respondent, and the President (or designate) and Baseball PEI.
- If the circumstances of the dispute are such that this policy will not allow a timely appeal, the President (or designate) may direct that these timelines be shortened. Should this be the case, the appellant, respondent, and members of the tribunal will make every reasonable effort to comply with the revised timelines in order to conclude the appeal in a timely manner.
- If the circumstances of the dispute are such that the appeal cannot be concluded within the timelines of this policy, the President (or designate) may seek agreement from the appellant and respondent to extend the timelines.
- The appellant shall have the right to decline a hearing in favour of a documentary review. Should this be the case, the tribunal shall request both appellant and respondent to provide written submissions, upon which the tribunal shall make its decision. The tribunal may direct such timelines as it deems appropriate under the circumstances in order to conclude the appeal in a timely manner.
- The decision of the tribunal shall be final and not open to any further appeal or intervention by any court.

Source: Baseball PEI Minutes (16 April 2008)

Section 2 – Association Criteria Policy

2.1 Criteria

- These are the following criteria for a member Association of Baseball PEI to be afforded the rights and privileges Baseball PEI bestows on Associations who are in good standing with Baseball PEI:
 - The Association has a Constitution that has been legally approved/adopted at an advertised public meeting.
 - The Association has a clearly defined geographical area that is being programmed by the proposed Association.
 - The Association must have a duly elected governance body, with a Board of Directors and/or an Executive.
 - The Association must hold at least one public meeting a year and/or hold an Annual General Meeting open to the public.
 - The Association must meet all of the registration and fee requirements of Baseball PEI.

Section 3 - Awards Policy

3.1 Awards

- At the completion of each season, Baseball PEI will present awards in accordance with the ADL/Sport PEI Sport Achievement Awards. The following ADL/Sport PEI Sport Achievement Awards will be presented by Baseball PEI:
 - Junior Official of the Year
 - Senior Official of the Year
 - Masters Award
 - Volunteer Administrator of the Year Award
 - Coach of the Year
 - Junior Female Athlete of the Year
 - Junior Male Athlete of the Year
 - Intercollegiate Male Athlete of the Year
 - Senior Male Athlete of the Year
 - Team of the Year
- Baseball PEI will present two joint awards with Baseball Canada each year:
 - Baseball Canada/MLB Volunteer of the Year
 - Baseball Canada National Grassroots Coach of the Year
- Based on merit – and not necessarily on a yearly basis – the Board of Directors of Baseball PEI may choose to award the Ken “Trix” Dunn Award to an individual who has made an outstanding contribution to the building of baseball on PEI.



- All award winners shall be selected by the Baseball PEI Board of Directors.

Section 4 - Code of Conduct Policy

4.1 Code of Conduct

- All players, coaches, team managers, parents and members of Baseball PEI are expected to follow this Code of Conduct at all times:
 - Appropriate behaviour is expected from all members of Baseball PEI in any circumstance involving the team, including but not limited to games, practices, training, travelling to and from competition, and hotel stays involved with the competition.
 - Members will behave in a respectful manner to fellow teammates, coaches, opponents, officials, and any other person they may deal with while representing their team during games, practices, or other situations involving baseball.
 - Members will not engage in any unbecoming activity that brings disrepute or criticism towards themselves, their team and/or Baseball PEI.
 - Members will not engage in any activities that are contrary to the laws and regulations of Canada, Baseball Canada, Baseball PEI, and the jurisdiction they are playing in, or engage in any activities that bring themselves, their team, Association/Zone or Baseball PEI into disrepute.
 - Members will not aid or abet other members in any activities that are contrary to the laws and regulations of Canada, Baseball Canada, Baseball PEI and the jurisdiction in which they are playing.
- Any action that is in defiance of the code of conduct is subject to discipline by the member's team, Association/Zone, and/or Baseball PEI, in accordance with the Policies laid out by Baseball PEI.

Section 5 - Concussion Policy

5.1 Preamble to Concussion Policy

- Baseball PEI is committed to maintaining the health of its players and believes that a player's health is of the utmost importance.
- Baseball PEI recognizes the dangers of concussions and brain injuries and their long-term effects. As a result, Baseball PEI has enacted this Concussion Policy as a tool to help manage concussed and possibly-concussed players and preserve the health of its players and members.
- This Policy applies to all players, coaches, officials and administrators of Baseball PEI.

5.2 Return to Play Procedure from Concussions

- Baseball PEI adopts and adheres to the Coaches Association of Canada (CAC) Return to Play Procedure for concussions (<http://www.coach.ca/files/returntoplayguidelines.pdf>).

5.3 Procedure for Concussions and/or Possible Concussions

- During all baseball events, competitions, and practices, participants will use their best efforts to:
 - Be aware of incidents that may cause a concussion, such as:
 - Falls
 - Accidents
 - Collisions
 - Head trauma
 - Understand the symptoms that may result from a concussion, such as:
 - Nausea
 - Poor concentration
 - Amnesia
 - Fatigue
 - Sensitivity to light or noise
 - Irritability
 - Poor appetite
 - Decreased memory
 - Identify players or other individuals who have been involved in any of the above incidents and/or exhibit any of the above symptoms
- Players who have been involved in an incident that may cause a concussion and who may exhibit symptoms of a concussion shall be identified and removed from the baseball activity.



- Following the player being removed from the baseball activity, the player's coach, team trainer or another individual in charge of the player (if the player is a minor) should:
 - Call an emergency number (if the situation appears serious)
 - Notify the potentially-concussed player's parent (if the player is a minor) or someone close to the player (if the player is not a minor)
 - Have a ride home for the potentially-concussed player arranged if parents are not in attendance
 - Isolate the potentially-concussed player into a dark room or area if possible
 - Reduce external stimulus around the potentially-concussed player (noise, other people, et cetera)
 - Remain with the potentially-concussed player until he or she can be taken home
 - Encourage the consultation of a medical doctor immediately for the potentially-concussed player
- Once the player's immediate needs have been met, the player and his/her family are to be directed to the CAC Return to Play Procedure (<http://www.coach.ca/files/returntoplayguidelines.pdf>).

5.4 Requirements to Return to Baseball Activity after Concussions

- The CAC Return to Play Protocol, which will be adopted and used by Baseball PEI for any players who suffer from a concussion, requires the player to consult with a medical doctor before returning to any baseball activity after being concussed.
- Baseball PEI will require the athlete to obtain medical clearance before permitting the player to resume baseball activity with the team/Association
 - After being medically cleared, the player or his/her family/guardians will provide their Association with a doctor's note, which in turn, will be sent to Baseball PEI to verify that the player can safely return to baseball-related activities.

Section 6 – Conflict of Interest Policy

6.1 Policy Statement

- All employees, members and volunteers of Baseball PEI are expected to arrange their private affairs in a manner that will prevent conflicts of interest from arising or from appearing to arise. Personnel should not place themselves in a position where they are under obligation to any person who might benefit from special consideration or favour on their part or seek to gain special treatment from them in any way. Equally, employees, members, and volunteers should not have an interest, financial or otherwise, that could conflict or appear to conflict in any manner with the discharge of their duties and responsibilities.
- The following are considered to have the potential to be conflicts of interest or appear to be conflicts of interest and as such, they are to be disclosed to the Board of Directors of Baseball PEI. The Board will review the individual's responsibilities and the degree of potential or apparent conflict in determining what actions, if any, are required.
 - Investments with a supplier or customer or in any other company, partnership, association or commercial entity that has a significant present or prospective business relationship with the organization.
 - Contracts, agreements or undertakings between the individual and a commercial entity that has a significant present or prospective business relationship with the organization.
 - Seeking or accepting from any of the parties outlined in a) and b) above, either directly or indirectly, loans (except with banks or other financial institutions at terms and conditions generally available to the public), services, payments, commissions, entertainment or gifts.
 - Serving as a director, officer, employee, member or consultant for any parties outlined in the first or second points above, or for any other organization if such service could place demands on individuals inconsistent with their duties or call into question their capacity to perform their duties in an objective manner or cause job performance to suffer.
 - Acquisition of real estate or other forms of property of present or prospective interest to the organization.
- The following are considered to be actual or apparent conflicts of interest and are to be avoided:
 - Using or appearing to use, or revealing without proper authorization to persons outside the organization, for personal gain, any information acquired during the course of an individual's duties which is not generally available to the public.
 - Using or permitting others to use the organization's members, volunteers, employees, property, equipment, materials or time for personal gain.
 - According preferential treatment beyond the common courtesies usually associated with accepted business practice and prerogatives of office to friends, relatives or to organizations in which the individual or relatives and friends have an interest financial or otherwise.



- Using the organization's name or one's position with the organization in such a way as to lend weight or prestige to the sponsorship of a political party or cause or to endorse, without proper authorization, a product or service of another company.
- Engagement in educational, professional, philanthropic, social and recreational activities is encouraged and is not subject to review by the Board of Directors, provided individuals do not make unseemly use of their position with the organization or permit an association with the organization which may be detrimental to its business, nature, role or reputation.

Source: Baseball PEI Minutes (16 April 2008)

Section 7 – Discipline and Complaints Policy

7.1 Definitions

- Case Manager: An individual appointed by Baseball PEI, who need not be a member or affiliated with Baseball PEI, to administer this Discipline and Complaints Policy.
- Complainant: The Party alleging an infraction.
- Days: Days including weekends and holidays.
- Individuals: All categories of membership defined in Baseball PEI's Bylaws, as well as all individuals employed by or engaged in activities with Baseball PEI including, but not limited to, athletes, coaches, convenors, referees, officials, volunteers, managers, administrators, committee members, and directors and officers.
- In writing: A letter, fax or email sent directly to Baseball PEI.
- Respondent: The alleged infracting Party.

7.2 Policy Statement

- Individuals and participants are expected to fulfil certain responsibilities and obligations including, but not limited to, complying with Baseball PEI's policies, bylaws, rules and regulations, and *Codes of Conduct*. Non-compliance may result in sanctions pursuant to this Policy.

7.3 Policy Jurisdiction

- This Policy applies to all Individuals relating to matters that may arise during the course of Baseball PEI's business, activities, and events including, but not limited to, competitions, practices, tryouts, training camps, travel associated with Baseball PEI activities, and any meetings.
- This Policy also applies to Individuals' conduct outside of Baseball PEI's business, activities, and events when such conduct adversely affects relationships within Baseball PEI (its work and/or sports environment) or is detrimental to the image and reputation of Baseball PEI. The jurisdiction of this Policy will be determined by Baseball PEI at its sole discretion.
- This Policy does not prevent immediate discipline or sanction from being applied as reasonably required. Further discipline may be applied according to this Policy. Any infractions or complaints occurring within a competition will be dealt with by the procedures specific to the competition, if applicable. In such situations, disciplinary sanctions will be for the duration of the competition, training, activity or event only.
- An employee of Baseball PEI found to have to be a Respondent will be subject to the appropriate disciplinary action subject to the terms of Baseball PEI's *Harassment Policy*, as well as the employee's Employment Agreement, as applicable. Violations may result in a warning, reprimand, restrictions, suspension or other disciplinary actions up to and including termination of employment.

7.4 Procedures

- Any Individual may report any complaint to Baseball PEI. A complaint must be in writing and must be filed within 14 days of the alleged incident.
- A Complainant wishing to file a complaint outside of the 14 days must provide a written statement giving reasons for an exemption to this limitation. The decision to accept or deny the complaint outside of the 14 days will be at the sole discretion of the Case Manager. This decision may not be appealed.
- At Baseball PEI's discretion, Baseball PEI may act as the complainant and initiate the complaint process under the terms of this Policy. In such cases, Baseball PEI will identify an individual to represent Baseball PEI.
- Resignation or lapsing of membership after a complaint is filed does not preclude disciplinary proceedings being pursued under this policy.
- Upon the receipt of a complaint, Baseball PEI will appoint an independent Case Manager to manage and administer complaints submitted in accordance with this Policy and such appointment is not appealable.
- The Case Manager has a responsibility to:
 - Determine whether the complaint is frivolous
 - Determine whether the complaint falls within the jurisdiction of this Policy



- Appoint the Panel, if necessary
- Coordinate all administrative aspects and set timelines
- Provide administrative assistance and logistical support to the Panel as required
- Provide any other service or support that may be necessary to ensure a fair and timely proceeding
- If the Case Manager determines the complaint is frivolous and/or is outside the jurisdiction of this Policy, the complaint will be dismissed immediately. If the Case Manager determines the complaint is not frivolous and/or is within the jurisdiction of this Policy, the Case Manager will notify the Parties the complaint is accepted and the applicable next steps.
- The Case Manager's decision to accept or dismiss the complaint may not be appealed.
- The Case Manager will establish and adhere to timeframes that ensure procedural fairness and that the matter is heard in a timely fashion.
- After notifying the Parties that the complaint has been accepted and cannot be rectified easily, the Case Manager will appoint a Discipline Panel, which shall consist of a single Adjudicator, to hear the complaint. In extraordinary circumstances, and at the discretion of the Case Manager, a Panel of three persons may be appointed to hear the complaint. In this event, the Case Manager will appoint one of the Panel's members to serve as the Chair.
- The Case Manager, in cooperation with the Discipline Panel, will then decide the format under which the complaint will be heard. This decision may not be appealed. The format of the hearing, which may involve direct communications with the Parties, an oral in-person hearing, an oral hearing by telephone or other telecommunications, a hearing based on a review of documentary evidence submitted in advance of the hearing, or a combination of these methods. The hearing will be governed by the procedures that the Case Manager and the Discipline Panel deem appropriate in the circumstances, provided that:
 - The Parties will be given appropriate notice of the day, time, and place of the hearing, in the case of an oral in-person hearing, an oral hearing by telephone or other telecommunications
 - Copies of any written documents which the parties wish to have the Panel consider will be provided to all Parties, through the Case Manager, in advance of the hearing and/or decision rendered
 - The Parties may be accompanied by a representative, advisor, or legal counsel at their own expense
 - The Discipline Panel may request that any other individual participate and give evidence at the hearing
 - The Discipline Panel may allow as evidence at the hearing any oral evidence and document or thing relevant to the subject matter of the complaint but may exclude such evidence that is unduly repetitious and shall place such weight on the evidence as it deems appropriate
 - The decision will be by a majority vote of the Discipline Panel
- If the Respondent acknowledges the facts of the incident, the Respondent may waive the hearing, in which case the Discipline Panel will determine the appropriate disciplinary sanction. The Discipline Panel may still hold a hearing for the purpose of determining an appropriate sanction.
- The hearing will proceed in any event, even if a Party chooses not to participate in the hearing.
- If a decision affects a 3rd party to the extent that the 3rd party would have recourse to a complaint or an appeal in their own right, that 3rd party will become a party and a part of the complaint procedure to the complaint in question and will be bound by the decision.
- In fulfilling its duties, the Panel may obtain independent advice.

7.5 Decision

- After hearing and/or reviewing the matter, the Discipline Panel will determine whether an infraction has occurred and, if so, the sanctions to be imposed. Within fourteen (14) days of the hearing's conclusion, the Discipline Panel's written decision, with reasons, will be distributed to all Parties, the Case Manager, and Baseball PEI. In extraordinary circumstances, the Discipline Panel may first issue a verbal or summary decision soon after the hearing's conclusion, with the full written decision to be issued before the end of the fourteen (14) day period. The decision will be considered a matter of public record unless decided otherwise by the Discipline Panel.

7.6 Sanctions

- The Panel may apply the following disciplinary sanctions, singularly or in combination:
 - Verbal or written reprimand
 - Verbal or written apology
 - Service or other contribution to Baseball PEI
 - Removal of certain privileges
 - Suspension from certain teams, events, and/or activities
 - Suspension from all Baseball PEI activities for a designated period of time
 - Withholding of prize money or awards



- Payment of the cost of repairs for property damage
- Suspension of funding from Baseball PEI or from other sources
- Expulsion from Baseball PEI
- Any other sanction considered appropriate for the offence
- Unless the Discipline Panel decides otherwise, any disciplinary sanctions will begin immediately, notwithstanding an appeal. Failure to comply with a sanction as determined by the Discipline Panel will result in automatic suspension until such time as compliance occurs.
- Infractions that result in discipline will be recorded and records will be maintained by Baseball PEI.

7.7 Suspension Pending a Hearing

- Baseball PEI may determine that an alleged incident is of such seriousness as to warrant suspension of an Individual pending completion of the criminal process, a hearing or a decision of the Panel.

7.8 Criminal Convictions

- An Individual's conviction for a *Criminal Code* offence, as determined by Baseball PEI, may be deemed an infraction, as determined by the Board of Directors by way of ordinary resolution, under this Policy and will result in expulsion from Baseball PEI. Criminal Code offences may include, but are not limited to:
 - Any child pornography offences
 - Any sexual offences
 - Any offence of physical violence
 - Any offence of assault
 - Any offence involving trafficking of illegal drugs

7.9 Confidentiality

- The discipline and complaints process is confidential and involves only the Parties, the Case Manager, the Discipline Panel, and any independent advisors to the Panel. Once initiated and until a decision is released, none of the Parties will disclose confidential information relating to the discipline or complaint to any person not involved in the proceedings.

7.10 Timelines

- If the circumstances of the complaint are such that adhering to the timelines outlined by this Policy will not allow a timely resolution to the complaint, the Discipline Panel may direct that these timelines be revised.

7.11 Records and Distribution of Decisions

- Other individuals or organizations, including but not limited to, national sport organizations, provincials sport organizations, Sport PEI, etc., may be advised of any decisions rendered in accordance with this Policy.

7.12 Appeals Procedure

- The decision of the Panel may be appealed in accordance with Baseball PEI's *Appeal Policy*.

Section 8 – Harassment Policy

8.1 Policy Statement

- Baseball PEI is committed to providing a sport and work environment in which all individuals are treated with respect and dignity. Each individual has the right to participate and work in an environment which promotes equal opportunities and prohibits discriminatory practices.
 - Harassment is a form of discrimination. Harassment is prohibited by the *Canadian Charter of Rights and Freedoms* and by human rights legislation in every province and territory of Canada.
 - Harassment is offensive, degrading and threatening. In its most extreme forms, harassment can be an offence under Canada's *Criminal Code*.
 - Whether the harasser is a director, supervisor, employee, coach, official, volunteer, parent or athlete, harassment is an attempt by one person of abusive, unwarranted power over another.
 - Baseball PEI is committed to providing a sports environment free of harassment on the basis of race, national or ethnic origin, religion, age, sex, sexual orientation, marital status, family status, disability or pardoned conviction.
- This policy applies to all directors, officers, volunteers, coaches, athletes, officials, and members of Baseball PEI and Baseball PEI encourages the reporting of all incidents of harassment, regardless of who the offender may be.
- This policy applies to harassment which may occur during the course of all Baseball PEI activities and/or minor baseball Associations'/Zones' activities and events which adversely affects relationships within the sports environment.
- Notwithstanding this policy, every person who experiences harassment continues to have the right to seek assistance



from the provincial Human Rights Commission, even when steps are being taken under this policy.

- Only the person who has directly and allegedly suffered the harassment has standing under this policy.
- Baseball PEI has a zero-tolerance policy for harassment and abuse.
- We will utilize the current Sport PEI/Province of PEI Harassment Policy and Procedure.

Source: Baseball PEI Minutes (16 April 2008)

Section 9 – Privacy Policy

9.1 Definitions

- The following terms have these meanings in this Policy:
 - Commercial Activity: any particular transaction, act or conduct that is of a commercial character.
 - Individual: All categories of membership defined in Baseball PEI’s Constitution, as well as all individuals employed by, or engaged in activities with, the Baseball PEI including, but not limited to, athletes, coaches, convenors, referees, officials, volunteers, managers, administrators, committee members, and directors and officers of Baseball PEI
 - Personal Information: any information about an individual that relates to the person’s personal characteristics including, but not limited to: gender, age, income, home address, home phone number, ethnic background, family status, health history, and health conditions
 - Stakeholder: Individuals employed by, or engaged in activities on behalf of Baseball PEI including coaches, staff members, contract personnel, volunteers, managers, administrators, committee members, and directors and officers of Baseball PEI

9.2 Purpose

- Baseball PEI recognizes Individuals’ right to privacy with respect to their Personal Information. This Policy describes the way that Baseball PEI collects, uses, safeguards, discloses, and disposes of Personal Information.

9.3 Application of this Policy

- This Policy applies to all Stakeholders and Individuals in connection with personal information that is collected, used or disclosed during Baseball PEI activity.
- Except as provided in Personal Information Protection and Electronic Documents Act (PIPEDA), Baseball PEI’s Board of Directors will have the authority to interpret any provision of this Policy that is contradictory, ambiguous, or unclear.

9.4 Obligations

- The Baseball PEI is obligated to follow and abide by PIPEDA in all matters involving the collection, use, and disclosure of Personal Information.
- In addition to fulfilling the legal obligations required by PIPEDA, Baseball PEI’s Stakeholders will not:
 - Publish, communicate, divulge, or disclose to any unauthorized person, firm, corporation, or third party any Personal Information without the consent of the Individual
 - Knowingly place themselves in a position where they are under obligation to any organization to disclose Personal Information
 - In the performance of their official duties, disclose Personal Information to family members, friends, colleagues, or organizations in which their family members, friends, or colleagues have an interest
 - Derive personal benefit from Personal Information that they have acquired during the course of fulfilling their duties with Baseball PEI
 - Accept any gift or favour that could be construed as being given in anticipation of, or in recognition for, the disclosure of Personal Information

9.5 Accountability

- The Privacy Officer is responsible for the implementation of this policy and monitoring information collection and data security, and ensuring that all staff receives appropriate training on privacy issues and their responsibilities. The Privacy Officer also handles personal information access requests and complaints.
- The Privacy Officer will:
 - Implement procedures to protect personal information
 - Establish procedures to receive and respond to complaints and inquiries
 - Record all persons having access to personal information
 - Ensure any third-party providers abide by this Policy
 - Train and communicate to staff information about Baseball PEI’s privacy policies and practices.

9.6 Identifying Purposes

- Baseball PEI may collect Personal Information from Individuals and prospective Individuals for purposes that include, but are not limited to:



- Communications
 - Sending communications in the form of e-news or a newsletter with content related to the Baseball PEI's programs, events, fundraising, activities, discipline, appeals, and other pertinent information
 - Publishing articles, media relations and postings on the Baseball PEI's website, displays or posters
 - Award nominations, biographies, and media relations
 - Communication within and between stakeholders and individuals
 - Discipline results and long-term suspension list
 - Checking residency status
- Registration, Database Entry and Monitoring
 - Registration of programs, events and activities
 - Registration and database entry at Baseball Canada
 - Database entry at the Coaching Association of Canada and to determine the level of coaching certification, coaching qualifications, and coach selection.
 - Database entry to determine level of officiating certification and qualifications
 - Determination of eligibility, age group and appropriate level of play/competition
 - Athlete Registration, outfitting uniforms, and various components of athlete and team selection
 - Technical monitoring, officials' training, educational purposes, sport promotion, and media publications
- Sales, Promotions and Merchandising
 - Purchasing equipment, coaching manuals, resources and other products
 - Promotion and sale of merchandise
- General
 - Travel arrangement and administration
 - Implementation of Baseball PEI's screening program
 - Medical emergency, emergency contacts or reports relating to medical or emergency issues
 - Determination of membership demographics and program wants and needs
 - Managing insurance claims and insurance investigations
 - Video recording and photography for personal use, and not commercial gain, by spectators, parents and friends
 - Video recording and photography for promotional use, marketing and advertising by Baseball PEI
 - Payroll, honorariums, company insurance and health plans
- The Baseball PEI's Stakeholders may collect Personal Information from Individuals and prospective Individuals for other purposes, provided that consent specifying the use of the Personal Information is obtained from the Individuals or prospective Individuals.

9.7 Consent

- By providing Personal Information to Baseball PEI, Individuals are implying their consent to the use of that Personal Information for the purposes identified in the Identifying Purposes section of this Policy.
- At the time of the collection of Personal Information and prior to the use or disclosure of the Personal Information, Baseball PEI will obtain consent from Individuals by lawful means. Baseball PEI may collect Personal Information without consent when it is reasonable to do so and permitted by law.
- In determining whether to obtain written or implied consent, Baseball PEI will take into account the sensitivity of the Personal Information, as well the Individuals' reasonable expectations. Individuals may consent to the collection and specified use of Personal Information in the following ways:
 - Completing and/or signing an application form
 - Checking a checkbox, or selecting an option (such as 'Yes' or 'I agree')
 - Providing written consent either physically or electronically
 - Consenting orally in person
 - Consenting orally over the phone
- Baseball PEI will not, as a condition of providing a product or service, require Individuals to consent to the use, collection, or disclosure of Personal Information beyond what is required to fulfil the specified purpose of the product or service.



- An Individual may withdraw consent in writing, at any time, subject to legal or contractual restrictions. Baseball PEI will inform the Individual of the implications of withdrawing consent.
- Baseball PEI will not obtain consent from Individuals who are minors, seriously ill, or mentally incapacitated. Consent from these individuals will be obtained from a parent, legal guardian, or a person having power of attorney.
- The Baseball PEI is not required to obtain consent for the collection of Personal Information, and may use Personal Information without the Individual's knowledge or consent, only if:
 - It is clearly in the Individual's interests and the opportunity for obtaining consent is not available in a timely way
 - Knowledge and consent would compromise the availability or accuracy of the Personal Information and collection is required to investigate a breach of an agreement or a contravention of a federal or provincial law
 - An emergency threatens an Individual's life, health, or security
 - The information is publicly available as specified in PIPEDA
- Baseball PEI is also not required to obtain consent for the collection of Personal Information if the information is for journalistic, artistic, or literary purposes.
- Baseball PEI may disclose Personal Information without the Individual's knowledge or consent only:
 - To a lawyer representing Baseball PEI
 - To collect a debt that the Individual owes to Baseball PEI
 - To comply with a subpoena, a warrant, or an order made by a court or other body with appropriate jurisdiction
 - To a government institution that has requested the information and identified its lawful authority, if that government institution indicates that disclosure is for one of the following purposes: enforcing or carrying out an investigation, gathering intelligence relating to any federal, provincial, or foreign law, national security or the conduct of international affairs, or administering any federal or provincial law
 - To an investigative body named in PIPEDA or a government institution, if the Baseball PEI believes the Personal Information concerns a breach of an agreement, contravenes a federal, provincial, or foreign law, or if Baseball PEI suspects the Personal Information relates to national security or the conduct of international affairs
 - To an investigative body for purposes related to the investigation of a breach of an agreement or a contravention of a federal or provincial law
 - In an emergency threatening an Individual's life, health, or security (the Baseball PEI will inform the Individual of the disclosure)
 - To an archival institution
 - 20 years after the individual's death or 100 years after the record was created
 - If it is publicly available as specified in PIPEDA
 - If otherwise required by law

9.8 Accuracy, Retention, and Openness

- In order to minimize the possibility that inappropriate Personal Information may be used to make a decision about a Member, Personal Information will be accurate, complete, and as up-to-date, as is necessary, for the purposes for which it will be used.
- Personal Information will be retained as long as reasonably necessary to enable participation in Baseball PEI programs, events, and activities, and in order to maintain historical records as may be required by law or by governing organizations.
- Personal Information will be protected against loss or theft, unauthorized access, disclosure, copying, use, or modification of security safeguards appropriate to the sensitivity of the Personal Information.
- Personal Information that has been used to make a decision about an Individual will be maintained for a minimum of one year in order to allow the individual the opportunity to access the Personal Information after the decision has been made.
- Baseball PEI will make the following information available to Individuals upon request:
 - This *Privacy Policy*
 - Any additional documentation that further explains Baseball PEI's *Privacy Policy*
 - The name or title, and the address, of the person who is accountable for Baseball PEI's *Privacy Policy*
 - The means of gaining access to Personal Information held by Baseball PEI
 - A description of the type of Personal Information held by Baseball PEI, including a general account of its use



- Identification of any third parties to which Personal Information is made available

9.9 Access

- Upon written request, and with assistance from Baseball PEI after confirming the Individual's identity, Individuals may be informed of the existence, use, and disclosure of their Personal Information and will be given access to that Personal Information. Individuals are also entitled to be informed of the source of the Personal Information and provided with an account of third parties to which the Personal Information has been disclosed.
- Unless there are reasonable grounds to extend the time limit, requested Personal Information will be disclosed to the Individual, at no cost to the Individual, within thirty (30) days of receipt of the written request.
- Individuals may be denied access to their Personal Information if the information:
 - Is prohibitively costly to provide
 - Contains references to other individuals
 - Cannot be disclosed for legal, security, or commercial proprietary purposes
 - Is subject to solicitor-client privilege or litigation privilege
- If Baseball PEI refuses a request for Personal Information, it shall inform the Individual the reasons for the refusal and identify the associated provisions of PIPEDA that support the refusal.

9.10 Compliance Challenges

- Individuals are able to challenge Baseball PEI for its compliance with this Policy.
- Upon receipt of a complaint, Baseball PEI will:
 - Record the date the complaint is received
 - Notify the Privacy Officer who will serve in a neutral, unbiased capacity to resolve the complaint;
 - Acknowledge receipt of the complaint by way of telephone conversation or electronic mail and clarify the nature of the complaint within seven (7) days of receipt of the complaint
 - Appoint an investigator using Baseball PEI's personnel or an independent investigator, who will have the skills necessary to conduct a fair and impartial investigation and will have unfettered access to all file and personnel
 - Upon completion of the investigation and within thirty (30) days of receipt of the complaint, the investigator will submit a written report to Baseball PEI
 - Notify the complainant the outcome of the investigation and any relevant steps taken to rectify the complaint, including any amendments to policies and procedures
- Baseball PEI will not dismiss, suspend, demote, discipline, harass, or otherwise disadvantage any Baseball PEI Individual or Stakeholder who:
 - Challenges Baseball PEI for its compliance with this Policy
 - Refuses to contravene this Policy or PIPEDA
 - Takes precautions not to contravene this Policy or PIPEDA; even though said precautions may be in opposition to the regular duties performed by the Individual

Section 10 – Provincial Team Policy

10.1 Provincial Team Jurisdiction

- Provincial teams are under the jurisdiction of Baseball PEI and shall follow the applicable guidelines.

10.2 Selection of Provincial Team Coaches/Staff

- Provincial team coaches and managers shall be chosen by a Selection Committee selected by the Board of Directors of Baseball PEI. The decisions of the said committee are final.

10.3 Process of Provincial Team Coach Selection

- The Director of Provincial Teams, provided that he/she is/will not be applying for a position or an immediate family member of someone applying, will head the selection committee; otherwise, the Board of Directors will appoint another member who is/will not be applying for a position or an immediate family member of one who is applying.
- The process for asking for coaching applications is as follows:
 - The Director of Provincial Teams or alternative shall place an advertisement in the newspaper that serves the largest number of people in the province, electronically on social media, on Baseball PEI's web page and other avenues regarding the need for coaches.
 - Said advertisements shall state the deadline for receipt of applications
 - All applications must be received on or before the date stated in the advertisement
 - Applications received after said date will not be accepted
 - Should no applications be received for a position, then that position shall be reopened for competition.



- Said application should include:
 - Coaching credentials
 - Coaching experience at the PEI league and provincial levels, for Baseball and other sports
 - The position requested or seeking (head coach, assistant or manager, et cetera), division, and team (if applicable, i.e. Host)
 - A minimum of three (3) character references
- Said applications will be taken to the Selection Committee meeting by the Executive Director and distributed to the committee members.
- Criteria for selection include, but are not limited by:
 - Baseball Coaching Certification level(s) required for National and/or Regional tournaments
 - Number of years coaching Baseball at the provincial and PEI league level
 - A detailed team plan
 - Experience the applicant may have acquired from other sports, at the PEI league and elite level
 - Results achieved from previous coaching (including win/loss record, team issues/satisfaction, relationship with Baseball PEI)
- All applicants will be notified of the results in writing, within fourteen (14) days of the selection committee meeting.
- At the meeting between the Baseball PEI selection panel and prospective Provincial coaches, the Director of Provincial Teams shall:
 - Chair the selection committee meeting
 - Make available application forms
 - Vote, only in case of a tie
- The selection committee shall consist of at least three (3) members, who must be present, during the entire process. None of the committee members can be applying for a position or an immediate family member of one who is applying.
- Selection of each coach shall be by a simple majority vote. Voting will be done by ballots passed out with each committee member having a vote. Voting shall be by secret ballot. In the case of a tie, the Chair will cast the deciding vote. In the case of three (3) coaches or more applying for the same position, if after a vote there is a tie between two (2) coaches the members shall vote again on those two (2) coaches; if they are tied after the second vote, then the chair will cast his or her vote.
- If no applications for a coaching position are deemed suitable or appropriate, the Director of Provincial Teams may restart the process of selection of a Provincial Team coach or coaches.

Source: Baseball PEI Minutes (16 April 2008)

10.4 Provincial Team Responsibilities to Baseball PEI

- Provincial teams must seek sanction from Baseball PEI to participate in games and tournaments on and off PEI.
- Prior to attendance at any Baseball Canada Championship, the travel and accommodation plans of a Provincial Team must be approved by the Board of Directors of Baseball PEI.
- If a Provincial team is permitted to carry a certain number of overage players for a National Championship, they must carry that number of overage players.
 - For example, if a 17U/Youth Selects team is permitted to take two (2) players who turn 18-years-old during the calendar year to the Baseball Canada Cup, they must have two (2) players who turn 18-years-old during the calendar year on their roster.
- The final roster for all Provincial teams must be approved by the Board of Directors of Baseball PEI prior to submission to Baseball Canada.
- At the conclusion of the season, all uniforms (cleaned) and equipment provided by Baseball PEI must be returned and all fees owed to Baseball PEI and/or Baseball Canada must be paid.

10.5 Provincial Midget/18U Team Roster

- At the Midget/18U level, all players that are members of the Provincial 18U/Midget All-Stars team must participate in the Baseball PEI Midget League, except for the two (2) overage players permitted to be on this team's roster.

10.6 Club Team Baseball

- All players trying out and playing on the Provincial 13U/Peewee and the Provincial 15U/Bantam teams must also play with a club team within their home Association/Zone.



Section 11 – Remuneration Policy

11.1 Remuneration

- Staff, Board of Directors, and anybody representing Baseball PEI on official business shall be reimbursed travel, meal, accommodation and other related expenses. The membership may also grant an honorarium upon approval of the Board of Directors of Baseball PEI.
- Baseball PEI portion of the Sport Coordinator and Summer Clinician expenses shall be paid at a rate of \$20/hour as per submitted receipts.

11.2 Meals

- Baseball PEI will reimburse meal expenses for the approved business of Baseball PEI at the following rates:
Breakfast: \$10.⁰⁰
Lunch: \$15.⁰⁰
Supper: \$20.⁰⁰
- Only original, itemized meal receipts will be reimbursed. In the case of cash payment, you can write the tip amount on the itemized receipt for reimbursement.
- Gratuities are not to exceed 15% value.
- The mixing of travel and meal expenses and other unrelated expenses is to be avoided on expense reports.

11.3 Travel and Mileage

- All travelling on behalf of Baseball PEI are to travel by the mode of transportation most advantageous to the conduct of Baseball PEI's business (if flying, arrangements should be made through Maritime Travel, Baseball PEI Partner). Travel is to be by the shortest direct route. Private vehicles should be used when commercial travel arrangements are not economical or practical.
- Current Government rate for private car travel within the province of PEI will be used as mileage. For private car travel outside of the province, a rate covering costs of fuel and tolls will be used as mileage, upon the submission of receipts.
- For travel outside of the province, particularly with travel involving air flight, taxi and bus fares must be supported by a receipt issued by the driver of the vehicle. Airport buses and shuttles are to be used when practical.

11.4 Hotels

- Baseball PEI-preferred hotels are to be used when available. Other hotels are only to be used if required by special meetings or seminars.

Section 12 – Social Media Policy

12.1 Social Media

- Social media is an online communication tool that is used to connect people and disseminate information. The membership of Baseball PEI is encouraged to contribute to the promotion of baseball on PEI through social media; however, social media must be used responsibly and with the knowledge that the internet is public domain.
- This policy provides guiding principles to follow when using social media and to ensure all teams and members of Baseball PEI are aware that conduct deemed to be inappropriate may be subject to disciplinary actions by the team, the Association, and/or Baseball PEI. Baseball PEI's reputation shall not be adversely affected by a member using social media in an inappropriate manner.
- This policy applies to all associated with Baseball PEI - Baseball PEI staff, Board members, Association members, coaches, volunteers, players, and officials.
- This policy takes effect when an individual or entity identifies themselves as associated with Baseball PEI, and/or discusses their involvement in the organization on social media. At this point, they are required to convey themselves in accordance with this policy and in a manner consistent with Baseball PEI policies.

12.2 Scope of Policy

- This Policy covers all forms of social media (including, but not limited to, Facebook, Twitter, Instagram, YouTube, Vine, Periscope, et cetera); commenting on blogs for personal or business, and commenting on public and private web forums.

12.3 Unacceptable Conduct of Baseball PEI Members through Social Media

- The following are examples of conduct through social media and online mediums that are considered violations of the Baseball PEI Social Media Policy and may be subject to disciplinary action by Baseball PEI:
 - Any statement deemed to be publicly critical of Association officials or detrimental to the welfare of the said individual.
 - Negative or derogatory comments about any team, Association, and/or Baseball PEI.
 - Any form of bullying, harassment or threats against players, officials, coaches, fans, et cetera.



- Photographs, video or comments promoting negative and/or criminal behaviour, including but not limited to:
 - Drug use
 - Underage and/or public consumption of alcohol, and/or alcohol abuse
 - Hazing
 - Sexual exploitation
- An online activity that contradicts the current policies of Baseball PEI or any of its Associations.
- Inappropriate, derogatory, racist, or sexist comments of any kind.
- An online activity that is meant to alarm other individuals or to misrepresent fact or truth.

12.4 Baseball PEI Social Media Accounts

- Any official Baseball PEI social media accounts must follow these guidelines:
 - They must not publish or post anything that contains or links to libellous, defamatory or harassing content.
 - They must not comment on or publish information that is confidential or in any way sensitive to Baseball PEI, its affiliates, partners or sponsors.
 - They must not publish, post, or comment in any way that brings the organization into disrepute.

12.5 Violation of Policy

- Any violation of this policy must be reported to Baseball PEI.
- A violation of this policy may result in disciplinary action from Baseball PEI. This disciplinary action will range anywhere from verbal or written warning to a suspension or expulsion.



ADMINISTRATIVE

Section 13 – Registration, Dues, Fees and Monies

13.1 Baseball PEI Registration Fees

- The registration fees are as follows. They must be paid by the date designated on the official Baseball PEI Calendar:
 - Rally Cap and younger: \$10.⁰⁰ per player
 - Mosquito and older: \$35.⁰⁰ per player
 - Association Membership: \$50.⁰⁰
 - League Team Fee: \$60.⁰⁰
 - Provincial Rally Cap Jamboree Team Fee: \$75.⁰⁰
 - Provincial Junior Mosquito and Mosquito “A” Jamboree Team Fee: \$200.⁰⁰
 - Eliminations Team Fee: \$300.⁰⁰
 - Provincial Championship Team Fee: \$300.⁰⁰
- Each Association/Zone team must pay an Association/Zone Performance Bond to Baseball PEI prior to each season. See the Association/Zone Performance Bond in the Appendix section.

Source: Baseball PEI Minutes (14 November 2016)

13.2 Fees and Grants Paid by Baseball PEI

- The following are the various fees Baseball PEI will pay out each season:
 - Any team attending a National/Atlantic Championship outside of Maritimes: minimum \$1,500.⁰⁰
 - Any team attending a National/Atlantic Championship in Nova Scotia or New Brunswick: \$500.⁰⁰
 - Association hosting a Provincial tournament: \$200.⁰⁰
 - If two Associations are jointly hosting, the \$200.⁰⁰ fee will be split between them
 - Association hosting a Provincial “Final Four”: \$100.⁰⁰ per league semi-final/final
 - Membership fee to Sport PEI: \$100.⁰⁰
 - Membership fee to Baseball Atlantic: \$550.⁰⁰
 - National Atlantic 13U Championship fee: \$750.⁰⁰
 - Affiliation and Sport Development fees to Baseball Canada: \$6,350.⁰⁰
- Honorariums will be paid to the Provincial Official Assignor of the PEIBUA and the Provincial NCCP Program Coordinator on a yearly basis.

13.3 Registration Form

- Baseball PEI registration information is to be collected by all Minor Associations and Leagues. Forms are to be sent electronically to baseball@sportpei.pe.ca.

Source: Baseball PEI Minutes (1 April 2008)

13.4 Registration Term

- Baseball registration is effective from 1 April to 31 March of the following year.

13.5 Insurance

- Sport PEI is the official insurance source for Baseball PEI. Insurance coverage will pertain to all registered players, coaches, umpires and Association Boards.

Source: Baseball PEI Minutes (4 March 2008)

Section 14 – PEI League

14.1 Registration Deadline for PEI League

- Registration deadline for PEI League is one week prior to the league meeting.

14.2 League Start-up Meetings

- For all entering either the “AAA,” “AA,” or “A” Leagues (including Midget and Junior), it is mandatory to have proper representation from every team that plans to participate in the league for the upcoming season (i.e. either a coach, manager, parent, etc.).
- If there is no legitimate reason for missing a meeting or no proper notice was given, that team will be fined according to the Association/Zone Performance Bond.

14.3 PEI League Coaching

- While there are no specific certification requirements for coaching in a Baseball PEI League, all coaches must have proper NCCP certification in order to be on the bench for Eliminations and Provincial Championships. Any teams without coaches who have proper NCCP certification will not be permitted to participate.
- All coaches must adhere to the NCCP Code of Ethics.



- It is advised that all individuals 18-and-over coaching a team or involved with a Minor Baseball Association board have a criminal record check by 15 July of that season. These checks should be kept by the organization for which they are volunteering.

14.4 Teams

- The Baseball PEI League shall consist of teams from Minor Association/Zone affiliates that are members of Baseball PEI and Baseball Canada and shall follow the guidelines of Baseball PEI and the rules of the game as set down by Baseball PEI and Baseball Canada.
- Baseball PEI may grant Provincial teams the ability to play full or partial schedules in Baseball PEI Leagues to assist these teams in preparation for National Championships.

14.5 Team Rosters

- Players at the 11U/Mosquito through 21U/Junior levels inclusive shall participate in the minor baseball programs provided by their local Association/Zone, provided an appropriate classification is available in their local Association.
- In the event that a team uses a player who is not properly registered with that team's Association/Zone, Baseball PEI will discipline the team and/or Association or Zone.
- If a player is granted a transfer from their home Association/Zone to another Association/Zone, the player must return to their home Association at the end of that season.
- Players can be registered on one (1) club team roster only; however, they can play on a club team as well as represent the Province on the Provincial team representing the province at a National Championship and/or Canada Games.
- The official roster must be submitted by the official date Baseball PEI gives at the Presidents' Meeting, and it is the only one to be used for Provincial Championships or Eliminations.
- For the 11U/Mosquito, 13U/Peewee and 15U/Bantam "AA" and "A" divisions, team rosters must consist of players registered with its Minor Association (unless an Official Transfer is given by concerned Associations and Baseball PEI). For the 11U/Mosquito, 13U/Peewee and 15U/Bantam "AAA" division, team rosters must consist of players registered with a Minor Association within their Zone (unless an Official Transfer is given by concerned Associations and Baseball PEI).
- If two Minor Associations wish to combine to field a team, they must first request approval of Baseball PEI using the Team Combination request form. Only Minor Associations geographically beside each other are able to combine. The process of doing so is the following:
 - A Team Combination request form must be completed and signed by the President of all the Minor Associations involved in the combined team. This requested is to be sent to Baseball PEI for approval.
- A Minor Association can only combine with one Minor Association per season.
 - i.e. Minor Association "A" combines with Minor Association "B" in 13U/Peewee "AA." Minor Association "A" cannot combine with any other Associations to field a team other than Minor Association "B", as they have selected Minor Association "B" as their Team Combination partner for that season.

Source: Baseball PEI Minutes (1 April 2008)

14.6 Players in Appropriate Divisions

- All players registered with Baseball PEI are expected to play in the age category to which they belong and are not permitted to be on the roster of a team in a higher age category – unless an Association deems it necessary in order to field a team at the "A" level.
- In rare and extraordinary circumstances, the Board of Directors of Baseball PEI may agree to allow a player to request a hearing to make his/her argument that he/she should be allowed to play in a higher age category/division.
- In no instance can a team have more than one player from a younger age category on their team unless an Association deems it necessary in order to field a team at the "A" level.
- This rule does not apply to rosters submitted to Baseball Canada for National Championships, but it does apply to the rosters of any teams playing in a league on PEI.

Source: Baseball PEI Minutes (23 November 2015)

14.7 "AAA" Zones

- The following are the Associations that make up each "AAA" Zone on Prince Edward Island:
 - Eastern Zone: Souris, Northside, Cardigan, Stratford
 - Capital District Zone: Charlottetown, Sherwood/Parkdale
 - Mid-Isle Zone: Cornwall, Kensington, Bedeque
 - Egmont Zone: Summerside, Western



- Each Zone shall have a minimum of one “AAA” team in the 11U/Mosquito, 13U/Peewee and 15U/Bantam League. If a Zone fails to field a “AAA” team in a certain age category, the “AA” and “A” teams from that Zone in that age category will be eligible to participate in a Baseball PEI League and tournaments, but will not be eligible for any Provincial tournaments.
- If a Zone is fielding more than one “AAA” team in an age category and the Association in which a player lives within is fielding a “AAA” team, that player must tryout for the “AAA” team being fielded within their Association. If the player is cut from that “AAA” team, they have the right to then tryout for the other “AAA” teams being fielded within their Zone without an Official Player Transfer (if they wish to tryout for a “AAA” team in another Zone, they would require an Official Player Transfer. See Appendix 5).
- If the Associations within a Zone cannot come to an agreement about the number of teams they are entering in a “AAA” League and Baseball PEI receives complaints and issues stemming from the Associations, Baseball PEI has the power to only permit only one “AAA” team from that Zone.
- Zones are only at the “AAA” level. Each Association can have as many “AA” and “A” teams from their Association as they wish.
- The “AAA” and “AA” tryout procedure can be found in the Appendix section.

Source: Baseball PEI Minutes (23 November 2015)

14.8 Affiliate Players

- A player can be called up to one (1) higher division team within their age category or an older age category for three (3) games within their own Association/Zone. He/she must be marked as an Affiliated Player (AP) on the lineup card and marked on the game report, via the website. After the third game at a higher level, the player is no longer permitted to be an affiliated player. In any circumstance where an ineligible player is allowed to be an affiliated player, the offending coach(es) will be subject to discipline by the Board of Directors of Baseball PEI.
 - Exhibition games - including tournaments not run by Baseball PEI - do not count towards the three (3) games a player is permitted to affiliate with one (1) team each season.
- Any coach wishing to use an affiliated player must contact that player’s coach prior to contacting the player. Only after the coach of the affiliated player gives his/her permission can the coach of the higher-level team contact the player in question.
- Affiliated players must be from the same Association/Zone as the team with which they affiliate.
- Players playing in a game with an affiliated team in a higher age category cannot pitch for that affiliated team.
 - For Provincial teams playing a full or partial schedule in a league of a higher age category, those players may pitch at the longer pitching distance of that league than they would normally pitch from in their own league. However, they are limited to how many pitches they are permitted in a game (that number will be established and communicated to those teams by Baseball PEI prior to the start of the season).
- See the Appendix section for what division a player can be affiliated, based on the division he is registered.

Source: Baseball PEI Minutes (4 March 2008)

14.9 League Rules

- Prior to any Baseball PEI game, these criteria shall apply for a pre-game warm-up:
 - Starting twenty-five minutes before the designated time of the game, the home team shall have the field for ten (10) minutes of infield/outfield practice.
 - The visiting team shall have the field for (10) minutes of infield/outfield practice.
 - This shall be followed by a meeting at home plate among the head coaches and umpires.
- All Baseball PEI games – exhibition, league, tournament, Provincial tournament – shall follow pitch count. The pitch count rules can be found in Appendix section of this document.
- Rules Specific to 9U/Junior Mosquito “A,” 11U/Mosquito “A,” 13U/Peewee “A” and 15U/Bantam “A”:
 - 13U/Peewee “A” and 15U/Bantam “A” games will have each batter start with a one strike count, no lead-offs will be permitted, and no runners shall score on a passed ball. 13U/Peewee “A” games shall last six (6) innings while 15U/Bantam “A” games shall last seven (7) innings.
 - If a game in the 9U/Junior Mosquito league hits the one hour, thirty-minute mark, the inning the game is currently in will be finished and no new innings will start. If a game in the 11U/Mosquito “A” league hits the one hour, forty-five-minute mark, the inning the game is currently in will be finished and no new innings will start.
- Rules Specific to Baseball PEI 18U/Midget “AA”:
 - Each team must have a minimum of fourteen (14) players on their roster, which does not include Affiliated Players.



- Regular season games in the Baseball PEI 18U/Midget “AA” League shall normally be scheduled on Monday and Thursday nights.
- No overage players will be permitted to play any 18U/Midget baseball on PEI (including exhibition, season or Provincial Championships).
- If an Association is fielding two Midget teams, there must be at least two nights set aside for Midget games. If a team does not have a regulation field within their own Association, they cannot have a home field in another Association where other teams use it as a home field.
- Only Midget-aged players on a team’s roster can pitch; no Affiliated Players are permitted to pitch.
- Midget players on PEI can only affiliate with one Junior team, regardless if it is in either the PEI Junior Baseball League or the New Brunswick Junior Baseball League.
- Rules of Batting Order for League and Provincial Play
 - 11U/Mosquito, 13U/Peewee, 15U/Bantam and 18U/Midget “A” will bat everyone during the regular season and Provincial Championships for all levels. 18U/Midget “AA” will bat nine (9) with the re-entry rule during the regular season and Provincial Championships, while 21U/Junior will bat nine (9) during the regular season.
 - Batting rules for Elimination play:
 - 11U/Mosquito will bat everyone at Eliminations.
 - 13U/Peewee “AAA” will have the option of either batting nine (9) or batting ten (10) using the Extra Hitter rule, with re-entry, at Eliminations; 13U/Peewee “AA” will bat everyone during Eliminations.
 - 15U/Bantam “AAA” and “AA” will have the option of either batting nine (9) or batting ten (10) using the Extra Hitter rule, with re-entry, at Eliminations.
 - 18U/Midget “AA” will bat nine (9) during Eliminations.

14.10 Injured Player

- If a player is required to seek medical attention as a result of play, that player shall require medical clearance to continue as an active player in all sanctioned events. Such clearance shall be retained by the Minor Association or League of the injured individual.

Source: Baseball PEI Minutes (4 March 2008)

14.11 Notification Required/Interprovincial Play

- Any Minor Association or Team wanting to host a tournament on PEI or to send a team(s) off-Island or to participate in any other event outside the PEI schedule shall request sanction approval from Baseball PEI fifteen (15) days prior to the tournament. The purpose of this is to ensure that all teams receive appropriate insurance coverage for their games and baseball-related activities.

Source: Baseball PEI Minutes (4 March 2008)

Section 15 - Umpires

15.1 Umpires

- The PEI Baseball Umpires Association (PEIBUA) is in charge of training and supplying umpires to be used for all Baseball PEI games. The PEIBUA also has a duty and will ensure that all game incidents are forthcoming to Baseball PEI within a twenty-four (24) hours period.
- Associations/Zones shall have their games and tournaments officiated using registered officials of PEIBUA.
- 11U/Mosquito “A” and 11U/Mosquito “AA” are required to use at least one (1) registered umpire.
- 11U/Mosquito “AAA,” 13U/Peewee “AA” and 13U/Peewee “A” can use one (1) registered umpire provided that umpire is fine with officiating the game alone and is in at least his/her third year of umpiring. If such an umpire is unavailable, at least two (2) registered umpires are required.
 - If there is only one (1) umpire officiating 11U/Mosquito “AAA,” 13U/Peewee “AA” and 13U/Peewee “A,” he/she must be paid the plate umpire fee plus half the base umpire fee.
- All other leagues must use at least two (2) registered umpires at all times. The umpires have been instructed not to start a game at levels above 13U/Peewee “AA” unless there are two (2) registered umpires present. If one of the umpires becomes sick, injured or has to leave for any reason, the game will be suspended until a later date. There are no exceptions to this policy.
 - Baseball PEI asks that players, coaches, and spectators refrain from criticizing umpires who do not start or continue a game if there are no other registered umpires, as umpires face suspension by the PEIBUA if they violate this policy

Source: Baseball PEI Minutes (4 March 2008)



15.2 Incident Reports

- Any ejections or negative situations that occur in a game must be reported by the home team on the Coach's/Parent Incident Report link found on the Baseball PEI website. Umpires must also send an official game ejection report to the PEIBUA; the form can be found on the PEIBUA and Baseball PEI website. Any completed ejection report will automatically go to the PEIBUA, Baseball PEI Director in charge of that league, and the Executive Director.

Section 16 – Provincial Tournaments (Eliminations and Championships)

16.1 Classification

- Baseball PEI will conduct Provincial Championships in the following classifications: 11U/Mosquito, 13U/Peewee, 15U/Bantam, 18U/Midget, 21U/Junior, Intermediate, and Senior.
- Baseball PEI will conduct Eliminations for any classification sending a team or teams to an Atlantic Championship to determine the Provincial Representative(s) at these events.
 - This includes the Baseball Canada National Atlantic 13U Championships and all Baseball Atlantic Championships.
- The Baseball Atlantic Manual rules – except the pitch count rules – shall be used in Elimination tournaments that leads to Atlantic and National Championships. All Provincial Championships will use the specific Baseball PEI rules that were in place during league play.
- Teams should be aware that there is a maximum of four (4) coaches permitted on the bench/field during a Baseball PEI Provincial tournament game.
- The Board of Directors of Baseball PEI reserves the right to decide the classification of any team applying for entry into Eliminations and/or Provincial Championships.

16.2 Team Roster and Eligibility

- If an Association/Zone wishes to register a team for a Provincial tournament, then that team must participate in the Provincial League. Teams must complete their league play or will not be eligible for Provincial Championships and also no rebate of Provincial fees paid. The Board of Directors of Baseball PEI will have authority to allow exceptions if extremely poor weather and legitimate efforts were made to finish schedule. Forfeited games are not allowed to facilitate the completion of a schedule.
- Any team entering into playoffs may register a maximum of eighteen (18) players, except in 21U/Junior, where a maximum of twenty (20) players is acceptable.
- Teams are to have a minimum of twelve (12) players – except the Midget level, where the minimum is fourteen (14) players – listed on their roster in order to compete in the playoffs.
- Baseball PEI will have the right to address appeals on team rosters and eligibility and its decision is final.

Source: Baseball PEI Minutes (16 April 2008)

16.3 Registration for Provincial Tournaments

- Baseball PEI shall provide to each playoff chairman an electronic copy of the roster of all teams registered for the playoffs. Copies of said rosters shall be available to all teams participating.
- The Board of Directors of Baseball PEI shall provide a calendar listing dates for Provincial tournaments for approval at the meeting of the Association Presidents in February or March.
- Regulations regarding team registration, registration fees, and roster detail shall be determined by the Board of Directors of Baseball PEI on a year-to-year basis. This information shall be available to member Associations and teams by May of the playoff year.
- The rules and regulations regarding Provincial tournament draws, formats, et cetera, as outlined in this document will apply to the Elimination tournaments.
- The registration fee for the Elimination tournaments will be over and above any other registration fees that a team may pay to Baseball PEI during the course of the year.

Source: Baseball PEI Minutes (16 April 2008)

16.4 Final Authority

- The Board of Directors of Baseball PEI shall have the power to make decisions on any point not specifically covered in these by-laws, rules, and procedures.

Source: Baseball PEI Minutes (16 April 2008)

16.5 Coaching Requirements at Provincial Tournaments

- All coaches must have proper NCCP certification in order to be on the bench for Eliminations and Provincial Championships. Any teams without coaches who have proper NCCP certification will not be permitted to participate.



- Prior to the tournament, Baseball PEI will send the host committee a list of all teams and what coaches are eligible to be on the bench for each team. This list will also be sent to each team participating in the Provincial tournament
- Prior to each game, the head coach will sign and list the names of the assistant coaches on the bottom of the line-up card. One copy of the line-up card will be submitted to the umpire as normal, the other team as normal, and the host committee.
- If the host committee or the other team notices somebody on the bench/field who isn't on the lineup card, they can ask the umpire to stop the game and check the lineup card against the list sent to the host committee. If it is determined that an ineligible coach is on the field/bench during the game, he/she will be ejected and the appropriate Association/Zone will be fined \$100. If he/she was the only coach on the field or bench, the game will be forfeited to the other team.

16.6 Provincial Tournament

- Baseball PEI shall appoint an official representative for each Provincial tournament. This representative shall act as the liaison between the tournament and Baseball PEI.
 - The selection of, duties and responsibilities of the Baseball PEI representative at each Provincial tournament can be found in the Appendix section of this document.
- During the course of any tournament, the Baseball PEI representative shall, in conjunction with the Baseball PEI Director of that age group or the Executive Director, have the power to make decisions on any point not specifically covered by Baseball PEI rules and regulations.
- Recommendations for Provincial tournament formats:
 - It is recommended that all teams participate in at least one game on the first day of the tournament. All teams must be prepared to play on any day including Friday and Saturday.
 - It is recommended that in round-robin play, no team shall be scheduled to play any more than two games per day. However, a team may be required to play more than two games per day in the event that they have to play tie-breakers, extra championship games, or weather or darkness interrupts the tournament schedule.
 - Tournament games must start no later than three (3) hours before dusk unless lighted fields are being used.
 - In tournaments involving two, three, four, or six teams, the host committee will be responsible for providing a minimum of one diamond on which the tournament will be played.
 - In tournaments involving all other possible numbers of teams, the host committee shall be responsible for providing a minimum of two diamonds on which the tournament will be played.
 - In any Provincial tournaments, games played prior to Friday will be counted as having been played on Friday for pitching rule purposes.
 - Baseball PEI will establish a pre-determined order for scheduling of games in provincial playoff tournaments.
 - The PEIBUA Provincial assignor will assign Officials for all Provincial tournament games.

Source: Baseball PEI Minutes (16 April 2008)

16.7 Tournament Hosts

- Hosts for Provincial tournaments are responsible for running a fair, safe and enjoyable tournament. Some of the responsibilities of the Host Committee are:
 - Appointing a tournament chairperson – who is not a member of any participating teams' coaching staffs – and a tournament monitor for each field tournament games will be taking place
 - Establishing an official scorers' area close in proximity to the field/press box at all fields used; within this area there will be a board/chart/computer screen/et cetera which displays schedules and the results of all tournament games (to be updated within thirty [30] minutes of the completion of each game).
 - Maintaining and publicly displaying pitch counts for every pitcher for every tournament game.
 - Uploading to a designated social media site (to be developed and determined by Baseball PEI) within an hour after the completion of each game an accurate report of scores and all pitch counts.
 - Resolving – within an hour of the initial post – any disputes resulting from the reports of scores and/or pitch counts
 - Arranging for one protest committee with at least three people independent of any team participating in the tournament.
 - Ensuring the playing fields are properly lined, equipped and maintained.
 - Ensuring that washroom facilities are available.
 - Attempting to follow the Baseball PEI recommendation that first aid service is on-site for all games.
 - Generating pre-tournament publicity.
 - Generating a post-tournament report to the media and Baseball PEI.



- Baseball PEI will supply an average of 2.5 baseballs per game at all Provincial tournaments, and will cover the costs for umpires.
- If a host meets all of the responsibilities they will receive a grant predetermined by the Board of Directors of Baseball PEI.

Source: Baseball PEI Minutes (16 April 2008)

16.8 Game Procedures

- The playing rules as set out in the current Baseball Canada Rule Book shall apply for all classifications.
- All games must be completed and will be played until a winner is declared. The ten-run mercy rule will be in effect anytime after the completion of 5 (or 4 ½) innings of play (completion of 4 – or 3 ½ - for any six [6] inning games). The fifteen-run mercy rule will be in effect at the completion of the fourth (4) or three and a half (3 ½) innings of play (completion of 3 – or 2 ½ - for any six [6] inning games).
- All games started during a tournament shall be placed in suspension due to weather, darkness, ground conditions or otherwise, at any stage, regardless of the innings played, upon resumption of play. The game resumes from point of suspension. Any game limitations on pitching shall continue to apply if the game is suspended overnight. A suspended game shall maintain its place in the schedule.
- There can be no ties in Provincial tournaments; if the score is tied upon the completion of the game, extra innings shall be played until there is a winner. The extra-inning procedure for all round-robin games can be found in the Appendix section of this document.
- No team shall enter the dugout or playing field prior to a game until the team that had played in the previous game has vacated the playing field and dugout.
- If there is a coin-flip to determine home team for a Provincial tournament game, two coaches from each team will meet at the field approximately 40 minutes before the game and have a coin-flip at that time. A member of the host committee will act as a witness and initiate the actual coin-flip. The team that travelled the farthest to get to the field will get to call the coin in the air. The winning team in the flip will get to choose whether they wish to be home or away team. After this takes place, each team shall inform the other of the throwing side of the starting pitcher.
- The starting line-up, including all available substitutes listed, shall be given to the official scorer, at least thirty (30) minutes prior to the start of the tournament game at any Provincial Championships/Eliminations.
- Prior to any Provincial tournament game, normal Baseball PEI pre-game procedure will apply. However, if time is a factor in regards to the pre-game warm-up, the following regulations shall apply:
 - In situations where a team(s) are playing their second game of the day on the same diamond, the Baseball PEI representative may limit the amount of time available for infield/outfield practice to less than the ten (10) minutes for that team(s).
- The re-entry rule (for injuries) shall be allowed during Provincial Championships/Eliminations. The opposing coach shall choose the player who will re-enter. The re-entry rule shall be found in the Appendix section of this document.

Source: Baseball PEI Minutes (16 April 2008)

16.9 Tie-Breaking Procedure

- Baseball PEI uses the Baseball Atlantic tie-breaking procedure. It can be found in the Appendix section.

16.10 Protest Procedure

- The host committee shall establish a protest committee for all Provincial tournaments.
- The protest committee shall be composed of sufficient numbers to ensure that three (3) members are available to contact for each game. The names of members acting at any particular game shall be identified prior to the game. One member of the protest committee shall be the Baseball PEI representative.
- Any protest must emanate from a decision deemed as contradictory to the rules and must be made at the time of play. No protest may be made on a judgment call.
- In order to protest an incident when it occurs, the protesting head coach must, before the next play:
 - Inform the game umpire-in-chief that he is lodging a protest.
 - The game umpire-in-chief shall then confirm that the protest does not relate to a judgment call, will suspend play, and inform the head coach of the opposing team and the protest committee.
 - A \$25 protest fee must be paid in cash to Baseball PEI through the Baseball PEI representative before the protest committee shall be called. The \$25 shall be returned to the team if they win the protest.
 - The protest committee shall then confer among themselves and with any person whom they believe may be helpful in assisting them to reach a decision.
- Once the protest committee arrives at a decision regarding the protest, they shall inform all the parties involved and the umpire-in-chief shall order a resumption of play at the point of the suspension.

Source: Baseball PEI Minutes (16 April 2008)



16.11 Tournament Formats and Draws

- Seeding for all Baseball PEI Provincial tournaments will be based on geography.
- In the case an odd number of teams register for a Baseball PEI Provincial tournament and two regional tournaments must be set up, a coin flip – done by a member of the Board of Directors of Baseball PEI or a staff member of Baseball PEI, and witnessed by another Board or staff member – will be done to determine whether the East or West division will have the extra team. If that team/association is the middle team in more than one odd-number Provincial tournaments, the flip will determine the lower age division team, and then for the next higher age division team, that association/team will be in the other division. If necessary, if there is a third middle team in an odd-number Provincial tournament, that middle team/association will be in the same division as the first flip.
 - For example, if there were nine teams in the 11U/Mosquito “AA” Provincial tournament and seven in the 13U/Peewee “AA” Provincial tournament, and Cornwall was the middle team in both tournaments, a coin flip would be done to determine whether Cornwall is in the East or West division for 11U/Mosquito “AA.” Once that is determined, at the 13U/Peewee “AA” level, the Cornwall team would be in opposite division as the 11U/Mosquito “AA” tournament.
- For Provincial “AAA” Championships and Provincial “AA” and “A” Championship draws with four or fewer teams, the tournament will take place over one weekend. For Provincial Championships at the “AA” and “A” level with five or more teams, regional tournaments will take place over one weekend, with the Provincial semi-finals and final the following weekend.
- All Elimination tournaments will take place over one weekend.
- The tournament draws, schedule and suggested game times for all Provincial tournaments will be listed in the Appendix section. The final draw, schedule, and game times are subject to change by the appropriate Director, Executive Director, and/or the Board of Directors of Baseball PEI.

Section 17 – Baseball Atlantic

17.1 Hosts

- Baseball PEI will pay for the costs of umpires at any Baseball Atlantic Championships being held on PEI. Hosts for Baseball Atlantic Championships are responsible for:
 - Supply of approved baseballs for the entire tournament
 - Pay for medals for 1st and 2nd place teams.
 - Other provisions re protest committee etc. as outlined in the Baseball Atlantic Championship Tournament Manual.
- A team that has been awarded the host of a Baseball Atlantic Championship must host the tournament regardless of their final standings in the Provincial tournament.
- If the team who is awarded a Baseball Atlantic host finishes first or second in the provincials, the next highest team will advance to the appropriate Atlantic category.

17.2 Attendance at Baseball Atlantic Championships

- A team that wins the right to represent PEI at a Baseball Atlantic Championship that is not being held on PEI must notify Baseball PEI within one (1) day of the completion of the Provincial Championships of its intentions of attending the Baseball Atlantic Championship.
- If a team informs Baseball PEI that it will represent PEI at the Baseball Atlantic Championship and subsequently fails to attend the tournament, then the team’s Association will be fined \$500.00 by Baseball PEI, and such a fine must be paid before said Association will be allowed to register teams for subsequent Baseball PEI sanctioned tournaments.

17.3 Pickups for Baseball Atlantic 18U/Midget “AA” Championships

- The team representing PEI at the Baseball Atlantic 18U “AA” Championships may pick up a maximum of four (4) players from within the category and classification outside of the local Association of the PEI representative. All pickups must be registered with Baseball PEI.
- In years where PEI is hosting the Baseball Atlantic Midget Championships – which allow pickups – and there is a host team and PEI representative, the order of selecting pickups will be the PEI representative picking first, third, fifth, etc., while the host choosing second, fourth, sixth, etc.
 - Baseball PEI will oversee the selection process for pickups.



APPENDICES

Appendix 1 – Association/Zone Performance Bond

- All Associations wishing to participate in any Baseball PEI Leagues or Provincial tournaments shall submit an Association Performance Bond of \$500 due on 30 April to Baseball PEI.
 - If an Association does wish, the \$500 submitted by 30 April may be a post-dated cheque for 30 September.
- All zone “AAA” teams shall submit a performance bond of \$200 due on 30 May to Baseball PEI.
 - If a zone team wishes, the \$200 submitted by 30 April may be a post-dated cheque for 30 September.
- The Association Performance Bonds and Zone Performance Bonds will be returned in full on or by 30 September. If there are no fines, the full bond will be returned. Associations and/or Zones that were fined will receive the remaining balance of their Bond.
- Specific infractions of this Bond are as follows:
 - Not having a publicly-advertised Association Annual General Meeting before 31 April and submitting the AGM minutes to Baseball PEI - \$100 fine.
 - Not having a representative at Start-up League Meeting - \$100 fine.
 - Postponing a scheduled game without just cause - \$25 fine.
 - The team judged to be at fault by the League Director will be fined. In some cases, if it is determined that both teams are equally at fault then they will be both fined.
 - Not re-scheduling postponed games within 72 hours - \$50 fine. Postponed games are to be re-scheduled at a date that is within 3 weeks of the originally-scheduled date. The team judged to be at fault by the League Director will be fined. In some cases, if it is determined that both teams are equally at fault, they will both be fined.
 - Failing to submit all game results, including pitch counts, to the Executive Director of Baseball PEI within 24 hours will result in a \$25 fine.
 - Forfeiting a scheduled game, as determined by the Baseball PEI League Director, will result in a \$100 fine.
 - If a player is ejected and a team is no longer able to field nine players, this type of forfeit will not result in a \$100 fine.
 - Missing Provincial tournament registration deadlines will result in fines. Missing the first deadline will result in a \$25 fine; missing the second deadline will result in a \$50 fine and exclusion from the tournament. The tournament registration fee will not be refunded.
- The appropriate Baseball PEI League Director will determine if there is an infraction of the Performance Bond and notify the offending team coach/manager and the Association President within one (1) day of the decision.

Appendix 2 – More Affiliate Player Rules

- “AAA” players may affiliate only with “AAA” teams from the same zone.
 - e.g. 13U/Peewee “AAA” may affiliate only with their 15U/Bantam “AAA” zone team
- “AA” players may affiliate only with “AAA” teams of the same age classification and Association/Zone or with “AA” teams of a higher age classification in the same Association.
 - e.g. 13U/Peewee “AA” may affiliate only with their 13U/Peewee “AAA” zone team or 15U/Bantam “AA” team of their same Association
- “A” players may affiliate only with “AA” and “AAA” teams of the same age classification and Association/Zone or of the “A” teams of next higher age classification.
 - e.g. 13U/Peewee “A” may affiliate with a 13U/Peewee “AA” team or 15U/Bantam “A” team from the same Association, or with their 13U/Peewee “AAA” zone team

Appendix 3 – Pitch Count

11U/Mosquito	13U/Peewee	15U/Bantam	18U/Midget	21U/Junior	Rest
1-25 pitches	1-30 pitches	1-35 pitches	1-40 pitches	1-45 pitches	None
26-40	31-45	36-50	41-55	46-60	1 day
41-55	46-60	51-65	56-70	61-75	2 days
56-65	61-75	66-80	71-85	76-90	3 days
66-75	76-85	81-95	86-105	91-115	4 days
75	85	95	105	115	Maximum



- Any player on the team is eligible to pitch, and there are no restrictions on the number of pitchers a manager may use in a game.
- In all Baseball PEI competitions, once a pitcher is about to throw the pitch which would lead him/her to reach a pitch count threshold and the coach wishes not to throw this pitcher past this threshold, the coach will call time and indicate to the umpire this would be the last batter. Once that at-bat is completed, the pitcher must be withdrawn and be credited with only throwing the limit of pitches at that threshold.
 - For example, in 15U/Bantam, if a coach wants a pitcher to be withdrawn at 35 pitches, he would signal to the umpire prior to the throwing of the 35th pitch. Once the pitcher finishes that batter, he/she would be withdrawn from the game and credited with throwing 35 pitches.
- Pitchers shall be permitted to have 2 appearances in the same calendar day. If a pitcher requires a rest following 1st appearance, they cannot return in the same calendar day.
- Pitchers cannot pitch three (3) consecutive days unless a pitcher's first two days combined does not exceed; 11U - 25 pitches, 13U - 30 pitches, 15U - 35 pitches, 18U - 40 pitches and 21U - 45 pitches. If pitcher's Day 1 + Day 2 figures exceeds figure above for their division, they require at least one day's rest. A pitcher cannot pitch four (4) consecutive days. One (1) days rest is needed.
- The official scorekeeper will calculate the total pitches thrown for that calendar day and determine the required rest starting the next calendar day. Athletes must not exceed the maximum pitch count total for the day.
- Once a player assumes the position of pitcher, they cannot catch for the remainder of the day.
- Pitchers will be permitted to finish the batter if his or her maximum pitch limit has been reached for that calendar day.
- Intentional walks will be included in Pitch count totals.
- Required rest shall be defined in "days" starting at 12:01 am and ending at 11:59 pm of the next calendar day.
- If a game continues past 12:01 am, those pitches are counted as if pitched prior to midnight. If a game is suspended when it resumes it is defined as a different day.
- When a game is stopped by inclement weather or for any other reason than a mercy rule, that specific game has to be resumed at the point of stoppage. If pitcher "A" is the starting pitcher of a game and has a pitch count below the first threshold, pitcher "A" can then be used as a pitcher again for that particular game but considering he will be carrying the number of pitches thrown when the game stopped. This applies for a game that is resumed on the same day or on the next day.
- A pitcher who is removed from the mound during a game shall not be permitted to return to pitch in the same game, even if the pitcher is retained in the game at another position.
- The manager or coach may make a 2nd visit to the mound while the same batter is at bat in order to remove the pitcher.

Appendix 4 – Rules Concerning Bats, Helmets, and Cleats

- Rules concerning bats:
 - For 11U/Mosquito, for minus 5 and above, all aluminium bats can be used. It shall not be more than 32 inches in length, and max barrel up to 2 3/4 inches with 1.15 BPF (Bat Performance Factor). Bats may be taped to a distance not exceeding sixteen (16) inches from the handle
 - For 13U/Peewee and 16U/Bantam Girls and Senior Women championships, bats constructed of aluminium, fibreglass, or magnesium with a maximum diameter barrel of 2 ¾ inches with a 1.15 BPF (Bat Performance Factor), or USA Baseball Model with BBCOR "wood like" BPF is permitted. For 13U/Peewee championships, bats may have a maximum length-weight differential of minus 10.
 - For 16U/Bantam Girls and Senior Women Championships, bats may have a maximum length-weight differential of minus 5.
 - For Canada Cup and Canada Games, only wood or bamboo bats will be allowed. No composite bats will be allowed.
 - For 15U/Bantam Boys, 18U/Midget, 21U/Junior and Senior Men championships, only wood bats, bamboo bats and wood composite bats will be allowed. Wood composite bats include wood bats with fibreglass sheathing and wood barreled bats with composite handles. Wood composite bats do not include any bat that has any metallic component. The bat must clearly show the manufacturer's original markings - including, if applicable, length-weight differential. If not, the bat will be considered illegal.
- Rule concerning helmets



- All players shall wear double earflap helmets while at bat, in the on-deck circle and on the base paths in all age categories.
- Rules concerning cleats
 - 11U/Mosquito and 13U/Peewee - metal cleats or "spikes" are prohibited. Rubber-moulded cleats on running shoes are permitted.
 - 15U/Bantam, 18U/Midget, and 21U/Junior - metal cleats or "spikes" are allowed, as well as rubber-moulded cleats on running shoes.

Appendix 5 – Tryouts for “AAA” Zones

- Any player wishing to play “AAA” must be registered in their home Association by the Baseball PEI registration date (set at the Presidents’ Meeting in February). If a player does not register by the set deadline, he is not eligible to play “AAA” baseball in any Zone other than his home Zone.
- If a Zone is fielding more than one “AAA” team in an age category, a player must first tryout with the team being fielded within their Association (if one of the “AAA” teams within the Zone is playing out of the player’s home Association).
 - Following tryouts, if a player does not make his own Association’s “AAA” team, that player may tryout for another “AAA” team within his Zone without the need of an Official Player Transfer.
- If the player’s Zone is only offering one “AAA” team and the player does not make this team, they may tryout with a “AAA” team in another Zone.
 - In order to tryout for another “AAA” team in a different zone, the said player must get a release from his current Association and the “new” Zone must grant a transfer to “tryout.” The Association in which that new zone team is playing out of predominantly would grant the transfer on behalf of the zone.
 - This also applies to “AA” tryouts, except where it says “zone” above would be “Association.”
- If the player does not make “AAA” with the other “AAA” team within their Zone or within a different Zone, they must go back and play “AA” or “A” in home Association, or “A” if they tried out for “AA”.
- By noon (12:00 pm) Monday of the second full week in May, each zone will inform Baseball PEI of their coach and location plans for the “AAA” leagues. Players planning to play “AAA” must tryout in their own zone.
- Once teams are selected, it is expected players not on the “AAA” representative team will tryout for teams in their registered Association.
- The request for release and form to accept the transferred player must be completed and approved by Baseball PEI before said player(s) may tryout with another team. If unsuccessful in this tryout attempt, the player must return to their own Association.
- For a transfer at the “AA” and “A” level, the player can only request a transfer to a neighbouring Association
- At the end of each season, all players again become the property of their home Association (and at “AAA”, zone) regardless of time played away.
- The Board of Directors of Baseball PEI will have the power of authority to make final decisions on all contested decisions, re this policy.

Appendix 6 – Baseball PEI Representative at Provincial Eliminations/Championship

- Prior to the start of each season, each minor baseball association must submit a list of between 3 – 5 willing people whom they feel would serve as excellent Baseball PEI representatives for Provincial Eliminations/Championships played within their association (if they do not submit this list, their association will not be eligible to host any Provincial Eliminations/Championships). The Board of Directors of Baseball PEI will select a Baseball PEI representative from that pool prior to each Provincial Elimination/Championship.
- The Baseball PEI Representative is assigned to oversee the Provincial Elimination/Championship on behalf of Baseball PEI. His/her duties include:
 - Being familiar with all rules, tie-breakers associated with the Provincial Elimination/Championship.
 - Representing Baseball PEI at any ceremonies/events associated with the Provincial Elimination/Championship, and being visible at all games (if the Provincial Elimination/Championship is being played on two fields, the Baseball PEI representative should spend approximately half of the time at each field).
 - Supervising all on-field protests (and is a member of the Provincial Elimination/Championship Protest Committee).
 - Handling discipline/suspensions in conjunction with the Baseball PEI Director of that level.
 - Addressing any host’s concerns with the teams.



- Finalizing any schedule change – due to weather or other unforeseen circumstances – and communicating this change to the teams and umpires.
- Being the host liaison with Baseball PEI while the Provincial Elimination/Championship is taking place.
- The Baseball PEI representative, in conjunction with the Baseball PEI Director of that age level, has the ultimate say on any aspects of the Provincial Elimination/Championship.
- During the Provincial Elimination/Championship, the Baseball PEI representative is to be the only person from the Provincial Elimination/Championship who contacts the Baseball PEI office and/or the Baseball PEI Board of Directors. Any request or concerns should be made through the Baseball PEI representative.
- For being the Baseball PEI representative, if the person does not already have an article of Baseball PEI clothing, they will be given one to denote their position. As well, upon the adequate completion of their duties, they will be given an honorarium of \$100 for the tournament.

Appendix 7 – Re-entry Rule at 13U/Peewee “AAA”, 15U/Bantam and 18U/Midget Levels

- Any starting player may be substituted for and returned to the game, one time only. He/she must return to his/her original place in the batting order. Any pitcher, if removed from the game may return, but may not pitch. Any further substitutions do not jeopardize the right to re-entry for the original starting player. Any starting player returned to the game may pitch if he/she has not previously assumed that position.
- A substituted player may return to the game in event of an injury or illness as determined by the game umpires. Such substitution will occur where all of the players have already entered the game. The opposing coach shall make the selection of the replacement player whom will not be eligible to pitch in that game. The substitute shall assume the batting order of the injured player.
 - This does not apply in the event of an ejection from the game. More specifically, if a coach has entered all of his/her players in the game and a player is subsequently ejected, the game shall be considered a forfeit as the team has no more substitutes.

Appendix 8 – Extra Hitter Rule for 13U/Peewee “AAA” and 15U/Bantam Levels

- An Extra-Hitter (EH) may be placed on the lineup card (a 10th hitter which can be placed anywhere in the batting order) as a way to get more athletes at-bats throughout the game. This rule is optional for both teams prior to each game and does not have to be used by both teams during a game. The EH must be marked on the lineup card at the start of the game and must be used for the entire game.
- The EH may be interchanged with any other position during the game and can be changed multiple times. For example, the shortstop could become the EH and the EH become the shortstop.
- In the event that a player is injured and the team has no eligible substitutes available, re-entry would apply and the team would continue to bat ten players. If the team had no other players available for selection OR in the event of an ejection, the game would proceed with 9 players, without forfeit. A player removed due to injury or ejection in this circumstance is not permitted to return to the game. Any further loss of players would result in a forfeit.

Appendix 9 – Extra-Inning Procedure for Round-Robin Provincial Games

- For all round-robin games at Provincial tournaments - not tie-breakers, quarter-finals, semi-finals or Championship games - if the game is tied at the completion of regulation, the following procedures will be implemented during extra innings:
 - Each team will start the extra inning (and any subsequent extra innings) with the second-last batter the previous inning on second base, and the last batter in the previous inning on first base, with none out.
 - *Example: If the last regulation inning ends with the #6 batter having the last plate appearance (PA), then the extra inning begins with the #7 hitter at bat, and the #5 hitter at second base and the #6 hitter at first base.*
 - The batting order of the extra inning and any subsequent innings will be determined how the previous inning ended (see example above to confirm who is at bat).
 - The traditional system of the visiting team hitting in the top of the inning and the home team hitting in the bottom of the inning will remain in effect until the winner is determined.
 - With the exception of the beginning of the inning with runners on first and second base with no one out, all other "Official Baseball Rules" will remain in effect.



Appendix 10 – Tie-Breaking Procedure

- Should ties occur between the teams, standings will be decided according to the following priorities below. When a multiple tie occurs and is only partially resolved, the remaining ties will be resolved by continuing on with the remaining tie-breaking priorities until all priorities have been exhausted. Then and only then, will the remaining tied teams return to priority number 1 and proceed through the order again.
 - 1) The team with the best won-lost record in the game(s) between or among the tied teams will place higher in the standings.
 - 2) If the tie still persists, the placement of teams will be dictated by the ratio of runs against per defensive innings for games between or among the originally tied teams.
 - 3) If the tie persists, the placement of teams will be dictated by the ratio of runs scored per offensive inning for games between or among the original tied teams.
 - a. When calculating the number of defensive and offensive innings that are to be credited to each team under priorities (2) and (3), innings will be calculated on a fractional basis.
 - 4) If the tie still persists, the team having the best won-lost record in games played versus the highest placed team not in the tie, followed by comparison against the next highest placed team, etc. will place higher in the standings.
 - 5) If the tie still persists, the team with the best defensive ratio of defensive runs per defensive innings in all games will place higher in the standings.
 - 6) If the tie still persists, the team with the best offensive ratio of offensive runs per offensive innings in all games will place higher in the standings.
- **Example:**
 - Northside, Cardigan, and Souris are all tied after the completion of the Round Robin portion of the tournament.
 - Priority #1
Northside defeated Cardigan 6-3
Souris defeated Northside 6-4
Cardigan defeated Souris 10-8
(No tie resolved, move to next priority)
 - Priority #2
Northside - 9 runs against in 14 innings $(9/14) = .643$
Cardigan - 14 runs against in 14 innings $(14/14) = 1.000$
Souris - 14 runs against in 14 innings $(14/14) = 1.000$
(Northside emerges from the tie but Cardigan and Souris remain tied and must move to next priority)
 - Priority #3
Cardigan - 13 runs for in 14 innings $(13/14) = .929$
Souris - 14 runs for in 14 innings $(14/14) = 1.000$
(Souris emerges from the tie)
- **An example of fractional inning scenarios:**
 - Scenario #1
 - If the home team wins the game in the bottom of the seventh inning by scoring a run with nobody out, the inning count will be:
Visiting team: 7 offensive innings and 6 defensive innings
Home team: 6 offensive innings and 7 defensive innings
 - Scenario #2
 - If the home team wins the game in the bottom of the seventh inning by scoring a run with one out, the inning count will be:
Visiting team: 7 offensive innings and 6 $\frac{1}{3}$ defensive innings
Home team: 6 $\frac{1}{3}$ offensive innings and 7 defensive innings
 - Scenario #3
 - The same application of the rule is used in a mercy rule situation. If the home team is awarded the game by the mercy rule after two outs in the bottom of the fifth inning, the inning count is:
Visiting team: 5 offensive innings and 4 $\frac{2}{3}$ defensive innings
Home team: 4 $\frac{2}{3}$ offensive innings and 7 defensive innings



Appendix 11 – Provincial Tournament Draws

Format and Notes for Provincial Tournaments

- For Provincial Championships at the “AAA” level – and at the “AA” and “A” level when four or fewer teams are registered – and all Eliminations, the tournament will be played over one weekend (it could be over two, three, four or five days, depending on the number of teams registered in the tournament).
- For all Provincial Championships at the “AA” and “A” levels with five or more teams registered, the round-robin will be played over one weekend, and the semi-finals and Final will be played on the following weekend (with generally the two semi-finals played on Day #1, and the Final played on Day #2).
- All draws are based on the assumption that only unlighted fields are being used. If one or all of the fields are lighted, Baseball PEI may change the schedule in order to take advantage.

Two-Team Draw

- In a playoff series involving two (2) teams, the format shall be the best-of-three series with Games #1 and #2 played on Day #1 in one location, and Game #3 played on Day #2 in the other location. There will be a coin flip to determine who has home games the Tuesday before the series, with the team that has farther to travel to Charlottetown calling the coin flip. Whatever team wins the coin flip has the choice of two home games on Day #1 and one away game on Day #2, or two away games on Day #1 and one home game on Day #2.
- Two-team best-of-three series schedule (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - Day #1
Game # 1: 11 am
Game # 2: 2 pm
 - Day #2
Game # 3 (if necessary): 11 am

Three-Team Draw

- All three-team draws require one field and shall be a double round-robin format played over one weekend. “A” will be the host team, “B” will be the second-closest team in terms of the location of the primary field, and “C” will be the team that must travel the farthest to get to the primary field.
- If one team is undefeated during the round robin it shall be declared the champion. Otherwise, the first and second place teams will play a single Championship game. Should all three teams finish the round robin with 2-2 records, the tie-breaking formula shall be used to determine first, second, and third place. In that scenario, first-place will advance to the Championship game, while second and third place plays a tie-breaker game. The winner of that tie-breaker game will advance to play the first-place team in a single Championship Game.
- The home team denoted in the round-robin will have the home game. There will be a coin flip for the Championship game
 - Three-team round-robin single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - Day #1
A vs B: 12 pm
B vs C: 2:30 pm
C vs A: 5 pm
 - Day #2
B vs A: 10 am
C vs B: 12:30 pm
A vs C: 3 pm
 - Day #3
Tie-breaking Game or Championship game (if necessary): 10 am
Championship Game (if tie-breaking game was necessary): 1 pm

Four-Team Draw – Single-Weekend

- All four-team draws require one field and shall be a single round-robin format played over one weekend. “A” will be the host team, “B” will be the second-closest team (in terms of the location of the primary field), “C” will be the third-closest team and “D” will be the team that must travel the farthest to get to the primary field. A coin flip prior to each round-robin game will determine the home team for that game.
 - For any four-team draw determining two teams attending a Baseball Atlantic or Baseball Canada Championship, upon completion of the round-robin, teams finishing second and third place will play in a



- semi-final on Sunday morning, with the winner of that game advancing to the final to play the team finishing in first-place.
- For any four-team draw determining one team attending a Baseball Atlantic or Baseball Canada Championship, upon completion of a round-robin, the first and second place teams shall advance to the Championship game. However, if the first-place team goes undefeated in the round-robin and other teams have 1-2 records, the first-place team shall be declared the champion and no Championship game will be required.
 - If three teams are tied at 2-1 after the round robin, the first-place team shall be determined using the tie-breaking procedure. The second- and third-place teams shall play a tie-breaking game with the winner advancing to play a single Championship game against the first-place team.
 - The higher-placing team under the tie-breaking procedure shall be the home team in each tie-breaking or first Championship game. If a second Championship game is required, a coin flip will determine the home team.
 - A coin flip will be used to determine the home team for all round-robin games and if there is a second Championship game. The higher-ranked team will have a choice of a home game in the (first) Championship game.
 - Four-team round-robin single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - Day #1
A vs B: 2:30 pm
C vs D: 5 pm
 - Day #2
A vs C: 9 am
B vs D: 11:30 am
A vs D: 2 pm
C vs B: 4:30 pm
 - Day #3
Tie-breaking game or Championship game # 1 (if necessary): 10 am
Championship game # 1 or # 2 (if necessary): 1 pm

Five-Team Draw – Single-Weekend

- All five-team single-weekend draws require a minimum of two fields and shall be a single round-robin format played over one weekend. “A” will be the host team, “B” will be second-closest team (in terms of the location of the primary field), “C” will be the third-closest team, “D” will be the fourth-closest team, and “E” will be the team that must travel the farthest to get to the primary field.
 - Upon completion of the round-robin, the first and second place teams shall advance to the championship game. However, if the first-place team goes undefeated in the round-robin and all other teams have at least two losses, the first-place team shall be declared champion and no championship game will be required.
 - At the 13U/Peewee “AAA” level, where two representatives of PEI go to the Baseball Canada National Atlantic 13U Championships, if a team goes undefeated, it will be PEI #1. If three teams have a 2-2 record, the tie-breaking procedure will be used to determine second and third place. They will play a one-game playoff – to be played at the time the Championship game is scheduled – to determine who will represent PEI as PEI #2.
 - If the first-place team has a record of 4-0 and the second-place team has a record of 3-1, the second-place team must defeat the first-place team twice in order to win the championship (remember – no team can be eliminated unless they have two losses under this format) and two games shall be played if necessary.
 - If three teams are tied with a record of 3-1, the tie-breaking procedure will be used to determine the first, second, and third place teams. The first-place team will go directly to the Championship game, while the second and third place teams will have to play a tie-breaking game with the winner advancing to the Championship game.
 - The higher placing team under the tie-breaking procedure shall be the home team in each tie-breaking or first Championship game. If a second Championship game is required, a coin flip will determine the home team.
- There will be no coin flip for any games except a second Championship game, if necessary. The home team denoted in the round-robin will have the home game. The higher-ranked team will have a choice of a home game in the (first) Championship game.



- Five-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - Day #1
A vs B, C vs D: 12 pm
E vs A, B vs C: 2:30 pm
D vs E: 5 pm
 - Day #2
A vs C, B vs D: 10 am
C vs E, D vs A: 12:30 pm
E vs B: 3 pm
 - Day #3
Tie-breaking game or Championship game # 1 (if necessary): 10 am
Championship game # 1 or # 2 (if necessary): 1 pm

Five-Team Draw – Two-Weekend

- All five-team two-weekend draws require a minimum of two fields and shall be a round-robin format played over one weekend at one location, with any tiebreakers or finals being played on the next weekend (at either the same or a different location). “A” will be the host team, “B” will be second-closest team (in terms of the location of the primary field), “C” will be the third-closest team, “D” will be the fourth-closest team and “E” will be the team that must travel the farthest to get to the primary field.
 - Upon completion of the round-robin, the top four teams shall advance to the semi-finals.
- There will be no coin flip for any round-robin games. The home team denoted in the round-robin will have the home game. The higher-placing team under the tie-breaking procedure shall have the choice of being the home team in each semi-final game. There will be a coin flip to determine home team prior to the Final.
- Five-team two-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - Day #1
A vs B, C vs D: 12 pm
E vs A, B vs C: 2:30 pm
D vs E: 5 pm
 - Day #2
A vs C, B vs D: 10 am
C vs E, D vs A: 12:30 pm
E vs B: 3 pm

Six-Team Draw – Single-Weekend

- All six-team single-weekend draws require a minimum of two fields and shall be scheduled as a two-pool format. The East pool shall consist of the three most eastern teams (“A” the most eastern team, “B” the second most eastern team, and “C” the third most eastern team), and the West pool shall consist of the three most western teams (“D” the most western team, “E” the second most western team, and “F” the third most western team). Each team will play a single round-robin within their pool. The top team from each pool will advance to the semi-final. Second-place in each pool will play the third-place team in the other pool in the quarter-finals, with the winners of the quarter-finals advancing to the semi-finals (with the top-ranked team – based on the tie-breaking priorities – playing the lowest-ranked remaining team, and the second-ranked team playing the second-lowest ranked team). The winners of the semi-final games will advance to the Final. If records are identical after completion of pool play, the tie-breaking procedure will be used to determine rank.
- The only game in which there will be a coin flip to determine who has a choice of home game is the Final. The home team denoted in the round-robin will have the home game, and all quarter- and semi-final games will feature the higher-ranked team having the choice to be the home team.
- Six-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):

East Pool – A, B, C West Pool – D, E, F

- Day #1
A vs B, D vs E: 12 pm
B vs C, E vs F: 2:30 pm
C vs A, F vs D: 5 pm
- Day #2



(QF) 3 West vs 2 East, 3 East vs 2 West: 12 pm

(SF) Lowest-ranked remaining vs 1st, Second lowest-ranked vs 2nd: 2:30 pm

○ Day #3

(F) Championship Game: 12 pm

Six-Team Draw – Two-Weekend

- All six-team two-weekend draws require a minimum of two fields and shall feature the round-robin and quarter-final games played one weekend at one location, with the semi-finals and Final played the next weekend. The East pool shall consist of the three most eastern teams (“A” the most eastern team, “B” the second most eastern team, and “C” the third most eastern team), and the West pool shall consist of the three most western teams (“D” the most western team, “E” the second most western team, and “F” the third most western team). Each team will play a single round-robin within their pool. The top team from each pool will advance to the semi-final. Second-place in each pool will play the third-place team in the other pool in the quarter-finals, with the winners of the quarter-finals advancing to the semi-finals (with the top-ranked team – based on the tie-breaking priorities – playing the lowest-ranked remaining team, and the second-ranked team playing the second-lowest ranked team). If records are identical after completion of pool play, the tie-breaking procedure will be used to determine rank.
- The home team denoted in the round-robin will have the home game, and all quarter-final games will feature the higher-ranked team having the choice to be the home team.
- Six-team two-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):

East Pool – A, B, C West Pool – D, E, F

○ Day #1

A vs B, D vs E: 12 pm

B vs C, E vs F: 2:30 pm

C vs A, F vs D: 5 pm

○ Day #2

(QF) 3 West vs 2 East, 3 East vs 2 West: 12 pm

Seven-Team Draw – Single-Weekend

- All seven-team single-weekend draws require a minimum of two fields and shall feature two pools, one pool of four teams and one pool of three teams (depending on geographic make-up, either the Eastern pool or the Western pool will feature four teams or three teams. For the purposes of the scheduling below, we will assume the four-team pool is the Eastern pool, and the three-team pool is the Western pool). The four-team pool will feature a single-round robin, with the top two teams advancing to the semi-finals. The three-team pool will feature a single round-robin. After the single round-robin in the three-team pool, there are seeding games to determine the two teams advancing to the semi-finals from the three-team pool.
 - If the three teams in the three-team pool all finish the round-robin with a record of 1-1, the tie-breaking procedures will determine who is first-place. The second- and third-place teams in Game 8 will place a designation game, with the winner of that game advancing to play the first-place team in Game 10. The winner of Game 10 will advance to semi-finals as first-place out of the three-team pool, while the loser will advance to semi-finals as second-place out of the pool.
 - If the three teams in the three-team pool finish with records of 2-0, 1-1 and 0-2, the teams will be designated “Top” (2-0), “Middle” (1-1) and “Bottom” (0-2). “Top” will be guaranteed a spot in the semi-finals.
 - In Game 8, “Top” will play “Bottom.” If “Top” wins, they will advance to the semi-finals as first-place from the three-team pool. “Bottom” will have to play “Middle” in Game 10, but “Middle” will advance to the semi-finals as second-place from the three-team pool.
 - In Game 8, “Top” will play “Bottom.” If “Bottom” wins, “Top” will still advance to the semi-finals as first-place from the three-team pool. In Game 10, “Bottom” will play “Middle.” The winner of Game 10 will advance as second-place from the three-team pool in the semi-finals.
- All round-robin games will have the home team determined by coin flip. All semi-final games and the designation games in the three-team pool will have the higher-ranked team having the choice of home game.
- Seven-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):

East Pool – A, B, C, D West Pool – E, F, G

○ Day #1

A vs B, E vs F: 12 pm



- C vs D, G vs E: 2:30 pm
- F vs G: 5 pm
- Day #2
 - A vs C, B vs D: 12 pm
 - Game 8 (three-team pool), B vs C: 2:30 pm
 - Game 10 (three team pool), D vs A: 5 pm
- Day #3
 - (SF) 2 West vs 1 East, 2 East v 1 West: 10 am
 - (F) Championship Game: 1 pm

Seven-Team Draw – Two-Weekend

- All seven-team two-weekend draws require a minimum of two fields and shall feature two pools, one pool of four teams and one pool of three teams (depending on geographic make-up, either the Eastern pool or the Western pool will feature four teams or three teams. For the purposes of the scheduling below, we will assume the four-team pool is the Eastern pool, and the three-team pool is the Western pool). The four-team pool will feature a single-round robin, with the top two teams advancing to the semi-finals next weekend. The three-team pool will feature a single round-robin. After the single round-robin in the three-team pool, there are seeding games to determine the two teams advancing to the semi-finals from the three-team pool the next weekend.
 - If the three teams in the three-team pool all finish the round-robin with a record of 1-1, the tie-breaking procedures will determine who is first-place. The second- and third-place teams in Game 8 will place a designation game, with the winner of that game advancing to play the first-place team in Game 10. The winner of Game 10 will advance to semi-finals as first-place out of the three-team pool, while the loser will advance to semi-finals as second-place out of the pool.
 - If the three teams in the three-team pool finish with records of 2-0, 1-1 and 0-2, the teams will be designated “Top” (2-0), “Middle” (1-1) and “Bottom” (0-2). “Top” will be guaranteed a spot in the semi-finals.
 - In Game 8, “Top” will play “Bottom.” If “Top” wins, they will advance to the semi-finals as first-place from the three-team pool. “Bottom” will have to play “Middle” in Game 10, but “Middle” will advance to the semi-finals as second-place from the three-team pool.
 - In Game 8, “Top” will play “Bottom.” If “Bottom” wins, “Top” will still advance to the semi-finals as first-place from the three-team pool. In Game 10, “Bottom” will play “Middle.” The winner of Game 10 will advance as second-place from the three-team pool in the semi-finals.
- All round-robin games will have the home team determined by coin flip. All designation games in the three-team pool will have the higher-ranked team having the choice of home game.
- Seven-team two-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C, D West Pool – E, F, G

- Day #1
 - A vs B, E vs F: 12 pm
 - C vs D, G vs E: 2:30 pm
 - F vs G: 5 pm
- Day #2
 - A vs C, B vs D: 12 pm
 - Game 8 (three-team pool), B vs C: 2:30 pm
 - Game 10 (three team pool), D vs A: 5 pm

Eight-Team Draw – Single-Weekend

- All eight-team single-weekend draws require a minimum of two fields and shall be scheduled as a two-pool format. The East pool shall consist of the four most eastern teams (“A” the most eastern team, “B” the second-most eastern team, “C” the third-most eastern team, “D” the fourth-most eastern team), while the West pool shall consist of the four most western teams (“E” the most western team, “F” the second-most western team, “G” the third-most western team, “H” the fourth-most western team). Each team will play a single round-robin within their own pool. Upon completion of pool play, the top two teams from each pool will advance to the semi-finals with 2 West playing 1 East and 2 East playing 1 East, with the two winners advancing to the Championship game.
- A coin flip will determine home team in all round-robin games and in the Championship Game. Higher-seeded team in the semi-finals will have the choice of being the home team.



- Eight-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C, D West Pool – E, F, G, H
 - Day #1
A vs B, E vs F: 2 pm
C vs D, G vs H: 4:30 pm
 - Day #2
B vs C, F vs G: 9 am
A vs D, E vs H: 11:30 am
A vs C, E vs G: 2 pm
B vs D, F vs H: 4:30 pm
 - Day #3
(SF) 2 West vs 1 East, 2 East vs 1 West: 10 am
(F) Championship game: 1 pm

Eight-Team Draw – Two-Weekend

- All eight-team two-weekend draws require a minimum of two fields and shall be a round-robin format played over one weekend at one location, with the semi-finals and final being played on the next weekend (at either the same or a different location). The East pool shall consist of the four most eastern teams (“A” the most eastern team, “B” the second-most eastern team, “C” the third-most eastern team, “D” the fourth-most eastern team), while the West pool shall consist of the four most western teams (“E” the most western team, “F” the second-most western team, “G” the third-most western team, “H” the fourth-most western team). Each team will play a single round-robin within their pool. Upon completion of pool play, the top two teams from each pool will advance to the Provincial semi-finals the following weekend with 2 West playing 1 East and 2 East playing 1 East, with the two winners advancing to the Championship game.
- A coin flip will determine home team in all round-robin games.
- Eight-team two-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C, D West Pool – E, F, G, H
 - Day #1
A vs B, E vs F: 2 pm
C vs D, G vs H: 4:30 pm
 - Day #2
B vs C, F vs G: 9 am
A vs D, E vs H: 11:30 am
A vs C, E vs G: 2 pm
B vs D, F vs H: 4:30 pm

Nine-Team Draw – Single-Weekend

- All nine-team single-weekend draws require a minimum of two fields and shall consist of three pools of three teams. There will be an East pool (“A” being the most eastern team, “B” being the second most eastern team and “C” being the third most eastern team), a Central pool (“D” being the fourth most eastern team, “E” being the fifth most eastern team and “F” being the sixth most eastern team) and a West pool (“G” being the most western team, “H” being the second most western team and “I” being the third most western team). Each team will play a single round-robin within their pool. After the round-robin, teams will be ranked one through nine based on their record and the tie-breaking procedures, with teams finishing first- through seventh-place will automatically advance to the quarter-finals. Teams finishing eighth- and ninth-place will play a playoff game, with the winner advancing to the quarter-finals. After the quarter-finals, winners will advance to the semi-finals, with the winners of the semi-finals advancing to the Final.
- The home team denoted in the round-robin will have the home game, and all quarter- and semi-final games will feature the higher-ranked team having the choice to be the home team. There will be a coin flip prior to the Final.
- Nine-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C Central Pool – D, E, F West Pool – G, H, I
 - Day #1
A vs B, D vs E: 8 am
C vs A, F vs D: 10:30 am



- E vs F, I vs G: 1 pm
- G vs H, B vs C: 3:30 pm
- H vs I: 6 pm
- Day #2
9th vs 8th: 10 am
(QF) 5th vs 4th, 6th vs 3rd: 12:30 pm
(QF) 7th vs 2nd, Winner of 9th/8th Game vs 1st: 3 pm
- Day #3
(SF) Lowest-ranked remaining team vs highest-ranked remaining team, second-lowest ranked remaining team vs second-highest ranked remaining team: 10 am
(F) Lowest-ranked remaining team vs highest-ranked remaining team: 1 pm

Nine-Team Draw – Two-Weekend

- All nine-team two-weekend draws require a minimum of two fields and shall consist of three pools of three teams. There will be an East pool (“A” being the most eastern team, “B” being the second most eastern team and “C” being the third most eastern team), a Central pool (“D” being the fourth most eastern team, “E” being the fifth most eastern team and “F” being the sixth most eastern team) and a West pool (“G” being the most western team, “H” being the second most western team and “I” being the third most western team). Each team will play a single round-robin within their pool. After the round-robin, teams will be ranked one through nine based on their record and the tie-breaking procedures, with teams finishing first- through seventh-place will automatically advance to the quarter-finals. Teams finishing eighth- and ninth-place will play a playoff game, with the winner advancing to the quarter-finals. After the quarter-finals, winners will advance to the semi-finals on the next weekend.
- The home team denoted in the round-robin will have the home game, and all quarter-final games will feature the higher-ranked team having the choice to be the home team.
- Nine-team two-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C Central Pool – D, E, F West Pool – G, H, I
 - Day #1
A vs B, D vs E: 8 am
C vs A, F vs D: 10:30 am
E vs F, I vs G: 1 pm
G vs H, B vs C: 3:30 pm
H vs I: 6 pm
 - Day #2
9th vs 8th: 10 am
(QF) 5th vs 4th, 6th vs 3rd: 12:30 pm
(QF) 7th vs 2nd, Winner of 9th/8th Game vs 1st: 3 pm

Ten-Team Draw – Single-Weekend

- All ten-team single-weekend draws will require a minimum of four fields, and shall feature two pools of five teams; one East (“A” is the most eastern team, “B” is the second-most eastern team, “C” is the third-most eastern team, “D” is the fourth-most eastern team and “E” is the fifth-most eastern team) and one West (“F” is the most western team, “G” is the second-most western team, “H” is the third-most western team, “I” is the fourth-most western team and “J” is the fifth-most western team). Each team will play a single round-robin within their pool. The top two teams from each pool will advance to the semi-finals, with the winners of the semi-finals advancing to the Final.
- The home team denoted in the round-robin will have the home game, and the higher-ranked teams in the semi-finals will have the choice of home game. There will be a coin flip for a home game in the Final.
- Ten-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C, D, E West Pool – F, G, H, I, J
 - Day #1
A vs B, C vs D, F vs G, H vs I: 12 pm
E vs A, B vs C, J vs F, G vs H: 2:30 pm
D vs E, I vs J: 5 pm
 - Day #2
A vs C, B vs D, F vs H, G vs I: 10 am
C vs E, D vs A, H vs J, I vs F: 12:30 pm



- E vs B, J vs G: 3 pm
- Day #3
- (SF) 2 West vs 1 East, 2 East vs 1 West: 10 am
- (F) Championship Game: 1 pm

Ten-Team Draw – Two-Weekend

- All ten-team two-weekend draws will require a minimum of four fields, and shall feature two pools of five teams; one East (“A” is the most eastern team, “B” is the second-most eastern team, “C” is the third-most eastern team, “D” is the fourth-most eastern team and “E” is the fifth-most eastern team) and one West (“F” is the most western team, “G” is the second-most western team, “H” is the third-most western team, “I” is the fourth-most western team and “J” is the fifth-most western team). Each team will play a single round-robin within their pool. The top two teams from each pool will advance to the semi-finals on the next weekend.
- The home team denoted in the round-robin will have the home game.
- Ten-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C, D, E West Pool – F, G, H, I, J
 - Day #1
 - A vs B, C vs D, F vs G, H vs I: 12 pm
 - E vs A, B vs C, J vs F, G vs H: 2:30 pm
 - D vs E, I vs J: 5 pm
 - Day #2
 - A vs C, B vs D, F vs H, G vs I: 10 am
 - C vs E, D vs A, H vs J, I vs F: 12:30 pm
 - E vs B, J vs G: 3 pm

Eleven-Team Draw – Single-Weekend

- All eleven-team single-weekend draws will feature one pool of five teams (Pool #A) and one pool of six teams (Pool #B; whether the six-team pool is East or West is determined by Baseball PEI based on geographical proximity). For the purpose of this schedule, we will assume the East pool is six teams while the West pool is five teams. The East pool will feature “A” is the most eastern team, “B” is the second-most eastern team, “C” is the third-most eastern team, “D” is the fourth-most eastern team, “E” is the fifth-most eastern team and “F” is the sixth-most eastern team, while the West pool will feature “G” is the most western team, “H” is the second-most western team, “I” is the third-most western team, “J” is the fourth-most western team and “K” is the fifth-most western team. Each team will play a single round-robin within their pool. The top team from each pool will advance to the semi-finals, while the second- and third-place teams each advance to a quarter-final. The winners of the semi-finals advance to the Final.
- A coin flip will be used to determine the home team in all round-robin games and the Final. For all quarter-final and semi-final games, the higher-ranked team will have the choice as to whether they have a home game.
- Eleven-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - Pool #A – A, B, C, D, E, F Pool #B –G, H, I, J, K
 - Day #1
 - A vs F, B vs D, G vs H, I vs J: 12 pm
 - C vs E, D vs A, K vs G, H vs I: 2:30 pm
 - E vs B, F vs C, J vs K: 5 pm
 - Day #2
 - A vs C, D vs E, G vs I, H vs J: 12 pm
 - B vs F, E vs A, I vs K, J vs G: 2:30 pm
 - C vs B, F vs D, K vs H: 5 pm
 - Day #3
 - A vs B, C vs D, E vs F: 12 pm
 - (QF) 3B vs 2A, 3A vs 2B: 3 pm
 - Day #4
 - (SF) Winner of 3B/2A vs 1B, Winner of 3A/2B vs 1A: 10 am
 - (F) Championship Game: 1 pm

Eleven-Team Draw – Two-Weekend

- All eleven-team two-weekend draws will feature one pool of five teams (Pool #A) and one pool of six teams (Pool #B; whether the six-team pool is East or West is determined by Baseball PEI based on geographical proximity). For



the purpose of this schedule, we will assume the East pool is six teams while the West pool is five teams. The East pool will feature “A” is the most eastern team, “B” is the second-most eastern team, “C” is the third-most eastern team, “D” is the fourth-most eastern team, “E” is the fifth-most eastern team and “F” is the sixth-most eastern team, while the West pool will feature “G” is the most western team, “H” is the second-most western team, “I” is the third-most western team, “J” is the fourth-most western team and “K” is the fifth-most western team. Each team will play a single round-robin within their pool. The top team from each pool will advance to the semi-finals (which will be played on the next weekend), while the second- and third-place teams each advance to a quarter-final.

- A coin flip will be used to determine the home team in all round-robin games. The higher-ranked team will have the choice as to whether they have a home game in quarter-final games.
- Eleven-team two-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - Pool #A – A, B, C, D, E, F Pool #B –G, H, I, J, K
 - Day #1
A vs F, B vs D, G vs H, I vs J: 12 pm
C vs E, D vs A, K vs G, H vs I: 2:30 pm
E vs B, F vs C, J vs K: 5 pm
 - Day #2
A vs C, D vs E, G vs I, H vs J: 12 pm
B vs F, E vs A, I vs K, J vs G: 2:30 pm
C vs B, F vs D, K vs H: 5 pm
 - Day #3
A vs B, C vs D, E vs F: 12 pm
(QF) 3B vs 2A, 3A vs 2B: 3 pm

Twelve-Team Draw – Single-Weekend

- All twelve-team single-weekend draws will require a minimum of three fields, and shall feature three pools of four teams; East (“A” is the most eastern team, “B” is the second-most eastern team, “C” is the third-most eastern team and “D” is the fourth-most eastern team), Central (“E” is the fifth-most eastern team, “F” is the sixth-most eastern team, “G” is the seventh-most eastern team and “H” is the eighth-most eastern team) and West (“I” is the most western team, “J” is the second-most western team, “K” is the third-most western team and “L” is the fourth-most western team), Each team will play a single round-robin within their pool and the top two teams from each pool will advance. Prior to the quarter-final, each team in will be ranked via the tie-breaking procedure; the top two teams will advance to the semi-finals, and the teams ranked third through sixth will play in a quarter-final. The winners of the quarter-finals will advance to the semi-finals, and the winners of the semi-finals will advance to the Final.
- A coin flip will be used to determine the home team for all round-robin games and the Final. The top-ranked teams will have a choice of home game in the quarter-finals and semi-finals.
- Twelve-team single-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C, D Central Pool – E, F, G, H West Pool – I, J, K, L
 - Day #1
A vs B, E vs F, I vs J: 10 am
C vs D, G vs H, K vs L: 12:30 pm
A vs C, E vs G, I vs K: 3 pm
B vs D, F vs H, J vs L: 5:30 pm
 - Day #2
D vs A, H vs E, L vs I: 10 am
B vs C, G vs F, K vs J: 12:30 pm
(QF) 6th v 3rd, 5th vs 4th: 4 pm
 - Day #3
(SF) Lowest ranked remaining team vs 1st, second-lowest ranked remaining team vs 2nd: 10 am
(F) Championship Game: 1 pm

Twelve-Team Draw – Two-Weekend

- All twelve-team two-weekend draws will require a minimum of three fields, and shall feature three pools of four teams; East (“A” is the most eastern team, “B” is the second-most eastern team, “C” is the third-most eastern team and “D” is the fourth-most eastern team), Central (“E” is the fifth-most eastern team, “F” is the sixth-most eastern team, “G” is the seventh-most eastern team and “H” is the eighth-most eastern team) and West (“I” is the most



western team, “J” is the second-most western team, “K” is the third-most western team and “L” is the fourth-most western team), Each team will play a single round-robin within their pool and the top two teams from each pool will advance. Prior to the quarter-final, each team in will be ranked via the tie-breaking procedure; the top two teams will advance to the semi-finals next weekend, and the teams ranked third through sixth will play in a quarter-final. The winners of the quarter-finals will advance to the semi-finals next weekend.

- A coin flip will be used to determine the home team for all round-robin games. The top-ranked teams will have a choice of home game in the quarter-finals.
- Twelve-team two-weekend draw (the times are suggested; they are subject to change by Baseball PEI due to various reasons):
 - East Pool – A, B, C, D Central Pool – E, F, G, H West Pool – I, J, K, L
 - Day #1
 - A vs B, E vs F, I vs J: 10 am
 - C vs D, G vs H, K vs L: 12:30 pm
 - A vs C, E vs G, I vs K: 3 pm
 - B vs D, F vs H, J vs L: 5:30 pm
 - Day #2
 - D vs A, H vs E, L vs I: 10 am
 - B vs C, G vs F, K vs J: 12:30 pm
 - (QF) 6th v 3rd, 5th vs 4th: 4 pm

All Draws from Thirteen-Teams through Twenty-Teams

- For all draws for thirteen-teams through twenty-teams (or more if more teams than twenty are registered), there will be two regional tournaments with the top two teams from each regional tournament advancing to the semi-finals of the Provincial tournament.
 - Thirteen-team draw: one six-team regional draw and one seven-team regional draw.
 - Fourteen-team draw: two seven-team draws.
 - Fifteen-team draw: one seven-team draw and one eight-team draw.
 - Sixteen-team draw: two eight-team draws.
 - Seventeen-team draw: one eight-team draw and one nine-team draw.
 - Eighteen-team draw: two nine-team draws.
 - Nineteen-team draw: one nine-team draw and one ten-team draw.
 - Twenty-team draw: two ten-team draws.
- For odd-numbered draws, the regional draw with the odd-numbered draw will be determined by Baseball PEI (based on geographical proximity and other factors).
- For all thirteen- through twenty-team single-weekend draws (in the case usually for an Eliminations), Baseball PEI will determine the location and schedule for the semi-finals and Final of the overall Provincial tournament. It may vary slightly from the draws described.

Partners

The following is a list of partners of Baseball PEI:

- Baseball Canada
- Toronto Blue Jays
- Holland College Athletics
- 2009 Canada Games Dreams and Champions Legacy Trust Fund
- Chucker’s Trophies and Awards – Official Trophy and Award Supplier of Baseball PEI
- D.P. Murphy Hotels and Resorts – Official Hotel Chain of Baseball PEI
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- PEI Source for Sports – Official Supplier and Provincial Team Outfitter of Baseball PEI
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