

## **Tournament Guidelines – Tournament Directors**

### **Tournament Host**

- 1) Official Dixie Youth Category 1 Baseballs with the Commissioner's signature.
- 2) Flags for base umpires. (*Umpires will have furnish their own*)
- 3) Equipment to maintenance fields between games.
- 4) Rosin bags for pitchers. (*Teams to provide*)
- 5) Properly working scoreboards, PA systems and lighting systems.

### **Umpires**

- 1) Complete uniform. All are to be dressed the same.
- 2) Ball/Strike indicators.
- 3) Plate umpires protective equipment.

### **Conduct and Dress Code**

Every Dixie Youth Baseball tournament should be conducted in a responsible and creditable manner. All participants deserve uniform enforcement of the rules and fair and equitable treatment by all Dixie Youth officials and umpire crews. All rules as outlined in the 2004 Dixie Youth Baseball Rule Book shall be enforced without exception.

In addition, certain levels of conduct and sportsmanship are expected by all participants in tournament play. Dixie Youth Baseball desires to maintain a proper example of appropriate behavior among teams competing for a tournament championship. Conduct which is not conducive to fair play and sportsmanship shall not be tolerated. Appearance and dress of all participants will be just as important as conduct. All players shall be required to be fully uniformed. Managers and coaches are to either be uniformed as the players or at a minimum wear a game jersey with matching pants. During tournament play, coaches should not be allowed to wear shorts, cutoffs or jeans.

### **Protest Committee**

- 1) The Tournament Director shall select three members of a Protest Committee for each tournament game. Each member of the committee should be present during the entire game and for at least fifteen minutes after the conclusion of the game.
- 2) These committee members shall be adults who have a thorough knowledge of baseball rules and Dixie Youth rules. The Tournament Director shall instruct each member on the procedure for handling protests if any occur during the game.
- 3) Each member should have a copy of the official Dixie Youth rulebook. In addition, each member of the committee should know the ground rules, if any, for the tournament fields.
- 4) The protest committee should be assigned a special area where they can sit as a group during the game. No one else should be permitted in the protest committee area during the game. No one should discuss the game with any member of the protest committee while the game is in progress. Each member of the committee should carefully observe all plays during the game.
- 5) The Protest Committee shall be announced prior to each game. No team will be required to begin play in any tournament game until this announcement has been made.
- 6) The Tournament Director shall appoint all committee members and shall attempt to find impartial members who have no affiliation with either team in the contest. DO NOT ask a manager to send someone to serve on the Protest Committee. Under no condition should any team select a member of the Protest Committee.

### **Protests**

Protests shall be made only on a misinterpretation of a rule, ineligibility of a player or players, an illegal pitcher or failure to comply with the participation requirement. An illegal substitution cannot be protested but shall be handled according to rule 3.03(b).

The umpire-in-chief shall grant a time out to any manager who wishes to protest any decision of the umpires which does not involve judgment. The manager's protest must be made immediately after the occurrence and before the next ball is thrown to a batter. The umpire-in-chief shall advise the Protest Committee Chairman that a protest has been filed by a team manager. The Protest Committee Chairman shall take the following action upon accepting a protest:

- a) The Chairman and other members of the committee shall review the protested decision with each umpire and each team manager, one at a time. If necessary, the Committee should review the official scorebook, interview the scorekeeper or obtain information from any other source, which they believe may be helpful in making a decision.
- b) After reviewing the situation in detail, the Protest Committee Chairman should advise the managers and players to remain in the dugout. The Committee members should go to an area behind second base with no one else present and reach a decision.
- c) Once a decision is reached, the Protest Committee Chairman should inform the umpire-in-chief, each team manager and the tournament director.
- d) The Protest Committee Chairman should ONLY inform the Committee's decision and should not discuss the decision any further with the managers or umpires.
- e) All participants shall return to their positions at the time the game was halted and play shall continue.

### **Protest and Appeal Procedure**

If either of the team managers does not agree with the Committee's decision, an appeal may be made to the Tournament Director before the next pitch is thrown to a batter.

- 1) The Tournament Director may interview the Protest Committee members, the umpires or the team managers before making a decision. After the Tournament Director renders his decision, either manager can request an appeal to the District Director (if the District Director is not the Tournament Director).
- 2) The District Director may interview the Protest Committee, the umpires or the team managers before making a decision. After the District Director renders his decision, either manager can request the District Director to appeal to the State Director.
- 3) The District Director ONLY shall be permitted to call the State Director. However, after the State Director renders his decision, either manager may request the State Director to appeal to the Commissioner of Dixie Youth Baseball.
- 4) The Commissioner of Dixie Youth Baseball shall be called ONLY by the State Director for a FINAL DECISION on any appeal of a State Director's decision. The Commissioner may reserve the right to speak with any member of the Protest Committee, any umpire in the game or any team manager before making his decision. The Commissioner's decision will be communicated only to the State Director who will inform the District Director.
- 5) After a ruling by the Commissioner of Dixie Youth Baseball, no further appeals can be made and play must continue immediately.

Note: Appeals will be allowed only if presented exactly according to the above procedures. Team managers may only request an appeal. Managers cannot present appeals directly to these officials. All officials will be available to receive protest appeals during the tournament season.

### **Tournament Game Procedures**

To this point in this booklet, we have placed the emphasis on Pre-Tournament plans. There are at least two other items that are most important. These are the Official Scorekeeper and the Public Address Announcer.

#### **Scorekeeper**

1. Be in the Press Box at least thirty (30) minutes prior to each game time.
2. Maintain and have available for inspection all Tournament Affidavit forms at all times.
3. Total concentration is required on each play with final authority for hit/error.
4. When the official scorekeeper has knowledge of a potential illegal substitution of a player or use of an illegal pitcher, it should be reported to the manager of the violating team. However, after a violation occurs, no one should call attention to the violation except the opposing manager.
5. Assist the PA announcer in making prompt announcements of all line-up changes.

6. Make certain both managers come to the Press Box following the game to sign pitching records. The scorekeeper should pay close attention to recording this information and should be sure the records are complete and correct.

7. Return affidavits to each manager when his team has been eliminated.

### **Public Address Announcer**

1. Be in Press Box thirty (30) minutes prior to each game time.

2. Prior to each game, obtain full roster of each team including managers and coaches. Announce by names normally used by players, not names from the Affidavits. Clarify correct pronunciation of difficult names.

3. Announce only pertinent information, usually the first three batters in each half inning, the batter as he comes to the plate and runs, hits, errors at end of each half inning. NO PLAY BY PLAY announcement or activity that may distract from actual play of the game.

4. DO NOT ANNOUNCE ERRORS MADE BY INDIVIDUAL PLAYERS.

5. Make prompt announcement of all line-up changes.

6. REMEMBER, you are only there to provide pertinent information. You are not the focal point of the game. The players should always be the center of attention.

Both the scorekeeper and the public address announcer are most important to the success of any tournament. Careful consideration should be given to the selection of the persons to work in each of these important positions. They can contribute greatly to a successful tournament.

### **Pre-Game and Practice Warm-up**

1) No practice of any kind by any team, including the host, shall be allowed on the tournament playing field(s) on game days. Other nearby fields should be utilized for practice fields during tournament play. The Tournament Director is responsible for arranging practice fields to be made available to tournament teams who require overnight stays at tournament sites.

2) Each team may have up to five minutes of infield prior to each game. You may want to increase this to seven-ten minutes for the first day only.

### **Player Introduction**

The tournament should be colorful and exciting for the players. This may be a once in a lifetime experience for many of these players and Dixie Youth Baseball wants it to be a fond memory for all participants. A proper team introduction program can add color to tournament games. It is recommended that the following procedures be used before every game in the tournament:

1) Always ask managers to list the players' names that they prefer to use on the official line-up (i.e. Jimmy, instead of James). This is not always the name shown on the Tournament Team Affidavit.

2) Introduce all members of the team following this procedure:

a) Introduce the visiting team, starting players, batting order and defensive position. As the starting players are announced they should run to their defensive position on the field. Outfielders should only go to the edge of the outfield grass in front of their normal position.

b) After introducing the starting defensive players, introduce the remaining players on the roster. As their name is called they should take a position on the foul line between first or third base facing their dugout and the stands. The manager and two coaches are then introduced and should take their position facing the dugout and stands alongside the remaining roster players.

c) Introduce the home team, all players, the team manager and coaches in the same manner as above. As the home team players take their defensive positions, they should acknowledge their counterpart on the visiting team in some manner (i.e. handshake, pat on back, etc.).

- d) When introductions have been completed, both teams shall remain in position for introduction of the umpires and the Protest Committee, and the invocation and the national anthem.
- e) Introduce the plate umpire as the umpire-in-chief first. The base umpires should run to their position as they are introduced.
- f) Introduce the members of the Protest Committee.
- g) Invocation/National Anthem - The invocation and national anthem are to be used for the first game of each tournament session only.
- h) After National Anthem advise the visiting team to return to their dugout at which time the umpire-in-chief will begin the game.

### ***Pre-Game Schedule (Assuming a Game Time of 6:00 PM)***

5:30 PM - Both teams starting lineups and tournament affidavits shall be turned into the scorekeeper.

5:45 PM - PA announcer tells visiting team to take infield. (Visiting Team is not to enter field until advised by the PA announcer.)

5:50 PM - PA announcer calls visiting team from the field if not finished and tells home team to take infield. (Home team is not to enter field until advised by the PA announcer even if the visiting team finishes early.)

5:55 PM - PA announcer calls home team from field if not finished.

PA announcer introduces the visiting team. (See introduction procedure in previous section).

PA announcer introduces the home team.

PA announcer introduces the umpires.

PA announcer introduces the Protest Committee members.

5:58 PM - Invocation/National Anthem (With Players remaining on the field)

6:00 PM Umpire-In-Chief begins game.

A key priority of the tournament is to keep the games on schedule. In the event of rain, it may become necessary to cancel infield practice. If you do not allow infield for the first game of the day, it is recommended that no infield be allowed for the remainder of the day's games.

For the convenience of out-of-town fans and radio broadcasts, no game should start earlier than its regularly scheduled starting time even if any earlier game is completed early.