

National Team Committee Policy

1. Purpose and Scope

- o The purpose of this Policy is to establish a formal framework for the governance, composition, and operational conduct of the Esport Canada National Team Committees.

- o This document ensures that all National Team programs are administered with a commitment to transparency and accountability while maintaining strict alignment with Sport Canada standards. This Policy establishes how National Team programs are administered, how committees operate, and how player selection criteria are developed and applied.

- o This Policy applies to all Esport Canada National Team programs, encompassing all game titles and competitive disciplines under the organization's mandate. It governs the following key areas:
 - i. **Committee Governance:** The formal composition, roles, and responsibilities of the committees.
 - ii. **Operational Management:** Standardized administration of programs, including Safe Sport compliance.
 - iii. **Selection & Excellence:** The development, approval, and application of rigorous player selection criteria.
 - iv. **Accountability:** Reporting structures and oversight mechanisms to ensure organizational integrity.

2. Authority

- a) Esport Canada, a federally incorporated not-for-profit organization, serves as the sole legal authority for all National Team programs. Governance and execution of these programs are managed by the following:
 - i. **Board of Directors:** Holds ultimate governance authority. This includes the approval of organizational policies, strategic oversight, and the final ratification of all National Team selections and committee decisions.
 - ii. **CEO:** Responsible for operational management. The CEO ensures that all programs are delivered and executed in strict accordance with the policies approved by the Board.

3. National Team Committee: Structure & Composition

The National Team Committee is established to provide technical oversight and expert recommendations for player selection and overall program operations.

a) Committee Composition

The National Team Committee is comprised of the following roles:

- i. National Team Manager (Chair): Acts as the operational lead, responsible for logistics, eligibility verification, and day-to-day program execution.
- ii. National Coach (appointed): Provides technical evaluation, performance oversight, and tactical leadership.
- iii. National Players Commission Representative: Works to ensure the player voice is represented and maintains transparency throughout the process.
- iv. Partnered Club Representative: Provides essential administrative and organizational support.
- v. Safe Sport / Ethics Officer: Oversees compliance, player welfare, and the management of any potential conflicts of interest.
- vi. Board Liaison (Non-Voting): Ensures continuous alignment with Board policies and manages formal reporting requirements.

b) Optional Advisory Representation

To ensure a broad perspective across the Canadian esports ecosystem, the committee may also include:

- i. Provincial/Territorial (P/TSO) Representative: Provides a regional perspective on athlete development and scouting.
- ii. Post-Secondary (PS) Representative: Offers an academic and institutional perspective on competitive standards.

4. Roles & Responsibilities

a) National Team Committee Responsibilities:

- i. Strategic Advisory: Engaging qualified, title-specific advisors as needed to support committee deliberations, ensuring full transparency and disclosure to the Board.
- ii. Criteria Development: Developing, reviewing, and recommending title-specific selection criteria and procedures for formal Board ratification.

- iii. Performance Evaluation: Reviewing player eligibility, rankings, and performance metrics in strict accordance with approved criteria.
- iv. Roster Recommendations: Recommending National Team rosters and coaching appointments for final Board approval.
- v. Compliance & Ethics: Ensuring that Safe Sport, ethics, and conflict-of-interest standards are implemented and maintained throughout all programs.
- vi. Reporting & Accountability: Providing regular reports and recommendations to the Board regarding program operations, Policy updates, and the management of appeals.
- vii. Operational Oversight: Collaborating with the National Team Manager to oversee operational planning and successful program delivery.

b) National Team Manager

- i. Logistical Management: Overseeing day-to-day operations, including travel, accommodation, competition registration, and other tasks as mandated by the applicable International Federation.
- ii. Eligibility & Documentation: Ensuring all players meet documentation requirements and verifying eligibility for international competition.
- iii. Communications Coordination: Serving as the central point of contact between committee members, players, and staff.
- iv. Compliance Tracking: Monitoring and maintaining strict adherence to Safe Sport, ethics, and organizational policies.
- v. Record Keeping: Maintaining formal records of committee decisions and providing comprehensive reporting to the Board.

c) Board of Directors

- i. Ratification: Formally approving committee-recommended player selection criteria and final roster decisions.
- ii. Appointments: Reviewing and approving all coaching appointments.
- iii. Governance & Risk: Ensuring overall compliance with governance standards, risk management protocols, and organizational accountability.

d) Advisors

The National Team Committee may, at its discretion, engage advisors to provide expertise or guidance in areas such as legal, technical, performance analysis, or organizational management.

- i. **Scope of Influence:** Advisors may attend meetings or provide written input to inform committee deliberations; however, they do not hold voting rights or decision-making authority.
- ii. **Transparency:** The use of advisors must be formally disclosed to the Board and recorded in the official meeting minutes to ensure transparency.

5. Player Selection Criteria & Procedures

- a) To ensure a fair and merit-based environment, Esport Canada utilizes a standardized process for identifying and selecting national-level talent. All selection activities are governed by the principles of transparency. The following principles guide the development and application of player selection criteria:
 - i. **Title-Specific Criteria:** Because different games require unique skill sets, the National Team Committee develops distinct selection criteria and procedures for each competitive title under the organization's mandate.
 - ii. **Formal Ratification:** Player eligibility requirements, ranking systems, and specific selection procedures are formulated by the National Team Committee and must be formally ratified by the Board of Directors before implementation.
 - iii. **Commitment to Transparency:** To ensure a level playing field, all selection criteria are published and made easily accessible to all eligible players well in advance of the selection period.
 - iv. **Right to Appeal:** In the interest of fairness, players have the right to appeal selection decisions. All appeals are handled through Esport Canada's established dispute resolution process.

6. Meetings

- a) **Meeting Frequency:** The National Team Committee shall meet as needed to fulfill its mandates, ensuring program operations and selection timelines are met without delay.
- b) **Format:** To accommodate representatives across various regions, meetings may be conducted virtually or in-person as required.
- c) **Quorum Requirements:** Valid deliberations and decisions require a quorum, defined as a majority of committee members, which must include the Chair.

- d) Documentation and Records: The National Team Manager is responsible for recording and maintaining the minutes of all meetings.

7. Reporting & Accountability

- a) The National Team Committee's accountability is maintained through the following reporting channels:
 - i. Executive Oversight: The National Team Committee reports directly to the Board of Directors through the CEO.
 - ii. Operational Reporting: The National Team Manager is responsible for providing regular operational reports, compliance updates, and official records of decisions to the CEO for review.
 - iii. Mandatory Ratification: All committee recommendations, including selection criteria and final rosters, require formal Board ratification before they can be implemented.

8. Safe Sport and Code of Conduct & Ethics Compliance

- a) The following standards apply to all committee members, staff, coaches, and players:
 - i. Policy Adherence: All participants must comply with Esport Canada's Safe Sport Policy, Code of Conduct & Ethics, and all relevant federal or provincial legislation.
 - ii. Conflict of Interest Management: Any real or perceived conflicts of interest must be formally disclosed and managed in strict accordance with Esport Canada governance practices to ensure unbiased decision-making.
 - iii. Violation and Complaint Procedures: Any violations of these standards or formal complaints are handled exclusively under Esport Canada's established Safe Sport and Code of Conduct & Ethics procedures.

9. Committee Terms & Composition

- a) Members of the National Team Committee shall be appointed for a one-year term, subject to renewal at the discretion of the Board of Directors. The Board maintains final authority over the annual composition, including all new appointments and reappointments. This oversight ensures operational continuity, a diversity of technical expertise, and sustained alignment with organizational requirements and Sport Canada best practices.

10. Review & Amendments

- a) This Policy shall undergo a formal annual review, or be updated as required, to ensure sustained alignment with Sport Canada requirements and international best practices.
 - i. Proposal of Amendments: Amendments to this Policy may be formally proposed by the CEO, the Board of Directors, or the National Team Committee to address operational or regulatory shifts.
 - ii. Approval Authority: All proposed modifications, updates, or structural changes are subject to formal Board ratification and must be officially recorded before being incorporated into the Policy suite.