

Property Assessment Review Panel (PARP)

“What happens at your PARP Hearing”

This document provides an outline of *“What happens at your PARP Hearing”* and a breakdown of the 30 minutes that has been allotted to each hearing.

Process and Introductions: 4 minutes

- Call hearing to order
- Explain hearing procedures
- Introductions of Panel, BC Assessment representative and Complainant
- Request for recommendation

Complainant Presentation: 8 minutes

- Complainant presents their evidence to Panel
- Opportunity for BC Assessment and Panel members to ask questions
- BC Assessment asked if there is reconsideration of recommendation

BC Assessment Presentation: 8 minutes:

- BC Assessment presents their evidence to Panel
- Opportunity for Complainant and Panel members to ask questions

Questions and Deliberations: 6 minutes

- Panel deliberates and comes to a decision

Panel Decision communicated: 4 minutes

- Panel communicates the decision verbally to the parties
- Panel may answer questions to clarify or briefly explain the decision
- Panel completes all relevant paperwork
- Hearing is concluded.

To accommodate all hearings scheduled in a typical day these Guidelines will ensure that hearings are conducted in a fair, equitable and appropriate manner.