



Referee Examination Briefing Notes

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FINA RULES

The rules governing swimming competitions are set by the Federation Internationale De Natation (FINA) and are available on www.fina.org/rules. The rules relevant to Referees are:

GR GENERAL RULES

GR 1 ELIGIBILITY

- GR 1.1 All competitors shall be registered with their National Federation to be eligible to compete.

GR 5 SWIMWEAR

- GR 5.1 The swimwear (swimsuit, cap and goggles) of all competitors shall be in good moral taste and suitable for the individual sports disciplines and not to carry any symbol which may be considered offensive.
- GR 5.2 All swimsuits shall be non-transparent.
- GR 5.3 In swimming competitions the competitor must wear swimsuit in one or two pieces which shall not extend beyond the ankles, the wrists and the neck. No additional items, like armbands or leg bands shall be regarded as parts of a swimsuit.
- GR 5.4 The Referee of a competition has the authority to exclude any competitor whose swimsuit or body symbols do not comply with this Rule.

GR 6 ADVERTISING

- GR 6.1 Identification in the form of logos on swimwear, i.e. swimsuit, cap and goggles, and pool deck equipment, i.e. track suits, official's uniforms, footwear, towels and bags, is permitted in accordance with regulations established in the By-Laws (BL 7). A two-piece swimsuit shall, in relation to advertising, be regarded as one. The name and the flag of the country of the competitor or the country code shall not be regarded as advertisements.
- GR 6.2 Body advertisement is not allowed in any way whatsoever.
- GR 6.3 Advertising for tobacco or alcohol is not allowed.

GR 7 SUBSTITUTION, DISQUALIFICATION AND WITHDRAWAL

- GR 7.1 Any entered competitor may be substituted by another entered competitor at the Technical Meeting.
- GR 7.2 In all competitions except Water Polo, a competitor or team not wishing to take part in a semi-final or final in which qualification was earned shall withdraw within thirty (30) minutes following the preliminaries or the semi-finals of the event in which the qualification took place. The Member Federation of any competitor who withdraws from the heats /preliminary rounds after the Technical Meeting or from a semi-final or final more than thirty (30) minutes after the preliminaries or semi-finals of the event in which qualification was earned, shall pay without excuse to the Honorary Treasurer the sum of one-hundred (100) Swiss Francs; in case of a relay, duet or team, the sum shall be two-hundred (200) Swiss Francs.
- GR 7.4 In Swimming, Diving, and Synchronised Swimming, where a competitor who competed in the semi-finals or final is disqualified for any reason, including medical control, the position he would have held shall be awarded to the competitor who finished next and all the lower placing competitors in the semi-finals or final shall be advanced one place. If the disqualification occurs after the presentation of awards, the awards shall be returned and given to the appropriate competitors applying the foregoing provisions.
- GR 7.5 If an error by an official follows a fault by a competitor, the fault by the competitor may be expunged.

Guidance

Referees should consult Promoter's Conditions to ensure they are aware of and comply with any conditions relating to substitution, disqualification and withdrawal relating to the Meet in which they are officiating.

GR 9.2 PROTESTS

- GR 9.2.1 Protests are possible
- (a) If the rules and regulations for the conduct of the competition are not observed,
 - (b) If other conditions endanger the competitions and/or competitors, or
 - (c) Against decisions of the Referee; however, no protest shall be allowed against decisions of fact.
- GR 9.2.2 Protest must be submitted
- (a) To the Referee,
 - (b) In writing,
 - (c) By the responsible team leader only,
 - (d) Together with a deposit of 100 Swiss Francs or its equivalent, and
 - (e) Within 30 minutes following the conclusion of the respective competition or match.

If conditions causing a potential protest are noted prior to the event a protest must be lodged before the signal to start is given.

- GR 9.2.3 All protests shall be considered by the Referee. If he rejects the protest, he must state the reasons for his decision. The team leader may appeal the rejection to the Jury of Appeal whose decision shall be final. In Olympic Games and World Championships the Commission in each discipline shall consider the protest and give recommendations to the Jury of Appeal.
- GR 9.2.4 If the protest is rejected, the deposit will be forfeited to the management body of the competition. If the protest is upheld, the deposit will be returned.

Guidance

A Protest is an allegation that the Rules or the Promoter's Conditions governing a competition have not been complied with or have been misinterpreted

For example

- *Swimmer is competing out of age*
- *The correct officials are not present*
- *Competition starting times are not being adhered to*
- *A swimmer is ineligible to represent a club*
- *Interpretation / application of the rules*

A protest may be made by a competitor or their representative. A protest may be made orally to the Referee and must be confirmed in writing within 30 minutes following the posting of that event's results, unless the reason for the Protest is known before the event, in which case the Protest must be made as soon as is reasonably practicable before the event. If a Protest is made prior to the appointment of the Referee then the Protest should be made to the Promoter who shall refer the Protest to a Referee when appointed.

A Protest may not be made against any decision of a Referee or any other official regarding placing, fouling or any other fact of a competition. A Referee's interpretation of the Rules or Promoter's conditions must be accepted at the time but may be the subject of a protest

An appeal may be made against the decision of the Referee on a Protest, to a Jury of Appeal.

Every decision regarding protests must be confirmed in writing

The recorders and announcer need to be kept informed of the status of any protest by the Referee.

If the protest is made just before the heats and you as Referee cannot resolve the issue, it should be announced that the heats will be swum under protest. The results will only be announced after the protest has been resolved and if necessary the final will be deferred until the protest is resolved.

If a protest is made just before a final and you as Referee cannot resolve the issue, it should be announced that the final will be swum under protest. The result will not be announced and the medals etc will not be awarded until the protest has been resolved.

If a protest is made after a final has been swum and the result has been declared, it should be announced that the result is the subject of a protest and medals etc will not be awarded until the protest has been resolved.

Appointment of a Jury of Appeal

The promoter shall appoint the Jury of Appeal. The responsibility for dealing with Protests remains with the Referee but the Referee's decision on a protest made to him may be appealed directly to the Jury of Appeal.

A Jury of Appeal should be appointed for all licensed meets. The members of the Jury must be in the building, but preferably not on the poolside, throughout the competition. They should be available immediately but shall not undertake any administrative or officiating duties during the competition.

How is a Protest made?

If the reason for the protest is known before the Meet then it must be made to the Referee as soon as reasonably practicable beforehand. It may mean that the protest is sent to the Promoter before the Meet.

The Promoter has no power to deal with a protest. It can only be dealt with by the Referee. This may mean the Promoter has to appoint the Referee before the date of the meet and pass on the protest to him. The Promoter should provide the Referee with a copy of the Competition Conditions before the meet.

Where more than one referee has been appointed for a competition comprising swimming races, one of them shall be appointed and empowered, from the date upon which entries to that competition close, as the referee. The referee shall receive all protests of a general nature (e.g. a protest which covers more than one specific event). However if a protest relates to a specific event then the referee responsible for that event must be responsible for the protest.

If the protest arises whilst the competition is taking place then it must be made to the Referee within thirty minutes of the incident which gives rise to it occurring.

A protest can be made by a competitor (or someone on his behalf) a club, or an official taking part in the competition. In other words virtually anybody can make a protest.

Guidance

How should a Protest be dealt with?

The procedure for the handling of a Protest should include the following objectives and principles.

- *Try to resolve the matter, as soon as possible, to the satisfaction of all parties. Emotions are often running high and it may not be possible to resolve the protest on the poolside surrounded by swimmers, coaches, parents and officials (who all have their own understanding of the rules / opinion on the incident)*
- *If there is more than one referee then one of the other referees can keep the competition moving.*

- *Find a quiet area away from the poolside and listen to the individual making the protest quietly and carefully making a written note of all the salient facts.*
- *Decide whether a protest is, in fact, being made and if so, whether it can be accepted.*
- *Involve all the other parties who are the subject of the protest. Listen to their point of view, issues and concerns. If any of the parties concerned are under eighteen then the Referee must involve the Parent, Guardian or suitable Club Official. Do not interview a minor alone.*
- *Try and get all the parties together in a calm and constructive atmosphere and try to reach agreement. Do not rush the matter, let all concerned have their say and try and resolve grievances.*
- *At the end of the discussion the Referee must reach and record a clear and positive decision based on the facts submitted, swimming rules and the Promoters Conditions.*
- *The information recorded should include, the original protest, the reason for it, names of all the parties involved and witnesses, a brief summary of the evidence and the decision with reasons.*
- *No firm guidelines about types of decisions can be given as every case is different. The Jury/Referee has to make every effort to reach a fair and just result based on facts.*
- *Exceptionally sufficient information may not be available to resolve the Protest immediately (e.g. such as the eligibility of a swimmer to take part in a competition when the registration documentation may not be available). The Referee will delay his decision until all relevant information is obtained and considered. A timescale should be put on receipt of the information. In such cases it is the responsibility of the Referee to keep all the parties concerned informed of progress. It is recommended that if the matter cannot be resolved within the agreed timescale the Referee informs all the parties accordingly.*
- *It should be noted that the promoter no longer has any function in the process other than to receive a protest made prior to the event and to collect and store the protest paperwork for a year after the event. Should the Referee be unable to resolve the protest the only means by which any party can pursue the issue is by way of an appeal. It is advisable for the Referee to inform the promoter that an unresolved protest exists.*
- *Communication with all concerned, is very important and the Referee must decide when and what to communicate. It is essential to keep the rumour machine under control. If the announcer is asked to explain what is happening then give him a written note rather than have the announcer produce an interpretation.*
- *If the protest cannot be resolved to the satisfaction of all the parties concerned then they must be informed of their right of appeal to the Jury of Appeal.*

Pitfalls to watch for when handling a protest include but are not limited to:

- *Not made in the correct timescales*
- *Insufficient facts collected*
- *All parties not given the opportunity to have a hearing*
- *Failure to make a full record of the issue*
- *Promoter takes over*

Be seen to be easily available, a good listener, fair, positive, decisive, thorough and just.

SW 1 MANAGEMENT OF COMPETITIONS

- SW 1.1 The Management Committee appointed by the governing body shall have jurisdiction over all matters not assigned by the rules to the Referee, judges or other officials and shall have power to postpone events and give directions consistent with rules adopted for conducting any event.
- SW 1.2 At the Olympic Games, World Championships and World Cups, the FINA Bureau shall appoint the following minimum numbers of officials for the control of the competitions:
Referee(1), Control-room Supervisor (1) judges of stroke (4), starters (2), chief inspectors of turns (2, 1 at each end of the pool), inspectors of turns (1 at each end of each lane), chief recorder (1), clerks of course (2), false start rope personnel (1), announcer (1).
- SW 1.2.2 For all other international competitions, the governing body shall appoint the same or fewer number of officials, subject to the approval of the respective regional or international authority where appropriate.
- SW 1.2.3 Where Automatic Officiating Equipment is not available, such equipment must be replaced by chief timekeeper, 3 timekeepers per lane, and 2 additional timekeepers.
- SW 1.2.4 A chief finish judge and finish judges are required when Automatic Equipment and / or three (3) digital watches per lane are not used.
- SW 1.3 The swimming pool and the technical equipment for Olympic Games and World Championships shall be inspected and approved in due course prior to the Swimming competitions by the FINA Delegate together with a member of the Technical Swimming Committee.
- SW 1.4 Where underwater video equipment is used by television, the equipment must be operated by remote control and shall not obstruct the vision or path of swimmers and must not change the configuration of the pool or obscure the required FINA markings.

Guidance

In the case of a Licensed Meet officials must be appointed in accordance with the conditions of the licence. It should be noted that this list is the minimum number of officials to be appointed to fulfil the various roles. Where possible it is desirable to appoint additional officials

SW 2 OFFICIALS

SW 2.1 REFEREE

- SW 2.1.1 The Referee shall have full control and authority over all officials, approve their assignments, and instruct them regarding all special features or regulations related to the competitions. He shall enforce all rules and decisions of FINA and shall decide all questions relating to the actual conduct of the meet, and event or the competition, the final settlement of which is not otherwise covered by the rules.
- SW 2.1.2 The Referee may intervene in the competition at any stage to ensure that the FINA regulations are observed, and shall adjudicate all protests related to the competition in progress.
- SW 2.1.3 When using finish judges without three (3) digital watches, the Referee shall determine placing where necessary. Automatic Officiating Equipment, if available and operating, shall be consulted as stated in SW 13.

- SW 2.1.4 The Referee shall ensure that all necessary officials are in their respective posts for the conduct of the competition. He may appoint substitutes for any who are absent, incapable of acting or found to be inefficient. He may appoint additional officials if considered necessary.
- SW 2.1.5 At the commencement of each event, the Referee shall signal to the swimmers by a short series of whistles inviting them to remove all clothing except for swimwear, followed by a long whistle indicating that they should take their position on the starting platform (or for backstroke swimming and medley relays to immediately enter the water). A second long whistle shall bring the backstroke and medley relay swimmer immediately to the starting position. When the swimmers and officials are prepared for the start, the Referee shall gesture to the starter with a stretched out arm, indicating that the swimmers are under the starter's control. The stretched out arm shall stay in that position until the start is given
- SW 2.1.6 The Referee shall disqualify any swimmer for any violation of the rules that he personally observes. The Referee may also disqualify any swimmer for a violation reported to him by other authorised officials. All disqualifications are subject to the decision of the Referee.

Guidance

- *Responsibility for the safe conduct of all activities in those parts of the premises essential for the running of the competition remains with the Referee. However should the Referee not be satisfied with levels of behaviour then he / she has the authority to suspend competition and refer to the Promoter to restore order.*
- *In individual events of 800m or 1500m it will be at the discretion of the Referee/Promoter as to which end of the pool i.e. turn or finish end Lap Cards are displayed. The position of the Lap Cards will be notified to the competitors prior to the commencement of the race. Where Inspectors of Turn are not allocated to individual lanes at the finish end and lap cards are being displayed there, the lane Timekeeper shall operate the lap cards.*
- *Where Inspectors of Turn are not allocated to individual lanes at the finish end, the lane Timekeeper shall give the warning signal to swimmers.*
- *Where a Chief Inspector of Turn has not been appointed, Inspectors of Turn will report any violations of rules directly to the Referee.*
- *Possibly more than any other Technical Official the Referee needs to be alert and concentrating at all times. It is also important that the Referee is seen to be fully in control and be prepared to be conciliatory rather than aggressive.*

SW 2.2 CONTROL-ROOM SUPERVISOR (Olympic & World Championships only)

- SW 2.2.1 The supervisor shall supervise the automatic timing operation including the review of backup timing cameras.
- SW 2.2.2 The supervisor is responsible for checking the results from computer printouts.
- SW 2.2.3 The supervisor is responsible for checking the relay exchange printout and reporting any early takeoffs to the Referee.
- SW 2.2.4 The supervisor may review the video used for backup timing to confirm early takeoff.
- SW 2.2.5 The supervisor shall control withdrawals after the heats or finals, enter results on official forms, list all new records established, and maintain scores where appropriate.

SW 2.4. CLERK OF COURSE

SW 2.4.1 The clerk of course shall assemble swimmers prior to each event.

SW 2.4.2 The clerk of course shall report to the Referee any violation noted in regard to advertising (GR 6) and if a swimmer is not present when called.

SW 2.12 DESK CONTROL (other than for Olympic Games and World Championships)

SW 2.12.1 The chief recorder is responsible for checking results from computer printouts or from results of times and placing in each event received from the referee. The chief recorder shall witness the referee's signing the results.

SW 2.12.2 The recorders shall control withdrawals after the heats or finals, enter results on official forms, list all new records established, and maintain scores where appropriate.

SW 2.13 OFFICIALS DECISION MAKING

SW 2.13.1 Officials shall make their decision autonomously and independently of each other unless otherwise provided in the swimming rules.

Recorders

- Be responsible where necessary for arranging the competitors into heats in a manner to be determined by the Promoter.
- Record the places and times on a results sheet when the race results confirmed by the Referee
- Extract the names of swimmers for any swim off, semi-final or final and arrange them in accordance with FINA Swimming Rules
- Ensure the early announcement or distribution of names of swimmers required for any swim off, semi-final or final.
- Be responsible for any computer generated meet management system and report to the Referee any inconsistencies observed

Announcer

The Announcer shall:

- Make announcements as determined by the Referee in relation to events, heats, disqualifications, swim off's, semi-finals and finals.
- Make such announcements as are necessary in relation to all aspects of safety relating to the competition and venue.
- Make other announcements only as directed by the Promoter, Referee or other authorised person.

SW 3 SEEDING OF HEATS, SEMI FINALS AND FINALS

The starting stations for all events in Olympic Games, World Championships, Regional Games and other FINA competitions shall be by seeding as follows:

SW 3.1 Heats

- SW 3.1.1 The best competitive times of all entrants for the preceding twelve (12) months prior to the entry deadline of the competition, shall be submitted on entry forms and listed in order of time by the Management Committee. Swimmers who do not submit official recorded times shall be considered the slowest and shall be placed at the end of the list with a no time. Placement of swimmers with identical times or of more than one swimmer without times shall be determined by draw. Swimmers shall be placed in lanes according to the procedures set forth in SW 3.1.2. below. Swimmers shall be placed in trial heats according to submitted times in the following manner.
- SW 3.1.1.1 If one heat, it shall be seeded as a final and swum only during the final session.
- SW 3.1.1.2 If two heats, the fastest swimmer shall be seeded in the second heat, next fastest in the first heat, next fastest in the second heat, next in the first heat, etc.
- SW 3.1.1.3 If three heats, the fastest swimmer shall be placed in the third heat, next fastest in the second, next fastest in the first. The fourth fastest swimmer shall be placed in the third heat, the fifth in the second heat, and the sixth fastest in the first heat, the seventh fastest in the third heat, etc.
- SW 3.1.1.4 If four or more heats, the last three heats of the event shall be seeded in accordance with SW 3.1.1.3 above. The heat preceding the last three heats shall consist of the next fastest swimmers; the heat preceding the last four heats shall consist of the next fastest swimmers, etc. Lanes shall be assigned in descending order of submitted times within each heat, in accordance with the pattern outlined in SW 3.1.2 below.
- SW 3.1.1.5 Exception: When there are two or more heats in an event, there shall be a minimum of three swimmers seeded into any one preliminary heat, but subsequent scratches may reduce the number of swimmers in such heat to less than three.
- SW 3.1.2 Except for 50 metre events in 50 metres pools, assignment of lanes shall be (number 1 lane being on the right side of the pool when facing the course from the starting end) by placing the fastest swimmer or team in the centre lane in pool with an odd number of lanes, or in lane 3 or 4 respectively in pools having 6 or 8 lanes. The swimmer having the next fastest time is to be placed on his left, then alternating the others to right and left in accordance with the submitted times. Swimmers with identical times shall be assigned their lane positions by draw within the aforesaid pattern.
- SW 3.1.3 When 50 metre events are contested in 50 metre pools, the races may be swum, at the discretion of the Management Committee, either from the regular starting end to the turning end or from the turning end to the starting end, depending upon such factors as existence of adequate Automatic Equipment, starter's position, etc. The Management Committee should advise swimmers of their determination well before the start of the competition. Regardless of which way the race is swum, the swimmers shall be seeded in the same lanes in which they would be seeded if they were both starting and finishing at the starting end.

SW 3.2 Semi-Finals and Finals

- SW 3.2.1 In the semi-finals heats shall be assigned as in SW 3.1.1.2.
- SW 3.2.2 Where no preliminary heats are necessary, lanes shall be assigned in accordance with SW 3.1.2 above. Where preliminary heats or semi-finals have been held, lanes shall be assigned as in SW 3.1.2 based, however, on times established in such heats.
- SW 3.2.3 In the event that swimmers from the same or different heats have equal times registered to 1/100 second for either the eighth place or sixteenth place, there shall be a swim-off to determine which swimmer shall advance to the appropriate finals. Such swim-off shall take place not less than one hour after all involved swimmers have completed their heat. Another swim-off shall take place if equal times are registered again.
- SW 3.2.4 Where one or more swimmers scratch from a semi-final or final substitutes will be called in order of classifications in heats or semi-finals. The event or events must be re-seeded and supplementary sheets must be issued detailing the changes or substitutions, as prescribed in SW 3.1.2.
- SW 3.3 In other competitions, the draw system may be used for assigning lane positions.

Guidance Heats

- a) The arrangement of the swimming order for competitors in the heats of an event shall be by draw or by seeding on entry times.*
- b) The provision of SW 3.1.1.1. should be observed in that where entries are sufficient for one heat only and that heat is to be contested as a 'straight final' it should be swum at the time of the programmed event final. Should the promoter conditions require then the swimmers shall swim both a heat and final.*
- c) When a promoter wishes to 'spearhead' any or all of the heats the relevant provisions of SW 3.1.2 shall apply.*
- d) When a promoter wishes to introduce 'cyclic' seeding the provisions of SW 3.1.1.2 to SW 3.1.1.4 shall apply.*

Semi-Finals and Finals

- e) In all competitions the semi final, and final, lane allocations should be determined as described in SW 3.2.1 to SW 3.2.4. Or as is declared in the Promoters conditions for the event.*
- f) Where manual timing is in use with less than 3 timekeepers per lane, the placings as determined by the Referee shall be used to identify those swimmers who will progress to the next round of competition within swimmers who have recorded equal times in the same heat.*
- g) Where the numbers of swimmers qualified for a semi final or final due to a dead heat, or equal times, exceeds the number of lanes available, unless the promoter's conditions allow a lesser number of competitors than lanes available a swim off shall take place.*
- h) If during a swim off, all competitors are either disqualified, or dead heat again progress in the competition shall be by further swim off, or alternative means as agreed by all competitors and the Referee.*

SW 4 THE START

- SW 4.1 The start in Freestyle, Breaststroke, Butterfly and Individual Medley races shall be with a dive. On the long whistle (SW 2.1.5) from the referee the swimmers shall step onto the starting platform and remain there. On the starter's command "take your marks", they shall immediately take up a starting position with at least one foot at the front of the starting platforms. The position of the hands is not relevant. When all swimmers are stationary, the starter shall give the starting signal.
- SW 4.2 The start in Backstroke and Medley Relay races shall be from the water. At the referee's first long whistle (SW 2.1.5), the swimmers shall immediately enter the water. At the referee's second long whistle the swimmers shall return without undue delay to the starting position (SW 6.1). When all swimmers have assumed their starting positions, the starter shall give the command "take your marks". When all swimmers are stationary, the starter shall give the starting signal.
- SW 4.3 In Olympic Games, World Championships and other FINA events the command "Take your marks" shall be in English and the start shall be by multiple loudspeakers, mounted one at each starting platform.
- SW 4.4 Any swimmer starting before the starting signal has been given, shall be disqualified. If the starting signal sounds before the disqualification is declared, the race shall continue and the swimmer or swimmers shall be disqualified upon completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given, but the remaining swimmers shall be called back, and start again.

Guidance

- *Under FINA Swimming Rules the forward strokes i.e. Freestyle, Breaststroke and Butterfly all start with a dive. (SW 4.1) For Health & Safety reasons and to allow for development and differing levels of competence of competitors, swimmers are given an option to start from either the pool deck or in the water.*
- *Those swimmers starting from the pool deck shall on the Referee's long whistle stand at the end of their lane. On the command 'take your marks' they shall immediately take up their starting position with at least one foot at the pool edge.*
- *Those swimmers starting in the water shall enter the water on the Referee's long whistle. On the command 'take your marks' they shall immediately take up the starting position in their own lane with at least one hand in contact with the start end of the pool or other starting place. Hand contact must be maintained with the starting place until the start signal has been given*
- *Referees should bring their own personality to the task. However, there are two points worth considering that would result in a consistent approach to two particular activities:*
 - a) At the start of a race the signal to the swimmers should be "three only" short whistles.*
 - b) For other than backstroke and medley relay events the Referee should stand in a position to gain the best view when observing the start and any movement in advance of the starting signal).*

FR 4 AUTOMATIC OFFICIATING EQUIPMENT

- FR 4.1 Automatic and Semi-Automatic Officiating Equipment records the elapsed time of each swimmer and determines the relative place in a race. Judging and timing shall be to two decimal places (1/100 of a second). Equipment that is installed shall not interfere with the swimmers' starts, turns, or the function of the overflow system.
- FR 4.2 The equipment must:
 - FR 4.2.1 Be activated by the starter.
 - FR 4.2.2 Have no exposed wires on the pool deck, if possible.
 - FR 4.2.3 Be able to display all recorded information for each lane by place and by lane.
 - FR 4.2.4 Provide easy digital reading of a swimmer's time.

FR 4.3 STARTING DEVICES

- FR 4.3.1 The starter shall have a microphone for oral commands.
- FR 4.3.2 If a pistol is used, it shall be used with a transducer.
- FR 4.3.3 Both the microphone and the transducer shall be connected to loudspeakers at each starting block where both the starter's commands and the starting signal can be heard equally and simultaneously by each swimmer.

FR 4.4 TOUCH PANELS FOR AUTOMATIC EQUIPMENT

- FR 4.4.1 The minimum measurement of the touch panels shall be 2.4 metres wide and 0.9 metre high, and their maximum thickness shall be 0.01 metre + 0.002 metre. They shall extend 0.3 metre above and 0.6 metre below the surface of the water. The equipment in each lane shall be connected independently, so it may be controlled individually. The surface of the panels shall be of a bright colour and shall bear the line markings approved for the end walls.
- FR 4.4.2 Installation - The touch panels shall be installed in a fixed position in the centre of the lanes. The panels may be portable, allowing the pool operator to remove them when there are no competitors.
- FR 4.4.3 Sensitivity - The sensitivity of the panels shall be such that they cannot be activated by water turbulence, but will be activated by a light hand touch. The panels shall be sensitive on the top edge.
- FR 4.4.4 Markings - The markings on the panels shall conform with and superimpose on the existing markings of the pool. The perimeter and edges of the panels shall be defined by a 0.025 metre black border.
- FR 4.4.5 Safety - The panels shall be safe from the possibility of electrical shock and shall not have sharp edges.
- FR 4.5 With Semi-Automatic Equipment, the finish shall be recorded by buttons pushed by timekeepers at the finish touch of the swimmer.
- FR 4.6 The following accessories are essential for a minimum installation of Automatic Equipment.

- FR 4.6.1 Printout of all information which can be regenerated during a succeeding race.
- FR 4.6.2 Spectator readout board.
- FR 4.6.3 Relay take-off judging to 1/100 of a second. Where overhead video cameras are installed they may be reviewed as a supplement to the automatic system's judgement of relay take-off.
- FR 4.6.4 Automatic lap counter.
- FR 4.6.5 Readout of splits.
- FR 4.6.6 Computer summaries.
- FR 4.6.7 Correction of erroneous touch.
- FR 4.6.8 Automatic rechargeable battery operation possibility.
- FR 4.7 For Olympic Games and World Championships the following accessories are also essential.
 - FR 4.7.1 The spectator electronic read-out board shall contain at least ten (10) lines of thirty-two (32) characters, each capable of displaying both letters and numbers. Each character shall have a minimum height of 360 mm. . Each line –matrix scoreboard shall be able to scroll up or down, with blink function, and each full matrix scoreboard shall be programmable, and capable of showing animation. The board must have a minimum size of 7.5m width by 3.6m height.
 - FR 4.7.2 There shall be an air-conditioned control centre, with dimensions of at least 6.0 metres x 3.0 metres, located between 3.0 metres and 5.0 metres from the finish wall, with an unobstructed view of the finish wall at all times during the race. The Referee must have easy access to the control centre during the competition. At all other times the control centre shall be able to be secured.
 - FR 4.7.3 Video-tape timing system.
- FR 4.8 Semi-Automatic Equipment may be used as a backup to the Automatic Officiating Equipment at FINA or other major events if there are three buttons per lane, each operated by a separate official (in which case other finish judges shall not be required). An inspector of turns may operate one of the buttons.

SW 13 AUTOMATIC OFFICIATING PROCEDURE

- SW 13.1 When Automatic Officiating Equipment is used in any competition, the placing and times so determined and relay take-offs judged by such Equipment shall have precedence over the timekeepers.
- SW 13.2 When the Automatic Equipment fails to record the place and/or time of one or more swimmers in a given race:
- SW 13.2.1 Record all available Automatic Equipment times and places.
- SW 13.2.2 Record all human times and places.
- SW 13.2.3 The official place will be determined as follows:
- SW 13.2.3.1 A swimmer with an Automatic Equipment time and place must retain his relative order when compared with the other swimmers having an Automatic Equipment time and place within that race.
- SW 13.2.3.2 A swimmer not having an Automatic Equipment place but having an Automatic Equipment time will establish his relative order by comparing his Automatic Equipment time with the Automatic Equipment times of the other swimmers.
- SW 13.2.3.3 A swimmer having neither an Automatic Equipment place or an Automatic Equipment time shall establish his relative order by the times recorded by the Semi- Automatic Equipment or by three digital watches.
- SW 13.3 The official time will be determined as follows:
- SW 13.3.1 The official time for all swimmers having an Automatic Equipment time will be that time.
- SW 13.3.2 The official time for all swimmers not having an Automatic Equipment time will be the three digital watches or the Semi-Automatic Equipment time.
- SW 13.4 To determine the relative order of finish for the combined heats of an event, proceed as follows:
- SW 13.4.1 The relative order of all swimmers will be established by comparing their official times.
- SW 13.4.2 If a swimmer has an official time which is tied with the official time(s) of one or more swimmers, all swimmers having that time shall be tied in their relative order of finish in that event.

Guidance

- a) *Where AOE did not operate properly or was not in use, the Referee must decide on the finish order of a race by using all the information available.*

Where the finishing orders of the Finish Judges disagree in any way, their results and that of the Referee shall be considered. The relative order of any two swimmers shall be determined by a majority decision.

Example 1.

Judge A	5 6 8 4 3 1 2 7
Judge B	5 6 8 4 1 3 2 7
Referee (R)	5 6 8 4 1 3 2 7

The three Officials only disagree on lanes 1 and 3. The Referee and Judge B have Lane 1 before Lane 3, so that is their relative order.

Result is 5 6 8 4 1 3 2 7

Example 2

Judge A	5 6 8 4 3 1 2 7
Judge B	5 6 4 8 1 3 2 7
Referee (R)	5 6 4 3 8 1 2 7

The places in doubt are Lanes 1, 3, 4 and 8. Judge B and the Referee have Lane 4 before Lane 8. All three have Lane 4 before Lane 3, and Lane 4 before Lane 1, so Lane 4 is the first in the group. Judge A and Judge B have Lane 8 before both Lane 3 and Lane 1, so Lane 8 is second in the group. Judge A and the Referee have Lane 3 before Lane 1, so that is their relative order.

The result is 5 6 4 8 3 1 2 7

Example 3

Judge A	8 4 3 1 7 6 2 5
Judge B	3 4 1 8 5 6 7 2
Referee (R)	4 3 8 1 5 6 7 2

Judge A and the Referee have Lane 4 before Lane 3, Judge B and the Referee have Lane 3 before Lane 8, Judge A and the Referee have Lane 8 before Lane 1, all three have Lane 1 before Lane 5, Judge B and the Referee have Lane 5 before Lane 6, Lane 6 before Lane 7, Lane 7 before Lane 2.

The result is 4 3 8 1 5 6 7 2

- b) *When automatic relay takeoff officiating equipment has been provided, it shall be used to determine the correctness of all relay takeoffs and shall have precedence over the decisions of Inspectors or Turn/Judges of Stroke provided that the Referee is satisfied that the equipment operated correctly.*
- c) *Any team having a takeoff time more negative than minus 0.03 seconds (e.g.-0.04) shall be judged to have carried out an early takeoff and shall be disqualified. The figure of -0.03 shall be used as the default time unless there is another time stipulated at the technical meeting.*

FINISH ORDER AND TIMES

SW 11 TIMING

- SW 11.1 The operation of Automatic Officiating Equipment shall be under the supervision of appointed officials. Times recorded by Automatic Equipment shall be used to determine the winner, all placing and the time applicable to each lane. The placing and times so determined shall have precedence over the decisions of timekeepers. In the event that a break-down of the Automatic Equipment occurs or that it is clearly indicated that there has been a failure of the Equipment, or that a swimmer has failed to activate the Equipment, the recordings of the timekeepers shall be official (See SW 13.3).
- SW 11.2 When Automatic Equipment is used, the results shall be recorded only to 1/100 of a second. When timing to 1/1000 of a second is available, the third digit shall not be recorded or used to determine time or placement. In the event of equal times, all swimmers who have recorded the same time at 1/100 of a second shall be accorded the same placing. Times displayed on the electronic scoreboard should show only to 1/100 of a second.
- SW 11.3 Any timing device that is terminated by an official shall be considered a watch. Such manual times must be taken by three timekeepers appointed or approved by the Member in the country concerned. All watches shall be certified as accurate to the satisfaction of the governing body concerned. Manual timing shall be registered to 1/100 of a second. Where no Automatic Equipment is used, official manual times shall be determined as follows:
- SW 11.3.1 If two (2) of the three (3) watches record the same time and the third disagrees, the two identical times shall be the official time.
- SW 11.3.2 If all three (3) watches disagree, the watch recording the intermediate time shall be the official time.
- SW 11.3.3 With only two (2) out of three (3) watches working the average time shall be the official time.
- SW 11.4 Should a swimmer be disqualified during or following an event, such disqualification should be recorded in the official results, but no time or place shall be recorded or announced.
- SW 11.5 In the case of a relay disqualification, legal splits up to the time of the disqualification shall be recorded in the official results.
- SW 11.6 All 50 metre and 100 metre splits shall be recorded for lead-off swimmers during relays and published in the official results.

Guidance

SW 11 Timing

- a) *FINA timing and placing is primarily based around the premise of Automatic Officiating Equipment (AOE) or three manual Timekeepers.*
- b) *When AOE is available, the Referee must determine whether or not the equipment operated correctly. As the equipment places by time, if the determination is that it worked then those AOE times and places must remain in the same relative order to themselves, taking precedence over manual placings. (SW11.1)*
- c) *Any time achieved other than via a correctly operating fully automatic process, i.e. timing started by the starting signal and stopped by the swimmer, will be deemed a manual time; this includes semi AOE, where the timing has been stopped by the Timekeeper, and hand held watches. (SW11.3)*
- d) *When there are fewer than three manual times, including Semi AOE, per lane, placing by the Finish Judges shall take precedence over times in determining places.*
- e) *Where the AOE has not functioned correctly, the backup time recorded by the timing system and the official manual hand held time shall be considered when determining the official time for the swimmer. Should a suitable time not be available without causing conflict with the placings, the swimmer shall be awarded the same time as the swimmer with whom his time and placing conflicts. It is not permissible to alter a valid AOE time. This time shall be indicated as a Referee's Decision (RD) and should not be used for British/English/Scottish/Welsh Record purposes; it may not be usable for other Record purposes, depending on the Record conditions.*
- f) *In situations where AOE is not in use, if times registered by the Timekeepers do not support the finish order, the swimmers involved shall be given the average of their times, raised to the next whole 1/100 second where necessary. It is not permissible to announce times which do not support the finish order decided by the Finish Judges / Referee. All times arrived at by such an averaging process (even if, coincidentally, any are actually the same as the swimmer's un-adjusted time) shall be indicated as a Referee's Decision (RD) and should not be used for British/English/Scottish/Welsh Record purposes; it may not be usable for other Record purposes, depending on the Record conditions.*
- g) *Where no time is available, the swimmer shall be given the time of the next slowest swimmer. If the swimmer is last in the race, the Referee shall determine an acceptable time. This time shall be indicated as a Referee's Decision (RD) and should not be used for British/English/Scottish/Welsh Record purposes; it may not be usable for other Record purposes, depending on the Record conditions. Alternatively, the swimmer may be offered the opportunity for an individual re-swim.*

Guidance

A Referee should be fully conversant with the duties and powers of each official at all times.

Although, at present, training in the operation of Automatic Officiating Equipment (AOE) is not part of the training programme for a Referee it is a requirement that Referees have a working understanding of what the AOE can provide in the form of printouts and displays. It is also important to understand what "adjustments" can be carried out by the AOE Operator on behalf of the Referee.

It should not be forgotten that the Referee is responsible for declaring the result and any "adjustment" carried out by the AOE Operator must have been agreed with the Referee. With this in mind it is important that the Referee and AOE Operator are able to communicate readily - ideally speak directly to each other.

Before each session starts the Referee must discuss with the AOE Operator the requirements for printouts and displays from the AOE what "adjustments" can be made by the AOE Operator the Referee being advised at the end of the race and which adjustments require the Referees agreement before being carried out.

The Referee will ensure that the following information is produced by the AOE settings, requesting printouts as required:-

Result printout to be provided for each race.

Back up printout for each race to be available when requested by Referee.

Split time printout for each race to be held by AOE Operator.

A Referee will normally only require to see the result printout. If however, there is doubt concerning the swimmers "touch" the Referee would request the back up printout to provide additional information for comparison with the human judges placings and human times.

The Referee will instruct the AOE Operator to clear the display board of information for a lane in which a swimmer has been disqualified after the race has been completed and the result has been confirmed, unless the disqualification is for a starting infringement.

The Referee will instruct the AOE Operator to insert a "finish" time (ie carry out an adjustment) after "declaring the result" if the AOE has failed to provide the full result.

The Referee will normally agree at the beginning of each session that the AOE Operator can make adjustments to split times without consulting the Referee but must not adjust "finish" times in advance of being instructed by the Referee.

The Referee will advise the AOE Operator when the result is official and that the display board can be activated to give the result. This is achieved when using a multi lane display by changing from "lane order" to "result order". For a single lane display this is achieved by "rolling" the information in "result order".

It is essential that when AOE is used that the Referee and the AOE Operator are working together and have a clear understanding of each others responsibilities and requirements.

RULE SW 12

WORLD RECORDS

- SW 12.1 For World Records in 50 metre courses the following distances and styles for both sexes shall be recognised:
- | | |
|--------------------|--|
| Freestyle: | 50, 100, 200, 400, 800 and 1500 metres |
| Backstroke: | 50, 100 and 200 metres |
| Breaststroke: | 50, 100 and 200 metres |
| Butterfly: | 50, 100 and 200 metres |
| Individual Medley: | 200 and 400 metres |
| Freestyle Relays: | 4 x 100 and 4 x 200 metres |
| Medley Relay: | 4 x 100 metres |
- SW 12.2 For World Records in 25 metre courses, the following distances and styles for both sexes shall be recognised:
- | | |
|--------------------|--|
| Freestyle: | 50, 100, 200, 400, 800 and 1500 metres |
| Backstroke: | 50, 100 and 200 metres |
| Breaststroke: | 50, 100 and 200 metres |
| Butterfly: | 50, 100 and 200 metres |
| Individual Medley: | 100, 200 and 400 metres |
| Freestyle Relays: | 4 x 100 and 4 x 200 metres |
| Medley Relay: | 4 x 100 metres |
- SW 12.3 Members of relay teams must be of the same nationality.
- SW 12.4 All records must be made in scratch competition or an individual race against time, held in public and announced publicly by advertisement at least three days before the attempt is to be made. In the event of an individual race against time being sanctioned by a Member, as a time trial during a competition, then an advertisement at least three (3) days before the attempt is to be made shall not be necessary.
- SW 12.5.1 The length of each lane of the course must be certified by a surveyor or other qualified official appointed or approved by the Member in the country in which it is situated.
- SW 12.5.2 Where a moveable bulkhead is used, course measurement of each lane must be confirmed at the conclusion of the session during which the time was achieved.
- SW 12.6 World Records will be accepted only when times are reported by Automatic Officiating Equipment or Semi-Automatic Officiating Equipment in the case of Automatic Officiating Equipment system malfunction.
- SW 12.7 Times which are equal to 1/100 of a second will be recognised as equal records and swimmers achieving these equal times will be called "Joint Holders". Only the time of the winner of a race may be submitted for a World Record. In the event of a tie in a record-setting race, each swimmer who tied shall be considered a winner.
- SW 12.8 The first swimmer in a relay may apply for a World Record. Should the first swimmer in a relay team complete his distance in record time in accordance with the provisions of this subsection, his performance shall not be nullified by any subsequent disqualification of his relay team for violations occurring after his distance has been completed.
- SW 12.9 A swimmer in an individual event may apply for a World Record at an intermediate distance if he or his coach or manager specifically requests the Referee that his performance be especially timed or if the time at the intermediate distance is recorded by Automatic Officiating Equipment. Such swimmer must

complete the scheduled distance of the event to apply for a record at the intermediate distance.

- SW 12.10 Applications for World Records must be made on the FINA official forms, by the responsible authority of the organising or management committee of the competition and signed by an authorised representative of the Member in the country of the swimmer certifying that all regulations have been observed including a negative doping test certification (DC 6.2). The application form shall be forwarded to the Honorary Secretary of FINA within 14 days after the performance.
- SW 12.11 A claim of a World Record performance shall be provisionally reported by telegram, telex or facsimile to the Honorary Secretary of FINA within 7 days of the performance.
- SW 12.12 The Member in the country of the swimmer should report this performance by letter to the Honorary Secretary of FINA for information and action, if necessary, to assure that the official application has been properly submitted by the appropriate authority.
- SW 12.13 On receipt of the official application, and upon satisfaction that the information contained in the application, including a negative doping control test certificate, is accurate, the Honorary Secretary of FINA shall declare the new World Record, see that such information is published, and see that certificates are provided to those persons whose applications have been accepted.
- SW 12.14 All records made during the Olympic Games, World Championships and World Cups shall be automatically approved.
- SW 12.15 If the procedure of SW 12.10 has not been followed, the Member in the country of a swimmer can apply for a World Record in default thereof. After due investigation, the Honorary Secretary of FINA is authorised to accept such record if the claim is found to be correct.
- SW 12.16 If the application for a World Record is accepted by FINA, a diploma, signed by the President and the Honorary Secretary of FINA shall be forwarded by the Honorary Secretary to the Member in the country of the swimmer for presentation to the swimmer in recognition of the performance. A fifth World Record diploma will be issued to all Members whose relay teams establish a World Record. This diploma is to be retained by the Member.

MASTERS SWIMMING RULES

MSW 3 TECHNICAL SWIMMING RULES

The swimming rules in part III of the FINA handbook (normal swimming rules) shall apply to Masters with the following exceptions:

- MSW 3.1 Age groups and sexes may be combined so that no swimmer has to swim alone and lanes may be filled.
- MSW 3.2 When using the forward start, the Referee's whistle shall indicate that the swimmers may take their positions with at least one foot at the front of the starting platform or pool deck, or in the water with one hand having contact with the starting wall.
- MSW 3.3 Any swimmer starting before the starting signal has been given by the Starter shall be disqualified.
- MSW 3.4 All Masters events shall be conducted on a timed final basis.
- MSW 3.5 Swimmers may be allowed to remain in their lane while other swimmers are competing until directed by the Referee to exit the pool.
- MSW 3.6 The order of swimmers by gender is optional in mixed relays.
- MSW 3.7 Events shall be pre-seeded with oldest age groups first, slowest heats swum first within each age group. Events 400 metres and over may be deck seeded from slowest to fastest, regardless of age.
- MSW 3.8 The Organising Committee may arrange 400 metre, 800 metre and 1500 metre Freestyle to be swum two (2) swimmers of the same sex in a lane. Separate timing will be required for each swimmer.
- MSW 3.9 The Warm Up must be supervised.
- MSW3.10 A breaststroke kicking movement is permitted for butterfly.

FINA FACILITIES RULES

FR 1 GENERAL

- FR 1.1 FINA OLYMPIC STANDARD POOLS. All World Championships (except Masters World Championships) and Olympic Games must be held in a pool which complies with Rules FR3, FR6, FR 8, and FR11.
- FR 1.2 FINA GENERAL STANDARD POOLS. Other FINA events should be held in a FINA Olympic Standard Pool, but the Bureau may waive certain standards for existing pools if it does not materially interfere with the competition.
- FR 1.3 FINA MINIMUM STANDARD POOLS. All other events held under FINA Rules should be conducted in pools which comply with all of the minimum standards contained in this Part.

FR 2 SWIMMING POOLS

- FR 2.1 LENGTH
- FR 2.1.1 50.0 METRES - When touch panels of Automatic Officiating Equipment are used on the starting end, or additionally on the turning end, the pool must be of such length that ensures the required distance of 50.0 metres between the two panels.
- FR 2.1.2 25.0 METRES - When touch panels of Automatic Officiating Equipment are used on the starting end, or additionally on the turning end, the pool must be of such length that ensures the required distance of 25.0 metres between the two panels
- FR 2.2 DIMENSIONAL TOLERANCES
- FR 2.2.1 Against the nominal length of 50.0 metres, a tolerance of plus 0.03 metre in each lane minus 0.00 metre on both end walls at all points from 0.3 metre above to 0.8 metre below the surface of the water is allowed. These measurements should be certified by a surveyor or other qualified official, appointed or approved by the Member in the country in which the pool is situated. Tolerance cannot be exceeded when touch panels are installed.
- FR 2.2.2 Against the nominal length of 25.0 metres, a tolerance of plus 0.03 metre in each lane minus 0.00 metre on both end walls at all points from 0.3 metre above to 0.8 metre below the surface of the water is allowed. These measurements should be certified by a surveyor or other qualified official, appointed or approved by the Member in the country in which the pool is situated. Tolerance cannot be exceeded when touch panels are installed.
- FR 2.3 DEPTH - A minimum depth of 1.35 metres, extending from 1.0 metre to at least 6.0 metres from the end wall is required for pools with starting blocks. A minimum depth of 1.0 metre is required elsewhere.
- FR 2.4 WALLS
- FR 2.4.1 End walls shall be parallel and form right angles to the swimming course and to the surface of the water, and shall be constructed of solid material, with a non slip surface extending 0.8 metre below the water surface, so as to enable the competitor to touch and push off in turning without hazard.

- FR 2.4.2 Rest ledges along the pool walls are permitted; they must be not less than 1.2 metre below the water surface, and may be 0.1 metre to 0.15 metre wide.
- FR 2.4.3 Gutters may be placed on all four walls of the pool. If end wall gutters are installed, they must allow for attachment of touch panels to the required 0.3 metre above the water surface. They must be covered with a suitable grill or screen.
- FR 2.5 LANES shall be at least 2.5 metres wide, with two spaces of at least 0.2 metre outside of the first and last lanes.
- FR 2.6 LANE ROPES
- FR 2.6.1 Lane ropes shall extend the full length of the course, secured at each end wall to anchor brackets recessed into the end walls. Each lane rope will consist of floats placed end-to-end having a minimum diameter of 0.05 metre to a maximum of 0.15 metre. The colour of the floats extending for a distance of 5.0 metres from each end of the pool shall be distinct from the rest of the floats. There shall not be more than one lane rope between each lane. The lane ropes shall be firmly stretched.
- FR 2.6.2 At the 15-metre mark from each end wall of the pool the floats shall be distinct in colour from the surrounding floats.
- FR 2.6.3 In 50 metre pools the floats shall be distinct to mark 25 Metres.
- FR 2.6.4 Lane numbers of soft material may be placed on the lane ropes at the start and turning end of the pool.
- FR 2.7 STARTING PLATFORMS shall be firm and give no springing effect. The height of the platform above the water surface shall be from 0.5 metre to 0.75 metre. The surface area shall be at least 0.5 metre x 0.5 metre and covered with non slip material. Maximum slope shall not be more than 10 degrees. The platform shall be constructed so as to permit the gripping of the platform by the swimmer in the forward start at the front and at the sides. It is recommended that, if the thickness of the starting platform exceeds 0.04 metre, grips of at least 0.1 metre width on each side and 0.4 metre width in the front be cut out to 0.03 metre from the surface of the platform. Handgrips for backstrokes starts shall be placed within 0.3 metre to 0.6 metre above the water surface both horizontally and vertically. They shall be parallel to the surface of the end wall, and must not protrude beyond the end wall. The water depth for a distance of 1.0 metre to 6.0 metre from the end wall must be at least 1.35 metres where starting platforms are installed. Electronic read-out boards may be installed under the blocks. Flashing is not allowed. Figures must not move during a Backstroke start.
- FR 2.8 NUMBERING - Each starting block must be distinctly numbered on all four sides, clearly visible. Lane number 1 shall be on the right-hand side when facing the course from the starting end with the exception of 50m events, which may start at the opposite end. Touch panels may be numbered on the top part.
- FR 2.9 BACKSTROKE TURN INDICATORS - Flagged ropes suspended across the pool, minimum 1.8 metres and maximum 2.5 metres above the water surface, from fixed standards placed 5.0 metres from each wall. Distinctive marks must be placed on both sides of the pool, and where possible on each lane rope, 15.0 metres from each end wall.
- FR 2.10 FALSE START ROPE shall be suspended across the pool not less than 1.2 metres above the water level from fixed standards placed 15.0 metres in front of the starting end. It shall be attached to the standards by a quick release mechanism. The rope must effectively cover all lanes when activated.

FR 2.11 WATER TEMPERATURE shall be 25 – 28 Centigrade. During competition the water in the pool must be kept at a constant level, with no appreciable movement. In order to observe health regulations in force in most countries, inflow and outflow is permissible as long as no appreciable current or turbulence is created.

FR 2.12 LIGHTING - Light intensity over starting platforms and turning ends shall not be less than 600 lux.

FR 2.13 LANE MARKINGS - shall be of a dark contrasting colour, placed on the floor of the pool in the centre of each line.

Width: minimum 0.2 metre, maximum 0.3 metre
Length: 46.0 metres for 50 metre pools
21.0 metres for 25 metre pools

Each lane line shall end 2.0 metres from the end wall of the pool with a distinctive cross line 1.0 metre long and of the same width as the lane line. Target lines shall be placed on the end walls or on the touch panels, in the centre of each lane, of the same width as the lane lines. They shall extend without interruption from the deck edge (curb), to the floor of the pool. A cross line 0.5 metre long shall be placed 0.3 metre below the water surface, measured to the centre point of the cross line.

FR 2.14 Bulkheads – when a bulkhead serves as an end wall, it must extend the full width of the course and present a solid smooth, non-slippery stable vertical surface on which touch pads may be mounted extending not less than 0.8m below and 0.3m above the surface of the water, and must be free of hazardous openings above or below the waterline which may be penetrated by a swimmer's hands, feet, toes or fingers. A bulkhead must be of a design that provides for the free movement of officials along its length without such movement creating any appreciable current or water turbulence.

HEALTH AND SAFETY

- The Referee is responsible for the safe conduct of all activities in those parts of the premises essential for the running of the competition.
- The referee is responsible to ensure that minimum depth and other dimensions and clearances, facilities and equipment comply with current requirements.
- The Referee is responsible to ensure that all officials are briefed prior to the competition on the safety arrangements and on any general safety matters (e.g. evacuation procedures) required by the premises owner/operator.
- The Referee should stop a competition proceeding at any stage if any of the required facilities, equipment, personnel and procedures become deficient and report it to the Promoter or his deputy.

Duties of all persons

Any person participating in any activity organised by an affiliated club, body or organisation including, but not being limited to, any promoter, competitor, official or spectator at any competition in any swimming discipline held under FINA Rules shall comply with the following:

- Any relevant statutory Health and Safety requirements;
- Any bye laws or other regulations relating to safety;
- The conditions of any hire agreement relating to safety;
- Safety instructions or guidance issued by the National Governing Body or pool operator including the written operating procedures and emergency evacuation procedure.

Take reasonable care for the health and safety of himself and other persons who may be affected by his acts or omissions within the area for which the promoter, hirer or organiser of the activity is responsible.

Duties of the promoter

The promoter of a competition shall have overall responsibility for the observance and enforcement of the safety requirements and his duties shall include but not be limited to the following.

The promoter shall:

- Agree with the Owner/Operator the areas for which the Promoter, as hirer, is responsible;
- Obtain a copy of the Written Operating Procedures from the Owner/Operator and have it available for reference during the period of hire;
- Make arrangements for the implementation of relevant sections of the Written Operating Procedures (as required by the pool hire agreement) during the period of hire;
- Brief the referee(s) on the relevant sections of the Written Operating Procedures and the Promoter's Conditions prior to the competition;
- Appoint sufficient competent persons (each of whom shall be a member of an affiliated club) to organise and supervise warm-up and swim-down sessions during the period of hire and brief them on the safety aspects of their duties

Ensure before a competition is permitted to start that first aid and safety equipment to be provided by the Owner/Operator is in place and ready and available for immediate use and that pool staff who are qualified to operate it are on duty.

Ensure that all stewards, lifeguards and other safety staff are in place before any participants are permitted on the poolside, and that adequate numbers are maintained throughout the period of hire.

Prevent a competition starting if any of the required facilities and arrangements are absent or deficient

Be present throughout the period of hire of the pool for the competition or, for any period(s) in which he is not present, appoint a deputy to exercise the full powers of the Promoter;

Ensure, before start of each competitive session, that announcements concerning safety arrangements are made and indicating where a copy of the Written Operating Procedures can be seen.

Duties of the Referee

The duties of a Referee shall include but not be limited to the following.

In addition to the general duties, the Referee shall be responsible for the safe conduct of all activities in those parts of the premises essential for the running of the competition;

To ensure that the minimum safe water depths and other dimensions and clearances, facilities and equipment comply with the current guidance

To ensure that all officials are briefed prior to the competition on the safety arrangements and on any general safety matters (e.g. evacuation procedures) required by the Owner/Operator;

To stop a competition proceeding at any stage if any of the required facilities, equipment, personnel and procedures become deficient and report it to the Promoter or his Deputy.

Duties of officials and stewards

Any official or steward shall be under the control of the Referee at all times and, shall report immediately to the Referee(s) anything that appears to him to breach, or be likely to breach, the safety regulations.

DIVING INTO SHALLOW WATER

If the water depth is below 900mm

- No diving and all starts must be in the water;
- The water depth is considered insufficient for tumble turns.

Water Depth greater than 900mm

Diving and tumble turns are acceptable subject to starting platform heights being within the FINA Rules (FR 2.3) and pool operator regulations. These minimums may be affected by local pool Written Operating Procedures, i.e. greater depths may operate and therefore should be observed.

In pools that fall below the above minimum depths and/or where turning boards make diving difficult/impossible, then starting should take place in the water, including relay takeovers.

DISABILITY SWIMMING

Increasingly athletes with a disability are taking part in open events throughout the country.

All athletes who are registered should have either, a Certificate of Swimming Disability (CSD) or a Functional Ability Card (FAC). These must be given/shown to the referee prior to the start of the session/event otherwise they will not be accepted in the event of disqualification.

An FAC is issued to elite athletes and state the exceptions afforded to them under IPC Swimming rules. Athletes are classified according to their level of functional ability.

A Certificate of Swimming Disability is issued to an athlete by the British Swimming Head of Medical Services and will indicate the exceptions afforded in relation to FINA rules.

Meets that include disability events should have in the meet information that it is also swum under IPC Swimming rules to allow athletes with a disability the benefit of their exceptions as listed on their FAC or CSD. They should also have a Technical Advisor or Disability Liaison Official to assist the referee.

CHILD PROTECTION

At all times referees should be aware of their duty of care to athletes and officials in the pool environment.

Abuse can be in the following categories:

- Physical abuse – someone physically harming or injuring a child
- Sexual abuse – forcing or enticing a child, young person or vulnerable adult to take part in sexual activities, wither or not the person is aware of what is happening
- Neglect – failure of care to a child resulting in the serious impairment of the child's health
- Emotional abuse – no love encouragement or help given to child and/or constantly derided or ridiculed or ignored, conversely it can occur if a child is over protected
- Bullying – deliberate hurtful behaviour repeated over a period of time. It can be verbal, written or physical.

Each National Governing Body has its own method of dealing with Child Protection issues.

GENERAL ADVICE/COMMENT

Order of Events

No alteration shall be made to the printed programme unless with the consent of the Referee and Promoter. The Referee shall inform the starter, recorder and announcer of any alteration

Relay Events

Competing clubs or teams must submit a list of names of team members including reserves to the recorder. The team members must be listed in line with the Promoters conditions/licence conditions

The composition of a relay team may be changed between heats and finals provided it is made up from the list of swimmers submitted

A swimmer may be named as a member or a reserve for only one team.