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OFFICIALS

The integrity of a swimming competition is dependent upon its administration by competent and conscientious officials. ISI sponsors training clinics for meet officials and conducts a testing and certification program for officials in accordance with the standards and guidelines of USA Swimming. All sanctioned events must be conducted by certified officials who have completed the training and certification program. The rules of swimming are designed to provide fair and equitable treatment and competition for all swimmers. Meet officials are there to see that the rules are followed and administered in a fair and uniform manner.

Official certifications are valid for two years and expire on December 31. ISI officials must display their certification card showing their name, expiration date and areas in which they are qualified to officiate. Name and expiration date are to be visible. An official's patch is worn on an optional basis and is to have the ISI modified logo. Official's cards will be blue, except for Summer Club/Federation officials, which will be yellow.

All ISI Officials must be certified by ISI and be members of USA Swimming. This is a national USA Swimming requirement. Officials include referees, starters, and stroke and turn judges. The certification process includes clinics, on the job training and open book written testing. USA Swimming is a volunteer organization and it is the general policy of ISI to use volunteer officials in all capacities.

I. General

- A. DQ slips are to be filled out completely & legibly. Every attempt should be made to give a copy to the swimmer or coach.
- B. Officials must be certified and be a current member of USA SWIMMING.
- C. A recertification is required every two years for a fee of \$3.00. Following participation in an official's recertification clinic a new ISI official's card will be issued.
- D. Tests are open book requiring citation of applicable rules with a single grading system employed.
- E. ISI compiles and maintains a list of certified officials.
- F. Every effort must be made to assure that meet officiating be conducted in a low key inconspicuous, and professional manner.
- G. All meets must have a referee and a starter in order to provide for dual confirmation of false starts.

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- H. DQ's for false start. Because writing DQ slips for false starts frequently delays a meet, the words "false start" may be written on the entry card with the official's initials.
- I. After the swimmer has entered the water on the backstroke and has swam out past the backstroke flags and delayed the meet; the starter may issue a formal warning after the race. If the swimmer continues to delay the meet under this circumstance, the starter/referee may disqualify the swimmer, but only after a formal warning has been issued to the swimmer and coach.
- J. All USA Swimming rules, written in the current USA Swimming Rules & Regulations book, must be followed.

II. Protests

- A. All protests involving swimmer eligibility, disqualifications, rule interpretations, rule infractions, and any other competition related issues must be in writing and must be filed and processed in accordance with the procedures in USA Swimming Rule 102.11.
- B. Meet Committee – Meet host must have a meet committee consisting of referee, the meet director, coaches representative, an athlete representative, and a fifth person who must be a certified official to receive and act upon any administrative protests which should arise during the meet. Protests involving judgment decisions of deck officials are under the jurisdiction of the Meet Referee. In the event of a need for an emergency hearing of the ISI Review Section at an invitational, dual, etc., the Meet Committee shall serve.

III. Disqualification Procedure

- A. Except when dual confirmation is used the official must raise one hand immediately overhead with open palm upon observing an infraction. Failure to do so means no disqualification can be charged. (See USA Swimming Rule 102.10.1).
- B. Every reasonable effort shall be made to seek out the swimmer or his/her coach and inform him/her as to the reason for the disqualification. (See USA Swimming Rules 102.10.2.)
- C. After an official raises his/her hand he/she shall not turn away or leave his/her assigned jurisdiction until the race is completed, or another official takes over his/her jurisdiction.
- D. DQ slips are available to ISI member clubs from the ISI Office or USA Swimming - Quantity 250 per packet.

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IV. Stroke and Turn--Recommended Guidelines

- A. Review the rules: USA Swimming Technical Rules - Article 101 - Strokes & Relays
- B. Review stroke mechanics: "VISUALIZE"
- C. Apply the rules uniformly: "CONSISTENCY"

Stroke Judge: Look at each lane equally, even if the lane is empty.

Turn Judge: Follow the same pattern of observation for each lane.

- D. Know the deck protocol; act in a professional manner.
- F. Agree upon jurisdiction at the Official's Meeting.
- G. When you observe an infraction, raise your hand to declare a DQ. Do not look for a reason to DQ; look for a reason not to DQ, but call what you see.
- H. Comply with the Standard Protocol for a Disqualification:
 - Be in the proper jurisdiction to make disqualification and in position to observe infraction. Know proper rule interpretation for infraction.
- I. Follow the Referee's procedure for completing DQ Slips on who writes the DQ, who approves the DQ, and who informs the swimmer or coach of the DQ.

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V. Recommended Stroke and Turn Jurisdictions

- B Turn Judge -- Turning action must be continuous
A -- Full jurisdiction inside the backstroke flags
C -- On back until touch at finish and at end of backstroke leg in
K IM & Medley Relay
-- May be assigned to watch feet after start
Stroke Judge -- Between the flags, the swimmer remains on back
-- No Pulling on lane lines
-- Head must break surface by 15m mark
-- Judge walks between 15m marks
- B Turn Judge -- At start/leaving on turns
R -- Stroke/kick through first “head up”
E including widest arc of the 2nd arm pull
A -- On entering a turn/finish
S -Last stroke in – head breaking surface
T -Arms on same horizontal plane from beginning
S of the 1st arm pull
T -Elbows underwater, except last stroke at turn/finish
R -After last pull, arms need not be on same plane
O -Simultaneous hand touch
K -Proper arm stroke-kick cycle into turn/finish
E Stroke Judge -- Kick & stroke after head breaks surface through next
to last arm stroke into wall
-- Responsible for kick all the way to the wall
-- Elbows underwater during recovery phase
- B Turn Judge -- Kick through 1st arm pull
U -- Body toward the breast when feet leave wall
T -- Body on breast by 1st arm pull
T -- Last stroke in (underwater recovery)
E -- Simultaneous hand touch
R
- F Stroke Judge -- Kick and stroke after 1st arm stroke into wall
L through next to last arm stroke into wall
Y -- Kick all the way into wall at turns/finish
-- 15 m heads up mark
- F
R Turn Judge -- Full jurisdiction, observe turns/touches
E Stroke Judge -- May be assigned recall rope and 15 m head up mark
E

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VI. ISI Swim Officials Certification and Recertification Rules

ISI Officials and Apprentices must be a current non-athlete member of USA Swimming (see Section C) and maintain current USA Swimming non-athlete membership each year as an ISI Official.

A. Initial ISI Official Certification

1. Timer (Minimum age - 11)
 - a. Education & Training
 - None, except pre-meet briefing. Performance monitored by Chief Timer during meet.
 - b. Evaluation and Certification (Not Required to work as Timer)
 - Certify after passing USA Swimming Timer's test and satisfactory performance at one meet.
2. Stroke & Turn Judge (Minimum age - 18; may not officiate at a meet in which they are competing)
 - a. Education & Training
 - Formal clinic training and must take USA Swimming Stroke & Turn Judge test.
 - On-the-deck apprenticeship with a trainer (who has a minimum one-year certification as a S&T) for a minimum of four sessions (cannot make a disqualification during those sessions).
 - b. Evaluation & Certification
 - Evaluation by trainer and/or Meet Referee to be reported to Officials Chairman or his designee. Must complete certification within one year from date of clinic.
 - To maintain certification, must work a minimum of four sessions per year in stroke & turn or higher capacity.
3. Relay Take-Off Judge
 - a. Education & Training
 - Must be certified Stroke & Turn Judge.
 - b. Evaluation & Certification
 - Considered part of Stroke & Turn Judge certification.
4. Chief Judge
 - a. Education & Training
 - Must be certified Stroke & Turn Judge.
 - b. Evaluation & Certification

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- Must have a minimum of one-year's experience as a certified Stroke & Turn Judge.
5. Starter (Minimum age - 18)
 - a. Education & Training
 - Must have worked as certified Stroke & Turn Judge for minimum of two sessions. Must attend clinic, take the USA Swimming Starter's test, and serve five sessions on the deck with trainer(s) approved by the Officials Chairman or his designee.
 - b. Evaluation & Certification
 - Certification based on recommendation of the Trainer(s) and/or the Referee(s).
 - To maintain certification, must work a minimum of four sessions per year in starter or higher capacity.
 6. Referee (Minimum age - 21)
 - a. Education & Training
 - Previous certification as a Stroke & Turn Judge or Starter for a minimum of one year. Recommend familiarity with the positions of Announcer, Clerk of Course, Starter, Stroke & Turn Judge, Chief Judge, Timer, Timing Judge, and Meet Marshal. Must pass USA Swimming Officials' test (all sections) with a grade of at least 80%.
 - Attend Referee's clinic and apprentice on-the-deck for minimum of six sessions at three sanctioned meets with at least two different referees.
 - b. Evaluation & Certification
 - Certification based on completion of Education and training requirements and favorable recommendations by Referee Trainers.
 - To maintain certification, must work a minimum of six sessions per year with at least one session as Referee.

B. Recertification

1. Certifications are good for a period of two (2) years with December 31 being the annual expiration date. If recertification is given after September 1 to December 31, the expiration date will go up to two years and three months.
2. Must attend ISI Recertification Clinic. Officiating at a Junior or Senior Nationals or US Open Meet counts as a recertification clinic (Official's Chair must be notified to record recertification).
3. Once a certification has expired, the official may not officiate, under any circumstance, until a new certificate has been issued by the Officials Chair. The following conditions must be met:

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- a. expirations up to 12 months following the expiration of your certification, will require the attendance at a recertification clinic,
 - b. expirations of 12-24 months will require attendance at a full certification clinic,
 - c. and expirations of more than 24 months will require both a full certification clinic and taking the open book test.
4. Current USA Swimming non-athlete membership is required.
 5. A \$3.00 recertification fee is required

VII. USA Swimming National Certification Program

- A. Current ISI officials may and are encouraged to advance for certification level. There are three levels of National Certification for each of five positions.
 1. Stroke & Turn Judge
 2. Chief Judge
 3. Starter
 4. Referee
 5. Administrative Referee
- B. N1 Certification
 1. Administered by each LSC (see Section G. Paragraph VI)
 2. N1 official meets minimum standards for LSC level meets
- C. N2 Certification
 1. Administered by the USA Swimming National Officials Committee
 2. Official meets standards required to officiate at Sectional, Zone, Grand Prix, and other similar meets.
 3. Must have at least one year certification in the position at the N2 level; must have worked at least 12 sessions at 6 or more LSC meets during the 24 months prior to application; must have participated in training/mentoring other officials; must have participated in LSC or higher clinics or briefings; must have reviewed the USA Swimming Officials' Manual (on the USA Swimming web site); must have the LSC Officials Chair's recommendation.
 4. In addition the applicant must have worked at least 4 sessions in the position at each of 2 or more "Qualifying Meets" and must work all sessions at these meets, but not necessarily in the position for which certification is sought; must have a recommendation from a "National Evaluator" for Referee and Starter must complete the "Final Evaluation" requirements for these positions; and for advancement to N3 as Chief Judge, Starter, Referee or Administrative Referee must have N3 certification as a Stroke and Turn Judge and National Championship experience as an official.
 5. Contact the ISI Officials Chair for more details.