
	North Dakota Swimming	Policies and Procedures
Subject: Miscellaneous Meet Requirements	Document Number: 5.7 Version Number: 04	Effective Date: April 26, 2020 Last Revision: May 5, 2024

5.7 - MISC. MEET REQUIREMENTS

A. MEET OFFICIALS

- (1) All deck officials (with the exceptions of timers) must be ND LSC certified and USA Swimming registered.
- (2) Electronic Timers at meets are encouraged to be timer certified.
- (3) Marshals – it will be the host team’s responsibility to provide a minimum of four marshals or lifeguards, one of whom will be a marshal and will report to and receive directions from the Meet Referee. Marshals shall have full authority to warn, or order to cease and desist, and with the concurrence of the Meet Referee, to remove from the vicinity of the swimming venue, anyone behaving in an unsafe manner or using profane or abusive language or whose actions are disrupting the meet. Marshals are not responsible for providing emergency rescue. Emergency action plans are the responsibility of the meet host.
- (4) The Meet Referee does not have to be on the pool deck during warm-ups but must be available in the meet facility.
- (5) All officials working at a North Dakota meet must be able to produce their valid Deck Pass credentials at any time during a meet.
- (6) Teams must provide one official for the first 10 swimmers entered in the meet, and then one for every 15 after that; teams with less than 5 swimmers entered are not obligated to provide an official. (11-25 swimmers entered requires two officials; 26-40 requires three officials, ect.) Apprentices will be considered as officials. There is a maximum requirement of six officials from any club for a meet entered.
- (7) Teams failing to provide the required officials, will be deemed in violation of the standards. A fine of \$50 will be imposed for each session in which a team does not provide the required number of officials, with the exception of the state meets, to be paid to the ND LSC. Host teams are not subject to the above fine. In addition, the host club has the option of refusing entries or late entries for the violating club.
- (8) Cannot be a Coach and an Official during the same session at a meet

Document Revision Log					
Version	Date	Description of Change/Sections	Author or Editor	Authority	Control Number
01	04-26-2020	Restructure of P&P/entire document	B.Haglund	BoD	NDS-0001
02	05-01-2022	Removal of 5.7.A(8), duplication of 7.1.F Removal of 5.7.B, restructure of remaining subs	B. Haglund	HoD	NDS-0002
03	10-15-2023	Addition of 5.7.A(8)	K. Schell	BoD	NDS-0003
04	05-05-2024	Modification of 5.7.A.6 and 5.7.A.7	R. Carter	BOD	NDS-0004

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B. MEET RESULTS

- (1) The results should indicate who made a state qualifying time and disqualification codes.
- (2) With relays, please list names and ages of swimmers (1st-3rd place).
- (3) Two weeks after the conclusion of a meet, the Age Group Vice Chair must receive the following:
 - a. Electronic submission (e-mail) of meet results including HyTek file and PDF.
 - b. ND LSC Fees per swimmer.
 - c. List of Participants for Registration Chair.
 - d. Electronic meet file back to Head of Officials.
- (4) Four weeks after the conclusion of a meet, the Age Group Vice Chair must receive the following:
 - a. Referee Meet Report (print out from electronic submission)
 - b. ND LSC Financial Summary of Meet (see ndswimming.org)
 - c. State Records Forms (see ndswimming.org)
- (5) Meet Results must follow the rules outlined in 102.25 of the current USA Swimming Rules & Regulations.

- ## C. BACKSTROKE ENTRY INTO WATER – Entry must be made with feet first into the water. Safety disqualification if not adhered to.

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