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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 and are current members of USA Swimming. 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. Officials' cards will be issued from the USA Swimming Officials Tracking System. Summer Club/Federation officials will be designated by 'SU' in the "LSC Certification level" column of the card.

All ISI Officials must be certified by ISI, be members of USA Swimming and have a current satisfactory Level II Background Check. These are national USA Swimming requirements. Officials include referees, starters, and stroke and turn judges. The certification process includes clinics, on the job training and open book online 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. Following completion a new ISI official's card will be issued.
- D. Tests are open book on-line examination administered by USA Swimming requiring citation of applicable rules with a single grading system employed.
- E. ISI compiles and maintains a list of certified officials.

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- F. Every effort must be made to assure that meet officiating be conducted in a low key inconspicuous, and professional manner. Dress code for a meet or individual session shall be determined by the meet referee.
- G. General dress code for officials officiating at ISI meets is white top (preferably not t-shirt), navy pants, shorts or skirt and white shoes. ISI, USA Swimming or approved meet logos may be included with the top.
- H. All meets must have a referee and a starter in order to provide for dual confirmation of false starts.
- 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.

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 102.22.1).
- 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 102.22.2.)

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- 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 at swimoutlet.com. Link can also be found on the USA Swimming website (usaswimming.org)

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.

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

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- Stroke Judge
 - May be assigned to watch feet after start
 - 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 Stroke Judge
 - Kick and stroke after 1st arm stroke into wall
- F
 - through next to last arm stroke into wall
- L
 - Kick all the way into wall at turns/finish
- Y
 - 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 Official FULL Certification and Recertification Rules

IMPORTANT: All ISI Swim Officials must be current non-athlete members of USA Swimming and have a current Level II Background Check and Athlete Protection Training. Stroke and Turn and Administrative Official Apprentices are required to register as a non-member and then become a Non-Athlete Member and complete the Level II Background Check and Athlete Protection Training within 60 days of their first apprentice session. A certification application (plus fee) is also required prior to apprenticing.

A. Certification Requirements

1. Stroke and Turn Judge (Minimum age – 18)
 - Attend a formal certification clinic (scheduled as requested)
 - Pay the \$5.00 initial certification fee
 - Pass the open-book on-line USA Swimming Stroke & Turn Judge/Timer test with a grade of at least 80%
 - Perform on-the-deck apprenticeship for a minimum of four sessions with a certified official with at least one-year Stroke & Turn certification (cannot make disqualifications during these sessions)
 - Complete certification process within one year from the date of the certification clinic
 - Work a minimum of four sessions per year as Stroke & Turn Judge or higher

2. Administrative Official (Minimum age – 18)
 - If not already a Stroke & Turn Judge, pay the \$5.00 initial certification fee
 - Attend a formal Administrative certification clinic (scheduled as requested)
 - Pass the open-book on-line USA Swimming Stroke & Turn Judge/Timer, Clerk of Course and Administrative tests with a grade of at least 80%
 - Perform on-the-deck Administrative Official apprenticeship for a minimum of two sessions with a certified official with at least one-year Administrative certification
 - Complete certification process within one year from the date of the certification clinic
 - Work a minimum of four sessions per year with at least two sessions as Administrative Official or higher

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3. Starter (Minimum age – 18)
 - Worked as a certified Stroke & Turn Judge a minimum of two sessions
 - Pass the open-book on-line USA Swimming Starter test with a grade of at least 80%
 - Perform on-the-deck apprenticeship with an approved certified Starter for a minimum of five sessions
 - Work a minimum of four sessions per year in the Starter position or higher to maintain certification
4. Referee (Minimum age – 21)
 - Previous certification as Stroke & Turn Judge and Starter for a minimum of one year
 - Attend Referees clinic and pass the Clerk of Course, Administrative and Referee sections of the USA Swimming Officials' test with a grade of at least 80%
 - Perform on-the-deck apprenticeship a minimum of six sessions at three sanctioned meets with at least two different approved referees including at least one session at an Admin position
 - Work a minimum of six sessions per year with at least one session as Referee

B. Recertification Requirements

1. Certifications are good for two (2) years with December 31 the annual expiration date as long as the minimum session requirements are met for each year
2. Recertification between September 1 and December 31 will extend certification expiration date for the remainder that year and the following two years
3. Every two years, the official must recertify.
 - To recertify, go online and sign into your account on the USA Swimming website. Under member services tab, go to Officials, then testing and certification, under select a test, select the appropriate re-certification test for your highest certification level.
 - For referee's you will need to take the deck ref and admin ref re-cert tests.

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- Notify ISI Official's Chair via email upon completion of passing test, so they can update your cards.
4. Upon certification expiration, an official may not officiate under any circumstances until a new certificate is issued. A new certificate can only be issued under the following conditions:
- Certification expirations up to 12 months long – Complete recertification requirements above.
 - Certification expirations 12-24 months long – attend a full certification clinic
 - Certification expirations over 24 months long – attend a full certification clinic and take the USA Swimming open-book Officials Test

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,

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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.