

RULEBOOK

2018



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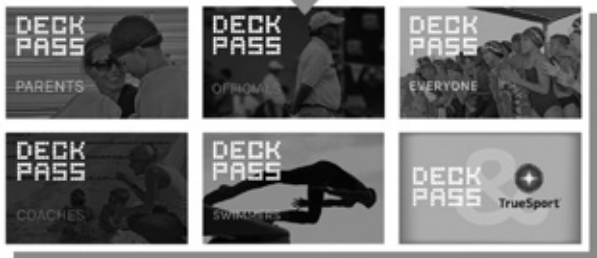
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MAJOR LEGISLATION AND RULE CHANGES FOR 2018

(currently effective except as otherwise noted)

1. The establishment of the U.S. Center for SafeSport necessitated changes to jurisdictions for matters involving violations of the Code of Conduct. (Articles 304, 305, 306, 401, 403, 405.2 and 411.2)
2. Sanctions shall be denied for any meet that uses unattached status as a means of prohibiting swimmer participation. (Article 202.4.6)
3. A new membership category (Flex), effective September 1, 2018, has been established. (Articles 302.2, 502.4 and 502.7)
4. A new designation of non-athlete membership (Junior Coach), effective September 1, 2018, has been established. (Articles 502.4 and 502.6)
5. The Corporate Bylaws were amended (Part Five).
 - A Nominating Committee will be formed to vet and recommend candidates for election to the Board of Directors.
 - The Board of Directors shall have sole authority to amend the Corporate Bylaws, excepting certain provisions.
 - The Board of Directors shall have sole authority over the budget.
 - The format of the Board, terms of Directors, and the means of selecting Board officers have been drastically changed and will become effective with the September, 2018 meeting of the House of Delegates.
 - Authority for all operating committees will reside with staff rather than the Board as of the 2018 meeting of the House of Delegates.

DOPING CONTROL

All athletes should check the status of all medications they plan to take PRIOR to taking them. This includes over-the-counter and prescription medications. It is the responsibility of the athlete to ensure that no prohibited substance enters his/her system.

The United States Anti-Doping Agency (USADA) offers a Drug Reference Line (719-785-2000) and a Drug Reference Online (www.globaldro.com) where athletes, coaches, parents and medical professionals may check to ensure that proper documentation is on file for their medications and that they are consuming medications that are permitted.

Dietary supplements are considered “Take at Your Own Risk” as claims made by the manufacturers/distributors of dietary supplements regarding the effectiveness or contents of their products are not strictly regulated by the U.S. Food and Drug Administration. Any commercial dietary supplement is susceptible to containing substances that may appear on the Prohibited Substance list(s) of FINA and/or the World Anti-Doping Agency. These substances may not be listed on the ingredients label of the product. Athletes should visit USADA’s Supplement 411 website for detailed information regarding the supplement industry (including a high-risk list): <http://www.usada.org/substances/supplement-411/>

Athletes are also strongly encouraged to check every ingredient of every product they plan to consume as prohibited substances may be listed as ingredients.

To comply with the 2015 World Anti-Doping Code, FINA, USOC and USADA have all amended their anti-doping rules. The rules are available at the offices of USA Swimming or may be found online at the following websites:

WADA www.wada-ama.org

FINA www.fina.org

USOC www.usoc.org

USADA www.usada.org

The 2018 List of Prohibited Substances and Methods is available on the websites listed above. **This List will take effect on January 1, 2018.**

U.S. CENTER FOR SAFESPORT

The U.S. Center for SafeSport helpline and resources may be found online at www.safesport.org.

USA SWIMMING POLICY MANUAL

The USA Swimming Policy Manual is available on USA Swimming’s website: usaswimming.org (Resources/Governance & LSCs/Policies & Bylaws).

2018 USA Swimming *Rules and Regulations*

Published by:

USA SWIMMING, INC.

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usaswimming.org

The *2018 Rules and Regulations* is an official publication of USA Swimming, the National Governing Body for swimming in the U.S. Review of legislated changes for correct application provided by Jay Thomas, Anneliese Eggert, Mickey Smythe, Julie Bare and Gloria Schuldt.

Cover Design: *Matt Lupton*

Cover Photos: *Getty Images*

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USA Swimming's Calendar of Events

(calendar tentative and subject to change)

<i>Date</i>	<i>Event</i>	<i>City</i>
2018		
Jan 11-14	TYR Pro Swim Series	Austin, TX
Mar 1-3	TYR Pro Swim Series	Atlanta, GA
Apr 12-14	TYR Pro Swim Series	Mesa, AZ
May 17-20	TYR Pro Swim Series	Indianapolis, IN
Jun 14-17	TYR Pro Swim Series	Santa Clara, CA
Jul 6-8	TYR Pro Swim Series	Columbus, OH
Jul 25-29	Phillips 66 National Championships	Irvine, CA
Jul 31-Aug 4	Speedo Junior National Championships	Irvine, CA
Aug 9-12	Pan Pacific Championships (Open Water Date: Aug 13)	Tokyo, JPN
Aug 23-27	Junior Pan Pacific Championships (Open Water Date: Aug 27)	Fiji
Nov TBD	USA vs. College Conference	TBD
Nov 28-Dec 1	AT&T Winter National Championships	Greensboro, NC
Dec 1-5	Short Course World Championships	Hangzhou, CHN
Dec 5-8	Speedo Winter Junior Championships (East)	Greensboro, NC
Dec 5-8	Speedo Winter Junior Championships (West)	Austin, TX
2019		
Jan TBD	TYR Pro Swim Series	TBD
Feb TBD	TYR Pro Swim Series	TBD
Apr TBD	TYR Pro Swim Series	TBD
May TBD	TYR Pro Swim Series	TBD
Jun TBD	TYR Pro Swim Series	TBD
Jul 20-31	World University Games	Naples, ITA
TBD	FINA World Championships	KOR
TBD	XVIII Pan American Games	Lima, PER
TBD	World Junior Championships	Budapest, HUN
Jul 31-Aug 4	Phillips 66 National Championships	Palo Alto, CA
Aug 6-10	Speedo Junior National Championships	Palo Alto, CA

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OFFICIAL GLOSSARY

Swimming Words and Terms

ABANDONMENT — termination of an open water event prior to its completion due to safety considerations.

AGGREGATE TIME — times achieved by four individuals in separate starts which are added together to arrive at a relay time for entry purposes.

AMATEUR SPORTS ACT — the Ted Stevens Olympic and Amateur Sports Act (1998) (or as applicable, the Amateur Sports Act of 1978), as amended from time to time.

APPRECIABLE — sufficient in extent to be recognized.

APPROVAL — a permit issued by an LSC for meets conducted in conformance with USA Swimming technical rules in which both members and non-members may compete.

ARM — that part of the body that extends from the shoulder to the wrist.

ATTACHED — status of an athlete member who represents a member club in competition after having met the requirements of Article 203.

BOARD OF DIRECTORS — unless otherwise noted, shall mean the USA Swimming Board of Directors.

BODY — the torso, including shoulders and hips.

BONUS (C) FINAL — the third fastest heat of swimmers competing in Finals.

BULLYING — the severe or repeated use, regardless of when or where it may occur, by one or more USA Swimming members of an oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member or Participating Non-Member that to a reasonably objective person has the effect of: (i) causing physical or emotional harm to the other person or damage to the other person's property; (ii) placing the other person in reasonable fear of harm to himself/herself or of damage to his/her property; (iii) creating a hostile environment for the other person at any USA Swimming activity; (iv) infringing on the rights of the other person at any USA Swimming activity; or (v) materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which shall include, without limitation, practices, workouts and other events of a member club, LSC or Zone).

CHAMPIONSHIP (A) FINAL — the fastest heat of swimmers competing in Finals.

CHIEF EXECUTIVE OFFICER — unless otherwise noted, the Chief Executive Officer and President of USA Swimming.

CLOSED COMPETITION

- Competition exclusively among members of a single club
- Competition or series of competitions within an independent organization open only to members of that organization, such as:
 - YMCA competition
 - Summer league competition
 - Conference competition
- Closed competition does not include representing a group within USA Swimming such as LSC, Zone, Region, or Section

CLUB — an organization which has been accepted for membership in USA Swimming.

CONFORMING TIME — time achieved in a course that corresponds to the meet competition course.

CONSOLATION (B) FINAL — the second fastest heat of swimmers competing in Finals.

COURSE — designated distance over which the competition is conducted.

LONG COURSE — 50 meters.

SHORT COURSE — 25 yards or 25 meters.

DECK CHANGE — changing, in whole or in part, into or out of a swimsuit when wearing just one suit in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes.

DECK PASS — the official mobile application of USA Swimming.

DRAFTING/SLIPSTREAMING — swimming behind or next to another open water swimmer or support craft for the purpose of taking advantage of the reduced water resistance created by the former's wake.

DRAW — random selection by chance.

DUAL COMPETITION — competition between two teams.

END OF COURSE — designated wall for racing turns and finishes.

ESCORT CRAFT — boats or paddle boards used in open water competition for the swimmers' safety and logistical support.

ESCORTED SWIM — an open water event in which each swimmer is required to have an escort craft accompany the swimmer throughout the race.

EVENT — any race or series of races in a given stroke and/or distance. For competitive limits, one event is inclusive of preliminary heat(s) plus its related final(s), or one timed final, or one time trial.

EX-OFFICIO — a member of a board or committee serving by virtue of some other office or position held (whether in USA Swimming, in an Allied or Affiliate Member, or otherwise), or by virtue of an appointment to such committee or board pursuant to the Bylaws of USA Swimming. Ex-officio members have full rights of membership including the right to vote (unless otherwise provided in the Bylaws or Policy Manual). Ex-officio members without the right to vote are not counted to establish a quorum (unless expressly provided otherwise in the Bylaws).

FEED POLE — a mechanical implement used by coaches or support personnel to deliver fluid and/or food to open water swimmers during the race.

FINALS — a session of a meet in which the concluding heats of an event are contested which may include championship, consolation, or bonus finals.

FINISH — the instant that a swimmer touches the wall at the end of the prescribed distance.

FINISH POINT — the physical location where an open water race terminates.

FIRST DAY OF MEET — day on which the first competitive swimming event is conducted.

FOREIGN SWIMMER — an athlete member of a FINA member-country federation, other than USA Swimming, or an athlete member of USA Swimming who is not eligible to represent the United States in international competition due to FINA sports citizenship requirements. (See Sports Citizen)

FORWARD START — an entry made while facing the course.

FOUL — an instance of obstruction, interference, collision, or equipment malfunction which prevents the successful completion of a race.

HEADQUARTERS — USA Swimming's office in Colorado Springs, Colorado.

HEATS — a division of an event in which there are too many swimmers to compete at one time. (See Preliminary Heats and Timed Final Heats)

HORIZONTAL — parallel to the surface of the water.

INITIAL DISTANCE — that first portion of a race for which an official time may be recorded but which is not in itself a completed event.

INTERNATIONAL COMPETITION — any athletic competition between any athlete(s) or member organization(s) of USA Swimming, either individually or as part of a team, and any athlete(s) or member organization(s) (e.g., clubs) representing any foreign country.

JUNIOR OLYMPIC — a type of Age Group competition conducted by Zones and LSCs.

LANE LINE — continuous floating markers attached to a line stretched from the starting end to the turning end of the course for the purpose of separating each lane.

LEAD BOAT — the boat used as a course guide for open water swimmers.

LENGTH — extent of the course from end to end.

LSC (LOCAL SWIMMING COMMITTEE) — an administrative division of USA Swimming with supervisory responsibilities within certain geographic boundaries designated by USA Swimming.

MANUAL START — the start of any timing device by an individual in response to the same starting signal given to the swimmer(s).

MAY — permissive, not mandatory.

MEET ANNOUNCEMENT — document setting forth information of the meet events, schedule, and procedures.

MEET COMMITTEE — Unless otherwise specified in the meet announcement, the Meet Committee shall consist of the Meet Director, Meet Referee, and coach and athlete members as appropriate.

MIXED CLASSIFICATION — meet in which events of Age Group and Junior, Senior, or any other classification are offered.

NATIONAL AGE GROUP (NAG) RECOGNITION TIME — an official time that qualifies as one of the fastest for a given age group as defined in the SWIMS portion of the Policy Manual.

NON-CONFORMING TIME — entry time achieved in a course which does not correspond to the course in which the meet will be conducted.

NOTICE — A written communication notifying about a scheduled meeting of a committee, board or other governing body or group, or other fact or occurrence, required to be made by law, bylaw, rule or regulation. To be considered written, the communication must be addressed, using the last known address on file with the LSC or in SWIMS, to the intended or required recipient(s) and delivered by hand, first class mail, overnight or second day delivery by a national delivery service, facsimile transmission, electronic mail or text message.

OBSERVED SWIM — a swim observed by assigned USA Swimming officials for conformance with USA Swimming technical rules in a meet conducted under other than USA Swimming rules.

ON THE BACK — position of the body when the shoulders are at or past vertical towards the back.

ON THE BREAST — position of the body when the shoulders are at or past vertical towards the breast.

OPEN COMPETITION — competition which any qualified club, organization or individual may enter.

OPEN WATER SWIMMING — any swimming competition that takes place in rivers, lakes, or oceans.

OUTREACH MEMBERSHIP — a reduced-fee category of athlete membership for under-represented and/or economically disadvantaged swimmers.

PACING — an attempt by a person not participating in an open water race to enter the water with the intent of providing moral support or otherwise assisting a swimmer in setting the tempo of the race.

PADDLER — a person on a paddle board or manually propelled craft who supports an open water swimmer or group of swimmers.

PERSONAL ASSISTANT — person assigned to aid a disabled swimmer.

PLACE JUDGE — official assigned to record the order of finish of all swimmers by lane in each heat.

POLICY MANUAL — document adopted by the USA Swimming Board of Directors that specifies policies and procedures not contained in Rules & Regulations.

PRACTICE — the instruction of swimming techniques, skills, knowledge, conditioning, aptitude and motivation.

PRELIMINARY HEATS OR PRELIMINARIES — competition in which a number of heats are swum to qualify the fastest swimmers for the Finals.

PROGRAM — the order of events, including starting times and intermissions in a meet or portion thereof (See Session), sequentially listed by class of competition, sex, age group, distance, and stroke as set forth in the meet announcement.

PROPULSIVE — having power to propel.

REINSTATEMENT — return of all or limited rights of membership in USA Swimming.

RELAY — a race in which each team member swims a specified portion of the course.

RELAY LEG — the part of a relay event that is swum by a single team member.

SANCTION — a permit issued by an LSC to a USA Swimming group member to conduct a meet in conformance with all USA Swimming rules in which all participating swimmers are athlete members of USA Swimming, except as provided in Article 202.5.1.

SCISSOR KICK — use of the top of the instep of one foot and the bottom of the other foot in the propulsive part of the kick.

SCRATCH (from an event) — withdraw an entry from competition.

SEASONAL ATHLETE MEMBERSHIP — an individual athlete membership in USA Swimming which may be offered at the option of the LSC for one or two periods of not more than 150 days in a registration year pursuant to Article 302.

SEASONAL CLUB — an organization which has been accepted for membership in USA Swimming and which operates within a period of time specified by the LSC.

SEED — to distribute the swimmers among the required number of heats and/or lanes, according to their submitted or preliminary times.

DECK-SEED — swimmers are required to check in for their events on the day of the meet. After scratches are determined, events are seeded.

PRE-SEED — all entrants are seeded prior to the day of competition.

SESSION — any portion of a meet distinctly separated from other portions by locale, time, or type of competition, i.e., preliminaries and finals; morning and evening; Senior and Age Group, etc.

SHALL — mandatory.

SHOULD — recommended but not mandatory.

SIMULTANEOUSLY — occurring at the same time.

SPORTS CITIZEN — an athlete who has represented a nation other than the United States in international competition is a sports citizen of that nation and is considered ineligible to represent the United States until FINA requirements for changing sports citizenship (sport nationality) have been met. (See Foreign Swimmer)

SPORTS ORGANIZATION — a corporation, club, federation, union, association, or other group organized in the United States which sponsors or conducts any athletic competition.

SUPPORT PERSONNEL — persons in an open water swimmer's escort craft who provide for feeding, navigating, coaching, and other supporting activities.

SWIMS (SWIMMING WEB-BASED INTERACTIVE MEMBERSHIP SYSTEM) — a single integrated database system which includes USA Swimming membership data and a databank of achieved times that are considered official and are recognized for proof of entry and recognition programs.

SUSPENSION — deprivation of all rights of membership in USA Swimming.

TAPPER — personal assistant who uses a pole with a soft-tipped end to tap a blind or visually-impaired swimmer as notification of turns and the finish.

TEXTILE MATERIALS — natural and/or synthetic, individual and non-consolidating yarns used to constitute a fabric by weaving, knitting, and/or braiding, or as further defined under current FINA swimwear rules.

TIME STANDARD — the time a swimmer must have previously achieved in order to compete in that event at a designated competition.

TIME TRIAL — an event conducted within or independently of a meet where the swimmer races against the clock to establish an official time.

TIMED FINAL HEATS OR TIMED FINALS — competition in which only heats are swum and final placings are determined by the times achieved in the heats.

TOUCH — contact with the end of the course.

TRYOUT — practices where a swimmer who is not a member of USA Swimming participates with a USA Swimming member club for a period not to exceed thirty (30) consecutive days in a twelve (12) month period to determine the swimmer's interest in becoming a member of USA Swimming.

TURN — a point where the swimmers reverse or change direction.

UNATTACHED — status of a member who does not represent a club or FINA member Federation in competition.

UNESCORTED SWIM — an open water event where swimmers compete without a designated support craft.

USA SWIMMING — USA Swimming, Inc., a Colorado corporation.

VENUE — the area located on the sides and ends of the pool, spectator area, team areas within the pool facility (e.g., portion of the building designated for teams and swimmers, or fenced area around an outdoor pool), locker rooms, and such other areas as may be specifically designated by the host club or organization, meet director, or referee. In open water competition, the geographical area and environs where the meet is conducted.

VERTICAL — perpendicular to the water surface.

WALL — vertical portion of the pool, contiguous surfaces of the deck and overflow gutter, the front portion of the starting block or platform, or the touchpad at the end of the course.

WARNING SIGNAL — a bell, whistle, air horn, or other appropriate audible device.

WAVE — at an open water event, a second or subsequent start used if the start area cannot accommodate all contestants at the same time.

WEBSITE — the official site maintained by USA Swimming on the internet (usaswimming.org).

Except as otherwise noted, all provisions under Part One, the Technical Rules, are effective beginning May 1, 2018, and until changed. All provisions under Parts Two through Seven are effective beginning January 1, 2018, unless otherwise indicated. Rules in effect on the first day of a meet shall govern throughout that meet. Shaded provisions in the text will replace the immediately preceding italicized words at the time of the 2018 meeting of the House of Delegates.

PART ONE

TECHNICAL RULES

All competitive swimming events held under USA Swimming sanction shall be conducted in accordance with the following rules that are designed to provide fair and equitable conditions of competition.

It is recommended that the LSC and regional short course and long course championships be held annually and that they be conducted under the rules governing National Championships (Article 207), subject to available facilities and personnel. Events other than such championships may use Article 207 as a guide, subject to local conditions and preferences.

It is not the purpose of the Rules and Regulations of USA Swimming (the National Governing Body) contained herein to set standards of care for the safety of the swimmer. The swimmer, the swim coach, the swim club and the local public entity or pool owner should address safety considerations where events are held.

ARTICLE 101

INDIVIDUAL STROKES AND RELAYS

101.1 STARTS

- .1 **Equipment** — A loudspeaker start system conforming to 103.18, with or without an underwater recall device, and an electronic strobe signal visible to all manual timers for forward and backstroke starts, shall be the preferred starting device.
- .2 **The Start**
 - A At the commencement of each heat, the Referee shall signal to the swimmers by a short series of whistles to remove all clothing except for swimwear, followed by a long whistle indicating that they should take and maintain their positions on the starting platform, the deck, or in the water. In backstroke and medley relay events, at the Referee's first long whistle, the swimmers shall immediately enter the water and at the second long whistle shall return without undue delay to the starting position.
 - B When the swimmers and officials are ready, the Referee shall signal with an outstretched arm to the Starter that the swimmers are under the Starter's control.
 - C On the Starter's command "take your mark", the swimmers shall immediately assume their starting position, in the forward start, with at least one foot at the front of the starting platform or the deck. Swimmers starting in the water must have at least one hand in contact with the wall or starting platform. When all swimmers are stationary, the Starter shall give the starting signal.

101.1

- D When a swimmer does not respond promptly to the command "take your mark," the Starter shall immediately release all swimmers with the command "stand up" upon which the swimmers may stand up or step off the blocks.
- E A swimmer shall not be disqualified for an illegal starting position at the start if the race is permitted to proceed. Enforcement of the correct starting position is the responsibility of the Starter.

.3 False Starts

- A Any swimmer starting before the starting signal is given shall be disqualified if the Referee independently observes and confirms the Starter's observation that a violation occurred. Swimmers remaining on the starting blocks shall be relieved from their starting positions with the "stand up" command and may step off the blocks.
 - B If the starting signal has been given before the disqualification is declared, the race shall continue without recall. If the Referee independently observes and confirms the Starter's observation that a violation occurred, the swimmer or swimmers who have false started shall be disqualified upon completion of the race.
 - C If the recall signal is activated inadvertently, no swimmer shall be charged with a false start and the Starter shall restart the race upon signal by the Referee.
 - D A swimmer who would otherwise be charged with a false start may be relieved of the charge if the false start was caused by the swimmer's reaction to the "stand up" command.
 - E Declared false start: swimmers reporting to the Referee prior to the start of their race and declaring their intent not to compete will be disqualified except as noted in 207.11.6D(1).
4. **Warning Signal** — With the exception of relays, in events 500 yards or longer, the Starter or a designee shall sound a warning signal over the water at the finish end of the lane of the leading swimmer when that swimmer has two lengths plus five yards or five meters to swim. As an alternative, a bell warning signal may be given over each lane by a lane judge or timer for that lane.

.5 Deliberate Delay or Misconduct

- A The Starter shall report a swimmer to the Referee for delaying the start, for willfully disobeying an order or for any other misconduct taking place at the start, but only the Referee may disqualify a swimmer for such delay, willful disobedience or misconduct.
- B The Referee shall disqualify a swimmer who fails to appear at the starting platform ready to swim in time for the initial start of his/her heat.
- C Such disqualification shall not be charged as a false start.

101.2 BREASTSTROKE

- .1 **Start** — The forward start shall be used.
- .2 **Stroke** — After the start and after each turn when the swimmer leaves the wall, the body shall be kept on the breast. It is not permitted to roll onto the back at any time except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order.

All movements of the arms shall be simultaneous and in the same horizontal plane without alternating movement.

The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn.

During each complete cycle, some part of the swimmer's head shall break the surface of the water. After the start and after each turn, the swimmer may take one arm stroke completely back to the legs. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.

- .3 **Kick** — After the start and each turn, at any time prior to the first breaststroke kick a single butterfly kick is permitted. Following which, all movements of the legs shall be simultaneous and in the same horizontal plane without alternating movement.

The feet must be turned outwards during the propulsive part of the kick. Scissors, alternating movements or downward butterfly kicks are not permitted except as provided herein. Breaking the surface of the water with the feet is allowed unless followed by a downward butterfly kick.

- .4 **Turns and Finish** — At each turn and at the finish of the race, the touch shall be made with both hands separated and simultaneously at, above, or below the water level. At the last stroke before the turn and at the finish an arm stroke not followed by a leg kick is permitted. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

101.3 BUTTERFLY

- .1 **Start** — The forward start shall be used.
- .2 **Stroke** — After the start and after each turn, the swimmer's shoulders must be at or past the vertical toward the breast. The swimmer is permitted one or more leg kicks, but only one arm pull under water, which must bring the swimmer to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish. From the beginning of the first arm pull, the body shall be kept on the breast except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Both arms must be brought forward simultaneously over the water and pulled back simultaneously under the water throughout the race.
- .3 **Kick** — All up and down movements of the legs and feet must be simultaneous. The position of the legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A scissors or breaststroke kicking movement is not permitted.
- .4 **Turns** — At each turn the body shall be on the breast. The touch shall be made with both hands separated and simultaneously at, above, or below the water surface. Once a touch has been made, the swimmer may turn in any manner desired. The shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall.

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- .5 **Finish** — At the finish, the body shall be on the breast and the touch shall be made with both hands separated and simultaneously at, above, or below the water surface.

101.4 BACKSTROKE

- .1 **Start** — The swimmers shall line up in the water facing the starting end, with both hands placed on the gutter or on the starting grips. Standing in or on the gutter, placing the toes above the lip of the gutter, or bending the toes over the lip of the gutter, before or after the start, is prohibited. When using a backstroke ledge at the start, the toes of both feet must be in contact with the end wall or face of the touchpad. Bending the toes over the top of the touchpad is prohibited.
- .2 **Stroke** — The swimmer shall push off on his back and continue swimming on the back throughout the race. Some part of the swimmer must break the surface of the water throughout the race, except it is permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface of the water.
- .3 **Turns** — Upon completion of each length, some part of the swimmer must touch the wall. During the turn the shoulders may be turned past the vertical toward the breast after which an immediate continuous single arm pull or immediate continuous simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to a position on the back upon leaving the wall.
- .4 **Finish** — Upon the finish of the race, the swimmer must touch the wall while on the back.

101.5 FREESTYLE

- .1 **Start** — The forward start shall be used.
- .2 **Stroke** — In an event designated freestyle, the swimmer may swim any style, except that in a medley relay or an individual medley event, freestyle means any style other than butterfly, breaststroke or backstroke. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface.
- .3 **Turns** — Upon completion of each length the swimmer must touch the wall.
- .4 **Finish** — The swimmer shall have finished the race when any part of his person touches the wall after completing the prescribed distance.

101.6 INDIVIDUAL MEDLEY — The swimmer shall swim the prescribed distance in the following order: the first one-fourth, butterfly; the second one-fourth, backstroke; the third one-fourth, breaststroke; and the last one-fourth, freestyle.

- .1 **Start** — The forward start shall be used.
- .2 **Stroke** — The stroke for each one-fourth of the designated distance shall follow the prescribed rules for that stroke, except in the freestyle, the swimmer must be on the breast except when executing a turn.
- .3 **Turns**
 - A Intermediate turns within each stroke shall conform to the turn rules for that stroke, except that in the freestyle turn, the swimmer must return to the breast before any kick or stroke.

- B The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed, and shall be as follows:
- (1) **Butterfly to Backstroke** — The swimmer must touch as described in 101.3.5. Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the back when the swimmer leaves the wall.
 - (2) **Backstroke to Breaststroke** — The swimmer must touch the wall while on the back. Once a legal touch has been made, the swimmer may turn in any manner but the shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall and the prescribed breaststroke form must be attained prior to the first arm stroke.
 - (3) **Breaststroke to Freestyle** — The swimmer must touch as described in 101.2.4. Once a legal touch has been made, the swimmer may turn in any manner and must return to the breast before any kick or stroke.
- .4 **Finish** — The swimmer shall have finished the race when any part of his/her person touches the wall after the prescribed distance.

101.7 RELAYS

- .1 **Freestyle Relay** — Four swimmers on each team, each to swim one-fourth of the prescribed distance using any desired stroke(s). Freestyle finish rules apply.
- .2 **Medley Relay** — Four swimmers on each team, each to swim one-fourth of the prescribed distance in the following order: first, backstroke; second, breaststroke; third, butterfly; and fourth, freestyle. Rules pertaining to each stroke used as described in 101.6 (Individual Medley) shall govern where applicable. At the end of each leg, the finish rule for each stroke applies in each case.
- .3 **Mixed Gender Relays** — must consist of two (2) males and two (2) females.
- .4 **Rules Pertaining to Relay Races**
 - A No swimmer shall swim more than one leg in any relay event.
 - B When automatic relay take-off judging is used, each swimmer must touch the touch-plate or pad in his/her lane at the end of the course to have finished his/her leg of the relay race.
 - C In relay races a swimmer other than the first swimmer shall not start until his/her teammate has concluded his/her leg.
 - D Any relay team member and his/her relay team shall be disqualified from a race if a team member other than the swimmer designated to swim that leg enters the pool in the area where the race is being conducted before all swimmers of all teams have finished the race. Exception: When an in-the-water start is required or such start is approved by the Referee.
 - E Each relay team member shall leave the water immediately upon finishing his/her leg, except the last member.
 - F In relay races the team of a swimmer whose feet have lost touch with the starting platform (ground or deck) before his/her preceding teammate touches the wall shall be disqualified.
 - G In relay races involving in-the-water starts, the team of a swimmer who has lost touch with the end of the course before his/her preceding teammate touches the wall shall be

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disqualified, unless the swimmer in default returns to the original starting point at the wall.

- H On relays, the second, third and fourth swimmers are prohibited from starting from the top of the adjustable back plate. A swimmer must have at least part of one foot in contact with the starting platform in front of the adjustable back plate during a relay exchange.

101.8 LONG DISTANCE SWIMMING — POOL EVENTS

- .1 Events 5000y/5000m or greater conducted in a pool will be subject to the following special rules:
 - A It is permissible for a swimmer to leave the water for brief periods because of pool safety and health considerations. When re-entering the water the swimmer shall resume the event commencing with the last completed length using an in-water start with a push off the wall. A dive re-entry is not permitted.
 - B The swimmer's time includes the period the swimmer is out of the pool.

ARTICLE 102

CONDUCT AND OFFICIATING OF ALL SWIMMING COMPETITION

102.1 EVENTS — Meets should be planned to terminate within a maximum period of eight (8) hours of competitive events for any group of swimmers in any one day and to provide adequate meal and rest breaks and properly supervised sheltered rest areas. Refer to 205.3.1 F for additional provisions.

- .1 **SENIOR EVENTS** — The following events for National Championships are recommended for LSC and other championship meets. Eligibility for these championships shall be determined by the LSCs involved.

50, 100, 200, 400m/500y, 800m/1000y, 1500m/1650y freestyle
100, 200 backstroke
100, 200 butterfly
100, 200 breaststroke
200, 400 individual medley
200, 400, 800 freestyle relay
200, 400 medley relay
200, 400, 800 mixed gender freestyle relay
200, 400 mixed gender medley relay

- .2 **AGE GROUP EVENTS** — Competitions may be composed of events selected from the following recognized list of events or other such events/meet types as may be sanctioned by the LSC.

10 Years and Younger

50, 100, 200, 400m/500y freestyle
50, 100 backstroke
50, 100 breaststroke
50, 100 butterfly
100, 200 individual medley
200 freestyle relay
200 medley relay
200 mixed gender freestyle relay
200 mixed gender medley relay

11, 12 Years

50, 100, 200, 400m/500y, 800m/1000y, 1500m/1650y freestyle
50, 100, 200 backstroke
50, 100, 200 breaststroke
50, 100, 200 butterfly
100, 200, 400 individual medley
200, 400 freestyle relay
200, 400 medley relay
200, 400 mixed gender freestyle relay
200, 400 mixed gender medley relay

13, 14, 15, 16, 17, 18 Years

50, 100, 200, 400m/500y, 800m/1000y, 1500m/1650y freestyle
 100, 200 backstroke
 100, 200 breaststroke
 100, 200 butterfly
 200, 400 individual medley
 200, 400, 800 freestyle relay
 200, 400 medley relay
 200, 400, 800 mixed gender freestyle relay
 200, 400 mixed gender medley relay

- .3 **OPEN WATER AND LONG DISTANCE POOL EVENTS** — The following events are recommended for Sectional, Zone, and LSC competitions. Competitions may be composed of events selected from the following list of events or other such events/meet types as may be sanctioned by the LSC.

10 Years and Younger

1 kilometer open water
 800m/1000y—pool

11, 12 Years

1, 3, 5 kilometer open water
 1600m/2000y—pool

13, 14, 15, 16, 17, 18 Years

1, 3, 5, 10 kilometer open water
 2400m/3000y—pool

Senior

5, 10, 25 kilometer open water
 4000m/5000y—pool

- .4 **CONSOLIDATED EVENTS** — As a local option, events may be sanctioned and seeded as a single event, without regard to swimmers' ages or gender, in the order of submitted entry times. Places, awards, and published results for these events may be separate for each age group and gender.
- .5 **TIME TRIALS** — Time trial events may be held in conjunction with a sanctioned, approved, or observed competition if all information about the conduct of the time trials is included in the meet announcement as sanctioned or approved by the LSC. Time trials may be a separate event, sanctioned, approved, or observed in compliance with Article 202.

102.2 GENERAL RULES

- .1 In order to compete in a meet, a swimmer must be entered in compliance with the event entry requirements stated in the meet announcement.
- .2 In a preliminaries and finals meet a swimmer may compete in not more than three (3) individual events per day.
- .3 In a timed finals meet a swimmer may compete in not more than six (6) individual events per day.
- .4 If, due to conditions beyond the meet officials' control (e.g., a thunderstorm), an event or events are postponed to a subsequent day of the meet, such postponed events shall not be included in the above events-per-day limitations.
- .5 In a meet where finals for an event(s) are scheduled to be contested on a day subsequent to preliminaries for that event(s), that finals event(s) shall not be counted in the daily event limitation.
- .6 In a meet where a combination of preliminary and final events and timed finals are scheduled, a swimmer may compete in not more than three (3) individual events per day, unless entered exclusively in timed final events that day.
- .7 The above limitations on individual events apply regardless of the classification mixture or if separate meets or time trials are being conducted. These, and additional limitations on entries which may be established by the LSC's sanction or approval, shall be clearly stated in the

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meet announcement.

- .8 In a mixed classification meet a swimmer may enter the same stroke and distance individual event in an age group and any other classification, provided the limit of events per day for the type of meet is not exceeded. The same entry time must be used for all repetitive entries.
- .9 If a meet or an event has no qualifying time standards, a swimmer who has no official time for an event may enter that event with no submitted time. Meet hosts may specify in the meet announcement that swimmers must submit estimated times if they have no official times.

102.3 RELAYS

- .1 Relay teams shall not compete unattached. In all cases relay teams must be composed of USA Swimming members of the same club, school or organization which is a member of USA Swimming. This requirement does not apply to relay teams representing an LSC at a Zone meet or similar all-star competition sanctioned or approved by USA Swimming. Foreign relays competing in USA Swimming sanctioned meets must consist of members of the same foreign club or may represent their recognized FINA federation if so authorized by that federation.
- .2 Relays may be conducted on a timed final basis or with preliminaries and finals.
- .3 Organizations entering two or more relay teams in an event shall designate them on the entry blank as Team A, Team B, etc.
- .4 The time of each relay team shall be entered on the entry blank for seeding purposes and no change in time will be permitted.
- .5 First and last names of swimmers eligible to compete in relay events shall be entered in accordance with the meet announcement.
- .6 The composition of a relay team may be changed between preliminaries and finals. All members competing on a relay team disqualified during preliminaries shall be barred from further competition in that event.
- .7 Names of eligible relay swimmers and order of swimming shall be submitted to the clerk of course or to the head lane timer. Any changes in names of the competing swimmers or their order of swimming must be declared to the Head Lane Timer prior to the start of the heat in which such relay team is entered. No changes will be permitted thereafter.

102.4 SCRATCH PROCEDURES — Each swimmer shall become informed of the meet starting time and shall report to the proper meet authorities promptly upon call. Meet announcements and advance information shall specify check-in and scratch procedures for individual and relay events and penalties for violation of those procedures.

102.5 SEEDING, LANE ASSIGNMENTS, SWIM-OFFS, AND ORDER OF HEATS

- .1 **Preliminary Heats When Finals are Scheduled** — Entry times shall be listed by the meet committee with the fastest swimmer first and the slowest swimmer last. Swimmers whose submitted times are identical should be assigned places in the list by draw. Swimmers with no submitted times shall be considered the slowest and shall be placed at the end of the list by draw. Swimmers shall be seeded in lanes under the procedure outlined for finals seeding in 102.5. Swimmers shall be seeded in heats according to submitted times in the following manner:

A Fewer than three heats

- (1) If there is only one heat, it shall be swum as scheduled during the preliminaries and finals.

- (2) If there are 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, next in the second heat, next in the first heat, etc.
- B **Three heats** — Except for 400y, 400m/500y, 800m/1000y and 1500m/1650y events, the fastest swimmer shall be placed in the third heat, next fastest in the second, next 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.
- C **Four heats or more** — Except for 400y, 400m/500y, 800m/1000y and 1500m/1650y events, the last three heats of an event shall be seeded in accordance with B 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 102.5.
- D For 400y, 400m/500y, 800m/1000y and 1500m/1650y events, the last two heats of an event shall be seeded in accordance with 102.5.1A(2).
- E **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.
- .2 **Swim-Offs** — A swim-off is considered to be part of the total preliminary process of qualifying for the finals. In no case may a swimmer with a faster time displace another who placed ahead of him within a heat as the result of a decision by the Referee or Place Judges in accordance with Section 102.24. If this situation results in disputed qualifications, all swimmers having times tied or within the disputed times shall swim-off to qualify for the disputed place or places in the final. The swim-off shall be timed and judged in the same manner as the original event unless a subsequent timing system malfunction requires that an adjustment be made. For the seeding of finals, the times used for the swimmers involved shall be the times achieved in their original preliminary heats. This elimination may be held at any time set by the Referee, but not more than 45 minutes after the last heat of any event in which any one of these swimmers is competing in that session. In the case of a disqualification in a swim-off the swimmer so disqualified is relegated to the lowest qualifying position for which he/she is competing. Disqualification in a swim-off for a qualifying position shall not eliminate a swimmer from eligibility to compete in the accompanying finals, or as an alternate. If disqualifications leave a vacancy for the full complement of finalists, swim-offs shall be continued among the disqualified swimmers until a full complement of finalists is assured.
- Note:** It shall be the swimmer's responsibility to become acquainted with information pertaining to swim-offs, final events and the participants therein.
- .3 **Finals** — In finals, the times to be considered are those times made in preliminary heats. If any qualifying swimmers have the same time, their respective lanes shall be determined by draw. Lane assignments shall be made in descending order of qualifying times by placing the fastest swimmer or team in the center lane in a pool with an odd number of lanes, or in lanes 3, 4, or 5 respectively in pools having 6, 8, or 10 lanes, with the swimmer having the next fastest time in the adjacent lane, then alternating the other swimmer(s) to the right or left in accordance with the submitted times. (See chart below)

Lanes in Pool									
				4	2	1	3	5	5
			6	4	2	1	3	5	6
		6	4	2	1	3	5	7	7
	8	6	4	2	1	3	5	7	8
	8	6	4	2	1	3	5	7	9
10	8	6	4	2	1	3	5	7	9
10	9	8	7	6	5	4	3	2	1
									< Lane

4 Timed Finals

A **Heats** — The last heat shall be composed of the swimmers with the fastest submitted times, the next to last heat composed 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 .3 above. When there are two or more heats there shall be a minimum of three swimmers or relay teams seeded into the first heat. The last heat should be a full heat, but the requirement of seeding three swimmers or relay teams into the first heat may result in failure to fill the last heat.

B **Places** — In timed finals, places shall be determined on a time basis, subject to the order of finish within each heat and based upon the ranking system used at the meet. Any ties resulting from the procedure used shall be declared officially tied for awards and points, with no further attempt at resolution.

.5 **Seeding of 50 meter events in a 50 meter course** — 50 meter events swum in a 50 meter course shall be seeded as provided above. If the event is started at the turning end of the course, no change in the lane numbering shall be made, i.e., the lanes shall be numbered the same on both ends of the course.

6 Order of Heats

A **Preliminary Heats and Timed Finals** — The normal order of heats may be reversed by swimming the fastest heats first. Women's and men's heats may be alternated.

B **Finals** — The order of heats during the finals of a preliminaries and finals meet may be reversed, with the B and C (consolation and bonus) heats, if any, swum following the A (final) heat. In the event of scratches, the empty lanes may be filled by moving the swimmers up in order from the slower heats and by using the available alternates in the slowest heat without reseeding the heats. For heats other than team selection finals where athletes are not provided any recognition other than the opportunity to swim (e.g., scoring points, earning prize money, etc.) alternates may be inserted into empty lanes in any heat regardless of order swum.

C The order of heats shall be stated in the meet announcement.

102.6 COUNTERS

- A A swimmer in the 500/1000/1650 yard or 800/1500 meter freestyle or other long distance pool event (see 102.1.3) may appoint one counter to call lengths or indicate lengths by visual sign.
- B Verbal counters shall be limited to one per swimmer and shall be stationed at the end of the course opposite the starting end. They may use watches and signal intermediate times to the swimmer.
- C If visual counters are used, they may be stationed at the end or either side of the pool, beyond the halfway point toward the end of the course opposite the starting end. Visual counters may be lowered into the water at the end of the swimmer's lane, provided that, in the opinion of the Referee, they neither physically aid the swimmer nor interfere with another swimmer or present any safety hazard.
- D The count may be in ascending or descending order.
- E In the event of official or counter error, it is the responsibility of the swimmer to complete the prescribed distance.

102.7 POSTPONEMENTS AND CHANGES IN PROGRAM

- .1 The order of events, as stated in the meet announcement, shall not be changed. The announced arrangement of heats in any event shall not be added to or altered, except by the authority of the Referee, to the extent of consolidating the heats.
- .2 At the Meet Referee's discretion, events may be combined by age, gender, distance, and/or stroke provided there is at least one empty lane between such combined events. The Referee may waive the empty lane requirement with the concurrence of the coaches of the affected swimmers.
- .3 The entry provisions and starting time of any event, meet or portion thereof shall stand as stated in the meet announcement (except as permitted under .4 below) and may not be changed to an earlier time or date unless written notice of such change is delivered to all affected swimmers or their coaches. If mailed, such notice must be postmarked no later than the entry deadline date stated on the meet announcement, and if lack of time prohibits mail notification, all affected swimmers or their coaches must voluntarily agree in writing that they have been notified and are in accord with such change. Any affected swimmer or his or her coach may file a written protest with the Referee prior to running of the event or meet if they do not agree to such change in time or date.
- .4 **Postponement or Cancellation**
 - A If, prior to its commencement, unusual or severe weather or other conditions preclude the possibility of safely and effectively conducting a meet or an event, the meet committee may cancel or postpone it.
 - B Should a meet or event have actually commenced, and in the judgment of the Referee cannot safely and effectively continue because of weather conditions, or for some other compelling reason, the Referee, in his/her sole discretion, may suspend the meet or event until conditions warrant continuance. If circumstances do not warrant continuance, the Referee may cancel the meet or event, or postpone it to a future date or time, with the approval of the meet committee.

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- C A decision to cancel or postpone shall be final.
- D Should an event have actually commenced but is terminated prior to an official finish, and is postponed to another time or date, it shall then be conducted between the swimmers who were officially competing in the event at the time of the termination.
- E Incomplete events will not be awarded or scored; however, times achieved in accordance with 102.24 up to the point of cancellation shall be considered official.
- F Entry fees for teams or swimmers may be refunded, in whole or part, at the discretion of the meet committee, upon cancellation of a meet or particular event. The decision of the meet committee on refunding may be appealed to the LSC Administrative Board or Zone Board of Review for hearing under the provisions of Part Four.

102.8 SWIMWEAR

.1 Design

- A Swimwear shall include only a swimsuit, cap, and goggles. It is not permissible to wear more than two (2) caps. Armbands or leg bands shall not be regarded as parts of the swimsuit and are not allowed.
- B In swimming competitions, the swimmer must wear only one swimsuit in one or two pieces, except as provided in 205.10.1. All swimsuits shall be made from textile materials. For men, the swimsuit shall not extend above the navel nor below the knees, and for women, shall not cover the neck, extend past the shoulder, nor extend below the knee (see 701.4.4 for open water exception).
 - (1) Exemptions to the foregoing restriction may be granted to a swimmer, on a case by case basis, by the Chair of the Rules & Regulations Committee, or his/her designee. Exemptions will be granted only for conflicts due to the swimmer's verified religious beliefs, verified medical conditions or other reasons deemed appropriate by the Rules Chair.
 - (2) Procedures for applying for an exemption will be established by the Rules & Regulations Committee and posted on the USA Swimming website.
 - (3) No exemption to this restriction will be granted for a swimsuit that will give the swimmer a competitive advantage.
 - (4) The decision of the Rules Chair may be appealed only to the entire Rules & Regulations Committee, whose decision shall be final and binding on all parties.
- C Only swimsuits complying with FINA swimsuit specifications may be worn in any USA Swimming sanctioned or approved competition.
- D Swimsuits worn for competition must be non-transparent and conform to the current concept of the appropriate.
- E No swimmer is permitted to wear or use any device, substance or swimsuit to help his/her speed, pace, buoyancy or endurance during a race (such as webbed gloves, flippers, fins, power bands, adhesive substances, etc.). Goggles may be worn, and rub-down oil applied if not considered excessive by the Referee. Any kind of tape on the body is not permitted unless approved by the Referee.
- F The Referee shall have authority to bar offenders from the competition until they comply with the rule.

.2 **Insignia** — Swimmers may wear the insignia and/or name of the club or organization they represent or of which they are a member or the insignia of their FINA National Federation or Organizing Committees for Olympic, World, Continental or Regional Championships, except as otherwise provided in 202.9.3 for international competition and in FINA rules GR5 and GR6. Swimmers shall not be allowed to wear the insignia and/or name of any club or organization which they are not entitled to represent in open competition, if such action is objectionable to that club or organization.

.3 Advertising

A Advertising means the normal display of the name, designation, trademark, logo, or any other distinctive sign of the manufacturer of the item or any other advertiser permitted in accordance with this rule. FINA labeling and the USA Swimming logo or club logo shall not be considered as advertisements. Logos of the swimwear manufacturer shall be considered as advertising and are included in the limits described in (1) through (3) below. In the competition venue or complex of all events conducted by and under the control of USA Swimming or any LSC or division thereof, advertising appearing on swimwear is allowed as follows:

- (1) **Swimsuits** — A total of two separate advertising logos of a maximum size of 30 square centimeters (4.65 sq. in.) each, measured as worn, shall be permitted.
- (2) **Caps** — A total of two separate advertising logos of a maximum size of 20 square centimeters (3.1 sq. in.) each, as measured as applied, shall be permitted. A club logo is not considered as advertising and is not subject to the size limitations.
- (3) **Goggles** — A total of two separate advertising logos of a maximum size of 6 square centimeters (.9 sq. in.) each, as measured as applied, shall be permitted, but only on the spectacle frame or band.

B Body advertising in the form of temporary tattoos or other embellishments is not allowed.

C Advertising for the following shall not be allowed:

- (1) Products involving tobacco, alcohol or pharmaceuticals containing substances banned under IOC or FINA rules;
- (2) Political statements; and
- (3) Any products or services that would be counter to the values of the sport or bring disrepute to USA Swimming.

D Swimmers in violation of the above provisions may be barred from the competition venue until they comply. However, any swimmer who competes in an event wearing swimwear in violation of these advertising provisions shall not be subject to disqualification.

102.9 MEET DIRECTOR — Shall be appointed by the meet host. The Meet Director's responsibilities include, but are not limited to: procuring the awards; obtaining a sanction; preparing the facility; arranging for personnel, equipment (including appropriate timing equipment as specified in 102.24), and supplies necessary for meet operation; processing of entries; printing of programs; arranging for publicity and media coverage; preparing and distributing meet results and filing the LSC report.

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102.10 OFFICIALS

- .1 All officials accepting an invitation to officiate at a swimming meet should arrive promptly and report immediately to the Meet Director or Meet Referee.
- .2 All officials acting in the capacity of Referee, Starter, Administrative Official, or Stroke and/or Turn Judge at a swimming meet shall be certified in such position by their LSC prior to being assigned to officiate in that capacity. Uncertified trainees may perform the duties of such positions when they are under the direct supervision of a certified official. See Article 202 for USA Swimming membership requirements.
- .3 For all swimming meets or time trials except dual meets there should not be fewer than the following officiating positions filled or approved by the LSC in authority. Officials other than the Referee and Administrative Official may act in more than one officiating capacity only when sufficient qualified officials are not available, but no one may simultaneously time and judge the order of finish. An LSC House of Delegates may establish additional minimum requirements.

- 1 Referee
- 1 Starter
- 3 Timers per lane (one minimum if automatic equipment with touchpads is used)
- 1 Clerk of Course (if applicable)
- 1 Place Judge (2 are preferred)
- 2 Stroke Judges and 2 Turn Judges or 2 Stroke & Turn Judges
- Relay Take-off Judges (if applicable)
- 1 Administrative Official
- 1 Announcer
- Timing Equipment Operators (as needed)
- Marshal(s) (number determined by the LSC)

.4 Minimum Number of Officials Required for Dual Meets

- 1 Referee, who may also act as a stroke and turn judge
- 1 Starter
- 1 Other Stroke and Turn Judge (may be the Starter)
- 1 Announcer
- 3 Timers per lane (one minimum if automatic timing equipment with touchpads is used)
- 1 Administrative Official
- 1 Place Judge
- Relay Take-off Judges (if applicable)
- Timing Equipment Operators (as needed)
- Marshal(s) (number determined by the LSC)

.5 Officials for USA Swimming Championships

A Officials for USA Swimming championship meets shall be assigned by the National Officials Chair with the approval of the *Program Operations Vice Chair Program & Events Committee Chair* or designee.

B The following officials shall be required and assigned for all USA Swimming championships and team selection trials competitions:

- 1 Referee
- 1 Starter
- 1 Administrative Referee
- 1 Chief Timer
- 1 Place Judge where overhead video cameras are not used (2 are preferred)
- 1 Chief Judge
- 1 Stroke Judge per each side of pool

- 1 Timer/Relay Take-off Judge per lane (start end)
- 1 Head Lane Timer per lane (start end)
- 1 Timer/Turn Judge per lane (start end)
- 1 Turn Judge per lane (turn end)
- 4 Relay Take-off Judges — two each side of pool
- 1 Recall Rope Operator
- 4 Marshals (minimum)

C In addition to the officials listed above, assistant referees, assistant chief judges, one additional stroke judge per each side of the pool and relief personnel may be assigned. In the event of insufficient officials, the Referee may modify or combine assignments, subject to the provisions of 102.10.3. Where overhead video cameras are used, the Referee may make further modifications as appropriate.

D Additional Required Meet Personnel

- 1 Clerk of Course
- 1 Announcer
- 2 Timing Equipment Operators
- 1 Computer Operator

102.11 REFEREE

- .1 Shall have full authority over all officials and shall assign and instruct them; shall enforce all applicable rules and shall decide all questions relating to the actual conduct of the meet, the final settlement of which is not otherwise assigned by said rules; can overrule any meet official on a point of rule interpretation, or on a judgment decision pertaining to an action which the Referee has personally observed.
- .2 Has the authority to disqualify a swimmer(s) for any violation of the rules that the Referee personally observes and, except for false starts, shall at the same time raise one hand overhead. If the Referee does not make such a signal there shall be no disqualification.
- .3 Shall signal the Starter before each race that all officials are in position, that the course is clear, and that the competition can begin.
- .4 Shall assign marshals with specific instructions.
- .5 Shall give a decision on any point where the opinions of the judges differ; and shall have authority to intercede in a competition at any stage, to ensure that the appropriate racing conditions are observed.
- .6 For LSC and local records only, may assign three (3) additional official timers on request to record a record attempt at initial distances in accordance with 102.24 and Article 104.
- .7 Shall make an immediate investigation when an apparent malfunction of the automatic or semi-automatic timing equipment has occurred, to determine whether the swimmer finished in accordance with the rules and/or if there was an actual equipment malfunction.
- .8 May prohibit the use of any device that disrupts or interferes with the meet, such as a laser pointing device or artificial noisemaker.
- .9 May modify any rule for a competitive swimmer who has a disability. Any such modification shall be in accordance with Article 105 of the USA Swimming Rules and Regulations, shall affect only the current meet, and shall not set a precedent.
- .10 Shall establish the necessary administrative and officiating procedures to conform to Part

102.11

One of the rules and local conditions when the meet sanction allows conducting the events by starting them from the alternate ends of a 50-meter course.

- .11 Refer to 102.23 concerning protests.

102.12 STARTER

- .1 **Preparation** — The Starter shall stand on the side of the pool within approximately five meters of the starting end of the pool and, upon signal from the Referee, shall assume control of the swimmers until a fair start has been achieved.
- .2 **Optional Instructions** — The Starter may:
 - A Announce the event.
 - B Advise the heat when a swimmer will be attempting to achieve a time at an initial distance.
 - C For backstroke starts, give the command, "Place your feet."

102.13 JUDGES — Shall have jurisdiction over the swimmers immediately after the race has begun.

- .1 **Chief** — An overall "Chief Judge" may assign and supervise the activities of all stroke, turn, place and take-off judges and may report their decisions. If desired, any judging category may have a designated "Chief." Any "Chief" may act as liaison for the judges and may serve simultaneously in one of the judging positions and shall assign those judges within the "Chief's" category.
- .2 **Place Judge** — One or two place judges shall be positioned on the side of the course near the finish and shall judge the order of finish of all swimmers. If two place judges are used, they shall independently record the order of finish of all swimmers. A place judge shall record a tie if a place distinction cannot be made. Judging results shall be used only in accordance with 102.24.5C in determining the order of finish.
- .3 **Stroke Judge** — Shall operate on both sides of the pool, preferably walking slightly behind the swimmers during all strokes except freestyle, during which events they may leave pool-side, at the Referee's discretion; shall ensure that the rules relating to the style of swimming designated for the event are being observed; and shall report any violations to the Referee on signed slips detailing the event, the heat number, the lane number and the infraction.
- .4 **Turn Judge** — Shall operate on both ends of the pool; shall ensure that after the start and when turning or finishing, the swimmer complies with the rules applicable to the stroke used; and shall report any violations to the Referee on signed slips detailing the event, the heat number, lane number and infraction observed.
- .5 **Jurisdiction of Stroke and Turn Judges** — Before the competition begins, the Referee shall determine the respective areas of stroke and turn responsibility and jurisdiction, which may include joint, concurrent, and coordinated responsibility and jurisdiction. The Referee shall insure that all swimmers shall have fair, equitable, and uniform conditions of judging.
- .6 **Relay Take-Off Judges**
 - A Relay take-off judges shall be assigned by the Referee and shall stand so that they can clearly see both the feet of the departing swimmer(s) as they leave the starting platform and the touch of the incoming swimmer(s), and shall judge whether the swimmer is in contact with the platform when the incoming swimmer touches the end of the pool.

- B If dual relay take-off judging is used, the lane and side take-off judges shall independently report infractions in writing without the use of the infraction hand signal. A relay will be disqualified only if the lane take-off judge has reported an infraction and the assigned side take-off judge has confirmed the same infraction.
- C When automatic relay exchange judging equipment is in use, the system printout will provide the information to judge relay exchanges. Integrated back-up timing cameras may be reviewed by the Referee to confirm the automatic system's results. When backup timing cameras are not available, the Referee will determine the confirmation process.

102.14 ADMINISTRATIVE OFFICIAL

- .1 Shall be responsible to the Referee for the supervision of the following:
 - A The entry and registration process
 - B Clerk of Course
 - C Timing Equipment Operator
 - D Scoring personnel
 - E Other administrative personnel
- .2 Shall be responsible to the Referee for:
 - A The accurate processing of entries and scratches.
 - B Accurate seeding of preliminary, semi-final and final heats.
 - C Determination and recording of official time.
 - (1) Receiving and reviewing the automatic and/or semi-automatic timing results from the Timing Equipment Operator and comparing primary timing results with the back-up timing results to determine their validity.
 - (2) Receiving the times recorded by the Head Lane Timers from the Chief Timer and the order of finish data from the Place Judges and using that data to the extent needed to determine the official time for each swimmer.
 - (3) Unless otherwise directed, notifying the Referee whenever a time obtained by the primary timing system cannot be used as the Official Time.
 - (4) Recording disqualifications approved by the Referee.
 - D Determination of the official results.
 - E Publication and posting of results and scores.
- .3 Shall perform other duties assigned by the Referee.

102.15 SCORERS — In a scored meet, shall receive from the Administrative Official the results in timed finals, or consolation finals and championship finals for each event. They shall compile team and high-point scores as applicable.

102.16 RECORDER OF RECORDS — Shall obtain from the Administrative Official all times made in each event, including preliminaries and finals, shall have proper application forms and shall duly process all record claims as set forth in Article 104.

102.17 TIMING PERSONNEL AND THEIR DUTIES

- .1 **Chief Timer** — The Chief Timer shall:
 - A Assure the assignment of Lane Timers to lanes and the designation of one timer on each lane to be the Head Lane Timer.
 - B On the starting signal, start a watch(es) on every race. The time of this watch shall be used if a Lane Timer's watch fails.
 - C Be responsible for delivering all manual watch times, including those of disqualified swimmers, to the Administrative Official.
- .2 **Head Lane Timer** — The Head Lane Timer shall:
 - A Determine whether the swimmer or relay team is present and in the correct lane, heat and event, and record the names and order of relay swimmers prior to the start of the race, and determine that the relay swimmers are swimming in the order listed.
 - B Determine and record manual watch times or the absence of a swimmer or the relay team seeded in that lane.
 - C Assign one timer to time relay splits and initial distance times if requested by the Chief Timer.
 - D Report and indicate on the timing recording form if the swimmer has delayed in touching or has missed the touch pad at the finish, or if there is reason to believe the semi-automatic or manual times may be inaccurate.
- .3 **Lane Timers** — Officials assigned as Lane Timers may simultaneously operate two dissimilar devices (one watch and one button) but not two similar devices (two watches or two buttons). It is not within the Lane Timer's jurisdiction to judge if the swimmer's touch conforms to the applicable finish rules or if a relay take-off infraction has occurred unless assigned concurrent responsibility as a Lane Timer and Turn Judge or Relay Take-off Judge. Each timer shall:
 - A Be in position at the start to have an unobstructed view and shall start the watch at the instant of observing the visual starting signal. If the visual starting signal is not observed, the watch shall be started upon hearing the starting signal.
 - B Stand directly over the assigned lane at the finish to observe a touch above, at, or below the surface of the water and stop the watch and/or push the semi-automatic system button when any part of the swimmer's body touches the wall.
 - C Report the watch time to the Head Lane Timer or the designated recorder, report if a late or missed pad touch is observed; and, if requested, present the watch for inspection. Lane Timers shall not clear their watches until a command to "clear watches" is given or the Referee signals that the next heat is ready to start.
- .4 **Timing Equipment Operator** — The Timing Equipment Operator shall be responsible for the automatic or semi-automatic timing equipment, including the electronic starting system and scoreboard (if used), and shall advise the Referee or Administrative Official of any system problems that might affect the accuracy of times or whenever the touchpad is observed to have failed to record the finish when the swimmer completed the race. The timing equipment should be placed so that the operator is able to observe the finish of each race.

102.18 PRESS STEWARD — Shall obtain from the Clerk of Course or the Administrative Official the names of all swimmers in each event, the results of each finish with times or record performances, and keep the press and TV personnel thoroughly informed on all details of the competition during the meet.

102.19 MARSHALS — Shall wear identifying attire and enforce warm-up procedures and maintain order in the swimming venue. The Marshal shall have full authority to warn or order to cease and desist, and, with the concurrence of the Referee, to remove, or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language, or whose actions are disrupting the orderly conduct of the meet.

102.20 CLERK OF COURSE — The Clerk of Course shall be provided with a list of the names of all swimmers in all events including relay swimmers in the order in which they will swim. If manual seeding is used, the Clerk of Course shall assign heats and lanes. A Clerk of Course may be used to organize swimmers and escort them to the blocks for their assigned heats.

102.21 ANNOUNCER — The announcer shall make any announcements requested by the Referee, the Clerk of Course, or meet management.

102.22 DISQUALIFICATIONS

- .1 A disqualification can be made only by the official within whose jurisdiction the infraction has been committed. Except for the Relay Take-off Judges when dual confirmation relay take-off judging, as provided in 102.13.6B, is used, the Referee, Stroke, Turn, or Relay Take-off Judge upon observing an infraction, shall immediately raise one hand overhead. If the official does not do so, there shall be no disqualification unless the meet is being conducted under FINA procedures.
- .2 The Referee or designated official making a disqualification shall make every reasonable effort to seek out the swimmer or his/her coach and inform him/her as to the reason for the disqualification. Failure to notify does not negate the disqualification.
- .3 Any swimmer who acts in an unsportsmanlike or unsafe manner within the swimming venue may be considered for appropriate action or penalty by the Referee.
- .4 A swimmer must start and finish the race in the same lane.
- .5 Standing on the bottom during a freestyle race shall not disqualify a swimmer, but a swimmer must not leave the pool, or walk, or spring from the bottom. Standing on the bottom during any other stroke shall result in disqualification.
- .6 Obstructing or otherwise interfering with another swimmer shall disqualify the offender, subject to the discretion of the Referee.
- .7 Any swimmer not entered in a race who enters the pool or course in the area in which said race is being conducted before all swimmers therein have completed the race shall be barred from the next individual event in which that swimmer is entered on that day or the next meet day, whichever is first.
- .8 Dipping goggles in the water or splashing water on the swimmer's face or body prior to an event shall not be considered as entering the pool unless the Referee finds that such action is interfering with the competition.
- .9 Should a foul endanger the chance of success of a swimmer(s), the Referee may allow the affected swimmer(s) to reswim the event. In case of collusion to foul another swimmer, the

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Referee may, at his/her discretion, disqualify the swimmer for whose aid the foul was committed, as well as the swimmer committing the foul.

- .10 Grasping lane dividers to assist forward motion is not permitted.
- .11 For relay disqualifications, refer to 101.7.4.
- .12 The time and/or place of any swimmer or relay team disqualified either during or following an event shall not be recorded in the results of that event. If awards have been made prior to the decision to disqualify they shall be returned and made to the proper recipient(s) and if points have been scored by those disqualified the event shall be rescored.
- .13 Time and/or place officially recorded for a swimmer shall not be nullified for violations occurring subsequent to such performance.
- .14 Video replay footage from cameras approved in writing in advance of the competition by the *Program Operations Vice Chair Program & Events Committee Chair or designee* may be used to review stroke or turn infractions called on deck. The official(s) reviewing the video may only confirm the call made on deck, overrule the call, or advise the Referee that the review proved inconclusive.

102.23 PROTESTS

- .1 Protests against the judgment decisions of starters, stroke, turn, place and relay take-off judges can only be considered by the Referee and the Referee's decision shall be final.
- .2 For consideration of all other protests lodged at the meet, the Referee may appoint a meet jury. The jury shall consist of not fewer than three (3) and not more than five (5) persons, at least one of whom shall be a coach and one an athlete.
- .3 Protests made prior to the race contesting the eligibility of a swimmer to compete or to represent an organization shall be made to the Referee in writing. If a protest is not resolved, the Referee or the meet jury shall allow the swimmer to compete under protest and it shall be so announced before the race.
- .4 All other competition-related protests, including protests concerning eligibility and representation, must be made to the Referee and submitted in writing within thirty (30) minutes after the race in which the alleged infraction occurred.
- .5 Except as provided in 102.23.1, the Referee's or the meet jury's ruling may be appealed as follows
 - A Protests concerning interpretation of the rules in Part One and Part Seven of the USA Swimming Rules and Regulations shall be submitted in writing within ten (10) days to the Chair of the USA Swimming Rules & Regulations Committee who shall issue a ruling within five (5) days from the date of the receipt of such protest. This ruling shall be final and binding on all parties.
 - B All other protests, together with the Referee's or the jury's written decision, shall be submitted to the Zone Board of Review for the Zone in which the sanctioning LSC is located or, in the case of a National Championship or trials class meet, to the National Board of Review, in accordance with Part Four of the USA Swimming Rules & Regulations.
- .6 The official results of any protested race shall not be announced, the affected awards shall not be given, and points scored shall not be allocated until the protest is resolved or is withdrawn in writing.

102.24 TIMING RULES

.1 Requirements for Official Time

A Performance Requirements

- (1) An official time can be achieved only in USA Swimming sanctioned or USA Swimming approved competition, or in an observed swim in accordance with all applicable rules. It may be achieved in:
 - (a) Any heat.
 - (b) A swim-off.
 - (c) A lead-off leg in a relay.
 - (d) A split time recorded from the official start to the completion of an initial distance with a legal finish within a longer event, provided the swimmer completes the event or the lead-off portion of the relay in compliance with applicable rules.
 - (e) A time trial or a record attempt.
- (2) An official time for an event or a stroke can be achieved only in that event or stroke, or in an initial distance of such event or stroke (e.g. a backstroke time must be achieved in a backstroke event or the backstroke leg of a medley relay). Regardless of the stroke(s) used, times achieved in freestyle events can be recorded only as freestyle times.

- B Timing Resolution** — All timing systems, including manual watches, shall have a resolution of one one-hundredth of a second (0.01 second). Times from all systems shall be recorded to hundredths of a second. The digits representing thousandths shall be dropped with no rounding.

C System Requirements for Specific Purposes

- (1) Official times achieved using a timing system in accordance with 102.24.3 are valid for all entry time and recognition program purposes with the following exception: World, American, and U.S. Open Records can be established only when timed by an automatic timing system, a backup camera system, or semiautomatic system if the automatic system fails.
- (2) A backup time adjusted as described in 102.24.4 may be used as an official time.

- D Backup Timing System Requirement** — Except when the primary system consists of watches, backup timing shall be provided for all competitors. No swimmer shall be required to re-swim a race due to equipment failure which results in unrecorded or inaccurate time or place. It is the Meet Director's responsibility to provide the proper timing systems so that swimmers can expect to achieve official times that will satisfy the requirements of 102.24.1C.

- E Use of Secondary and Tertiary Times** — Secondary and tertiary times shall be recorded but shall not be used except to corroborate or correct missing or inaccurate primary/secondary results.

.2 Timing Systems — Every race in a swimming competition shall be timed with one or more of the following systems, listed in their preferred order of use:

- A Automatic** — A timing system activated by a starting device and stopped at the finish by the swimmer touching the touchpad.

- B **Semi-Automatic** — A timing system activated by a starting device and stopped by buttons pushed by timers at the finish touch of the swimmer.
 - C **Manual** — A timing system consisting of individual lane timers, each operating a manual watch that is both started and stopped by the timer as described in 102.17.3. Only hand-held, battery-powered, digital read-out type watches designed for timing purposes shall be used.
- .3 **Timing System Designation** — Timing systems shall be designated in the order in which results are used as follows:
- A **Primary System** — The primary system shall determine the official time of each swimmer unless a comparison of the primary with secondary and/or tertiary system times indicates a malfunction of the primary system. A primary system shall always be in place and shall consist of one of the following, listed in their preferred order of use:
 - (1) Automatic Timing.
 - (2) Semi-Automatic, with three (3) or two (2) buttons per lane, each operated by a separate timer.
 - (3) Manual, with three (3) watches per lane, each operated by a separate timer.
 - B **Secondary System** — If manually operated watches are not the primary system, a secondary system of precedence equal to or lower than the primary system must be used. The secondary system may be:
 - (1) Stationary overhead video cameras recording 100 images per second. The cameras must be fully integrated with the primary timing system.
 - (2) Semi-Automatic with one (1), two (2), or three (3) buttons, each operated by a separate timer.
 - (3) Manual with one (1), two (2) or three (3) watches per lane, each operated by a separate timer.
 - C **Tertiary System** — Unless the primary system consists of manual watches or the secondary system is a fully integrated video system or includes at least one (1) manual watch per lane, a tertiary system of at least one (1) manual watch per lane shall be provided.
- .4 **Determining Official Time**
- A **Automatic Timing** — When recorded by properly operating automatic timing equipment, the pad time shall be the official time.
 - B **Semi-Automatic and Manual Timing** — Whenever semi-automatic or manual timing is used, only valid times shall be used in calculating the official time. The times shall be determined as follows:
 - (1) If two of the three valid button or watch times agree, that shall be the time for that timing system.
 - (2) If three valid buttons or watches disagree, the time of the intermediate button or watch shall be the time for that timing system.
 - (3) If only two valid button or watch times are available, the time shall be the average of those two buttons or the average of the two watch times. The digits representing thousandths of a second shall be dropped with no rounding.

- (4) If only one button or watch time is available, the time of that button or watch shall be the time for that timing system unless that time conflicts with other information. If such a conflict exists, the Administrative Official shall gather as much data as possible and determine the time.
- C **Primary Timing System Malfunction** — A malfunction may have occurred if:
- (1) The difference between the time obtained by the primary system and the back-up system(s) is approximately .30 second or greater; or
 - (2) The place judge(s) reports a different order of finish; or
 - (3) It is reported the swimmer missed the touchpad or had a soft touch.
- D **Adjustment for Malfunction on a Lane** — When a malfunction is confirmed on a lane, the back-up times for that lane shall be calculated in accordance with 102.24.4B and integrated with the accurate primary times in establishing the official time and determining the results.
- E **Adjustment for Malfunction Equally Affecting an Entire Heat** — When, because of an early or late start, or other equipment or operator malfunction, the time of the automatic or semi-automatic primary timing system is equally incorrect for all the lanes in a heat, but the order of finish and thus the absolute difference of time between the swimmers is accurate, the times of the primary system shall be adjusted by calculating the average difference between the primary times and the valid back-up times and adding, or subtracting when appropriate, that difference to the primary times of every lane in that heat. (See Appendix 1 on page 44)
- .5 **Determining Results**
- A **Place and Ranking** — The results shall be by integration of official times including those times adjusted in accordance with 102.24.4.
- B **Ties** — Official times identical to the hundredths shall be ties, with swim-offs as required to determine qualifiers or alternates for semi-final, consolation or final heats.
- C **Judging** — Judging shall only be used to change the results produced by ranking the Official Times if:
- (1) The swimmers competed in the same heat,
 - (2) Times obtained from properly operating automatic timing equipment are not available, and
 - (3) The Place Judges both observed a different relative order of finish and made a written record of their observation immediately following the conclusion of that heat.
- Note:** A different relative order of finish means there is agreement that a different swimmer finished ahead of another swimmer; there need not be agreement on their exact placement within the heat.
- D **Impact of Judging on Order of Finish** — If judging changes the results:
- (1) In timed finals meets and the finals of preliminaries and finals meets, such placement by judges decision (JD) shall be indicated in the meet results.
 - (2) In the preliminaries of preliminaries and finals meets, in no case may a swimmer with a faster time displace a swimmer who was judged to have placed ahead of

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him within a heat according to 102.24.5C. If this should result in disputed qualifications, all swimmers having times tied or within the disputed times shall swim-off for the disputed places in accordance with 102.5.2.

102.25 SCORING

.1 **Dual Meets**

Individual events: 5-3-1-0

Relays: 7-0

.2 **Triangular meets**

Individual events: 6-4-3-2-1-0

Relays: 8-4-0

.3 **All other meets** — Individual events (Individual point values shall be doubled for relays):

4-lane pools: 5-3-2-1

8-lane pools: 9-7-6-5-4-3-2-1

5-lane pools: 6-4-3-2-1

9-lane pools: 10-8-7-6-5-4-3-2-1

6-lane pools: 7-5-4-3-2-1

10-lane pools: 11-9-8-7-6-5-4-3-2-1

7-lane pools: 8-6-5-4-3-2-1

When consolation and championship finals are swum, scoring shall be as follows for individual events (Individual point values shall be doubled for relays, even when relays are swum as timed finals):

6-lane pools (12 places):

A (final): 16-13-12-11-10-9

B (consolation): 7-5-4-3-2-1

9-lane pools (18 places):

A (final): 22-19-18-17-16-15-14-13-12

B (consolation): 10-8-7-6-5-4-3-2-1

7-lane pools (14 places):

A (final): 18-15-14-13-12-11-10

B (consolation): 8-6-5-4-3-2-1

10-lane pools (20 places):

A (final): 24-21-20-19-18-17-16-15-14-13

B (consolation): 11-9-8-7-6-5-4-3-2-1

8-lane pools (16 places):

A (final): 20-17-16-15-14-13-12-11

B (consolation): 9-7-6-5-4-3-2-1

.4 **LSC Options** — For mixed classification meets, non-standard events, or when an additional (bonus) heat or only a single championship final heat is swum in some or all of the events, the LSC sanctioning the meet shall establish the scoring point values to suit the format of the meet. These point values shall be stated in the meet announcement.

.5 **Ties** — Where two or more swimmers tie for any place in any event, the points credited to such place or places, if any, next in order shall be equally divided between such swimmers; i.e., if two tie for first place, the points to be credited to first place and the points to be credited to second place shall be added and divided one-half and one-half. If three tie for first place, the points credited to first, second and third places shall be added and divided one-third, one-third and one-third, and so on for four or more tying for first place. The same is true for those tying for second place, third place, and whatever places there may be.

.6 **Disqualifications** — When a relay team or individual swimmer is disqualified, the subsequent places will move up accordingly and points shall be awarded to conform to the new places. Consolation finalists shall not receive championship final placing. Alternates shall not receive consolation final placing.

102.26 AWARDS — When two or more swimmers tie for any place, duplicate awards shall be given to each of such tied swimmers. In such cases no awards shall be given for the place or places immediately following the tied positions. If two tie for 1st place, no award for 2nd place; if three tie for 1st place, no awards for 2nd or 3rd, and so on.

102.27 MEET RESULTS — Meet results shall be provided, as directed by the LSC, within fourteen (14) days after the meet. The results may also be provided in an electronic format or posted to a website. Meet results shall include the following information:

- .1 Meet name, date, location, sanction number, and the pool length (25y, 25m or 50m) must appear on every page and the pages must be numbered.
- .2 Any scores, team or individual, if kept.
- .3 For each individual event, the order of finish in preliminaries, finals and swim-offs, when applicable, listing the swimmer's first and last name, age, club affiliation and official time; disqualified swimmers shall be listed last and indicated "DQ," with no times listed. Time Trial results shall be provided in the above format, when applicable. If the meet is computerized and connected directly to or interfaced with the automatic timing system then all available initial distance times satisfying the requirements listed in 102.24.1A shall be provided upon request.
- .4 For relays, in addition to the order of finish, affiliation, and official time, the swimmers' first and last names, ages, the order in which they swam, and, if available, lead-off swimmer's time, shall be included.

Note: First names may be abbreviated within the limitations of the printing or computer program.

APPENDIX 1

EXAMPLE OF HEAT MALFUNCTION

Primary - Automatic (Late manual start confirmed);

Secondary - Semi-automatic, three buttons (button time not valid);

Tertiary - Manual, one watch

LANE	PRIMARY PAD TIME	WATCH TIME	WATCH TIME LESS PAD TIME	HEAT ADJUSTMENT*	OFFICIAL TIME
1	52.12	55.14	3.02	+3.06	55.18
2	51.56	54.61	3.05	+3.06	54.62
3	51.09	54.18	3.09	+3.06	54.15
4	50.12	53.18	3.06	+3.06	53.18
5	49.78	52.90	3.12	+3.06	52.84
6	49.06	52.06	3.00	+3.06	52.12
7	52.21	55.30	3.09	+3.06	55.27
8	52.92	55.99	3.07	+3.06	55.98
			24.50 total		

*Adjustment calculation:

▼ Add the differences between the pad and watch times; total = 24.50; ▼ Divide 24.50 by the number of lanes to determine an average: 24.50 divided by 8 = 3.0625; the digits after hundredths are dropped, leaving a heat adjustment of 3.06; ▼ Add the adjustment factor of 3.06 seconds for late start of the primary system to each pad time to obtain the official time for that lane.

ARTICLE 103 FACILITIES STANDARDS

103.1 DEFINITIONS

- .1 /M/ = Indicates mandatory requirement for all competition.
- .2 /NC/ = Except as noted otherwise, indicates mandatory requirement for USA Swimming Championships and International Competition.
- .3 /LSC/ = Predicated on facility availability, LSCs may waive strict compliance with these requirements in sanctioning local competition.
- .4 Where dimensions are given, the dimension listed first shall govern, and dimensions given in parenthesis are for reference only.

103.2 WATER DEPTH

- .1 /NC/ **2 meters (6 feet 7 inches) deep throughout the course.**
- .2 /M/ **Teaching Racing Starts** — Minimum water depth for teaching all racing starts, prior to certification, in any setting from any height starting blocks, from backstroke ledges or from the deck shall be 6 feet (1.84 meters) measured for a distance of 3 feet 3-1/2 inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from the end wall. Teaching racing starts shall only take place under the direct supervision of a USA Swimming member coach and shall include:
 - A All racing start instruction until a swimmer has been certified by his or her USA Swimming member coach as proficient in performing a racing start, and
 - B Subsequent to certification, instruction which seeks to alter a swimmer's basic technique in performing a racing start.

Prior to certification, all racing starts must take place from a position in the water, regardless of pool depth. Subsequent to certification, practicing of racing starts may take place in water depth of four (4) feet (1.22 meters) and deeper.

- .3 /M/ **Racing Starts** — Minimum water depth for racing starts during practice and competition shall be measured for a distance 3 feet 3-1/2 inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from the end wall. Starting requirements and height of starting block shall be:
 - A In pools with water depth less than 4 feet (1.22 meters) at the starting end;
 - (1) The swimmer must start in the water;
 - (2) Backstroke starting ledges are not permitted.
 - B In pools with water depth 4 feet (1.22 meters) or more at the starting end, starting platforms shall meet the height requirements of 103.14.1.

Note: Local, state and municipal statutes, ordinances, rules and regulations, may have depth limitations in conflict with this section. The LSC and all Member Clubs should check for this at all times.

103.3

103.3 RACING COURSE DIMENSIONS

.1 /M/ Length.

- A Long Course: 50.00 meters (164 feet and 1/2 inch).
- B Short Course: 25.00 yards or 25.00 meters (82 feet and 1/4 inch).
- C Dimensional Tolerance: Against the required length, a tolerance of plus (+) 0.03 meters (1 and 3/16ths of an inch) in a vertical plane extending 0.3 meters (12 inches) above and 0.8 meters (2 feet, 7-1/2 inches) below the surface of the water at all points of both end walls.
- D When automatic officiating equipment touch pads are used at one or both ends, the course shall be of such length that ensures the required distance between the two touch pads or between either pad and the opposite end of the course.
- E When the racing course is fixed by the use of movable bulkheads, such bulkheads shall be designed to resist lateral deflection due to tension exerted by the attachment of the lane dividers to ensure the required course distance in all lanes.
- F See Article 104, Rules for Swimming Records, for course measurements certification requirements.

.2 Width.

- A /NC/ Eight or ten lanes, minimum width of 2.5 meters (8 feet 2-1/2 inches), from center line to center line of the lane dividers, with approximately 0.45 meters (1 foot 6 inches) of additional open water outside lanes 1 and 8 (or 10). The *Program Operations Vice Chair Program & Events Committee Chair* or designee may waive this requirement for National Championships.
- B /LSC/ Minimum lane width for competitive swimming shall be 7 feet (2.13 meters).

103.4 /M/ RACING COURSE WALLS

- .1 **Permanent Course Walls** — Walls enclosing the racing course shall be parallel and vertical. The end walls shall be at a right angle to the water surface and shall be constructed of solid material with non-slip surface that extends no less than 0.8 meters (2 feet 7-1/2 inches) below the water surface.
- .2 **Movable Bulkhead Course Walls** — If a continuous recessed hand grip is provided at or near the water surface in a movable bulkhead, the horizontal dimension of the recess perpendicular to the bulkhead should be not less than six inches (.15 meters) and designed in a manner to prevent the swimmer's fingers from contacting the back surface of the recess.

103.5 /LSC/ POOL AND BULKHEAD MARKINGS

- .1 **Pool bottom lane markers:** Minimum 10-inch (25-centimeter) wide lines of a dark contrasting color (preferably black) shall be provided in the middle of each racing lane on the bottom of the pool. The lines should be uninterrupted the length of the course and shall end with a distinctive cross line 1.0 meters (3 feet 4 inches) long and the same width as the bottom marker. The line, including the cross line, shall terminate 2.00 meters (6 feet 7 inches) from each end wall.
- .2 **End wall targets:** Flush, non-slip targets in a shape of a "T" or a cross and the same width as the lane bottom markers shall be provided in the center of each lane on each end wall of the course and shall extend at least 3 feet 4 inches (1.0 meters) below the level of the water surface. It is recommended that the top edge of the deck be of a contrasting color to provide a visual target above water at the end of the course.

.3 Lane Numbers

- A The lanes shall be numbered from right to left as the swimmers stand facing the course.
- B Lane numbers shall clearly identify the lanes to officials stationed on each side of the course.

103.6 /M/ OVERFLOW RECIRCULATION SYSTEM — The pool water recirculation and overflow system shall maintain water level in line with the overflow rim of the pool gutters without creating appreciable current or water turbulence and shall maintain smooth and calm water surface during competition.

103.7 WATER AND AIR TEMPERATURE

- .1 /LSC/ Water temperature between 25 to 28 degrees Celsius (77 to 82.4 degrees Fahrenheit) shall be maintained for competition.
- .2 Air temperature within 8 feet above deck level in indoor facilities shall be not lower than 76 degrees Fahrenheit, with relative humidity maintained at about 60% and air velocity at about 25 feet per minute.

103.8 /M/ LADDERS — All ladders, steps or stairs within the racing course shall be recessed in the pool side walls or shall be removed during competition.

103.9 OTHER DECK EQUIPMENT

- .1 /LSC/ Use of portable lifeguard chair stands and other deck fixtures is recommended and they should be removed from the competition area to allow free passage and unobstructed view for competitors and officials along all sides of the course.
- .2 /M/ 1 meter diving boards which overhang the racing course shall be hinged out of the way or removed during competition.

103.10 /M/ LIGHTING

- .1 /LSC/ A minimum of one hundred (100) foot candle illumination level is required at the water surface over the entire course. Overhead light fixtures shall be located to avoid the casting of shadows by the pool walls over the racing course.
- .2 /NC/ At National Championships the same type and level of illumination that will be used for finals must be provided and maintained during the warm-up period and preliminaries.

103.11 /M/ TOBACCO PRODUCTS — Smoking and use of other tobacco products is prohibited in all areas of the venue.

103.12 /M/ ALCOHOLIC BEVERAGES — Alcoholic beverages are prohibited in all areas of the venue. Exceptions to this provision may be made only with the approval of the USA Swimming Board of Directors.

103.13 /M/ DRONES — Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open-ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present.

Exceptions may be granted with prior written approval by the *Program Operations Vice Chair* *Program & Events Committee Chair* or designee.

103.14

103.14 /M/ STARTING PLATFORMS

.1 Height.

- A **Long course and short course meters:** The front edge of the starting platform shall be no less than 0.50 meters (1 foot 8 inches) nor more than 0.75 meters (2 feet 5-1/2 inches) above the surface of the water.
 - B **Short course yards:** The front edge of the starting platform shall be not higher than 2 feet 6 inches (0.762 meters) above the surface of the water.
- 2 The front edge of the starting platform shall be flush with the face of the end walls.
 - 3 The top surface of the starting platform shall be not less than 0.50 by 0.50 meters (1 foot 8 inches square) and shall slope not more than 10 degrees from the horizontal. It may have an adjustable setting back plate. The entire surface of the platform shall be faced with permanent non-slip material. Handgrips for the forward start may be installed on the sides of the starting platforms.
 - 4 **Backstroke starting grips:** Starting platforms shall be equipped with firm starting grips located between 0.3 meters (12 inches) and 0.6 meters (24 inches) above water surface. The front edge of the grips shall be parallel to and flush with the face of the end wall.
 - 5 Starting platforms shall be clearly marked with lane numbers visible to competitors and officials. (See 103.5.3)
 - 6 Starting platforms shall be anchored to the deck or bulkhead to remain stable at all times.

103.15 BACKSTROKE LEDGE — The backstroke ledge shall conform to FINA's specifications when used in competition as follows:

- .1 /M/ The ledge may be adjustable to 4 centimeters above or 4 centimeters below the water level.
- .2 /M/ The ledge shall be a minimum of 65 centimeters in length.
- .3 /M/ The ledge must be 8 centimeters in height, 2 centimeters at the width with 10 degrees of slope.
- .4 /M/ The ledge may not be used in water depth less than 4 feet (1.22 meters).

103.16 /M/ FLOATING LANE DIVIDERS

- .1 Floating lane dividers shall extend the full length of the course and shall be attached at each end wall with recessed anchors so located that the center line of the cable securing the dividers shall be on the surface of the water with the bottom half uniformly submerged for its entire length. They shall:
 - A Separate the racing lanes.
 - B /LSC/ Be outside the outermost lanes being used.
- .2 Dividers shall consist of contiguous floats having a minimum diameter of 5 centimeters (2 inches) to a maximum diameter of 15 centimeters (6 inches). The color of the floats extending from the walls the distance of 5 meters for long course and short course meters and 15 feet for short course yards shall be distinct from the rest of the floats. Distinctive colored floats, or markers extending around the full circumference of the floats, shall be placed at 15-meters (49 feet 2-1/2 inches) from each end wall in both short course and long course pools. Additionally, in long course pools, a distinctive warning line or lane markers may be placed at a distance of 13 meters from each end wall. Damaged or broken floats shall be removed and/or replaced, to the extent possible.

- .3 /LSC/ A single line of dividers between racing lanes shall be used in long course and short course meters competition. Multiple lines may be installed for short course yards competition, provided the width of water between dividers is not reduced to less than 7 feet.
- .4 /NC/ Minimum 11 centimeter diameter floats shall be required for National Championships.

103.17 /M/ BACKSTROKE FLAGS AND LINES

- .1 **Design:** At least three triangular pennants six (6) to twelve (12) inches in width at the base and twelve (12) to eighteen (18) inches in vertical length, of two or more alternating and contrasting colors shall be suspended on a firmly stretched line over each lane during all warm-up periods and during competition for all backstroke, individual medley and medley relay events.
- .2 **Location:**
 - A **Long course and short course meters:** 5 meters (16 feet 5 inches) from each end of the course, a minimum of 1.8 meters (5 feet 11 inches) to a maximum of 2.5 meters (8 feet 3 inches) above the water surface.
 - B **Short course yards:** 15 feet (4.57 meters) from each end of the course, 7 feet (2.13 meters) above the water surface.
 - C Height shall be measured to the horizontal line from which the pennants are suspended.

103.18 /NC/ LOUDSPEAKER START SYSTEM — An electronic sound generating device shall be provided to give the starting and recall signal. Loudspeakers may be mounted underneath or on the side of each starting platform, between every two platforms, on each side of the racing course, or positioned behind the starting platforms in such a manner that equitable dispersion of sound to all lanes is assured. The device shall also activate a strobe light, or similar visual signal, located on the starter's side of the course approximately 15 feet forward from the starting end, to indicate the start to manual timers and deaf and hard-of-hearing swimmers. The start system may include an underwater recall speaker and final lap signal option.

103.19 /M/ RECALL DEVICE — A device to recall swimmers shall be provided. If a recall rope is used, it shall be placed at the mid-point of the course in long course facilities and at the turn end backstroke flags in short course facilities.

103.20 /LSC/ PACE CLOCKS — There shall be at least two large accurate timing devices or clocks, preferably located one on each side of the course, clearly visible to all swimmers in all warm-up/warm-down areas.

103.21 AUTOMATIC OFFICIATING EQUIPMENT

- .1 /NC/ See 102.24 for Automatic and Semi-Automatic Timing equipment types and performance requirements. Equipment powered directly from the utility line electrical service shall have the capability to automatically switch to stand-by battery power source in case of line power failure without affecting the continuity and accuracy of the timing system.
- .2 **/M/ Installation and Safety:** Equipment shall be installed so that it will not interfere with swimmers' start, turns, or finish and the normal overflow functions of the pool water recirculation system. All deck-level wiring shall carry no more than 12 volts.
- .3 **/NC/ Touch Pads:**
 - A **Size and thickness:** Recommended pad size shall be 6 feet 6 inches (2 meters) wide and not less than 2 feet (0.60 meters) deep. Minimum width of pads shall be 5 feet (1.52 meters). Thickness shall not exceed 3/8 of an inch (1 centimeter).

103.21

- B **Markings:** Panel face markings shall conform and superimpose on pool end wall markings as closely as possible. Perimeter edges of the panel shall have a one-inch wide black border.
 - C **Sensitivity:** Panels shall stop the timing system instantaneously by a light hand touch anywhere on the flat surface facing the racing course and the upper edge but shall not be activated by water turbulence.
 - D Panels shall be installed and firmly anchored in the center of each lane and shall have no sharp edges, corners, or other protrusions on any exposed surfaces.
 - E At the facilities in which competition to select USA Swimming National Teams for the Olympic Games and World Championships is held, the touch pads must be minimum 0.9 meters (2 feet 11-7/16 inches) high, 2.4 meters (7 feet 10-1/2 inches) wide and maximum one centimeter (3/8 of an inch) in thickness. Such pads shall be installed at end of the course and shall extend 0.3 meters each (11-3/16 inches) above and 0.6 meters (1 foot 11-5/8 inches) below the water surface. The *Program Operations Vice Chair Program & Events Committee Chair or designee* may waive this requirement for National Championships.
- .4 **Optional Accessories:** Automatic officiating equipment may provide relay judging capability, automatic lap counting, split times' readouts for all lanes, correction of erroneous touch, and television equipment tie-in. Any corrections or impulses generated by the equipment operators shall be clearly identified on the results printout.
- .5 **Time Display Board (optional):**
- A An automatic display board visible to all swimmers shall give a digital time read-out to two decimal places, displaying split times, final times, and places for all lanes. In the event of a tie, the place shall be displayed as a tie.
 - B /NC/ A separate line of display for each lane meeting the above requirements shall be provided for National Championships.

103.22 /M/ ELECTRICAL SAFETY — All permanent or temporary electrical connections to the electronic loudspeaker start system, automatic officiating equipment, and other electrical or electronic devices operating on line voltages in the vicinity of the racing course shall be made only from a ground-fault circuit interrupter (GFCI) protected convenience receptacles or circuits. In the event such receptacles or circuits are not available in the facility used for competition, portable U.L. approved self-contained type GFCI outlet fittings shall be provided (furnished and installed) at the non-protected convenience receptacles by the meet management, Meet Director, or the equipment operator(s) whenever such equipment is connected and in use.

ARTICLE 104 RULES FOR SWIMMING RECORDS

104.1 WORLD RECORDS

- .1 May be established only in 25 meter and 50 meter pools and shall conform to the recognized distance, stroke and other current governing regulations of the Federation Internationale de Natation (FINA).

- .2 All claims shall be sent by facsimile transmission immediately following performance to the National Headquarters. Supporting evidence must be filed on official FINA World Record application forms, which must be in the National Headquarters within 21 days following performance. Responsibility for this filing shall rest with the meet recorder of records, official scorer, or LSC Records Chair.

104.2 USA SWIMMING RECORDS

.1 General Requirements and Conditions for Records

- A The official time for establishing specific records must be achieved and determined in accordance with 102.24.
- B Record times registered by automatic equipment shall be submitted in hundredths of a second (two decimal places). If first place times are tied to a hundredth of a second, the results shall be declared to be a tie and the record shall be shared by each swimmer.
- C No record shall be considered which is applied for by or through a conference, league, LSC, allied member, or organizational member whose rules governing performance do not conform to Parts One, Two and Seven of USA Swimming Rules and Regulations unless such swim is observed in accordance with 202.8.

Exception: When such rules do not conform to these rules but performance by the swimmer is claimed to conform to them, application may be made to the Chief Executive Officer or designee, for consideration. Such application must be supported by documentary or other evidence of performance as may be requested.

- D For LSC and local records only, unless prohibited by the LSC, the Referee, if requested, for the purposes of recording record attempts at an initial distance for an individual event or for the lead-off leg of a relay, may for any lane:
- (1) Permit the use of the split function button of digital manual watches where all three official lane timers on the lane are using digital watches with split function, or
 - (2) Assign three (3) additional official timers to the lane to time the record attempt.
- Note:** Performances in this category require the swimmer(s) to complete the full distance of the scheduled event in compliance with applicable rules including a legal finish at the initial distance.
- E Should the first swimmer on a relay team complete his/her leg in a record time for that stroke/distance, his/her performance shall not be nullified by any disqualification of his/her team members.
- F To be eligible for a record a swimmer must have won his/her heat. Only the time of the winner is recognized for record purposes even though another swimmer may have a faster time but is displaced by judge's or ballot decision. If the judge's or ballot decision results in a tie, all tied swimmers shall share the faster time of such finish. The requirement to win the heat does not apply:
- (1) When age or representation is a condition for setting LSC or Age Group records;
 - (2) To a U.S. citizen setting an American record in competition with non-U.S. citizens; or
 - (3) When achieved as the lead-off leg in a relay race or at an initial distance.

.2 American and United States Open Records

A Classification

- (1) American — May be established only by United States Citizens who are also U.S. Sports Citizens who achieve an official time in accordance with USA Swimming rules.
- (2) United States Open — May be established only within the geographical territory of the United States by any person eligible to compete under and achieving an official time in accordance with USA Swimming rules.

B Recognized Distances and Strokes (Men and Women)

- (1) **Short Course Yards** — Made only over courses 25 yards long

Freestyle	50, 100, 200, 500, 1000, 1650 yards
Backstroke	100, 200 yards
Breaststroke	100, 200 yards
Butterfly	100, 200 yards
Individual Medley	200, 400 yards
Freestyle Relay	200, 400, 800 yards
Mixed Gender Freestyle Relay	200, 400, 800 yards
Medley Relay	200, 400 yards
Mixed Gender Medley Relay	200, 400 yards
- (2) **Short Course Meters** — Made only over courses 25 meters long

Freestyle	50, 100, 200, 400, 800, 1500 meters
Backstroke	50, 100, 200 meters
Breaststroke	50, 100, 200 meters
Butterfly	50, 100, 200 meters
Individual Medley	100, 200, 400 meters
Freestyle Relay	200, 400, 800 meters
Mixed Gender Freestyle Relay	200, 400, 800 meters
Medley Relay	200, 400 meters
Mixed Gender Medley Relay	200, 400 meters
- (3) **Long Course** — Made only over courses 55 yards or 50 meters long

Freestyle	50, 100, 200, 400, 800, 1500 meters
Backstroke	50, 100, 200 meters
Breaststroke	50, 100, 200 meters
Butterfly	50, 100, 200 meters
Individual Medley	200, 400 meters
Freestyle Relay	200, 400, 800 meters
Mixed Gender Freestyle Relay	200, 400, 800 meters
Medley Relay	200, 400 meters
Mixed Gender Medley Relay	200, 400 meters

C Special Requirements and Conditions

- (1) Lead-off legs/initial distances of mixed gender relays shall not count for American or U.S. Open records.
- (2) Records established outside of the United States shall be applied for on official record application forms. When an American Record results from a World Record performance outside the United States, it shall be accepted as such upon formal approval by FINA without further certification.
- (3) When a record is claimed, an official record application form shall be filled out, signed by the designated officials, and transmitted to Headquarters with all supporting data, including official meet results and the primary printout tape from the automatic timing equipment, within 14 days after the performance.

- (4) Pool Certification
 - (a) Record applications will not be accepted unless certification of course length accompanies them or is on file with USA Swimming.
 - (b) Pool certification shall be reported on the standard form available from the Chief Executive Officer.
 - (c) Certification data need only be filed once unless structural changes have occurred since original certification.
- (5) Pool Measurement
 - (a) The length of the course shall be measured and certified by a qualified person in accordance with the standards established by USA Swimming. Such measurements shall be stated in feet and inches and fractions of an inch, or feet and hundredths of a foot for short course yards pools, or in meters for long or short course meters pools.
 - (b) A statement of the conditions under which the course was measured must be included.
 - (c) Where a moveable bulkhead is used, course measurement of the lane in which the record was set must be confirmed at the conclusion of the session during which the time was achieved.
- (6) Pending record claims properly documented and approved by the *Program Operations Vice Chair Times & Recognition Committee Chair* or designee shall be approved and declared effective immediately.
- (7) American and United States Open Records established at the USA Swimming National Championships, the U.S. Open, any World Cup event sponsored by USA Swimming, and at events conducted by FINA, shall, upon receipt of final results, proper completion of pool certification, and approval by the *Program Operations Vice Chair Times & Recognition Committee Chair* or designee, be declared effective immediately unless a faster claim is pending.
- (8) Record claims not previously accepted and declared effective under (6) or (7) above shall be considered by the *Program Operations Vice Chair Program & Events Committee Chair* or designee for recommendation and acceptance. Applications ruled incomplete may be reconsidered by the *Program Operations Vice Chair Times & Recognition Chair* or designee and final action recommended to the Board of Directors.
- (9) Swimmers who establish a record shall be presented with a certificate signed by the Board Chair of USA Swimming and the *Program Operations Vice Chair President/CEO* or his/her designee(s).

.3 National Age Group Records

A Requirements

- (1) Only USA Swimming members, who are U.S. citizens representing a USA Swimming club or competing unattached, are eligible to establish National Age Group records.
- (2) Times submitted for Age Group records must comply with all the requirements of the National Age Group Recognition Program as listed in 205.9.

- B **Reporting** — When a listed Age Group record is bettered, an official Age Group Record Application Form (provided by Headquarters to the LSC and posted on the USA Swimming website) shall be filled out, signed by the designated officials, and transmitted within thirty (30) days. The swimmer or the swimmer's representative shall be responsible for initiating the record validation and reporting procedures established by the *Program Operations Vice Chair Times & Recognition Committee Chair* or designee.
 - C **Recognition** — Upon receipt of the record application, a certificate of record achievement will be sent to all swimmers and members of relays whose time meets or betters the current National Age Group Record.
- .4 **Zone Age Group Records**
- A **Requirements** — Zone records must be achieved in Zone championship meets.
 - B **Reporting** — Each Zone shall determine the means of reporting Zone records.
 - C **Recognition** — Each Zone shall determine appropriate recognition for Zone records.
- .5 **LSC Records**
- A **Requirements**
 - (1) LSC Records must be achieved by LSC member swimmers in USA Swimming or FINA sanctioned competition. This competition can be at any level including Senior and international competition.
 - (2) LSCs may elect to recognize times achieved by member swimmers in approved competition or in USA Swimming observed swims.
 - (3) An LSC may establish All-Star records which would include All-Star relay performances achieved by swimmers representing the LSC in Zone, Regional, or dual meets involving All-Star teams. Individual times including lead-off splits should be recognized by the LSC with the swimmer's LSC club of record (or unattached if appropriate) for any LSC records, National records or NAG Recognition Times.
 - B **Reporting** — The LSC shall determine the method of reporting LSC records.
 - C **Recognition** — The LSC shall determine appropriate recognition for LSC records.

ARTICLE 105

GUIDELINES FOR OFFICIATING SWIMMERS WITH A DISABILITY IN USA SWIMMING MEETS

105.1 GENERAL

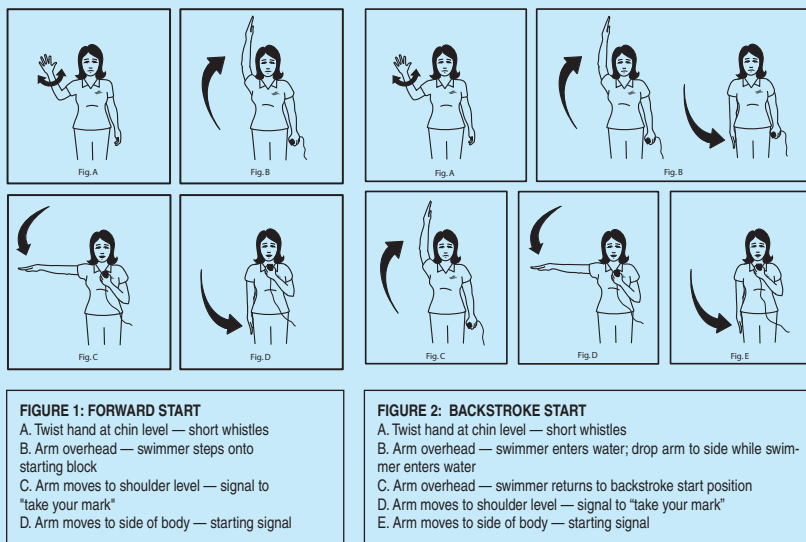
- .1 **Authority** — The USA Swimming Rules & Regulations grant the Referee the authority to modify the rules for the swimmer with a disability. Disability is defined as a permanent physical or cognitive disability that substantially limits one or more major life activities. This section contains guidelines and suggestions for making such modifications. Reference 701.24 for Open Water competitions.
- .2 **Responsibilities**
 - A **Swimmer** — The swimmer (or the swimmer's coach) is responsible for notifying the Referee, prior to the competition, of any disability of the swimmer and of the requested modification. The swimmer/coach shall provide any assistant(s) or equipment (tappers, deck mats, etc.) if required.
 - B **Referee** — The Referee's responsibilities include:
 - (1) Determining if the requested modifications are appropriate and can be met.
 - (2) Instructing the Starter and Stroke & Turn officials as to the accommodations to be made for that swimmer.
- .3 **Modifications** — Aids to buoyancy or speed are not allowed (See 102.8.1E). Some of the modifications which the Referee may make to accommodate the swimmer with a disability are:
 - A A change in starting position.
 - B Reassignment of lanes within a heat, e.g., exchanging Lanes 2 and 7.
 - C Allowing the swimmer to have a personal assistant(s). A personal assistant is not required to be a member of USA Swimming unless acting in a coaching capacity.

Other allowable modifications are further described in this section under the type of disability.

105.2 BLIND AND VISION LOSS

- .1 **Start** — With an audible starting system, no modification is usually required for a swimmer who is blind or has vision loss. A swimmer may, however, require assistance getting to and on the block. Should the swimmer feel insecure starting from the block or deck, an in-the-water start is allowed.
- .2 **Turns and Finishes** — A swimmer who is blind or has vision loss is permitted to have personal assistants ("tappers" who use poles with soft-tipped ends to tap the swimmer as notification of turns and the finish). Sound devices shall not be used. It is the swimmer's responsibility to provide the tapper(s), who shall be positioned within the confines of the swimmer's lane at the ends of the pool.
- .3 **Relay Take-Offs** — A physical touch may be required to signal the relay swimmer when his/her teammate has touched the wall. The specific method may be tailored to the swimmer's preference so long as it does not aid the swimmer's take-off or interfere with the timing.

105.3 DEAF AND HARD OF HEARING



- .1 Deaf and hard of hearing swimmers require a visual starting signal, i.e., a strobe light and/or Starter's arm signals. The Referee may reassign lanes within the swimmer's heat, i.e., exchanging one lane for another, so that the strobe light or Starter's arm signal can more readily be seen by the deaf or hard of hearing swimmer. Standard Starter's arm signals are shown in Figures 1 and 2. A false start rope is required in the event of a recall, provided the meet host is notified by the entry deadline that a deaf or hard of hearing swimmer will be participating.
- .2 **Strobe Light Location** — The Starter shall advise the swimmers about the location of the strobe light and the light shall be located where the swimmers can clearly see it for the start. For backstroke starts, the light should be positioned so that the swimmers don't have to turn their heads to look backwards.

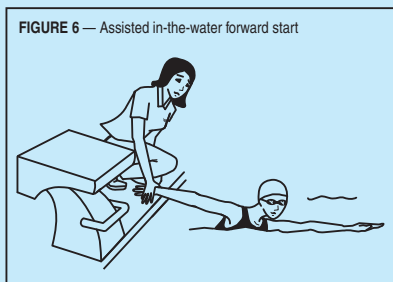
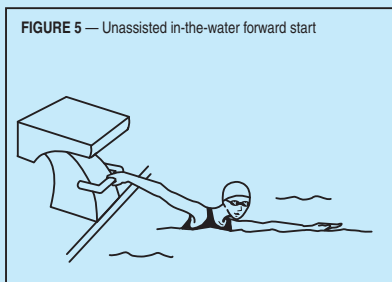
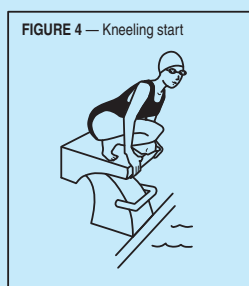
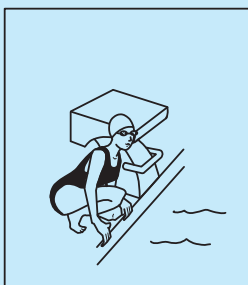
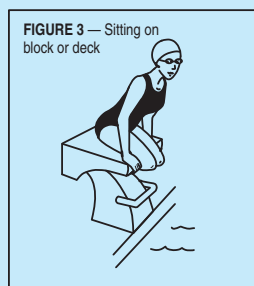
105.4 COGNITIVELY DISABLED — A swimmer may be permitted to have an assistant on the deck when necessary. No other specific rule modifications are required other than patience and clarity in communicating instructions.

105.5 PHYSICAL DISABILITIES

- .1 **Start** — Swimmers with physical disabilities:
 - A May take longer to assume their starting position;
 - B May have difficulty holding the starting platform or pool end for a start;
 - C May need assistance from someone on the deck to maintain a starting position;
 - D May use a modified starting position on the blocks, deck or in the water.
 - E Shall use a forward start for freestyle, breaststroke and butterfly. The Referee, however, may allow modifications such as the following:
 - (1) The swimmer may start from a sitting position on the block or on the deck;

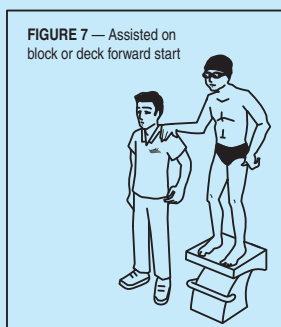
- (2) The swimmer may assume a starting position in the water, with or without assistance;
- (3) If the swimmer cannot use a hand and/or foot to maintain contact with the wall, some other part of the body may be used.
- (4) For breaststroke and butterfly, after the start and after each turn, a swimmer who is unable to push off with the leg(s) may perform one arm stroke that need not be simultaneous or on the horizontal plane to attain the breast position.

Examples of modified starting positions are shown in Figures 3 through 7.



- .2 **Stroke/Kick** — In judging the stroke or kick of a swimmer with a physical disability, the Referee and Stroke & Turn Judge should follow the general rule that: if a part of the body is absent or cannot be used, it is not judged; if it is used during the stroke or kick, it should be judged in accordance with the USA Swimming Rules and Regulations.

Judgments should be made based on the actual rule — not on the swimmer's technique. For example, the breaststroke swimmer with one arm or leg shorter than the other, may have a non-symmetrical stroke or kick, but as long as the arm or leg action is simultaneous, it would meet that portion of the rule. No flotation devices should be permitted.



.3 **Turn/Finishes**

- A Touches shall be judged in the same manner as strokes and kicks, i.e., on the basis of the arm(s) and/or hand(s) that the swimmer can use. In breaststroke and butterfly events, the competitor must reach forward as if attempting a simultaneous two-hand touch. When a swimmer has a different arm length, only the longer arm must touch the wall, but both arms must be stretched forward simultaneously. Swimmers with no arms or with upper limbs too short to stretch above the head may touch the wall with any part of the upper body.
 - B At the turn and finish of the butterfly, an athlete with no leg function is permitted to perform a partial stroke with the arm(s) recovering forward under the surface of the water in order to touch the wall.
- .4 **Relays** — Relay swimmers who cannot exit the water immediately may be allowed to remain in the lane until all relays have finished so long as they do not interfere with the other swimmers or the timing equipment.

PART TWO

ADMINISTRATIVE REGULATIONS OF COMPETITION

ARTICLE 201 CLASSES OF COMPETITION

201.1 COMPETITIVE CLASSIFICATIONS — Swimming shall be conducted under the following classifications and participation is open to athletes from any country subject to further pertinent regulations in these rules and elsewhere.

- .1 **Senior** — All athlete members of USA Swimming are eligible for the Senior Class.
- .2 **Age Group/Junior Olympic** — All athlete members of USA Swimming eighteen (18) years old and younger grouped by ages. Where a program for swimmers ages eight (8) and under is conducted, it shall be for developmental purposes only and shall be subject to LSC procedures.
- .3 **Post Age Group** — All athlete members of USA Swimming older than eighteen (18) years of age whom an LSC elects to include in its Age Group program.
- .4 **Open Water** — All athlete members of USA Swimming are eligible for Open Water Swimming.

ARTICLE 202 SANCTIONS AND APPROVALS

(See page 191 regarding Dual-Sanctioned Events)

202.1 JURISDICTION — As the National Governing Body for competitive swimming in the United States and as a Federation member of FINA, USA Swimming has the sole and exclusive authority to sanction or approve domestic and international swimming competition conducted within its jurisdiction. Each Local Swimming Committee (LSC) has been authorized by USA Swimming to issue the sanction or approval for all swimming competition and benefits, exhibitions, clinics and entertainment involving competitive swimming within its geographical boundaries, except that USA Swimming shall sanction national swimming competitions as defined by the *Program Operations Division* President/CEO or his/her designee. *Additional requirements/conditions for sanction or approval, other than those listed in Article 202, may be established by a vote of the LSC House of Delegates in accordance with LSC Bylaws.*

202.2 SANCTION AND APPROVAL PROCEDURE

- .1 An LSC shall establish submission deadlines for sanction or approval applications and shall publish such deadlines, along with relevant instructions and forms.
- .2 LSCs shall establish and publish policies regarding applications submitted after published deadlines, citing relevant fees and penalties.
- .3 If an application is denied, the LSC shall provide written notification within ten (10) days to the applicant of the reasons for the denial and of the appeals process.

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202.3 PROCEDURE FOR APPEAL — An applicant whose application has been denied by an LSC shall have the right to appeal the denial to the Zone Sanction Appeal Panel.

- .1 Each Zone shall establish a Zone Sanction Appeal Panel.
 - A Each Zone shall designate a group of coaches, referees and athletes available to serve on an Appeal Panel.
 - B A petitioner may file an appeal with the Senior Zone Director within five (5) days of receiving notification of denial by an LSC.
 - C When an appeal is filed, the Zone Director shall notify the LSC and appoint a panel made up of a coach, referee and athlete, each from a different LSC and none from the petitioner's LSC.
- .2 The Zone Sanction Appeal Panel is authorized to require an LSC to issue a sanction or approval except in those instances where the sanction or approval was denied because the application was in conflict with a policy adopted by the LSC House of Delegates or because the application was in conflict with USA Swimming rules or requirements.
- .3 The Zone Sanction Appeal Panel's decision shall be final.

202.4 REQUIREMENTS FOR SANCTION — Sanctions are issued, withheld or withdrawn in accordance with the following regulations:

- .1 Sanctions may be issued only to USA Swimming group members or LSCs and their subdivisions.
- .2 No sanction for domestic competition will be issued to any organization or person whose interest in swimming competition is purely commercial, or where the event is to be promoted solely for the profit or the advertising value to be derived therefrom. Any income derived from sanctioned events must be used for the further promotion of swimming, for an approved charity, or for the general welfare of the promoting organization as a whole.
- .3 Sanctions issued to one organization cannot be transferred to another. Any sanction so transferred shall be void for all purposes, and the LSC is empowered to deny further sanctions to any organization violating this provision.
- .4 No further sanction shall be given to any organization which has failed to satisfy expense obligations to athletes or to award prizes as stated in its meet announcement until the obligations are satisfied or the prizes awarded.
- .5 No sanction will be granted for any event for which the word "Olympic," or any derivative thereof, is used in any manner in connection with said event unless consent is obtained from USA Swimming.
- .6 No sanction shall be granted where unattached status is used as a basis by which a host club or LSC prohibits participation. However, a host club or LSC may require unattached swimmers to arrange for their own coach supervision before allowing them to participate.
- .7 Applicants for sanction of an open water competition shall complete the application approved by USA Swimming. Before an open water competition is sanctioned by the LSC, the LSC sanction officer shall submit the completed sanction packet to USA Swimming for review and approval.
- .8 All sanctions must be signed by a designated member of the LSC, and a record thereof must be retained.

- .9 The following clause will appear on all sanction application forms and on all forms upon which official sanctions are granted: "In granting this sanction it is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event."
- .10 Application for sanction must be accompanied by a copy of the complete meet announcement which must include the following:
- A A statement of the nature of prizes to be awarded.
 - B A complete schedule of lanes and times for all warm-up procedures which must be adhered to by all participants.
 - C Information about water depth measured for a distance of 3 feet 3-1/2 inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from both end walls.
 - D The following statement: "Any swimmer entered in the meet must be certified by a USA Swimming member-coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement."
 - E A statement that no swimmer will be permitted to compete unless the swimmer is a member as provided in Article 302.
 - F A statement indicating whether on-deck registration will be permitted and under what conditions.
 - G One of the following two statements:
 - (1) The competition course has been certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA Swimming; or
 - (2) The competition course has not been certified in accordance with 104.2.2C(4).
 - H The following statement: "Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms."
 - I The following statement: "Deck changes are prohibited."
 - J The following statement: "Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open-ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present."
 Exceptions may be granted with prior written approval by the *Program Operations Vice Chair Program & Events Committee Chair* or designee.
 - K The following statement: "Held under the sanction of USA Swimming."
 - L The following statement: "It is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event."
- .11 The issuing LSC shall receive the following information regarding finances from every organization receiving a sanction except for events sponsored by USA Swimming:
- A The LSC shall require the organization to which a sanction has been granted to file, within 45 days after the event, a financial statement setting forth all receipts and disbursements in connection with the sanctioned event.

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- B The LSC may at any time require the organization to furnish, within 15 days after written request, all receipts and vouchers relating to the sanctioned event.
 - C No sanction to hold any athletic event of any kind shall thereafter be issued to an organization who has failed or refused to file with the LSC any statement or affidavit required under any subdivision of this section, until the statement or affidavit is filed, or until such time as the LSC may determine.
- .12 The sanction fee shall be as established by the LSC; those for national and international meets shall be established by the USA Swimming Board of Directors.
 - .13 For the sole purpose of improving competitive swimming, and with the written approval of the USA Swimming Rules & Regulations Committee, USA Swimming or an LSC may sanction events or meets for which waivers of specific provisions of Parts One, Two, or Seven of USA Swimming Rules and Regulations have been granted for limited periods and under specified conditions.
 - .14 LSCs may develop special administrative standards and conditions to encourage athletes with disabilities to participate in their meets. Such conditions shall be included in the meet announcement.
 - .15 If an event is to be contested in more than one LSC's or country's jurisdiction, the application for sanction shall be submitted to the LSC in which the event begins. The sanctioning LSC shall notify the other LSC(s) and/or the governing body of the other country in which the event is being contested of details of the event.

202.5 CONDITIONS OF SANCTION — Any event for which a sanction is required according to 202.1 is subject to the following conditions:

- .1 No swimmer who is not a member as provided in Article 302 will be allowed to compete or participate except as provided under 202.9 or USA Swimming's "open border" policy included in its Registration Manual.
- .2 Any individual who is banned, currently suspended or ineligible for membership is prohibited from serving as a timer, marshal, or computer operator, or otherwise being on deck at any time in connection with a USA Swimming activity.
- .3 At a sanctioned competitive event, USA Swimming athlete members must be under the supervision of a USA Swimming member coach during warm-up, competition, and warm-down. The Meet Director or Meet Referee may assist the swimmer in making arrangements for such supervision, but it is the swimmer's responsibility to make such arrangements prior to the start of the meet.
- .4 Swimmers participating under the provisions of 202.9 or USA Swimming's "open border" policy must be under the supervision of their own coach or a USA Swimming member coach. The Meet Director or Meet Referee may assist the swimmer in making arrangements for such supervision, but it is the swimmer's responsibility to make such arrangements prior to the start of the meet.
- .5 All referees, starters, administrative officials, chief judges and stroke and turn judges, serving in an official capacity in a sanctioned event, must be non-athlete members of USA Swimming or members of other FINA-member organizations. All meet directors for meets sanctioned by USA Swimming must be members of USA Swimming. Except for coaches accompanying athletes participating under the provisions of 202.9 or USA Swimming's

“open border” policy, all persons acting in any coaching capacity in a sanctioned event must be coach members of USA Swimming.

- .6 The membership (registration) number of each swimmer must be presented prior to or at the time of the event, and his/her affiliation must be printed before or after his/her name on the program.
- .7 Deck Pass is acceptable proof of USA Swimming membership.
- .8 Entry blanks, advertising and the program must bear conspicuously the statement: “Held under the sanction of USA Swimming.”
- .9 Conduct of the sanctioned event shall conform in every respect to all technical and administrative rules of USA Swimming.
- .10 Warm-up procedures and schedule must be posted throughout the pool area, announced on a regular basis before and during warm-up, and are to be monitored jointly by the Meet Director and the Meet Referee or their designees.

202.6 REQUIREMENTS FOR APPROVAL — Approval of competition may be issued, withheld or withdrawn by an LSC in accordance with the following regulations:

- .1 Approvals may be issued to non-member clubs/organizations for meets conducted in accordance with USA Swimming technical rules.
- .2 Applicants for approval of an open water competition shall complete the application approved by USA Swimming. Before an open water competition is approved by the LSC, the LSC sanction officer shall submit the completed sanction/approval packet to USA Swimming for review and approval.
- .3 Approvals may be issued to member clubs for closed competition (such as YMCAs) conducted in accordance with USA Swimming technical rules.
- .4 Approvals may be issued to member clubs or to LSCs for open competition conducted in accordance with USA Swimming technical rules if that competition has been specifically approved by the *USA Swimming Program Operations Vice Chair or his/her designee Program & Events Committee Chair or designee*.
- .5 Both USA Swimming athlete members and non-USA Swimming athlete participants may compete in an approved meet.
- .6 Written application for approval shall be made not later than the period established by the LSC prior to the competition. The LSC may establish a fee for processing such applications. Application for approval shall be accompanied by the meet announcement which shall include the following:
 - A A statement of the nature of prizes to be awarded.
 - B Information about water depth measured for a distance of 3 feet 3-1/2 inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from both end walls.
 - C The following statement: “In granting this approval it is understood and agreed that USA Swimming shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.”
 - D One of the following two statements:
 - (1) The competition course has been certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA Swimming; or
 - (2) The competition course has not been certified in accordance with 104.2.2C(4).

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- E The following statement: "Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms."
- F The following statement: "Deck changes are prohibited."
- .7 Payment of a fee or expenses to the assigned USA Swimming officials shall not be a requirement for approval.
- .8 With the exception of YMCA meets approved by USA Swimming and sufficiently staffed by YMCA certified officials, no competition shall be approved unless a sufficient number of USA Swimming officials, certified by the LSC at a minimum of Stroke and Turn level, are present to observe and certify that the conduct of competition and all times achieved in such competition were in conformance with the following USA Swimming technical rules:
 - A Article 101 (all) Start, individual stroke and relay rules
or Article 105 (Disability)
or Article 701 (Open Water)
 - B 102.2.2 & 3 Entry limit per day
 - C 102.8.1 A, B, C, D and E Swimwear restrictions
 - D 102.10 Officials
 - E 102.24 Timing Rules
 - F 103.2.3, 103.3.1, 103.4 Minimum standards for facilities
103.14, 103.15 and 103.17
or Article 702 (Open Water)
- .9 Except for YMCA meets approved by USA Swimming and sufficiently staffed by YMCA certified officials as stated in 202.6.8, the organization requesting approval shall permit USA Swimming officials to be on the deck at both ends of the course where they can properly view strokes and turns.
- .10 No approval for domestic competition will be issued to any organization or person whose interest in swimming competition is purely commercial, or where the event is to be promoted solely for the profit or the advertising value to be derived therefrom. Any income derived from approved events must be used for the further promotion of swimming, for an approved charity, or for the general welfare of the promoting organization as a whole.
- .11 Approvals issued to one organization cannot be transferred to another. Any approval so transferred shall be void for all purposes, and the LSC may deny further approval to any organization violating this provision.
- .12 No further approval shall be given to any organization which has failed to satisfy expense obligations to swimmers or to award prizes as stated on its meet announcement until the obligations are satisfied or the prizes awarded.
- .13 No approval will be granted for any competition if the word "Olympic," "World," "National," "United States of America" or any derivative thereof is used in any manner in connection with such competition unless consent for such usage is obtained from USA Swimming.
- .14 The following clause will appear on all approval application forms and on all forms upon which official approvals are granted: "In granting this approval it is understood and agreed that USA Swimming shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event."

- .15 Complete meet results shall be submitted to the LSC within a period of time established by the LSC.
- .16 All approvals must be signed by an authorized representative of the LSC and a record thereof kept by the LSC.
- .17 Approval may be withheld or withdrawn by the LSC if the competition was not conducted in accordance with the above requirements.
- .18 If an event is to be contested in more than one LSC's or country's jurisdiction, the application for approval shall be submitted to the LSC in which the event begins. The LSC granting the approval shall notify the other LSC(s) and/or the governing body of the other country in which the event is being contested of details of the event.

202.7 REQUIREMENTS FOR NCAA MEETS

- .1 Times for individual and relay events achieved in NCAA bona fide competition as defined in the current NCAA Rules and Interpretations shall be regarded as approved times for USA Swimming purposes.
- .2 Officiating shall comply with the requirements in the current NCAA Rules Book.
- .3 Competition results are to be submitted electronically within 72 hours after the meet has ended to ncaa@usaswimming.org.

202.8 REQUIREMENTS FOR OBSERVED SWIMS — Swims may be observed by assigned USA Swimming or YMCA officials for conformance with USA Swimming technical rules in a meet conducted under other than USA Swimming rules. Official times achieved as observed swims may be submitted for entry into the SWIMS database if all of the following conditions are met:

- .1 The meet must be a season-culminating Championship, e.g., League, Conference, District, Sectional, State, Regional, or be specifically approved by the *USA Swimming Program Operations Vice Chair Program & Events Committee Chair* or designee. A time trial held in conjunction with the season-culminating championship meet that is officiated in accordance with the same standard as the championship meet may also be observed.
- .2 Requests for observers for certification of times from meets in the championship progression must be made to the host LSC in accordance with LSC procedures at least 10 days prior to the meet. Applications for observation of all other meets must be made to the host LSC at least 10 days prior to the meet. Authorization of such non-championship meets must then be approved by the *USA Swimming Program Operations Vice Chair Program & Events Committee Chair* or designee.
- .3 An observer must verify that all swims approved for USA Swimming purposes were in accordance with the following requirements:
 - A Minimum of one referee, one starter and two stroke & turn judge association officials working season-culminating championship meets and invitationals;
 - B 102.24 (Timing Rules);
 - C 103.3 (Racing Course Dimensions); and
 - D 103.14 (Starting Platforms)

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- .4 Where the technical rules of the stroke differ from USA Swimming as defined in Article 101, at least two observers from USA Swimming and/or the YMCA, who shall be certified Stroke & Turn Judges assigned or approved by the LSC, must be present, one at each end of the course, to verify compliance of the swim or swims with that part of the USA Swimming rule that differs from the organization's rule. Where the technical rules as listed in Article 101 are identical to those of the organization under whose rules the meet is being conducted, the judgment of the organization officials shall be sufficient. The times should be entered, upon request, into SWIMS, the National Times Database.

202.9 INTERNATIONAL EVENTS

.1 Within the United States

- A Sanctions for competitions within the United States that will include swimmers with a foreign sport nationality as defined by FINA rule GR2.5, who will be competing representing their sport nationality or other FINA Continental Organization, must be reported to the USA Swimming national office. All invitations to foreign swimmers to compete in the United States must be extended by USA Swimming.
- B Any international swimming competition within the United States as defined in the Amateur Sports Act which is sponsored by a sports organization or person other than USA Swimming must be sanctioned by USA Swimming's national office and such sanction must be granted unless there is clear and convincing evidence that holding or sponsoring the event would be detrimental to the best interest of swimming.
 - (1) Factors to be considered in the determination of whether sponsoring the event would be detrimental to the best interest of swimming shall include, but not be limited to, the following:
 - (a) Review of audited or notarized financial reports of similar events, if any, conducted by the organization or person, including:
 - (i) Financial guarantees of athlete expenses, both U.S. and foreign;
 - (ii) Financial guarantees of any appearance money or prize money for athletes;
 - (iii) Financial guarantees of acceptable accommodations and travel for athletes.
 - (b) Absence of substantial conflict with: (i) USA Swimming National Team programs, (ii) major USA Swimming competitions, (iii) major international swimming competitions such as the Olympic Games, World Championships, Pan Pacific Championships, Pan American Games and World University Games and (iv) FINA rules and events.
 - (2) Upon determination by clear and convincing evidence that sponsoring the event would not be detrimental to the best interest of swimming, the sanction will be issued by USA Swimming upon full compliance by the organization with all the requirements of the Act, as it may be amended from time to time.
- C Sanction fees for international events established by the Board of Directors of USA Swimming shall be paid to USA Swimming prior to the issuance of a sanction.

.2 Outside the United States

- A All invitations for individual swimmers to compete abroad must be extended by the recognized FINA member of the inviting country through USA Swimming.
 - B All invitations for individual swimmers or teams who are members of USA Swimming must be through USA Swimming and in compliance with procedures established by the National Team Steering Committee.
 - C Approval for teams sponsored by a sports organization or person other than USA Swimming is the responsibility of USA Swimming and must be granted unless there is clear and convincing evidence that holding or sponsoring the event would be detrimental to the best interest of swimming. USA Swimming shall advise any such organization or person requesting such foreign travel of the requirements for approval in accordance with Federal Law and the USOC Constitution.
- .3 No team, individual or organization competing inside or outside the United States may use the letters "U.S.A.," or any other designation that may indicate it as a team or individual representing the United States, on uniforms or competitive equipment or in any other manner, without the express written approval of USA Swimming issued through the office of the Chief Executive Officer. (See FINA GR2.4)

202.10 SWIM-A-THONS — All Swim-a-thon events are held under the license of the USA Swimming Foundation and must conform to rules and regulations established by USA Swimming. The participants may or may not be members of USA Swimming. Each LSC is responsible for the monitoring of each Swim-a-thon event held within its geographical boundaries, including the taking of that action pursuant to the provisions of Article 401 as may be necessary to discipline any violation of USA Swimming Rules and Regulations.

ARTICLE 203 REPRESENTATION

203.1 In order for a swimmer to compete in USA Swimming competition as a representative of a club or educational institution, that organization must be a member in good standing of the LSC and USA Swimming or of FINA.

203.2 A swimmer need not reside within the geographical boundaries of the LSC in which the USA Swimming club he/she represents is located, but he/she must be registered in that LSC; a swimmer who has been released by his/her club pursuant to 203.4 to represent a secondary school, college or university, wherever located, during the school season, may retain membership in the LSC in which the swimmer's club is located.

203.3 For a swimmer to represent a USA Swimming club in a competitive event, one hundred twenty (120) consecutive days must have elapsed before the swimmer is permitted to represent any other USA Swimming club in USA Swimming open or closed competition. The 120-day count shall begin on the day following the last date the athlete represented a USA Swimming club in open competition.

203.4 A swimmer registered with a USA Swimming non-school club who wishes to compete for a secondary school, college or university shall be automatically released without notice by his/her

203.4

club upon commencement of his/her season to compete for that school in school competition, and upon termination of such school swimming season he/she shall be immediately eligible to represent the same USA Swimming non-school club. Should the swimmer choose to represent a different USA Swimming non-school club, the swimmer is subject to 203.3. It is the swimmer's responsibility to ascertain his/her compliance with scholastic governing bodies' rules and regulations.

203.5 When transferring between LSCs or clubs within the same LSC, the swimmer shall submit a completed transfer form in accordance with USA Swimming procedures. LSCs may not establish procedures for transfers which effectively deny a swimmer the right to transfer from one LSC or club to another.

203.6 If a member club of an LSC has secured a court judgment against an athlete member (or his/her parents or custodians) for non-payment of club membership dues and fees, that athlete shall be ineligible to represent any USA Swimming member club until the judgment is paid.

203.7 An unattached competitor is a registered swimmer who represents no club, educational institution or other organization.

203.8 All applications for changes of registration must be accompanied by a reasonable fee to be determined by the local registration committee in the LSC in which the swimmer will be registered after the change of registration.

203.9

- .1 A swimmer who is a member of another Federation may compete in USA Swimming sanctioned competition with written permission of his/her Federation to do so. Except as provided in 207.9.7 and the USA Swimming Policy Manual, the swimmer may swim for a USA Swimming club or team with the consent of the swimmer's Federation, in which event the swimmer shall remain a member of the swimmer's Federation, under its control and supervision. The swimmer shall register with USA Swimming, and be subject to the Rules and Regulations of USA Swimming (including specifically Article 303 of the Rules and Regulations).
- .2 A swimmer who has competed for an organization within a foreign federation must provide official documentation from that federation confirming his/her last day representing that organization in competition. One hundred and twenty (120) consecutive days must elapse after a swimmer represents any organization before he/she can represent a USA Swimming club. If documentation is not provided at the time of registration, the one hundred and twenty (120) days will commence from the date of registration. Foreign swimmers who are competing for a secondary school, college or university shall be automatically released, in accordance with 203.4.

ARTICLE 204 SENIOR PROGRAM

204.1 OBJECTIVES — Senior Swimming is the program through which USA Swimming provides fair and open competition for its members who are striving to qualify for participation in National Swimming Championships. It is designed to afford maximum opportunity for participation, provide an educational experience, enhance physical and mental conditioning, and develop a pool of talented swimmers for international competition.

Achievement of these goals will be accomplished by drawing upon and cooperating with all agencies conducting organized swimming programs, by encouraging maximum participation by coaches, parents, officials and community groups; and by conducting a motivational entity in the form of an outstanding National Championship program, to include the recognition of achievement in all facets of the program — swimmers, coaches, officials and support staff.

204.2 ELIGIBILITY — All registered swimmers are eligible for the Senior Class.

204.3 EVENTS AND PROGRAMS — Senior events and programs shall be those listed in 102.1.1.

204.4 DUAL MEETS — Dual meets are encouraged between clubs and LSCs. Suggested events in senior dual meets:

50, 100, 200, 400/500 freestyle; 100, 200 backstroke; 100, 200 breaststroke; 100, 200 butterfly; 200, 400 IM; 400 medley relay; 400 freestyle relay.

204.5 ENTRY FEES — Entry fees in senior competition shall be determined by the LSC.

204.6 AWARDS — Meet hosts and swimmers should be aware that high school or college eligibility may be affected by prize cost or value.

204.7 LSC SENIOR CHAMPIONSHIP MEET — LSC Senior Championship meets should be conducted by each LSC. Such meets should be conducted both short course and long course, where such facilities are available, and shall conform to the USA Swimming Rules and Regulations.

204.8 REGIONAL MEETS — The LSCs may make arrangements to compete on a regional basis.

204.9 SECTIONAL CHAMPIONSHIPS

- .1 Each Zone shall designate its Sections.
- .2 The Senior Development Committee will set nationwide time standards for Sectionals. Individual Sections may have standards that are slower than these standards, but not faster.
- .3 The goal size for the Sectional meet is 700 athletes. If 800 or more athletes enter a given meet, the Section shall either (a) tighten the time standards, (but not faster than the standards established by the Senior Development Committee), or (b) split the meet into two meets for the following year. For meets held in two courses, the goal size of the meet is 1,000 athletes. If 1,100 or more athletes enter a given meet, the Section shall either (a) tighten the time standards (but not faster than the standards established by the Senior Development Committee), or (b) split the meet into two meets for the following year.
- .4 Sectional meets shall use Online Meet Entry, via USA Swimming. The number of Sectional meets in each Zone is determined by the number of athletes that entered Sectional meets via Online Meet Entry for the meet the previous year.
- .5 USA Swimming shall provide a bid form, financial and operating agreements and all other documents related to the responsibilities of the meet host and conduct of the event. Each Section shall notify the Zone Directors of bid winners for the following year's meets by the close of the annual meeting of USA Swimming's House of Delegates.
- .6 There shall be at least two (2) Spring and one (1) Summer Sectional meets in each Zone.

204.9

A Summer Sectional

- (1) The Summer Sectional shall be a Long Course meet.
- (2) The Summer Sectional meet shall be no more than four (4) days long, and shall conclude at least eight (8) days prior to the U.S. Open or Junior Nationals, whichever comes first.
- (3) The Summer Sectional meet shall have at least one 18-and-under final heat per individual event.

B Spring Sectional

- (1) The Spring Sectional meet should be no more than 3 1/2 days long. The dates may vary according to the needs of each Zone.
- (2) The Spring Sectional meet shall have at least one 18-and-under final heat per individual event.

- .7 There shall be not more than sixteen (16) Spring and sixteen (16) Summer meets.
- .8 Sectional Championship dates and sites shall be selected by the Sections and approved by the respective Zone Directors.
- .9 The meet format shall be determined by the Section in accordance with the requirements listed here.
- .10 Sectional Championships shall be scored.

204.10 USA SWIMMING FUTURES CHAMPIONSHIPS — The USA Swimming Futures Championships shall be governed and conducted by *Program Operations* the Program & Events Committee.

- .1 The Futures Championships will be swum long course during the summer season. The dates, place of competition and number of competitions to be held will be determined by the Senior Development Committee based on the recommendations of USA Swimming's National Events staff.
- .2 The meets should be scheduled to be held during the same week as the USA Swimming Junior National Championships.
- .3 LSCs will be assigned to a specific Futures meet based upon the recommendation from the Senior Development Committee.

ARTICLE 205 AGE GROUP PROGRAM

205.1 AGE GROUP SWIMMING OBJECTIVES — Age Group swimming is the program through which USA Swimming provides fair and open competition for its registered swimmers ages 18 years and younger. It is designed to encourage maximum participation, provide an educational experience, enhance physical and mental conditioning, and develop a rich base of swimming talent.

Achievement of these goals will be enhanced by an environment which encourages participation by the maximum number of competitors, coaches, qualified officials, parents, and school and community groups. By providing recognition for all participants, a healthy motivation for self-improvement and advancement is attained.

205.2 ELIGIBILITY

- .1 Eligibility to compete in a particular age group shall be determined by the swimmer's date (not hour) of birth.
- .2 Age on the first day of the meet shall determine the swimmer's age for the entire meet.
- .3 When an Age Group Meet is scheduled over two weekends the younger age groups must compete on the first weekend.
- .4 A swimmer must compete in the age group events corresponding to the swimmer's age, except when competing in consolidated events (102.1.4), mixed classification meets (102.2.8), and in events combined by the Referee (102.7.2).
- .5 USA Swimming Group Members may establish their own age group eligibility requirements for seasonal closed competition. Times achieved in competition conducted under different age group eligibility rules shall be recognized as official USA Swimming times only if achieved in conformance with 205.2.1 and .2.

205.3 PROGRAM AND EVENTS

- .1 In order to promote maximum achievement and recognition, competition may be separated by age, gender and level of ability. Meets and/or events shall be structured by the LSC to assure fair competition.
 - A Age Group swimming competition shall be conducted in conformance with the USA Swimming Technical Rules.
 - B USA Swimming shall establish and publish national motivational times for the recognized events in 102.1.2.
 - C An LSC may establish its own age group time standards for use within its jurisdiction or may sanction competition without any entry time requirements.
 - D Only swimmers whose best times correspond to the event's time standard for their age shall be eligible to participate in the particular event.
 - E Age Group meets may be designated by ability classifications.
 - F With the exception of championship and open water meets, the program in all other age group competition shall be planned to allow the events for swimmers twelve (12) years and younger to be completed in four (4) hours or less per session (prelims, finals, timed finals). Events for the same 12 & under swimmers shall be limited to one session per day, except for prelim/final meets where events for 12 & under swimmers may be offered in both prelims and finals.
- .2 Programs for Age Group meets and/or those of mixed classification may be tailored to meet local requirements and conditions. Recommended events are those listed in 102.1.2. An LSC, at its option, may open its oldest Age Group at any competition to Post Age Group swimmers. Dual meets between clubs and LSCs are encouraged.

205.4 ENTRY FEES — Entry fees in Age Group swimming meets shall be determined by the LSC.

205.5 AWARDS — Official awards for Age Group events shall be established by the LSC. The cost per award to an individual shall not exceed \$25.00. However, meet hosts and swimmers should be aware that high school or college eligibility may be affected by prize cost or value.

205.6

205.6 ZONE AGE GROUP PROGRAM — Each zone must conduct at least one Zone Age Group Championship meet, recommended to be long course if only one is conducted.

- .1 The meet shall be restricted to age group competition.
- .2 Those events in 102.1.2 are recommended for use for zone meets. Each zone shall select their events from the list of events in 102.1.2. A zone, at its option, may open its oldest age group at any competition to Post Age Group swimmers, or may include events specifically for those swimmers.
- .3 Time standards or entry requirements shall be set for each zone meet in accordance with the needs of the swimmers of that zone by the zone committee.
- .4 Eligibility: Participation in the zone championship meets shall be restricted to registered swimmers of that zone.
- .5 Awards: Shall be provided at least 1st through 8th place, and any other as designated by the national sponsor if any.

205.7 ZONE SENIOR PROGRAM — Each zone may offer one Zone Senior Championship meet at the end of every summer, to be held either during the week of the National Championships or the week of the Junior National Championships. The competition will be governed by the zone.

- .1 The competition is for swimmers fifteen (15) years and older as of the first day of the meet.
- .2 Swimmers at this meet will represent their clubs or swim unattached.

205.8 LSC AGE GROUP CHAMPIONSHIP MEETS

- .1 LSC Age Group/Junior Olympic meets shall be in conformance with the contractual obligations of USA Swimming, including the time periods, format and number, sponsorship identification and publicity requirements that may be in effect at the time, and about which the LSC shall be notified.
- .2 Two meets shall be conducted annually, short course and long course where such facilities are available.
- .3 Age group championship meet events shall be selected from the recognized events in 102.1.2.
- .4 An LSC, at its option, may open its oldest age group to Post Age Group swimmers.
- .5 An LSC, at its option, may conduct Open Water Age Group Championships in accordance with Part Seven / Open Water Swimming.

205.9 NATIONAL AGE GROUP RECOGNITION PROGRAM

- .1 Times submitted for recognition shall be achieved in the recognized events in 102.1.2 and in accordance with 102.24.1C in any USA Swimming Sanctioned or Approved competition, USA Swimming Observed Swims, or meets sanctioned by FINA or FINA members and accepted for national times reporting by USA Swimming. These meets must be conducted between September 1 of one calendar year and August 31 of the next calendar year.
- .2 A swimmer must be a USA Swimming athlete member at the time of the swim.
- .3 The *Program Operations Vice Chair Times & Recognition Committee Chair* or designee shall establish and distribute the specifications of the Recognition Program to the LSCs

before the start of the subsequent reporting period. These procedures will include the reporting period, deadlines, awards to be given, and the expected publication date.

- .4 If the times are achieved in a meet conducted in a continuous session overlapping the start of a reporting period, the last day of the meet shall be the last day of the reporting period for that meet.
- .5 Each LSC shall be responsible for submitting all official times achieved within its boundaries for consideration.
- .6 An Awards list shall be published for both short and long course competition.
- .7 No club's relay team may be listed more than once, unless that club has an additional relay or relays comprised of four different swimmers. If the club has an additional relay entitled to listing with a change of one, two or three individual swimmers from a higher listed relay, those additional swimmers will be listed after the club's higher ranked team members.
- .8 Each swimmer achieving the fastest reported time in each individual event and each member of the relay team achieving the fastest time in a relay event shall be awarded an appropriate certificate and an emblem, pin or similar memento by USA Swimming. Other awards will be determined and announced to the LSCs by the *Program Operations Vice Chair Program & Events Committee Chair or designee*.

205.10 SWIMWEAR IN AGE GROUP COMPETITION

- .1 For age group competitions, it is permissible for the swimmer to wear a single set of garments underneath his or her competition swimsuit for modesty and/or privacy reasons.

ARTICLE 206 AWARDING USA SWIMMING CHAMPIONSHIPS AND INTERNATIONAL COMPETITIONS

206.1 GENERAL — USA Swimming Championships shall be conducted annually.

- .1 A winter National Championships shall be conducted the week following Thanksgiving.
- .2 A long course National Championship meet shall be conducted every summer, except when there is a Trials Class meet in the summer and that Trials Class meet is not in accordance with 206.4.2 (at the traditional time at the end of summer). The end of summer meet during those summers shall be called the U.S. Open.
- .3 USA Swimming Open Water Individual and Team Championships shall be held in the 5 kilometer and 10 kilometer distances.

206.2 FACILITIES

- .1 Facilities awarded USA Swimming Championships and International competition must meet the mandatory standards of Article 103 and shall have a separate warm-up pool. Facilities where competition to select USA Swimming National Teams for certain international competition is held shall also conform to the requirements stated in 103.21.3E.

206.2

- .2 Facilities awarded USA Swimming Championships and international competition must have been certified in accordance with 104.2.2C(4). A copy of such certification must be on file with USA Swimming. For pools with a movable bulkhead, the facilities host shall, prior to each session of competition, examine the bulkhead and shall confirm to the Meet Referee that the bulkhead is stable, straight and properly positioned and anchored.
- .3 Open water venues must meet the mandatory standards of Article 702.

206.3 AWARD OF EVENTS

- .1 USA Swimming National Championships, Trials class, U.S. Open, Open Water Championships and Disability Championships shall be contracted for by the USA Swimming Chief Executive Officer or his/her designee in accordance with Article 206 and Article 207, after approval by the Board of Directors.
- .2 The National Team Director may elect not to conduct one or more USA Swimming Championships in any year upon approval by the Board of Directors.

206.4 DATES — Unless otherwise determined and announced by the National Team Director at the previous year's annual meeting, the dates shall be as follows:

- .1 **Short Course Yards National Championships** — To start the Thursday following Thanksgiving.
- .2 **Summer National Championships and U.S. Open (when held)** — To end no later than the second Saturday in August;
- .3 **Open Water Championships** — Each event to be scheduled annually by *Program Operations* the President/CEO or his/her designee(s) in conjunction with the National Team Steering Committee.

206.5 METHOD OF GRANTING AWARD

- .1 USA Swimming Championships and meets designated as national meets may be awarded to a USA Swimming member in good standing or to an organization approved by USA Swimming for the purpose of assuming full responsibility to conduct the USA Swimming Championship as agreed to in writing.
- .2 The award process shall be conducted by the Chief Executive Officer in accordance with the provisions of the USA Swimming Policy Manual.

ARTICLE 207 USA SWIMMING CHAMPIONSHIPS

207.1 GENERAL — USA Swimming may conduct USA Swimming National Championships, Trials class meets, U.S. Open Championships, and Open Water Championships. The designation of each of these championships shall include the name of the national sponsor, if any, for that meet.

207.2 USA SWIMMING U.S. OPEN CHAMPIONSHIPS — The USA Swimming U.S. Open Championships shall be governed by the Senior Development Committee and conducted by *Program Operations* the Program & Events Committee. All USA Swimming member athletes who have achieved the qualifying time standards for one or more specific events are eligible to participate. The meet shall be conducted in years designated by the National Team Director.

207.3 USA SWIMMING NATIONAL CHAMPIONSHIPS AND OPEN WATER CHAMPIONSHIPS — The USA Swimming National Championship meets and Open Water Championship meets shall be governed and conducted by *Program Operations* the Program & Events Committee. All USA Swimming member-athletes who have achieved the qualifying time standards for one or more specific events are eligible to participate.

If the following USA Swimming team selection trials are held in conjunction with the USA Swimming National Championships, only United States citizens eligible to represent the United States in international competition will be allowed to compete in the A (championship) finals from which team selections are chosen: Pan American Games Trials and Pan Pacific Championship Trials. Foreign swimmers may compete in all relays, but in individual preliminary events and B and C (consolation and bonus) finals only. When the selection of more than one of the above teams necessitates picking swimmers from beyond eighth (8) place in a specific event, this rule also applies to the B and C (consolation and bonus) final in that event. Finals will be seeded accordingly.

207.4 USA SWIMMING JUNIOR NATIONAL CHAMPIONSHIPS — The USA Swimming Junior National Championship meet shall be governed and conducted by *Program Operations* the Program & Events Committee.

- .1 The Junior National Championships will be swum long course during the summer season and short course during the winter season. The dates and place of competition will be determined by the Senior Development Committee. The meets should be scheduled to be held after the summer National Championships/U.S. Open and after the winter National Championships respectively.
- .2 All USA Swimming athlete members eighteen (18) years of age and under who have met the qualifying time standard for a specific event, are eligible to participate.
- .3 The Junior National Championships program will be determined annually by the Senior Development Committee.

207.5 TRIALS CLASS MEETS — Trials Class shall be the selection meets for United States teams for the Long Course World Championships and Olympic Games and may be held in conjunction with the USA Swimming National Championships. The Trials class meets shall be governed by the National Team Director and conducted by *Program Operations* the Program & Events Committee. The event format will be established by the National Team Director and may emulate the Olympic Games or Long Course World Championship program. The men's 800 meter freestyle and women's 1500 meter freestyle will be conducted if the Trials are held in conjunction with the National Championships. There shall be no relays or scoring in the Olympic Team Selection Meet. Touch pads shall conform to 103.21.3E. Only United States citizens eligible to represent the United States on the Olympic or Long Course World Championship teams may compete in these Trials.

207.6 QUALIFYING TIME STANDARDS

- .1 Other than Trials Class meets, the time standards shall be established by the Senior Development Committee in consultation with the National Team Director. Time standards shall be designed to allow 900-1,000 swimmers in individual events at the USA Swimming Short Course Championships, the U.S. Open and the National Championships.

207.6

- .2 The Senior Development Committee shall develop, one (1) year in advance, the qualifying time standards for all National Championships/U.S. Open Championships, Junior National Championships, and Future Championships. Once approved by the committee, time standards will be announced and made available to the membership. Qualifying time standards shall be specified in hundredths of a second, with nine one-hundredths being the constant.

207.7 PROOF OF ENTERED TIME — Procedures for obtaining proof of time shall conform to the current edition of the USA Swimming SWIMS Time Module Policy Manual. Official times achieved in accordance with the requirements of 102.24.1 may be used to enter the meet.

- .1 **Individual Events** — All individual entry times must be made during the correct qualifying period and must be proven prior to the scratch deadline for that event through the SWIMS database.
- .2 **Relay Events** — Times for each entered relay team must be submitted with the entry. This entered time must be proven prior to the scratch deadline for each entered relay team, in aggregate or as a team, through the SWIMS database. For the purpose of proving times, a club may name a swimmer on only one of its relay teams in each event. Once the relay team or teams have been proven, any swimmer listed by that organization on the entry form is eligible to compete on that relay team.

.3 Responsibility Clause

- A The coach, swimmer, or swimmer representative who enters a USA Swimming championship thereby attests that all times on the entry are true and correct achieved qualifying times for each event entered. He/she assumes all responsibility for false or incorrect times or times which are unacceptable under USA Swimming rules and shall be assessed a \$100 penalty payable to USA Swimming for each such time entered, unless absolved of the fine by the *Program Operations Vice Chair Program & Events Committee Chair* or designee or Board of Review. Additional action or penalty may be taken or levied as deemed appropriate by USA Swimming.
- B Such penalty shall also be levied against any USA Swimming verification officer who knowingly entered such a false time(s) into the SWIMS database.
- C Appeal of fines are to be made to the *Program Operations Vice Chair Program & Events Committee Chair* or designee and/or Board of Review. Any appeal of the decision of the *Program Operations Vice Chair Program & Events Committee Chair* or designee shall be in accordance with the provisions of Part Four, specifically Article 407.

207.8 ENTRY FORMS AND MEET ANNOUNCEMENT

- .1 The entry forms and meet announcement shall be prepared under joint direction of the *Program Operations Vice Chair Program & Events Committee Chair* or designee, the Rules Chair, the Meet Director, and the President/Chief Executive Officer or his/her designee(s).
- .2 The meet announcement shall state qualifying times and procedures necessary for proof of entry times. (See 207.6 and 207.7) For a USA Swimming Championship meet, *Program Operations the President/CEO* or his/her designee may permit bonus events. For each qualifying time achieved in an individual event, additional bonus events may be allowed. Requirements for bonus events will be specified in the meet announcement.

207.9 ENTRIES

- .1 A swimmer and/or relay team will be officially entered when the entries are received by USA Swimming prior to the meet entry deadline. The method and procedure for submission of entries will be stated in the meet announcement.
- .2 An unattached swimmer shall be identified with the LSC in which the swimmer is registered.
- .3 In National Championships a swimmer may enter and compete, except as provided in 102.2.2, in any number of individual events in which the qualifying time standards have been met.
- .4 Entry times for individual and relay events shall:
 - A Be the best competitive times of swimmers except as otherwise provided in this Article 207 or the USA Swimming Policy Manual.
 - B Be achieved in accordance with 102.24.1, Requirements for Official Time.
 - C Be submitted to hundredths of a second.
 - D Swimmers who have qualified for the Olympic Trials within the current quadrennium in a specific event may swim that event in all USA Swimming National Championships and U.S. Open events preceding the next Olympic Trials, even if they have not re-qualified for the USA Swimming National Championships or U.S. Open in that specific event.
- .5 Only swimmers and relay teams entered using the procedures stated in the meet announcement shall be eligible to compete. Submitted times may be updated up to the entry deadline. No corrections or changes of events entered or additional entries will be accepted after the entry deadline. Typographical or transcription errors which can be readily verified by entry data or National Times Database data may be corrected if attested to by the swimmer, coach, or the swimmer's representative prior to the scratch deadline.
- .6 *Program Operations* The Program & Events Committee has the right to challenge any submitted time.
- .7 In order to score at USA Swimming National Championships, a swimmer must be eligible to represent the United States in international competition.
- .8 **Relay Entries**
 - A A club may enter no more than two relay teams in each relay event.
 - B Only swimmers entered in accordance with the meet announcement shall be eligible to compete for that organization in relay events.

207.10 PROGRAMS

- .1 **Time Trials** — At all USA Swimming National Championships and Trials Class meets, time trials will be conducted on a time available basis for swimmers participating in the meet. These time trials shall be held under a separate sanction of the LSC where the meet is held and shall conform to the following conditions and format, subject to the time limitations specified in 207.10 and 207.11:

207.10

- A A swimmer is limited to a maximum of two time trials during the course of the championships.
 - B At the USA Swimming National Championships and Trials Class meets, a swimmer must be entered in the meet with a proven time (individual event or relay) to be eligible to participate in the time trials.
 - C Entry fees for time trials shall be the same as those established for the corresponding National Championships.
- .2 **International Program** — Upon the recommendation of the National Team Director with the approval of the *Program Operations Vice Chair Program & Events Committee Chair*, the USA Swimming National Championships may be conducted in a format with the order of events simulating the World Championship or Olympic program. The men's 800 and women's 1500-freestyle may be included in this format. All relays shall be conducted on a timed finals basis with all heats swum in the finals session.

207.11 ADMINISTRATIVE CONDUCT OF USA SWIMMING CHAMPIONSHIPS — The administrative rules for the conduct of the National Championships and Open Water Championships are specified herein. Additional rules for Open Water Championships are listed in Article 704.

.1 General Meeting

- A A general meeting, chaired by the *Program Operations Vice Chair Program & Events Committee Chair* or designee, shall be held at all USA Swimming championship meets prior to the first day's competition. The Meet Referee, all participating coaches, and representatives of each participating club are obligated to attend or be represented at this meeting.
- B Only business pertinent to the administrative conduct of that championship meet and its events may be considered and finalized at this meeting by a vote of those in attendance and no changes shall be made thereafter.
- C It is the obligation of every swimmer entered in the meet to attend or be represented at this meeting and to become acquainted with the changes, if any, and the decisions made at this meeting.

.2 Schedule

- A Except as otherwise stated in the USA Swimming Policy Manual, a minimum of two (2) hours must elapse between the end of the last preliminary heat and the start of the first race in the finals on any one day, during which time the pool must be available for warm-up. Starting times for the preliminary and finals sessions shall be published in the meet announcement and reviewed at the general meeting. Starting times shall be as consistent as possible throughout the meet. At the general meeting a schedule shall be made available for the first day's competition, including starting times for the first race in each preliminary event and for each race in the finals. Each day a schedule shall be made available for the following day's competition including all the same information. No event shall start prior to the time established for that event or race.
- B At the discretion of the *Program Operations Vice Chair Program & Events Committee Chair* or designee, the preliminary sessions may be conducted in two courses.

- .3 **Warm-up Schedule** — A schedule of lanes, times and warm-up procedures which must be adhered to shall be established and must be distributed during the general meeting.
- .4 **Eligibility Protests**
- A An Eligibility Jury composed of three persons in attendance at each National Championships shall be appointed by the *Program Operations Vice Chair Program & Events Committee Chair* or designee prior to the start of the meet to consider protests pertaining to the eligibility of any swimmer to compete or to represent an organization. The Eligibility Jury shall consist of a swimmer, a coach and an official.
 - B All protests made prior to or during the championship shall be submitted to the Eligibility Jury on a form prescribed by USA Swimming and accompanied by a \$50 fee, which shall be returned if the protest is upheld. The \$50 fee shall not be required for protests submitted by the Registration Committee or LSC Registration Chair.
 - C Protests shall be heard by the jury and, if possible, decisions rendered before the start of events on the day in which the protested swimmer competes, but no later than the last night of the championships. The opportunity to be heard shall be given to both the party lodging the protest and the party or parties charged.
 - D Until the Eligibility Jury renders a decision, the swimmer may compete under protest. An announcement to this effect shall be made prior to the race. The results of any race conducted under protest shall not be announced, nor prizes awarded, nor points scored until the jury has determined if and how their decision may affect the final scoring or awards.
 - E The decision of the jury may be appealed by either party to the National Board of Review, pursuant to Part Four. Protests submitted after the last day of the championships shall be submitted directly to the National Board of Review.
 - F Any such decision of the National Board of Review shall be published on the USA Swimming website.
- .5 **Technical Rules Protests** — Prior to the start of the meet the *Program Operations Vice Chair Program & Events Committee Chair* or designee shall appoint a Technical Jury composed of at least one swimmer representative, at least one coach, and at least one, but not more than three other persons. Written protests involving technical rules, except disqualifications due to judgment decisions by the deck officials, shall be made to the Meet Referee within thirty (30) minutes of the protested act or occurrence. Decisions of the Meet Referee regarding these protests may be appealed to the Technical Jury, whose decision must be made the day of the protest and shall be final.

The jury cannot adjudicate judgment decisions, which can only be considered by the Referee under 102.11.

.6 **Scratch Procedures**

- A Swimmers may scratch from an event in which they are entered by following the procedures set forth in the meet announcement.
- B The scratch deadline for the first day's events shall be fifteen (15) minutes after the general meeting is adjourned. The scratch deadline for all subsequent days' events shall be thirty (30) minutes after the time established for the start of the finals sessions.

- C In all events where preliminary heats are necessary or in any timed final event for which the swimmer has been positively checked in, after the heats have been seeded, any swimmer who fails to compete in an individual event heat in which such swimmer entered and has not been scratched in accordance with sub-paragraphs A and B above will be barred from all further individual and relay events of that day. The application of this penalty shall pertain to the order in which the event/heats are swum, not the numerical order of the events. Additionally that swimmer shall not be seeded in any individual events on succeeding days unless that swimmer declares an intent to swim prior to the close of the scratch box for that day's events.
- D Scratching from finals:
- (1) Any swimmer qualifying for a C, B, or A (bonus and consolation final or) final race in an individual event who fails to compete in said final shall be barred from further competition for the remainder of the meet, except as noted in paragraph E. A declared false start under 101.1.3E or deliberate delay of meet under 101.1.5 is not permitted and will be regarded as a failure to compete.
 - (2) In the event of withdrawal or barring of a swimmer from competition the Referee shall fill the C, B, or A (bonus and consolation final or) final, when possible, with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if unavailable to compete in the finals.
 - (3) Where C and B (bonus and consolation) finals have not been swum and a barring or withdrawal is known to the Referee, the Referee shall reseed the C, B and A (bonus final and consolation final and the) final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.
 - (4) If the C and B (bonus and consolation) finals have already been contested, the (championship) final shall be swum without reseeding for the empty lane(s).
- E Exceptions for Failure to compete — No penalty shall apply for failure to withdraw or compete in an individual event if:
- (1) The Referee is notified in the event of illness or injury and accepts the proof thereof.
 - (2) A swimmer qualifying for a C, B, or A (bonus or consolation final or) final race based upon the results of the preliminaries notifies the Referee within thirty (30) minutes after announcement of the qualifiers for that race that they may not intend to compete and further declares their final intentions within thirty (30) minutes following their last individual preliminary event.
 - (3) It is determined by the Referee that failure to compete is caused by circumstances beyond the control of the swimmer.
- F Notwithstanding the provisions of 207.11.6, the scratch procedures for a selection meet for the United States teams for the Olympic Games, the FINA World Championships, the Pan Pacific Championships, the Pan American Games or the World Student Games shall be established by the National Team Steering Committee and the *Program Operations Vice Chair Program & Events Committee Chair* or designee.

.7 Seeding

- A Swimmers in the 1000y/800m and 1650y/1500m freestyle must check in and confirm their intention to compete prior to the scratch deadline in order to be seeded. Seeded heat sheets shall be published at the conclusion of the finals the evening before, except that in the five-day format, seeded heat sheets for the 800m freestyle shall be published two hours prior to the scheduled starting time for that event.
- B Seeding individual events when using non-conforming and bonus times shall be as follows:
- (1) All conforming times will be arranged in time order.
 - (2) In a long course championship meet, non-conforming short course meter times will be arranged in time order followed by non-conforming yard times; in a short course meet, non-conforming long course times shall precede non-conforming short course times.
 - (3) Conforming bonus times, if permitted, will be arranged in time order after the times that meet the qualifying standards, in the precedence specified in (2) above.
 - (4) Non-conforming bonus times, if permitted, will be arranged in time order after the times that meet the qualifying standard and after conforming bonus times, in the precedence specified in (2) above.
 - (5) After arranging the times as provided above, the event will be seeded in normal fashion.

- .8 **Finals** — Except for the relay events, the 1000 and 1650-yard and 800 and 1500-meter freestyle events, there shall be C, B, and A (bonus, consolation and championship) final heats, with the consolation heats preceding the championship heat, in both short course and long course National Championships. The order of final heats for each meet shall be approved by the *Program Operations Vice Chair Program & Events Committee Chair* or designee.

- .9 **Scoring** — Except for Trials Class meets, scoring at the USA Swimming National Championships shall be mandatory.

- A Foreign national teams entered in the National Championships will not be scored for team awards.
- B Foreign swimmers may not score points for a USA Swimming team at the USA Swimming National Championships, but, subject to USA Swimming representation requirements, may represent that team and receive awards.
- C Scoring at the USA Swimming National Championships will be on a sixteen (16) place basis. Individual events: 20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, 1. When a 10-lane pool is used for finals at the National Championships, the scoring shall be on a twenty (20) place basis with the values for individual events as follows: 24, 21, 20, 19, 18, 17, 16, 15, 14, 13, 11, 9, 8, 7, 6, 5, 4, 3, 2, 1. Relay events receive double these point values.
- D To be eligible for Combined Men's and Women's Team Awards, a team must have scored points in both the Men's Team and Women's Team Categories.

207.12 AWARDS

.1 Team Awards

Women's Team Champion	<i>(high point women's team)</i>
Women's Team Runner-up Champion	<i>(second highest)</i>
Women's Team Top Ten	<i>(third through tenth)</i>
Men's Team Champion	<i>(high point men's team)</i>
Men's Team Runner-up Champion	<i>(second highest)</i>
Men's Team Top Ten	<i>(third through tenth)</i>
Men's & Women's Team Champion	<i>(high combined points)</i>
Men's & Women's Runner-up Team Champion	<i>(second highest)</i>
Men's & Women's Combined Team Top 10	<i>(third through tenth)</i>

USA Swimming National Championships only:

William A. Lippman, Jr., USA Swimming — Combined Team Champion Cup
(perpetual trophy)

.2 Individual and Relay Awards

- A Medals shall be awarded to all place winners in the A (championship) final and to the top eight (8) place winners in timed final events of any USA Swimming National Championships. When ten (10) lanes are used at a USA Swimming Championships, the top ten (10) place winners in timed final events will receive medals.
- B First-place medal to be awarded to the 18 & under swimmer placing highest in each individual event at each USA Swimming National Championships. If no 18 & under swimmer scores in the A, B, or C finals, the highest placing 18 & under swimmer from preliminaries will be recognized as the National 18 & under Champion for that event.
- C In each USA Swimming National Championships, the Robert J. Kiphuth High Point Award shall be awarded to the man and woman swimmer scoring the greatest number of points in individual events.
- D The Conoco Phillips Performance of the Meet Award shall be presented at each USA Swimming National Championships. The recipient of this award shall be chosen by representatives of the media who are present at the meet.

APPENDIX 2-A

2018 CHAMPIONSHIP MEET SITES AND DATES

Phillips 66 National Championships (Pan Pac Trials)

June 25 - 29

Irvine, California

Speedo Junior National Championships (LCM)

July 31 - August 4

Irvine, California

Pan Pacific Championships

August 9 - 12

Tokyo, Japan

Junior Pan Pacific Championships

August 23 - 27

Fiji

AT&T Winter National Championships (SCY)

November 28 - December 1

Greensboro, North Carolina

Short Course World Championships

December 1 - 5

Hangzhou, China

Speedo Winter Junior Championships West (SCY)

December 5 - 8

Austin, Texas

Speedo Winter Junior Championships East (SCY)

December 5 - 8

Greensboro, North Carolina

2



TIME STANDARDS

2018

PHILLIPS 66 NATIONAL CHAMPIONSHIPS

Women			Men	
SCY	LCM		LCM	SCY
22.29	25.99	50 Freestyle	23.19	19.79
48.89	56.39	100 Freestyle	50.49	43.09
1:45.89	2:01.79	200 Freestyle	1:51.39	1:35.59
4:43.79	4:16.89	400/500 Freestyle	3:57.79	4:19.39
9:48.09	8:48.09	800/1000 Freestyle	8:12.99	9:04.99
16:18.09	16:49.19	1650/1500 Freestyle	15:44.89	15:10.09
53.29	1:02.99	100 Backstroke	56.79	46.79
1:55.39	2:15.59	200 Backstroke	2:03.29	1:44.79
1:00.69	1:10.99	100 Breaststroke	1:03.29	53.39
2:11.69	2:33.79	200 Breaststroke	2:18.09	1:58.29
52.99	1:00.89	100 Butterfly	54.49	47.29
1:57.79	2:14.59	200 Butterfly	2:01.69	1:45.09
1:58.29	2:17.99	200 Individual Medley	2:04.69	1:45.19
4:12.09	4:53.19	400 Individual Medley	4:26.89	3:46.99
x	3:52.69	4x100 Free Relay	3:29.29	x
x	8:22.19	4x200 Free Relay	7:42.79	x
x	4:18.29	4x100 Medley Relay	3:50.09	x

Qualification Period 6/1/2017 through Entry Deadline

Women		18 & Under Bonus	Men	
SCY	LCM		LCM	SCY
22.79	26.59	50 Freestyle	23.99	20.49
49.69	57.59	100 Freestyle	51.99	44.39
1:47.39	2:04.29	200 Freestyle	1:54.29	1:38.39
4:48.09	4:21.39	400/500 Freestyle	4:02.79	4:28.29
9:56.79	8:58.69	800/1000 Freestyle	8:23.09	9:13.19
16:32.59	17:11.29	1650/1500 Freestyle	16:05.09	15:34.19
54.49	1:04.39	100 Backstroke	58.79	49.69
1:57.69	2:18.29	200 Backstroke	2:06.99	1:47.99
1:02.89	1:13.29	100 Breaststroke	1:06.09	55.79
2:15.49	2:38.29	200 Breaststroke	2:23.29	2:01.19
53.99	1:02.39	100 Butterfly	56.49	48.99
1:59.39	2:16.99	200 Butterfly	2:05.09	1:47.89
2:00.59	2:20.99	200 Individual Medley	2:08.29	1:48.89
4:15.19	4:57.29	400 Individual Medley	4:33.09	3:52.69



TIME STANDARDS 2018

SPEEDO JUNIOR NATIONAL CHAMPIONSHIPS

2

Qualification Period 6/1/2017 through Entry Deadline

Girls			Boys	
SCY	LCM		LCM	SCY
22.79	26.59	50 Freestyle	23.99	20.49
49.69	57.59	100 Freestyle	51.99	44.39
1:47.39	2:04.29	200 Freestyle	1:54.29	1:38.39
4:48.09	4:21.39	400/500 Freestyle	4:02.79	4:28.29
9:56.79	8:58.69	800/1000 Freestyle	8:23.09	9:13.19
16:32.59	17:11.29	1650/1500 Freestyle	16:05.09	15:34.19
54.49	1:04.39	100 Backstroke	58.79	49.69
1:57.69	2:18.29	200 Backstroke	2:06.99	1:47.99
1:02.89	1:13.29	100 Breaststroke	1:06.09	55.79
2:15.49	2:38.29	200 Breaststroke	2:23.29	2:01.19
53.99	1:02.39	100 Butterfly	56.49	48.99
1:59.39	2:16.99	200 Butterfly	2:05.09	1:47.89
2:00.59	2:20.99	200 Individual Medley	2:08.29	1:48.89
4:15.19	4:57.29	400 Individual Medley	4:33.09	3:52.69
x	3:56.49	4x100 Free Relay	3:34.89	x
x	8:29.99	4x200 Free Relay	7:47.69	x
x	4:22.69	4x100 Medley Relay	3:56.99	x

Girls		Bonus	Boys	
SCY	LCM	(Revised 9/20/2017)	LCM	SCY
23.49	26.99	50 Freestyle	24.39	20.99
50.99	58.39	100 Freestyle	52.89	45.79
1:49.79	2:05.39	200 Freestyle	1:56.29	1:40.29
4:52.09	4:23.79	400/500 Freestyle	4:06.29	4:32.69
10:03.59	9:03.49	800/1000 Freestyle	8:33.79	9:25.49
16:46.19	17:20.49	1650/1500 Freestyle	16:14.99	15:46.99
56.59	1:05.59	100 Backstroke	59.69	50.99
2:01.29	2:20.69	200 Backstroke	2:09.59	1:50.69
1:04.29	1:14.29	100 Breaststroke	1:07.59	57.69
2:19.79	2:40.09	200 Breaststroke	2:27.19	2:05.89
55.99	1:03.39	100 Butterfly	57.39	50.09
2:03.29	2:19.59	200 Butterfly	2:08.19	1:51.59
2:03.79	2:22.49	200 Individual Medley	2:10.49	1:52.49
4:23.69	5:01.89	400 Individual Medley	4:38.39	4:00.19



FUTURES CHAMPIONSHIPS

2018

TIME STANDARDS

WOMEN			MEN	
SCY	LCM		LCM	SCY
24.39	27.49	50 Freestyle	24.89	21.49
52.19	59.59	100 Freestyle	53.79	46.69
1:52.99	2:08.19	200 Freestyle	1:58.09	1:42.09
5:03.49	4:28.79	400/500 Freestyle	4:09.99	4:37.09
10:20.49	9:13.79	800/1000 Freestyle	8:40.69	9:34.29
17:14.39	17:40.19	1650/1500 Freestyle	16:38.99	16:05.49
58.49	1:07.29	100 Backstroke	1:00.79	52.49
2:05.79	2:24.79	200 Backstroke	2:11.89	1:53.59
1:06.29	1:16.19	100 Breaststroke	1:08.69	58.89
2:23.09	2:43.79	200 Breaststroke	2:29.09	2:08.59
57.89	1:05.19	100 Butterfly	58.39	51.59
2:06.19	2:21.89	200 Butterfly	2:10.19	1:53.69
2:08.29	2:26.39	200 Individual Medley	2:12.79	1:55.09
4:30.69	5:07.29	400 Individual Medley	4:42.39	4:07.59
3:34.09	4:04.29	4x100 Free Relay	3:40.89	3:12.89
7:36.39	8:40.89	4x200 Free Relay	8:00.49	6:58.59
3:57.09	4:33.79	4x100 Medley Relay	4:05.89	3:32.79

Qualification Period 6/1/2017 through Entry Deadline



SPEEDO SECTIONALS

2018

MAXIMUM TIME STANDARDS

2

WOMEN

MEN

SCY	LCM		LCM	SCY
24.49	28.09	50 Freestyle	25.29	21.69
53.09	1:00.69	100 Freestyle	54.79	47.39
1:53.79	2:10.99	200 Freestyle	2:00.49	1:43.79
5:05.09	4:35.29	400/500 Freestyle	4:15.79	4:42.79
10:28.79	9:27.39	800/1000 Freestyle	8:49.99	9:42.99
17:25.69	18:06.09	1650/1500 Freestyle	16:56.49	16:24.39
58.99	1:07.89	100 Backstroke	1:01.99	53.39
2:07.19	2:26.99	200 Backstroke	2:13.79	1:54.89
1:06.89	1:17.19	100 Breaststroke	1:09.69	59.79
2:24.69	2:46.69	200 Breaststroke	2:30.89	2:09.69
58.19	1:05.79	100 Butterfly	59.59	52.09
2:08.89	2:25.09	200 Butterfly	2:11.79	1:55.09
2:09.29	2:28.49	200 Individual Medley	2:15.19	1:57.09
4:33.39	5:12.99	400 Individual Medley	4:47.59	4:11.19

Individual event qualifying times cannot be faster than the times listed above. For minimum qualifying standards, please refer to the specific Speedo Sectional website. Qualification Period 6/1/2017 through Entry Deadline



SCHOLASTIC ALL-AMERICA

OFFICIAL TIME STANDARDS 2017-2018

WOMEN

MEN

SCY	LCM		LCM	SCY
23.49	26.99	50 Fr	24.39	20.99
50.99	58.39	100 Fr	52.89	45.79
1:49.79	2:05.39	200 Fr	1:56.29	1:40.29
4:52.09	4:23.79	400/500 Fr	4:06.29	4:32.69
10:03.59	9:03.49	800/1000 Fr	8:33.79	9:25.49
16:46.19	17:20.49	1500/1650 Fr	16:14.99	15:46.99
56.59	1:05.59	100 Bk	59.69	50.99
2:01.29	2:20.69	200 Bk	2:09.59	1:50.69
1:04.29	1:14.29	100 Br	1:07.59	57.69
2:19.79	2:40.09	200 Br	2:27.19	2:05.89
55.99	1:03.39	100 Fl	57.39	50.09
2:03.29	2:19.59	200 Fl	2:08.19	1:51.59
2:03.79	2:22.49	200 IM	2:10.49	1:52.49
4:23.69	5:01.89	400 IM	4:38.39	4:00.19

*Qualifying period August 16, 2017, through August 15, 2018

PART THREE

RIGHTS, PRIVILEGES, CODE OF CONDUCT

ARTICLE 301 MEMBER RIGHTS

301.1 Except as provided in 301.2, no individual or organizational member of USA Swimming, nor any organization affiliated with USA Swimming, may deny or threaten to deny any eligible swimmer, coach, trainer, manager, official or administrator the opportunity to participate in any international swimming competition approved by USA Swimming, if selected by USA Swimming or one of its members. In addition, except as provided in 301.2, no individual or organizational member of USA Swimming, nor any organization affiliated with USA Swimming, may censor or otherwise penalize subsequent to the event any swimmer, coach, trainer, manager, official or administrator for having participated in any such international swimming competition approved by USA Swimming.

301.2 An educational institution which a swimmer is attending at the time of such international competition may deny the swimmer the opportunity to participate only if said educational institution reasonably determines that such participation would either:

- .1 Prevent the swimmer from meeting the academic requirements which are applicable to all students who participate in the swimmer's particular course of study.
- .2 Jeopardize the swimmer's or the educational institution's performance in the established program in the particular sport in which the swimmer competes, provided that the international competition occurs during the scheduled competitive season of the educational institution.

301.3 Any swimmer, coach, trainer, manager, official or administrator who alleges that he or she has been denied or is about to be denied, by a person or an organization affiliated with USA Swimming, a right as set forth in 301.1, shall immediately inform the Chief Executive Officer, who shall promptly cause an investigation to be made and steps to be taken to settle the controversy without unnecessary delay. Such steps shall include, but shall not be limited to, advising the Secretary General of the U.S. Olympic Committee, and submitting the matter to the American Arbitration Association for binding arbitration.

301.4 Whenever a swimmer, or party acting on a swimmer's behalf, informs the Chief Executive Officer of an alleged violation of the swimmer's right to participation as set forth in 301.1, the Chief Executive Officer shall review all the related evidence of the case and make a report, with a preliminary recommendation, to the National Board of Review within thirty (30) days, or sooner if the situation requires. The Board of Review shall review the case and the preliminary recommendation of the Chief Executive Officer and take whatever action it deems appropriate. Any of the parties involved in the action who are dissatisfied with the decision of the National Board of Review may appeal said decision under the provisions set forth in Article 409.

ARTICLE 302

ATHLETE REGISTRATION

302.1 REGISTRATION — All swimmers practicing with a member club or competing in events sanctioned by USA Swimming must be registered as athlete members of USA Swimming. Athlete members must meet the rules of eligibility contained in Article 303. No swimmer alleged to be ineligible shall be denied the right to register and compete without being afforded the opportunity to refute the allegations relating to possible ineligibility, pursuant to Part Four.

302.2 MEMBERSHIP — Athlete membership will consist of an annual membership, an outreach membership, a seasonal membership, or a single-meet open water membership.

- .1 **Annual Membership** — Membership is for a calendar year. Non-members applying for membership on or after September 1 will be issued a membership valid through December 31 of the following year.
- .2 **Flex Membership** [effective September 1, 2018] — At the option of the LSC, flex memberships may be offered for the same period of time as an Annual Membership. Those with Flex memberships are eligible to compete in only two sanctioned competitions per registration year. Flex members are permitted to transition to the Annual membership category within the same calendar year, paying the difference between the cost of the Flex membership and the Annual membership. Flex membership is not valid for competition at or above the LSC Championship level.
- .3 **Outreach Membership** — Annual membership with specially reduced fees. Each LSC House of Delegates shall determine how athletes qualify for outreach membership.
- .4 **Seasonal Membership** — At the option of the LSC, membership may be offered for one or two periods of not more than 150 days per period within a registration year. Seasonal membership may also be offered for an unspecified but continuous period of not more than 150 days commencing on the date of registration. Seasonal membership is not valid for competition at or above the Zone Championship level.
- .5 **Single-Meet Open Water Membership** — At the option of the LSC, membership may be offered for the specific date(s) of an open water competition(s). The swimmer must compete unattached. Single-meet membership is not valid for competition at or above the Zone Championship meet.

302.3 APPLICATION/RENEWAL — Athlete membership applications and payment as set forth in 502.7 shall be submitted to the Registration Chair of the LSC. The Registration Chair may designate deputy registrars to accept applications on behalf of the Chair and forward for approval.

302.4 FALSE REGISTRATION — If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC may impose a fine of up to \$100.00 per event against the individual, member coach or member club submitting the entry.

ARTICLE 303

ELIGIBILITY

303.1 It shall be the responsibility of all USA Swimming members to comply with the rules and regulations of USA Swimming and the Rules, Constitution and Bureau decisions of FINA, as well as to avoid acting in any manner which brings disrepute upon USA Swimming or upon the sport of swimming.

303.2 Except as provided for in 203.9, only athlete members of USA Swimming are eligible to compete.

303.3 As a member National Governing Body of the United States Olympic Committee (USOC), and as a member Federation of Federation Internationale de Natation (FINA), USA Swimming is obligated to adhere to the anti-doping rules of the USOC and FINA. In addition, USOC Bylaw Chapter XXIII, Section 2(G) provides that, as a condition of membership in the USOC, each National Governing Body shall comply with the procedures pertaining to drug testing and adjudication of related doping offenses of the independent anti-doping organization designated by the USOC to conduct drug testing. The USOC has designated the United States Anti-Doping Agency ("USADA") as that organization. The current anti-doping rules of the USOC, FINA and USADA are available at the offices of USA Swimming or on line at the following websites:

WADA	www.wada-ama.org
FINA	www.fina.org
USOC	www.usoc.org
USADA	www.usada.org

As a condition of membership in USA Swimming, it is the responsibility of each athlete member of USA Swimming to comply with the anti-doping rules of FINA, USOC and USADA and to submit, without reservation or condition, to in-competition and out-of-competition doping controls conducted by either FINA or USADA. (Out-of-competition doping controls by USADA may take place at USA Swimming elite-level camps, training sessions at USOC facilities, or with no advance notice any time for athletes designated by USA Swimming and USADA for inclusion in USA Swimming's no advance notice testing pool.)

Pursuant to USOC Bylaw Chapter XXIII, Section 2(G), the management of positive and elevated test results for USA Swimming athletes has become the responsibility of USADA. Any inconsistent provisions elsewhere in USA Swimming rules are hereby superseded. USA Swimming will, without further process, enforce and publish any sanction communicated to USA Swimming by USADA resulting from adjudication of a doping control under the USADA Protocol for Olympic Movement Testing.

303.4 A swimmer shall cease to be eligible to compete in events conducted by USA Swimming or its LSCs, or by any FINA Federation, while under suspension or if expelled by USA Swimming for violations of this Part Three.

303.5 No Individual Member or Group Member of USA Swimming shall coach, train or provide swimming-related advice or service to any swimmer who is serving a period of ineligibility or provisional suspension for an anti-doping rule violation. In accordance with policies and procedures in the USA Swimming Policy Manual, Coaches and Group Members are required to report any non-member of USA Swimming ranked in the top 100 in the world who participates in team activities.

303.6

303.6 If a swimmer is required to forfeit any medals, points or prizes earned at an event on account of an anti-doping rule violation, then any compensation paid by USA Swimming to the swimmer's coach(es) on account of that swimmer's result shall also be forfeited and shall be returned to USA Swimming.

303.7 A swimmer may be registered for USA Swimming and Masters Swimming at the same time. Membership in U.S. Masters Swimming does not imply or presume membership in USA Swimming.

303.8 A swimmer declared ineligible for any reason may be reinstated pursuant to the provisions of Article 404.

ARTICLE 304 CODE OF CONDUCT

304.1 The mission of USA Swimming is to encourage participation and the pursuit of excellence in all aspects of swimming. USA Swimming grants the privilege of membership to individuals and organizations committed to that mission. The privilege of membership may, therefore, be withdrawn or denied by USA Swimming at any time where USA Swimming determines that a member or prospective member's conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it.

In order to assist all members to better serve the interests of those who participate in swimming, USA Swimming has adopted this Code of Conduct.

304.2 Any member, former member, or prospective member of USA Swimming is subject to the jurisdiction of the Board of Review. Any member, former member, or prospective member of USA Swimming may be denied membership, censured, placed on probation, suspended for a definite or indefinite period of time with or without terms of probation, fined or expelled from USA Swimming for life if such person violates the provisions of the USA Swimming Code of Conduct, set forth in 304.3, or aids, abets or encourages another person to violate any of the provisions of the USA Swimming Code of Conduct. USA Swimming shall initiate an investigation of any former member of USA Swimming when a report required under 306.1 is received.

304.3 The following shall be considered violations of the USA Swimming Code of Conduct:

Measures to be adjudicated by the USA Swimming National Board of Review

- .1 Violation of the right to compete provisions set forth in Article 301.
- .2 Discrimination in violation of the Amateur Sports Act which requires that USA Swimming must provide an equal opportunity to athletes, coaches, trainers, managers, administrators, and officials to participate in the sport of swimming. Athletes must be allowed to participate and compete to the fullest extent allowed by the Rules and Regulations. Discrimination against any member or participant on the basis of age, gender, race, ethnicity, culture, religion, sexual orientation, gender expression, genetics, mental or physical disability, or any other status protected by federal, state or local law, where applicable, is prohibited.
- .3 Violation of any of the Athlete Protection Policies set forth in Article 305.
- .4 Violation of any of the Sexual Misconduct Reporting Requirements set forth in Article 306 or the Prohibitions against Retaliation for Good Faith Reporting of Abuse set forth in Article 307.

- .5 Conviction of, imposition of a deferred sentence for, or any plea of guilty or no contest at any time, past or present, or the existence of any pending charges, for (i) any felony or (ii) any offense involving use, possession, distribution or intent to distribute illegal drugs or substances.
- .6 The sale or distribution of illegal drugs or the illegal sale or distribution of any substance listed on FINA's recognized list of banned substances.
- .7 The use of illegal drugs in the presence of an athlete, by a coach, official, trainer, or a person who, in the context of swimming, is in a position of authority over, that athlete.
- .8 The providing of alcohol to an athlete by a coach, official, trainer, manager or any other person where the athlete is under the legal age allowed to consume or purchase alcohol in the state where the alcohol is provided.
- .9 The abuse of alcohol in the presence of an athlete under the age of eighteen (18), by a coach, official, trainer, or a person who, in the context of swimming, is in a position of authority over that athlete.
- .10 For any USA Swimming member club or coach to knowingly:
 - A allow any person who has been sanctioned with a membership suspension by the Center for SafeSport or USA Swimming to coach or instruct any of its athlete members,
 - B aid or abet coaching or instruction of athletes by any person who has been sanctioned with a membership suspension by the Center for SafeSport or USA Swimming or
 - C allow any person who has been sanctioned with a membership suspension by the Center for SafeSport or USA Swimming to have an ownership interest in such USA Swimming club or its related entities.

Measures to be adjudicated by the USA Swimming Zone Boards of Review

- .11 Any act of fraud, deception or dishonesty in connection with any USA Swimming-related activity.
- .12 Any non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any meet official and which is related to any decision made by such official in connection with a USA Swimming sanctioned competition.
- .13 Action, other than through general advertising, by a coach, owner, officer, volunteer, representative, or employee of a swim club, or a USA Swimming or LSC employee, either through direct contact with an athlete or the encouragement of others, to recruit or otherwise encourage an athlete who is already a member of a USA Swimming member swim club to leave that club, unless the acting party receives prior written approval to recruit or encourage the athlete to change affiliation from the designated club representative of the athlete's existing USA Swimming-member swim club or contact is initiated by the athlete, the athlete's parent or authorized representative. General advertising includes any information that is:
 - A Distributed to an identifiable general population where there is a reasonable expectation that the majority of that population are not current members of USA Swimming, or
 - B Placed in or on any item that is sold.

In the event of a violation of this section, a sanction may be imposed against any coach, owner, officer, volunteer, representative or employee of a swim club, or against any such club, or any combination thereof, as appropriate.

304.3

- .14 Violation of any team misconduct rule as established by the USOC, USA Swimming, any Zone or LSC team authority.
- .15 Any other material and intentional act, conduct or omission not provided for above, which is detrimental to the image or reputation of USA Swimming, a LSC or the sport of swimming.

Measure to be adjudicated by the U.S. Anti-Doping Agency

- .16 Violation of the anti-doping provisions set forth in 303.3.

Measure to be adjudicated by the U.S. Center for SafeSport

- .17 Violation of the SafeSport Code. [See page 192]

ARTICLE 305 ATHLETE PROTECTION POLICIES

The following policies related to Athlete Protection are mandatory components of the USA Swimming Code of Conduct:

305.1 Inappropriate touching between an athlete and an adult non-athlete member or Participating Non-Member (as defined in 401.1) is prohibited, including, but not limited to, excessive touching, hugging, kissing, and having an athlete sit on a non-family member adult's lap.

305.2 Any inappropriate sexual conduct or advance, or other inappropriate oral, written, visual, or physical conduct of a sexual nature at any time, past or present toward any person under the age of eighteen (18) by (i) a coach member or other non-athlete member, or (ii) any other adult participating in any capacity whatsoever in the activities of USA Swimming (whether such adult is a member or not) is prohibited.

305.3 Any rubdown or massage performed on an athlete by any adult member or Participating Non-Member, excluding the spouse, parent, guardian, sibling, or personal assistant of such athlete, is prohibited unless such adult is a licensed massage therapist or other certified professional. Any rubdown or massage performed at a swim venue by a licensed professional must be conducted in open/public locations and must never be done with only the athlete and licensed massage therapist in the room. Even if a coach is a licensed massage therapist, the coach shall not perform a rubdown or massage of an athlete under any circumstances.

305.4 Use of audio or visual recording devices, including a cell phone camera, is not allowed in changing areas, rest rooms or locker rooms.

305.5 Employees and volunteers of USA Swimming, Zones, LSCs and member clubs who interact directly and frequently with athletes as a regular part of their duties and individuals with any ownership interest in a member club must be non-athlete members of USA Swimming and satisfactorily complete criminal background checks as required by USA Swimming. This does not apply to volunteers such as timers, marshals, computer operators, etc., who only have limited contact with athletes during a meet. Any individual who is banned, currently suspended or ineligible for membership is prohibited from serving as a timer, marshal, or computer operator, or otherwise being on deck at any time in connection with a USA Swimming activity.

305.6 TRAVEL

- .1 Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete unless the coach is the parent, guardian, sibling, or spouse of that particular athlete.
- .2 Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-required criminal background check.
- .3 When only one athlete and one coach travel to a competition, the athlete must have his/her parent's (or legal guardian's) written permission in advance to travel alone with the coach.
- .4 Clubs and LSCs shall develop their own travel policies. USA Swimming will provide a model club travel policy as an example. Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club.

305.7 Clubs shall establish their own action plans for implementing USA Swimming's anti-bullying policy. USA Swimming shall provide a model plan as an example which shall serve as the default for any club that fails to establish its own plan. Club anti-bullying plans must be reviewed and agreed to annually by all athletes, parents, coaches and other non-athlete members of the club.

305.8 Clubs shall establish their own electronic communication/social media policy. USA Swimming shall provide a model policy as an example, which shall serve as the default for any club that fails to establish its own policy. Club electronic communication policies should be reviewed and agreed to annually by all athletes, parents, coaches and other non-athlete members of the club.

ARTICLE 306**SEXUAL MISCONDUCT REPORTING REQUIREMENTS**

306.1 It is every member's responsibility to promptly report any incident regarding sexual misconduct by a member as described in the SafeSport Code for the U.S. Olympic and Paralympic Movement to the U.S. Center for SafeSport. Reporting must occur when an individual has firsthand knowledge of misconduct or where specific and credible information has been received from a victim or knowledgeable third party. Various state laws may also require reporting to law enforcement or to a designated child protection agency.

306.2 Filing a knowingly false allegation of sexual misconduct is prohibited and may violate state criminal law and civil defamation laws. Any person making a knowingly false allegation of sexual misconduct shall be subject to disciplinary action by USA Swimming.

306.3 Neither civil nor criminal statutes of limitation apply to reports of cases of sexual abuse.

ARTICLE 307
PROHIBITIONS AGAINST RETALIATION
FOR GOOD FAITH REPORTING OF ABUSE

307.1 No Member shall retaliate against any individual who has made a good faith report under 306.1 or 304.3.17.

307.2 For the purposes of 307.1, there shall be a rebuttable presumption that any adverse action regarding the employment, membership, or other material rights of an individual who has made a good faith report under 306.1 or 304.3.17 within 90 days of a report is retaliatory. An adverse action includes, without limitation: discharge or termination; demotion or reduction in compensation for services; or the removal of or from, or restrictions on, access to facilities, team activities or team membership privileges.

PART FOUR

HEARINGS AND APPEALS

ARTICLE 401 GENERAL

401.1 As a voluntary membership organization, where membership is a privilege and not a right, USA Swimming and Zones (as provided in Part Six), and the U.S. Center for SafeSport may censure, enjoin, place on probation, suspend for a definite or indefinite period of time with or without terms of probation, fine, or expel any member of USA Swimming, including any athlete, coach, manager, official, and member of any committee, as well as any person participating in any capacity in the affairs and/or attending activities of USA Swimming, the Zones or LSCs, whether such person is a member of USA Swimming or not (a "Participating Non-Member"), who has violated any of its rules or regulations, or who aids, abets, and encourages another to violate any of its rules or regulations, or who has acted in a manner which brings disrepute upon USA Swimming, the Zone, the LSC or the sport of swimming. USA Swimming may also conduct hearings on any matter affecting USA Swimming as the National Governing Body for swimming. For the purposes of Part Four, the term "days" shall mean calendar days; in the event that an applicable time period ends on a Saturday, Sunday, or any other day which is a national holiday on which United States Postal Service regular postal delivery is not available (collectively, a "Non-Business Day"), such time period shall be extended to the next day which is not a Non-Business Day.

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ARTICLE 402 BOARD OF REVIEW MEMBERSHIP

402.1 ZONE BOARD OF REVIEW — The selection and composition of the membership of the Zone Board of Review shall be governed by the Required Zone Board of Review Procedures.

402.2 NATIONAL BOARD OF REVIEW — The Chair and one or more Vice Chair(s) of the National Board of Review shall be appointed by the Board Chair, with the advice of the General Counsel, and confirmed by the Executive Committee. The term of the Chair and Vice Chair(s) shall be two years with a limit of five (5) full terms each may serve. Each case submitted to the National Board of Review shall be assigned by the Chair of the National Board of Review to a panel consisting of members of the National Board of Review Committee, unless conflicts or other reasons require panel members who are not members of such Committee. Each hearing panel shall consist of not fewer than three (3) members and not more than five (5) members, one of whom shall be an athlete member, to hear and decide the case. The appointment of any member to a hearing panel who is not a member of the National Board of Review Committee shall be confirmed by the Board Chair and the General Counsel.

ARTICLE 403

JURISDICTION

403.1 JURISDICTION OF THE ZONE BOARD OF REVIEW — In matters involving a member or members of only one Zone, matters arising in regional or zone competition and any complaint alleging violations of 304.3.11 through 304.3.15 inclusive of the USA Swimming Code of Conduct involving one or more members or prospective members of the Zone, and/or one or more Participating Non-Members, and not brought by USA Swimming, shall be filed directly with the respective Zone. Any appeal of the Zone Board of Review's decision shall be made to the National Board of Review pursuant to Article 408 hereof.

The resolution of any dispute regarding jurisdiction of the Zone or the National Board of Review with regard to a particular case shall be determined by the Chair of the National Board of Review, which resolution shall be binding on all parties and non-appealable.

403.2 JURISDICTION OF THE NATIONAL BOARD OF REVIEW

.1 **Original and Exclusive Jurisdiction** — The National Board of Review has original and exclusive jurisdiction to hear:

- A Any complaint involving athletes or other members of USA Swimming from more than one Zone and/or one or more Participating Non-Members either residing within more than one Zone (if more than one Participating Non-Member) or within a different Zone from the athlete(s) or other USA Swimming member(s); or
- B Any complaint involving athletes or other members, or Participating Non-Members, during a national or international event; or
- C Any complaint under 304.3.1 through 304.3.10 against any member of USA Swimming, including any athlete, coach, manager, official, member of any committee, or a Participating Non-Member; or
- D Any complaint initiated by USA Swimming, which shall be prosecuted by and may be appealed by the Chief Executive Officer; or
- E Any complaint under 304.3.17 that is not heard pursuant to the U.S. Center for SafeSport's *SafeSport Practices and Procedures for the U.S. Olympic and Paralympic Movement*.

.2 **Discretionary Jurisdiction**

- A Upon a majority vote of the USA Swimming Board of Directors or its Executive Committee, the National Board of Review may be assigned exclusive and immediate jurisdiction at any stage of any matter within the purview of this Article 403 when, in its sole discretion, the best interests of USA Swimming shall be served thereby, or when compliance with regular USA Swimming or Zone procedures would not be likely to produce a sufficiently early decision to do justice to the affected parties.
- B If discretionary jurisdiction is so assigned, the National Board of Review shall comply in every instance with all requirements of procedural due process as set forth in these Rules and Regulations. The National Board of Review may set such procedural time limitations as it may deem necessary in order to reach a decision, which shall do justice to the affected parties under particular circumstances.

- C The National Board of Review may assess fees and costs against any party other than USA Swimming or any Committee thereof.

403.3 JURISDICTION OF THE U.S. CENTER FOR SAFESPORT

- .1 **Original and Exclusive Jurisdiction** — The U.S. Center for SafeSport has original and exclusive jurisdiction to hear any complaint under 304.3.17 against any member of USA Swimming, including any athlete, coach, manager, official, member of any committee, or a Participating Non-Member, involving (a) sexual misconduct; or (b) any other prohibited conduct that is reasonably related to an underlying allegation of sexual misconduct.
- .2 **Discretionary Jurisdiction** — The U.S. Center for SafeSport has discretionary jurisdiction to hear any complaint under 304.3.3 through 304.3.4 upon a request made by USA Swimming.
- .3 **U.S. Center for SafeSport Practices and Procedures** — For any matter heard pursuant to 403.3, the U.S. Center for SafeSport's *SafeSport Practices and Procedures for the U.S. Olympic and Paralympic Movement* shall apply.

ARTICLE 404

AUTHORITY OF BOARDS OF REVIEW

404.1 ZONE BOARD OF REVIEW — The Zone Board of Review shall have the following power and authority:

- .1 **Remedies and Penalties** — The Zone Board of Review, after conducting such hearings as it may determine to be necessary or helpful, may, among other remedies, with regard to a party named in the Notice of Hearing and Petition:
- A Dismiss the Petition with or without permission to refile;
 - B Censure or fine a party;
 - C Establish a period of probation, with or without conditions;
 - D Prohibit or mandate future actions, inaction or conduct;
 - E Determine the results of, or require a rerun of, any election held by the Zone or any constituent element thereof;
 - F Vacate, modify, sustain, reverse, remand or stay any decision or order of a House of Delegates, Board of Directors, officer, division or committee, or coordinator of a LSC within the Zone;
 - G With the exception of the technical rules (Parts One and Seven), interpret any provision of (i) the Rules and Regulations of USA Swimming (to the extent not preempted by FINA or USA Swimming Rules and Regulations); (ii) the USA Swimming Code of Conduct, the Required LSC Bylaws, other policies, rules, regulations and procedures of USA Swimming, the Zone or the LSC; and (iii) the Amateur Sports Act and other applicable laws, rules and regulations; as well as adjudicate alleged inconsistencies and claims of supremacy and invalidity with respect to the foregoing;
 - H Deny, grant, suspend or restore the eligibility or right to compete of an athlete member of the Zone and USA Swimming;

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- I Deny, grant, suspend or restore membership in the respective LSC and USA Swimming for a definite or indefinite period of time, with or without terms of probation, or expel any Group Member or Individual Member of the respective LSC and USA Swimming, including any administrator, athlete, coach, trainer, manager, meet director, official, officer, Board Member, House of Delegates representative of a Group Member, coordinator, chair or member of any committee or sub-committee;
 - J Prohibit for a definite or indefinite period of time the participation by a Participating Non-Member in the affairs or activities of USA Swimming, the Zone, the respective LSC, its Group Members or other LSCs and their Group Members;
 - K Assess costs, including any filing fee and attorneys' fees and expenses, to the prevailing party or refund any filing fee paid by the prevailing party (except as otherwise set forth below);
 - L Issue such interim orders, prohibitory or mandatory in nature, as may be necessary pending a final decision of the Board; and
 - M Assess sanctions in any combination of the foregoing or assess any other remedies deemed appropriate under the circumstances.
- .2 **Preliminary Hearing and Temporary Orders** — In appropriate cases, the Zone Board of Review, after an initial investigation and/or a preliminary hearing, may make in its discretion temporary orders for the good of the sport of swimming. The temporary order may encompass any remedy or order permissible in a final decision and may include, by way of example, suspending membership, granting the right to participate or coach in a competition, permitting a swimmer to compete subject to protest, or offering or ordering the parties to attempt to resolve their differences pursuant to mediation or other alternative dispute resolution mechanisms prior to any hearing before the Zone Board of Review. These orders may be made effective pending full hearings by the Zone Board of Review or the conclusion of administrative or judicial proceedings of other bodies addressing the same or similar issues or on other terms as determined by the Zone Board of Review.
- .3 **Grounds for Imposition** — The Zone Board of Review may fashion remedies and orders and impose penalties with respect to any Group or Individual Member of the Zone, or Participating Non-Member residing within the Zone (1) who has violated any of the regulations, rules, policies or procedures of the LSC, Zone, USA Swimming or FINA, including any of the responsibilities of membership set forth in the Required LSC Bylaws, (2) who aids, abets, instigates or encourages another to violate any of such regulations, rules or policies, (3) who is responsible for any such violation by another, or (4) who has acted in a manner which has brought, or may bring, into disrepute the LSC, the Zone, USA Swimming or the sport of swimming.

404.2 NATIONAL BOARD OF REVIEW — The National Board of Review shall have the power and authority to do the following:

- .1 Impose and enforce penalties for any violation of the rules and regulations, administrative or technical, of USA Swimming;
- .2 Determine the eligibility and right to compete of any athlete;
- .3 Vacate, modify, sustain, reverse or stay any decision or order properly submitted on appeal, or remand the matter for further action;

- .4 Investigate any election impropriety or cause for removal of a national officer or national committee member and take corrective action;
- .5 Interpret any provision of the rules and regulations of USA Swimming with the exception of the technical rules (Parts One and Seven);
- .6 Review any revocation, suspension, reinstatement of membership or challenge the granting or denial of membership; and
- .7 Issue such interim orders, prohibitory or mandatory in nature, as may be necessary pending a final decision of the Board.

ARTICLE 405

PROCEDURES FOR FILING AND INVESTIGATION OF NATIONAL BOARD OF REVIEW COMPLAINTS

405.1 FILING COMPLAINTS — All complaints within the exclusive jurisdiction of the National Board of Review as set out in 403.2.1A through E above shall set forth the allegations and be filed with the Chief Executive Officer of USA Swimming, who shall promptly perform an initial inquiry and, as appropriate, initiate an investigation of the matter as set forth below.

405.2 INVESTIGATION OF COMPLAINTS

- .1 In those matters occurring during the course of an international meet the National Team Steering Chair or his/her designee shall make the investigation and report.
- .2 In those matters occurring during the course of a national or regional event the *Program Operations Vice Chair or his/her designee* Program & Events Committee Chair or designee shall make the investigation and report.
- .3 In those matters involving allegations of physical abuse of an athlete by a coach, a committee of three coaches appointed by the Board Chair of USA Swimming shall make a determination with such investigative assistance by the Chief Executive Officer or his/her designee as the committee may request and report as to whether the coach's conduct is outside the customary and acceptable bounds of coaching. In the event such matters are referred to and heard by the U.S. Center for SafeSport, the U.S. Center for SafeSport's *SafeSport Practices and Procedures for the U.S. Olympic and Paralympic Movement* shall apply.
- .4 In all other matters the Chief Executive Officer or his/her designee shall make the investigation and report.

405.3 DISPOSITION AFTER INVESTIGATION — After the initial investigation has been completed, the Chief Executive Officer may decide to initiate a complaint in the name of USA Swimming by filing the complaint with the Chair of the National Board of Review and requesting that a hearing on the complaint be conducted. Any decision of the Chief Executive Officer not to forward a complaint to the National Board of Review shall be reviewed by the Board Chair of USA Swimming for a final decision. The Chief Executive Officer may also seek an emergency hearing as set forth in 405.4 below. If the Chief Executive Officer does not decide to initiate a complaint in the name of USA Swimming, then the Chief Executive Officer may (i) cause further investigation to be conducted into the alleged violations; (ii) seek to mediate the complaint; or (iii) advise the complaining party that, while USA Swimming will not initiate a complaint in its own name, the

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complaining party may still file his/her complaint directly with the Chair of the National Board of Review. If the complaining party chooses to go forward with the complaint, the Chair of the National Board of Review may then decide to either assign the matter for hearing or dismiss the complaint.

405.4 EMERGENCY HEARING — After the initial investigation has been completed and upon the request of the Chief Executive Officer in accordance with 405.3 above, the Chair of the National Board of Review may order an emergency hearing before the National Board of Review to determine if the member should be suspended pending the outcome of a full hearing before the National Board of Review. If an emergency hearing is ordered, the National Board of Review shall conduct the hearing and publish its results within twenty-one (21) days. Until such time as the National Board of Review makes a decision all proceedings shall be confidential and not subject to disclosure to anyone other than the parties to the review and witnesses.

ARTICLE 406

ZONE BOARD OF REVIEW HEARINGS AND PROCEDURES

406.1 FILING COMPLAINTS

- .1 **Commencement of Action** — Any request for hearing is begun by the filing of a Petition submitted to the Chair of the Zone Board of Review (if submitted to the respective LSC General Chair, a Zone Director or the Zone Secretary, the Petition is not defective, but the allowable period of time for the Notice shall not commence until the Petition is received by the Chair of the Zone Board) consisting of a written statement setting forth a description of the action, inaction or conduct that is believed to have been improper or incorrect, and the name of the person or group believed to have acted improperly or the circumstances believed to require answers, explanation or clarification. The Petition shall be accompanied by any filing fee due under the Required Zone Board of Review Procedures or by an application for waiver of the fee.
- .2 **Review of Petition** — The Chair may review, dismiss or suggest modifications to any Petition to assure that the Petition sets forth a cause of action under these rules. Any dismissal by the Chair may be reviewed by a Zone Board of Review panel upon request of the Petitioner(s).

406.2 HEARINGS

- .1 **Hearings Conducted by Chair or Presiding Officer** — Hearings of the Zone Board of Review shall be conducted by the Chair of the Zone Board of Review or a Presiding Officer designated by the Chair.
- .2 **Hearing by Panel** — The Zone Board of Review shall conduct hearings before panels of its members, provided that each panel shall consist of between three (3) and five (5) members, one of whom shall be an athlete member.
- .3 **Quorum of Panel** — A majority of a designated panel, one of which shall be an athlete member, must be present at any hearing before the panel. No hearing may be conducted without the presence of at least twenty percent (20%) athlete members on the hearing panel.

- .4 **Permissible Hearing Formats** — A hearing before the Zone Board of Review may be conducted through the receipt of the procedural documents and other written statements or a hearing at which the parties may appear in person or by means of video telephonic conference call and testimony may be taken and other forms of pertinent information presented in addition to oral argument by the parties or their counsel, as reasonably determined by the Chair or Presiding Officer. Where appropriate in the reasonable determination of the Chair or the Presiding Officer, the hearing may be conducted in part through written means and in part by testimony and oral argument.
- .5 **Right to Counsel** — The Petitioner(s), the Respondent(s) and any other person participating in a hearing conducted by the Zone Board of Review shall be entitled to be represented by counsel of their choice at their own expense.
- .6 **Rules of Evidence** — Judicial rules regarding admissibility of evidence shall not apply to the Zone Board of Review. Thus, hearsay, letters, affidavits, news media articles and reports, etc., as well as direct testimony taken from witnesses present at a hearing, are all admissible to the extent the Presiding Officer is satisfied as to the relevance and non-repetitive nature of the evidence. To be relevant, such evidence need only tend to assist resolution of a fact in issue in the hearing. The Zone Board of Review should not hear evidence protected by the attorney-client privilege or by a Constitutional claim against self-incrimination. Other claims of privilege, however, should not generally be entertained except in extraordinary circumstances. Proper weight shall be given to each type of evidence considering the source and other common sense factors.
- .7 **Open/Closed Hearings** — Any hearing, or a part thereof, shall be open to members of the Zone Board of Review hearing panel, the Presiding Officer, any attorney advising the Presiding Officer, the Petitioner(s), the Respondent(s), any other real party in interest, their counsel and any witnesses at the request of any of the parties, but shall otherwise be closed to the public. The Chair may, however, at the request of a party, sequester witnesses. The Zone Board of Review may in its discretion direct the participants to keep the proceedings and the decision confidential and all or parts of the record of the hearing to be kept confidential by the respective LSC, Zone and USA Swimming.
- .8 **Accelerated Hearing Schedule** — Except for emergency hearings, covered in 406.3.2, the Chair, or the Presiding Officer for the hearing, may order, with the agreement of all parties, an accelerated hearing schedule in the interest of justice and the sport of swimming.

406.3 HEARING PROCEDURES — The procedures to be followed in connection with all hearings of the Zone Board of Review shall be as follows:

.1 Formal Hearing

- A **Notice of Hearing** — Each Respondent(s) shall be given a written Notice of Hearing in accordance with the form prescribed by the National Board of Review Committee, as amended from time to time by the Chair of the National Board of Review. The Notice of Hearing shall be sent to each Respondent's last known address by reputable overnight delivery service. If the Respondent(s) is the Zone or an officer, Board Member, committee or sub-committee chair or coordinator, or an official, the Notice of Hearing shall be also given to the Zone Directors and the Zone Secretary at the Zone's office, if any. The Notice of Hearing shall be given as soon as practical following the conclusion of any preliminary investigation made by or on behalf of the Zone Board of Review, but in no event later than twenty (20) days after the receipt of the Petition by the Chair.

The form of Notice of Hearing shall include:

- (1) a statement in reasonable detail of the charges against each Respondent, or of the circumstances that are believed to require answers, explanation or clarification. A copy of the Petition, if any, received by the Zone Board of Review shall be attached to the Notice of Hearing;
- (2) a statement that the Respondent(s) has the right to have counsel of his/her own choice to represent him/her, at his/her own expense, at any hearing;
- (3) a description of the type of hearing to be held. In the case of an in-person hearing, the Notice of Hearing shall request each Respondent to appear before the Zone Board of Review with counsel and witnesses, if any;
- (4) a date, time and location at which the hearing will be held. The date of the hearing shall be not less than thirty (30) days nor more than sixty (60) days after the date of transmission of the Notice;
- (5) a request that each Respondent answer in writing all of the charges set forth in the Notice of Hearing. The Notice of Hearing shall state that this Response is to be delivered at least fourteen (14) days prior to the date of the hearing, to the Presiding Officer designated in the Notice, at the specified address, with a copy to the Petitioner(s) and its/their counsel, if any, and anyone else specified in the Notice of Hearing at the addresses designated; and
- (6) a statement of the right of appeal in the event the decision is rendered against the Respondent(s).

B Response by Respondent(s) — Each Respondent's Response to the Notice and Petition shall be in writing and delivered to the Presiding Officer designated in the Notice of Hearing, at least fourteen (14) days prior to the date of the hearing, with a copy delivered to the Petitioner(s) and his/her counsel and anyone else specified in the Notice of Hearing at the addresses designated in the Notice.

C Reply by Petitioner(s) — The Petitioner(s) may, but is not required to, offer a rebuttal to each Respondent's Response. Any rebuttal shall be in writing and delivered to the Presiding Officer designated in the Notice of Hearing, at least seven (7) days prior to the date of the hearing, with copies to each Respondent and his/her counsel and to anyone else specified in the Notice of Hearing at the addresses designated in the Notice.

D Conduct of Hearing

- (1) **Generally.** Hearings shall be conducted fairly and in an orderly fashion, but without regard for the formalities of traditional courtroom procedures. The Presiding Officer is responsible for keeping the parties and their counsel, if any, focused on the issues at hand and the necessary elements of proof and for enforcing the rule that no one may speak who has not been recognized by the Presiding Officer. For hearings conducted other than entirely through the receipt of written statements, the Zone Board of Review shall cause a credible recording or transcription to be made of the hearing. No record of the deliberations of the Zone Board of Review need be kept and, if kept, shall not be available to anyone other than the members of the Zone Board of Review, the Presiding Officer and counsel to the Zone Board of Review.

- (2) **Absence of a Party.** The hearing may proceed in the absence of any party who fails to be available at the appointed time and the hearing may proceed to judgment despite that person's absence. If the Presiding Officer determines that in the interests of justice and the sport of swimming the hearing cannot proceed without the absent party, the Presiding Officer may adjourn the hearing and reschedule it for such time as the absent party can be present. Any subsequent absence may be taken into account by the Zone Board of Review in reaching its decision.
- (3) **Sequence.** The hearing shall be opened by the recording of the place, time and date of the hearing and the presence of the members of the Zone Board of Review, the parties, counsel, if any, and any other witnesses or observers. Each party (Petitioner(s) first, Respondent(s) second) may then present a brief opening statement setting forth the party's view of the issues in dispute, the relief sought and what they hope to prove by the presentation of evidence. The Petitioner's claims, evidence and witnesses shall be presented. The Respondent(s)'s defenses, claims, evidence and witnesses shall then be presented. In the discretion of the Presiding Officer, the Petitioner(s) may then be allowed to rebut any testimony or evidence presented by the Respondent(s) after the Respondent(s)'s initial presentation. In the discretion of the Presiding Officer, the Respondent(s) may be permitted to rebut any testimony or evidence presented by the Petitioner(s) during the Petitioner's rebuttal presentation. Finally, each party (in the same order) shall be entitled to make a brief summation of that party's case.
- (4) **Rules of Evidence; Witnesses' Testimony.** The rules of evidence governing the hearing are set forth in 406.2.6 above. Each witness may present testimony initially either in the form of questions and answers between the witness and counsel or in uninterrupted narrative. The Presiding Officer and the members of the Zone Board of Review may question any person at any time during the hearing. Thus, for example, in an exercise of discretion, the Presiding Officer could call a witness who has not yet been called or whom no party intended to call and propound questions to, or elicit narrative testimony from, that witness. Witnesses shall be subject to cross examination by the other party and to questioning by the Presiding Officer and members of the Zone Board of Review. All parties will be expected to be available for questioning by the Zone Board of Review, whether or not they may have given other testimony at the hearing.
- (5) **Oath.** All witnesses shall be sworn using an oath substantially as follows: "I swear or affirm that the evidence I provide shall be the truth, the whole truth and nothing but the truth." A material violation of this oath may be considered a violation of 304.3.15 of the Code of Conduct as "dishonesty in connection with any USA Swimming-related activity."
- (6) **Variance of Procedures.** The Presiding Officer shall have wide discretion to vary these procedures in the interests of justice, the sport of swimming and efficiency, but in doing so shall afford all parties a full and substantially equal opportunity to present any material or relevant evidence. A hearing may be adjourned by the Presiding Officer at the request of a party or on the Presiding Officer's initiative where an adjournment will serve the interests of fairness, justice and the sport of swimming. If a hearing is adjourned, the continuance shall be scheduled for any early date of mutual convenience, but in the discretion of the Presiding Officer. Justice

and the sport of swimming ordinarily will be best served by an expeditious resumption and conclusion to the hearing.

- E **Decision of Zone Board of Review** — The decision of the Zone Board of Review may be rendered at the time of the hearing and, if not so rendered, as soon as possible thereafter and in no event more than fourteen (14) days after the conclusion of the hearing. The decision shall include findings of facts and a statement of remedies ordered or penalties imposed, if any, and a statement setting forth the rights of the parties to appeal the decision. The decision shall be in writing, or in case of a decision rendered at the hearing, reduced to writing promptly, and delivered to the Petitioner(s), Respondent(s), their respective counsel, any other party to the proceeding, and the General Chair and the Secretary of the respective LSC(s) and the Chief Executive Officer of USA Swimming.

.2 Emergency Hearing

- A **Reasons for Emergency Hearing** — When compliance with the formal hearing procedures would be likely not to produce a sufficiently early decision to provide justice to the affected parties or to be in the best interest of the sport of swimming, the Zone Board of Review is authorized to summarily hear and decide any matter relating to a scheduled competition or other matter of similar urgency.
- B **Notice of Emergency Hearing** — Each Respondent shall be given notice of such an emergency hearing as time and circumstances may reasonably dictate. The notice may be oral or in writing, and shall substantially comply with the notice requirements set forth in these rules as the emergent nature of the issue permits.
- C **Conduct of Emergency Hearing** — The hearing may be conducted at any location likely to contribute to expeditious resolution of the Petition, including the site of a swimming competition, but in any event under such circumstances so as to fairly protect the right of procedural due process of the Respondent(s) and confidentiality of the process. All or some of the participants in the hearing may participate by telephone conference equipment. If at least three (3) members of the Zone Board of Review are not available due to time constraints, the Chair of the Zone Board of Review, or designee, is authorized to appoint one or more Individual Members to serve on the Zone Board of Review solely for the purpose of conducting this emergency hearing. The hearing shall substantially comply with the hearing procedures set forth above insofar as the emergent nature of the hearing permits. No hearing may be conducted without the presence of an athlete member.
- D **Decision of Zone Board of Review** — The decision of the Zone Board of Review shall be rendered at the time of the hearing or as soon as possible thereafter in keeping with the emergency circumstances. The decision shall include findings of facts and a statement of remedies ordered, if any, and a statement of the right to request a subsequent formal hearing. The decision shall be in writing, or in case of a decision rendered orally at the hearing, reduced to writing within fourteen (14) days thereafter and delivered to the Petitioner(s), the Respondent(s), their counsel, any other real party in interest to the proceeding, the Chair of the Zone Board of Review, and the General Chair and the Secretary of the respective LSC, the Secretary of the Zone and the Chief Executive Officer of USA Swimming.
- E **Right to a Subsequent Formal Hearing** — If either the Petitioner(s) or the Respondent(s) shall deliver to the Chair of the Zone Board of Review a written request

for a further hearing within fourteen (14) days of the date of receipt of the written decision resulting from the emergency hearing, a formal hearing shall be held as a new proceeding in accordance with this section, as though the emergency hearing had not taken place. Failure to make this request in a timely manner shall preclude the aggrieved party from making any further appeal.

3. **Stay of Decision Pending Appeal** — The Zone Board of Review shall have the authority and discretion, but not the duty, to stay its decision, in whole or in part, subject to specified conditions, during the time allowed to demand a further hearing after an emergency hearing, or to appeal to the National Board of Review, with the decision going into effect automatically if those conditions occur or if no demand or appeal is filed during the allowable period or at such time as a perfected appeal is terminated without the decision being modified by the appellate authority.
4. **Extensions of Time** — The time within which the Notice of Hearing must be transmitted may not be extended without the consent of the Petitioner(s) or the USA Swimming General Counsel.
5. **Method of Delivery** — The delivery of all Notices of Hearing to Respondent(s) and all final Decisions to the non-prevailing party(ies) shall be by overnight express delivery. Delivery of all other pleadings, orders and communications may be by electronic mail or other means, as directed by the Chair of the Zone Board of Review.
6. **Severability** — Nothing in these Rules is intended to override applicable state corporation law. In the event the corporation laws of the state of incorporation of a Respondent's LSC (or if there are more than one Respondent and not all reside within one LSC, the state of incorporation of the LSC where the majority in number of Respondents reside) specifically prohibit conduct herein required, the Zone may so notify the Chair of the Rules and Regulations Committee and may request a waiver, review or modification of any rule or provision herein. In the event that any provision of these Rules is rendered impermissible or illegal by a court of competent jurisdiction, that provision and all remaining provisions shall, where possible, remain in full force and effect in all locations outside the subject matter jurisdiction of the court rendering such opinion.

ARTICLE 407

NATIONAL BOARD OF REVIEW HEARINGS AND PROCEDURES

407.1 PETITION — Matters under the original jurisdiction of the National Board of Review shall be instituted by a written complaint (the "Petition") served upon the Chief Executive Officer. An investigation of the matter shall be conducted in accordance with Article 405. If the results of the investigation warrant referring the case to a National Board of Review, the Chief Executive Officer shall send a copy of the Petition together with the results of the investigation to the Chair of the National Board of Review.

407.2 NOTICE OF HEARING — The Chair shall set a hearing date, which shall be not less than forty-five (45) nor more than sixty (60) days from the date of issuance of the Notice of Hearing. The Notice of Hearing shall include the following:

- .1 The name of the Respondent(s);

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- .2 A statement of charges, which shall be set forth in sufficient detail to give the Respondent(s) reasonable notice of the charges and the facts supporting the charges;
- .3 The name of the Petitioner(s);
- .4 The date the Response is due;
- .5 The date, time and place (or the fact that the hearing shall be conducted by conference call) of the hearing;
- .6 The names of the members of the National Board of Review Panel;
- .7 The possible penalties;
- .8 The right of appeal and the time limit to file for an appeal; and
- .9 Any other general information, including the right to be represented by counsel, to have witnesses testify, and to submit any and all evidence which is relevant to the issues.

407.3 RESPONSE — The Chair shall deliver the Notice of Hearing, together with a copy of the Petition received by the Chief Executive Officer to the Respondent(s) and a copy of the Notice of Hearing to the Petitioner(s). The Respondent(s) shall have thirty (30) days from the date of issuance to submit a written Response to the charges. The Response shall be delivered to the Chair, the Chief Executive Officer of USA Swimming (or his/her designee) and the Petitioner(s) or its counsel.

407.4 REPLY — The Petitioner(s) shall have ten (10) days from the date of delivery of the Response to submit a written Reply. The Reply shall be delivered to the Chair, the Chief Executive Officer of USA Swimming (or his/her designee) and the Respondent(s).

407.5 TIME LIMITS — Upon showing of good cause, the Chair may decrease or increase the time limits for any of the foregoing.

407.6 HEARING

- .1 For hearings conducted other than through the receipt of written statements, the National Board of Review shall cause a recording or transcription to be made of the proceedings.
- .2 The hearing may proceed in the absence of any party who fails to be available at the appointed time and judgment shall not be reached merely because of the person's absence. If the National Board of Review determines that the hearing cannot proceed without the absent party, the National Board of Review may adjourn the hearing and reschedule it for such time as the absent party can be present.
- .3 The hearing shall be opened by the recording of the place, time and date of the hearing, and the presence of the National Board of Review panel members, parties, counsel, if any, and any other witnesses or observers.
- .4 Each party may then present an opening statement setting forth generally the party's view of the issues in dispute, the relief sought and what they hope to prove by the presentation of evidence.
- .5 Petitioner may then present his/her claims, proofs, and witnesses, who shall be subject to cross-examination by the other party. Respondent may then present his/her claims, proofs, and witnesses, who shall also be subject to cross-examination by the other party.
- .6 Petitioner(s) may then be allowed an opportunity to rebut any testimony or evidence presented by the Respondent(s) after the Respondent's presentation.

- .7 The National Board of Review panel may question any person at any time. The National Board of Review panel has the discretion to vary these procedures, but shall afford all parties a full and equal opportunity to present any material or relevant evidence.
- .8 Upon the request of either party or the determination of the National Board of Review panel, the hearing may be closed or the witnesses sequestered.

407.7 DECISION — A decision may be rendered by the National Board of Review panel at the time of the hearing and reduced to writing within five (5) days in which event a written decision shall be delivered to the parties within seven (7) days after the hearing. Otherwise, the National Board of Review panel shall reach a decision as soon as administratively practicable (but not more than twenty-one (21) days after the conclusion of the hearing) and shall deliver the written decision within seven (7) days thereafter. The written decision shall set forth the right of appeal.

407.8 STAY — The National Board of Review shall have the authority to stay the enforcement of its decision during the time allowed for appeal, with the decision going into effect automatically if no appeal is perfected during the allowable period.

407.9 DELIVERY — The delivery of all Notices of Hearing to Respondent(s) and all final Decisions to the non-prevailing party(ies) shall be by overnight express delivery. Delivery of all other pleadings, orders and communications may be by electronic mail or other means, as directed by the Chair of the National Board of Review. For purposes of a National Board of Review proceeding, notice is sufficiently given for documents that are to be transmitted by overnight delivery when they are placed with an overnight carrier and directed to the last address on file with USA Swimming. Notice is sufficiently given for documents that may be transmitted by electronic mail if directed to the electronic mail address on file with USA Swimming or provided in the course of the proceedings.

ARTICLE 408

APPEAL FROM ZONE BOARD OF REVIEW TO NATIONAL BOARD OF REVIEW

408.1 PROCEDURE

- .1 Every appeal to the National Board of Review shall be instituted by a Petition served upon the Chief Executive Officer, as well as the other party(ies) to the Zone Board of Review proceeding, and shall be accompanied by a \$250 non-refundable filing fee payable to USA Swimming. Any appeal must be filed within thirty (30) days from the postmark date of the written Decision of the Zone Board of Review. The Petition on appeal shall set forth the grounds for appeal, citing factual and legal issues in as much detail as possible.
- .2 The Chief Executive Officer shall send a copy of the Petition on appeal to the Chair of the National Board of Review immediately upon receipt. The Appellee(s) shall within thirty (30) days following receipt of the Petition file a written Response. The Appellant may within ten (10) days following receipt of a copy of the Response file a written Reply. The Response and the Reply shall be filed with the Chief Executive Officer, the opposing party(ies) and the Chair. The Chair may decrease or increase the time limits for any of the foregoing upon request of either party and if circumstances should warrant it.
- .3 A final and binding decision shall be rendered as soon as administratively practicable (not more than twenty-one (21) days) after the final hearing by a majority of the hearing panel based on the record submitted on appeal and on evidence submitted at such hearing as

408.1

may be required by the panel. A written decision shall be sent to all parties. The National Board of Review may assess costs against any party other than USA Swimming.

- .4 Petitions once reviewed and decided shall not be reopened for consideration by the National Board of Review, except by direction of the Board of Directors of USA Swimming, or upon showing of sufficient cause to the Chair of the National Board of Review.
- .5 The Board Chair and the Chair of the National Board of Review shall each have the power and authority, acting alone, to deny or reject an appeal when, in their respective judgment, the appeal is without merit or was not filed by a real party in interest, or lacks the necessary specificity for proper review.
- .6 An appeal to the National Board of Review shall be on the basis of the record and written briefs filed with it, unless the National Board of Review shall in its discretion order a *de novo* hearing. In the event the National Board of Review orders a *de novo* hearing, the hearing procedure shall be as set forth in Article 407.

ARTICLE 409

APPEAL FROM NATIONAL BOARD OF REVIEW TO BOARD OF DIRECTORS

409.1 PROCEDURE

- .1 Any real party in interest, including any officer of USA Swimming or the Chief Executive Officer, may appeal any decision of the National Board of Review as follows:
 - A Matters heard by the National Board of Review pursuant to its original jurisdiction, heard *de novo* or heard pursuant to its discretionary jurisdiction, may be appealed to the Board of Directors within thirty (30) days of the date of the issuing of its written decision.
 - B Matters heard by the National Board of Review on appeal from a Zone Board of Review, other than any matter included in 409.1.1A, shall be heard only upon the granting of a petition from a real party in interest. Unless a majority of the Board Chair, General Counsel and the Athlete's Vice Chair (or their respective designees) shall determine, based upon the record below, that an appeal shall have sufficient merit and be of such general application as to justify an appeal to the Board of Directors, the petition shall be denied and the matter shall be final, with no further appeal allowed.
- .2 The Petition on appeal is to be served upon the Chief Executive Officer, as well as the other party(ies) to the National Board of Review proceeding, and shall be accompanied by a \$250 filing fee payable to USA Swimming.
- .3 The Petition shall set forth the grounds for appeal, including both factual and legal allegations of error in any earlier proceeding.
- .4 Unless the Board of Directors by majority vote decides otherwise, the review by the Board of Directors shall be on the basis of the record and written briefs and shall not be a *de novo* hearing. The General Counsel may establish a hearing panel consisting of at least five (5) members (all of whom must be members of the Board of Directors and at least twenty percent (20%) of whom must be athlete members) to hear any appeal, including appeals conducted as *de novo* hearings. The decision of the hearing panel shall be final with the same force and effect as if the full Board of Directors heard the matter.
- .5 USA Swimming Board of Directors may assess fees and costs against the losing party.

ARTICLE 410 CONFIDENTIALITY

410.1 Hearings conducted before the National Board of Review or the Board of Directors regarding alleged Code of Conduct violations shall be closed to the public.

410.2 All investigations conducted by the Chief Executive Officer or his/her designee regarding alleged Code of Conduct violations and all proceedings before the National Board of Review and the Board of Directors regarding alleged Code of Conduct violations shall be and remain confidential until the National Board of Review, or Board of Directors if an appeal is filed, has rendered its final decision, except:

- .1 Information that is necessary to disclose in the course of an investigation to witnesses and other appropriate parties;
- .2 Information disclosed pursuant to subpoena or court order;
- .3 Information disclosed to complaining parties or victims;
- .4 Information disclosed by USA Swimming in response to disclosures by other parties or witnesses in the proceeding; and
- .5 Information disclosed to law enforcement.

For the purposes of this Article 410.2, a decision shall be considered final when either: (i) the National Board of Review has rendered its final decision and the 30-day appeal period has run without an appeal being filed; or (ii) a party has appealed the decision of the National Board of Review to the Board of Directors and the Board of Directors has rendered its final decision on such appeal.

410.3 USA Swimming shall also disclose information, including but not limited to, the initiation of a National Board of Review proceeding and its outcome, to a member club, LSC or Zone where an employee or volunteer of such club, LSC or Zone has been alleged in a complaint to have violated the Code of Conduct.

410.4 A redacted summary of each final Decision of the National Board of Review and Board of Directors that includes a finding of a violation of the Code of Conduct may be published at the discretion of USA Swimming.

ARTICLE 411 FULL FAITH AND CREDIT

411.1 DECISION FINAL — Except as otherwise provided in Article Nine of the Constitution of the United States Olympic Committee and in its Bylaws with respect to binding arbitration in disputes involving the rights of certain individuals to participate in competition, the final decision of the Zone Board of Review shall be final in all cases, subject to the right of appeal to the National Board of Review as provided herein.

411.2 ENFORCEMENT — Final decisions rendered by the Zone Board of Review, the National Board of Review, and the U.S. Center for SafeSport shall, when applicable, be recognized and fully enforced in all other Zones and LSCs of USA Swimming.

ARTICLE 412
STANDARDS OF CONDUCT FOR MEMBERS OF BOARDS
OF REVIEW AND APPELLATE BODIES

412.1 STANDARDS OF CONDUCT — Members (the “Review Members”) of Zone and National Board of Review panels and the Board of Directors appeals panels (collectively, the “Review Board”) shall:

- .1 Uphold the integrity and independence of the respective Review Board;
- .2 Avoid any impropriety or the appearance of impropriety in connection with service as a Review Member and swimming-related activities generally; and
- .3 Perform the duties of a Review Member impartially and diligently.

412.2 GROUNDS FOR RECUSAL — Review Members shall recuse themselves from participating in any matter pending before their respective Review Board:

- .1 In which their impartiality might reasonably be questioned;
- .2 Where they have a personal bias or prejudice concerning a party in the pending matter or have personal knowledge of disputed evidentiary facts concerning the pending matter (other than knowledge obtained as a Review Member or known generally to a substantial portion of the membership of the respective LSC, the Zone or USA Swimming);
- .3 Where they or a member of their family are a party or are likely to be a material witness in the pending matter;
- .4 Where they or a member of their family have an interest that could be substantially affected by the outcome of the proceeding; or
- .5 Where they or a member of their family have served or are serving as counsel in the pending matter or are members of a law firm that served or is serving as counsel in the pending matter.

412.3 RECUSAL BY MEMBER — Review Members shall recuse themselves as soon as they become aware of facts that give rise to the duty to do so by giving notice to the Zone Board of Review Chair, the National Board of Review Chair, or in the case of the Chair of the National Board of Review or Board of Directors appeal panel members, to the General Counsel, as applicable.

412.4 RECUSAL/DISQUALIFICATION REQUESTED BY PARTY — By written notice to the Chair of the respective Review Board or to the General Counsel, in the case of Board of Director appeal panel members (respectively, the “Review Board Chair”), any party may request that a Review Member recuse himself/herself or be disqualified from serving on the pending matter stating the reasons for recusal or disqualification with specificity. Such notice shall be given at least fourteen (14) days prior to the scheduled date of the hearing on such matter or, if the party sustains the burden of proving good cause for the lateness of the notice, as soon as reasonably possible after discovery of the reason for the need for recusal. The named Review Member shall reach a decision on the matter and notify the Review Board Chair of that decision within seven (7) days of receipt of the party’s notice. If the member’s decision is not in favor of recusal, then the Review Board Chair may, if appropriate, disqualify the member from participating in the pending matter. If there is no disqualification, the hearing shall be conducted as scheduled and, unless it is a hearing before the Board of Directors, the party giving the notice may appeal the disqualification decision, together with the hearing decision, pursuant to Article 408 and 409.

412.5 SUBSTITUTION FOR RECUSED OR DISQUALIFIED MEMBER — In the event of a recusal or a disqualification, a substitute Review Member shall be appointed in the same manner as the original Review Members were appointed.

ARTICLE 413 REQUIRED ZONE BOARD OF REVIEW PROCEDURES

413.1 INTRODUCTION — USA Swimming requires each Zone to establish a Zone Board of Review to hear complaints, protests and appeals regarding the administration and conduct (including acts and failures to act) of the sport of swimming in the Zone, conduct that may violate the USA Swimming Code of Conduct or otherwise violate the policies, procedures, rules and regulations adopted by USA Swimming or the Zone, or conduct that may bring USA Swimming, the Zone, the respective LSC or the sport of swimming into disrepute. These procedures are intended to provide a uniform method of appeal from any decision, act or failure to act to which a member of the Zone or, where the conduct occurred in the Zone, another Zone (or LSC within another Zone) takes exception, and to provide an opportunity for a fair hearing before a group of independent and impartial people.

413.2 BOARD OF REVIEW ORGANIZATION

- .1 **Establishment** — The Zone Board of Review shall be independent and impartial.
- .2 **Members** — The Zone Board of Review shall have at least twenty-five (25) regular members comprised of at least (2) members from each LSC within the Zone. The Zone Board of Review, and any panel hearing a case, shall have a sufficient number of athlete members to constitute at least twenty percent (20%) of its membership. The Zone may increase the number of Zone Board of Review members by resolution but may only decrease the number of members upon the expiration of the term of office of any incumbent members. No hearing shall proceed without the required athlete representation.
- .3 **Election; Term of Office; Eligibility**
 - A **Election** — An LSC's members will be appointed or elected by the LSC and approved by the Zone at its annual meeting.
 - B **Term of Office** — The term of office for Zone Board of Review members shall be three (3) years. Terms shall be staggered so that approximately one-third (1/3) of the membership on the Zone Board of Review shall expire each year. Each member shall assume office immediately upon election and shall serve until a successor takes office.
 - C **Eligibility** — Each member of the Zone Board of Review shall be an Individual Member of the Zone and USA Swimming. In no case shall a Zone Director serve on the Zone Board of Review.
- .4 **Chair Elected by Board; Other Officers** — The Chair of the Zone Board of Review (the "Chair"), who must be a regular member, shall be elected biennially by a majority vote of the members of the Zone Board of Review. The Chair shall biennially appoint a Vice Chair and a Secretary of the Zone Board of Review, each of whom must be regular members.
- .5 **Meetings** — The Zone Board of Review shall meet for administrative purposes at least once biennially to elect the Chair, to adopt rules and procedures and to conduct other busi-

ness as may be helpful or necessary to achieve the purposes of the Zone Board of Review and efficiently exercise its duties and powers. Other meetings may be called by the Chair or any three (3) regular members. When meeting for administrative purposes, those provisions that are specified in Section 607.20 of the Required LSC Bylaws shall apply to the Zone Board of Review.

6. **Participation Through Communications Equipment** — Members of the Zone Board of Review may participate in a meeting or hearing of the Zone Board of Review, and any hearing may be conducted, in whole or in part, through telephone, video conferencing or similar equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by these means shall constitute presence in person at such a meeting or hearing.
7. **Quorum** — A quorum for any administrative meeting of the Zone Board of Review shall be fifty percent (50%) of its regular members, including athlete members.
8. **Resignations** — Any member of the Zone Board of Review may resign by orally advising the Chair or by submitting a written resignation to the Chair, the Zone Directors or the Zone Secretary, specifying an effective date of the resignation. In the absence of a specified effective date, any such resignation shall take effect upon the appointment or election of a successor.
9. **Incapacities and Vacancies** — Determination of Vacancy or Incapacity
 - A **Office of Chair** — In the event of a vacancy in the office of the Chair, or of the Chair's temporary or permanent incapacity, the Vice Chair shall become the Acting Chair until an election can be held at a meeting of the Zone Board of Review to fill the remaining term, if any, of the former Chair, or until the Chair ceases to suffer from any temporary incapacity. If the Chair is going to be absent from the Zone, the Chair may, but is not obligated to, designate the Vice Chair as Acting Chair for the duration of the absence.
 - B **Presiding Officer** — In the event of the death, resignation or permanent incapacity of a Presiding Officer, the Chair shall appoint another member of the Zone Board of Review or an attorney to serve until the completion of the hearings assigned to that Presiding Officer. Generally, that event and appointment should have no impact on those pending hearings other than delay for the benefit of the new Presiding Officer. The Chair or the new Presiding Officer may make such other orders as are in the interests of fairness, justice and the sport of swimming. In the case of a temporary incapacity of a Presiding Officer, the Chair shall have discretion regarding appointment of a new Presiding Officer, a delay of the hearing or such other order as may serve the interests of fairness, justice and the sport of swimming.
 - C **Other Members** — In the event of the death, resignation or permanent incapacity of a member of the Zone Board of Review, the Zone Directors shall appoint an Individual Member to serve as a Board of Review member until the next regularly scheduled meeting of the Zone. In the event of a temporary incapacity, the Chair shall designate another member of the Board of Review to act for the incapacitated member for the duration of the incapacity. If there are no other members of the Board of Review available to serve, the Zone Directors shall appoint one or more Individual Members to serve as substitute or alternate members until the next regularly scheduled meeting of the Zone or for the duration of the applicable member's incapacity.

- D **Determination of Vacancy or Incapacity** — The determination of when a position on the Zone Board of Review becomes vacant or a member becomes incapacitated shall be within the discretion of the Zone Board of Review. The determination as to when the Chair is temporarily incapacitated shall be made, where the circumstances permit, by the Chair and otherwise shall be within the discretion of the Zone Board of Review.
- .10 **Substitutions for Members** — In the event that a member of the Zone Board of Review or a Presiding Officer is unable or unwilling to promptly act for any reason, recuses herself or himself or is disqualified in any particular circumstance, the Chair (or, if the person so unable or unwilling to act or recused or disqualified is the Chair, the Vice Chair; or failing that, the Zone Directors) shall appoint another member or, if none of the other members is available, a disinterested Individual Member to act in the member's place and stead in respect of that circumstance.
- .11 **Advice; Attorney as Presiding Officer**
- A **Legal and Other Advice** — Where appropriate or helpful, the Chair or Presiding Officer may consult the USA Swimming General Counsel, the Chair of the USA Swimming Rules and Regulations or Officials Committees or of the Bylaws Subcommittee or an attorney (who need not be a member of the Zone, USA Swimming or the Zone Board of Review) retained by the Zone Board of Review or the Chair regarding any issue raised by a proceeding.
- B **Attorney as Presiding Officer** — The Zone Board of Review or the Chair may retain an attorney (who need not be a member of the Zone, USA Swimming or the Zone Board of Review) to act as Presiding Officer at any hearing where it is appropriate or helpful. A Presiding Officer who is not a Zone Board of Review member may not participate in the deliberations of the Zone Board of Review or have a vote.
- C **Attorney's Fees and Expenses** — Prior to retaining an attorney on any basis requiring the payment of fees to the attorney (the payment of expenses to an attorney providing services at no charge [*pro bono publica*] shall not be considered as a payment of fees for this purpose), the Chair or the Presiding Officer shall consult with the Zone Directors and the USA Swimming General Counsel. The Zone Secretary is authorized and directed to pay any fee and expenses charged by the attorney and approved by the Chair.

413.3 GENERAL

- .1 **Administrative Powers** — The Zone Board of Review shall have the powers and the duty to:
- A administer and conduct the affairs and achieve the purposes of the Zone Board of Review,
- B establish policies, procedures and guidelines,
- C elect the Chair in accordance with 413.2.4,
- D elect or provide for the appointment of other officers, agents, committees or coordinators to hold office for terms, and to have the powers and duties, specified,
- E call regular or special meetings of the Zone Board of Review,
- F retain attorneys, agents and independent contractors and employ those persons which the Zone Board of Review may determine are appropriate, necessary or helpful in the administration and conduct of its affairs, and

- G take such action as may otherwise be appropriate, necessary or helpful in the administration and conduct of its affairs, the achievement of its purposes and the efficient exercise of its duties and powers.
- .2 **Rule Making Powers** — The Zone Board of Review shall have the power and the duty to promulgate reasonable rules and procedures, consistent with the Corporation laws applicable to the Zone or the respective LSC(s), with respect to any matter within its jurisdiction or appropriate, necessary or helpful in the administration and conduct of its affairs.
 - .3 **Exercise of Powers and Decisions** — Except for authority and power granted to the Chair or the Presiding Officer, the exercise of the authority and powers of the Zone Board of Review and the decision of matters which are the subject of a hearing shall be decided by a majority vote of the panel or the regular membership of the Zone Board of Review. The views of any dissenters shall be included in the record of the proceeding, if requested by the dissenters. The exercise of the Zone Board of Review's authority and power shall lie solely in its discretion and the interests of justice and the sport of swimming. However, the Zone Board of Review shall exercise its power in response to a timely Petition filed with it, subject, in appropriate circumstances, to the power and discretion of the Chair or Presiding Officer to dismiss a Petition with permission to refile for a stated period. In connection with any preliminary investigation, the Chair or Presiding Officer may offer the services of a Zone Board of Review member or an Individual Member designated for such purposes by the Zone Board of Review or the respective LSC, to act as a mediator or similar positions under other alternative dispute resolution mechanisms.
 - .4 **Timeliness of Petition** — The Zone Board of Review need not exercise its jurisdiction with respect to a Petition the subject matter of which occurred, or concerns or is founded on events which occurred, more than ninety (90) days prior to the date the Petition is received (as determined under Article 406.1 herein). A determination not to exercise its jurisdiction as a result of the untimeliness of a Petition may be the subject of an appeal to the National Board of Review pursuant to Article 408 herein.
 - .5 **Filing Fees** — The Zone may impose a schedule of generally applicable fees to be collected at the time a Petition or Request for Formal Hearing following an Emergency Hearing is filed with the Zone Board of Review. If, on its own initiative or upon written request, the Zone Board of Review determines it to be in the interest of justice and the sport of swimming, the filing fee may be waived on a case-by-case basis.

PART FIVE

CORPORATE BYLAWS OF USA SWIMMING

[Effective until the 2018 meeting of the House of Delegates]

[Shaded Part 5 immediately following this section will replace these Bylaws at that time]

ARTICLE 501

PREAMBLE

501.1 DESCRIPTION OF ORGANIZATION — USA Swimming, Inc. a Colorado corporation, is the National Governing Body for swimming in the United States, and is referred to herein as USA Swimming. USA Swimming is responsible for the conduct and administration of swimming in the United States, and is affiliated with the Federation Internationale de Natation (FINA), the international federation for aquatics, through United States Aquatic Sports, Inc. (USAS). As a member National Governing Body (NGB) of the United States Olympic Committee (USOC), USA Swimming shall submit to binding arbitration conducted in accordance with the Commercial Rules of the American Arbitration Association in any controversy involving its recognition as a National Governing Body, as provided for in Article VIII of the USOC Constitution, or involving the opportunity of any athlete, coach, trainer, manager, administrator or official to participate in international competition, as provided for in Article IX of the USOC Constitution.

501.2 OPEN MEETINGS — All meetings of USA Swimming, its LSCs, divisions and committees, shall be open to all members of USA Swimming, except in those situations where by majority vote of the meeting body it would be in the best interests of USA Swimming to hold closed session (e.g., those relating to personnel or legal matters).

501.3 ELIGIBILITY — No conditions or restrictions to eligibility for participation in open competitive events may be imposed unless otherwise set forth in these Rules and Regulations. It is the intent and purpose of USA Swimming to provide an equal opportunity to eligible athletes, coaches, trainers, managers, administrators, and officials to participate in athletic competition within its jurisdiction, without discrimination on the basis of race, color, religion, age, gender, disability, or national origin.

501.4 ROBERT'S RULES OF ORDER — At meetings of the USA Swimming House of Delegates, the current version of Robert's Rules of Order shall be the governing rules, unless suspended by the House of Delegates. At all other meetings of USA Swimming and any of its constituent bodies, boards, committees or other entities, the current version of Robert's Rules of Order may be used, where appropriate, at the discretion of the meeting chair.

ARTICLE 502

MEMBERSHIP

502.1 REQUIREMENTS OF MEMBERSHIP — All members of the House of Delegates, Board of Directors, and any committee, sub-committee, or division of USA Swimming, appointed or elected, must hold an individual membership pursuant to the provisions of this Article, unless otherwise specified by the Board of Directors. Any person with password access to the USA Swimming database must hold an individual non-athlete membership.

502.2

502.2 CLASSES OF MEMBERSHIP — The Corporation shall have no voting members, as defined in the Colorado Revised Nonprofit Corporation Act. However, the membership of USA Swimming shall consist of the following two classes of nonvoting members, whose rights and privileges are as set forth in these Bylaws: group members, including clubs, seasonal clubs and other organizations interested in competitive swimming; and individual members, including athletes and non-athletes.

502.3 GROUP MEMBERSHIP

- .1 Club Membership
 - A Club membership is for a calendar year. A club applying for membership on or after September 1 will receive membership valid through December 31 of the following year.
 - B An LSC may provide for a seasonal club membership for the period established by the LSC pursuant to 302.2.3. Seasonal clubs may not compete at or above the Zone Championship level.
 - C An LSC shall not impose requirements for Club Membership in addition to those set forth in Article 502.
- .2 Organizational Membership
 - A The Board of Directors may establish classes of organizational membership.
 - B Any organization which is interested in competitive swimming, on either the national, state, or local level, may join USA Swimming.

502.4 INDIVIDUAL MEMBERSHIP

- .1 Any individual may join USA Swimming as a member.
- .2 Athlete membership consists of five categories:
 - A Annual (LSCs are required to offer this membership)
 - B Flex (offered at option of LSC) [effective September 1, 2018]
 - C Outreach (LSCs are required to offer this membership)
 - D Seasonal (offered at option of LSC)
 - E Single Meet Open Water (offered at option of LSC)
- .3 Athlete members who register with an LSC and USA Swimming are eligible for sanctioned swimming competition. Flex members are eligible to compete in only two sanctioned competitions per registration year. Flex members may not compete at or above the LSC Championship level. An athlete member shall not be registered in more than one LSC simultaneously.
- .4 Flex members who transition to the Annual athlete membership category within the same calendar year, will be able to credit the Flex athlete membership cost to the Annual athlete membership cost.
- .5 Non-athlete membership consists of two classes: individual and life. Individual Non-athlete members are designated as Coaches, Junior Coaches, Officials or Other.
- .6 Each class of membership (except life membership, seasonal membership and single-meet open water membership) is for a calendar year period. Individuals applying for calendar year membership on or after September 1 will receive membership valid through December 31 of the following year.

- .7 An LSC shall not impose requirements for Individual Membership in addition to those set forth in Article 502. An LSC may require proof of birth date prior to competition in age classified events.

502.5 CONDITIONS OF MEMBERSHIP — As a condition of membership in any category, an individual agrees to submit to the jurisdiction of USA Swimming with respect to any violation of the Rules or Code of Conduct of USA Swimming that occurs during a period when that individual was a member or participating in the affairs of USA Swimming, and further agrees that USA Swimming retains jurisdiction over such violations and individual even if such individual ceases to be a member of USA Swimming.

502.6 PRIVILEGES AND RESPONSIBILITIES OF MEMBERSHIP

- .1 A Coach member of USA Swimming must be at least eighteen (18) years of age. Junior Coach members must be age sixteen (16) or seventeen (17) [effective September 1, 2018].
- .2 All non-athlete members of USA Swimming must have satisfactorily completed criminal background checks and athlete protection education as required by USA Swimming. The criminal background check requirement is waived for Junior Coach members [effective September 1, 2018].
- .3 All clubs, including seasonal clubs, shall ensure that all athletes and coaches participating in practices and USA Swimming sanctioned competition are members of USA Swimming.
- .4 All referees, starters, administrative officials, chief judges, and stroke and turn judges must be non-athlete members of USA Swimming.
- .5 Anyone who coaches swimmers at a USA Swimming practice or competition, must be a coach member or Junior Coach member of USA Swimming and must have satisfactorily completed safety training, criminal background checks and other coaches' education as required by USA Swimming. Junior Coach members are not required to complete a criminal background check but are subject to pre-employment screening.
- .6 Junior Coach members must always be under the direct visual supervision of a registered coach member.
- .7 Only members of USA Swimming are eligible to receive credentials at National Championships.
- .8 All clubs which register for the first time as a year-round club member shall comply with the New Club Membership Requirements established by USA Swimming.
- .9 All clubs are required to comply with USA Swimming Pre-Employment Screening Procedures for New Employees for all new employees who are required to be members under 305.5 or 502.6.4.

502.7 FEES

- .1 The annual fee for each class of membership is composed of the following elements:
 - A A national fee established by the Board of Directors, except that changes to fees for Club membership (including seasonal) and the Individual categories of annual, seasonal, outreach and single meet open water must be approved by the House of Delegates; and
 - B A local fee established by the LSC. The local fee for the Outreach membership may not exceed \$2 and the local fee for the Flex membership may not exceed \$10.

502.7

.2 An LSC may charge a fee for transfers.

502.8 DELINQUENT DUES AND FEES — If any member or the legal representative of any member has secured a court judgment against any other member for non-payment of financial obligations due such member in the normal and usual course of activities or business associated with membership in and of swimming, that member's membership rights may be suspended only after a hearing before the Zone Board of Review until the judgment is satisfied.

502.9 TERMINATION OF MEMBERSHIP — Membership in USA Swimming may be terminated according to the process set forth in Part Four of the USA Swimming Rules and Regulations.

ARTICLE 503 CORPORATE OFFICERS

503.1 CORPORATE OFFICERS

- .1 The President & CEO is the chief executive officer of USA Swimming. The President & CEO shall have all the duties incident to that office; those specifically assigned by the Board of Directors; and those specified in the USA Swimming Policy Manual. The President & CEO shall serve at the pleasure of the Board of Directors. For international purposes, the President & CEO shall be recognized as the Secretary General of USA Swimming. The President & CEO serves as an ex-officio, non-voting member of the Board of Directors.
- .2 The Vice President & COO is the chief operating officer of USA Swimming. The Vice President & COO shall have all the duties incident to that office; those specifically assigned by the President & CEO; and shall perform the duties of and have the authority and exercise the power of the President & CEO when the President & CEO is absent or incapacitated. The Vice President & COO shall serve at the pleasure of the President & CEO.
- .3 The Treasurer & CFO is the chief financial officer of USA Swimming. The Treasurer & CFO shall have all the duties incident to that office; those specifically assigned by the President & CEO; those specified in the USA Swimming Policy Manual or specifically set forth in 508.2 of these Bylaws. The Treasurer & CFO shall serve at the pleasure of the President & CEO.
- .4 The Secretary & General Counsel is the chief legal officer of USA Swimming. The Secretary & General Counsel shall have all the duties incident to that office; those specifically assigned by the President & CEO; and, in addition, shall be responsible for the legal affairs of USA Swimming under the direction of the Board of Directors and the President & CEO. The Secretary & General Counsel shall serve at the pleasure of the President & CEO. The Secretary & General Counsel serves as an ex-officio, non-voting member of the Board of Directors.

ARTICLE 504

BOARD OF DIRECTORS

504.1 GENERAL MEMBERSHIP — Eight (8) Directors shall be (i) the elected Board Chair; (ii) the six (6) elected Vice Chairs; and (iii) the Secretary & General Counsel. In addition, two (2) Directors shall be elected from each zone by members of the respective zones, pursuant to 504.3. The Chair of the National Team Steering Committee shall also be a member.

504.2 BOARD CHAIR & VICE CHAIRS — The USA Swimming Board Chair and all Vice Chairs, except the Athletes Vice Chair, shall be elected by the House of Delegates at annual meetings held in even-numbered years. The elected Chairs shall be the Board Chair, Finance Vice Chair, Administration Vice Chair, Program Development Vice Chair, Program Operations Vice Chair, Technical Vice Chair and Athletes Vice Chair. The Athletes Vice Chair shall be elected by the Athletes Committee.

- .1 USA Swimming shall have a Board Chair who shall preside at all meetings of the Board. The Board Chair shall see that all orders and resolutions of the Board are carried into effect. The Board Chair shall perform such other duties and have such other authority and powers as the Board may from time to time prescribe.
- .2 The Vice Chairs of USA Swimming shall chair their respective divisions, and shall be responsible for their respective committees, as set forth in Article 506 and the USA Swimming Policy Manual.
- .3 Whenever the Board Chair is unable to perform his/her duties, the Administration Vice Chair shall perform the duties.
- .4 The Technical Vice Chair must be a coach member of USA Swimming and shall have been credentialed and served as a coach at a Junior, Sectional, or National Championships.
- .5 The Board Chair and Vice Chairs shall perform such duties as set forth in these Bylaws, or as may be assigned to them by the House of Delegates or the Board of Directors.

504.3 ZONE DIRECTORS — Each zone shall have one coach and one non-coach director from the zone as its Zone Representatives, elected at the annual meeting in the following years:

	Coach	Non-Coach
Eastern Zone	Even Years	Odd Years
Southern Zone	Odd Years	Even Years
Central Zone	Odd Years	Even Years
Western Zone	Even Years	Odd Years

- .1 Both coach and non-coach Zone Directors will be elected by the members present at their Zone meeting in the appropriate year.
- .2 Each LSC is entitled to five votes, of which at least one vote must be designated to the LSC Athlete Representative(s). If no Athlete Representative is present, the LSC shall cast only four votes.
- .3 No director elected to two successive terms is eligible for re-election to that office until after a lapse of two years.
- .4 For the purposes of casting its votes, each LSC may send one or more delegates to the Zone meeting.

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- .5 The election of Zone members to the Board of Directors shall be based upon the zones in which the proposed Directors maintain their residency.

504.4 ATHLETE REPRESENTATION — The Athletes Committee shall elect to the Board of Directors that number of Athlete Directors necessary to assure that not less than twenty percent (20%) of the voting Directors are athletes. Athlete Directors need not themselves be athlete representatives, but must at the time of their election be actively engaged in swimming competition or have represented the United States in international competition within the ten (10) years preceding their election. Two of these Athlete Directors shall be the Athletes Vice Chair and the Athletes Deputy Vice Chair. The Athletes Committee may also elect not more than five (5) alternate Athlete Directors. In the event that a regular Athlete Director is unable to attend or otherwise participate in a regular activity of the Board of Directors, an alternate Athlete Director may serve in the place of the regular Athlete Director and shall, for the limited duration of that activity, enjoy all the rights, privileges and duties enjoyed by the regular Athlete Director.

504.5 ORGANIZATIONAL MEMBER REPRESENTATION — Any organization which is a member of USA Swimming pursuant to 502.3, and which conducts, on a level of proficiency appropriate for the selection of swimmers to represent the United States in international swimming competition, a national program or regular national athletic competition, and ensures that such representation shall reflect the nature, scope, quality and strength of the programs and competitions of such sports organization in relation to all other such programs and competition in the sport of swimming in the United States, shall be eligible to name a Director. The Board of Directors or its designee shall determine whether an organization satisfies the criteria of this Article.

504.6 EX-OFFICIO MEMBERS — The immediate Past President or Board Chair (as applicable) of USA Swimming shall be an ex-officio member with voice but no vote. Additional ex-officio members may be appointed by the Board to serve at the pleasure of the Board with voice but no vote. An ex-officio member who fails to attend at least two regularly scheduled meetings of the Board per year shall forfeit his/her seat on the Board.

504.7 TERM OF OFFICE — Directors shall hold office for two years, through the annual meeting in even-numbered years, or until their successors are elected and qualified, except that Zone Directors shall hold staggered terms of office pursuant to 504.3. Their term of office shall commence at the close of the annual meeting of the House of Delegates at which they are elected. Each Director is eligible for election to the same office for two consecutive terms. An individual may hold only one elective office at any one time. No person so elected for successive terms is eligible for re-election to the same office until after the lapse of two years following the terms of office to which that person was last elected (portions of those terms served to fill a vacancy in the office shall not be considered in the computation of time for this purpose).

504.8 REMOVAL OF DIRECTORS — Any Director of USA Swimming who has failed to attend to his or her official duties or responsibilities or has done so improperly, or who would be subject to penalty for any of the reasons set forth in Article 404.1.3 of the USA Swimming Rules and Regulations, may be removed from office by the National Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations, in an action authorized by a two-thirds (2/3) vote of the entire voting membership of the Board of Directors. Any appeal of the Decision of the National Board of Review shall be heard by the Board of Directors as a whole (not by a panel thereof) and any decision of the Board of Directors in favor of removal of a Director shall require a two-thirds (2/3) vote of the entire voting membership of the Board of Directors.

504.9 VACANCIES — Any vacancy that may occur on the Board of Directors caused by death, resignation, incapacity or other reason may be filled permanently or temporarily by a majority vote of the remaining members until the zone, organization, or committee concerned shall have elected or selected a permanent or temporary successor. A permanent successor shall fill the unexpired term of the vacant office. A temporary appointment shall serve for only such time as is necessary for either the appointing authority to replace the vacant office or until the temporary incapacity is cured. An appointment to fill a permanent or temporary vacancy shall be with full rights of the office.

504.10 AUTHORITY/EMERGENCY POWER — The USA Swimming Board of Directors shall have the authority to act for USA Swimming. The Board may amend the Corporate Bylaws as permitted under 511.1.1, but is not permitted to amend any other section of the Rules and Regulations except as follows: The Board shall have the emergency power to adopt, revoke and amend any rule or regulation in the Rules and Regulations if the Board with the advice and consent of the Operational Risk Committee, the Rules & Regulations Committee and legal counsel, shall determine that safety considerations so require. A technical rule which is also a FINA rule, may not be revoked or amended. An action taken under this emergency provision shall be effective until the next meeting of the House of Delegates. The Board Chair shall make a fully detailed report including findings of fact to the entire membership of the House of Delegates (as last certified) within thirty (30) days of the action taken.

504.11 MEETINGS — Meetings of the Board of Directors shall be held at any time or place, pursuant to resolution of the Board, or to a call signed by the Board Chair, or any three Vice Chairs, or upon written request of one-third (1/3) of the members of the Board. Not less than thirty (30) days written notice of such meeting shall be given to each Director. Notice of any meeting may be waived in writing either before or after such meeting. Attendance by any Director not having received written notice shall be deemed a waiver of such notice unless at the beginning of the meeting or promptly upon the Director's later arrival, the Director objects to holding the meeting or transacting business at the meeting because of lack of notice or defective notice and does not thereafter vote for or assent to action taken at the meeting.

- .1 The presence of a majority of the Directors shall constitute a quorum at any meeting of the Board of Directors. Ex-officio Directors will not be counted to establish a quorum. Proxy voting is not permitted.
- .2 A summary of the proceedings of the meetings of the Board of Directors as approved by the Chief Executive Officer and the Board Chair shall be distributed to the membership within one month of each meeting. Distribution shall be accomplished using the USA Swimming website.

504.12 ACTION WITHOUT A MEETING — Action without a meeting may be taken by the Board of Directors if notice as described in this Article 504.12 (the "Notice") is transmitted to each member of the Board of Directors, and each member of the Board of Directors by the time stated in the Notice either votes in writing for or against such action, abstains in writing from voting, fails to respond or vote, or fails to demand in writing that action not be taken without a meeting. The Notice shall state the action to be taken, the time by which a Director must respond, that failure to respond by the time stated in the notice will have the same effect as abstaining in writing by the time stated in the notice and failing to demand in writing by the time stated in the notice that action not be taken without a meeting, and any other matters the Corporation determines to include. Action is taken under this Article 504.12 only if, at the end of the time stated in the Notice, the affirmative votes in writing for such action received and not revoked equal or

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exceed the minimum number of votes that would be necessary to take such action at a meeting at which all of the Directors then in office were present and voted, and the Corporation has not received a written demand by a Director that such action not be taken without a meeting other than a demand that has been revoked.

A Director's right to demand that action not be taken without a meeting shall be deemed to have been waived unless the Corporation receives such demand from the Director in writing by the time stated in the Notice and such demand has not been revoked. Any Director who in writing has voted, abstained, or demanded action not be taken without a meeting pursuant to this Article 504.12 may revoke such abstention, or demand in writing received by the Corporation by the time stated in the Notice. All communications under this Section 504.12 may be transmitted or received by the Corporation by facsimile, e-mail or other form of electronic communication. Action taken pursuant to this Article 504.12 has the same effect as action taken at a meeting of Directors and may be described as such in any document.

ARTICLE 505 EXECUTIVE COMMITTEE

505.1 AUTHORITY — The Executive Committee shall have the authority to act for the Board of Directors and USA Swimming between meetings of the Board and House of Delegates, except that it cannot amend the Rules and Regulations.

505.2 MEMBERSHIP — The Executive Committee shall consist of the USA Swimming Board Chair and Vice Chairs, the Chair of the National Team Steering Committee, and one additional athlete member from the Board of Directors to be selected by the Athletes Committee, acting with advice and consent of legal counsel.

505.3 MEETINGS — Meetings of the Executive Committee shall be held at any time or place upon the call of the Board Chair or any three members of the Committee, and upon no less than ten (10) days written notice of such meeting to each member. Special matters may be voted upon by the Committee by mail, electronic vote, or by telephone (confirmed in writing within twenty-four (24) hours), but no action can be taken without the concurrence of all members of the Committee. At the next regular or special meeting of the Board of Directors the Committee shall make a report of its activities since the last Board meeting for the Board's confirmation, ratification, modification, or rejection.

505.4 COMMITTEE EVALUATIONS — The Executive Committee shall convene at least once a year for the purpose of evaluating the goals of the committees and their productivity.

ARTICLE 506 COMMITTEES AND COORDINATORS

506.1 COMMITTEES AND COORDINATORS

- .1 Standing committees of USA Swimming shall be as listed in this Article.
- .2 Except for those individuals who qualify for their positions under some other provision of Article 506:
 - A Non-athlete committee members shall serve four-year terms, except as noted herein.
 - (1) A non-athlete member who accumulates two or more unexcused absences within one calendar year may be removed by the Committee Chair with the consent of the Board Chair.

- (2) After a warning from the Committee Chair, a non-athlete member who continues to fail to contribute or fulfill assigned duties in a timely manner may be removed from his/her committee position by the Committee Chair with the consent of the Board Chair.
 - (3) A member who has been removed shall be notified in writing by the Chair of the committee. The member shall have two weeks to appeal the decision to the USA Swimming Board of Directors.
- B Non-athlete committee members' terms shall be staggered so that one-fourth of all non-athlete members are appointed each year by the Board Chair following the annual meeting of the Corporation.
 - C Committees other than athletes committees shall consist of volunteer members of USA Swimming who are not voting members of the Board of Directors. The Board Chair may appoint voting members of the Board of Directors as Ex-Officio, non-voting members of committees that are normally appointed by the Board Chair. Athlete members and non-voting members of the Board of Directors shall be exempt from this rule.
 - D In the event of a vacancy on a committee caused by any reason, the person/organization responsible for the appointment shall select the person to fill the vacancy for the remainder of the term. If the vacancy occurs in an elected committee position, the Board Chair, in consultation with the Committee Chair, shall appoint a replacement to serve the remainder of the term.
 - E At least twenty percent (20%) of the voting membership of each committee shall be athletes, each of whom must at the time of his/her appointment be engaged in swimming within ten (10) years preceding his/her appointment.
 - F An appointed non-athlete committee member shall serve no more than two consecutive terms and may be reappointed following a lapse of one year.
- .3 Unless otherwise specified in these Bylaws, the Board Chair shall appoint all committee chairs for one-year terms.
 - .4 The Board of Directors may establish special committees and coordinators to satisfy programming needs. Committee and coordinator details shall be outlined in the USA Swimming Policy Manual.
 - .5 The following shall be responsible to the Board Chair: Governance Committee and National Board of Review Committee.
 - .6 The following shall be responsible to the Administration Vice Chair: Rules & Regulations and Credentials/Elections.
 - .7 The following shall be responsible to the Technical Vice Chair: National Team Steering Committee, Senior Development Committee, and Age Group Development Committee.
 - .8 The following shall be responsible to the Athletes' Vice Chair: Athletes.
 - .9 The following shall be responsible to the Finance Vice Chair: Investment and Audit Committees.
 - .10 A summary of the minutes of each committee meeting, after approval by that committee's chair, shall be posted on the USA Swimming website within one month of that meeting.
 - .11 Unless specifically provided elsewhere in these Bylaws, all committee meetings shall be regular committee meetings, unless specifically designated as a special meeting.

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506.2 ATHLETES COMMITTEE

- .1 The Athletes Committee shall be composed of the athlete members of the House of Delegates. The Athletes Vice Chair shall chair this committee.
- .2 Members of the Athletes Committee must be current athlete members of USA Swimming and must have:
 - A Competed at a USA Swimming sanctioned event while eighteen (18) years of age or younger within the past ten (10) years;
 - B Competed at any USA Swimming championship meet defined in Article 207 within the past ten (10) years; or
 - C Represented USA Swimming in competition at any of following meets within the past ten (10) years: Olympics, World Championships, Short Course World Championships, World University Games, Pan Pacific Championships, or Pan American Championships.
- .3 Athletes Executive Committee – The Athletes Executive Committee (AEC) shall be a twelve (12) person subcommittee of the Athletes Committee and is charged with leading the business of the Athletes Committee. The AEC shall be chaired by the Athletes Vice Chair, and is composed of the following additional members:
 - A Four (4) Vice Chairs elected by the Athletes Committee each to a two-year term, but no more than two consecutive terms, in even-numbered years (Executive, Convention, Recruitment & Leadership, National Team);
 - B The USOC Athletes Advisory Council representative for USA Swimming;
 - C Four (4) Zone Athlete Representatives as determined by each Zone (Central, Eastern, Southern, and Western); and
 - D Two (2) at-large members appointed by the AEC.
 - E The Immediate Past Chair of the AEC shall be an ex-officio member with voice but no vote. Additional ex-officio members may be appointed by the AEC to serve at the pleasure of the AEC with voice but no vote.
- .4 If a member of the Athletes Executive Committee cannot fulfill the requirements of his/her position, including attendance at the annual meeting, an alternate shall fill the vacancy for the remainder of the term, pursuant to procedures established by the Athletes Committee.
- .5 The Athletes Vice Chair shall appoint representatives to serve terms on each committee of USA Swimming except Athletes, Athletes Executive, and Investment.
- .6 Whenever, under these Bylaws, the Athletes Executive Committee is empowered to elect or appoint one or more representatives, the Athletes Committee shall establish written criteria for eligibility for such representation, unless such criteria is otherwise set forth in the Rules and Regulations. The Athletes Committee may establish written criteria for the internal governance of the committee. Such criteria so established shall be published in the Athletes Committee Manual included in the USA Swimming Policy Manual.

506.3 RULES & REGULATIONS COMMITTEE

- .1 The Rules & Regulations Committee shall consist of the following:
 - A The Officials Committee Chair, the Chair of the NCAA Men's and Women's Swimming Committee, the Director of Sport – Swimming and Diving of the National Federation of

State High School Associations (NFHS), the Technical Vice Chair, the Program Operations Vice Chair, the immediate past Chair of the Rules & Regulations Committee, the USA Swimming representative to the FINA Open Water Swimming Technical Committee and the USA Swimming representative to the FINA Technical Committee, or their respective designees;

- B A sufficient number of active athletes appointed by the Athletes Committee so as to constitute at least twenty percent (20%) of the voting membership of the Committee;
 - C A representative, or his/her designee, from each Allied member, on condition that within thirty (30) days following the annual meeting of USA Swimming in even-numbered years the member informs USA Swimming in writing of its desire to appoint a representative;
 - D Eight (8) non-athlete members appointed by the Board Chair, none of whom shall be members of the Board of Directors, and at least three of whom shall be coaches; and
 - E The Chief Executive Officer, the Secretary & General Counsel of the Corporation, and others appointed by the Rules & Regulations Committee Chair, as ex-officio members with voice but no vote.
- 2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth of such members are appointed each year.
 - 3 The Board Chair shall appoint a Chair, with approval of the House of Delegates, to serve two years. The Chair shall appoint one or more secretaries from among committee members.
 - 4 The Rules & Regulations Committee shall hold at least one meeting of its members each year, at a time and place approved by the Committee, for consideration of amendments and interpretations of the Rules and Regulations.
 - 5 The Rules & Regulations Committee or its designee shall have the sole authority to officially interpret Parts One and Seven, the authority to interpret the remainder of these Rules and Regulations, and shall be responsible for all redistricting procedures for USA Swimming.

506.4 INVESTMENT COMMITTEE — There shall be an Investment Committee of five (5) persons. Two (2) of the members shall be the Board Chair, or the Board Chair's duly appointed representative, and the Finance Vice Chair. The remaining three (3) members shall be appointed jointly by the Board Chair and Finance Vice Chair with the approval of the Board of Directors. One (1) member shall be appointed each year to serve a three-year term. At least two (2) of the appointed members shall be non-members of the Board of Directors, one (1) of whom shall be appointed chair by the Board Chair and Finance Vice Chair with the approval of the Board of Directors. At least one (1) of the appointed members shall be an athlete.

506.5 GOVERNANCE COMMITTEE

- .1 Membership: The Governance Committee shall consist of eight (8) members appointed by the Board Chair, sufficient athlete appointments to constitute at least twenty percent (20%) of the voting membership of the committee, and the Secretary & General Counsel who shall have voice but no vote. There shall be no current voting members of the Board of Directors appointed to this committee.
- .2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth (1/4) of such members are appointed each year.

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- .3 Responsibility: The Governance Committee shall:
 - A Supply educational resources and research, as requested, to improve the governance process; and
 - B Consider governance process issues, as directed, and provide options for issue resolution.

506.6 AUDIT COMMITTEE

- .1 Membership: The Audit Committee shall consist of five members appointed by the Board Chair, as follows: an Executive Committee member, a Zone Director, an athlete from a slate submitted by the Athletes' Committee, and two additional members with designated financial experience. There shall be no member of the committee who has check signing authority for the Corporation.
- .2 Each member shall serve a four-year term, staggered so that one-fourth (1/4) of the members are appointed each year.
- .3 Responsibility: The Audit Committee shall be responsible for:
 - A Reviewing and accepting the annual audited statements, accompanying opinion letter, and management letter;
 - B Making a recommendation for acceptance to the Board of Directors; and
 - C Evaluating the internal controls of the Corporation.

506.7 NOMINATING COMMITTEE

- .1 Membership: The Nominating Committee shall consist of nine (9) voting members and one non-voting ex-officio member.
 - A Two shall be athlete members (different genders) appointed by the Athletes Executive Committee.
 - B Two shall be coaches; one shall be appointed by the Age Group Development Committee and one shall be appointed by the Senior Development Committee from among all coach members of USA Swimming.
 - C Two shall be current members of the Board of Directors, proposed by the Board Chair and approved by the Board of Directors.
 - D One shall be appointed by the USA Swimming Foundation Board of Directors.
 - E Two individuals (different genders) of independent background intended to enhance and complement the diversity of thought and perspective of the remaining composition of this committee (such as ethnicity, geography, business skills) shall be proposed by the Board Chair and approved by the Board of Directors,
 - F The President/CEO or his or her designee shall be a non-voting member of the committee.
 - G The Committee shall, at its first meeting of each nominations cycle, select a chairperson from among its own membership.
- .2 Terms of Nominating Committee members shall be three (3) years, staggered such that one-third (1/3) of its members are appointed each year. Members of the Nominating Committee shall not be eligible to be appointed to this committee once they have served two terms.

- .3 Duties of the Nominating Committee – The Nominating Committee shall:
 - A issue a call for nominations and prepare a recommended slate of potential Board members in accordance with procedures set forth in the Policy Manual.
 - B screen proposed candidates to ensure that they meet all requirements for Board membership as set forth in these Bylaws and in applicable Board policies.
 - C ensure that prospective Board members are informed about the Board's governing structure and of its expectations for individual Board member participation, including but not limited to: adherence to policies pertaining to Board Members' Code of Conduct; attendance expectations; advocating and voting for what is in the best interests of USA Swimming, its members and the sport, and not for any specific stakeholder groups; and not attempting to exercise individual authority over the President/CEO or any members of staff unless explicitly Board-authorized for a specific purpose.
- .4 Nominating Committee members shall be ineligible for nomination to the Board.

506.8 CREDENTIALS/ELECTIONS COMMITTEE

- .1 Membership: The Credentials/Elections Committee shall consist of eight (8) non-athlete members appointed by the Board Chair and a sufficient number of athlete members as to constitute at least twenty percent (20%) of the voting membership.
- .2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth of such members are appointed each year. Members are not subject to consecutive term limits.
- .3 Responsibility: The Credentials/Elections Committee shall certify delegates at the annual meeting of the corporation, supervise elections held at the annual meeting, and certify results of elections held at the annual meeting.

506.9 NATIONAL TEAM STEERING COMMITTEE

- .1 Membership: The National Team Steering Committee shall consist of:
 - A Eight (8) coaches selected as follows;
 - Preceding Head Men's Olympic Coach (1)
 - Preceding Head Women's Olympic Coach (1)
 - The Head Women's Coach for the two Long Course World Championships preceding the Olympic Games (2)
 - The Head Men's Coach for the two Long Course World Championships preceding the Olympic Games (2)
 - Two coaches appointed by the Board Chair in consultation with the National Team Director (2)
 Any vacancies on the committee shall be filled by appointment by the Board Chair in consultation with the National Team Director.
 - B The chair of the committee shall be elected by its voting members.
 - C Once the new Head Olympic Coaches are named, they shall become ex-officio members of the National Team Steering Committee, if not already on the Committee.
 - D Two athletes selected by the Athletes Committee, one female/one male, both former USA National Team members; and
 - E The Technical Vice Chair, the Chair of the Senior Development Committee, and the Chair of the Sports Medicine Committee shall be ex-officio members of the Committee with voice but no vote. The Committee may name additional ex-officio members.

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- .2 Term: Members of the National Team Steering Committee shall serve a term commencing with appointment and extending until the end of the annual House of Delegates meeting following the next Olympic Games.
- .3 Responsibility: The National Team Steering Committee shall operate under the direction of the National Team Director to create a National Team program; expedite decisions regarding that program; and plan for specific needs of the National Team in preparation for international competition.
- .4 Operation: The National Team Steering Committee shall operate according to policies adopted and published in the Steering Committee Manual.

506.10 SENIOR DEVELOPMENT COMMITTEE

- .1 The Senior Development Committee shall consist of ten (10) members. The Board Chair shall appoint eight (8) members, at least five (5) of whom shall be coaches and the Athletes Vice Chair shall appoint two (2) athlete members. The Age Group Development Committee Chair or his/her designee shall be an ex-officio member with voice but no vote.
- .2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth of such members are appointed each year.
- .3 The Senior Development Committee shall provide technical input for the structure of championship meets, for developing athletes at the post-age group level, and for the transitioning of athletes from Senior to National Team.

506.11 AGE GROUP DEVELOPMENT COMMITTEE

- .1 The Age Group Development Committee shall consist of ten (10) members. The Board Chair shall appoint eight (8) members, with at least one representative from each Zone and at least five (5) of the members shall be coaches. The Athletes Vice Chair shall appoint two (2) athlete members. The Senior Development Committee Chair or his/her designee shall be an ex-officio member with voice but no vote.
- .2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth of such members are appointed each year.
- .3 The Age Group Development Committee shall identify and promote ideas to assist USA Swimming in developing Age Group swimmers and shall provide assistance in transitioning swimmers from Age Group to Senior.

506.12 NATIONAL BOARD OF REVIEW COMMITTEE

- .1 Membership: The National Board of Review Committee shall consist of such number of members as the Board Chair may deem appropriate from time to time; such members shall be appointed by the Board Chair, with the advice of the Secretary & General Counsel, who shall serve as an ex-officio member with voice but no vote. At least twenty percent (20%) of the voting membership of the National Board of Review Committee shall be athlete members. The Chair and Vice Chair(s) of the National Board of Review shall serve as the Chair and Vice Chair(s), respectively, of the National Board of Review Committee.
- .2 The term of the Chair, Vice Chair(s) and other members of the National Board of Review Committee shall be two years with a limit of five (5) full terms each may serve.
- .3 The National Board of Review Committee shall provide trained and experienced panel members to hear and resolve matters, questions and disputes involving USA Swimming, the

Local Swimming Committees, and/or the membership, in accordance with Part Four of the Rules and Regulations, as well as set operating policy and procedures for the National Board of Review.

ARTICLE 507 HOUSE OF DELEGATES

507.1 ORGANIZATION

- .1 All USA Swimming officers and all voting members of the Board of Directors, the National Team Steering Committee, the National Team Athletes Committee, the Age Group Development Committee, the Rules & Regulations Committee, the Registration/Membership Committee, the Credentials/Elections Committee, the Senior Development Committee, and past USA Swimming Presidents or Board Chairs (as applicable) shall be members of the House of Delegates. Membership on any committee notwithstanding, USA Swimming employees shall not be members of the House of Delegates.
- .2 The members of the Athletes Executive Committee and ten (10) National Representatives, five (5) being appointed each year by the Athletes Vice Chair and each serving a two (2)-year term, shall be members of the House of Delegates. The National Representatives and their alternates must at the time of their appointment be engaged in senior swimming, or have competed in USA Swimming Championships within five (5) years preceding their appointment. The Board Chair may appoint, from a slate of nominees submitted by the Athletes Committee, such further at-large athlete members so as to bring the total athlete representation in the House of Delegates to at least twenty percent (20%).
- .3 The following from each LSC shall be members of the USA Swimming House of Delegates: the chair of its Administrative, Senior, and Age Group divisions; the athletes' representative to the LSC; the coaches' representative to the LSC; and its General Chair. An alternate for each of the delegates may also be elected. Information that may be of assistance to the House of Delegates at its next meeting shall be provided in a conspicuous place on the website.
- .4 Any organization, as set forth in 502.3.2, which conducts a program in competitive swimming, or which is composed of persons joined together in support of swimming or some aspect of it, may make application for membership to USA Swimming. The Board of Directors or its designee shall determine whether an organization meets the criteria set forth in this Article and may recommend ratification of membership by the House of Delegates. Additionally, if the organization is national in character, the Board of Directors or its designee may recommend to the House of Delegates that the organization be allowed to appoint a maximum of five members to the House of Delegates.
- .5 The United States delegates to, and swimming technical committee members of, the Federation Internationale de Natation and the Union Americana de Natacion shall automatically be members of the House of Delegates.
- .6 Each of the Armed Forces may appoint one member, provided it is actively engaged in senior swimming activity.
- .7 The Board Chair, in consultation with the Technical Vice Chair, shall appoint, on an annual basis, twenty-five (25) members selected from coaches who had athletes that qualified for the preceding Olympic Trials and from members that served as the manager or assistant

507.1

manager on a national team or junior national team trip within the past four years. The appointments shall provide for a reasonable geographic representation of USA Swimming Membership.

- .8 The Board Chair shall be empowered to appoint up to ten percent (10%) of the total membership as members of the House of Delegates. One-fourth (1/4) of all those appointed shall be appointed in equal numbers from members, other than athletes, of the five (5) LSCs having the largest number of registered athletes as of August 31 of the prior calendar year.
- .9 All members of the House of Delegates shall serve until their successors are selected, except that membership may be terminated by resignation filed with the Secretary. All LSC members must be elected on or before July 1 of each year and written certification thereof must be sent to the Secretary on or before July 15. No substitution of a member may be made unless written certification thereof is given to the Convention Credentials Committee Chair on or before the House of Delegates is called to order.

507.2 MEETINGS

- .1 The annual meeting of the House of Delegates shall be held at any date, time, and place, as may be fixed in the notice of such meeting.
- .2 Special meetings of the House of Delegates may be held at any time, pursuant to a resolution of either the Board of Directors or the House of Delegates.
- .3 A written notice of all meetings of the House of Delegates, stating the time and place thereof, shall be given to each member by mailing it to each member's last known address at least thirty (30) days before the meeting; a written notice of any special meeting of members, stating the time, place and the objectives thereof, shall be mailed to each member at least fifteen (15) days before the meeting; such notice may be waived in writing by any member at any meeting before or after such meeting. The attendance of a member at any meeting without protesting the lack of notice prior to or at the commencement of the meeting shall be deemed a waiver of notice.
- .4 The presence of those duly registered and eligible to vote at any meeting of the House of Delegates shall constitute a quorum.
- .5 Each member shall have one vote on each matter submitted to the House of Delegates. There shall be no voting by proxy. At all meetings of the House of Delegates only those members duly certified and present shall be permitted to vote.
- .6 The numerical outcome of each balloted vote shall be available to the candidates upon request.
- .7 Any action which may be taken at any regular or special meeting of the House of Delegates, or any division or committee thereof, except amendment or repeal of these Rules and Regulations, may be taken without a meeting. The Secretary of USA Swimming, or the division Vice Chair or committee chair, shall distribute a written ballot to every member entitled to vote on the matter. The ballot shall set forth the proposed action, provide an opportunity to specify approval or disapproval of the proposal, and provide a reasonable time within which to return the ballot. Approval by written ballot shall be valid only when the number of votes cast in favor of the proposed action within the time period specified constitutes a majority of the votes entitled to be cast. When the proposed action to be voted upon concerns only a specific Zone(s) or a certain number of LSCs, as determined by the Board of Directors, the matter shall be voted upon only by eligible members within such Zone(s) or LSCs.

- .8 Resolutions of a legislative nature presented to the House of Delegates shall be subject to the same process as set forth for Amendments in Article 512.

507.3 ELECTIONS

- .1 The House of Delegates shall annually elect the number of members to the Board of Directors necessary to maintain the listed number of voting members.
- .2 No candidate shall be eligible for election unless he or she has signed a written commitment to adhere to USA Swimming's Bylaws and the Board policies then in effect and has, in the judgment of the Nominating Committee, exhibited a demonstrable connection to swimming.
- .3 Process
- A The Nominating Committee shall issue a Call for Nominations, which may be self-nominating or by third party with written consent of the proposed nominee, and, upon review and vetting of proposed candidates, present to the House of Delegates a ballot including the names of qualified and proposed nominees at least thirty (30) days prior to the meeting of the House of Delegates. Accompanying the ballot, and in related correspondence sent to the Delegates, a limited-space biography/candidate statement shall be distributed.
- B The ballot shall include at least two (2), but no more than three (3), vetted nominees for each seat open for election.
- C In addition to the Call for Nominations and vetting process, other members may self-nominate or be nominated by a third party with written consent of the proposed nominee by submitting their names to the Credentials/Elections Committee no later than fourteen (14) days prior to the start of the meeting of the House of Delegates. Such candidates will have their names listed with no supporting information and will be indicated on the ballot as non-vetted candidates.
- D Overt electronic or printed campaigning shall be prohibited.

ARTICLE 508 FINANCIAL

508.1 FISCAL YEAR — The Corporation shall have a fiscal period for tax and accounting purposes commencing on the first day of January in each year.

508.2 GENERAL FINANCIAL PROCEDURES — The Finance Vice-Chair shall ensure the preparation of the USA Swimming annual budget by the Chief Executive Officer and staff and arrange for its presentation to the Board of Directors for approval. The Finance Vice Chair shall make available an annual financial report to the members of the House of Delegates. If requested by the USA Swimming Board of Directors or auditors, the Treasurer and the Finance Vice Chair of USA Swimming shall deliver to the requesting party all money, accounts, books, papers, vouchers and records pertaining to the accounts of USA Swimming or the office of the Treasurer for audit or other purposes.

508.3 ANNUAL AUDIT — The financial records of the corporation shall be audited annually by a CPA firm selected by the Board of Directors. Such annual financial reports shall be made available for inspection by members of the general public at USA Swimming's principal office on request made within one hundred-eighty (180) days after notice of its availability.

508.4

508.4 RECEIPT OF SET ASIDES, GIFTS, AND GRANTS — The Corporation may, by action of the Board of Directors, designate, receive and accept, or otherwise acquire property or funds or any interest therein in the form of set asides, gifts, grants, contributions, and testamentary transfers. The Corporation's use of such property and funds shall be limited to expenditure of its income only for USA Swimming's exempt purposes in furtherance of its support of, or to benefit, USA Swimming athletes and USA Swimming programs while retaining the principal thereof as an endowment to further such purposes.

508.5 ENDOWMENT FUNDS — There shall be established within USA Swimming such special endowment fund accounts as the Board of Directors deems appropriate. The rules governing their respective operations shall be set forth in the USA Swimming Policy Manual.

ARTICLE 509

LSC REPORTING REQUIREMENTS

509.1 REQUIRED LSC BYLAWS — Each LSC, in accordance with its Bylaws, which are based on the "Required LSC Bylaws," adopted and amended from time to time by the USA Swimming House of Delegates, shall meet the reporting requirements to USA Swimming contained within the "Required LSC Bylaws," including, but not limited to a copy of (1) the annual closing Balance Sheet and Statement of Income and Expense and (2) the corresponding federal income tax return (Form 990). The Balance Sheet and Statement of Income and Expense shall be audited or reviewed by an outside auditor or the LSC Finance Committee.

509.2 FINANCIAL CONTROLS AND OTHER LSC REQUIREMENTS — The Board of Directors may set certain requirements, including the adoption of financial controls. Any such requirements shall be published in the minutes and communicated to all LSCs via mail or e-mail. Failure to adopt such requirements may result in a penalty to the LSC.

509.3 FINANCIAL REQUIREMENTS — Annually, a copy of the financial reports listed above shall be forwarded to USA Swimming headquarters within five (5) months after the close of the fiscal year for the LSC. Upon submission of a request to extend the time to file its federal income tax return, an LSC may be granted additional time to meet its financial reporting requirements to USA Swimming equal to the extension period (typically three months), provided that the LSC submit a copy of the request for extension with the IRS to USA Swimming at the time the extension is filed and the IRS grants such an extension.

509.4 SUSPENSION OF LSC VOTING — Should an LSC not be current, including extensions, with its financial reporting requirements to USA Swimming as of forty-five (45) days prior to the annual meeting of the USA Swimming House of Delegates, the Board of Directors may, with written notice, suspend the LSC from voting at the House of Delegates meeting, said suspension of votes applying only to the LSC positions entitled to vote in the House of Delegates, excluding any at-large members of the LSC.

ARTICLE 510

INDEMNIFICATION

510.1 INDEMNIFICATION — Each person who is or was a director, officer, or employee of USA Swimming (including the heirs, executors, administrators or estate of such person) shall be indemnified by USA Swimming to the full extent permitted by the Colorado Revised Nonprofit Corporation Act against any liability, cost or expense incurred by him/her in his/her capacity as

director, officer, or employee, or arising out of his/her status as a director, officer, or employee (including serving at the request of USA Swimming as a director, trustee, officer, employee or agent of another corporation).

510.2 INSURANCE — USA Swimming may maintain insurance, at its expense, to protect itself and any such person against any such liability, cost or expense. For the purpose of this Article 510, references to “USA Swimming” include all constituents absorbed in a consolidation or merger as well as the resulting or surviving corporation.

ARTICLE 511 AMENDMENTS

511.1 AUTHORITY TO AMEND AND VOTE REQUIRED

- .1 The Corporate Bylaws, excepting those items outlined below in 511.1.3B, may be altered, amended or repealed by the Board of Directors, subject to the provisions of 504.10 (Authority/Emergency Power), by a two-thirds (2/3) majority vote.
- .2 The Rules and Regulations Committee may alter, amend, or repeal any portion of Part One or Part Seven at any time to conform to the rules of the Federation Internationale de Natation (FINA).
- .3 The USA Swimming House of Delegates may amend the Rules and Regulations at its annual meeting as follows:
 - A Parts One, Two, Three, Four, Six and Seven: by a majority vote.
 - B Part Five (Corporate Bylaws): by a two-thirds (2/3) vote, the House of Delegates may amend the number of Board members, their terms, or the number of which are elected by the House of Delegates, the composition of the House of Delegates, membership fees for membership classes in existence as of the 2017 registration year (see 502.7.1A and B), and Article 512 (Rules of the House of Delegates).

ARTICLE 512 RULES OF THE HOUSE OF DELEGATES

512.1 AMENDMENTS — The USA Swimming House of Delegates may amend the Rules and Regulations at its annual meeting as follows:

.1 AUTHORITY

- A Parts One, Two, Three, Four, Six and Seven: by a majority vote.
- B Part Five (Corporate Bylaws): by a two-thirds (2/3) vote, the House of Delegates may amend the number of Board members, their terms, or the number of which are elected by the House of Delegates, the composition of the House of Delegates, membership fees for membership classes in existence as of the 2017 registration year (see 502.7.1A and B), and Article 512 (Rules of the House of Delegates).

Note: See 512.5 for late submitted legislation.

.2 AMENDMENTS PROPOSED

- A **By Whom Proposed** — An amendment to the USA Swimming Rules and Regulations may be proposed only by an LSC, a duly constituted committee, a member of the USA Swimming House of Delegates as identified in Article 507, the Board of Directors, the National Board of Review, or any Allied or Affiliate Group Member.

- B Form Required** — Every proposed amendment to the USA Swimming Rules and Regulations shall be in such form as to show the entire section as it will read if adopted, with any changes in existing language single underlined if new and lined out (struck through) if deleted. Each amendment shall be accompanied by a concise, but informative rationale for adoption and for the proposed effective date. In addition, the name, address and telephone number of the proposer must be included (if the proposer is an entity, the name, address and telephone number of an authorized spokesperson with authority to agree to changes in the proposed amendment).
- C Last Date for Proposal** — Every proposed amendment shall be submitted to the Chair of the Rules & Regulations Committee no later than the May 15 preceding an annual meeting of the USA Swimming House of Delegates.
- D Consideration, Recommendation and Report** — The Rules & Regulations Committee shall consider all proposed amendments and shall present them to the annual meeting of the House of Delegates with the Committee's recommendations.
- E Procedures for Recommendations** — As a part of its consideration, the Rules & Regulations Committee is encouraged to consult with the proposer and any other interested parties and suggest changes (which may be substantive or drafting) to the amendment that would enable the Committee to support adoption. Recommendations under this Article may be for or against adoption, a statement of no recommendation, or a recommendation to commit the proposal to a USA Swimming Officer or another USA Swimming Committee or the proposer for further consideration. Each recommendation for rejection shall include a concise, but informative rationale for the recommendation.
- .3 PUBLICATION OF AMENDMENTS** — All proposed amendments to all parts of these Rules and Regulations shall be published and made available on the USA Swimming website not less than seventy-five (75) days prior to the annual meeting of the House of Delegates. Members of the House of Delegates may request a printed copy after the amendments are posted on the website.
- .4 CHANGES TO AMENDMENTS** — A proposed amendment may be modified in any manner by the House of Delegates while under consideration, but such modification must be germane to the subject matter of the proposed amendment (which does not require the nine-tenths (9/10) vote as provided in 512.5). If more than one amendment has been proposed on the same subject matter, and there are substantive differences between such amendments, the House of Delegates may adopt a compromise of substance as well as form, and if the adoption of an amendment as proposed or amended or comprised is inconsistent or in conflict with other parts of the Rules and Regulations, the House of Delegates may adopt conforming amendments appropriate to the case.
- .5 LATE SUBMISSION AND MAJORITY REQUIRED** — After the deadline has expired for submission of legislation to the Rules & Regulations Committee, new and/or additional amendments may be proposed, but they may be adopted only by an affirmative vote of nine-tenths (9/10) of the members of the House of Delegates present and voting. For purposes of this Article, legislation originating within the Rules & Regulations Committee will be considered as being submitted before the deadline as long as it is published in accordance with 512.1.3.

- .6 **EFFECTIVE DATE** — Housekeeping items approved as prescribed shall become effective immediately. All other amendments to Part One of these Rules and Regulations approved as prescribed shall become effective on May 1 of the year following their adoption, unless otherwise specified at the time of adoption. All other amendments to these Rules and Regulations approved as prescribed shall become effective on January 1 of the year following their adoption unless otherwise specified at the time of adoption.

ARTICLE 513 DISSOLUTION

513.1 DISSOLUTION — If deemed advisable by the members, USA Swimming may be dissolved pursuant to the applicable provisions of the corporation laws of the State of Colorado.

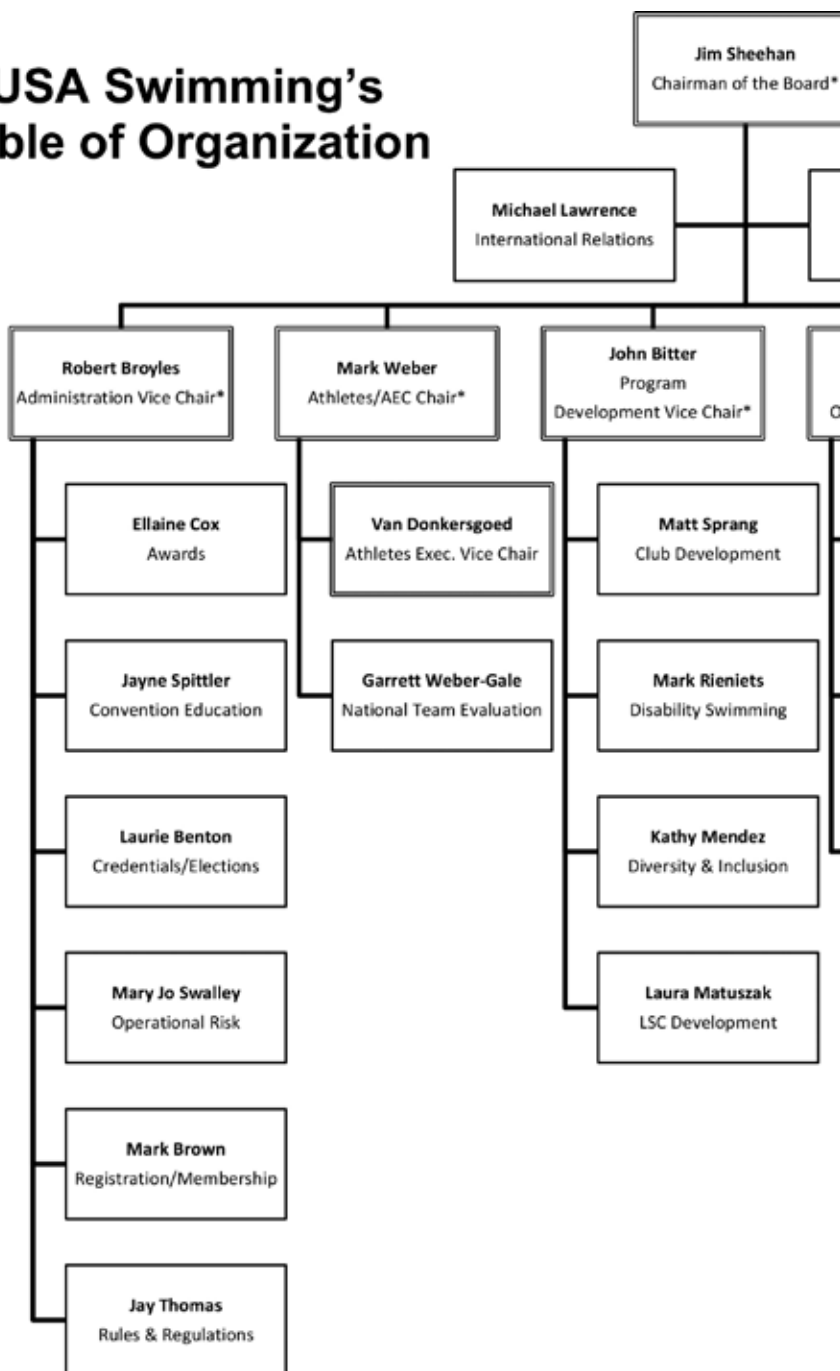
513.2 DISTRIBUTION OF ASSETS — Upon the dissolution of USA Swimming, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of USA Swimming, dispose of all the assets of USA Swimming exclusively for the purposes of USA Swimming or to such organization or organizations as shall qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

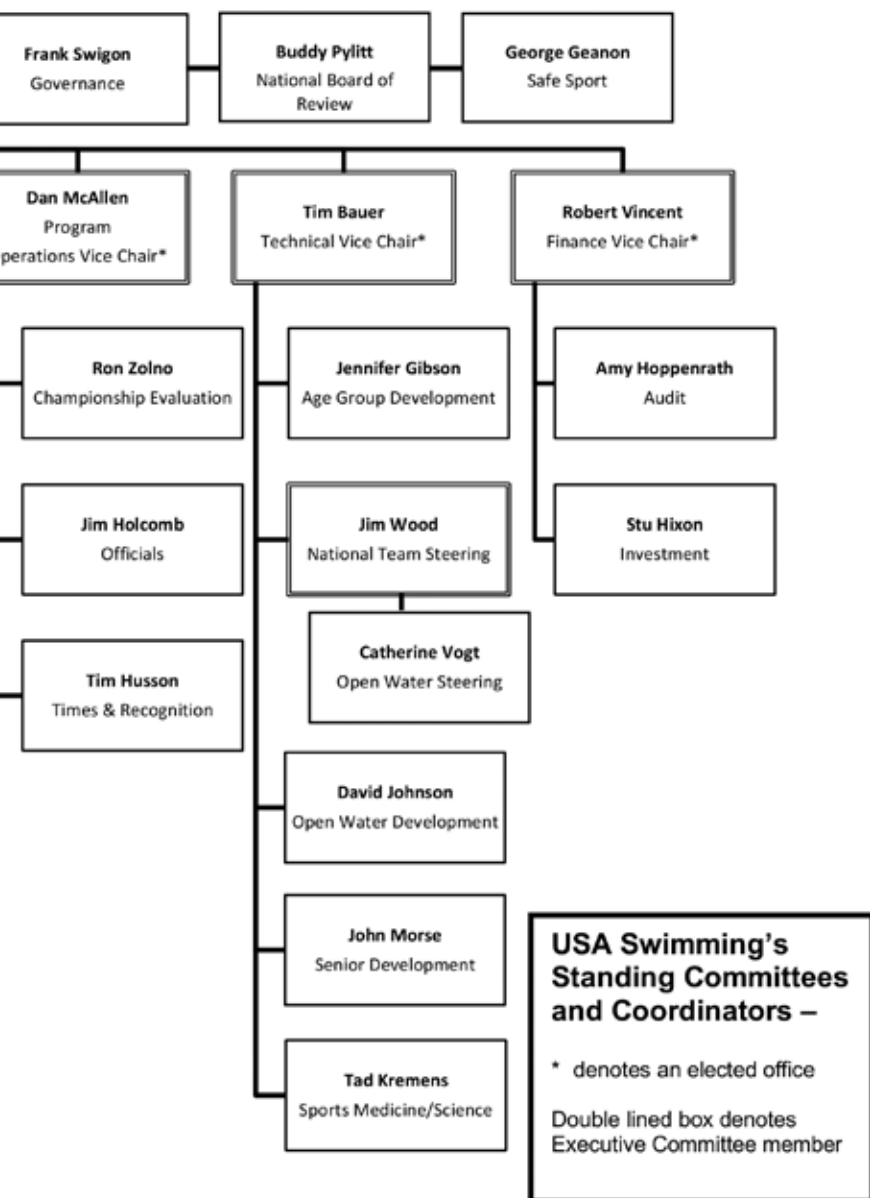
ARTICLE 514 CONFLICT OF INTEREST

514.1 CONFLICT OF INTEREST — Conflict of interest and ethical practices of USA Swimming shall be as follows:

- .1 If any member of the Board of Directors, Executive Committee or any other Committee has a financial interest in any contract or transaction involving USA Swimming, such individual shall not participate in USA Swimming's evaluation or approval of such contract or transaction unless the material facts of the relationship or interest are disclosed or known to the other Directors or other Committee members. If such disclosure is made, the contracts or transaction shall not be voidable if the Board or Committee in good faith authorized the contracts or transaction by the affirmative vote of the majority of the disinterested Directors or Committee members and the contract or transaction is fair to USA Swimming at the time it is authorized.
- .2 Members of the Board of Directors, Executive Committee, other Committees and each key employee of USA Swimming will execute a Statement of Principles on Ethical Behavior and Conflict of Interest each year.

USA Swimming's Table of Organization





PART FIVE

CORPORATE BYLAWS OF USA SWIMMING

[Effective with the 2018 meeting of the House of Delegates]

ARTICLE 501

PREAMBLE

501.1 DESCRIPTION OF ORGANIZATION — USA Swimming, Inc., a Colorado corporation, is the National Governing Body for swimming in the United States, and is referred to herein as USA Swimming. USA Swimming is responsible for the conduct and administration of swimming in the United States, and is affiliated with the Federation Internationale de Natation (FINA), the international federation for aquatics, through United States Aquatic Sports, Inc. (USAS). As a member National Governing Body (NGB) of the United States Olympic Committee (USOC), USA Swimming shall submit to binding arbitration conducted in accordance with the Commercial Rules of the American Arbitration Association in any controversy involving its recognition as a National Governing Body, as provided for in Article VIII of the USOC Constitution, or involving the opportunity of any athlete, coach, trainer, manager, administrator or official to participate in international competition, as provided for in Article IX of the USOC Constitution.

501.2 OPEN MEETINGS — All meetings of USA Swimming, its LSCs, divisions and committees, shall be open to all members of USA Swimming, except in those situations where by majority vote of the meeting body it would be in the best interests of USA Swimming to hold closed session (e.g., those relating to personnel or legal matters).

501.3 ELIGIBILITY — No conditions or restrictions to eligibility for participation in open competitive events may be imposed unless otherwise set forth in these Rules and Regulations. It is the intent and purpose of USA Swimming to provide an equal opportunity to eligible athletes, coaches, trainers, managers, administrators, and officials to participate in athletic competition within its jurisdiction, without discrimination on the basis of race, color, religion, age, gender, disability, or national origin.

501.4 ROBERT'S RULES OF ORDER — At meetings of the USA Swimming House of Delegates, the current version of Robert's Rules of Order shall be the governing rules, unless suspended by the House of Delegates. At all other meetings of USA Swimming and any of its constituent bodies, boards, committees or other entities, the current version of Robert's Rules of Order may be used, where appropriate, at the discretion of the meeting chair.

ARTICLE 502

MEMBERSHIP

502.1 REQUIREMENTS OF MEMBERSHIP — All members of the House of Delegates, Board of Directors, and any committee, sub-committee, or division of USA Swimming, appointed or elected, must hold an individual membership pursuant to the provisions of this Article, unless otherwise specified by the Board of Directors. Any person with password access to the USA Swimming database must hold an individual non-athlete membership.

502.2

502.2 CLASSES OF MEMBERSHIP — The Corporation shall have no voting members, as defined in the Colorado Revised Nonprofit Corporation Act. However, the membership of USA Swimming shall consist of the following two classes of nonvoting members, whose rights and privileges are as set forth in these Bylaws: group members, including clubs, seasonal clubs and other organizations interested in competitive swimming; and individual members, including athletes and non-athletes.

502.3 GROUP MEMBERSHIP

.1 Club Membership

- A Club membership is for a calendar year. A club applying for membership on or after September 1 will receive membership valid through December 31 of the following year.
- B An LSC may provide for a seasonal club membership for the period established by the LSC pursuant to 302.2.3. Seasonal clubs may not compete at or above the Zone Championship level.
- C An LSC shall not impose requirements for club membership in addition to those set forth in Article 502.

.2 Organizational Membership

- A The Board of Directors may establish classes of organizational membership.
- B Any organization which is interested in competitive swimming, on either the national, state, or local level, may join USA Swimming.

502.4 INDIVIDUAL MEMBERSHIP

.1 Any individual may join USA Swimming as a member.

.2 Athlete membership consists of five categories:

- A Annual (LSCs are required to offer this membership)
- B Flex (offered at option of LSC)
- C Outreach (LSCs are required to offer this membership)
- D Seasonal (offered at option of LSC)
- E Single Meet Open Water (offered at option of LSC)

.3 Athlete members who register with an LSC and USA Swimming are eligible for sanctioned swimming competition. Flex members are eligible to compete in only two sanctioned competitions per registration year. Flex members may not compete at or above the LSC Championship level. An athlete member shall not be registered in more than one LSC simultaneously.

.4 Flex members who transition to the Annual athlete membership category within the same calendar year will be able to credit the Flex athlete membership cost to the Annual athlete membership cost.

.5 Non-athlete membership consists of two classes: individual and life. Individual Non-athlete members are designated as Coaches, Junior Coaches, Officials or Other.

- .6 Each class of membership (except life membership, seasonal membership and single-meet open water membership) is for a calendar year period. Individuals applying for calendar year membership on or after September 1 will receive membership valid through December 31 of the following year.
- .7 An LSC shall not impose requirements for Individual Membership in addition to those set forth in Article 502. An LSC may require proof of birth date prior to competition in age-classified events.

502.5 CONDITIONS OF MEMBERSHIP — As a condition of membership in any category, an individual agrees to submit to the jurisdiction of USA Swimming with respect to any violation of the Rules or Code of Conduct of USA Swimming that occurs during a period when that individual was a member or participating in the affairs of USA Swimming, and further agrees that USA Swimming retains jurisdiction over such violations and individual even if such individual ceases to be a member of USA Swimming.

502.6 PRIVILEGES AND RESPONSIBILITIES OF MEMBERSHIP

- .1 A Coach member of USA Swimming must be at least eighteen (18) years of age. Junior Coach members must be age sixteen (16) or seventeen (17).
- .2 All non-athlete members of USA Swimming must have satisfactorily completed criminal background checks and athlete protection education as required by USA Swimming. The criminal background check requirement is waived for Junior Coach members.
- .3 All clubs, including seasonal clubs, shall ensure that all athletes and coaches participating in practices and USA Swimming sanctioned competition are members of USA Swimming.
- .4 All referees, starters, administrative officials, chief judges, and stroke and turn judges must be non-athlete members of USA Swimming.
- .5 Anyone who coaches swimmers at a USA Swimming practice or competition, must be a Coach member or Junior Coach member of USA Swimming and must have satisfactorily completed safety training, criminal background checks and other coaches' education as required by USA Swimming. Junior Coach members are not required to complete a criminal background check but are subject to pre-employment screening.
- .6 Junior Coach members must always be under the direct visual supervision of a registered Coach member.
- .7 Only members of USA Swimming are eligible to receive credentials at National Championships.
- .8 All clubs which register for the first time as a year-round club member shall comply with the New Club Membership Requirements established by USA Swimming.
- .9 All clubs are required to comply with USA Swimming Pre-Employment Screening Procedures for New Employees for all new employees who are required to be members under 305.4 or 502.6.4.

502.7 FEES

- .1 The annual fee for each class of membership is composed of the following elements:

502.7

A A national fee established by the Board of Directors, except that changes to fees for Club membership (including seasonal) and the Individual categories of annual, seasonal, outreach and single meet open water must be approved by the House of Delegates; and

B A local fee established by the LSC. The local fee for the Outreach Membership may not exceed \$2 and the local fee for the Flex Membership may not exceed \$10.

.2 An LSC may charge a fee for transfers.

502.8 DELINQUENT DUES AND FEES — If any member or the legal representative of any member has secured a court judgment against any other member for non-payment of financial obligations due such member in the normal and usual course of activities or business associated with membership in and of swimming, that member's membership rights may be suspended only after a hearing before the Zone Board of Review until the judgment is satisfied.

502.9 TERMINATION OF MEMBERSHIP — Membership in USA Swimming may be terminated according to the process set forth in Part Four of the USA Swimming Rules and Regulations.

ARTICLE 503

CORPORATE OFFICERS

503.1 CORPORATE OFFICERS

.1 The President & CEO is the chief executive officer of USA Swimming. The President & CEO shall have all the duties incident to that office; those specifically assigned by the Board of Directors; and those specified in the USA Swimming Policy Manual. The President & CEO shall serve at the pleasure of the Board of Directors. For international purposes, the President & CEO shall be recognized as the Secretary General of USA Swimming. The President & CEO serves as an ex-officio, non-voting member of the Board of Directors.

.2 The Vice President & COO is the chief operating officer of USA Swimming. The Vice President & COO shall have all the duties incident to that office; those specifically assigned by the President & CEO; and shall perform the duties of and have the authority and exercise the power of the President & CEO when the President & CEO is absent or incapacitated. The Vice President & COO shall serve at the pleasure of the President & CEO.

.3 The Treasurer & CFO is the chief financial officer of USA Swimming. The Treasurer & CFO shall have all the duties incident to that office; those specifically assigned by the President & CEO; those specified in the USA Swimming Policy Manual or specifically set forth in 507.2 of these Bylaws. The Treasurer & CFO shall serve at the pleasure of the President & CEO.

.4 The Secretary & General Counsel is the chief legal officer of USA Swimming. The Secretary & General Counsel shall have all the duties incident to that office; those specifically assigned by the President & CEO; and, in addition, shall be responsible for the legal affairs of USA Swimming under the direction of the Board of Directors and the President & CEO. The Secretary & General Counsel shall serve at the pleasure of the President & CEO. The Secretary & General Counsel serves as an ex-officio, non-voting member of the Board of Directors.

ARTICLE 504
BOARD OF DIRECTORS

504.1 GENERAL MEMBERSHIP — The Board of Directors shall have fifteen (15) voting members. The President/CEO and Secretary/General Counsel shall be ex-officio members with no vote.

504.2 VOTING BOARD MEMBERS shall be as listed herein; a minimum of one individual from each zone's geographic area shall be maintained among the members who are elected by the House of Delegates; a minimum of three coaches shall be maintained, inclusive of the Chair of the National Team Steering Committee.

- .1 The Immediate Past Board Chair shall be a voting member.
- .2 The Chair of the National Team Steering Committee shall be a voting member.
- .3 Three athletes elected by the Athletes Committee shall be voting members. Athlete Directors need not themselves be athlete representatives, but must at the time of their election be actively engaged in swimming competition or have represented the United States in international competition within the ten (10) years preceding their election.
- .4 Nine individuals elected by the House of Delegates in accordance with 506.3 (Elections) shall be at-large voting members, at least two of whom shall be semi-independent (i.e., prior to election on the Board, have not been members of a House of Delegates at the national level, but who at present or in the past, have/had an obvious connection to swimming as swimmers, parents of a swimmer, coaches, officials, etc).
- .5 One individual directly representing the interests of all organizations that are members of USA Swimming pursuant to 502.3 and which conduct a national program or regular national athletic competition on a level of proficiency appropriate for the selection of swimmers to represent the United States in international swimming competition ("Allied Member Director") shall be a voting member. The Board of Directors shall determine whether an organization satisfies the criteria of this Article. If there is no Allied Member Director, there will be an additional individual elected by the House of Delegates in accordance with 506.3 (Elections), who shall be an at-large voting member.

504.3 TERM OF OFFICE — Elected Board members shall hold office for terms of four years or until their successors are elected. Their term of office shall commence at the close of the annual meeting of the House of Delegates at which they are elected. Terms shall be staggered such that approximately one-fourth (¼) of the Board members are elected annually. Each Director is eligible to be nominated for two consecutive terms. A person so elected for successive terms is eligible for re-election to the Board of Directors after the lapse of two years. Terms of less than thirty (30) months served to fill a vacancy on the Board shall not be considered in the computation of time for this purpose.

504.4 BOARD OFFICERS—The Board of Directors shall elect its own officers from among its voting members in odd-numbered years, except the Immediate Past Board Chair, the National Team Steering Chair, and the Allied member shall not be eligible for election to an office. Commencing in 2019, the Board shall hold the election of its officers in odd-numbered years. The Board of Directors, by a sixty percent (60%) majority vote, may call for an election of a new offi-

cer before the relevant term has expired. [Note: In the transition, the Board Chair and Vice-Chairs will be elected in 2018.]

- .1 **Board Chair** – USA Swimming shall have a Board Chair who shall preside at all meetings of the Board; see to it that the Board fulfills its duties as prescribed by law, the Articles of Incorporation, these Bylaws, and the Board's governing policies then in effect; be the official spokesperson of the Board of Directors; and perform such other duties as the Board may from time to time prescribe.
- .2 **Board Vice-Chair** – The Board Vice-Chair shall perform such duties as set forth in these Bylaws or as may be assigned by the Board of Directors and shall perform the duties of the Board Chair in the event of the Board Chair's absence, disability or refusal to act.
- .3 **Vice-Chair Fiscal Oversight** – The Vice-Chair Fiscal Oversight shall perform such duties as outlined in these Bylaws and Policy Manual, or as otherwise assigned by the Board of Directors.

.4 **Terms of Board Officers**

- A Commencing in 2021, the term of the Board Chair shall be four (4) years. The Board Chair shall not serve more than one term as Board Chair. [Note: In the transition, the Board Chair elected in 2018 will serve a three-year term.]
- B The terms of the Board Vice-Chair and Vice-Chair Fiscal Oversight shall be two years. No member shall serve more than two consecutive terms as Vice-Chair Fiscal Oversight. [Note: In the transition, the Vice-Chair Fiscal Oversight elected in 2018 will serve a three-year term; the Vice-Chair will serve a one-year term.]
- C A person elected as Board Vice-Chair in the mid-term cycle of the Board Chair, shall be the Vice-Chair/Chair-Elect and assume the office of Board Chair after two years. [Note: In the transition, the person elected as Vice-Chair in 2019 will be the Chair-Elect and take over as Board Chair in 2021.]
- D Exception to the Term of Office as stipulated in 504.4.4 above shall be made for the Vice-Chair/Chair-Elect, the Board Chair, and the Immediate Past Board Chair, whose terms shall be automatically extended, i.e. without having to be re-elected to the Board by the House of Delegates for the duration necessary to fulfill the ascendancy of those three offices.
- E If a Board officer vacates his or her seat for any reason, the Board shall hold an election to elect another Board member to fill the remainder of the term of that office.

504.5 REMOVAL OF DIRECTORS — Any Director of USA Swimming who has failed to attend to his or her official duties or responsibilities or has done so improperly, or who would be subject to penalty for any of the reasons set forth in Article 404.1.3 of the USA Swimming Rules and Regulations, may be removed from office by the National Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations, in an action authorized by a two-thirds (2/3) vote of the entire voting membership of the Board of Directors. Any appeal of the decision of the National Board of Review shall be heard by the Board of Directors as a whole (not by a panel thereof) and any decision of the Board of Directors in favor of removal of a Director shall require a two-thirds (2/3) vote of the entire voting membership of the Board of Directors.

504.6 VACANCIES — If a vacancy occurs on the Board of Directors, and the unexpired term of such Director exceeds six (6) months, a successor shall be appointed to fill the unexpired term of the vacated office, as follows:

- .1 Board Members Elected by the House of Delegates – Any vacancy shall be filled by a majority vote of the remaining Board members.
- .2 Athlete Members – Any vacancy shall be filled by a majority vote of the Athletes Executive Committee.
- .3 Immediate Past Board Chair – Any vacancy shall be filled by the next most Immediate Past Board Chair.

504.7 AUTHORITY/EMERGENCY POWER — The USA Swimming Board of Directors shall have the authority to act for USA Swimming. The Board may amend the Corporate Bylaws as permitted under 510.1.1, but is not permitted to amend any other section of the Rules and Regulations except as follows: The Board shall have the emergency power to adopt, revoke and amend any rule or regulation in the Rules and Regulations if the Board, with the advice and consent of the Operational Risk Committee, the Rules & Regulations Committee and legal counsel, shall determine that safety considerations so require. A technical rule which is also a FINA rule, may not be revoked or amended. An action taken under this emergency provision shall be effective until the next meeting of the House of Delegates. The Board Chair shall make a fully detailed report including findings of fact to the entire membership of the House of Delegates (as last certified) within thirty (30) days of the action taken.

504.8 MEETINGS

- .1 **Regular Meetings** – Meetings of the Board of Directors shall be held at any time or place, pursuant to resolution of the Board, or to a call signed by the Board Chair, or upon written request of one-third (1/3) of the members of the Board. Not less than thirty (30) days written notice of such meeting shall be given to each Director. Notice of any meeting may be waived in writing either before or after such meeting. Attendance by any Director not having received written notice shall be deemed a waiver of such notice unless at the beginning of the meeting or promptly upon the Director's later arrival, the Director objects to holding the meeting or transacting business at the meeting because of lack of notice or defective notice and does not thereafter vote for or assent to action taken at the meeting.
- .2 **Special Meetings** – Special meetings of the Board of Directors may be held upon no less than 48 hours' notice. Actions taken during such special meetings shall be limited to those pertaining to issues cited in the meeting notice.
- .3 **Quorum** – The presence of a majority of the voting Directors shall constitute a quorum at any meeting of the Board of Directors. Proxy voting is not permitted.
- .4 **Minutes** – A summary of the proceedings of the meetings of the Board of Directors as approved by the Secretary/General Counsel and the Board Chair shall be posted on the USA Swimming website within one month of each meeting.

504.9 ACTION WITHOUT A MEETING — Action without a meeting may be taken by the Board of Directors if notice as described herein (the "Notice") is transmitted to each member of the Board of Directors, and each member of the Board of Directors by the time stated in the Notice either votes in writing for or against such action, abstains in writing from voting, fails to respond

or vote, or fails to demand in writing that action not be taken without a meeting. The Notice shall state the action to be taken, the time by which a Director must respond, that failure to respond by the time stated in the notice will have the same effect as abstaining in writing by the time stated in the notice and failing to demand in writing by the time stated in the notice that action not be taken without a meeting, and any other matters the Corporation determines to include. Action is taken under 504.9 only if, at the end of the time stated in the Notice, the affirmative votes in writing for such action received and not revoked equal or exceed the minimum number of votes that would be necessary to take such action at a meeting at which all of the Directors then in office were present and voted, and the Corporation has not received a written demand by a Director that such action not be taken without a meeting other than a demand that has been revoked.

A Director's right to demand that action not be taken without a meeting shall be deemed to have been waived unless the Corporation receives such demand from the Director in writing by the time stated in the Notice and such demand has not been revoked. Any Director who in writing has voted, abstained, or demanded action not be taken without a meeting pursuant to 504.9 may revoke such abstention, or demand in writing received by the Corporation by the time stated in the Notice. All communications under 504.9 may be transmitted or received by the Corporation by facsimile, e-mail or other form of electronic communication. Action taken pursuant to 504.9 has the same effect as action taken at a meeting of Directors and may be described as such in any document.

ARTICLE 505

STANDING COMMITTEES OF THE USA SWIMMING BOARD OF DIRECTORS

505.1 STANDING COMMITTEES

- .1 Standing committees of the USA Swimming Board of Directors shall be as listed in this Article.
- .2 Except for those individuals who qualify for their positions under some other provision of Article 505:
 - A Non-athlete committee members shall serve four-year terms, except as noted herein.
 - (1) A non-athlete member who accumulates two or more unexcused absences within one calendar year may be removed by the Committee Chair with the consent of the Board Chair.
 - (2) After a warning from the Committee Chair, a non-athlete member who continues to fail to contribute or fulfill assigned duties in a timely manner may be removed from his/her committee position by the Committee Chair with the consent of the Board Chair.
 - (3) A member who has been removed shall be notified in writing by the Chair of the committee. The member shall have two weeks to appeal the decision to the USA Swimming Board of Directors.
 - B Except as noted otherwise in these Bylaws, the terms of non-athlete members of standing committees shall be staggered so that one-fourth of all non-athlete members are appointed each year by the Board Chair following the annual meeting of the Corporation.
 - C In the event of a vacancy on a committee caused by any reason, the person/organiza-

tion responsible for the appointment shall select the person to fill the vacancy for the remainder of the term. If the vacancy occurs in an elected committee position, the Board Chair, in consultation with the Committee Chair, shall appoint a replacement to serve the remainder of the term.

- D At least twenty percent (20%) of the voting membership of each committee shall be athletes, each of whom must at the time of his/her appointment be engaged in swimming within ten (10) years preceding his/her appointment.
 - E An appointed non-athlete committee member shall serve no more than two consecutive terms and may be reappointed following a lapse of one year.
- 3 Unless otherwise specified in these Bylaws, the Board Chair shall appoint all standing committee chairs for one-year terms.
 - 4 The Board of Directors may establish special committees or task forces as it sees fit to assist in its functions, and shall delegate to the President/CEO authority to establish committees to ensure member/volunteer input and participation in fulfilling USA Swimming's programming needs. Committee and coordinator details shall be outlined in the USA Swimming Policy Manual.
 - 5 Standing Committees will be responsible to the Board of Directors for the fulfillment of their responsibilities. Reporting to the Board shall be through the Board Chair or the Board officer or member as designated by the Board Chair.
 - 6 Unless specifically provided elsewhere in these Bylaws, all committee meetings shall be regular committee meetings, unless specifically designated as a special meeting.

505.2 ATHLETES COMMITTEE

- 1 The Athletes Committee shall be composed of the athlete members of the House of Delegates. The chair shall be elected pursuant to the Athletes Policy Manual.
- 2 Members of the Athletes Committee must be current athlete members of USA Swimming and must have:
 - A Competed at a USA Swimming sanctioned event while eighteen (18) years of age or younger within the past ten (10) years;
 - B Competed at any USA Swimming championship meet defined in Article 207 within the past ten (10) years; or
 - C Represented USA Swimming in competition at any of following meets within the past ten (10) years: Olympics, World Championships, Short Course World Championships, World University Games, Pan Pacific Championships, or Pan American Championships.
- 3 Athletes Executive Committee – The Athletes Executive Committee (AEC) shall be a twelve (12) person subcommittee of the Athletes Committee and is charged with leading the business of the Athletes Committee. The AEC shall be chaired by the Athletes Chair, and is composed of the following additional members:
 - A Four (4) Vice-Chairs elected by the Athletes Committee each to a two-year term, but no more than two consecutive terms, in even-numbered years (Executive, Convention, Recruitment & Leadership, National Team);

- B The USOC Athletes Advisory Council representative for USA Swimming;
 - C Four (4) Zone Athlete Representatives as determined by each Zone (Central, Eastern, Southern, and Western); and
 - D Two (2) at-large members appointed by the AEC.
 - E The Immediate Past Chair of the AEC shall be an ex-officio member with voice but no vote. Additional ex-officio members may be appointed by the AEC to serve at the pleasure of the AEC with voice but no vote.
- .4 If a member of the Athletes Executive Committee cannot fulfill the requirements of his/her position, including attendance at the annual meeting, an alternate shall fill the vacancy for the remainder of the term, pursuant to procedures established by the Athletes Committee.
 - .5 The Athletes Chair shall appoint representatives to serve terms on each committee of USA Swimming except Athletes, Athletes Executive, and Investment.
 - .6 Whenever, under these Bylaws, the Athletes Executive Committee is empowered to elect or appoint one or more representatives, the Athletes Committee shall establish written criteria for eligibility for such representation, unless such criteria are otherwise set forth in the Rules and Regulations. The Athletes Committee may establish written criteria for the internal governance of the committee. Such criteria so established shall be published in the Athletes Committee Manual included in the USA Swimming Policy Manual.

505.3 INVESTMENT COMMITTEE — There shall be an Investment Committee of five (5) persons. Two (2) of the members shall be the Board Chair, or the Board Chair's duly appointed representative, and the Vice-Chair Fiscal Oversight. The remaining three (3) members shall be appointed jointly by the Board Chair and Vice-Chair Fiscal Oversight with the approval of the Board of Directors. One (1) member shall be appointed each year to serve a three-year term. At least two (2) of the appointed members shall be non-members of the Board of Directors, one (1) of whom shall be appointed chair by the Board Chair and Vice-Chair Fiscal Oversight with the approval of the Board of Directors. At least one (1) of the appointed members shall be an athlete.

505.4 AUDIT COMMITTEE

- .1 Membership: The Audit Committee shall consist of five (5) members appointed by the Board Chair, as follows: the Vice-Chair Fiscal Oversight, who shall serve as chair of the committee; a non-officer Board member; an athlete from a slate submitted by the Athletes Committee; and two additional members with designated financial experience. There shall be no member of the committee who has check signing authority for the Corporation.
- .2 Each member shall serve a four-year term, staggered so that one-fourth (1/4) of the members are appointed each year.
- .3 Responsibility: The Audit Committee shall be responsible for:
 - A Reviewing and accepting the annual audited statements, accompanying opinion letter, and management letter;
 - B Making a recommendation for acceptance to the Board of Directors; and
 - C Evaluating the internal controls of the Corporation.

505.5 CREDENTIALS/ELECTIONS COMMITTEE

- .1 Membership: The Credentials/Elections Committee shall consist of eight (8) non-athlete members appointed by the Board Chair and a sufficient number of athlete members as to constitute at least twenty percent (20%) of the voting membership.
- .2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth of such members are appointed each year. Members are not subject to consecutive term limits.
- .3 Responsibility: The Credentials/Elections Committee shall certify delegates at the annual meeting of the corporation, supervise elections held at the annual meeting, and certify results of elections held at the annual meeting.

505.6 NATIONAL BOARD OF REVIEW COMMITTEE

- .1 Membership: The National Board of Review Committee shall consist of such number of members as the Board Chair may deem appropriate from time to time; such members shall be appointed by the Board Chair, with the advice of the Secretary & General Counsel, who shall serve as an ex-officio member with voice but no vote. At least twenty percent (20%) of the voting membership of the National Board of Review Committee shall be athlete members. The Chair and Vice-Chair(s) of the National Board of Review shall serve as the Chair and Vice-Chair(s), respectively, of the National Board of Review Committee.
- .2 The term of the Chair, Vice-Chair(s) and other members of the National Board of Review Committee shall be two (2) years with a limit of five (5) full terms each may serve.
- .3 The National Board of Review Committee shall provide trained and experienced panel members to hear and resolve matters, questions and disputes involving USA Swimming, the Local Swimming Committees, and/or the membership, in accordance with Part Four of the Rules and Regulations, as well as set operating policy and procedures for the National Board of Review.

505.7 NOMINATING COMMITTEE

- .1 Membership: The Nominating Committee shall consist of nine (9) voting members and one (1) non-voting ex-officio member.
 - A Two (2) shall be athlete members (different genders) appointed by the Athletes Executive Committee.
 - B Two (2) shall be coaches; one (1) shall be appointed by the Age Group Development Committee and one (1) shall be appointed by the Senior Development Committee from among all coach members of USA Swimming.
 - C Two (2) shall be current members of the Board of Directors, proposed by the Board Chair and approved by the Board of Directors.
 - D One (1) shall be appointed by the USA Swimming Foundation Board of Directors.
 - E Two (2) individuals (different genders) of independent background intended to enhance and complement the diversity of thought and perspective of the remaining composition of this committee (such as ethnicity, geography, business skills) shall be proposed by the Board Chair and approved by the Board of Directors,
 - F The President/CEO or his or her designee shall be a non-voting member of the committee.

- G The Committee shall, at its first meeting of each nominations cycle, select a chairperson from among its own membership.
- .2 Terms of Nominating Committee members shall be three (3) years, staggered such that one-third (1/3) of its members are appointed each year. Members of the Nominating Committee shall not be eligible to be appointed to this committee once they have served two (2) terms.
- .3 Duties of the Nominating Committee – The Nominating Committee shall:
- A issue a call for nominations and prepare a recommended slate of potential Board members in accordance with procedures set forth in the Policy Manual.
- B screen proposed candidates to ensure that they meet all requirements for Board membership as set forth in these Bylaws and in applicable Board policies.
- C ensure that prospective Board members are informed about the Board's governing structure and of its expectations for individual Board member participation, including but not limited to: adherence to policies pertaining to Board Members' Code of Conduct; attendance expectations; advocating and voting for what is in the best interests of USA Swimming, its members and the sport, and not for any specific stakeholder groups; and not attempting to exercise individual authority over the President/CEO or any members of staff unless explicitly Board-authorized for a specific purpose.
- D Nominating Committee members shall be ineligible for nomination to the Board.

ARTICLE 506

HOUSE OF DELEGATES

506.1 ORGANIZATION

- .1 All voting members of the Board of Directors, the National Team Steering Committee, the National Team Athletes Committee, the Age Group Development Committee, the Rules & Regulations Committee, the Registration/Membership Committee, the Credentials/Elections Committee, the Senior Development Committee, and past USA Swimming Presidents or Board Chairs (as applicable) shall be members of the House of Delegates. Membership on any committee notwithstanding, USA Swimming employees shall not be members of the House of Delegates.
- .2 The members of the Athletes Executive Committee and ten (10) National Representatives, five (5) being appointed each year by the Athletes Chair and each serving a two (2)-year term, shall be members of the House of Delegates. The National Representatives and their alternates must at the time of their appointment be engaged in senior swimming, or have competed in USA Swimming Championships within five (5) years preceding their appointment. The Board Chair may appoint, from a slate of nominees submitted by the Athletes Committee, such further at-large athlete members so as to bring the total athlete representation in the House of Delegates to at least twenty percent (20%).
- .3 The following from each LSC shall be members of the USA Swimming House of Delegates: the chair of its Administrative, Senior, and Age Group divisions; the athletes' representative to the LSC; the coaches' representative to the LSC; and its General Chair. An alternate for each of the delegates may also be elected. Information that may be of assistance to the House of Delegates at its next meeting shall be provided in a conspicuous place on the website.

- .4 Any organization, as set forth in 502.3.2, which conducts a program in competitive swimming, or which is composed of persons joined together in support of swimming or some aspect of it, may make application for membership to USA Swimming. The Board of Directors or its designee shall determine whether an organization meets the criteria set forth in this Article and may recommend ratification of membership by the House of Delegates. Additionally, if the organization is national in character, the Board of Directors or its designee may recommend to the House of Delegates that the organization be allowed to appoint a maximum of five (5) members to the House of Delegates.
- .5 The United States delegates to, and swimming technical committee members of, the Federation Internationale de Natation and the Union Americana de Natacion shall automatically be members of the House of Delegates.
- .6 Each of the Armed Forces may appoint one (1) member, provided it is actively engaged in senior swimming activity.
- .7 The Board Chair, in consultation with the National Team Steering Chair, shall appoint, on an annual basis, twenty-five (25) members selected from coaches who had athletes that qualified for the preceding Olympic Trials and from members that served as the manager or assistant manager on a national team or junior national team trip within the past four (4) years. The appointments shall provide for a reasonable geographic representation of USA Swimming Membership.
- .8 The Board Chair shall be empowered to appoint up to ten percent (10%) of the total membership as members of the House of Delegates. One-fourth (1/4) of all those appointed shall be appointed in equal numbers from members, other than athletes, of the five (5) LSCs having the largest number of registered athletes as of August 31 of the prior calendar year.
- .9 All members of the House of Delegates shall serve until their successors are selected, except that membership may be terminated by resignation filed with the Secretary. All LSC members must be elected on or before July 1 of each year and written certification thereof must be sent to the Secretary on or before July 15. No substitution of a member may be made unless written certification thereof is given to the Convention Credentials Committee Chair on or before the House of Delegates is called to order.

506.2 MEETINGS

- .1 The annual meeting of the House of Delegates shall be held at any date, time, and place, as may be fixed in the notice of such meeting.
- .2 Special meetings of the House of Delegates may be held at any time, pursuant to a resolution of either the Board of Directors or the House of Delegates.
- .3 A written notice of all meetings of the House of Delegates, stating the time and place thereof, shall be given to each member by mailing it to each member's last known address at least thirty (30) days before the meeting; a written notice of any special meeting of members, stating the time, place and the objectives thereof, shall be mailed to each member at least fifteen (15) days before the meeting; such notice may be waived in writing by any member at any meeting before or after such meeting. The attendance of a member at any meeting without protesting the lack of notice prior to or at the commencement of the meeting shall be deemed a waiver of notice.

- .4 The presence of those duly registered and eligible to vote at any meeting of the House of Delegates shall constitute a quorum.
- .5 Each member shall have one (1) vote on each matter submitted to the House of Delegates. There shall be no voting by proxy. At all meetings of the House of Delegates only those members duly certified and present shall be permitted to vote.
- .6 The numerical outcome of each balloted vote shall be available to the candidates upon request.
- .7 Any action which may be taken at any regular or special meeting of the House of Delegates, or any division or committee thereof, except amendment or repeal of these Rules and Regulations, may be taken without a meeting. The Secretary of USA Swimming, or his or her designee, shall distribute a written ballot to every member entitled to vote on the matter. The ballot shall set forth the proposed action, provide an opportunity to specify approval or disapproval of the proposal, and provide a reasonable time within which to return the ballot. Approval by written ballot shall be valid only when the number of votes cast in favor of the proposed action within the time period specified constitutes a majority of the votes entitled to be cast. When the proposed action to be voted upon concerns only a specific Zone(s) or a certain number of LSCs, as determined by the Board of Directors, the matter shall be voted upon only by eligible members within such Zone(s) or LSCs.
- .8 Resolutions of a legislative nature presented to the House of Delegates shall be subject to the same process as set forth for Amendments in Article 513.

506.3 ELECTIONS

- .1 The House of Delegates shall annually elect the number of members to the Board of Directors necessary to maintain the listed number of voting members.
- .2 No candidate shall be eligible for election unless he or she has signed a written commitment to adhere to USA Swimming's Bylaws and the Board policies then in effect and has, in the judgment of the Nominating Committee, exhibited a demonstrable connection to swimming.
- .3 Process
 - A The Nominating Committee shall issue a Call for Nominations, which may be self-nominating or by third party with written consent of the proposed nominee, and, upon review and vetting of proposed candidates, present to the House of Delegates a ballot including the names of qualified and proposed nominees at least thirty (30) days prior to the meeting of the House of Delegates. Accompanying the ballot, and in related correspondence sent to the Delegates, a limited space biography/candidate statement shall be distributed.
 - B The ballot shall include at least two (2), but no more than three (3), vetted nominees for each seat open for election.
 - C In addition to the Call for Nominations and vetting process, other members may self-nominate or be nominated by a third party with written consent of the proposed nominee by submitting their names to the Credentials/Elections Committee no later than fourteen (14) days prior to the start of the meeting of the House of Delegates. Such candidates will have their names listed with no supporting information and will be indicated on the ballot as non-vetted candidates.
 - D Overt electronic or printed campaigning shall be prohibited.

ARTICLE 507**FINANCIAL**

507.1 FISCAL YEAR — The Corporation shall have a fiscal period for tax and accounting purposes commencing on the first day of January in each year.

507.2 GENERAL FINANCIAL PROCEDURES — The Vice-Chair Fiscal Oversight shall ensure the preparation of the USA Swimming annual budget by the Chief Executive Officer and staff and arrange for presentation to the Board of Directors for approval. The Vice-Chair Fiscal Oversight shall make available an annual financial report to the members of the House of Delegates. If requested by the USA Swimming Board of Directors or auditors, the Treasurer and the Vice-Chair Fiscal Oversight of USA Swimming shall deliver to the requesting party all money, accounts, books, papers, vouchers and records pertaining to the accounts of USA Swimming or the office of the Treasurer for audit or other purposes.

507.3 ANNUAL AUDIT — The financial records of the corporation shall be audited annually by a CPA firm selected by the Board of Directors. Such annual financial reports shall be made available for inspection by members of the general public at USA Swimming's principal office on request made within one hundred-eighty (180) days after notice of its availability.

507.4 RECEIPT OF SET ASIDES, GIFTS, AND GRANTS — The Corporation may, by action of the Board of Directors, designate, receive and accept, or otherwise acquire property or funds or any interest therein in the form of set asides, gifts, grants, contributions, and testamentary transfers. The Corporation's use of such property and funds shall be limited to expenditure of its income only for USA Swimming's exempt purposes in furtherance of its support of, or to benefit, USA Swimming athletes and USA Swimming programs while retaining the principal thereof as an endowment to further such purposes.

507.5 ENDOWMENT FUNDS — There shall be established within USA Swimming such special endowment fund accounts as the Board of Directors deems appropriate. The rules governing their respective operations shall be set forth in the USA Swimming Policy Manual.

ARTICLE 508**LSC REPORTING REQUIREMENTS**

508.1 REQUIRED LSC BYLAWS — Each LSC, in accordance with its Bylaws, which are based on the "Required LSC Bylaws," adopted and amended from time to time by the USA Swimming House of Delegates, shall meet the reporting requirements to USA Swimming contained within the "Required LSC Bylaws," including, but not limited to a copy of (1) the annual closing Balance Sheet and Statement of Income and Expense and (2) the corresponding federal income tax return (Form 990). The Balance Sheet and Statement of Income and Expense shall be audited or reviewed by an outside auditor or the LSC Finance Committee.

508.2 FINANCIAL CONTROLS AND OTHER LSC REQUIREMENTS — The Board of Directors may set certain requirements, including the adoption of financial controls. Any such requirements shall be published in the minutes and communicated to all LSCs via mail or e-mail. Failure to adopt such requirements may result in a penalty to the LSC.

508.3 FINANCIAL REQUIREMENTS — Annually, a copy of the financial reports listed above shall be forwarded to USA Swimming headquarters within five (5) months after the close of the fiscal year for the LSC. Upon submission of a request to extend the time to file its federal income tax return, an LSC may be granted additional time to meet its financial reporting requirements to USA Swimming equal to the extension period [typically three (3) months], provided that the LSC submit a copy of the request for extension with the IRS to USA Swimming at the time the extension is filed and the IRS grants such an extension.

508.4 SUSPENSION OF LSC VOTING — Should an LSC not be current, including extensions, with its financial reporting requirements to USA Swimming as of forty-five (45) days prior to the annual meeting of the USA Swimming House of Delegates, the Board of Directors may, with written notice, suspend the LSC from voting at the House of Delegates meeting, said suspension of votes applying only to the LSC positions entitled to vote in the House of Delegates, excluding any at-large members of the LSC.

ARTICLE 509

INDEMNIFICATION

509.1 INDEMNIFICATION — Each person who is or was a director, officer, or employee of USA Swimming (including the heirs, executors, administrators or estate of such person) shall be indemnified by USA Swimming to the full extent permitted by the Colorado Revised Nonprofit Corporation Act against any liability, cost or expense incurred by him/her in his/her capacity as director, officer, or employee, or arising out of his/her status as a director, officer, or employee (including serving at the request of USA Swimming as a director, trustee, officer, employee or agent of another corporation).

509.2 INSURANCE — USA Swimming may maintain insurance, at its expense, to protect itself and any such person against any such liability, cost or expense. For the purpose of this Article 509, references to “USA Swimming” include all constituents absorbed in a consolidation or merger as well as the resulting or surviving corporation.

ARTICLE 510

AMENDMENTS

510.1 AUTHORITY TO AMEND AND VOTE REQUIRED

- .1 The Corporate Bylaws, excepting those items outlined below in 510.1.3B, may be altered, amended or repealed by the Board of Directors, subject to the provisions of 504.7 (Authority/Emergency Power), by a two-thirds (2/3) majority vote.
- .2 The Rules & Regulations Committee may alter, amend, or repeal any portion of Part One or Part Seven at any time to conform to the rules of the Federation Internationale de Natation (FINA).
- .3 The USA Swimming House of Delegates may amend the Rules and Regulations at its annual meeting as follows:
 - A Parts One, Two, Three, Four, Six and Seven: by a majority vote.

- B Part Five (Corporate Bylaws): by a two-thirds (2/3) vote, the House of Delegates may amend the number of Board members, their terms, or the number of which are elected by the House of Delegates, the composition of the House of Delegates, membership fees for membership classes in existence as of the 2017 registration year (see 502.7.1A and B), and Article 513 (Rules of the House of Delegates).

ARTICLE 511 DISSOLUTION

511.1 DISSOLUTION — If deemed advisable by the members, USA Swimming may be dissolved pursuant to the applicable provisions of the corporation laws of the State of Colorado.

511.2 DISTRIBUTION OF ASSETS — Upon the dissolution of USA Swimming, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of USA Swimming, dispose of all the assets of USA Swimming exclusively for the purposes of USA Swimming or to such organization or organizations as shall qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE 512 CONFLICT OF INTEREST

512.1 CONFLICT OF INTEREST — Conflict of interest and ethical practices of USA Swimming shall be as follows:

- .1 If any member of the Board of Directors or any Committee has a financial interest in any contract or transaction involving USA Swimming, such individual shall not participate in USA Swimming's evaluation or approval of such contract or transaction unless the material facts of the relationship or interest are disclosed or known to the other Directors or other Committee members. If such disclosure is made, the contracts or transaction shall not be voidable if the Board or Committee in good faith authorized the contracts or transaction by the affirmative vote of the majority of the disinterested Directors or Committee members and the contract or transaction is fair to USA Swimming at the time it is authorized.
- .2 Members of the Board of Directors, Committees and each key employee of USA Swimming will execute a Statement of Principles on Ethical Behavior and Conflict of Interest each year.

ARTICLE 513 RULES OF THE HOUSE OF DELEGATES

513.1 OPERATING COMMITTEES – the following committees shall report to the President/CEO or his or her designees:

.1 RULES & REGULATIONS COMMITTEE

A The Rules & Regulations Committee shall consist of the following:

- (1) The Officials Committee Chair, the Director of Sport – Swimming and Diving of the National Federation of State High School Associations (NFHS) or designee, the

Chair of Program & Events Committee, the immediate past Chair of the Rules & Regulations Committee, the USA Swimming representative to the FINA Open Water Swimming Technical Committee and the USA Swimming representative to the FINA Technical Swimming Committee, or their respective designees;

- (2) A sufficient number of active athletes appointed by the Athletes Committee so as to constitute at least twenty percent (20%) of the voting membership of the Committee;
 - (3) A representative, or his/her designee, from the NCAA and a representative, or his/her designee, from the YMCA;
 - (4) Eight (8) non-athlete members appointed by the President/CEO or his or her designee, at least three (3) of whom shall be coaches; and
 - (5) The President/CEO, the Secretary & General Counsel of the Corporation, and others appointed by the Rules & Regulations Committee Chair, as ex-officio members with voice but no vote.
- B Each non-athlete member shall serve a four (4) year term, staggered so that one-fourth (1/4) of such members are appointed each year.
- C The Board Chair shall appoint a Chair, with approval of the House of Delegates, to serve two (2) years. The Chair shall appoint one (1) or more secretaries from among committee members.
- D The Rules & Regulations Committee shall hold at least one (1) meeting of its members each year, at a time and place approved by the Committee, for consideration of amendments and interpretations of the Rules and Regulations.
- E The Rules & Regulations Committee or its designee shall have the sole authority to officially interpret Parts One and Seven, the authority to interpret the remainder of these Rules and Regulations, and shall be responsible for all redistricting procedures for USA Swimming.

.2 NATIONAL TEAM STEERING COMMITTEE

A Membership: The National Team Steering Committee shall consist of:

- (1) Eight (8) coaches selected as follows;

Preceding Head Men's Olympic Coach (1)

Preceding Head Women's Olympic Coach (1)

The Head Women's Coach for the two (2) Long Course World Championships preceding the Olympic Games (2)

The Head Men's Coach for the two (2) Long Course World Championships preceding the Olympic Games (2)

Two coaches appointed by the President/CEO or his or designee in consultation with the National Team Director (2)

Any vacancies on the committee shall be filled by appointment by the President/CEO or his or designee in consultation with the National Team Director.

- (2) The chair of the committee shall be elected by its voting members.
 - (3) Once the new Head Olympic Coaches are named, they shall become ex-officio members of the National Team Steering Committee, if not already on the Committee.
 - (4) Two (2) athletes selected by the Athletes Committee, one (1) female/one (1) male, both former USA National Team members; and
 - (5) The Chair of the Senior Development Committee, and the Chair of the Sports Medicine Committee shall be ex-officio members of the Committee with voice but no vote. The Committee may name additional ex-officio members.
- B Term: Members of the National Team Steering Committee shall serve a term commencing with appointment and extending until the end of the annual House of Delegates meeting following the next Olympic Games.
 - C Responsibility: The National Team Steering Committee shall operate under the direction of the National Team Director to create a National Team program; expedite decisions regarding that program; and plan for specific needs of the National Team in preparation for international competition.
 - D Operation: The National Team Steering Committee shall operate according to policies adopted and published in the Steering Committee Manual.

.3 SENIOR DEVELOPMENT COMMITTEE

- A The Senior Development Committee shall consist of ten (10) members. The President/CEO or his or her designee shall appoint eight (8) members, at least five (5) of whom shall be coaches, and the Athletes Chair shall appoint two (2) athlete members. The Age Group Development Committee Chair or his/her designee shall be an ex-officio member with voice but no vote.
- B Each non-athlete member shall serve a four (4) year term, staggered so that one-fourth (1/4) of such members are appointed each year.
- C The Senior Development Committee shall provide technical input for the structure of championship meets, for developing athletes at the post-age group level, and for the transitioning of athletes from Senior to National Team.

.4 AGE GROUP DEVELOPMENT COMMITTEE

- A The Age Group Development Committee shall consist of ten (10) members. The President/CEO or his or her designee shall appoint (8) members, with at least one (1) representative from each Zone and at least five (5) coach members. The Athletes Chair shall appoint two (2) athlete members. The Senior Development Committee Chair or his/her designee shall be an ex-officio member with voice but no vote.
- B Each non-athlete member shall serve a four (4) year term, staggered so that one-fourth (1/4) of such members are appointed each year.
- C The Age Group Development Committee shall identify and promote ideas to assist USA Swimming in developing Age Group swimmers and shall provide assistance in transitioning swimmers from Age Group to Senior.

513.2 AMENDMENTS — The USA Swimming House of Delegates may amend the Rules and Regulations at its annual meeting in accordance with Article 510 of these Bylaws.

.1 AMENDMENTS PROPOSED

- A By Whom Proposed** — An amendment to the USA Swimming Rules and Regulations may be proposed only by an LSC, a duly constituted committee, a member of the USA Swimming House of Delegates as identified in Article 506, the Board of Directors, the National Board of Review, or any Allied or Affiliate Group Member.
- B Form Required** — Every proposed amendment to the USA Swimming Rules and Regulations shall be in such form as to show the entire section as it will read if adopted, with any changes in existing language single underlined if new and lined out (struck through) if deleted. Each amendment shall be accompanied by a concise, but informative rationale for adoption and for the proposed effective date. In addition, the name, address and telephone number of the proposer must be included (if the proposer is an entity, the name, address and telephone number of an authorized spokesperson with authority to agree to changes in the proposed amendment).
- C Last Date for Proposal** — Every proposed amendment shall be submitted to the Chair of the Rules & Regulations Committee no later than the May 15 preceding an annual meeting of the USA Swimming House of Delegates.
- D Consideration, Recommendation and Report** — The Rules & Regulations Committee shall consider all proposed amendments and shall present them to the annual meeting of the House of Delegates with the Committee's recommendations.
- E Procedures for Recommendations** — As a part of its consideration, the Rules & Regulations Committee is encouraged to consult with the proposer and any other interested parties and suggest changes (which may be substantive or drafting) to the amendment that would enable the Committee to support adoption. Recommendations under this Article may be for or against adoption, a statement of no recommendation, or a recommendation to commit the proposal to a USA Swimming Officer or another USA Swimming Committee or the proposer for further consideration. Each recommendation for rejection shall include a concise, but informative rationale for the recommendation.
- .2 PUBLICATION OF AMENDMENTS** — All proposed amendments to all parts of these Rules and Regulations shall be published and made available on the USA Swimming website not less than seventy-five (75) days prior to the annual meeting of the House of Delegates. Members of the House of Delegates may request a printed copy after the amendments are posted on the website.
- .3 CHANGES TO AMENDMENTS** — A proposed amendment may be modified in any manner by the House of Delegates while under consideration, but such modification must be germane to the subject matter of the proposed amendment [which does not require the nine-tenths (9/10) vote as provided in 513.2.4]. If more than one (1) amendment has been proposed on the same subject matter, and there are substantive differences between such amendments, the House of Delegates may adopt a compromise of substance as well as form, and if the adoption of an amendment as proposed or amended or comprised is inconsistent or in conflict with other parts of the Rules and Regulations, the House of Delegates may adopt conforming amendments appropriate to the case.

- .4 **LATE SUBMISSION AND MAJORITY REQUIRED** — After the deadline has expired for submission of legislation to the Rules & Regulations Committee, new and/or additional amendments may be proposed, but they may be adopted only by an affirmative vote of nine-tenths (9/10) of the members of the House of Delegates present and voting. For purposes of this Article, legislation originating within the Rules & Regulations Committee will be considered as being submitted before the deadline as long as it is published in accordance with 513.2.2.
- .5 **EFFECTIVE DATE** — Housekeeping items approved as prescribed shall become effective immediately. All other amendments to Part One of these Rules and Regulations approved as prescribed shall become effective on May 1 of the year following their adoption, unless otherwise specified at the time of adoption. All other amendments to these Rules and Regulations approved as prescribed shall become effective on January 1 of the year following their adoption unless otherwise specified at the time of adoption.

PART SIX

LOCAL SWIMMING COMMITTEES, ZONES AND REGIONS

ARTICLE 601 GENERAL

601.1 The Local Swimming Committee (LSC) is a separate and independent corporation to whom USA Swimming has delegated certain governing and supervisory responsibilities within the geographic boundaries designated by USA Swimming. Each LSC shall have jurisdiction over the sport of swimming as delegated to it in the USA Swimming Rules and Regulations to conduct swimming programs consistent with the policies and procedures of USA Swimming and to sanction, approve, observe, oversee and conduct on behalf of USA Swimming competitive swimming events within the LSC boundaries.

601.2 Each LSC qualifies under USA Swimming's group exemption as a tax-exempt organization described in Section 501(c)(3) of the U.S. Internal Revenue Code and as an organization described in Sections 170(c)(2) and 2522(a) of the U.S. Internal Revenue Code that may accept contributions, bequests, and gifts deductible for federal income and estate and gift tax purposes, respectively.

ARTICLE 602 LSC BYLAWS

602.1 USA Swimming House of Delegates has approved and amended Required LSC Bylaws, which each LSC, within the flexibility granted in the Required LSC Bylaws, is required to adopt. USA Swimming House of Delegates shall retain the authority over these Required LSC Bylaws, including the right to amend in accordance with Article 512 of USA Swimming Rules and Regulations. Amendments to the Required LSC Bylaws by the USA Swimming House of Delegates are given automatic effect as of the effective date of legislation with respect to an LSC's Bylaws. LSCs are required to update their bylaws and send a copy to bylaws@usaswimming.org within sixty (60) days of the effective date of any changes to the Required LSC Bylaws adopted by the USA Swimming House of Delegates or the LSC House of Delegates.

602.2 The Required LSC Bylaws are available from the USA Swimming National Office and on the USA Swimming website. Bylaws of the individual LSCs are available directly from the LSC or the USA Swimming National Office.

602.3 The LSC Bylaws shall be construed and all powers and activities of the LSC shall be limited to be consistent with the LSC legal status stated in Article 601.

602.4 The LSC Bylaws shall conform to and include the requirements and shall comply with the laws of the jurisdiction within which the LSC is incorporated.

602.5 See Article 509 for LSC financial reporting requirements.

602.6 Current Bylaws of each LSC shall be on file with the USA Swimming National Office.

602.7 USA SWIMMING RULES & REGULATIONS COMMITTEE JURISDICTION OVER LSC BYLAWS — This Article grants jurisdiction to the USA Swimming Rules & Regulations Committee relating to the Required LSC Bylaws.

- .1 **Jurisdiction of the Rules & Regulations Committee** — The USA Swimming Rules & Regulations Committee is authorized and directed to assume jurisdiction over (a) changes to the mandatory portions of the Required LSC Bylaws, (b) approval of the use of certain alternative provisions set forth in Required LSC Bylaws, (c) review and approval of all Bylaws adopted by the LSCs and (d) review and approval of all subsequent amendments to the Bylaws by an LSC and related matters. The USA Swimming Rules & Regulations Committee may adopt rules and procedures to govern the invocation and exercise of this jurisdiction which may be appropriate and helpful and in the best interests of the sport of swimming.
- .2 **Request for Approval** — An LSC may request permission to change mandatory provisions of the Required LSC Bylaws or request an approval as required in Required LSC Bylaws in a written application conforming to the rules and procedures adopted by the USA Swimming Rules & Regulations Committee. The request shall be addressed to the Chair of the USA Swimming Rules & Regulations Committee. The approval power of the USA Swimming Rules & Regulations Committee over requested changes to mandatory parts of the Bylaws shall be applied generously where an LSC demonstrates a need for the changes.
- .3 **Action by Committee** — The changes may be approved or disapproved in their entirety, or the USA Swimming Rules & Regulations Committee may modify the requested change as appears to be in the best interests of swimming. The USA Swimming Rules & Regulations Committee may adopt reasonable rules and procedures regarding the form and content of the application for permission, its deliberations and decisions.
- .4 **Deadline for Decision** — The USA Swimming Rules & Regulations Committee shall make its determination within forty-five (45) days of receipt by its Chair of the request; failing which, the request shall be deemed to have been approved unless the Chair shall certify that more than ten (10) approvals are pending at the end of that period.
- .5 **Appeal of Decisions** — An LSC may appeal a decision of any USA Swimming Rules & Regulations Subcommittee to the full Rules & Regulations Committee. An LSC may appeal a decision of the USA Swimming Rules & Regulations Committee to the USA Swimming Board of Directors.

602.8 Amendments to the LSC Bylaws must be submitted to the USA Swimming Rules & Regulations Committee in accordance with this Article 602. Once the amendments have been approved, the LSC shall forward the amended Bylaws to the USA Swimming National Office.

ARTICLE 603 NAMES AND JURISDICTIONAL BOUNDARIES

603.1 Each LSC shall include in its name the designation which appears below in boldfaced type followed by the word "Swimming" and the appropriate indicator of corporate status as set forth in the respective Articles/Certificate of Incorporation.

603.2 The geographical areas or boundaries for the Local Swimming Committees shall be as indicated below. The two letter Registration Codes are shown in parenthesis:

ADIRONDACK (AD) — That portion of New York State east of the counties of Oswego, Onondaga, Cortland and Broome; and north of the counties of Sullivan, Orange and Dutchess.

ALASKA (AK) — State of Alaska.

ALLEGHENY MOUNTAIN (AM) — That portion of the Commonwealth of Pennsylvania west of the counties of Potter, Clinton, Centre, Huntingdon and Bedford; the counties of Hancock, Brook, Ohio and Marshall in the State of West Virginia; and the counties of Columbiana, Jefferson and Belmont in the State of Ohio.

ARKANSAS (AR) — State of Arkansas, and Bowie County in the State of Texas.

ARIZONA (AZ) — State of Arizona.

BORDER (BD) — In the State of Texas, the counties of El Paso, Hudspeth, Culberson, Jeff Davis, Presidio, Brewster, Terrell and Crockett.

CENTRAL CALIFORNIA (CC) — In the State of California, the counties of Merced, Mariposa, Mono, Madera, Fresno, Kings, Tulare, Kern and Inyo; excluding the City of Bishop and the community of Mammoth Lakes.

COLORADO (CO) — State of Colorado.

CONNECTICUT (CT) — State of Connecticut.

FLORIDA (FL) — That portion of the State of Florida east of the Apalachicola River and including Gulf County, except for the counties of Palm Beach, Broward, Miami-Dade, Monroe, and the part of Hendry east of Route 833.

FLORIDA GOLD COAST (FG) — In the State of Florida, the counties of Palm Beach, Broward, Miami-Dade, Monroe, and the part of Hendry east of Route 833.

GEORGIA (GA) — State of Georgia, and Chambers and Russell counties in the State of Alabama.

GULF (GU) — That portion of the State of Texas bounded on the north by and including the counties of Shelby, Nacogdoches, Angelina, Houston, Leon and Robertson; and on the west by and including the counties of Brazos, Grimes, Waller, Fort Bend, Wharton, Colorado and Matagorda.

HAWAIIAN (HI) — State of Hawaii.

ILLINOIS (IL) — State of Illinois, except the counties of Calhoun, Greene, Jersey, Madison, St. Clair, Monroe, Jackson and Vermilion.

INDIANA (IN) — State of Indiana, except Floyd and Clark counties, and including Vermilion County in the State of Illinois.

INLAND EMPIRE (IE) — That portion of the State of Idaho north of and including Idaho County; the counties of Umatilla, Union, Wallowa and Baker in the State of Oregon; and that portion of the State of Washington east of and including the counties of Okanogan, Chelan, Kittitas, Yakima, and the part of Klickitat east of Highway 97 and including the City of Goldendale.

IOWA (IA) — State of Iowa, except the counties of Lyon, Osceola, Sioux, O'Brien, Plymouth, Cherokee, Woodbury, Ida, Monona, Crawford, Harrison, Shelby, Pottawattamie, Mills, Montgomery, Fremont and Page.

KENTUCKY (KY) — Commonwealth of Kentucky except the counties of Campbell, Kenton and Boone; and including Floyd and Clark counties in the State of Indiana.

LAKE ERIE (LE) — In the State of Ohio, the counties of Seneca, Crawford, Erie, Huron, Richland, Lorain, Ashland, Cuyahoga, Medina, Wayne, Summit, Lake, Geauga, Portage, Stark, Tuscarawas, Ashtabula, Trumbull and Mahoning.

LOUISIANA (LA) — State of Louisiana.

MAINE (ME) — State of Maine.

MARYLAND (MD) — State of Maryland, except Montgomery and Prince George's counties.

METROPOLITAN (MR) — That portion of New York State south of and including the counties of Sullivan, Orange and Dutchess.

MICHIGAN (MI) — State of Michigan.

MIDDLE ATLANTIC (MA) — That portion of the State of New Jersey south of Mercer and Monmouth counties; the State of Delaware; and that portion of the Commonwealth of Pennsylvania east of and including the counties of Potter, Clinton, Centre, Huntingdon and Bedford.

MIDWESTERN (MW) — State of Nebraska except the counties of Sioux, Scotts Bluff, Banner, Kimball, Dawes, Box Butte, Morrill, Cheyenne, Sheridan, Garden and Deuel; and including the counties of Lyon, Osceola, Sioux, O'Brien, Plymouth, Cherokee, Woodbury, Ida, Monona, Crawford, Harrison, Shelby, Pottawattamie, Mills, Montgomery, Freemont and Page in the State of Iowa.

MINNESOTA (MN) — State of Minnesota, except for Polk and Pennington counties; and including the counties of Polk, St. Croix, Dunn, and Pierce in the State of Wisconsin.

MISSISSIPPI (MS) — State of Mississippi.

MISSOURI VALLEY (MV) — In the State of Missouri, the counties west of and including Schuyler, Adair, Macon, Randolph, Audrain, Callaway, Cole, Moniteau, Morgan, Benton, Hickory, Polk, Greene, Christian and Taney; the State of Kansas; Texas County in the State of Oklahoma; and Hansford County in the State of Texas.

MONTANA (MT) — State of Montana, except Dawson and Wibaux counties.

NEW ENGLAND (NE) — The states of New Hampshire, Vermont, Massachusetts and Rhode Island.

NEW JERSEY (NJ) — That portion of the State of New Jersey north of and including Mercer and Monmouth counties.

NEW MEXICO (NM) — State of New Mexico.

NIAGARA (NI) — That portion of New York State west of and including the counties of Oswego, Onondaga, Cortland and Broome.

NORTH CAROLINA (NC) — State of North Carolina, except the counties of Pasquotank, Camden and Currituck.

NORTH DAKOTA (ND) — State of North Dakota, Dawson and Wibaux counties in the State of Montana, and Polk and Pennington counties in the State of Minnesota.

NORTH TEXAS (NT) — That portion of the State of Texas east of the counties of Hardeman, Foard, Knox, Haskell, Jones, Callahan, Brown, Mills and Lampasas; and north of the counties of Bell, Milam, Robertson, Leon, Houston, Angelina, Nacogdoches and Shelby; and excluding Bowie County.

OHIO (OH) — State of Ohio, except the counties of Seneca, Crawford, Erie, Huron, Richland, Lorain, Ashland, Cuyahoga, Medina, Wayne, Summit, Lake, Geauga, Portage, Stark, Tuscarawas, Ashtabula, Trumbull, Mahoning, Columbiana, Jefferson, Belmont, Washington and Lawrence; and including the counties of Campbell, Kenton and Boone in the Commonwealth of Kentucky.

OKLAHOMA (OK) — State of Oklahoma, except Texas County.

OREGON (OR) — State of Oregon, except for the counties of Umatilla, Union, Wallowa, Baker and Malheur; and in the State of Washington, the counties of Cowlitz, Clark, Skamania, and the part of Klickitat west of Highway 97, excluding the City of Goldendale.

OZARK (OZ) — That portion of the State of Missouri east of and including the counties of Scotland, Knox, Shelby, Monroe, Ralls, Pike, Montgomery, Osage, Miller, Camden, Dallas, Webster, Douglas and Ozark; and the counties of Calhoun, Greene, Jersey, Madison, St. Clair, Monroe and Jackson in the State of Illinois.

PACIFIC (PC) — In the State of Nevada, the counties of Lyon, Douglas, Carson City, Storey, and the part of Washoe lying south of the northerly boundary of the Pyramid Lake Indian Reservation; and in the State of California, the counties of Del Norte, Humboldt, Mendocino, Lake, Sonoma, Napa, Marin, Contra Costa, San Francisco, Alameda, San Mateo, Santa Clara, Santa Cruz, San Benito, Monterey, Tuolumne, and Alpine, and the parts of: Solano and Sacramento counties south of Highway 12, including the communities of Vallejo and Benicia and excluding the communities of Fairfield, Suisun City and Rio Vista; San Joaquin County south and west of the line created by Highway 12 to Interstate 5 to Eight Mile Road to Highway 99 to Highway 4, including the City of Stockton; Stanislaus and Calaveras counties south of Highway 4; El Dorado County east of Highway 89; and the City of Bishop in Inyo County and the community of Mammoth Lakes in Mono County.

The Solano Community College pool in Solano County and any pool between Eight Mile Road and Hammer Lane in San Joaquin County shall be available for the use of the Pacific Swimming and Sierra Nevada Swimming LSCs and their respective member clubs, and both LSCs may sanction swimming events in these pools under their own rules and regulations.

PACIFIC NORTHWEST (PN) — That portion of the State of Washington west of the counties of Okanogan, Chelan, Kittitas and Yakima; north of Skamania County; and north and west of Cowlitz County.

POTOMAC VALLEY (PV) — The District of Columbia; Montgomery and Prince George's counties in the State of Maryland; and Arlington and Fairfax counties and the cities of Alexandria, Fairfax and Falls Church in the Commonwealth of Virginia.

SAN DIEGO-IMPERIAL (SI) — San Diego and Imperial counties in the State of California.

SIERRA NEVADA (SN) — In the State of Nevada, the counties of Humboldt, Pershing, Churchill, Mineral, Lander and the part of Washoe lying north of the northerly boundary of the Pyramid Lake Indian Reservation; and in the State of California, the counties of Siskiyou, Modoc, Trinity, Shasta, Lassen, Tehama, Plumas, Glenn, Butte, Sierra, Colusa, Sutter, Yuba, Nevada, Placer, Yolo and Amador; and the parts of: Solano and Sacramento counties north of Highway 12, including the communities of Fairfield, Suisun City and Rio Vista and excluding the communities of Vallejo and Benicia; San Joaquin County north and east of the line created by Highway 12 to Interstate 5 to Eight Mile Road to Highway 99 to Highway 4, excluding the City of Stockton; Stanislaus and Calaveras counties north of Highway 4; and El Dorado County west of Highway 89.

603.2

The Solano Community College pool in Solano County and any pool between Eight Mile Road and Hammer Lane in San Joaquin County shall be available for the use of the Pacific Swimming and Sierra Nevada Swimming LSCs and their respective member clubs, and both LSCs may sanction swimming events in these pools under their own rules and regulations.

SNAKE RIVER (SR) — That portion of the State of Idaho south of Idaho County; the counties of Elko, White Pine and Eureka in the State of Nevada; and Malheur County in the State of Oregon.

SOUTH CAROLINA (SC) — State of South Carolina.

SOUTH DAKOTA (SD) — State of South Dakota.

SOUTH TEXAS (ST) — That portion of the State of Texas bounded on the west by and including the counties of Val Verde, Sutton and Schleicher; on the north by and including the counties of Menard, Mason, Llano, Burnet, Lampasas and Bell; and on the east by and including the counties of Milam, Burleson, Washington, Austin, Fayette, Lavaca, Jackson and Calhoun.

SOUTHEASTERN (SE) — State of Tennessee; the State of Alabama, except Chambers and Russell counties; and that portion of the State of Florida west of the Apalachicola River, excluding Gulf County.

SOUTHERN CALIFORNIA (CA) — In the State of California, the counties of San Luis Obispo, Santa Barbara, Ventura, Los Angeles, San Bernardino, Orange and Riverside; and in the State of Nevada, the counties of Clark, Lincoln, Nye and Esmeralda.

UTAH (UT) — State of Utah.

VIRGINIA (VA) — Commonwealth of Virginia, except Arlington and Fairfax counties and the cities of Alexandria, Fairfax and Falls Church; and including the counties of Pasquotank, Camden and Currituck in the State of North Carolina.

WEST TEXAS (WT) — That portion of the State of Texas bounded on the south by and including the counties of Reeves, Pecos, Crane, Upton, Reagan, Irion, Tom Green, Concho, McCulloch and San Saba; on the west by the State of New Mexico and by and including Loving and Winkler counties; on the north by Hansford County and the State of Oklahoma; and on the east by the State of Oklahoma, and by and including the counties of Hardeman, Foard, Knox, Haskell, Jones, Callahan, Brown and Mills.

WEST VIRGINIA (WV) — State of West Virginia, except the counties of Hancock, Brook, Ohio and Marshall; and including Lawrence and Washington counties in the State of Ohio.

WISCONSIN (WI) — State of Wisconsin, except the counties of Polk, St. Croix, Dunn and Pierce.

WYOMING (WY) — State of Wyoming; and the counties of Sioux, Scotts Bluff, Banner, Kimball, Dawes, Box Butte, Morrill, Cheyenne, Sheridan, Garden and Deuel in the State of Nebraska.

ARTICLE 604

LSC REDISTRICTING PROCEDURES

604.1 CHANGE IN LSC AFFILIATION BY A CLUB MEMBER — A change of a Member Club from one LSC to another LSC which is contiguous and where no other Member Club geographically (as determined by the club's training facility location or mailing address) intervenes between the changing club and the new LSC boundary must be approved by a two-thirds (2/3) vote of each of the LSCs. Club approval of change in affiliation shall be in accord with the rules of the Member Club and shall be duly certified by the Member Club's president and secretary. Such

transfer shall become effective ninety (90) days after receipt of a written notice of approval from the Chair of the Rules & Regulations Committee who shall notify USA Swimming National Office.

604.2 CHANGE IN LSC TERRITORY — If two-thirds (2/3) of the number of clubs in a contiguous area within an LSC wish to affiliate with a neighboring and contiguous LSC, and should the House of Delegates of each LSC by a two-thirds (2/3) vote of the members present approve the change, the change in territorial jurisdiction shall include all Club Members in the contiguous area and shall become effective no sooner than sixty (60) days following the receipt by the Chair of the USA Swimming Rules & Regulations Committee of satisfactory evidence of the various votes required. Club Member approval of change in affiliation shall be in accord with the rules of the Club Member and shall be duly certified by the Club Member's president and secretary.

604.3 FORMATION OF A NEW LSC

- .1 If two-thirds (2/3) of the number of Club Members in a contiguous area within an LSC wish to form a new and independent LSC, and should the House of Delegates of the LSC, by a two-thirds (2/3) vote of the members present approve the change, the proposed formation of the new LSC shall be submitted to the Chair of the USA Swimming Rules & Regulations Committee. Such request must be received by the Chair prior to April 1.
- .2 The USA Swimming Rules & Regulations Committee shall make a recommendation to the USA Swimming House of Delegates at the next annual meeting for its approval or disapproval. Should approval be granted, the formation of the new LSC shall become effective as of the first day of the fiscal year of the old LSC following such approval, unless an earlier date is agreed to by the Board of Directors of the existing LSC. Club Member approval of the creation of the new LSC shall be in accordance with the rules of the Club Member and shall be duly certified by the Club Member's president and secretary. The change shall include all clubs in the specified contiguous area.
- .3 At the time of the effective date the net assets of the existing LSC (after payment of or provision for all debts) shall be divided with the new LSC in proportion to the number of registered athletes within each LSC as of the August 31 closest to the effective date.
- .4 During the period of time between the date on which the new LSC is approved by the USA Swimming House of Delegates the effective date of the new LSC, the USA Swimming Board Chair shall promptly appoint a governing ad hoc committee of no fewer than seven (7) members from among USA Swimming members of the new LSC, including one athlete and one coach, to be charged with the responsibility of:
 - A notifying all clubs within the new LSC to elect at least one delegate and alternate to the new LSC House of Delegates;
 - B scheduling and notifying in writing about the place, date and time of a meeting of the new LSC House of Delegates as soon as conveniently possible after the effective date;
 - C providing an agenda for the first meeting to permit the orderly election of officers and directors, adoption of Bylaws, appointment of committees and their respective chairs; and
 - D attending to such other matters as may be necessary to permit the new LSC to become a fully functioning administrative unit of USA Swimming.

ARTICLE 605

ZONES

605.1 For administrative purposes, USA Swimming has grouped the LSCs into the following zones:

Eastern Zone — Adirondack, Allegheny Mountain, Connecticut, Maine, Maryland, Metropolitan, Middle Atlantic, New England, New Jersey, Niagara, Potomac Valley, Virginia.

Southern Zone — Border, Florida, Florida Gold Coast, Georgia, Gulf, Kentucky, Louisiana, Mississippi, North Carolina, North Texas, South Carolina, South Texas, Southeastern, West Texas, West Virginia.

Central Zone — Arkansas, Illinois, Indiana, Iowa, Lake Erie, Michigan, Midwestern, Minnesota, Missouri Valley, North Dakota, Ohio, Oklahoma, Ozark, South Dakota, Wisconsin.

Western Zone — Alaska, Arizona, Central California, Colorado, Hawaii, Inland Empire, Montana, New Mexico, Oregon, Pacific, Pacific Northwest, San Diego-Imperial, Sierra Nevada, Snake River, Southern California, Utah, Wyoming.

605.2 ZONE BYLAWS, ELECTIONS OF DIRECTORS AND VOTING

- .1 Each Zone shall adopt Bylaws which shall govern its affairs and shall be approved by the USA Swimming Secretary & General Counsel or his/her designee.
- .2 Zone Directors shall be elected in accordance with *504.2 Zone Bylaws*.
- .3 On all voting matters, each LSC is entitled to five votes, of which at least one vote must be designated to the LSC Athlete Representative(s). If no Athlete Representative is present, the LSC shall cast only four votes.

605.3 ZONE MEET ADMINISTRATION — Zone Age Group Championships, meets delegated to the Zone in the USA Swimming Rules & Regulations and any other meets scheduled by the Zone shall be conducted and administered by the Zone.

605.4 CHANGE IN ZONE ALIGNMENT — If an LSC by a two-thirds (2/3) vote of the members present at a meeting of the LSC House of Delegates approves a change moving the LSC from one Zone to another, and if both Zones approve of the change by majority vote of the LSCs in each Zone, that change shall become effective at the close of the next USA Swimming annual meeting at which the USA Swimming House of Delegates shall approve the change. Prior to the vote of the House of Delegates, the USA Swimming Rules & Regulations Committee shall make a recommendation as to approval or disapproval of the proposed change.

ARTICLE 606

REGIONAL COMPETITION

In order to reduce travel distances for athletes and to provide equitable quality competition the LSCs may make arrangements to compete on a regional basis.

ARTICLE 607 APPEALS AND REVIEW

607.1 PETITION TO THE USA SWIMMING RULES AND REGULATIONS COMMITTEE — Any House of Delegates of any LSC or any member of USA Swimming may petition the USA Swimming Rules & Regulations Committee with respect to any proposed changes referenced in Articles 604 and 605 above. Such appeal must be submitted at least one hundred (100) days prior to the next regular or special meeting of the USA Swimming House of Delegates.

607.2 In any case in which an LSC House of Delegates or a Zone fails to approve or agree to a requested change, the proponents of the change may petition the USA Swimming Rules & Regulations Committee to investigate and determine whether the change should be allowed notwithstanding the failure of the LSC or Zone to approve. Such appeal must be submitted at least one hundred (100) days prior to the next regular or special meeting of the USA Swimming House of Delegates.

607.3 Submission to the Committee shall be in writing; shall contain the name of the proponent(s), the name(s) of the club(s) involved, a record of vote(s) taken at any level certified in writing by an appropriate officer; and shall contain a summary of the rationale for the proposed change(s).

607.4 The Rules & Regulations Committee shall investigate the matter and hold a public hearing thereon at the time of the next annual meeting of the USA Swimming House of Delegates. The Committee shall then make recommendations to the House for its final determination.

PART SEVEN

OPEN WATER SWIMMING

Parts One through Six of the USA Swimming Rules and Regulations apply to open water competition, unless specifically indicated otherwise in Part Seven.

ARTICLE 701

CONDUCT AND OFFICIATING OF THE COMPETITION

701.1 EVENTS/MEETS

- .1 Recommended individual events are listed in 102.1.3.
- .2 **Wetsuit Events** — For open water swimming competitions in water with temperature below 20°C (68°F), men and women may use either swimsuits or wetsuits. When the water temperature is below 18°C (64.4°F), the use of wetsuits is compulsory.
- .3 **Team Events** — Team events may be conducted in various formats concurrently with individual events, with the results achieved in the individual event used to compute the team scoring as announced in the meet announcement.

701.2 RULES

- .1 All open water competitions shall be freestyle events.
- .2 The Host Committee shall include in the meet announcement:
 - A The policy for abandonment
 - B Whether the race will be an “escorted” or “unescorted” swim.
- .3 The Host Committee shall develop a safety plan for the competition in compliance with all requirements included in the published application for sanction of an open water event.
- .4 **The Start**
 - A Events may be started either:
 - (1) In-water — swimmers stand or tread water in a depth sufficient for them to commence swimming on the start signal;
 - (2) From the beach — swimmers line up and run into the water from the shore on the Starter’s signal; or
 - (3) From a fixed platform — swimmers’ positions on the platform are determined by random draw and they commence racing on the start signal (See 103.2.3 — Water Depth).
 - B In all starts, the start signal shall be both audible and visible. For fixed platform starts, the Starter shall give the command, “Take your mark,” at which time the swimmers will assume a starting position with at least one foot at the front of the starting platform. When all swimmers are stationary, the Starter shall give the starting signal.
 - C When the start for Men’s and Women’s competitions is staggered, the Men’s events shall always start before the Women’s events.

701.2

- D If, in the opinion of the Referee, an unfair advantage has been gained by someone at the start, that swimmer may be disqualified.
- E Prior to the start all escort safety crafts shall be stationed so as to avoid interference with any competitor. If catching up to their swimmers from behind, the craft shall navigate in such a way as to avoid maneuvering through the field of swimmers.

.5 The Finish

- A Where in-water finish apparatus is not available, an on-shore finish where contestants run from the water to a finish point is permitted.
- B The finish should be filmed and recorded by a video system.
 - (1) The video recording system should be positioned in line with the finish where a clear, unobstructed view can be maintained. The recording system is from each side and above with a clear, unobstructed view.
 - (2) The video recording system shall have both slow motion and recall capability, including timing equipment.

.6 Escort Safety Craft

- A Escort safety craft shall maintain a constant position at the sides of their swimmers and shall maneuver so as to avoid obstructing or placing themselves directly in front of another swimmer.
- B Each escort safety craft shall contain a race judge, a person of the swimmer's choosing, and the minimum crew required to operate the escort safety craft.
- C Coaching and the giving of instructions by a swimmer's representative on escort safety craft or platforms is permitted. No whistles may be used by coaches.

.7 Time Limits — In all Open Water events, time limits shall be published in the meet announcement and shall apply as follows from the finish time of the first swimmer. Events with age group divisions will have the time applied by age group.

- A Events under 25k not less than 30 minutes
- B Events of 25k not less than 60 minutes
- C Events of over 25k not less than 120 minutes

.8 In events where feed poles are permitted, feed poles are not to exceed 5m (16 feet 5 inches) in length when extended. No objects, rope or wire may hang off of feed poles except banners or flags not to exceed 20cm x 30cm (8 inches x 12 inches).

701.3 MARKING — Prior to the start, swimmers shall be marked with their race numbers on both upper arms and their upper backs. The swimmers shall be numbered vertically down the arms and horizontally across the upper backs. Swimmers shall be marked with their race numbers on both hands and/or their swim caps when competing in wetsuits. Depending on the finish system used, the Referee may also require numbering elsewhere on the body (hands or thighs). Paddlers and escort boats for escorted swimmers shall also be marked on both sides with the swimmer's race number so it is easily seen from either side.

701.4 SWIMWEAR

- .1 No swimmer shall be allowed to use or wear any device that may be an aid to his/her speed, endurance, or buoyancy. A maximum of two (2) caps may be used.
- .2 Except as provided in 701.1.2, wetsuits, flotation aids or any similar items, and anything used to maintain body heat, except a reasonable application of body grease, are not allowed.
- .3 Only swimsuits complying with FINA Open Water swimsuit specifications may be worn in any USA Swimming sanctioned or approved open water competition.
- .4 Swimsuits for both men and women shall not cover the neck, extend past the shoulder, nor extend below the ankle.
- .5 Wetsuits are swimsuits made of material providing thermal insulation. Wetsuits for both men and women shall completely cover the torso, back, shoulders and knees and shall not extend beyond the neck, wrists or ankles. The thickness of material(s) used shall be minimum 3mm and maximum 5mm. In addition, the outer surface of the wetsuit shall not include outstanding shapes, such as ridges, fins, etc.

701.5 DISQUALIFICATIONS

- .1 **Red Flag** — A swimmer shall receive a Red Flag and be disqualified from further competition for:
 - A Accumulating two yellow flag infractions for any combination of rules violations. The Red Flag will be issued at the time of the second infraction;
 - B Failing to swim or complete the prescribed course. Swimmers who do not finish the course within the time limit shall be removed from the water except that the Referee may allow a swimmer outside the time limit to complete the course but not participate in any points or prizes awarded;
 - C Receiving assistance by pulling on the cables, line markers, buoys, or buoy lines (Note: Incidental contact shall not be a basis for disqualification.);
 - D Receiving propulsive aid from anyone in boats or other escort craft of any kind;
 - E Walking or pushing off the bottom or objects thereon. (Note: Pushing off at the start or walking at the finish where an on-shore finish is employed is permitted.);
 - F Receiving support from any fixed or floating object or touching or being touched by his/her escort safety craft or the crew. (Standing on the bottom during the race shall not disqualify the swimmer. Incidental physical contact while giving food or liquid to a swimmer shall not result in disqualification.) Being touched by water safety personnel will not necessarily result in disqualification;
 - G Unsporting conduct. Swimmers will be disqualified if they, their support craft, or support personnel, commit an act that is deemed unsporting by the Referee. Examples of unsporting conduct include intentionally striking another swimmer, refusing to re-round a turn mark and intentional interference with another swimmer while approaching the finish; or
 - H Violating the swimwear rules. No swimmer shall be permitted to use or wear any device which may be an aid to his/her speed, endurance, or buoyancy. Goggles, a maximum of two (2) caps, nose clip and earplugs may be used.

701.5

- .2 **Yellow Flag** — A swimmer shall receive a Yellow Flag for:
 - A Gaining an unfair advantage at the start. If in the opinion of the Referee, an unfair advantage has been gained at the start, the offending swimmer will be given a Yellow Flag or a Red Flag as determined by the Referee;
 - B Receiving aid from a non-competing person in the form of pacing;
 - C Taking an unfair advantage by slipstreaming an escort safety craft. (Race judges shall instruct swimmers who are taking unfair advantage by pacing, or slipstreaming with escort safety craft to move clear.);
 - D Actions of his/her escort craft that interfere with another swimmer's progress or for failure of his/her craft or coach to heed the instruction of an assigned official; or
 - E Intentional contact with another swimmer or contact which causes interference.

701.6 DISQUALIFICATION PROCEDURE

- .1 **Yellow Flag** — A swimmer who commits an infraction listed in 701.5.2 shall receive a Yellow Flag. The Referee will display a Yellow Flag and a card bearing the number of the swimmer being charged with the infraction. The Referee may use a whistle to attempt to get the swimmer's attention in order to notify the swimmer being charged with an infraction. There is no requirement for the swimmer to acknowledge the infraction.
- .2 **Red Flag** — A swimmer who commits an infraction as listed in 701.5.1 shall receive a Red Flag. The Referee will display a Red Flag and a card bearing the number of the swimmer being charged with the infraction. The Referee may use a whistle to get the swimmer's attention in order to notify the swimmer of the disqualification. The disqualified swimmer must leave the water immediately.

701.7 THE MEET DIRECTOR shall

- .1 have no other position at the event;
- .2 determine the course for an open water event;
- .3 have the authority to withdraw the sanction on race day if adequate safety precautions are not in place and shall notify all race participants prior to the beginning of the race of the revocation should the race organizer proceed with the competition;
- .4 have the authority to stop a race at any time should conditions change and safety become a concern.

701.8 THE INDEPENDENT SAFETY MONITOR shall

- .1 be independent of the race organizing committee, approved by an LSC sanction officer, and have no direct responsibility for athletes entered in the competition (e.g., coach, personal assistant, or team manager);
- .2 be present at the race to assure the approved safety plan is implemented;
- .3 assure that adequate safety precautions are in place to deal with race-day conditions;
- .4 have the authority to withdraw the sanction on race day if adequate safety precautions are not in place and shall notify all race participants of the revocation prior to the beginning of the race should the race organizer proceed with the competition;
- .5 have the authority to stop a race at any time should conditions change and safety become a concern.

701.9 OFFICIALS — There should be no fewer than the following officiating positions filled. The positions of Referee, Safety Officer, Finish Judge and Timer shall not be combined with the duties of any other official.

The Referee, Assistant Referee, Administrative Referee or Administrative Official, and Starter must have passed the USA Swimming Open Water Referee online test prior to officiating a sanctioned Open Water competition.

Referee	Assistant Referee
Administrative Referee or Administrative Official	Announcer
Safety Officer	Medical Officer
Course Officer	Clerk of Course
Starter	Chief Timer and 3 timers
Chief Finish Judge and 2 finish judges	Recorder
Race Judge (one per competitor in escorted races)	
Turn Judge (one at each change in the direction of the course)	

701.10 THE REFEREE shall

- .1 ensure that all participants, coaches, and event support personnel are briefed about the course, safety procedures and any site-specific rules applying to the event;
- .2 have the authority to withdraw the sanction on race day if adequate safety precautions are not in place and shall notify all race participants of the revocation prior to the beginning of the race should the race organizer proceed with the competition;
- .3 have the authority to stop the race or to change the distance and/or race course due to safety concerns or unforeseen circumstances;
- .4 have the authority to use any video or electronic or mechanical judging devices in judging the finish order or in making other rulings.
- .5 conduct a random draw for assignment of the Race Judges in escorted swims.
- .6 signal by a raised flag and a series of short blasts on a whistle that the start is imminent and when satisfied that the swimmers are ready, indicate by pointing the flag at the Starter that the competition may commence;
- .7 have the authority to start the race in waves whereby each wave (heat) is separated at the start from the previous wave by a set time interval. Swimmers' times shall be adjusted by the starting time interval and their order of finish shall be determined on the basis of the adjusted time.
- .8 have the authority to segregate competitors into the men's and women's or other classifications (e.g., by age group), either by the position at the starting line or by separate time of start.

701.11 THE ASSISTANT REFEREE shall perform all duties assigned by the Referee.

701.12 THE ADMINISTRATIVE REFEREE OR ADMINISTRATIVE OFFICIAL shall be responsible for all administrative matters assigned by the Referee.

701.13 THE SAFETY OFFICER shall

- .1 be responsible to the Referee for all aspects of safety related to the conduct of the competition;

701.13

- .2 ensure that each escort craft is suitable;
- .3 check that the entire course and especially the start and finish areas are safe and free of all obstructions;
- .4 ensure that a sufficient number of powered craft are available during the competition to provide safety backup for the escort boats;
- .5 when applicable, provide to all swimmers a tide and/or current charts indicating the time of tide changes on the course and showing the relationship between tides or current and swimmers' progress along the course; and
- .6 in conjunction with the Medical Officer, advise the Referee if conditions are unsuitable for staging the competition and/or make recommendations for the modification of the course or the manner in which the competition is conducted.

701.14 THE MEDICAL OFFICER shall

- .1 be responsible to the Referee for all medical aspects related to the competition and swimmers;
- .2 inform the local medical facilities of the nature of the competition and ensure that all casualties can be evacuated to them at the earliest opportunity;
- .3 advise the Referee in conjunction with the Safety Officer, if conditions are unsuitable for staging the competition and/or make recommendations for the modification of the course or the manner in which the competition is conducted.

701.15 THE COURSE OFFICER shall

- .1 be responsible for the accuracy of the survey establishing the distance of the course;
- .2 prior to the commencement of competition, inspect with the Referee and Safety Officer the course to ensure that all points are correctly marked and all equipment has been correctly installed and is in working order;
- .3 ensure that Turn Judges are in position prior to the start of the competition and report this to the Assistant Referee; and
- .4 serve as pilot in the lead boat when one is used.

701.16 THE CLERK OF COURSE shall

- .1 assemble and instruct the competitors prior to the competition and ensure proper reception for the competitors at the finish;
- .2 ensure that each competitor is correctly marked with his/her race number and that all swimmers have trimmed fingernails and are not wearing any jewelry including watches;
- .3 be certain all swimmers are present, in the assembly area, at the required time prior to the start; and
- .4 keep competitors and officials informed of the time remaining before the start at suitable intervals and at one-minute intervals for the last five minutes.

701.17 THE STARTER shall

- .1 assume a position clearly visible to all competitors;

- .2 on a signal from the Referee, raise a distinctive flag to a vertical position;
- .3 holding the arm straight, simultaneously bring the arm holding the flag down and shall activate an audible signal to signify the start; and
- .4 when swimmers are starting from a fixed platform, give the command, "Take your mark," at which time the swimmers will assume a starting position with at least one foot at the front of the starting platform. When all swimmers are stationary, the Starter shall give the starting signal.

701.18 THE RACE JUDGE shall

- .1 be positioned in the escort boat so as to be able to observe his or her appointed swimmer at all times to ensure compliance with the rules of competition and that any violations are recorded and reported to the Referee;
- .2 have the authority to order a swimmer from the water upon expiration of the time limit or when so ordered by the Referee;
- .3 ensure that the assigned swimmer does not take unfair advantage or commit unsportsmanlike impedance of another swimmer and, if the situation requires, instruct the swimmer to maintain clearance from any other swimmer;
- .4 immediately inform the Referee if the assigned swimmer withdraws from the event and shall record the completed distance and the time of the withdrawal; and
- .5 report observation of rules violations to the Referee immediately. In unescorted races, the Referee may assign Race Judges to monitor specific areas of the competition such as the feed station.

701.19 THE TURN JUDGE shall

- .1 be positioned so as to ensure that all swimmers comply with the turn and other change-of-course procedures;
- .2 record any violation of the turn procedures and indicate to the Referee any infraction at the time it is observed.

701.20 THE CHIEF TIMER shall

- .1 assign at least three Timers to their positions for the start and finish;
- .2 brief the Timers on their duties and the details of their assignment;
- .3 ensure that a time check is made to allow all persons to synchronize their watches with the official race clock, if applicable, at least fifteen (15) minutes before start time; and
- .4 arrange for the use of automatic or semi-automatic timing devices in addition to watches, if desired.

701.21 THE CHIEF FINISH JUDGE shall

- .1 assign each Finish Judge to a position;
- .2 brief Finish Judges on their duties and the details of their assignment; and
- .3 after the race, collect the signed results sheets from each Finish Judge and determine the order of finish and deliver the results to the Referee or his or her designee.

701.22

701.22 THE FINISH JUDGE shall

- .1 be positioned in line with the finish where there is a clear and unobstructed view of the finish; and
- .2 record the finish place of each swimmer.

701.23 THE RECORDER shall record withdrawals from the competition, enter results on official forms, and maintain the record for team awards as appropriate.

701.24 SWIMMERS WITH DISABILITIES

- .1 **Authority** — The USA Swimming Rules & Regulations grant the Referee authority to modify any rule or race management procedure for a swimmer with a disability. Disability is defined as a permanent physical or cognitive disability that substantially limits one or more major life activities. Any such modification shall affect only the current event and does not set precedent.
- .2 **Responsibilities**
 - A **Swimmer** — The swimmer (or the swimmer's coach) is responsible for notifying the Referee, prior to the competition, of any disability of the swimmer and of the requested modification. The swimmer/coach shall provide any assistant(s) or equipment if required.
 - B **Referee** — The Referee's responsibilities include:
 - (1) Determining if the requested modifications are appropriate and conform to safety requirements. No modifications shall be granted which gives a swimmer a competitive advantage.
 - (2) Instructing the Starter and all Judges as to the accommodations to be made for that swimmer.
 - C **Coaches** — Coaches and teams entering swimmers with disabilities that require any accommodations shall provide advance notice in writing to the meet director by the entry deadline. Failure to provide advance notice may limit the host's ability to accommodate all requests.

ARTICLE 702 VENUE STANDARDS

702.1 THE COURSE

- .1 The course shall be measured as accurately as possible with the available navigational or survey equipment.
- .2 The course shall be in water that is subject to only minor currents or tide and may be salt or fresh water.
- .3 With the exception of beach starts and beach finishes, the minimum depth of water at any point on the course shall be 1.4 meters.
- .4 Guide Buoy - A distinctively marked colored float in the water, anchored to provide navigational guidance for swimmers, may be used. Guide buoys shall be non-directional in nature and swimmers may pass on either side of the buoy. Guide buoys must be colored differently from turn buoys.

702.2 WATER/AIR TEMPERATURE — The race shall not begin if the following conditions are not satisfied:

- .1 The water temperature shall not be less than 16° C (60.8° F).
- .2 For races of 5k and above, the water temperature shall not exceed 29.45° C (85° F).
- .3 The air temperature and water temperature when added together shall not be less than 30° C (118° F) nor greater than 63° C (177.4° F).
- .4 The water temperature shall be checked the day of the race, two (2) hours before the start, on the course at a depth of 40 cm (15.75 inches).

702.3 WATER QUALITY

- .1 If water quality meets the standards of the local testing authority, the water quality will be deemed acceptable unless otherwise determined by the Safety Officer or Independent Safety Monitor.
- .2 If an exceptional event such as heavy rain or flooding affects the water quality, the Referee, the Meet Director, or the Independent Safety Monitor shall have the authority to postpone or cancel the race.

702.4 THE START

- .1 The start line shall be clearly defined by either overhead apparatus or by removable equipment at water level.
- .2 If the race is started from a fixed platform, the water depth requirements of 103.2.3 must be met. Additionally, the Course Officer and Referee shall have the start area inspected for hidden underwater obstacles or obstructions. If there is any doubt as to the condition of the start area, an in-water or beach start shall be used.

702.5 TURNS/CHANGES IN COURSE

- .1 Turn Buoys - All turns and other changes in direction on the course shall be clearly indicated by turn buoys which shall be distinctively marked colored floats, anchored to mark the course for swimmers. Turn buoys shall be directional in nature and must be passed with a right shoulder turn or left shoulder turn, as stated in the pre-race instructions.
- .2 A clearly marked craft or platform for a turn judge shall be securely fixed in position at all locations where alterations in direction on the course occur and in such a manner as not to obstruct the swimmers' view or negotiation of the turn, while providing a clear view of the swimmers' turns for the officials.

702.6 THE FINISH

- .1 The final approach to the finish shall be clearly defined with markers of a distinctive color. The area leading to the finish apparatus should be clearly marked by rows of buoys which narrow as they get closer to the finish wall – this is considered part of the course and the swimmers shall remain within the rows of buoys throughout their approach to the finish. Escort safety craft should be stationed at the approach to and entrance of the finish lane to ensure that only the escort craft authorized to do so enter or cross this entrance.
- .2 The finish line shall be clearly defined and marked by a vertical surface at least five meters wide. The finish apparatus, where possible, should be a stationary panel securely fastened in place so as to not be moved by wind, tide, or force of the swimmer striking it.

702.6

- .3 When Automatic Officiating Equipment (microchip technology) is used for timing of the race, the official time for the finish shall be recorded in tenths of seconds. Actual finish placement shall be determined by manual finish judging and/or video replay of the finish.

702.7 FEEDING STATIONS

- .1 Feeding stations shall be securely fixed in position and shall not be subject to tidal, wind, or other movements, and shall safely accommodate the number of feeders consistent with the number of entries.
- .2 Feeding stations shall be located on the inner or outer boundary of the course, in line with the turn buoy.
- .3 Number of feeding stations required:
 - A No feeding station is required for an event 5k or shorter.
 - B At least one feeding station is required for an event that is longer than 5k but shorter than 10k.
 - C For an event 10k or longer, there shall be at least one feeding station every 2k.

ARTICLE 703 RECORDS

703.1 Because of differences in courses, currents and other physical factors, records for open water events are not maintained. For long distance events swum in a pool, records are maintained as U.S. Open Records.

703.2 Open Water and Long Distance U.S. Open individual and team records for men and women may only be achieved in a sanctioned or approved event and will be maintained as indicated below:

- .1 **Time/Distance Events:**
 - A One-Hour Swim (25 yard pool)
 - B 12- and 24-Hour Swim (50 meter pool)
- .2 **Set Distances:**
 - A Five-mile increments (5, 10, 15 miles, etc.) (25 yard pool)
 - B Five kilometer increments (5, 10, 15...50...100 kilometers) (50 meter pool)
 - C Age Group 1000-2000-3000 yard (25 yard pool)
 - D Senior 5000 yard (25 yard pool)

ARTICLE 704

USA SWIMMING OPEN WATER NATIONAL CHAMPIONSHIPS

See sections 207.1, 207.3, 207.5, 207.7, 207.9, 207.11 for additional rules pertaining to Open Water National Championships.

704.1 START AND FINISH

- .1 An in-water start and an in-water finish are required.
- .2 Video taping of the finish shall be provided for meets from which National Teams are selected.

704.2 ABANDONMENT — Where emergency conditions require a race to be halted before it is completed, the following shall apply:

- .1 Races of 10k or shorter: In the event of abandonment, the race shall be re-started from the beginning at the earliest possible time and the full distance completed.
- .2 Races longer than 10k: If the race is abandoned prior to the lead swimmer completing three-fourths of the distance of the event, the race shall be re-started from the beginning at the most appropriate time, as decided by the meet committee, and the full distance completed. If the race is abandoned when the lead swimmer has completed at least three-fourths of the race, the race shall be considered complete. The final placings of all swimmers shall be determined by the Meet Referee.
- .3 Situations not covered above shall be determined by the Meet Committee.

704.3 ENTRY FEES — The entry fees shall be determined by the Meet Director with the concurrence of *Program Operations* President/CEO or his/her designee.

704.4 ENTRY PROCESS AND MEET ANNOUNCEMENT — The entry procedure shall be stated in the meet announcement. The meet announcement shall be prepared under joint direction of and approved by the National Team Steering Committee, the Meet Director, *Program Operations* Program & Events Committee Chair, and the USA Swimming Chief Executive Officer or his/her representative.

704.5 RESULTS — Results shall be submitted to the National Team Steering Committee, USA Swimming, and posted on the USA Swimming website.

704.6 TEAM EVENT ENTRIES

- .1 Clubs may enter more than one team in each category. Prior to the start of the competition coaches shall designate the category (men's, women's, mixed) and the team (A, B, C, etc.) in which their swimmers will compete.
- .2 When participating concurrently in individual and team events, no participant shall compete in more than two team events, one of which may be as a member of his/her gender-specific team and the other as a member of a mixed-gender team.

704.7 SCORING — Scoring of individual events will be on a sixteen (16)-place basis: 20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, 1.

- .1 Team Events — team events shall be scored in men's, women's and mixed-gender categories.

704.7

.2 National Event Club Championship

- A A club champion shall be determined by totaling the scores of individual club members in the event. Club champions will be named in the following categories: Women's, Men's and Combined.
- B To be eligible for the Combined Men's and Women's Club Championship, a club must have scored points in both the men's and women's events.

704.8 AWARDS

- .1 Individual champions shall be determined and awarded in women's and men's competitions. Medals shall be awarded to all first through eighth place finishers in each individual event.
- .2 The male and female swimmers eighteen (18) years of age and younger attaining the highest finish position shall be designated as the USA Swimming 18 and under Open Water Swimming Champion in each contested event and shall receive the appropriate USA Swimming Championship medals.
- .3 The American male and female swimmers ages sixteen (16) and younger and the American male and female swimmers ages seventeen through eighteen (17-18) years placing highest in the 5k and 10k events shall be designated the USA Swimming Age Group National Champion in their respective age group and shall receive the appropriate USA Swimming Championship medals.
- .4 Team Event medals shall be awarded to team event members placing first through third.
- .5 Awards shall be given to the top three clubs: men's, women's and combined where the following criteria are met:
 - A Men's or Women's — In order for awards to be given within a specific gender, that gender shall have a minimum of sixteen (16) competitors from at least three clubs starting the race.
 - B Combined — To be eligible for this award, a club must have scored points in both the men's and women's races, and there must have been a minimum of three clubs participating in each gender's race.
- .6 The Meet Host may present additional individual and team awards with approval from *Program Operations* President/CEO or his/her designee.

704.9 ELIGIBILITY — Qualifying times and/or qualifying criteria may be established by the Meet Director with the concurrence of the National Team Steering Committee.

704.10 PROOF OF TIME — A swimmer entered in any USA Swimming National Championships shall be required to show proof of having met the qualification standards as set forth in the meet announcement.

DIFFERENCES BETWEEN USA SWIMMING AND USMS RULES

All provisions under Part 1 of USMS Swimming Rules are effective January 1, 2018 [USA-S provisions under Part One, the Technical Rules, are effective May 1, 2018]. USMS follows USA Swimming's Technical Rules, Articles 101, 102, and 105, with the following exceptions (USA Swimming and USMS rule references in brackets):

The U.S. Masters Swimming Rulebook is available at a cost of \$10.00 (mini-rulebook is \$6.00) from the USMS National Office, 1751 Mound St., Ste 201, Sarasota, FL 34236, or it can be ordered online at usms@usms.org.

Note: The summary of differences is only intended as information for officials and is not intended as a comprehensive listing of all rules and administrative regulations. Meet Directors and Referees should review the Glossary, Part One, and Part Two for a complete set of rules and regulations. Please see the relevant rule citation for the controlling provision(s).

MS1. Starts, Strokes and Relays

MS1.1 Forward Start. The forward start may be taken from the starting block, the pool deck or a push from the wall. The forward start or the backstroke start shall be used for freestyle events. The referee's long whistle indicates that the swimmer may take and maintain a position with at least one foot at the front of the platform or the deck. On the command, "Take your mark," the swimmer shall immediately assume the starting position with at least one foot at the front of the platform or the deck. A swimmer starting in the water must have one hand on the wall or starting platform and one foot on the wall and may face any direction. The backstroke start may be used as the in-the-water start during freestyle events but not for the freestyle portion of medley relay events. [USMS 101.1.1 and 101.5.1; USA-S Glossary "Forward Start" and 101.1.2]

MS1.2 Butterfly. The breaststroke kick may be used exclusively or interchangeably with the dolphin kick at any time during the race (for example, one breaststroke kick and multiple dolphin kicks may be used with each arm pull). Only one breaststroke kick is permitted per arm pull except that a single breaststroke kick is permitted prior to the turn and finish without an arm pull. After the start and after each turn, a single breaststroke kick is permitted prior to the arm pull that brings the swimmer to the surface. [USMS 101.3.2 and 101.3.3; USA-S 101.3.2 and 101.3.3]

MS1.3 Backstroke. Note: The swimmer who turns past vertical and, in a continuous motion, grabs the wall before pushing off with the feet while on the back is considered to have executed a "continuous turning action." [USMS 101.4.3; USA-S 101.4.3]

MS1.4 Relays. Relay swimmers who cannot exit the water quickly enough to prevent interference with automatic officiating equipment may hold on to the lane line until all relays have finished, allowing them to exit the pool more slowly or via the ladders at the conclusion of the race. In relay races involving in-the-water starts, a relay will be disqualified if the feet of a swimmer lose touch with the end of the course before the preceding teammate touches the wall. The relay team shall be disqualified even if the swimmer in default returns to the original starting point at the wall after the preceding teammate has touched the wall. [USMS 101.7.3E and F; USA-S 101.7.4E and G]

MS1.5 Long Distance Swimming. Pool Events are governed by Open Water and Long Distance rules. There is no provision for leaving the water for brief periods during the swim. [USMS 305 and 306; USA-S 101.8]

MS2. Swimming Competition

MS2.1 Personnel. The minimum personnel at USMS sanctioned or recognized USMS meets (other than national championships) shall include the following: one referee, one starter, and two stroke and turn judges. The referee and starter may double as stroke and turn judges, but the referee and starter shall not be the same person. The referee shall be certified as a referee by a USMS-approved certifying body. A referee who is certified as a stroke and turn judge or starter by a USMS-approved certifying body (including USA Swimming) shall receive training in the duties of a referee. Starters and stroke and turn judges who are uncertified shall receive training in the duties of their positions. One or two place judges may be positioned on the side of the course near the finish to judge the order of finish of all swimmers. However, place judge results may not be used to change the order of finish produced by ranking the official times. Note: USMS has a meet committee rather than a meet jury. [USMS 103.2, 103.3, 103.10.6, 102.10.5, 103.5, and 102.14.2; USA-S 102.10.3, 102.10.2, and 102.24.5]

MS2.3 Warm-up. In pools of five lanes or more, a separate warm-up area must be made available to swimmers during the competition. If there is no other warm-up/warm-down area available in pools of five lanes or more, one lane shall be set aside for warm-up/warm-down during the conduct of the meet. In pools of four or fewer lanes, swimmers shall be allowed to swim to the other end of the pool at the end of each heat and a warm-up/warm-down period must be offered at least once during each half hour of competition. Swimmers may warm down in their assigned lanes following the conclusion of an event and shall not be disqualified if such action does not delay the start of the next event. If the meet is a dual-sanctioned meet with USA Swimming, the requirements for continuous warm-up may be adjusted depending on availability of warm-up space at the venue by agreement between the LMSC and LSC host clubs. Once the entry information is published, changes which further restrict the availability of continuous warm-up/warm-down space are not permitted. [USMS 102.4.1 and 102.4.2; USA-S none]

MS2.4 Relays. First and last names of eligible swimmers, their ages and order of swimming shall be submitted to the clerk of course or to the head lane timer. [USMS 102.9.6; USA-S 102.3.7]

MS2.5 Timed Finals. All Masters events held in meters pools (short course or long course) are conducted on a timed-final basis. Short course yards meets, except for national championships, may be conducted on a basis other than timed finals (e.g., preliminary heats and finals). If a format other than timed finals is used, competitors are limited to three individual events per day. Independent attempts to establish official times ("time trials") are permitted only in USMS-sanctioned short course yards meets other than national championship meets. [USMS 102.5 and 102.6; USA-S 102.2]

MS2.6 Seeding

MS2.6.1 Age groups and/or genders as well as events of the same distance 200 yards or longer may be combined during seeding so that no swimmer has to swim alone and lanes may be filled. At the meet referee's discretion, events may be combined by distance and/or stroke. An empty lane is not required when combining events. [USMS 102.10.1B and 102.11.2; USA-S 102.1.4 and 102.7.2]

MS2.6.2 Seeding at meets other than national championship meets may be either fast-to-slow or slow-to-fast. Seeding may differ for sprint and distance events. [USMS 102.10.1D; USA-S 102.5.6]

MS2.7 Counters. A swimmer may appoint one counter in any individual event of 16 lengths or more, except the individual medley. [USMS 102.10.6A; USA-S 102.6A]

MS2.8 Swimwear. Medical identification items may be worn. Modesty wear is prohibited unless a medical or religious exemption has been granted by USMS. Only swimwear exemptions

granted by the USMS Rules Committee Chair shall be eligible for consideration at USMS competitions. [USMS 102.12.1E, 102.13.10, and 102.12.1C(1); USA-S 102.8.1E and 102.8.1B[1]]

MS2.9 Advertising. Products involving tobacco, alcohol, or pharmaceuticals containing drugs banned under IOC or FINA rules may not be advertised, but the advertiser's name only may be used. Offenders may be barred from competition until they comply with this rule. Note: USMS does not regulate the number of logos on swimsuits, caps and goggles. USMS does not prohibit wearing the insignia or name of another club, does not prohibit body advertising such as temporary tattoos, and does not prohibit the advertising of political statements. [USMS 102.12.2; USA-S 102.8.3]

MS2.10 Timing System Designation. USMS records may only be established using automatic timing or, in the event of an individual lane malfunction, with a semiautomatic backup system consisting of three, two, or one button(s). USMS Top 10 times may be established when timed with an automatic primary timing system, a semiautomatic primary timing system consisting of a minimum of two buttons, or with a manual primary timing system consisting of a minimum of two watches. Top 10 times may be established if both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of one valid watch time. [USMS 103.18.5-103.18.7; USA-S 102.24.3A(3)]

MS2.13 Records and Top Ten

MS2.11.1 Record applications and Top 10 submissions shall not be accepted unless certification of course length accompanies them or is on file with USMS or FINA. Any person can be assigned to conduct the course measurement. [USMS 105.1.6A; USA-S 104.2.2C(4) (a)]

MS2.11.2 USMS records may only be established by USMS members in sanctioned or recognized competition. Because swimmers from different age groups and genders may compete in the same heat or event, winning the heat or event is not required to establish a record. A bulkhead placement confirmation measurement is required for a USMS record set at events sanctioned or approved by USA Swimming. [USMS 105.1.1, 105.1.7E and 105.3.1; USA-S 104.2.1F]

MS2.11.3 Relay leadoff split times will be considered for Top 10 times, provided the swimmers complete the event without being disqualified and the second swimmer does not start in the water. A relay leadoff split time will be considered for USMS records provided automatic timing is used. In the event of a touchpad malfunction, relay leadoff splits recorded by a semiautomatic secondary system are valid for FINA world records and USMS Top 10 times, but not USMS records. [USMS 103.18.1, 103.18.4, 105.2.2A, D, and E, 105.3.7A; USA-S 104.2.1E]

MS2.11.4 If swimmers want their initial splits as part of a longer individual event to be submitted for records or Top 10 times, they must notify the referee, in writing, prior to the conclusion of the meet. (Exception: If the meet referee approves the automatic recording of splits with the concurrence of the meet host, a written request is not required.) However, for backstroke initial splits and relay leadoff legs to count, notification must be made prior to the swim so that officials may verify that a legal finish was performed at the initial distance and that for relays the second swimmer did not start in the water (when automatic timing is used). [USMS 103.18.1B(1), 103.18.1B(2), 103.18.1C, and 103.18.2; and 105.2.2B, C, D and E; and 105.3.7; USA-S none]

MS2.11.5 Required documentation for USMS records includes the referee's signature, as well as the printout from the automatic or semiautomatic timing equipment, and a copy of the heat sheet. The heat sheet shall show the swimmer's name, heat number, and lane number in which the record was achieved. [USMS 105.3.9 and 103.18.5-103.18.7; USA-S 104.2.2C(3)]

MS2.11.6 USMS records and Top 10 times can only be made in fresh water. No records or Top 10 times will be recognized in any kind of sea or ocean water. (USMS 105.2.4 and 105.3.5; USA-S None)

MS2.12 Scratch Procedures. Swimmers or relay teams not reporting for or competing in an event are not penalized. [USMS 102.8.1; USA-S 102.4]

MS2.13 Protests. Protests arising from competition shall be made within 30 minutes after the race in which the alleged infraction took place. If the protest is not resolved immediately, the protester shall at that time file a written protest with the chair of the Local Masters Swimming Committee (LMSC) or the chair's representative having jurisdiction over the event. If the LMSC does not satisfactorily resolve the protest within 10 days, the protester may appeal in writing to the USMS Rules Committee chair within the next five days for final adjudication, whose final decision shall then be binding on all parties. Protests concerning interpretation of the rules in *Part 1: Swimming Rules* and the *Glossary* shall be submitted in writing (on paper or in an electronic file) within 10 days to the USMS Rules Committee chair. [USMS 102.14.5 and 102.14.4; USA-S 102.23.5]

MS2.14 Eligibility. The eligibility of a participant for a particular age group will be determined for all meters meets (both short course and long course) by the swimmer's age as of December 31 of the year of competition. For short course yards meets, eligibility will be determined by the swimmer's age as of the last day of the meet. [USMS 102.2; USA-S 205.2.2]

MS2.15 Dual-Sanctioned Meets. If a USMS sanctioned meet is held in conjunction with a USA Swimming sanctioned meet (swimmers competing together in the same sessions), swimmers with dual membership must select only one organization with which to compete for the entire meet. [USMS 102.6.8; USA-S Appendix M]

MS3. Facility Standards

MS3.1 Water Depth. In pools with water depth 3 feet, 6 inches to less than 4 feet at the starting end, the swimmer must start from the deck or from within the water. USMS does not have a rule for teaching racing starts or certifying swimmers for proficiency at performing racing starts. [USMS 107.2.3A(2); USA-S 103.2.3A]

MS3.2 Lane Numbers. The lanes shall be numbered from right to left as the swimmers face the course from the starting end of the pool except when the event starts at the turn end of the course (no change in lane numbering so that the lanes are numbered the same at both ends); mandatory for all meets. [USMS 107.4.3; USA-S 102.5.5 and 103.5.3]

MS3.3 Water Temperature. Water temperature from 25 to 28 degrees Celsius (77 to 82 degrees Fahrenheit) shall be maintained for competition. USMS does not address air temperature. [USMS 107.6; USA-S 103.7]

MS4. Athlete Protection Policies

MS4.1 Except for video timing equipment, USMS does not address the use of cameras, including cell phone cameras, in the venue. [USMS none; USA-S 202.4.10H]

COMBINED, PARALLEL, AND INTERWOVEN MEETS

(DUAL-SANCTION EVENTS)

The number of inquiries as to what mechanisms are available for combining USA Swimming and USMS swimming meets has been increasing. The reasons for combining these meets are many, ranging from the limited availability of pool time and officials to the desire to promote the sport as a lifelong activity. There are several ways of accomplishing this goal within the rules and insurance policies of each organization. This document outlines these options.

It is assumed that all competitors are a member of USA Swimming, USMS, or both. Those that are members of both must select one organization with which to compete for the entire meet. Dual membership cannot be used to exceed the daily event limits imposed by either organization. Automatic recognition of times achieved by a USMS swimmer competing in the USA-S portion is still available.

Any of the joint meets described below must have sanctions from both USA Swimming and USMS. Both sanctions must be held by the host organization. The host organization cannot be required to accept a participant from either USMS or USA Swimming that would otherwise be barred from participation by their respective organizations.

USMS Record and Top Ten submissions must comply with all USMS documentation requirements.

Combined Meets

With the consent of all (co-)hosting teams and the LSC and LMSC, a combined meet may be sanctioned by both USA Swimming and USMS and all swimmers competing according to USA Swimming rules. This mechanism allows the meet host(s) to seed the event as they normally would, based upon times, with USA Swimming and USMS members combined in heats without specific lanes allocated to one organization or the other. Relay teams must consist of members of the same organization

Parallel Meets

The two meets may be swum in parallel by assigning some number of lanes to USMS competitors and a different set to USA Swimming competitors. If possible, separate stroke and turn officials for each set is preferred. It is permissible to adjust, for example, the makeup of the USMS heats so that competitors in a given heat have approximately the same seed times. Each organization's rules would apply to their members.

Interwoven Meets

The two meets may be swum with complete heats of swimmers from both organizations alternating. There would be no need for separate stroke and turn officials. Each organization's rules would apply to their members.



**SAFESPORT CODE FOR THE U.S. OLYMPIC AND
PARALYMPIC MOVEMENT**

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SAFESPORT CODE FOR THE U.S. OLYMPIC AND PARALYMPIC MOVEMENT

Effective March 3, 2017

The U.S. Olympic and Paralympic Movement is committed to creating and maintaining a sport community where all persons who participate in sport programs and activities can work and learn together in an atmosphere free of all forms of emotional, physical and sexual misconduct. The U.S. Center for SafeSport's Response and Resolution Office (Office) has issued this *SafeSport Code for the U.S. Olympic and Paralympic Movement (Code)* and its appendices (collectively, *Code*) pursuant to the Center's authority under the United States Olympic Committee's (USOC) Bylaws.

Individuals within the Office's jurisdiction are responsible for knowing the information, policies and procedures outlined in this *Code* and its related policies. The Office reserves the right to make changes to this document as necessary. Once posted online, changes are effective immediately unless otherwise noted.

I. INTRODUCTION

A. Application

The *Code* applies to Covered Individuals, as defined below.

B. Online, email, cellular or other electronic media or digital conduct

The *Code* may be applied to behavior conducted online or distributed electronically using email, text messages or any other electronic medium. This includes without limitation blogs, web postings, chats and social networking sites.

C. Age and competitive level irrelevant

Except as specifically noted, the *Code* applies without respect to age or competitive level.

D. Other remedies

1. The *Code* does not replace:
 - a. the Ted Stevens Olympic and Amateur Sports Act;
 - b. the employment practices of any relevant organization; or
 - c. applicable federal or state law.
2. The *Code* does not extend or restrict a person's right to file charges or claims with any other agency, law enforcement or court. Individuals are encouraged to ensure their rights have not expired through these other avenues.

II. DEFINITIONS

The following terms, as used in the *Code* and Appendices A and B, shall have the following meaning:

A. Athlete

An individual recognized as an athlete by an NGB under its bylaws, rules, regulations, guidelines or other governing documents.

B. Bullying Behavior

Repeated and/or severe (a) aggressive behavior (b) among Minors,¹ (c) that is intended or likely to hurt, control or diminish another person emotionally, physically or sexually.

1. Forms

a. Physical

Hitting, pushing, punching, beating, biting, striking, kicking, choking, spitting or slapping; throwing objects such as sporting equipment at another person.

b. Verbal

Teasing, ridiculing, taunting, name-calling or intimidating or threatening to cause someone harm.

c. Social, including cyberbullying

Using rumors or false statements about someone to diminish that person's reputation; using electronic communications, social media or other technology to harass, frighten, intimidate or humiliate someone; socially excluding someone and asking others to do the same.

d. Sexual

Teasing, ridiculing or taunting based on gender or sexual orientation (real or implied), gender traits or behavior (e.g., taunting someone for being too effeminate), or teasing someone about their looks or behavior as it relates to sexual attractiveness.

2. Rude, mean and conflict—distinguished

Conduct may not rise to the level of Bullying Behavior if it is rude (inadvertently saying or doing something hurtful), mean (purposefully saying or doing something hurtful, but not as part of a pattern of behavior), or arising from conflict or struggle between persons, absent a Power Imbalance, who perceive they have incompatible goals.

3. Criminal conduct

Bullying Behavior includes any conduct described as bullying under federal or state law.

C. Consent

Freely given agreement by all people involved. As it relates to Sexual Conduct, Consent requires words or actions by a person who is legally and functionally competent to give informed permission for specific sexual activity. Consent to any one form of sexual activity does not automatically imply Consent for any other forms of sexual activity. Previous relationships or prior consent does not imply consent to future sexual activity. Once given, Consent can be withdrawn through clear communication.

Consent does not exist if a person does not give Consent, or an Inability to Consent or Inability to Refuse exists.

¹ Bullying-like behaviors among adults are addressed under other forms of misconduct such as Hazing and Harassment.

1. Inability to Consent

An Inability to Consent exists when Consent cannot be given because the person (a) lacks legal capacity or (b) is Incapacitated.

a. Incapacitated

A state where a person cannot make a rational, reasonable decision because they lack the capacity to give informed consent (i.e., to understand the "who, what, when, where, why or how" of the sexual interaction).

A person may be Incapacitated because of a developmental or mental disability, illness, injury, alcohol or other drug use (voluntary or involuntary), blackout, sleep, unconsciousness or involuntary physical restraint.

2. Inability to Refuse

An Inability to Refuse exists when effective Consent cannot be given because of the use of Coercion, Force, Intimidation, or creating or misusing a Power Imbalance.

a. Coercion

Unreasonable pressure to engage in Sexual Conduct. Whether pressure is unreasonable depends on four factors, considered together: (a) frequency, (b) intensity, (c) isolation and (d) duration.

b. Force

The use or threat of physical force that overcomes free will or resistance.

c. Intimidation

Implied threats or acts that reasonably cause a fear of harm in another.

D. Covered Adult

A Covered Individual who is 18 years of age or older.

E. Covered Individual

Any individual who: (a) currently is, or was at the time of a possible violation of the *Code*, within the governance or disciplinary jurisdiction of an NGB or who is seeking to be within the governance or disciplinary jurisdiction of an NGB (e.g., through application for membership), (b) is an Athlete or Non-athlete Participant that an NGB or the USOC formally authorizes, approves or appoints to a position of authority over Athletes or to have frequent contact with Athletes or (c) an NGB identifies as being within the Office's jurisdiction.

F. Covered Minor

A Covered Individual who is under the age of 18.

G. Criminal Disposition

Any disposition of a criminal proceeding, other than an adjudication of not guilty, including an adjudication of guilt or admission to a criminal violation; a plea to a lesser included offense; a plea of no contest; or the disposition of the proceeding through a diversionary program, deferred adjudication, disposition of supervision, conditional dismissal, or similar arrangement.

H. Emotional Misconduct

Repeated and/or severe non-contact behavior involving (a) Verbal Acts, (b) Physical Acts and/or (c) Acts that Deny Attention or Support. Emotional Misconduct is determined by the objective behaviors, not whether harm is intended or results from the behavior.

1. Verbal Acts

Verbal assault that repeatedly attacks someone personally (e.g., calling a person worthless, fat or disgusting; taunting a person for being too effeminate); repeatedly and excessively yelling at a particular athlete or other participant in a manner that serves no productive training or motivational purpose.

2. Physical Acts

Physically aggressive behaviors, such as throwing sport equipment, water bottles or chairs at or in the presence of others; punching walls, windows or other objects.

3. Acts that Deny Attention or Support

Ignoring or isolating a person for extended periods of time, including routinely or arbitrarily excluding a participant from practice.

4. Exclusions

Emotional Misconduct does not include professionally accepted and age-appropriate coaching methods for skill and performance enhancement, physical conditioning, team building or appropriate discipline.

5. Criminal conduct

Emotional Misconduct includes any act or conduct (e.g., psychological abuse, emotional abuse, mental abuse, child abuse) that can be described as emotional abuse under applicable federal or state law.

I. Harassment

Repeated and/or severe conduct that (a) causes fear, humiliation or annoyance, (b) offends or degrades, (c) creates a hostile environment, or (d) reflects discriminatory bias in an attempt to establish dominance, superiority or power over an individual athlete or group based on age, gender, sexual orientation, gender expression, gender identity, race, ethnicity, culture, religion, national origin, or mental or physical disability; or (e) any act or conduct described as harassment under federal or state law. Whether conduct is harassing depends on the totality of the circumstances, including the nature, frequency, intensity, location, context and duration of the behavior.

1. Forms

Harassment, which may be a form of Emotional, Physical or Sexual Misconduct, includes but is not limited to:

a. Discriminatory Harassment

Conduct with the design or effect of establishing dominance, superiority or power over an individual or group based on age, sex, race, color, ethnicity, culture, national origin, religion, sexual orientation, gender expression, gender identity, or mental or physical disability.

b. Stalking

Conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or to suffer substantial emotional distress. Stalking generally involves a course of conduct which includes two or more acts, involving persistent and frequent unwanted in-person contact, surveillance or unwanted telephone and/or other electronic contact.

i. Examples

Stalking behaviors include without limitation: following a person; appearing at a person's home, class, work or practice; frequent phone calls, emails, or text messages; continuing to contact a person after receiving requests to stop; leaving unwanted written messages, objects or gifts; vandalizing a person's property; threatening, intimidating or intrusive behavior; and violating a lawful order preventing contact with a person.

c. Sexual Harassment

Conduct by a Covered Adult toward an Athlete or other non-employee, Non-athlete Participant that includes (a) sexual advances, requests for sexual favors, or other verbal or physical behaviors of a sexual nature; or (b) is sufficiently severe, persistent or pervasive and objectively offensive that it negatively affects an individual's performance.

J. Hazing

Any conduct that subjects another person, whether physically, mentally, emotionally or psychologically, to anything that may endanger, abuse, humiliate, degrade or intimidate the person as a condition of joining or being socially accepted by a group, team or organization. Purported Consent by the person subject to Hazing is not a defense, regardless of the person's perceived willingness to cooperate or participate.

1. Examples

Examples of Hazing include:

a. Contact acts

Tying, taping or otherwise physically restraining another person; beating, paddling or other forms of physical assault.

b. Non-contact acts

Requiring or forcing the consumption of alcohol, illegal drugs or other substances in an effort to elicit a negative physiological response, including participation in binge drinking and drinking games; personal servitude; requiring social actions (e.g., wearing inappropriate or provocative clothing) or public displays (e.g., public nudity) that are illegal or meant to draw ridicule; excessive training requirements demanded of only particular individuals on a team that serve no reasonable or productive training purpose; sleep deprivation; otherwise unnecessary schedule disruptions; withholding of water and/or food; restrictions on personal hygiene.

c. Sexualized acts

Actual or simulated Sexual Conduct of any nature.

2. Criminal acts

Any act or conduct that constitutes hazing under applicable federal or state law.

K. Intimate Relationship

A close personal relationship that exists independently and outside of the sport relationship. Whether a relationship is intimate is based on the totality of the circumstances, including: regular contact and/or interactions outside of or unrelated to the sport relationship (electronically or in person), the parties' emotional connectedness, the exchange of gifts, ongoing physical contact and/or Sexual Conduct, identity as a couple, the sharing of sensitive personal information, and/or knowledge about each other's lives outside the sport relationship.

L. Local Affiliated Organization (LAO)

A regional, state or local club or organization that is directly affiliated with an NGB, such as a regional affiliate or a local club, or that is affiliated with an NGB by virtue of its direct affiliation with a regional affiliate or organization.

M. Minor

An individual under the age of eighteen.

N. National Governing Body (NGB)

A U.S. Olympic National Governing Body, Pan American Sport Organization, or Paralympic Sport Organization recognized by the United States Olympic Committee pursuant to the Ted Stevens Olympic and Amateur Sports Act, 36 U.S.C. §§ 220501-220529. When the USOC manages and governs a Paralympic sport, the USOC falls within this definition.

O. Non-athlete Participant

Any coach, trainer, team staff, medical or paramedical personnel, administrator, official, or other athlete support personnel, employee or volunteer who participates.

P. Physical Misconduct

Any contact or non-contact conduct that causes or reasonably threatens to cause physical harm to another person.

1. Examples

Examples of physical misconduct may include, without limitation:

a. Contact violations

Punching, beating, biting, striking, choking or slapping another; intentionally hitting another with objects, such as sporting equipment; encouraging or knowingly permitting an Athlete to return to play prematurely following a serious injury (e.g., a concussion) and without the clearance of a medical professional.

b. Non-contact violations

Isolating a person in a confined space, such as locking an Athlete in a small space; forcing an Athlete to assume a painful stance or position for no athletic purpose (e.g., requiring an athlete to kneel on a harmful surface); withholding,

recommending against, or denying adequate hydration, nutrition, medical attention or sleep; providing alcohol to a person under the U.S. legal drinking age; providing illegal drugs or non-prescribed medications to another.

2. Criminal conduct

Physical misconduct includes any act or conduct described as physical abuse or misconduct under federal or state law (e.g. child abuse, child neglect, assault).

3. Exclusion

Physical misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improved athlete performance. For example, hitting, punching and kicking are well-regulated forms of contact in combat sports but have no place in swimming.

Q. Position of Power

When one person has direct supervisory, evaluative or other authority over another.

1. Examples

A person who may be in a Position of Power includes someone such as a coach, boss, employer or medical personnel.

R. Power Imbalance

A Power Imbalance may exist:

- 1.** Where one person is in a Position of Power such that, based on the totality of the circumstances, there is a Power Imbalance.
 - a.** Whether someone occupies a Position of Power such that there is a Power Imbalance depends on several factors, including: the nature and extent of the supervisory, evaluative or other authority over the person; the actual relationship between the parties; the parties' respective roles; the nature and duration of the relationship; the age of the adult; the age of the people involved.
 - b.** Once a coach-Athlete relationship is established, a Power Imbalance is presumed to exist throughout the coach-Athlete relationship (regardless of age) and is presumed to continue for Minor Athletes after the coach-Athlete relationship terminates and the Athlete reaches 20 years of age. A Power Imbalance may exist, but is not presumed, where an Intimate Relationship existed before the sport relationship (e.g., a relationship between two spouses or life partners that preceded the sport relationship).
- 2.** Based on the totality of the circumstances, including whether there is an aggressor, and/or a significant disparity in age, size, strength or mental capacity.

S. Reporting Party

In proceedings under the *SafeSport Practices and Procedures for the U.S. Olympic and Paralympic Movement*, the person alleging a violation of the *Code*.

T. Responding Party

In proceedings under the *SafeSport Practices and Procedures for the U.S. Olympic and Paralympic Movement*, the person who is alleged to have violated the *Code*.

U. SafeSport Code Violation (Violation)

Conduct by a Covered Individual that violates (a) this *SafeSport Code for the U.S. Olympic and Paralympic Movement*; (b) any previous LAO, NGB or USOC standards concerning the type of conduct prohibited in this *Code*; or (c) other standards accepted at the time of conduct analogous to prohibited conduct in this *Code*.

V. Sexual Conduct

Contact and non-contact behaviors of a sexual nature.

1. Contact behaviors of a sexual nature

Any intentional bodily contact of a sexual nature, however slight, whether clothed or unclothed, of a person's intimate body parts with any object or body part up to and including a completed or attempted penetration.

a. Sexual Contact

Sexual contact is (a) any intentional bodily contact, however slight, whether clothed or unclothed, of a person's intimate body parts (primarily genital area, groin, inner thigh, buttock or breast) with any object or body part and/or (b) any other intentional bodily contact in a sexual manner.

b. Sexual Intercourse

Sexual intercourse is (a) a completed or attempted penetration of the vulva or anus by a penis, object, tongue or finger; and/or (b) contact between the mouth and the penis, vulva or anus.

2. Non-contact behaviors of a sexual nature

Non-contact behaviors of a sexual nature include (a) exposure to sexual situations (e.g., pornography, voyeurism, exhibitionism); (b) sexual comments, sexually explicit photographs; or (c) filming, taking or disseminating photographs of a sexual nature.

a. Exploitation

Non-contact behavior of a sexual nature includes Exploitation (taking sexual advantage of another to benefit or gratify one's self or any person other than the person or persons being exploited). Exploitation includes, but is not limited to (a) voyeurism or spying on persons engaged in intimate or sexual behavior, (b) exposing genitals or inducing another person to expose his or her genitals without Consent, (c) taking pictures or video or audio recordings of another in a sexual act or in any other private activity, without the Consent of all involved in the activity, or (d) disseminating or threatening to disseminate pictures, video recordings or audio recordings of another person in a sexual act or any other private activity.

W. Third-party Reporter

A person who reports or discloses a possible violation of the *Code*, if not the Reporting Party.

X. Third-party Reports

Reports or disclosures of a possible violation of the *Code* brought by a person other than a Reporting Party.

III. PROHIBITED CONDUCT

A. Sexual misconduct

1. Generally

Sexual misconduct offenses include:

- a. Sexual Conduct (or attempts to commit the same), without Consent.
- b. Sexual Conduct (or attempts to commit the same), where there is a Power Imbalance, regardless of purported Consent.
- c. Sexual Harassment.
- d. An Intimate Relationship involving a person in a Position of Power where a Power Imbalance exists.

2. Sexual misconduct involving Minors

Regardless of any purported Consent, a sexual misconduct offense involving a Minor includes:

- a. Sexual Conduct (or attempt to commit the same) between a Covered Adult and a Minor where the age difference is three or more years.
- b. Sexual Conduct (or attempt to commit the same) between a Covered Adult and a Minor where the age difference is less than three years, but a Power Imbalance exists.
- c. An Intimate Relationship (or attempt to establish the same) between a Covered Adult and a Minor where the age difference is three or more years and a Power Imbalance exists.
- d. Sexual Conduct between a Covered Minor and another Minor if: (1) the age difference is three or more years, or (2) there is a Power Imbalance based on the totality of the circumstances.

3. Child sexual abuse

A Covered Individual shall not engage in any behavior that constitutes child sexual abuse as defined by federal or applicable state law.

4. Criminal Disposition

It is a violation of the *Code* for a Covered Individual to be convicted of or subject to a Criminal Disposition for a crime involving (a) any form of sexual misconduct or (b) a Minor.

5. Other

A Covered Individual shall not engage in any other form of sexual misconduct, including Bullying Behaviors or Hazing of a sexual nature.

B. Other misconduct

1. Emotional or Physical Misconduct

A Covered Individual shall not engage in Emotional or Physical Misconduct. Emotional or Physical Misconduct may include Bullying Behaviors, Hazing or Harassment.

2. Proactive policies

An LAO, NGB or the USOC may adopt proactive policies that apply to Covered Individuals and set standards for professional boundaries, minimize the appearance of

impropriety and have the effect of preventing boundary violations and prohibiting grooming tactics.² Tailored to a specific sport, context, legal structure or constituency, such policies may address overnight travel rules (e.g., preventing unrelated Covered Adults and Minors from sharing rooms under specified circumstances), massages and rubdowns, social media and electronic communications, photography, locker rooms, one-on-one meetings and gifting. If a Covered Individual violates a proactive policy established by the Covered Individual's LAO, NGB or the USOC, it shall also be a violation of the *Code*.

C. Retaliation

Retaliation is any adverse action taken by a Covered Individual against a person participating in the Office's proceedings. Retaliation by a Covered Individual against a person for making an allegation, supporting a Reporting Party or providing information relevant to an allegation is a serious violation of the *Code*.³

IV. ENFORCEMENT AUTHORITY

A. Exclusive authority—sexual misconduct

The Office has the exclusive authority to investigate and resolve conduct involving (a) sexual misconduct; and (b) prohibited conduct under the *Code* that is reasonably related to the underlying allegation of sexual misconduct. Exclusive authority means (a) only the Office will investigate and manage any related arbitration involving sexual misconduct; and (b) neither the NGB nor the USOC will conduct its own investigation or arbitration with respect to possible sexual misconduct, except as otherwise provided. See Appendices A and B.

B. Discretionary authority

On the written request of the NGB or USOC, the Office may, in its discretion, accept authority over alleged violations of any prohibited conduct under the *Code*.

V. REPORTING

A. Sexual misconduct

1. Conduct by a Covered Individual that could constitute sexual misconduct should be reported to the Office as set forth in the *SafeSport Practices and Procedures for the U.S. Olympic and Paralympic Movement* (Appendix A).
2. **If an allegation involves child abuse or neglect, the matter should also be referred to the appropriate legal authorities.**

² "Grooming" describes the process whereby a person engages in a series or pattern of behaviors with a goal of engaging in sexual misconduct. Grooming is initiated when a person seeks out a vulnerable minor. Once selected, offenders will then earn the minor's trust, and potentially the trust of the minor's family. After the offender has engaged the minor in sexually inappropriate behavior, the offender seeks to maintain control over him/her. Grooming occurs through direct, in-person and/or online contact.

³ Because the Office's authority is limited to direct or indirect actions by a Covered Individual, the power to address retaliatory discrimination or harassment is likewise limited. The Office does not have any control or authority over the conduct of others outside its jurisdiction and does not have any control or authority over the employment status of Covered Individuals. "

B. Other misconduct

1. Emotional and Physical Misconduct

Conduct by a Covered Individual that could constitute Emotional or Physical Misconduct under the *Code*, including Bullying Behaviors, Hazing and Harassment, should be reported to the relevant, promulgating organization.

2. Proactive policies

Conduct by a Covered Individual that could violate a proactive policy should be reported to the relevant, promulgating organization. If the relevant, promulgating organization is an LAO, the LAO should also report a possible violation of a proactive policy to its NGB. The NGB, in turn, should report the matter to the Office.

C. Retaliation

1. Sexual misconduct

Retaliation related to an allegation of sexual misconduct should be reported to the Office.

2. Other misconduct

Retaliation related to an allegation of other misconduct — Emotional Misconduct, Physical Misconduct, Bullying Behaviors, Hazing, Harassment or proactive policies — should be reported to the relevant, promulgating organization.

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