



**WORKBOOK**

**FOR**

**OPEN WATER OFFICIAL LEVEL 2**

Candidate Name.....

Club.....

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## Introduction

Welcome to the second level of formal British Swimming Technical Official qualification within the discipline of Open Water Swimming.

When you have completed this book, you will have qualified as an Open Water Level 2 official, you will be able to officiate as an Open Water Race judge, Chief Judge, Chief Finish Judge, Referee, Clerk of Course, Course Officer and Starter as well as the roles you qualified for at Open Water Level 1 official.

British Swimming thanks you for the time and service you have already given to the sport and hope that you gain both enjoyment and fulfilment through continuing to train and improve as an Open Water technical official. It is only through the commitment of you and of others that competition at all levels can take place.

As part of your registration for the Open Water Official Level 2 course, you will have a mentor allocated to guide you through the process.

Following on from the process of Open Water Official Level 1 the training consists of workshops undertaken with your mentor and open water sessions. The initial workshop will review the duties of OW Official Level 1 before commencing the new syllabus. Not only will this allow you to expand your knowledge but it will also reinforce understanding. Mentors will be required to sign off the Record of Progress form at the relevant stages. Comments relevant to the candidate's progress to date will also be noted.

Candidates need to record their progress through the Record of Duties form.

Duties will be undertaken at a time, venue and event agreed by the mentor. Candidates are encouraged to identify potential events and liaise with their mentor to ensure that the competition is suitable by way of standard and qualification of officials attending. The modules of the open water duties are such that a candidate may complete more than one module during an open water swimming session – it depends upon the candidate's abilities, performance and the event.

Candidates in association with their mentor will, during workshop sessions, review progress, complete and discuss the review questions in their workbook.

Candidates and mentors should record on the duties form the various sessions and discuss progress made and any action pointed needed.

When the Record of Duties form has been completed, the candidate should meet with their course leader to complete the remaining review questions (do not complete the workbook prior to the meeting). Remember the candidate should complete of the workbook in an "independent and autonomous" manner – simulating actual open water conditions.

On completion of the workbook and duties, a final assessment will be undertaken. Each candidate should meet with a referee nominated by their mentor on a one to one basis for a review of their training and assessment in order to assess their suitability to gain the qualification of Open Water Official Level 2.

## Progress forms

# Record of Progress Open Water Official Level 2

<b>District/Region</b>				
<b>Name:</b>		<b>Reg No:</b>		
<b>Address:</b>		<b>Club:</b>		
		<b>Tel:</b>		
<b>Post Code:</b>		<b>Mobile:</b>		
<b>Email address:</b>				
<b>No.</b>	<b>Workshop Session</b>	<b>Date</b>	<b>Co-ordinator</b>	<b>Referee</b>
1	Initial Group Session (seminar)			
	Comments			
2	Workbook Completion Session (On completion of Official Duties form)			
	Comments			
3	FINAL Referee/Mentor comments			
	Comments			
<b>COMPLETED:</b>		<b>Date:</b>		
General Comments				
Mentor's Signature		Candidate's Signature		

# Record of Duties

## Open Water Official Level 2

Each module to be signed off when the referee is satisfied that the candidate has displayed competence in the duty

District/Region:						
Name:				ASA No:		
	Event/Session	Date	Duty	Mentor's Name	OW referee's signature	OW referee's ASA number
1			Race judge			
2			Race judge			
3			Chief race judge			
4			Chief race judge			
5			Chief finish judge			
6			Chief finish judge			
7			Clerk of course			
8			Clerk of course			
9			Starter			
10			Starter			
11						
12						
13						
14						

### Record of duties – Comments on session work

	Duty	Candidates comments	Mentor's comments
1	Race Judge		
2	Race Judge		
3	Chief Race Judge		
4	Chief finish Judge		
5	Chief Finish Judge		
6	Course Officer		
7	Course Officer		
8	Starter		
10	Starter		
11			
12			
13			
14			
15			
16			
17			

Additional sections above are to be used if an experience is required to be repeated.

# The importance of the swimming official

## Extract from FINA

**“Swimming Rules exist for no other purpose than to regulate fair play. They are designed not only to keep the swimming strokes pure and correct, but also to ensure that all swimmers in a race are subject to the same restrictions and limitations”.**

Officials are key to the success of swimming competitions. They have the duty to contribute to consistent officiating anywhere. They should promote this by always bearing in mind the following, which apply, to all officials and every level.

Always:

- promote positive attitudes and impress upon athletes the need to maintain the highest standards of fair play;
- maintain honesty and integrity and make every effort to ensure that the rules are applied consistently and with absolute impartiality;
- encourage openness;
- display decisiveness;
- demonstrate a willingness to admit mistakes, but never express any criticism of athletes, coaches or fellow officials;
- acknowledge the use of good judgement;
- act in a professional manner - be dressed smartly and appropriately;
- avoid the use of offensive or abusive language;
- never drink alcohol or smoke;
- make a personal commitment to maintain a complete understanding of the rules and their application by expanding opportunities for further experience and training.

**Remember – the swimmer always gets the benefit of any doubt**

# General rules for Open Water swimming

These notes, and those to be found later in this document, have been compiled using the rules governing Open Water swimming competitions which are set by the Federation Internationale De Natation (FINA) and are reproduced below and available on the FINA website: [www.fina.org/rules](http://www.fina.org/rules)

## OWS 1 Definitions

- **OWS 1.1 OPEN WATER SWIMMING** shall be defined as any competition that takes place in rivers, lakes, oceans or water channels except for 10km events.
  - **OWS 1.1.1 MARATHON SWIMMING** shall be defined as any 10km event in open water competitions.
- **OWS 1.2** The age limit for all FINA Open Water Swimming events must be at least 14 years of age. The age for all competitors will be considered as at 31<sup>st</sup> December of the year of the competition.

## OWS 2 Officials

**The following officials shall be appointed at Open Water swimming competitions:**

A Chief Referee (one per race)

Referees (2 minimum, additional Referees proportional to race entries)

Chief Timekeeper plus 2 Timekeepers (*included in OW official level 1*)

Chief Finish Judge

Finish Judges – 2 (*included in OW official level 1*)

Safety Officer

Medical Officer

Course Officer

Clerk of the Course

Chief Race Judge

Race Judges (one per competitor) except for event with a course of 10km or less

Turn Judges (one per alteration of Course) (*included in OW official level 1*)

Feeding Platform Judge (when feeding platforms are used) (*included in OW official level 1*)

Starter

Announcer

Recorders

*Note: No official can act in more than one role simultaneously. They may only undertake new role after all the obligations of their previous role have been fulfilled.*

[The duties in blue text were all covered during your training as a level 1 open water official]

## **Chapter 1 - Race judge**

### **a. Role**

Race judges must know the FINA Rules and be able to apply them uniformly. They should observe swimmers to verify conformity with the rules and report the infringement when the rules are broken. Race judges shall ensure fair play and equitable competition for all swimmers. If in a fixed position on the course the race judge should, where possible, record the race number of each swimmer who passes. If this is not practicable, he should record the number of swimmers passing him on each lap.

Before the competition commences the race judges will be briefed on their responsibility and jurisdiction.

### **b. Responsibilities**

A race judge will:

1. ensure that the race rules are observed;
2. report to the referee any swimmer who is seen to take unfair advantage or commit unsporting impediment on another swimmer;
3. record any infringement.

### **c. Equipment**

The following items should be provided in order to give race judges the equipment they require:

1. programmes or start sheets;
2. race judges may be issued with throw ropes;
3. race judges will normally be issued with radios;
4. race recording forms.

### **d. Duties of the race judge**

1. race judges will be allocated an area to patrol, this could be a shore allocation where they would patrol their designated area of beach or bank or a boat where they would be either allocated a single swimmer to escort throughout the race or given a general patrol area that their boat should patrol;
2. if given a single swimmer to escort, the boat should also carry the swimmer's representative, who may feed his swimmer and give coaching instructions; however, he may not use a whistle to pace his swimmer.
3. watch all swimmers in his field of view to ensure they are not swimming too closely together to impede each other or cause fouls;
4. ensure carefully that no swimmer is impeded or disadvantaged;
5. report to the referee any infringements observed and immediately make a note of the infringement;
  - i. this should be done as soon as possible, by radio, to the referee;
  - ii. a written report, detailing the infringement should be given to the referee as soon as is practicable, or at the end of the event;

5. listen to retirements being given over the radio and note on the race judge form to ensure you are aware of number of swimmers actually in the water at any given time;
6. if the event has to be abandoned to follow instructions given by the safety officer to ensure the water is cleared of swimmers as quickly as possible.

**e. FINA rules for race judges**

**OWS 3.27** be positioned in an escort safety craft (where applicable), assigned by random draw prior to the start, so as to be able to observe, at all times, his appointed swimmer.

**OWS 3.28** ensure at all times that the rules of competition are complied with, violations being recorded in writing and reported to a referee at the earliest opportunity.

**OWS 3.29** have the power to order a swimmer from the water upon expiry of any time limit so ordered by the Referee.

**OWS 3.30** ensure that his appointed swimmer does not take unfair advantage or commit unsporting impediment on another swimmer and if the situation requires instruct a swimmer to maintain clearance from any other swimmer.

**f. Tips for race judges**

1. if you are issued with a throw rope, make sure you know how to use it;
2. if you are allocated a radio make sure you understand how to use it correctly (see notes in Level 1 if you need to revise);
3. if you are based on land, record the swimmers that pass you, if possible their race number, if not just the total number of swimmers in that wave.

**g. Race judge review questions**

In an open water competition, the swimmer you have been observing in a 10k event is out of time limit. As a race judge, what do you have the power to do?

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You are a race judge in an escort boat and you observe a swimmer being paced by another escort boat. What action should you take?

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Give three duties that a race judge could be asked to perform?

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If appointed as a race judge in which escort craft are used, where would you be stationed on the course?

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What are the duties of a race judge?

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## **Chapter 2 - Chief race judge**

### **a. Role**

The chief race judge must have a thorough knowledge of the rules. He must know who the other race judges, chief referee and referees are before the commencement of the race. He has control over the appointment of the race judges and will monitor their performance throughout the events; making changes to positions if required.

### **b. Responsibilities**

The chief race judge will:

1. ensure all race judges are aware of their roles;
2. work closely with the referees and the race judges to make certain the chief referee is given all relevant paperwork.

### **c. Equipment**

The following items should be provided in order to give the chief race judge the equipment he requires:

1. sufficient recorders sheets;
2. pen / pencil;
3. radio;
4. binoculars.

### **d. Duties of chief race judge**

1. If individual escort boats are being used, ensure the promoter has a list of his race judges, so that they can be allocated to the swimmers by random draw.
2. Where individual escort craft are not being used, the chief race judge will allocate each race judge to a safety boat or to a specific patrol area on the shore.
3. Ensure each race judge has a radio and knows how to use it.
4. Give race judges the appropriate paperwork needed for them to carry out their duties.
5. Make a record all information coming through on the radio from the referees during the competition.
6. Collect from the race judges their signed sheets with their observations recorded and hand immediately to the Chief Referee.

### **e. FINA rules for the chief race judge**

**The chief race judge shall:**

**OWS 3.24** confirm to each race judge their escort boat and instruct them in their duties

**OWS 3.25** record and communicate any decision received from the referees during the competition.

**OWS 3.26** collect, after the race, signed sheets from each race judge of their observations during the race, which shall be sent directly to the chief referee.

## **f. Tips for chief race judge**

1. Make certain you know which boat you will be putting judges into and who they will be judging, tell them to check that the boat is clearly marked, on both sides, with the race number of the swimmer.
2. If judged are to be stationed on land make certain the race judge is aware of his patrol area.
3. Ensure each race judge has a radio tuned to the race control frequency and knows how to use it.
4. Ensure each race judge has the correct paperwork needed to document incidents and infringements that he observes during the race.
5. Communications received by from a referee during a race should be acknowledged and subsequently recorded accurately, noting the time they were received.
6. On completion of the race make certain all documents are collected from your race judges and that they, and your own, are signed then hand directly to the chief referee.

## **g. Chief race judge review questions**

1. When do you allocate a race judge to a boat?

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2. When would your race judges be allocated to do a land patrol?

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3. When should you collect the race judges' paperwork?

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4. To whom do you pass the race judges paperwork?

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## **Chapter 3 - Chief finish judge**

### **a. Role**

The chief finish judge must have a thorough knowledge of the rules. He must know who the other finish judges, chief timekeeper, chief referee and referees are before the commencement of the race.

He will instruct them exactly how he wishes them to operate; who will spot the swimmers' numbers and who will be recording them. In addition, he will endeavour to make his own observations and written record.

### **b. Responsibilities**

The chief race judge will:

1. ensure all finish judges are aware of their roles;
2. work closely with the chief timekeeper to establish the final results.

### **c. Equipment**

The following items should be provided in order to give the chief race judge the equipment he requires:

1. sufficient judge/timekeepers sheets to ensure each of his judges has sufficient as well as some spare to enable a fair copy of the agreed results to be written and passed to the recorders;
2. two or more pens or pencils;
3. binoculars;
4. radio for communication with the safety officer, referees and recorders and chief timekeeper.

### **d. Duties of the chief finish judge**

1. before the commencement of the race the chief finish judge will assign each finish judge to a position;
2. at the end of the race the chief finish judge will collect signed results sheets from each finish judge and the times recorded for each swimmer from the chief timekeeper; establish the final result putting together the place order and times and then send these directly to the chief referee and recorder.

### **e. FINA rules for the chief finish judge**

**The chief finish judge shall:**

**OWS 3.19** assign each judge to a position.

**OWS 3.20** record and communicate any decision received from the referees during the competition.

**OWS 3.21** collect, after the race, signed results sheets from each judge and establish the result and placing which shall be sent directly to the chief referee.

## **f. Tips for the chief finish judge**

1. it is a good idea to ask one of your finish judges to be a principal results recorder, so the other can concentrate on spotting the race numbers and calling them out. During lulls in the finishes all your finish judges should compare results and fill in any gaps where they did not have time to write the numbers down;
2. keep a record yourself of the finish so you can arbitrate if there are any disagreements with your judges observations;
3. put a lot of practice in as part of your training on marrying up times and places;
4. write clearly to avoid mistakes;
5. know the capabilities of your finish judges and use the most reliable/experienced as a check sheet;
6. do not panic under pressure;
7. do not be pressurised for quick results. When you are satisfied hand your master copy of the race result to the referee;
8. ask the finish judges to occasionally note down the finish time of a swimmer by their time. This helps if there is a problem with the marrying of times to places in case there are too many times or too many places on the results sheets.

## **g. Chief finish judge review questions**

1. Explain the responsibilities of the chief finish judge

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2. What does the chief finish judge assign before the start of the race?

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3. If you found that you had more placings than times, how would you determine the result?

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4. What is the most important, the time or the placing?

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5. There are 36 swimmers completing the race and the three timekeepers have 35, 37 and 41 times. How would a result be determined?

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## Chapter 4 - Course officer

### a. Role

The course officer is responsible for the correct survey and marking of the course ensuring that there are no obstructions or safety hazards for the swimmers along the route of the course.

### b. Responsibilities

1. the course officer is responsible for all aspects of the course.
2. he will give especial consideration to the starting and finish areas and the turning points.
3. he must ensure that distances are accurately measured and that the course is clearly marked so that swimmers will easily be able to see where they should be going.
4. he will provide means of transport for course officials such as turn judges and feeding platform judges, to travel to their duty positions
5. he will report to the chief referee when all such positions are fully manned.
6. on completion of all events, he will supervise the dismantling of the course equipment.

### c. Equipment

1. GPS or laser range finder to accurately measure the course distances;
2. map of the course and programme of events;
3. instructions on how the course should be altered for events over different distances;
4. an entry list of all competitors in each event;
5. a copy of the risk assessment and officials duty list;
6. life jacket;
7. equipment for use to secure stray buoys and the start and finish apparatus.

### d. Duties of the course officer

1. be in charge of laying the course in plenty of time before the planned commencement of events. Preferably before the referee gives the safety briefing to the swimmers;
2. ensure that the course is clearly and correctly marked;
3. ensure that the start and finish areas are safe;
4. ensure any equipment required and used is safe, being used in the correct manner and in working order;
5. check that all turn judges are in their nominated positions and report this to the chief referee 15 minutes before the event starts;
6. inspect the course with a referee and safety officer and agree that it is fit for purpose and safe for competition to begin.

### e. FINA rules for the course officer

**The course officer shall:**

**OWS 3.42** be responsible to the Management Committee for the correct survey of the course.

**OWS 3.43** ensure the start and finish areas are correctly marked and all equipment has been correctly installed and, where applicable, is in working order.

**OWS 3.44** ensure all course alteration points are correctly marked and manned prior to the commencement of the competition.

**OWS 3.45** with the referee and safety officer inspect the course and markings prior to the commencement of competition.

**OWS 3.46** ensure that turn judges are in position prior to the start of the competition and report this to the referees.

#### **f. Tips for the course officer**

1. plan to visit the venue in advance along with the promoter and the safety officer. This visit is for you to familiarise yourself with all aspects of your duties. Do this even if you have previously done this duty at this event, you need to be aware of any changes to procedures, equipment or personnel well before the day of the event
2. on the day of the event ensure that you arrive early with plenty of time to finish the course layout before the programme of events is to start;
3. make sure you know that all the equipment is available, either already at the venue or are being delivered to the venue at a time specified by yourself;
4. you will already have a map of the courses, make sure you also have a programme for the day so any course changes needed for different distance events can be expeditiously executed;
5. be fully conversant with the operation of your GPS or laser rangefinder and ensure you have these with you;
6. have a copy of the risk assessment so as to be aware of hazards;
7. always wear a life jacket when on or near the water;
8. ensure the course is laid before the swimmers are given their safety briefing so that the referee can point out the turning points
9. remember you are responsible for clearing the course as well as setting it;
10. set up the start and finish areas; ensuring that the finish is clearly marked.

### **g. Course officer review questions**

1. What is the minimum water temperature in open water events?

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2. What is the maximum water temperature for open water events?

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3. Who is responsible for ensuring the finish area is clearly marked?

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4. Who is responsible for the clearing of the course at the completion of the event?

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5. To whom does the course officer report that the turn judges are in position?

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6. With whom does the course officer inspect the course before the commencement of the event?

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7. To what committee is the course officer responsible and what is this responsibility?

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## **Chapter 5 – Clerk of the course**

### **a. Role**

The role of the clerk of the course is to ensure the safety, at all times, of the competitors. The clerk of the course assembles and prepares the swimmers and ensures proper facilities are available at the finish for all them. Although FINA rules only mention one person carrying out this role, it is essential that there is a team of at least two, preferably more.

### **b. Responsibilities**

1. ensure the competitor's number is marked prominently in waterproof ink on the shoulders, upper arms and back of hands, the size of each number should be in accordance with FINA rules;
2. check each competitor to ensure they have trimmed finger and toenails and are wearing no jewellery or electronic equipment such as MP3 players;
3. check that the swimsuit meets FINA Open Water swimming rules and that only one costume is being worn;
4. announce the countdown to the start time;
5. ensure each swimmer is given a numbered band which coincides with their race competitor number (at events where bands are used);
6. call the competitors onto the start platform or into the water at the start. This is normally done in race number order;
7. hand the competitors over to the referee with a list of any non-starters;
8. collect the numbered band from each swimmer as they leave the water. Place each band on the tally board;
9. manage the welfare of all competitors at the finish until their coach or representative can take over;
10. where numbered bands are used; check the tally- board is correct and all swimmers are accounted for, if not inform the referee immediately;
11. inform the referee that all swimmers have been accounted for.

### **c. Equipment**

1. waterproof markers, thick for shoulders and thin for hands;
2. stencils;
3. nail clippers or scissors, always ask competitors to trim their own's nails, do not do this for them.
4. sterilising wipes for nail clippers and scissors after they have been used;
5. start sheets;
6. radio;
7. watch and/or stopwatch and whistle to give adequate time warnings to all competitors;
8. means of transporting swimmers clothing and equipment from the start to the finish area;
9. tally-board and bands.

### **d. Duties of the clerk of the course**

1. the clerk of the course and his team are responsible for the welfare and preparation of the swimmers at all times when they are not in the water;
2. it is important that the clerk of the course team attend the swimmers' safety briefing;

3. mark race numbers on all competitors;
4. keep everyone informed of the time to go to the start;
5. assemble competitors in race number order at the start area 5 minutes before the start so they can be presented in order by the announcer;
6. hand each competitor their numbered band as they go out onto the start platform or prior to entering the water;
7. at the finish collect the numbered band and keep a tally of who is left in the water until all competitors have been accounted for;
8. arrange for blankets to be available and have first aid facilities on call at the finish.

#### **e. FINA rules for the clerk of the course**

**OWS 3.47** assemble and prepare competitors prior to each event and ensure proper reception facilities at the finish are available for all competitors.

**OWS 3.48** ensure each competitor is identified correctly with their race number and that all swimmers have trimmed fingernails and toenails and are not wearing any jewellery, including watches.

**OWS 3.49** be certain all swimmers are present, in the assembly area, at the required time prior to the start.

**OWS 3.50** keep swimmers and officials informed of the time remaining before the start at suitable intervals until the last five minutes, during which one-minute warnings shall be given.

**OWS 3.51** be responsible for ensuring that all clothing and equipment left in the start area is transported to the finish area and kept in safekeeping.

**OWS 3.52** ensure that all competitors leaving the water at the finish have the basic equipment required for their well being should their own attendants not be present at that time.

#### **f. Tips for the clerk of the course**

1. be at the competition venue in plenty of time to prepare your team before the swimmers safety briefing;
2. ensure you have a copy of the programme of events, which includes the times for swimmers' registration, briefing and start. Ensure that you are informed of any late changes to the programme;
3. have a watch and stopwatch for the countdown to the start;
4. Be prepared to start numbering competitors as soon as they have completed registration;
5. make sure that there are sufficient waterproof marker pens in working order;
6. ensure that you have an up to date start list, to mark up your swimmers correctly;
7. mark each swimmer number clearly; preferably with a stencil;
8. check whether the finish is a swim through or touch, as this will affect which way round the numbers are written on the hands.
9. note any non-arrivals and report these to the referee, before the briefing if possible;
10. ensure that all swimmers are aware of the importance of the tally-band. Also that if they do not complete the swim, that they ensure the band is returned to the clerk of the course as soon as possible;

11. listen for radio reports of swimmers retiring during the swim and make a note of the number so that you know the band needs returning from someone other than the swimmer leaving the finish area;
12. note which swimmers do not have someone to look after them and be extra aware of their safety/welfare at all times;
13. have more than one pair of scissors/clippers for those swimmers who need to trim their nails. Note: do not attempt to trim the nails yourself ;
14. check that there are hot/cold drinks available at the finish for the swimmers;
15. check that there are towels/ blankets at the finish;
16. stay at the finish until all swimmers are accounted for.
17. remember to inform the referee when all swimmers are accounted for at the completion of the swim;

**g. Clerk of the course review questions**

What are the duties of the clerk of the course before the start of an event?

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After the pre-race briefing, a swimmer comes up to you and reports that another competitor is not a registered swimmer. What action, if any, would you take?

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What is the minimum number of clerk of the course personnel required at a competition?

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Who is responsible that all clothing and equipment left in the start area is transported to the finish area and kept in safekeeping?

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Before the commencement of the race what is your responsibility to the competitors to ensure that they are all ready for the start of the race?

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May a swimmer wear more than one cap during a race and if so how many?

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What does the clerk of the course need to ensure for all swimmers leaving the water at the completion of the race?

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## **Chapter 6 – The starter**

### **a. Role**

The starter must know the FINA rules and be able to apply them uniformly. The starter must ensure the race is started fairly when the swimmers are ready. The starter's position is critical in the running of a successful competition. The starter and the referee must function as an effective team to ensure that fair starts are achieved consistently throughout the event. The starter requires a clear understanding of what he is trying to achieve. The starter must earn the confidence of the swimmers, must respect the swimmers and enjoy the sport.

### **b. Responsibilities**

The starter must:

1. be at the event well in time to familiarise himself with the starting area and the equipment being used to start the race;
2. attend the safety briefing to demonstrate the start signal
3. know whether the start is to be a dive from a platform or in the water;
4. be aware of any constraints imposed by the start area and the precise procedure he will be following. This should include detail of how the start rope is to be deployed (if used) and where he will be located, ashore or on the water;
5. ensure that he has the required equipment to execute a correct start;
6. ensure that the start rules are observed;
7. ensure that the start signal is both audible and visual.

### **c. Equipment**

The following equipment is required for the starter:

1. a flag for the visual start;
2. an air horn or equivalent for the audible start;
3. a list of starters for each event;
4. a clipboard and pen/pencil and paper to record any infringements.

### **d. Duties of the starter**

The starter will:

1. ensure he is located in such a place that he is clearly visible to all swimmers;
2. upon the signal from the referee raise a recognizable flag into the vertical position;
3. when satisfied that all competitors are correctly positioned, are paying attention, and ready to begin the race, call out "take your marks",
4. simultaneously bring the flag down and activate an audible signal to start the race;
5. report to the referee any swimmer who is seen to take unfair advantage or commit unsporting impediment on another swimmer during the start;
6. record any infringement of the start procedure.

Note: If the start is in the water, the starter will omit the call "take your marks" and go straight to the start signal.

### **e. FINA rules for the starter**

**The Starter shall:**

**OWS 3.11** start the race in accordance to OWS 4 following the signal by the chief referee.

**OWS 4 The start**

**OWS 4.1** all Open Water competitions shall start with all competitors standing on a fixed platform or in water depth sufficient for them to commence swimming on the start signal.

OWS 4.1.1 when starting from a fixed platform competitors shall be assigned a position on the platform, as determined by random draw

**OWS 4.2** the clerk of the course shall keep competitors and officials informed of the time before start at suitable intervals and at one-minute intervals for the last five minutes.

**OWS 4.3** when the numbers of entries dictate the start shall be segregated in the men's and women's competitions. The men's events shall always start before the women's events.

**OWS 4.4** the start line shall be clearly defined by either overhead apparatus or by removable equipment at water level.

**OWS 4.5** the referee shall indicate by a flag held upright and short blasts on a whistle when the start is imminent and indicate that the competition is under starter's orders by pointing the flag at the starter.

**OWS 4.6** the starter shall be positioned so as to be clearly visible to all competitors.

OWS 4.6.1 on the starter's command "take your marks" they shall take up a starting position immediately in line with the start line where a platform is not used, or with at least one foot at the front of the platform.

OWS 4.6.2 the starter will give the starting signal when he considers all swimmers are ready.

**OWS 4.7** the start signal shall be both audible and visual.

**OWS 4.8** if in the opinion of the referee an unfair advantage has been gained at the start the offending competitor will be given a yellow or red flag in accordance with OWS 6.3.

**OWS 4.9** all escort safety craft shall be stationed prior to the start so as not to interfere with any competitor, and if picking up their swimmer from behind shall navigate in such a way as not to manoeuvre through the field of swimmers.

**OWS 4.10** although they may start together, in all other respects the men's and women's competitions shall be treated as separate events.

**f. Tips for the starter**

1. establish the procedure for unfair starts with the referee when you arrive at the venue;
2. be present at the swimmers' briefing to demonstrate the start signal and to answer any question on the start procedure.
3. ensure that you know what starting equipment is to be used;
4. make sure all loudspeakers/ horns are working;
5. have a clear view of the swimmers;
6. make sure the number of swimmers at the start match the start list;
7. there must be close liaison with the referee in order to obtain a fair start;
8. be positioned close to the referee so that the swimmers can see you both without having to move their heads;

**g. Starter review questions**

When starting an event where should the starter take up a position?

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What action does the referee take to inform the starter that he intends to commence the race?

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What does the referee do to alert the swimmers that the race is ready to begin?

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What response does the starter give after the referee has pointed his flag at him?

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## Chapter 7 – Duties the Level 2 Open Water official needs to know

This chapter outlines the ‘need to know’ open water official positions:

- The safety officer
- The medical officer
- The recorder
- The announcer

### Safety officer

#### a. Role for the safety officer

The safety officer shall:

1. be appointed well in advance of the event;
2. check the whole course particularly start and finish and venue prior to the event;
3. make recommendations for alterations for any part of the course considered dangerous or unsuitable for the swimmers;
4. make sure that safety is of paramount importance for all aspects of the event;
5. order sufficient safety craft, boats and crew;
6. ensure first aid cover is present and that the local hospital has been advised of the event;
7. order radios for communication links and check that they are in working order and are appropriate for the venue;
8. on the day, check the whole course, particularly the start and finish areas;
9. brief the swimmers and the officials with regards to safety. Ensure that everyone is aware of the importance of the numbered band and what must be done with it;
10. distribute the radios to designated personnel;
11. perform a radio check and explain how to use correctly;
12. during the event observe the weather and conditions and anything else that could endanger the swimmers.

#### b. FINA rules for the safety officer

The safety officer shall:

**OWS 3.34** be responsible to the chief referee for all aspects of safety related to the conduct of the competition;

**OWS 3.35** check that the entire course, with special regard to the start and finish areas, is safe, suitable, and free of any obstruction;

**OWS 3.36** be responsible for ensuring that sufficient powered safety craft are available during the competition so as to provide full safety backup to the escort safety craft;

**OWS 3.37** provide prior to the competitions to all swimmers a tide/current chart clearly indicating the time of tide changes on the course and showing the effect of tides or current on a swimmer's progress along the course;

**OWS 3.38** in conjunction with the medical officer advise the chief referee if, in their opinion, conditions are unsuitable for staging the competition and make recommendations for the modification of the course or the manner in which the competition is conducted.

**c. Safety officer review questions**

What should a safety officer brief to all officials before the start of the competition?

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Before the commencement of the competition, what duty is expected of the safety officer in relation to the course?

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The weather changes as competitors and officials arrive at the competition venue, who is responsible in advising the referee of the state of the conditions?

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Can a safety officer in conjunction with the medical officer advise the referee that the race may only proceed if they make modification to the course?

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## Medical officer

### a. Role

The Medical Officer shall:

1. be certain that the conditions for holding the event do not endanger the health of the swimmers;
2. ensure that the medical coverage is in attendance;
3. that a member of the medical team inspects the swimmers as they leave the water. A chair, in which the swimmer can sit while an assessment is made, should be provided;
4. know that the local hospital is aware of the competition and how the swimmers would be transported to the hospital if necessary;
5. the medical officer should be involved with the referee and safety officer if any changes are to be made due to unsuitable conditions making a modification of the course or the manner in which the competition is conducted.

### b. FINA rules for the medical officer

The medical officer shall:

**OWS 3.39** be responsible to the chief referee for all medical aspects related to the competition and competitors;

**OWS 3.40** inform the local medical facilities of the nature of the competition and ensure that any casualties can be evacuated to medical facilities at the earliest opportunity;

**OWS 3.41** in conjunction with the safety officer, advise the chief referee if, in their opinion, conditions are unsuitable for staging the competition and make recommendations for the modification of the course or the manner in which the competition is conducted.

### c. Medical officer review questions

What does the medical officer in conjunction with the safety officer advise the referee about?

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Give the duties of the medical officer before the race commences.

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To whom is the medical officer responsible to for all medical aspects related to the competition and competitors?

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## Recorder

### a. Role

The recorder shall:

1. record all withdrawals from the competition;
2. enter results on the official forms;
3. if required, maintain record for team awards.

### b. FINA rules for the recorder

The recorder shall:

**OWS 3.53** record withdrawals from the competition, enter results on official forms, and maintain record for team awards as appropriate.

**OWS 3.54** report any violation to the chief referee on a signed card detailing the event, and the rule infringement.

### c. Recorder review questions.

What are the duties of the recorder?

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What does the recorder record?

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What other duty could the recorder be asked to do?

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## **Announcer**

There are no formal rules for an announcer. He/she should have clear diction and be given all relevant information concerning the event; for example he/she should have a programme, map of the course, list of competitors and their race numbers and their country/team etc.

An announcer should not be confused with a commentator.

- *An announcer publicly makes known the approach.*
- *A commentator makes educated remarks about the current events*

### **a. Announcer review questions**

What equipment does an announcer need to be provided with?

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What does an announcer do?

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What is the difference between an announcer and a commentator?

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## **Chapter 8 – Further reading – FINA rules**

### **OWS 5 The venue**

**OWS 5.1** world championships and FINA competitions shall be for open water distances, 25 kilometres, 10 kilometres and 5 kilometres, conducted at a venue and course approved by FINA;

**OWS 5.2** the course shall be in water that is subject to only minor currents or tide and may be salt or fresh water;

**OWS 5.3** a certificate of suitability for use of the venue shall be issued by the appropriate local health and safety authorities. In general terms the certification must relate to water purity and to physical safety from other considerations;

**OWS 5.4** the minimum depth of water at any point on the course shall be 1.40 meter;

**OWS 5.5** the water temperature should be a minimum of 16°C and a maximum of 31°C. It should be checked on the day of the race, 2 hours before the start, in the middle of the course at a depth of 40 cm. This control should be done in the presence of a commission made up of the following persons present: a referee, a member of the organising committee and one coach from the teams present designated during the technical meeting;

**OWS 5.5.1** The Safety Officer shall monitor temperature conditions periodically during the race.

**OWS 5.6** all turns/alterations of course shall be clearly indicated. Directional Buoys which are alterations of the course shall be of a different colour to guidance buoys;

**OWS 5.7** a clearly marked craft or platform, containing a turn judge, shall be positioned at all alterations of course in such a manner as not to obstruct a swimmer's visibility of the turn;

**OWS 5.8** all feeding platforms, turning apparatus and turn judges craft/platforms shall be securely fixed in position and not be subject to tidal, wind or other movements;

**OWS 5.9** the final approach to the finish shall be clearly defined with markers of a distinctive colour, and shall comprise the boundary of the course;

**OWS 5.10** the finish shall be clearly defined and marked by a vertical face;

### **OWS 6 The Race**

**OWS 6.1** All Open Water competitions shall be Freestyle events and swimmers are required to complete the whole course, respecting all designated turning buoys and course boundaries.

**OWS 6.2** Race Judges shall instruct any swimmer who is, in their opinion, taking unfair advantage by pacing or slip streaming with the escort craft to move clear

#### **OWS 6.3 Disqualification Procedure**

**OWS 6.3.1** If in the Opinion of the Chief Referee or Referees, any swimmer, or swimmer's approved representative, or escort safety craft, takes advantage by committing any violation of the rules or by making intentional contact with any swimmer, the following proceeding shall apply:

1<sup>st</sup> infringement:

A yellow flag and a card bearing the swimmer's number shall be raised to indicate and to inform the swimmer that he is in violation of the Rules.

2<sup>nd</sup> Infringement:

A red flag and a card bearing the swimmer's number shall be raised by the Referee (OWS 3.6) to indicate and to inform the swimmer that he is for the second time in violation of the Rules. The swimmer shall be disqualified. He must leave the water immediately and be placed in an escort craft, and take no further part in the race.

**OWS 6.3.2** If in the opinion of a Referee, an action of a swimmer or an escort safety craft or a swimmer's approved representative is deemed to be 'unsporting' the referee shall disqualify the swimmer concerned immediately.

**OWS 6.4** Escort safety craft shall manoeuvre so as not to obstruct or place themselves directly ahead of any swimmer and not take unfair advantage by pacing or slip streaming.

**OWS 6.5** Escort safety craft shall attempt to maintain a constant position so as to station the swimmer at, or forward of, the midpoint of the escort safety craft.

**OWS 6.6** Standing on the bottom during a race shall not disqualify a swimmer but they may not walk or jump.

**OWS 6.7** With the exception of 6.6 above swimmers shall not receive support from any fixed or floating object and shall not intentionally touch or be touched by their escort safety craft or crew therein.

**OWS 6.7.1** Rendering assistance by an official medical officer to a swimmer in apparent distress should always supersede official rules of disqualification through "intentional contact" with a swimmer (OWS3.1).

**OWS 6.8** For races where escort boats are used each escort safety craft shall contain: a Race Judge, a person of the swimmer's choice, and the minimum crew required to operate the escort safety craft.

**OWS 6.8.1** Each safety craft shall display the swimmers competition number so as to be easily seen from either side of the escort safety craft and the national flag of the swimmer's Federation.

**OWS 6.9** Each safety craft shall contain appropriately qualified safety personnel and the minimum crew required to operate the safety craft.

**OWS 6.10** No swimmer shall be permitted to use or wear any device which may be an aid to their speed, endurance or buoyancy. Approved swimsuit, Goggles, a maximum of two (2) caps, nose clip and earplugs may be used.

**OWS 6.11** Swimmers shall be allowed to use grease or other such substances providing these are not, in the opinion of the Referee, excessive.

**OWS 6.12** The pacing of a swimmer by another person entering the water is not permitted.

**OWS 6.13** Coaching and the giving of instructions by the approved swimmer's representative on the feeding platform or in the escort safety craft is permitted. No whistle shall be allowed.

**OWS 6.14** When taking sustenance swimmers may use Rule OWS 6.6 provided Rule OWS 6.7 is not infringed

**OWS 6.15** No objects can be thrown from the feeding platform to the swimmers, including sustenance. The swimmers shall receive their feeding directly from their representative by a feeding pole or by hands.

**OWS 6.16** Feeding poles are not to exceed 5m in length when extended. No objects, rope or wire may hand off the end of feeding poles except national flags. National flags are allowed to be attached to the feeding polo but may not exceed the size of 30cm x 20cm.

**OWS 6.17** In all events, time limits shall apply as follows from the finish time of the first swimmers: 15 min per 5 km (or part thereof) up to a maximum time limit of 120 min.

**OWS 6.17.1** Competitors who do not finish the course within the time limits shall be removed from the water except that the referee may allow a competitor outside the time limit to complete the course but not be eligible for any points or prizes-

**OWS 6.18** Emergency Abandonment

**OWS 6.18.1** In cases of emergency abandonment of races of 10 km or less, the race will be restarted from the beginning at the earliest possible moment.

**OWS 6.18.2** In cases of emergency abandonment for any race of longer than 10km, where the race has been underway for at least three (3) hours the final ranking will be as reported by the Chief Referee. If three (3) hours of the race has not been completed, it will be restarted from the beginning at the earliest moment possible.

## **OWS 7 The finish of the race**

**OWS 7.1** 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. Escort safety craft should be stationed at the approach to and entrance of the finish lane to ensure that only the escort safety craft authorized to do so enter or cross this entrance.

**OWS 7.2** The finish apparatus should, where possible, be a vertical wall at least 5 metres wide fixed if necessary to flotation devices, securely fastened in place so as not to be moved by wind, tide or the force of a swimmer striking the wall. The finish should be filmed and recorded from each side and above by a video system with slow motion and recall facilities including timing equipment. .

**OWS 7.2.1** When automatic Officiating Equipment is used for timing of competitions in accordance with rule SW 11, microchip transponder technology capable of providing split times is mandatory and should be added to the Equipment. Use of microchip transponder technology is mandatory for competitions at the World Championships and Olympic Games. Microchip transponder timing technology will be recorded officially in tenths of seconds. The final places will be determined by the referee based upon the finish judges' report and the finish video tape.

**OWS 7.2.2** It is mandatory for all swimmers to wear a microchip transponder on each wrist throughout the race. If a swimmer loses a transponder the race judge or other authorised official, will immediately inform the referee who will instruct the responsible official on the water to issue a replacement transponder. Any swimmer who finishes the race without a transponder will be disqualified.

**OWS 7.3** The finish judges and timekeepers shall be placed so as to be able to observe the finish at all times. The area in which they are stationed should be for their exclusive use.

**OWS 7.4** Every effort should be made to ensure that the swimmers' representative can get from the escort safety craft to meet the swimmer as they leave the water.

**OWS 7.5** Upon leaving the water some swimmers may require assistance. Swimmers should only be touched or handled if they clearly display a need, or ask for assistance.

**OWS 7.6** A member of the medical team should inspect the swimmers as they leave the water. A chair, in which the swimmer can sit while an assessment is made, should be provided.

**OWS 7.7** Once cleared by the medical member, swimmers should be given access to refreshment.

## Chapter 9 Swimsuit and Bye Laws

### FINA swimwear criteria

- swimwear shall not cover the neck or extend past the shoulders, nor shall extend below the ankle;
- the swimsuit shall not offend morality and good taste men's swimsuits must be in one piece;
- women's swimsuits may be in one or two pieces Other items covering the body and not part of the swimsuit are prohibited;
- the material used for swimsuits can be only "textile fabric" defined as material consisting of natural and/or synthetic, individual and non-consolidated yarns used to constitute a fabric by weaving, knitting, and/or braiding;
- no zip or other fastening system is allowed.

### FINA Bye Laws regarding costumes

**BL 8.1** All FINA approved swimwear to be used at the Olympic Games and FINA World Championships must be approved by FINA at least twelve (12) months prior to the start of the respective competition. In addition, it must be available for all competitors by 1st January of the year of the Olympic Games or FINA World Championships.

**BL 8.2** In swimming competitions the competitor must wear only one swimsuit in one or two pieces. No additional items, like arm bands or leg bands shall be regarded as parts of a swimsuit.

**BL 8.4** From June 1, 2010 Open Water swimwear for both men and women shall not cover the neck, extend past the shoulder, nor shall extend below the ankle. All Open Water swimsuits shall comply with the FINA Criteria for Materials and Approval Procedures.

**BL 8.5** From January 15, 2010 in Masters Pool Swimming competitions the rules BL 8.1, BL 8.2 and BL 8.3 apply. From June 1, 2010 the rule BL 8.4 applies also for the Masters Open Water competitions.

[Note to BL 8.5: It is clarified that swimsuits which fulfil the shape requirement Set forth in BL 8.3, respectively BL 8.4 (for Open Water Swimming) can be accepted even if they do not bear a valid FINA approval label provided they effectively and evidently fulfil the material requirements set forth in the current FINA Requirements for Swimwear Approval. This is the case for swimsuits made of traditional permeable textile (i.e. open mesh material) material (such as cotton, Nylon, Lycra and the like) with no application of surface treatment closing the open mesh structure. In case of doubt in this respect and when notably such doubt concerns a swimsuit used at the occasion of a World record, an actual check of the swimsuit can be required from the competitor or Certifying Official and the swimsuit is to be forwarded to the FINA Office for submission to an actual control of all or parts of the requirements.]

## **FINA By-Laws relating to open water swimming**

### **BL 9.3.7.2 Numbering of swimmers**

The numbering of athletes is to appear on the arms, upper backs and hands of competitors. On the arms, the numbers shall be arranged vertically. On the upper backs and hands, the numbering is horizontally. The numbering of the arms and backs is made with an ink template: 100 mm high x 60 mm wide. The numbering of the hands of competitors is allowed by marking pens. For athletes with darker skin and full body swimsuits a white marker pen will be required.

### **BL 9.3.7.3 Identification**

In events of 10 km and under it is mandatory for the head or cap to display on each side the «national-three letter code» and may display the swimmer's national flag. The country code shall be a minimum of 0.04m in height.

### **BL 9.3.7.4 Finish Approach**

For Olympic Games, World Championships and all FINA events, the finish approach (OWS 7.1) is part of the course, and swimmers shall remain within the rows of buoys throughout their approach to the finish.

## **Masters Open Water swimming rules (MOWS)**

Masters Open Water Swimming shall be defined as any event for which the distance is greater than 1500 metres and where entry is restricted to Master swimmers. Masters Swimming age groups shall apply.

The Open Water Swimming Rules in Part IV of the FINA Handbook shall apply to Masters Open Water Swimming with the following exceptions.

**MOWS 1** Masters Open Water Swimming events will be up to 5 km.

**MOWS 2** The water temperature shall be measured within 30 minutes before start of race and must be a minimum of 18 C and maximum of 31 C. The water temperature shall be certified by the Safety Officer as measured in as near to the middle of the course as possible at a depth of 40 cm.

**MOWS 3** It shall be compulsory for all swimmers to wear highly visible coloured swim caps.

**MOWS 4** At all Masters Open Water events the safety of the competition shall be of paramount importance.

### **BL 10.3** Open Water Swimming

**BL 10.3.1** A Masters Open Water Swimming event may be included in FINA World Masters Championships.

**BL 10.3.2** The Organising Committee shall follow the FINA Masters Open Water Safety Regulations.

**BL 10.3.3** Swimmers shall be seeded according to age groups from the youngest to the oldest. Swimmers may be selected irrespective of gender. The slowest entered swimmers of each age group may comprise and be seeded in special heat(s). By recommendation of the FINA Masters Commission and/or nominated safety officer, this order may be changed.

**BL 10.3.4** If the number of entries is more than 1000, the competition may be swum in two or more days.

**BL 10.3.5** Race organisers, in consultation with the referee and subject to advice from FINA Technical Open Water Swimming Committee, are to designate in advance the cut off time for each Masters race. As a rough guide, a time of 30 minutes per kilometre could apply.

# Appendices

## Sample Forms

Open Water *Event title*

### Judges/timekeepers record form

Finish	Competitor No.	Time	Name
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

## Judges/timekeepers record form - instructions

Notes:

1. Duplicate the form and customise to your own championships
2. Finish judges, timekeepers and turn judges can use the same form, if you wish you could customise these to indicate the particular duty.
  - a. Finish judges will just record the competitor's race number against the finish place
  - b. Timekeepers will record the times against the finish place, adding in the competitor number if there is time.
  - c. Turn judges will at the very least keep a tally of the number of competitors that pass their turn, if circumstances allow they should also try to note down the competitors' race numbers and take a time as well. This time can be race time if they were able to here the start signal, alternatively it could be relative to the first competitor passing their buoy
  - d. Chief Judges will use the form to consolidate the results and hand to the recorder, who can add the competitor's names before issuing as a final results sheet. Once printed the official copy of the final results should be signed by the referee
3. Remember that turn judges will need a form for every lap.
4. If there are more than 30 competitors in one event, create continuation sheets with sufficient numbers to cater for the number of your entries
5. Timekeepers should just record times as their first priority but note down competitors' race numbers if they have the chance to enable easier correlation between the finish judges' sheets and timekeepers' sheets.
6. During a lull in the swimmers approaching the finish judges and timekeepers should check with each other that they each have the same number of finishers, if not mark the results sheet at that point to indicate that the problem had been spotted at that point. This gives a marker for the chief judge when trying to resolve problems afterwards.

# Sample turn judge form

5km Event - 3 laps

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	<del>25</del>	26	27	28	29	30
31	32	33	34	<del>35</del>	36				

Lap 2

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	<del>25</del>	26	27	28	29	30
31	32	33	34	<del>35</del>	36				

Lap 3

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	<del>25</del>	26	27	28	29	30
31	32	33	34	<del>35</del>	36				

If possible print these forms for each event with the numbers of the swimmers allocated.

The form should have the same number of tables as the number of laps in the race.

In the example there were 36 entries for this three lap race. Swimmers numbers 25 and 35 have withdrawn before the start, their numbers have been crossed out.

Tick off each swimmer as he passes your turn and if asked by the referee, report when all swimmers have completed each lap.

The referee can also use this form to keep track of swimmers as they complete each lap.



## BS Open Water Disqualification form – Rule numbers

### Infringements that carry a warning for first occurrence

#### Start

- OWS 3.50** Swimmer not present in the assembly area at the required time prior to the start
- OWS 4.1.1** When starting from a fixed platform, swimmer did not start from assigned position
- OWS 4.8** Unfair advantage gained at the start
- OWS 4.9** Swimmer's escort craft interfered with another competitor at the start

#### Race

- OWS 3.30** Swimmer failed to maintain clearance from another swimmer when so instructed
- OWS 6.2** Swimmer failing to stop pacing or slip streaming with escort craft when instructed to move clear
- OWS 6.4** Escort craft failing to move clear when warned they are pacing or slipstreaming their swimmer.
- OWS 6.8.1** Escort craft not displaying the swimmer's competition number
- OWS 6.12** Pacing of a swimmer by another person entering the water
- OWS 6.13** Use of a whistle by the swimmer's representative
- Feeding pole in excess of 5m length when extended
- OWS 6.15** Object, rope or wire hanging off the end of the feeding pole, except national flags up to a maximum of 30cm x 20cm.

### Infringements that result in an immediate disqualification

#### Race

- OWS 3.31** Swimmer failed to execute the alterations in course as indicated in the competition information documents
- OWS 6.3.2** 'Unsporting' action by swimmer, swimmer's escort craft or swimmer's approved representative.
- OWS 6.4** Escort boat deliberately obstructing or placing themselves directly in front of another swimmer
- OWS 6.6** Walking or jumping on the bottom during a race
- Receiving support from any fixed or floating object (other than the water bottom)
- OWS 6.7** Swimmer intentionally touched their escort craft or crew therein

#### Finish

- BL 9.3.7.4** Failure to enter the finish funnel at the correct point
- OWS 7.2.2** Swimmer finishes the race without a transponder, (where issued)

### Other infringements

- BL 8.4** Swimwear covering the neck, extending past the shoulder or extending below the ankle
- BL 8.4** Swimwear not complying with FINA criteria for materials and approval procedures
- OWS 3.49** Swimmer failed to trim fingernails or toenails when so instructed
- Swimmer failed to remove any jewellery, including watches when so instructed
- OWS 6.10** Swimmer wearing more than two caps
- Swimmer wearing a device which may be an aid to their speed, endurance or buoyancy
- OWS 6.11** Swimmer using excessive grease or other such substances

**Swimmers will be given an opportunity to change swimwear, remove jewellery and watches or trim nails. A warning will not result. If the swimmer does not comply with the request, they will not be allowed to start.**

## Open Water Swimming Incident Report

**Event title:**

Location:

Incident No.:		
<b><u>DATE</u></b>	Name of person reporting Incident:	Official: Swimmer: Member of Public:
	<b><u>TIME</u></b>	Name of official reported to: Official's Race Duty

Description of Incident:

Notes:

1. Contact details are to be included – address, telephone number and e-mail address if available.
2. The description should be as full as possible. If an injury has occurred, include full name and address of the injured person and details of the injury, names of witnesses and any other details that may be useful in determining the cause of the incident.
3. Include the action taken, treatment given, hospital A&E etc.