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SECTION I

**CONSTITUTION
OF
THE BAHAMAS SWIMMING FEDERATION**

BSF CONSTITUTION

CONSTITUTION OF THE BAHAMAS SWIMMING FEDERATION

C1 **NAME**

The name of the Federation is BAHAMAS SWIMMING FEDERATION (hereinafter referred to as "BSF").

C2 **BSF YEAR**

The fiscal year of the BSF shall be from 1st January to 31st December in each calendar year.

C3 **OBJECTS**

The objects of BSF are:-

C3.1 to promote, encourage and control Swimming, Diving, Synchronized Swimming, Water Polo, Open Water Swimming and Masters Swimming in the Commonwealth of The Bahamas;

C3.2 to foster, encourage and stimulate competitions for such sports;

C3.3 to affiliate and to work along with other bodies promoting sport within the Commonwealth of The Bahamas and elsewhere, whose aims and objects are similar to those of the BSF;

C3.4 to adopt, publish and enforce fair and practicable rules and regulations for the control and management of Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water Swimming;

C3.4.1 to ensure that such Rules do not conflict with those of FINA.

C4 **MEMBERSHIP**

C4.1 **Classes of Membership**

Classes of membership in the BSF shall be:-

C4.1.1 Club Membership;

C4.1.2 Individual Membership; and

C4.1.3 Honorary Membership.

C4.1.4 The term "member" in this Constitution is applicable to all classes of members except where another section of this Constitution expressly excluded or restricted its application.

C4.2 **Period of Membership**

C4.2.1 The period of membership for all members except Honorary Members is for one fiscal year, which shall end on December 31st of each year. Renewal of membership is not automatic.

C4.2.2 Any member club or individual member may resign from membership at any time by giving written notice to the Secretary.

C4.3 **Application for Membership**

C4.3.1 Clubs and individuals shall submit all applications for membership in the BSF to the Assistant Secretary for the Executive Council's consideration.

C4.4 **CLUB MEMBERSHIP**

C4.4.1 **Club Membership Application**

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- C4.4.1.1 Any Club promoting swimming and/or any other aquatic sports recognised by FINA shall be eligible for membership in the BSF subject to the following requirements and approval by the Executive Council.
- C4.4.1.2 Application for club membership shall be submitted in writing along with:-
- (1) a statement of the club's name; the number of its registered competitors; and the names and addresses of its officers;
 - (2) a statement that it will abide by the BSF Constitution and Rules;
 - (3) a copy of its constitution; and
 - (4) the appropriate membership fee.
- C4.4.2 A club shall have a minimum of ten (10) active and BSF registered swimmers to be eligible for membership. The term "active" shall mean that the club's registered competitors must participate in a minimum of two (2) BSF sanctioned competitions each calendar year.
- C4.4.3 Upon compliance with these requirements and the Executive Council's approval of the application, the club will be registered as a provisional club member of the BSF. The club shall achieve full membership status in the BSF with all membership entitlements when a minimum of ten (10) of the club's registered competitors has participated in at least two (2) BSF sanctioned competitions.
- C4.4.3.1 Upon notification of the provisional approval of its application, the member club shall forward the names and addresses of its two (2) representatives on the Executive Council and its one (1) representative on each BSF Committee to the Assistant Secretary.
- C4.4.4 **Club Membership Renewal**
- Every member club shall forward to the Secretary on or before the 30th. November each year a club membership renewal form setting out the name of the club; the current number of its registered competitors; the names and addresses of its executive officers, its two (2) representatives on the Executive Council and its one (1) representative on each BSF Committee; and the appropriate club membership renewal fee. A club member shall have a minimum of ten (10) active and registered competitors to be eligible for renewal of membership. Full membership in the BSF with all club entitlements shall be retained when a minimum of ten (10) of the club's registered competitors have participated in at least two (2) BSF sanctioned competitions in each calendar year.
- C4.4.5 **Club Membership Entitlements**
- C4.4.5.1 Member Clubs shall be entitled to nominate persons to hold office in the BSF.
- C4.4.5.2 The club shall be entitled to vote at General Meetings provided it is in good financial standing.
- C4.4.5.3 Club Representatives must be Individual Members of the BSF and shall each have the right to one vote at BSF Executive Council and BSF Committee Meetings.
- C4.4.6 **Lapse of Club Membership**
- C4.4.6.1 Whenever a club fails to renew its membership in the BSF for twenty-four or more consecutive months, the club may apply for reinstatement of its membership. In such a case, the club shall comply with Sections C4.4.1.2 to C4.4.3.1 of this Constitution.
- C4.5 **INDIVIDUAL MEMBERSHIP**
- C4.5.1 **Individual Membership Application**
- C4.5.1.1 Application for individual membership in the BSF shall be submitted in writing to the Assistant

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Secretary with:-

(1) a statement that the applicant is a citizen or permanent resident of The Bahamas and is 18 years or older;

(2) a statement that the applicant will abide by the BSF Constitution and Rules; and

(3) the appropriate membership application fee.

C4.5.1.2 Upon receipt of the membership fee and approval by the Executive Council individuals will be registered as individual members of the BSF.

C4.5.1.3 **Individual Membership Renewal**

Every individual member of the BSF who wishes to renew their membership shall submit to the Assistant Secretary on or before 30th November each year an individual membership renewal form setting out the member's name and current address; the member's telephone numbers and other contact information; and the appropriate individual membership renewal fee.

C4.5.2 **Individual Membership Entitlements**

C4.5.2.1 Individual Members shall be entitled to nominate individual members to hold office in the BSF.

C4.5.2.2 They shall be entitled to vote at General Meetings provided they are in good financial standing.

C4.5.2.3 Only Individual Members may be appointed as club representatives of a member club and vote on its behalf at Executive Council and BSF Committee Meetings.

C4.6 **Approval and Denial of Membership Applications**

C4.6.1 The Executive Council shall have the right to accept or reject any membership application, provided that the Executive Council in its sole discretion is satisfied that the applicant does or does not meet the qualifications as set out in this Constitution.

C4.7 **Honorary Members**

The Council may elect Honorary members for such period as it may think fit. The election shall be by motion, duly proposed and seconded. The Secretary or Assistant Secretary shall give to a person elected an Honorary Member written notice of his election and shall therewith send him a copy of this Constitution. Upon his intimating willingness to take up honorary membership, he shall not pay dues nor fees of any description. He shall be entitled to all the privileges and benefits of membership except that he shall not vote upon any question affecting the affairs of BSF and shall not be qualified to serve as an officer.

C5 **FEES**

C5.1 All fees payable to the BSF shall be determined by the Executive Council.

C5.2 **Membership Fees**

C5.2.1 Membership Fees shall be payable annually in advance on or before November 30th of each year.

C6 **JURISDICTION**

C6.1 The BSF acknowledges that FINA is the only internationally recognised body governing Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water Swimming.

C6.2 The BSF shall be recognised and acknowledged as the only organization or body governing Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water

BSF CONSTITUTION

Swimming in The Bahamas and shall not be subject to the direction or control of any other person or authority in The Bahamas.

- C6.3 The BSF has jurisdiction and control over:-
- C6.3.1 all Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water Swimming events in the Commonwealth of The Bahamas sponsored and/or conducted by its members or any other person or organisation and sanctioned by the BSF;
 - C6.3.2 all of its registered and/or certified competitors, coaches, instructors and officials;
 - C6.3.3 all member clubs and individual members;
 - C6.3.4 all competitors, coaches, officials, club representatives, individual members, or delegates, participating in BSF sanctioned events, BSF meetings, or events overseas in which the BSF participates.
- C7 **THE EXECUTIVE COUNCIL**
- C7.1.1 The affairs of BSF shall be managed and controlled by an Executive Council consisting of the Officers of the BSF as hereinafter defined, and two (2) representatives appointed in writing by each member club (hereinafter referred to as "the Council").
 - C7.1.2 Where an Officer without due notice or reasonable excuse has been absent from four (4) consecutive meetings of the Council and without good cause fails to take an active interest in the business of the BSF, the Council shall have the right to declare that such an Officer has forfeited his office. The vacancy may then be filled by the Council according to Section C9.4 of this Constitution.
 - C7.1.3 The same practice as that in Section C7.1.2 above shall be applicable to any Club Representative, except that the respective Member Club shall fill the vacancy.
 - C7.2 **Quorum**
 - C7.2.1 The quorum for any meeting of the BSF Council shall be as follows:-
 - (1) Three (3) officers, one of whom shall be either the President or a Vice President; and
 - (2) One (1) Representative each from at least two (2) member clubs.
 - C7.3 The President or, in his absence, a Vice-President shall preside at meetings of the Council. The presiding Officer shall have an original vote and a casting vote in the event of an equality of votes.
 - C7.4 The Council shall meet at least six (6) times each year, on a fixed day or on such other day as may be agreed by Council from time to time. At least seven (7) days in advance notice in writing of any meeting must be given to all Council members by the Secretary or Assistant Secretary. The Secretary or Assistant Secretary, however, shall be entitled to summon an emergency meeting of Council to consider and determine any urgent and important matter(s).
 - C7.5 The rights, duties and functions of the Council shall include, but are not limited to, the following:-
 - C7.5.1 to deal with any application for membership in the BSF;
 - C7.5.2 to mail annually on or before 31st December of each year to all BSF individual and club members, a list of those members current as of that date, and to periodically mail a revised membership list whenever any new members join the BSF;
 - C7.5.3 to decide whether the BSF shall participate in any proposed aquatic event and if so, the teams to be entered;

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- C7.5.4 to manage, control and carry out all matters relating to such participation in any event in which the BSF has decided to enter teams;
- C7.5.5 to appoint representatives to attend meetings of bodies controlling and promoting the aquatic disciplines and/or other sports;
- C7.5.6 to set fees and to administer the finances of the BSF;
- C7.5.7 to appoint committees and boards;
- C7.5.8 to appoint Officers, including but not limited to the following:-
- (1) an Honorary Legal Advisor;
 - (2) a Director of Officials;
 - (3) a National Teams Coordinator;
 - (4) a National Championships Meet Director;
 - (5) a Coordinator of National Swimming Records and Statistics.
- C7.5.9 to discipline or suspend any member, registered competitor, coach, instructor, certified official, corporation, organisation or individual for any matter relative to the aquatic disciplines which the Council considers sufficient cause;
- C7.5.10 to allow in-competition or out-of-competition doping control by FINA or the BSF;
- C7.5.11 to decide and determine any matter not provided for by the Rules of the BSF, and to make any amendment to the BSF Rules which may be necessary by reason of changes in either the FINA Constitution or FINA Rules;
- C7.5.12 to give written notice to:
- C7.5.12.1 any individual member or club member of a meeting where the Constitution and/or BSF Rules are to be amended, to enable them to attend;
- C7.5.12.2 any individual member or club member or any individual under the jurisdiction of the BSF of a meeting where complaints against him or it shall be considered to enable them to attend and defend themselves.
- C7.5.12.3 A notice under this Section shall be held to have been duly given if delivered by hand to an individual member or any individual under the jurisdiction of the BSF, or, in the case of a member club, to the President thereof, or sent by Registered Post to his or its postal address, or by any other form of "Mail" as defined in the Judicial Rules.
- C7.5.13 to deal with any other matter not specifically provided for in the BSF Constitution or BSF Rules.

C8 OFFICERS

The officers of the BSF shall consist of:

- C8.1 the President;
- C8.2 First Vice President/Swimming Development;
- C8.3 Second Vice President/Public Affairs;
- C8.4 Treasurer;
- C8.5 Secretary;
- C8.6 Assistant Secretary

C9 ELECTION OF OFFICERS AND VACANCIES

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- C9.1 The Officers shall be Bahamian citizens who are individual members and shall (except as hereinafter in this Constitution provided) be elected only at Biennial General Congress Meetings. They shall hold office for two (2) years at a time and until their successors are elected, when they shall retire. They shall be eligible for re-election. No Registered Coach or Swimming Instructor in a member club may hold an elected office in the BSF.
- C9.2 Nominations for election of officers shall be lodged with the Secretary no later than two (2) weeks prior to the Biennial General Congress Meeting. No nominations shall be accepted from the floor. Every candidate for election to an office in the BSF shall be nominated by an individual or club member. The candidate for each office who shall receive the most votes shall be declared elected. If any candidate, after being elected, declines to serve, the candidate for that office receiving the next largest number of votes shall be deemed elected. If two or more candidates for one or more offices receive an equal number of votes, the members shall vote a second time from among such tied candidates for the candidate or candidates who is or are to be elected.
- C9.3 The election of Officers shall be decided by secret ballot. All other questions at a General Meeting shall be decided by a show of hands, by calling the roll of members or by secret ballot (if proposed and seconded). All votes cast shall include the members present as well as proxy votes.
- C9.4 In case of any casual vacancy in any of the offices created under Section C8 hereof, the Council may appoint some other individual member of the BSF to act in such office until the next election of officers.

C10 **DUTIES OF OFFICERS**

C10.1 **President**

The President shall be the principal officer of the BSF, and shall have general supervision of all of the affairs and property of the BSF and over its several officers and employees, subject to the control of the Council. He shall give such directions as may be necessary for the carrying out of their duties and functions. He shall preside at all meetings at which he is present and he shall see that all orders and resolutions of the Council are carried into effect. The President and the Vice Presidents shall be ex-officio members of every committee or sub-committee of the BSF. The President shall present a written report at the Biennial General and General Congress Meetings.

C10.2 **First Vice-President/Swimming Development**

The First Vice-President/Swimming Development shall be responsible for promoting participation in aquatic sports.

The First Vice-President/Swimming Development shall:-

- i. subject to Council's approval, develop and implement programmes throughout The Bahamas to:
 - (1) encourage persons to participate in organized aquatics, to join BSF member clubs, and to become registered with the BSF;
 - (2) promote, encourage and assist in the organisation and formation of new clubs registering with the BSF whenever and wherever appropriate;
 - (3) assist in the planning and provision of suitable aquatic facilities wherever their absence inhibits the growth of aquatic sports;
- ii. work to enhance cooperation among the BSF, its members clubs, committees, sub-committees and appointed officers, the appropriate government agencies and officials, and members of the public, in pursuit of these objectives.

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In the absence or disability of the President, the First Vice-President may perform the duties and exercise the powers of the President and such Vice President shall perform such other duties as may from time to time be prescribed by the members in general meeting or by the Council.

C10.3 **Second Vice-President/Public Affairs**

The Second Vice-President/Public Affairs shall be responsible for promoting and maintaining a positive public image of aquatic sports, its participants, the BSF and its member clubs.

The Second Vice-President/Public Affairs shall:-

- i. be available to the news media at all reasonable times as the official spokesperson of the BSF;
- ii. prepare and distribute to the news media such reports and statements as Council may deem appropriate;
- iii. ensure news media coverage of all BSF competitions, events and programmes;
- iv. take such actions as Council deems appropriate to keep aquatic sports constantly and positively in the public eye.

In the absence or disability of the President and the First Vice-President, the Second Vice-President may perform the duties and exercise the powers of the President and such Vice President shall perform such other duties as may from time to time be prescribed by the members in general meeting or by the Council.

C10.4 **Treasurer**

The Treasurer shall be responsible, subject to the control of the Council, for all of the finances of BSF (including the collection of fees) and administration of funds and shall keep and present such books of account as the Council may from time to time direct. He shall present a report which shall include a financial statement and auditors' report (if any) at every Biennial General Meeting and Biennial General Congress Meeting, copies of which shall be available to every member of the BSF. The books of account of the BSF shall always be open to the inspection of any member of the Council. All bank accounts shall require a minimum of two signatories, one of whom shall be the Treasurer.

C10.5 **Secretary**

The Secretary shall be responsible for keeping a Register of members, recording minutes of all General Meetings of the BSF and of the Council, maintaining all records of minutes of all General Meetings, Council Meetings, Committees and Sub-Committees of the BSF and being responsible to the Council for all correspondence relating to the affairs of the BSF.

C10.6 **Assistant Secretary**

The Assistant Secretary shall be responsible for the registration and certification of competitors, the registration of coaches and instructors, the registration and renewal of club and individual members, and the maintenance of all swimming records and statistics. The Assistant Secretary shall also assist the Secretary in the performance of his duties and shall perform such duties in the absence of the Secretary.

C11 **GENERAL MEETINGS**

C11.1 **Biennial General Meeting**

- C11.1.1 A Biennial General Meeting shall be held during the month of January or as soon as possible thereafter, in each and every even-numbered year at such time and place as may be designated by the Council. Notice of motions or questions from the member clubs or from an individual member must be received by the Secretary of BSF on or before 15th December in each year.

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The Secretary or Assistant Secretary shall give fourteen (14) days Notice to all member clubs, individuals and Honorary Members together with an Agenda specifying the nature of the business to be transacted at the Biennial General Meeting.

C11.1.2 The business of such meeting shall be the presentation of an Annual Financial Report by the Treasurer and discussions of any issues arising therefrom; the presentation of Annual Reports by the President, Vice-Presidents, the Secretary and Assistant Secretary of the BSF on the activities of the various Committees and Sub-Committees of the BSF and discussions of any issues arising therefrom; proposals for changes and amendments to the BSF Rules; and any other business of which notice shall have been given as outlined in Section C11.1.1.

C11.2 **Biennial General Congress Meeting**

C11.2.1 A Biennial General Congress Meeting shall be held during the month of January or as soon as possible thereafter, in each and every odd-numbered year at such time and place as may be designated by the Council. Notice of motions or questions from the member clubs or from an individual member must be received by the Secretary of BSF on or before 15th December in each year. The Secretary or Assistant Secretary shall give fourteen (14) days Notice to all member clubs, individuals and Honorary Members together with an Agenda specifying the nature of the business to be transacted at the Biennial General Congress Meeting.

C11.2.2 The business of such meeting shall be the presentation of an Annual Financial Report by the Treasurer and discussions of any issues arising therefrom; the passing of the Treasurer's Accounts; the presentation of an Annual Report by the President on the activities of the BSF and its various Committees and Sub-Committees and discussion of any issues arising therefrom; releasing the previous Executive Council and Officers from responsibility; proposals for changes and amendments to the BSF Rules; the election of Officers; and any other business of which notice shall have been given as outlined in Section C11.2.1.

C11.3 **Quadrennial Constitutional Meeting**

C11.3.1 A Quadrennial Constitutional Meeting shall be held every four (4) years during the month of November or as soon as possible thereafter in the year of the Olympic Games at such time and place as may be designated by the Council. Notice of proposals and amendments to the BSF Constitution from the member clubs or individual members must be received by the Secretary of BSF on or before 15th September in that year. The Secretary or Assistant Secretary shall give twenty-one (21) days Notice to all member clubs, individuals and Honorary Members together with an Agenda specifying the motions, applications and proposals for alterations or additions to the BSF Constitution to be transacted at the Quadrennial Constitutional Meeting.

C11.4 **Special General Meeting**

A Special General Meeting of the BSF may be called provided at least three (3) member clubs or, alternatively, thirty (30%) percent or ten (10) of the Individual Members (whichever shall be the greater number of Individual Members) shall give notice in writing to the Secretary that they desire the convening of such a Special General Meeting, stating their reasons for convening the same. The Secretary or Assistant Secretary shall cause such a Special General Meeting to be held within six (6) weeks' of receiving such said notice, giving four (4) weeks' prior notice of such a meeting to each member of the BSF. The notice convening such a meeting shall state the reason for calling it, and no other subject can be dealt with at such Special General Meeting.

C11.5 **All General Meetings**

C11.5.1 Each member club of the BSF shall be entitled to send one (1) representative to attend General Meetings. Each club representative shall be entitled to one (1) vote on all affairs of BSF during the General Meetings. During such Meetings, each individual member shall have one vote with the Chairman having an original vote and a casting vote in the event of an equality of votes.

C11.5.2 At all General Meetings, the chair shall be taken by the President or, in his absence, a Vice-President. In the absence of the President and both Vice-Presidents the members present shall elect one of their members in attendance to preside.

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- C11.5.3 The quorum at a General Meeting shall be twenty-five (25%) percent or Seven (7) (whichever shall be the greater) of the registered members including individual members present by proxy.
- C11.5.4 Any motion duly defeated at any such general meetings shall not be re-considered for a succeeding (12) month period except at the discretion of the Council.

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Under exceptional circumstances, the payment of any fees due to the BSF may be deferred or waived (in whole or in part) by a majority vote of Council members present and voting.

(This Constitution was approved at a Special General Meeting of the Bahamas Swimming Federation held in the City of Nassau on 29th December, 2000, and came into effect on 1st January, 2001.)

SECTION II

**RULES AND REGULATIONS
OF
THE BAHAMAS SWIMMING FEDERATION - 1997**

PART I

GENERAL RULES

Part I: GENERAL RULES

The Rules in this Part shall govern all competitors registered with and swimming in competitions sanctioned by The Bahamas Swimming Federation ("BSF"), except as otherwise indicated.

GR1 ELIGIBILITY

- GR1.1 All competitors shall be registered with a Member of FINA to be eligible to compete.
- GR1.1.1 Eligible competitors may apply to be registered with the BSF under these Rules.
- GR1.1.2 A competitor who is a citizen or permanent resident of The Bahamas shall automatically be eligible for registration with BSF under this Part of these Rules.
- GR1.1.3 Competitors who are not citizens or permanent residents of The Bahamas, and competitors who are in possession of a valid annual residency or work permit, shall be eligible for registration with BSF under this Part of these Rules. The competitor shall have been physically present and actually residing in The Bahamas for a minimum period of Thirteen (13) consecutive weeks prior to the date the competitor applies for registration and shall continue to be so resident at all times after making application.
- GR1.1.4 The BSF and its member clubs shall honour any ruling or decision by FINA or any Member of FINA affecting a competitor who is temporarily or permanently declared ineligible to compete.
- GR1.2 **Reinstatement of Eligibility:**
- GR1.2.1 A person who is declared ineligible to compete by the BSF may apply at any time to be reinstated as an eligible competitor. The Council may approve the application subject to any terms and conditions that it deems appropriate.
- GR1.3 **Amendments to Rules of Eligibility**
- GR1.3.1 The BSF shall adopt any future amendments to FINA's Rules of eligibility upon receipt of official notification of same from FINA.
- GR1.3.2 The BSF shall give written notification of any such amendments to all member clubs and of the date when any such amendments shall become effective.

GR2 RIGHT TO PARTICIPATE:

- GR2.1 Any BSF-registered competitor may join as many non-BSF clubs or teams as he wishes but may represent only one such club or team at any sanctioned competition.

GR3 REPRESENTATION:

- GR3.1 Competitors registered with BSF may represent a member club or swim as "Unattached" by not representing any club.

GR4 TRANSFERS:

GR4.1 Swimmer Transfers Within The Bahamas:

- GR4.1.1 When any registered competitor changes affiliation from one member club to another, or chooses not to represent a club, the releasing club shall complete a **Swimmer Transfer/Release Form** as in Appendix A. The receiving club or the unattached competitor must complete and send the form to the BSF Assistant Secretary.
- GR4.1.2 An officer of the releasing club shall sign the form, but only after the competitor has first discharged all financial obligations to his former club. It is the competitor's responsibility to ensure that he or she has discharged all club membership dues and fees before requesting or obtaining the Release. The signed original of the form shall be forwarded to the BSF Assistant Secretary, along with the prescribed transfer fee. The transfer/release shall not become effective until the BSF Assistant Secretary receives the completely filled-out signed original of the form

Part I: GENERAL RULES

and the transfer/release fee.

- GR4.1.3 Upon satisfying the provisions of GR4.1.1 and GR4.1.2 above, the BSF will register the competitor as unattached for thirteen weeks from the date the competitor last participated in a BSF sanctioned competition. During this period, the competitor may participate in sanctioned competitions, but only as unattached.
- GR4.1.4 At the end of thirteen (13) weeks, the competitor shall be eligible to swim for a new club.
- GR4.2 Swimmer Released by BSF to another Member of FINA:**
- GR4.2.1 Any competitor who leaves The Bahamas and applies to join (or rejoin) a non-BSF club/team or Member of FINA (either for a temporary purpose or permanently) shall complete and return a **Swimmer International Transfer/Release Form** as in Appendix A to the BSF Secretary.
- GR4.2.2 An officer of the competitor's BSF club and an officer of the BSF shall sign the **Swimmer International Transfer/Release Form** in duplicate. A signed copy of the form shall be forwarded to the BSF Secretary and the original to the competitor's non-BSF club/team.
- GR4.2.3 The rules and regulations for eligibility and registration with a non-BSF club/team under the jurisdiction of another Member of FINA to which a BSF-registered competitor has transferred shall govern the competitor's right to represent a non-BSF club/team.
- GR4.3 Swimmer Released by another Member of FINA to BSF:**
- GR4.3.1 Any competitor who leaves a club/team under the national jurisdiction of another Member of FINA and seeks to join (or rejoin) a club in The Bahamas (whether temporarily or permanently) shall obtain a signed Transfer/Release from the competitor's non-BSF club/team and/or Member of FINA.
- GR4.3.2 The competitor or the BSF member club shall forward a signed original of the Transfer/Release to the BSF Secretary along with the competitor's application for registration, or renewal of registration, with BSF under Rule GR2 of this Part of these Rules.
- GR4.3.3 Any competitor registered with BSF who registers with a non-BSF club or team or another Member of FINA while studying abroad shall be eligible to participate at any time in any BSF sanctioned competitions for his BSF club or for the BSF, provided:
- (1) the competitor or a member club has fully paid the prescribed swimmer registration or renewal fees; and
 - (2) the competitor obtains a Transfer/Release from the non-BSF club or team and/or its Member of FINA and returns a signed original to the BSF Secretary.
- GR5 RESIDENCY:**
- GR5.1 The term "resident" applies to an individual who is a citizen or permanent resident of The Bahamas or is in possession of a valid annual residency or work permit for BSF registration and other purposes.
- GR5.2 Competitors who are registered with BSF and register with a non-BSF club or team and/or the national organization of another Member of FINA while studying abroad shall nevertheless be deemed resident in The Bahamas by BSF for registration and other purposes during the period of their studies.
- GR6 REGISTRATION**
- GR6.1 All competitors participating in BSF sanctioned competitions shall be registered with a Member of FINA or certified by the BSF.
- GR6.1.1 A competitor's registration is current only from January 1st to December 31st of each year.

Part I: GENERAL RULES

GR6.2 A **Swimmer Registration Application Form** as in Appendix A:

GR6.2.1 shall be completed and signed by the applicant or (for applicants under age 11) the applicant's parent or guardian; and

GR6.2.2 in the case of a BSF club competitor, shall:

- (1) state the applicant's club affiliation;
- (2) be indorsed by an officer of that club; and
- (3) be submitted by an officer of the club; or

GR6.2.3 in the case of an unattached competitor, be endorsed by the applicant's parent or guardian or a responsible adult of the applicant's community or school; and

GR6.2.4 shall be accompanied by proof of age and proof of eligibility in the form of a copy birth certificate, copy passport, copy permanent residency certificate, copy annual residency permit, copy work permit, or copy landing permit, or, any other documentation requested by the BSF; and

GR6.2.5 shall be accompanied by the prescribed registration fee.

GR6.3 **Swimmer Registration Numbers**

GR6.3.1 The BSF Secretary or Assistant Secretary shall inform the member club or the unattached competitor as to whether the application has been accepted, rejected or deferred. If the application is accepted, the competitor shall be assigned a Swimmer Registration Number and a date of registration. If the application is rejected or deferred, the member club or the unattached competitor shall be notified of the reason(s) for rejection or deferral.

GR6.3.2 The competitor's Swimmer Registration Number shall consist of:-

- (1) three capital letters of the alphabet, representing the first initial of the competitor's first name, middle name and surname. If the competitor has no middle initial, an "X" shall be inserted for the middle initial;
- (2) a hyphen; and
- (3) six numbers, representing the two digit numbers for the month, day and year of the competitor's birth date.

GR6.3.3 A competitor's registration number shall be personal to that competitor and shall be included on the **Meet Entry Form** whenever the competitor is entered in any BSF or other sanctioned competition, or any correspondence relating to the competitor.

GR6.4 **Swimmer Registration Cards**

GR6.4.1 The BSF Secretary or Assistant Secretary shall prepare and maintain a registration card in respect of each competitor registered with BSF, bearing the competitor's name, address, telephone numbers, date of birth, Swimmer Registration Number, club affiliation (if any) and particulars of the competitor's transfers, releases and annual renewals.

GR6.5 **Renewal of Swimmer Registration**

GR6.5.1 Once registered with BSF, competitors need not make annual application for renewal of their BSF registration. All renewals of competitor registrations for the next year shall be automatic so long as, on or before 31st December in each year, the BSF Secretary receives a **Swimmer Renewal of Registration Form** as in Appendix A from any member club or unattached competitor indicating the name(s) of the competitor(s), accompanied by the prescribed renewal fee(s). The renewal of registration shall be immediately effective upon receipt by the BSF Secretary of the completed form and the prescribed renewal fee(s).

GR6.5.2 Where twelve or more months have elapsed since a competitor's registration was last renewed,

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any member club or unattached competitor wishing to renew the competitor's registration shall submit a **Lapsed Swimmer Renewal of Registration Form** as in Appendix A to the BSF Secretary, accompanied by the prescribed renewal fee(s).

GR6.6 The BSF may refuse an application for registration or renewal if it does not comply with BSF Rules.

GR7 CERTIFICATION

GR7.1 Competitors not registered with any Member of FINA shall apply by **Swimmer Certification Application Form** as in Appendix A for certification to participate in any BSF sanctioned competition, benefit, exhibition, swim-a-thon, marathon, clinic, or the like, in which BSF registered competitors may participate.

GR7.1.1 The member club or unaffiliated organisation hosting or sponsoring the competition, benefit, exhibition, swim-a-thon, marathon, or clinic, is responsible for:

- (1) ensuring that all **Swimmer Certification Application Forms** are properly filled out and collected;
- (2) collecting the prescribed BSF certification fee from each non-registered competitor and forwarding all such fees and **Swimmer Certification Application Forms** to the BSF Treasurer.

GR7.1.2 All certifications lapse immediately upon the conclusion of the competition in respect of which it was applied for.

GR7.1.3 All **Swimmer Certification Application Forms** shall contain the following clause:

I clearly understand (and confirm my understanding by signing this document) that the Bahamas Swimming Federation shall be free from any liabilities or claims for damages arising from my death or any injuries to myself or anyone else during the above competition.

GR8 SANCTIONS

In these Rules:-

- (1) a competition shall include a swim meet, exhibition, marathon, benefit, swim-a-thon, clinic, Class "A" Time Trial, or Class "B" Time Trial;
- (2) competitors shall include swimmers, open water swimmers or masters swimmers, whether male or female.

GR8.1 **Sanctions are necessary when:**

GR8.1.1 member clubs host or sponsor a competition;

GR8.1.2 the BSF hosts or sponsors a competition;

GR8.1.3 an unaffiliated organisation hosts or sponsors a competition (in which BSF registered competitors might participate).

GR8.2 **Sanctions are not necessary when:**

GR8.2.1 internal or inter-institution swimming competitions are organized by sporting associations of, or institutions providing, primary, secondary or tertiary education in The Bahamas in which BSF registered competitors might participate;

GR8.2.2 member clubs offer short-term seasonal swim camps or clinics;

Part I: GENERAL RULES

- GR8.2.3 member clubs hold closed competitions as defined in Rule CR1 of the Competition Rules in Part II of these Rules for charitable or club fund-raising purposes.
- GR8.3 **Sanctions shall not be granted to:**
- GR8.3.1 a suspended person or club;
- GR8.3.2 any club or organization which has previously and repeatedly committed BSF Rules violation;
- GR8.3.3 any club or organization which uses the word "Olympic" or any derivative of such word without BSF and B.O.A. approval;
- GR8.3.4 any organization which previously has failed to satisfy expense obligations to competitors or to award prizes as stated on its entry blank, until the obligations are satisfied or the prizes awarded;
- GR8.3.5 any organization whose interest in sports and games is purely commercial, or where the event is 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 any approved charity, or for the general welfare of the promoting organization as a whole.
- GR8.3.6 any club or organisation which is delinquent in the payment of any prescribed fees due to the BSF;
- GR8.3.7 any club or organisation which the Council deems ineligible to compete in any BSF sanctioned competitions;
- GR8.3.8 any club or organisation which has failed to comply with a directive of the Council or any terms or conditions imposed by it.
- GR8.3.9 any club or organization that publishes or advertises a sanctioned competition as a "Championship" without the written approval of the Executive Council.
- GR8.4 **Transfer of Sanctions:**
- Sanctions issued to one organization cannot be transferred to another. Any sanction so transferred shall be void for all purposes, and the BSF is empowered to deny further sanctions to any organization violating this provision.
- GR8.5 **Application for Sanction:**
- GR8.5.1 Application shall be made on the **Sanction Application Form** as in Appendix A and submitted to the BSF Assistant Secretary with:
- GR8.5.1.1 a copy of the **Meet Invitation Form** as in Appendix A;
- GR8.5.1.2 the programme of events as required under the Competition Rules in Part II of these Rules;
- GR8.5.1.3 the Sanction Application fee; and
- GR8.5.1.4 an **Equipment Rental Requisition Form** as in Appendix A (if necessary) and accompanied by any equipment or other rental fees.
- GR8.5.2 The **Sanction Application Form** shall be submitted to the BSF:
- GR8.5.2.1 forty-two (42) days prior to the competition; or
- GR8.5.2.2 twenty-one (21) days prior to a Time Trial or Closed Meet.
- GR8.5.3 The **Sanction Application Form** shall contain the following clause:
- "I/We clearly understand (and confirm my/our understanding by signing this document) that I/We shall hold the Bahamas Swimming Federation be free from any liabilities or claims for damages arising from the death or injury to any competitor or anyone else during the above event, if sanctioned."

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- GR8.5.4 The **Sanction Application Form** shall:
- GR8.5.4.1 state that no entries shall be accepted unless the competitor is registered or certified;
 - GR8.5.4.2 state the nature of the prizes to be awarded;
 - GR8.5.4.3 state that the applicant will comply with all BSF Rules and (where applicable) any Facilities Use Policies affecting the Betty Kelly Kenning National Swim Complex.
- GR8.6 **Publication of Sanction:**
- All individuals, clubs and/or other organization in receipt of a sanction for an event shall ensure that the advertising and programme bear the phrase "Sanctioned by The Bahamas Swimming Federation".
- GR8.7 **Records of Sanctions:**
- All approved Sanction Applications must be signed by the appropriate Officer of the BSF and a record kept of all Sanctions granted. All Sanction Applications must be approved by the Executive Council and assigned an Approved Sanction Number.
- GR9 REGISTRATION OF COACHES AND SWIMMING INSTRUCTORS**
- GR9.1 The following categories of persons shall be registered with the BSF:
- GR9.1.1 All coaches and swimming instructors within The Bahamas working with BSF member clubs (whether for a salary or not);
 - GR9.1.2 All coaches of BSF national teams;
 - GR9.1.3 All persons within The Bahamas doing business as or holding themselves out to the general public as swim coaches or swimming instructors.
 - GR9.1.4 A coach or swimming instructor who resides in The Bahamas and is registered with or certified by a recognised association, organisation or body of swimming coaches or swimming instructors in the jurisdiction of a Member of FINA shall automatically be eligible for registration with BSF under this Part of these Rules.
- GR9.2 A coach or swimming instructor's registration is current only from January 1st to 31st December of each year.
- GR9.3 The **Swimming Coach/Instructor Registration Application Form** as in Appendix A:
- (1) shall be completed and signed by the applicant;
 - (2) shall state the applicant's club affiliation (if any);
 - (3) shall fully state the applicant's professional employment and experience as a swim coach or swim instructor;
 - (4) shall be accompanied by a copy of the applicant's certificate(s), diploma(s) or accreditation as a professional swim coach or swim instructor;
 - (5) a recent passport-sized photograph; and
 - (6) shall be accompanied by the prescribed fee.
- GR9.4 The BSF Secretary shall inform the applicant about whether the application has been accepted, rejected or deferred. If the application is accepted, the applicant shall be assigned a registration number and a date of registration. If the application is deferred or rejected, the applicant shall be notified of the reason(s) for the deferral or rejection.
- GR9.5 Once registered with BSF, coaches and swimming instructors need not apply for renewal of their BSF registration. All renewals of a coach or swimming instructor's registration for the next year shall be automatic if, on or before 31st December in each year, the BSF Secretary receives a **Swimming Coach/Instructor Renewal of Registration Form** as in Appendix A indicating the name of the coach(es) or swimming instructor(s) and accompanied by the prescribed renewal fees.
- GR9.6 Only persons registered with the BSF as swimming coaches or swimming instructors under Rule

Part I: GENERAL RULES

GR9.1 above are entitled to represent a BSF Club, BSF-registered competitors or themselves at any sanctioned competition including the pool deck area; may enter competitors in such competitions; may submit official protests; may nominate competitors for National Team selection; may receive copies of official meet results; and/or may apply to the BSF for training purposes of BSF-registered competitors at the Betty Kelly Kenning National Swim Complex.

PART II

COMPETITION RULES

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CR1 CLASSES OF COMPETITION:

- CR1.1 The only classes of competition recognised by the BSF where the BSF or member clubs host or sponsor a sanctioned competition, swim meet, marathon, Class "A" Time Trial, or Class "B" Time Trial shall consist of the following:-
- CR1.1.1 Age Group: restricted to all registered competitors in the age groups recognised under Rule CR2 below;
- CR1.1.2 Open: open to all registered or certified competitors, regardless of age.
- CR1.1.3 Masters: restricted to registered or certified competitors 25 years of age or older;
- CR1.2 The only forms of competition recognised by the BSF where the BSF or member clubs host or sponsor a sanctioned competition, swim meet, marathon, Class "A" Time Trial, or Class "B" Time Trial shall consist of the following:-
- CR1.2.1 Combination/Mixed: open to all registered age group and open/senior competitors;
- CR1.2.2 Open Water: open to all registered or certified competitors, regardless of age, and subject to any entry conditions/restrictions imposed by the host club or organisation, or, by the BSF;
- CR1.2.3 Closed: restricted to members of the same club or organisation;
- CR1.2.4 Invitational: open only to those clubs or registered competitors invited by a BSF member club.

CR2 AGE GROUP RULES:

- CR2.1 For the purposes of Age Group competitions and Age Group records, the BSF recognises the following age groups:
- 8 and Under
 - 9 - 10
 - 11 - 12
 - 13 - 14
 - 15 and Over
- CR2.2 A competitor's eligibility to participate in any particular age group under Rule CR2.1 above shall be determined by the competitor's age as of midnight on 31st December of the previous year.
- CR2.2.1 A member club may use only the age groups for individual or relay events at a sanctioned competition as stated in the Program of Events accompanying the Sanction Application.
- CR2.2.2 A member club may use different age groups for individual and/or relay events at a sanctioned competition than those stated in Rule CR2.1 above.
- CR2.3 **Time-Only Swims:**
- CR2.3.1 Where events are not scheduled for a competitor's age group at a BSF sanctioned swim meet, a competitor or the competitor's coach may indicate the competitor's intention to participate in events scheduled for another age group on the **Meet Entry Form** for the purpose of enabling the competitor to obtain entry times or qualifying time standards.
- CR2.3.1.1 Where events are not scheduled for a competitor's age group, or, where events are scheduled for a competitor's age group but the competitor has not entered those events on the **Meet Entry Form**, the Meet Director/Meet Management Committee may, in its sole discretion, permit the competitor to give notice at the swim meet of intention to participate in those events for the purpose of enabling the competitor to obtain entry times or qualifying time standards.
- CR2.3.1.2 Notice of time-only swims shall be completed by an unattached competitor or a competitor's coach on the **Time-Only Swims Form** as in Appendix A and submitted to the Referee within

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Thirty (30) minutes before the sanctioned starting time of any session of a swim meet. If such notice is not submitted within the stated time period, a competitor shall not be permitted to swim for time-only in any events.

CR2.3.1.3 The Referee is responsible for assigning time-only competitors to an empty lane in any heat or event.

CR2.3.1.4 The events shall be included in the competitor's entry limit total and the competitor shall not be eligible for rewards, points or records.

CR2.3.2 All time-only competitors shall be announced as such.

CR2.4 **Open Events:**

CR2.4.1 A competitor may swim in an open event, that is, one with no age restrictions, provided that the event is not scheduled for his age group.

CR2.4.2 The competitor shall be eligible for reward and/or points.

CR2.4.3 The event shall be included in the competitor's total entry limit.

CR3 **EVENTS:**

CR3.1 Programmes of events for senior and age-group meets, and those of mixed classification (that is, a combination of age group and senior) can be adapted to suit local conditions and requirements. The programme of events shall accompany the meet sanction application.

CR3.2 **Individual Events:**

	Men	Women
Freestyle:	50, 100, 200, 400 metres/ yards, 500 yards, 1500 metres, 1650 yards	50, 100, 200, 400 metres/yards, 500 yards, 800 metres/yards
Breaststroke:	50, 100, 200 metres/yards	50, 100, 200 metres/yards
Backstroke:	50, 100, 200 metres/yards	50, 100, 200 metres/yards
Butterfly:	50, 100, 200 metres/yards	50, 100, 200 metres/yards
Individual Medley:	100, 200, 400 metres/yards	100, 200, 400 metres/yards

CR3.3 **Relays:**

Freestyle:	200, 400, 800 metres/yards	200, 400, 800 metres/yards
Medley:	200, 400 metres yards	200, 400 metres/yards

CR3.3.1 **Mixed Relays:** 200 metres/yards 200 metres/yards

CR3.4 During each calendar year, the programme of events offered by member clubs for competitors in the 11-12 and older age groups at each sanctioned competition must include a minimum of four (4) of the individual events mentioned in Rule CR3.2 above. The programme of events offered for these age groups shall not be duplicated by the member club but it may include one (1) individual event previously offered by the club.

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CR4 MEET SCHEDULE AND PROGRAMME CHANGES:

- CR4.1 The entry provisions, date and starting time of any event or meet or session of a meet shall be as stated on the entry blank.
- CR4.2 The date and starting time of an event or meet or session or session of a meet shall not be changed to an earlier date or time.
- CR4.3 No part of a BSF-approved sanction shall be changed unless first approved by the Competition Committee and subsequently confirmed in writing by the BSF Secretary not less than Ten (10) days before the entry deadline.
- CR4.4 Any approved changes of events, date, starting time or venue must be published and distributed to member clubs and unattached competitors not less than Seven (7) days prior to the entry deadline.
- CR4.5 The order of events as published must not be changed but the Referee may consolidate any heats.
- CR4.6 For distances of 200 metres/yards or longer, the Referee may permit any combination of strokes, ages, sexes and/or distances in the pool simultaneously, so long as there is one empty lane between any competitor(s) of different strokes, ages sexes and/or distances.
- CR4.7 **Postponement or Cancellation:**
- CR4.7.1 If, prior to the start of the meet, conditions prohibit safe, fair and equitable competitions, the Meet Director/Meet Management Committee may postpone or cancel the meet.
- CR4.7.2 Where the meet has actually commenced and where conditions prohibit safe, fair and equitable competition, the Referee may postpone or cancel the meet, subject to agreement of the Meet Director/Meet Management Committee.

CR5 DUAL, TRIANGULAR AND QUADRANGULAR MEETS

- CR5.1 In 5 or 6 lane swimming pools, each team may enter three competitors, only two of whom may score any points.
- CR5.1.1 In 8 lane swimming pools, each team may enter four competitors, only three of whom may score any points.
- CR5.2 Each competitor may swim in either:
- CR5.2.1 three (3) events, one of which must be a relay; or
- CR5.2.2 the number of events agreed upon by all participating clubs, subject to Rule CR7.3 below.
- CR5.3 Each team must submit **Meet Entry Forms** according to Rules CR7.4 and CR7.5 and/or CR7.6 below.
- CR5.4 The minimum number of officials required for a dual, triangular or quadrangular meet shall be the same as those stated in Rule CR17.2 below.

CR6 ALL OTHER SWIM MEETS

- CR6.1 For all other swim meets, each club or team may enter as many competitors as they wish.
- CR6.2 The results of all other swim meets will not be deemed official results unless at least two (2) clubs or teams participate.
- CR6.3 During each calendar year, every registered club must enter a minimum of five (5) of their

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registered competitors in at least one (1) sanctioned competition outside of its island, region or zone.

- CR6.4 During each calendar year, every competitor registered as Unattached must participate in at least one (1) sanctioned competition outside of his or her island, region or zone.
- CR6.5 Any registered club that fails to comply with Rule CR6.3 above will be subject to a fine of up to One Thousand (\$1,000.00) dollars. Any Unattached competitor who fails to comply with Rule CR6.4 above will be subject to a fine of up to Five Hundred (\$500.00) dollars.
- CR6.6 Pursuant to the Judicial Rules in Part XI of these Rules, any fines may be appealed to the Board of Review.

CR7 TIME TRIALS

CR7.1 Class "A" Time Trials:

- CR7.1.1 Class "A" Time Trials may be held by member clubs for the purpose of enabling registered competitors to obtain entry times for club meets or the National Championships.
- CR7.1.2 Class "A" Time Trials may include any combination of strokes, age-groups and sexes in the pool simultaneously.
- CR7.1.3 Sanction application for Class "A" Time Trials must be submitted no later than twenty-one (21) days prior to the scheduled date of the time trial.
- CR7.1.4 Officials required for Class "A" Time Trials shall be the same as those stated in Rule CR17.2 of this Part of these Rules.
- CR7.1.5 The entry deadline for a Class "A" Time Trial must be at least 10 days or more before the date of the time trial.

CR7.2 Class "B" Time Trials:

- CR7.2.1 Member clubs may apply to the Council for a sanction to hold a Class "B" Time Trial for the purpose of providing competitors with the opportunity to attain qualifying time standards for national swim teams or to set any BSF records.
- CR7.2.2 Sanction application for Class "B" Time Trials shall be submitted no later than 21 days prior to the scheduled date of the time trial.
- CR7.2.3 Not less than three (3) days after receipt of approval of the **Sanction Application** for a Class "B" Time Trial, the host organization shall publish and circulate to all member clubs and unattached competitors all information pertaining to the Time Trial.
- CR7.2.4 All officials at a Class "B" Time Trial shall be selected, approved and appointed by the Director of Officials.
- CR7.2.5 The officials required at a Class "B" Time Trial shall be the same as those stated in Rule CR17.2 of this Part of these Rules.
- CR7.2.6 Clubs making application for sanction of a Class "B" Time Trial shall comply with all pertinent BSF Rules and regulations.
- CR7.2.7 The entry deadline for a Class "B" Time Trial must be at least 10 days or more before the date of the time trial.

CR8 ENTRIES:

- CR8.1 Only eligible and registered competitors shall enter competitions sanctioned by the BSF or any Member of FINA.

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- CR8.2 A competitor's entry times for individual events at club meets shall have been achieved at sanctioned competitions during the twelve (12) month period preceding the meet entry deadline. Every competitor shall submit an entry time achieved within the twelve (12) month period preceding the entry deadline, unless such competitor has not swum the specific event during that period.
- CR8.2.1 For sanctioned competitions in a Long Course Metres (LCM) Pool, the competitors or teams entry times must be achieved in a LCM Pool.
- CR8.2.2 For sanctioned competitions in a Short Course Metres (SCM) Pool, the competitors or teams entry times must be achieved in a SCM Pool.
- CR8.2.3 For sanctioned competitions in a Short Course Yards (SCY) Pool, the competitors or teams entry times must be achieved in a SCY Pool.
- CR8.3 **Entry Limitations:**
- CR8.3.1 For meets offering only timed finals, a maximum of five (5) individual entries per day (excluding relays) is permitted.
- CR8.3.2 For meets offering preliminary heats and finals, a maximum of three (3) individual entries per day (excluding relays) is permitted.
- CR8.3.3 For meets offering both preliminary heats, finals and timed finals, a maximum of three (3) individual events per day (excluding relays) is permitted. If the competitor is entered in timed finals events only, Rule CR8.3.1 shall apply.
- CR8.4 **Submission of Entries: Individual Events**
- CR8.4.1 **Meet Entry Forms** as in Appendix A shall contain the following:
- (1) the name of the club, or unattached competitor, submitting it;
 - (2) each competitor's sex and competition age group;
 - (3) the name and BSF or national swimmer registration number of each competitor entered;
 - (4) the event numbers and entry times of each competitor, or the designation "NT" if No Time is applicable;
 - (5) the signature of the unattached competitor, or, a club's coach or officer; and
 - (6) the **Meet Entry Form**, when returned to the host club, shall be accompanied with the prescribed individual entry fees and BSF Surcharges (if any).
- CR8.5 **Submission of Entries: Relay Events**
- CR8.5.1 **Meet Entry Forms** for relay teams only shall contain the following:
- (1) the name of the club submitting it;
 - (2) the sex and the age group in which the team will compete, or the designation "Mixed", if applicable;
 - (3) the event numbers and entry times of the team, or the designation "NT" if No Time is applicable;
 - (4) the designation "Team A", "Team B", etc., when 2 or more teams are entered in the same event by the same club;
 - (5) the signature of the relay team's unattached competitors, or, a club's coach or officer; and
 - (6) the **Meet Entry Form**, when returned to the host club, shall be accompanied with the prescribed relay entry fees and BSF Surcharges (if any).
- CR8.6 **Submission of Entries: Computer Diskettes**
- CR8.6.1 Meet entries may be submitted on computer diskette(s) and shall be as valid as if they were written or printed out.

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- CR8.6.2 Where meet entries are submitted on computer diskette, the coach assumes all of the same responsibilities and liabilities under this Rule as if they were written or printed out.
- CR8.7 **Conversion of Entry Times:**
- CR8.7.1 **LCM Meets in LCM Pools:** If a competitor or a relay team has not achieved an entry time for an event in a 50 Metre (LCM) Pool but has achieved an entry time for that event in a 25 Metre (SCM) pool or 25 Yard (SCY) pool, the competitor or relay team's entry time may be converted to an LCM Entry Time according to the following formula:
(i) From SCM to LCM: multiply by 1.0222;
(ii) From SCY to LCM: multiply by 1.1347.
- CR8.7.2 **SCM Meets in SCM Pools:** If a competitor or a relay team has not achieved an entry time for an event in a 25 Metre (SCM) Pool but has achieved an entry time for that event in a 50 Metre (LCM) pool or 25 Yard (SCY) pool, the competitor or relay team's entry time may be converted to an SCM Entry Time according to the following formula:
(i) From LCM to SCM: multiply by 0.97831;
(ii) From SCY to SCM: multiply by 1.11.
- CR8.7.3 **SCY Meets in SCY Pools:** If a competitor or a relay team has not achieved an entry time for an event in a 25 Yard (SCY) Pool but has achieved an entry time for that event in a 25 Metre (SCM) pool or 50 Metre (LCM) pool, the competitor or relay team's entry time may be converted to an SCY Entry Time according to the following formula:
(i) From SCM to SCY: multiply by 0.901;
(ii) From LCM to SCY: multiply by 0.8814
- CR9 WITHDRAWALS:**
- CR9.1 **Scratches:**
- CR9.1.1 All notices of withdrawals or scratches shall be completed by an unattached competitor or a competitor's coach on the **Swimmer Withdrawals/Scratches Form** as in Appendix A.
- CR9.1.2 An unattached competitor or a coach shall submit notice of any withdrawals or scratches on the **Swimmer Withdrawals/ Scratches Form** to the Referee not less than Thirty (30) minutes prior to the start of any session of a meet.
- CR9.1.3 All competitors entered in a sanctioned competition must report to the Clerk of Course not less than (i) ten (10) minutes for the first four (4) heats of the competition or session and thereafter (ii) three (3) heats, before the start of their race. The Clerk of Course, after consultation with the Referee, must scratch any competitor from the race who fails to report for the start in compliance with this Rule.
- CR9.2 There shall not be any penalty imposed upon a competitor or team withdrawing from or scratching an event at club meets.
- CR9.3 **Withdrawal: Non-Conforming Water Temperature**
- CR9.3.1 Where at the commencement of a meet the water temperature does not conform to that stated in Rule TSR13.3.11 of the Technical Swimming Rules and the meet director/meet management committee and /or referee allows the meet to proceed. A club or competitor shall have the right to withdraw from the meet and claim a refund of the entire entry fee.
- CR10 SEEDING OF HEATS AND FINALS:**
- The seeding of competitors shall be as follows:-
- CR10.1 **Preliminary Heats:**
- CR10.1.1 The Meet Management Committee shall list all competitors entered in individual events in order

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based on the competitors' best competitive times on the **Meet Entry Forms**. Competitors designated "N.T." shall be considered the slowest entrants and shall be placed at the end of the list. Lanes for each heat shall be assigned according to Rule CR10.4.1 below. Based on their submitted times, competitors shall be placed in preliminary heats according to the following criteria:-

- CR10.1.2 One heat - may be seeded as a final and swum during the final session, at the Referee's discretion.
- CR10.1.3 Two heats - the fastest competitor shall be seeded in the second heat; the second fastest in the first heat; the third fastest in the second heat; the fourth fastest in the first heat, and so on, alternately seeding the next fastest competitors in the second and first heats, in descending order of submitted times.
- CR10.1.4 Three heats - the fastest competitor shall be seeded in the third heat; the second fastest in the second heat; the third fastest in the first heat; the fourth fastest in the third heat; the fifth fastest in the second heat; the sixth fastest in the first heat, and so on, alternately seeding the next fastest competitors in the third, second and first heats, in descending order of submitted times.
- CR10.1.5 Four or more heats - the last three heats shall be seeded according to Rule CR10.1.4 above. The heat preceding the last three heats shall consist of a group of the next fastest competitors; the heat preceding the last four heats shall consist of a group of the next fastest competitors; the heat preceding the last five heats shall consist of a group of the next fastest competitors, and so on, seeding groups of the next fastest competitors in descending order of submitted times.
- CR10.1.6 **Exceptions:** When there are two or more preliminary heats for an event, there shall be a minimum of three seeded competitors in any heat but subsequent scratches/withdrawals may reduce the number of competitors in such heat to less than three.
- CR10.2 **Semi-Finals and Finals:**
- CR10.2.1 Lanes shall be assigned according to Rule CR10.4.1 below based on times accomplished in preliminary heats.
- CR10.2.2 In the event that competitors from the same or different heats have equal times registered to 1/100th of a second for the last qualifying place in a semi-final or final, there shall be a swim-off to determine which competitor shall advance to the final. Such swim-off shall take place not less than Twenty (20) minutes and not more than one (1) hour after all competitors involved in the tie have completed their heat. The swim-off shall be timed and judged in the same manner as the original preliminary heat or heats. For the purposes of the semi-finals or final, the official time of the winner of the swim-off shall be his time accomplished in the original preliminary heat. If disqualifications leave a vacancy for the full complement of finalists, swim-offs shall be continued among the disqualified competitors until a full complement of finalists is achieved.
- CR10.2.3 Where one or more competitors scratch from a semi-final or final, substitutes will be called in order of classification in heats. The event or events must be re-seeded and supplementary heat sheets must be issued detailing the changes or substitutions as in Rule CR10.4.1 below.
- CR10.3 **Timed Finals:**
- CR10.3.1 The last heat shall be comprised of a group of competitors with the fastest submitted times; each heat preceding the last heat shall be comprised of a group of the next fastest competitors in descending order of submitted times, with the first heat comprised of the slowest competitors.
- CR10.3.2 Lanes for each heat shall be assigned according to Rule CR10.4.1 below.
- CR10.3.3 There shall be a minimum of three (3) competitors or relay teams seeded into any one timed final event. The last heat should be a full heat, but the requirement of seeding three (3) into any heat may result in failure to fill the final heat.

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CR10.4 **Assignment of Lanes:**

CR10.4.1 Assignment of lanes shall be (Lane Number 1 being on the right side of the pool when facing the course from the starting end) by placing the fastest competitor or team in the centre lane in the pool with an odd number of lanes, or, in Lane 3 or 4 respectively in pools having 6 or 8 lanes. The competitor having the next fastest time is to be placed on the left of the fastest competitor, then alternating the others to right and left according to the submitted times. Competitors in any events with identical times shall be assigned their lane positions by draw within the aforesaid pattern.

CR10.4.2 When 25 metre or yard events are swum in a short course pool, or when 50 metre events are swum in a long course pool, such events may be swum either from the starting end to the turning end, or, from the turning end to the starting end. Regardless of which way the race is swum, the competitors shall be seeded in the same lanes in which they would be seeded if they were both starting and finishing at the starting end.

CR11 **COUNTERS:**

CR11.1 **Human Counters:**

CR11.1.1 Where there are no, or insufficient, Turn Judges at a sanctioned competition for individual freestyle events of 800 metres/yards or more, a competitor may appoint one Counter to call lengths or indicate lengths by visual sign.

CR11.1.2 Human Counters are limited to one per competitor.

CR11.1.3 The persons acting as Counter shall take up position at the turning end of the pool. The Counter must record the number of laps completed by the competitor and must keep the competitor informed of the remaining number of laps by displaying "lap cards."

CR11.2 **Visual Counters:**

CR11.2.1 When one-lap counters are used, they must be positioned at the turning end.

CR11.2.2 One-lap counters may be lowered into the water at the end of the competitor's lane, provided that, in the opinion of the Referee, they do not physically aid the competitor, interfere with another competitor, or present any safety hazard. Semi electronic equipment may be used, including under water display.

CR11.3 **Counter Error:**

CR11.3.1 In the event of official or counter error, it is the responsibility of the competitor to complete the prescribed distance.

CR12 **SCORING:**

CR12.1 **Individual and Relay Events:**

CR12.1.1 **Dual, Triangular and Quadrangular Meets:**

The point scoring system for first and subsequent places at Dual, Triangular and Quadrangular Meets shall be as follows:-

	Individual	Relay
Dual Meets	5-3-1-0/9-7-5-3-1-0	7-0/7-3-0
Triangular/Quadrangular Meets	6-4-3-2-1-0/8-6-5-4-3-2-1-0	8-4-0/12-8-4-0

CR12.1.2 **Other Meets:**

The point scoring system for first and subsequent places for individual and relay events at all

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other swim meets shall be governed by the number of lanes in the swimming pool and shall be as follows for individual events:-

5 Lane Pools	6-4-3-2-1
6 Lane Pools	7-5-4-3-2-1
8 Lane Pools	9-7-6-5-4-3-2-1
10 Lane Pools	11-9-8-7-6-5-4-3-2-1

CR12.1.3 The point values for relay events shall be double those set out in Rule CR12.1.2 above.

CR12.2 **Mixed Meets:**

When the class of competition is mixed, that is, when the events offered are for both Age Group competitors and Senior/Open competitors, the point scoring system must be identical to the point scoring set out in Rules CR12.1.1 or CR12.1.2 above.

CR12.3 **Ties:**

CR12.3.1 **Points and/or Places:**

Where two or more competitors tie for any place in any event, the points credited to such place and the place next in order shall be equally divided between such competitors. For example, 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 together and divided in half. If three tie for first place, the points to be credited to the first three places shall be added together and divided into thirds. The same principle shall apply to ties for second and subsequent places.

CR12.3.2 **Awards:**

Where two or more competitors tie for any place, duplicate awards will be given to each of the tied competitors. No awards shall be given for the place or places immediately following the tied positions. If two tie for first place, there shall be no award for second place. If three tie for first place, there shall be no award for second and third place. The same principle shall apply to ties for second and subsequent places.

CR12.4 **Scoring and Awards on a Disqualification:**

When an individual competitor or relay team is disqualified, the following places will move up accordingly and points awarded to conform to the places.

CR12.5 **Scoring By Age Group:**

Where the host club or organization offers individual or relay events with different age groups from those specified in Rule CR2.1 above, the host club or organization must assign the point scoring system set out in Rules CR12.1.2 and CR12.1.3 above for the events in each of the meet's age groups.

CR13 **PRIZES OR AWARDS:**

All prizes or awards shall be specified and indicated in the **Sanction Application Form** as follows:

1st to 3rd Place: Medals or Trophies

4th to 5th Place/4th to 6th Place/4th to 8th Place/4th to 10th Place: Medals or Ribbons

11th Place or lower: At the discretion of the host club or organization.

CR14 **COSTUMES:**

CR14.1 All costumes of all competitors shall be in good moral taste and suitable for the sport of swimming.

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- CR14.2 All costumes shall be non-transparent.
- CR14.3 The Referee of a competition has the authority to exclude any competitor whose costume does not comply with this Rule.
- CR15 BANNED SUBSTANCES:**
- CR15.1 A competitor in any competition sanctioned by the BSF or any Member of FINA or FINA shall not use any drug or other substance which appears on FINA's List of Banned Substances in force at the time of the competition.
- CR15.2 Any competitor selected by the BSF to participate in any regional or international swimming competitions where FINA-mandated doping control is likely to be conducted or qualifying for the National Championships shall not be eligible to participate in such competitions unless the competitor has submitted a **Declaration of Medications Form** as in Appendix A to the BSF Secretary on or before 31st December in each year and a **Medical Notification Form** as in Appendix A to his/her head coach or club official. The form shall state the nature of the competitor's medical condition, identify the prescribed medications and be signed by the competitor, the competitor's coach (if any), and the registered medical practitioner prescribing same.
- CR15.2.1 Any competitor selected by the BSF to participate in any regional or international swimming competitions or qualifying for the National Championships shall be subject to doping control testing by the BSF. Such testing shall be conducted according to current FINA Medical Rules and Doping Control Rules.
- CR15.3 All competitors and all member clubs shall comply with the Medical Rules and Doping Control Rules of FINA, any Member of FINA and the BSF.
- CR15.4 The BSF shall report the proceedings and conclusions of all hearings resulting from doping controls carried out by it to FINA.
- CR15.5 For the purposes of these Rules, the following shall be regarded as "doping offenses":
- (a) the finding in the competitor's body tissue or fluids of a banned substance;
 - (b) the use or taking advantage of banned techniques;
 - (c) admitting having taken advantage of, or having used, a banned substance or a banned technique;
 - (d) the failure or refusal of the competitor to submit to doping control;
 - (e) assisting or encouraging others to use a banned substance or banned technique, or admitting having assisted or incited others;
 - (f) trading, trafficking, distributing or selling any banned substance.
- CR15.6 Banned techniques include:
- (a) blood doping (including the use of erythropoietin (EPO));
 - (b) use of substances and methods which alter the integrity and validity of urine or blood samples used in doping control.
- CR15.7 If a competitor or other person is found to have violated a doping rule as set forth in these Rules or the Judicial Rules or the FINA Doping Control Rules, or such person waives his or her right to a hearing, the competitor shall be suspended for a period similar to the FINA Doping Control Rules in effect at the time of testing.
- CR15.8 A competitor is ineligible to compete in competitions sanctioned by the BSF or by any FINA

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member while under suspension or if expelled, by FINA, or by the BSF for violations of this Part of these Rules.

CR16 ADVERTISING:

CR16.1 The following conditions shall apply at all BSF sanctioned competitions:

CR16.1.1 Technical equipment when worn in the Water:

Identification in the form of two logos, one of the manufacturer and one of another sponsor on each swimwear, (i.e.: swimsuit and cap), not exceeding 16 square centimetres each is permitted. A two-piece swimsuit will be regarded as one swimwear.

CR16.1.2 Pool Deck equipment:

Towels and bags may carry two advertisements. Track Suits and Officials' uniforms may carry two advertisements on the top and two on the trousers or skirt. The logo of the manufacturer may be repeated, but the same name may be used only once on each article or garment.

CR16.2 Advertising which is disallowed:

CR16.2.1 Body advertising in any way whatsoever.

CR16.2.2 Advertising for tobacco or alcohol.

CR16.3 In all cases of doubt as to suitability or taste, advertisements should be submitted to the BSF Secretary not less than 10 days prior to the BSF sanctioned competition, for approval by the Council.

CR16.4 At all BSF sanctioned competitions, the Referee shall be solely responsible for all issues relating to suitability, taste, size, location and positioning of any and all advertisements affected by these rules.

CR17 MANAGEMENT OF COMPETITIONS:

CR17.1 The Meet Director or Meet Management Committee is appointed by the member club or the BSF Council.

CR17.2 The Meet Director/Meet Management Committee shall:

CR17.2.1 ensure that Sanction is obtained;

CR17.2.2 distribute meet invitations with all pertinent meet information;

CR17.2.3 ensure that entries are processed;

CR17.2.4 organize programmes and/or heat sheets;

CR17.2.5 select persons to officiate in all positions except Referee, Starter, Stroke Judges and Turn Judges;

CR17.2.6 ensure readiness of the pool facility and the availability of supplies;

CR17.2.7 order awards and prizes;

CR17.2.8 distribute printed results, certified by the Referee(s) as official results to all member clubs and the BSF, and provide clubs with the same official results on computer diskette(s), such diskette(s) to be supplied by the club requesting the same;

CR17.2.9 organize press coverage when required;

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- CR17.2.10 provide a Meet Check-in area for the competitors and the Clerk of Course. The Meet Check-in area must include sufficient chairs or benches to assemble at least four (4) heats of competitors prior to their events.
- CR17.3 The Meet Director/the Meet Management Committee shall have jurisdiction over all matters not assigned by these Rules to the Referee, Judges or other officials, and shall have power to postpone events and give directions consistent with these Rules.
- CR17.4 The Director of Officials will select and appoint certified officials to the positions of Referee, Starter, Stroke Judges and Turn Judges for each session at every sanctioned competition.
- CR18 OFFICIALS: REQUIREMENTS**
- CR18.1 All officials shall arrive not less than thirty (30) minutes prior to the start of the competition and report immediately to the Referee.
- CR18.2 For all sanctioned competitions, there shall be the following minimum number of officials present:
- CR18.2.1 **When Automatic Officiating Equipment is used:**
- (a) 1 Referee (who may also act as Starter/Stroke Judge/Turn Judge);
 - (b) 1 Starter;
 - (c) 1 Chief Timekeeper plus 2 additional Timekeepers and a minimum of 2 (but preferably 3) Timekeepers per lane;
 - (d) 4 Stroke Judges;
 - (e) Turn Judges: Minimum of 3 (for 5 or 6 lane pools) or 4 (for 8 lane pools) at each end of the pool but preferably 1 at each end of each lane;
 - (f) 1 Announcer;
 - (g) 1 Chief Recorder (who shall also act as Computer Operator);
 - (h) 1 Chief Finish Judge (who shall also act as Automatic Officiating Equipment Operator);
 - (i) 1 False Start Rope Person (optional);
 - (j) 1 Clerk of Course (who may also act as Marshal);
 - (k) 1 Finish Judge (optional).
- CR18.2.2 **When Automatic Officiating Equipment is not used:**
- Same as in Rule CR18.2.1 above, except:
- (c) 1 Chief Timer plus 2 additional Timekeepers and 3 Timekeepers per lane (mandatory); plus
 - (k) 1 Chief Finish Judge (mandatory); and
 - (l) 1 Finish Judge (mandatory).
- CR18.2.3 As a courtesy, the host club of any BSF sanctioned swim meet may, with the prior written approval of the Director of Officials, allow a visiting non-BSF club to furnish any number of foreign certified officials for a sanctioned dual, triangular or quadrangular meet.
- CR18.3 Any officer of the BSF or the Director of Officials may notify the host club of a BSF sanctioned competition in writing that trainee meet officials will be present on the pool deck assisting the certified meet officials with their duties.
- CR18.4 Officials other than the Referee may act in more than one capacity only when sufficient officials are not available but no official shall simultaneously time and judge the order of finish.
- CR18.5 The Chief Referee, Referee, Starter, Stroke Judge(s), Turn Judge(s), Chief Recorder, Chief Timekeeper and Chief Finish Judge at any BSF sanctioned competition shall be certified as such by the BSF or another Member of FINA.
- CR18.6 There shall be a Representative appointed by the Council present at all BSF sanctioned competitions.
- CR18.7 Unless otherwise approved on the sanction application, Automatic Officiating Equipment shall be

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used at every BSF sanctioned competition.

CR18.8 No person registered with the BSF as a coach or swimming instructor under General Rule GR9 in Part I of these Rules may act or function as a Referee, Starter, Stroke Judge, Turn Judge, Recorder (including Chief Recorder), Finish Judge (including Chief Finish Judge) or Timekeeper (including Chief Timekeeper) at any BSF sanctioned competition.

CR19 OFFICIALS: DUTIES AND RESPONSIBILITIES

CR19.1 Referee:

CR19.1.1 The Referee shall have full control over all officials, approve their assignments, and instruct them regarding all special features or regulations related to the competition. He shall enforce all rules and decisions of the BSF and shall decide all questions relating to the actual conduct of the meet, event or competition, the final settlement of which is not otherwise covered by these Rules. He may appoint additional officials if he considers it necessary.

CR19.1.2 The Referee shall ensure that all competitors shall have fair, equitable and uniform conditions of judging.

CR19.1.3 The Referee may intervene in the competition at any stage to ensure that the BSF regulations are observed, and shall adjudicate all protests related to the competition in progress.

CR19.1.4 The Referee shall ensure that all necessary officials are in their respective posts for the conduct of the competition. He may appoint substitutes for any officials who are absent, incapable of acting or found to be inefficient. He may appoint additional officials if he considers it necessary.

CR19.1.5 At the commencement of each event, the Referee shall signal to the competitors by a short series of whistles inviting them to remove all clothing except for swimwear, followed by a long whistle indicating that they should take their positions on the starting platform (or, for backstroke swimming and medley relays, to immediately enter the water). A second long whistle shall bring the backstroke and medley relay competitor immediately to the starting position.

CR19.1.6 When the competitors and officials are prepared for the start, the Referee shall gesture to the Starter with a stretched out arm, indicating that the competitors are under the Starter's control. The stretched out arm shall stay in that position until the start is given.

CR19.1.7 The Referee shall disqualify any competitor for any violation of the rules that he personally observes. The Referee may also disqualify any swimmer for any violation reported to him by other authorised officials. All disqualifications are subject to the decision of the Referee.

CR19.1.8 The Referee shall record any violation in duplicate on signed cards or slips detailing the event and heat numbers, the lane number, competitor's name and reason for disqualification and shall deliver one copy to the Chief Recorder and the other copy to the competitor involved or to the competitor's coach.

CR19.1.9 When using Finish Judges without three (3) digital watches, the Referee shall determine placing where necessary and the Referee's decision shall be final. If Automatic Officiating Equipment is available and operating, it shall be consulted as stated in Rule TSR11 of the Technical Swimming Rules in Part III of these Rules.

CR19.1.10 The Referee is responsible for certifying all competition results as official results. In so certifying, the Referee must personally review the results of the Automatic Officiating Equipment used at the competition and satisfy himself or herself (i) that the recorded times and places of the competitors in each heat or event are correct and (ii) that the correct procedures were followed in determining a competitor's official time or official manual time, if the Automatic Officiating Equipment malfunctioned or was not stopped by the competitor.

CR19.1.11 The Referee must file a **Referee's Meet Report Form** as in Appendix A with the BSF Assistant Secretary within seven (7) days after the conclusion of the competition, regarding the competition officials, organization of the competition and the results of any protests occurring during the competition, plus any forfeited protest fees.

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CR19.2 **Starter:**

CR19.2.1 The Starter shall have full control of the competitors from the time the Referee turns them over to the Starter under Rule CR19.1.6 above until the race is commenced and shall start each event or heat according to the Start rules in Rule TSR1 of the Technical Swimming Rules in Part III of these Rules.

CR19.2.2 The Starter shall report a competitor to the Referee for delaying the start, for wilfully disobeying an order, or for any other misconduct taking place at the start, but only the Referee may disqualify a competitor for such delay, wilful disobedience or misconduct. Such disqualification shall not be considered as a false start.

CR19.2.3 The Starter shall have the power to decide whether the start is fair, subject only to the decision of the Referee. If the Starter believes that the start is not fair, he shall recall the competitors after the signal for the start has been given. After a false start has occurred, the Starter shall not recall the competitors after the signal for the start has been given. (See also Rules TSR1.4 and TSR1.5 of the Technical Swimming Rules in Part III of these Rules).

CR19.2.4 When starting an event, the Starter shall stand on the side of the pool within approximately five (5) metres of the starting edge of the pool where the Timekeepers can see and/or hear the starting signal and the competitors can hear the signal.

CR19.3 **Turn Judges:**

CR19.3.1 Turn Judges shall be assigned to one or more lanes at each end of the pool.

CR19.3.2 Each Turn Judge shall ensure that competitors comply with the relevant rules for turning, commencing from the beginning of the last arm stroke before touching and ending with the completion of the first arm stroke after turning. The Turn Judges at the starting end of the pool shall ensure that the competitors comply with the current rules from the start and ending with completion of the first arm stroke. The Turn Judges at the finish end of the pool shall ensure that the competitors finish their race according to the current rules.

CR19.3.3 Turn Judges at the starting end in relay events shall determine whether the starting competitor is in contact with the starting platform when the preceding competitor touches the starting wall. When Automatic Officiating Equipment which judges relay take-offs is used in any competition, the placings and times so determined and relay take-offs judged by such Equipment shall have precedence over the timekeepers.

CR19.3.4 Upon observing an infraction, the Turn Judge shall signal to the Referee by raising an arm with an open hand. The Turn Judge shall record any turn violation in duplicate on signed cards detailing the event and heat numbers, the lane number and the infringement. The Turn Judge shall deliver both copies to the Referee. If the Referee confirms the violation, he shall sign both copies and shall transmit one copy to the Chief Recorder or Chief Finish Judge and shall deliver the other copy to the disqualified competitor or to the competitor's coach.

CR19.3.5 The failure of the Turn Judge to signal the Referee by raising an arm with an open hand shall not negate any infraction observed and reported by that judge.

CR19.3.6 Each Turn Judge at the starting end shall give a warning signal when the competitor in his lane has two lengths plus five metres/yards to swim to finish in individual events of 800 and 1500 metres, or, 800, 1000 and 1650 yards. The signal may be repeated after the turn until the swimmer has reached the five (5) metres mark on the lane rope. The warning may be by whistle or bell.

CR19.3.7 In individual events of 800 metres/yards or more, each Turn Judge at the turning end of the pool must record the number of laps completed by the competitor in his lane and keep the competitor informed of the remaining number of laps to be completed by displaying "lap cards". Semi-electronic equipment may be used, including under water display.

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CR19.4 **Stroke Judges:**

- CR19.4.1 Stroke Judges shall be located on each side of the pool. Each Stroke Judge shall ensure that the rules related to the style of swimming designated for the event are being observed, and shall observe the turns to assist the Turn Judge.
- CR19.4.2 Upon observing an infraction, the Stroke Judge shall signal to the Referee by raising an arm with an open hand. The Stroke Judge shall record any stroke violation in duplicate on signed cards or slips detailing the event and heat numbers, the lane number and the infringement. The Stroke Judge shall deliver both copies to the Referee. If the Referee confirms the violation, he shall sign both copies and shall transmit one copy to the Chief Recorder or Chief Finish Judge and shall deliver the other copy to the disqualified competitor or to the competitor's coach.
- CR19.4.3 The failure of the Stroke Judge to signal the Referee by raising an arm with an open hand shall not negate any infraction observed and reported by that judge.

CR19.5 **Chief Timekeeper:**

- CR19.5.1 The Chief Timekeeper shall assign the seating positions for all Timekeepers and the lanes for which they are responsible. There must be a minimum of two (2), and preferably three (3) Timekeepers for each lane. If Automatic Officiating Equipment is not used, there must be two (2) Additional Timekeepers designated, either of whom will be directed to replace a Timekeeper whose watch did not start or stopped during an event, or, who, for any reason, is unable to record the time. When using two (2) or three (3) digital watches per lane, final time and place is determined by time.
- CR19.5.2 The Chief Timekeeper must record or examine the official time on the time card for each lane.
- CR19.5.3 The Chief Timekeeper or his assistant shall collect from the Timekeepers in each lane a card showing the times recorded and deliver same to the Recorders.
- CR19.5.4 The Chief Timekeeper shall inspect the watches and replace them, if necessary.

CR19.6 **Timekeepers:**

- CR19.6.1 Each Timekeeper shall take and record the time of the competitors in the lane assigned to him according to these Rules.
- CR19.6.2 Each Timekeeper shall start his watch at the starting signal and shall stop it when the competitor in his lane has completed the race. Timekeepers may be instructed by the Chief Timekeeper or the Referee to record times at intermediate distances in races longer than 100 metres.
- CR19.6.3 Promptly after each race, and without consultation, the Timekeepers in each lane shall record the times of their watches on the Time Card and give it to the Chief Timekeeper. They shall, if requested, present their watches for inspection. They shall not clear their watches until they receive the "Clear All Watches" signal from the Chief Timekeeper.
- CR19.6.4 Unless a video back-up system is used, it may be necessary to use the full complement of three (3) Timekeepers per lane, even when Automatic Officiating Equipment is used.

CR19.7 **Clerk of Course:**

- CR19.7.1 The Clerk of Course shall receive a seeded list of all competitors in all individual and relay events, indicating the order in which they will swim.
- CR19.7.2 The Clerk of Course shall notify the Referee, the Announcer and the Chief Recorder of any scratches, withdrawals, failure of competitors to report to start and time-only swims.
- CR19.7.3 The Clerk of Course shall assemble competitors prior to each event.
- CR19.7.4 The Clerk of Course shall report any violation noted in regard to advertising under Rule CR16

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above to the Referee.

CR19.8 **Announcer:**

CR19.8.1 At least once before the start of each event, the Announcer shall announce the event number, the sex and age group of competitors, distance of race and style of stroke involved.

CR19.8.2 At least once before the start of each heat, the Announcer shall announce the lane assignment, name and club affiliation (if any) of each competitor, and any time-only competitors.

CR19.8.3 The Announcer shall announce all event results supplied by the Chief Recorder or Chief Finish Judge and all disqualifications.

CR19.8.4 The Announcer shall make any other announcements as requested by the Referee or the Meet Director.

CR19.9 **Marshals:**

CR19.9.1 Marshals shall be responsible for behaviour at the starting platform, the sides of the course and the finish.

CR19.9.2 They shall take positions as instructed by the Referee and maintain stillness in the rear of the starting platform. At each start, they shall prevent spectators and non-participants from entering the pool deck area as defined in Rule TSR14.10 of the Technical Swimming Rules in Part III of these Rules.

CR19.9.3 They shall maintain order among competitors, spectators, officials and coaches. They shall report to the Referee anyone using lewd, indecent, offensive, profane or abusive language, or, whose actions are disrupting the orderly conduct of the meet.

CR19.10 **Recorders:**

CR19.10.1 When Automatic Officiating Equipment is used, the Chief Recorder shall be responsible for the operation of any computer recording the scoring, timing and placing results of the events, and shall list all records established, where appropriate.

CR19.10.2 The Chief Recorder is responsible for checking results from computer printouts or from results of times and placing in each event received from the Referee. The Chief Recorder shall co-sign as witness to the Referee's signature on such results.

CR19.10.3 The Recorders shall note on official results forms the times, places and club affiliation (if any) of all competitors in all events, any withdrawals from heats or finals, all new records established, and maintain scores, where appropriate.

CR19.11 **Chief Finish Judge:**

CR19.11.1 The Chief Finish Judge shall assign each finish judge his position and the placing to be determined.

CR19.11.2 After the race, the Chief Finish Judge shall collect signed result sheets from each Finish Judge and establish the result and placing. Such results shall be delivered to the Referee and the Chief Recorder or the Announcer.

CR19.11.3 When Automatic Officiating Equipment is used, the Chief Finish Judge shall be responsible for the operation of any electronic timing equipment recording the timing and placing of competitors in each heat or event. He shall report the order of finish recorded by the Equipment to the Referee and the Chief Recorder or the Announcer after each race.

CR19.12 **Finish Judges:**

CR19.12.1 Finish Judges shall be positioned in elevated stands in line with the finish where they have at all

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times a clear view of the course and the finish line, unless they operate an Automatic Officiating device in their respective assigned lanes by depressing the "push-button" at the completion of the race.

- CR19.12.2 After each event, the Finish Judges shall decide and report the placing of the swimmers according to the assignments given to them. Finish Judges other than push-button operators shall not act as timekeepers in the same event.
- CR19.13 **Doctor:**
- A physician shall be in attendance during the competition, or on call.
- CR19.14 **BSF Meet Representative:**
- CR19.14.1 The BSF Meet Representative shall be in attendance for the duration of any BSF sanctioned competition.
- CR19.14.2 The BSF Meet Representative shall be an individual member of the BSF appointed by the Council who is not in any way affiliated with the host club or organisation.
- CR19.14.3 The BSF Meet Representative must submit a written report to the BSF Assistant Secretary within seven (7) days of the conclusion of the sanctioned competition, on the **Meet Representative's Report Form** as in Appendix A, regarding the overall organization of the meet and the result of any of protests occurring during the competition.
- CR19.15 **Independence of Officials**
- CR19.15.1 All officials whose duties require making judgments on rules violations shall make their decisions autonomously and independently of each other, unless otherwise stipulated in the BSF Rules.
- CR20 OFFICIALS: CERTIFICATION**
- CR20.1 **Application for Certification:**
- CR20.1.1 Any person desirous of becoming a BSF-certified Chief Timekeeper, Chief Finish Judge, Chief Recorder, Stroke Judge, Turn Judge, Starter, Referee or Chief Referee shall complete and sign an **Official's Certification Application Form** as in Appendix A. The applicant shall indicate on the form the specific category of certification for which he/she is applying. The signed form shall be delivered to the Chairperson of the Officials Committee on completion of all training requirements.
- CR20.2 Every applicant for certification under Rule CR20.1.1 above (except for Chief Timekeeper) shall attend and undergo supervised on-deck training at a minimum of two (2) BSF-sanctioned meets or four (4) individual sessions of any BSF-sanctioned meets. Applicants for certification as Chief Timekeeper shall attend and undergo supervised on-deck training at a minimum of one (1) BSF-sanctioned meet or two (2) sessions of any sanctioned meets.
- CR20.2.1 For the purposes of certification, or re-certification, each day of a meet lasting two (2) or more days shall be deemed to be a separate meet.
- CR20.3 Applicants for certification as a Chief Timekeeper or Chief Finish Judge or Chief Recorder shall:-
- CR20.3.1 actually operate or assist in the operation of digital watches or electronic timing equipment or computer equipment for at least one (1) session at each of such swim meets specified in Rule CR20.2 above under the supervision of a certified Chief Timekeeper or Chief Finish Judge or Chief Recorder; and
- CR20.3.2 pass a written test for the position administered by the Officials Committee. Each applicant shall be entitled to use a copy of the BSF Handbook of Rules while taking the test; and

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- CR20.3.3 attend a minimum of one (1) Officials Clinic for the position conducted by or under the auspices of the BSF within six (6) months before the date of the application.
- CR20.4 Applicants for certification as a Stoke Judge, Turn Judge or Starter shall:-
- CR20.4.1 assist and be supervised by a certified Judge or Starter for at least two (2) meets or four (4) sessions at each of such swim meets specified in Rule CR20.2 above. The applicant shall not actually carry out or perform any of the duties of the certified official; and
- CR20.4.2 pass a written test for the position administered by the Officials Committee. Each applicant shall be entitled to use a copy of the BSF Handbook of Rules while taking the test; and
- CR20.4.3 attend a minimum of one (1) Officials Clinic for the position conducted by or under the auspices of the BSF within six (6) months before the date of the application.
- CR20.5 Applicants for certification as a Referee shall:
- CR20.5.1 assist and be supervised by a certified Referee for at least two meets or four (4) sessions at each of such swim meets specified in Rule CR20.2 above but shall not actually carry out or perform any of the duties of the certified official; and
- CR20.5.2 be a certified Stroke Judge and/or Turn Judge and have served as such for at least four (4) meets or eight (8) individual sessions of BSF-sanctioned swim meets since first becoming certified; and
- CR20.5.3 be a certified Starter and have served as such at a minimum of 2 meets or four (4) individual sessions of BSF-sanctioned swim meets since first becoming certified; and
- CR20.5.4 serve as a certified Stroke Judge, Turn Judge or Starter at a minimum of one (1) individual session of the National Swimming Championships; and
- CR20.5.5 served as a certified official at a minimum of six meets or twelve (12) individual sessions of BSF-sanctioned swim meets
- within the two (2) year period before the date of the application; and
- CR20.5.6 pass a written test for the position administered by the Officials Committee. Each applicant shall be entitled to use a copy of the BSF Handbook of Rules while taking the test; and
- CR20.5.7 attend a minimum of one (1) Officials Clinic for the position conducted by or under the auspices of the BSF,
- within six (6) months before the date of the application.
- CR20.6 Applicants for certification as a Chief Referee shall:
- CR20.6.1 assist and be supervised by a certified Chief Referee for at least two meets or four (4) sessions at each of such swim meets specified in Rule CR20.2 above but shall not actually carry out or perform any of the duties of the certified official; and
- CR20.6.2 be a certified Referee and have served as such for at least four (4) meets or eight (8) sessions of BSF-sanctioned swim meets since first becoming certified; and
- CR20.6.3 be a certified Stroke Judge and/or Turn Judge and have served as such for at least two (2) meets or four (4) individual sessions of BSF-sanctioned swim meets since first becoming certified; and
- CR20.6.4 be a certified Starter and have served as such at a minimum of two (2) meets or four (4) individual sessions of BSF-sanctioned swim meets since first becoming certified; and

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- CR20.6.5 serve as a certified Chief Finish Judge at a minimum of one (1) meet or two (2) individual sessions of BSF-sanctioned swim meets; and
- CR20.6.6 serve as a certified Chief Recorder at a minimum of one (1) meet or two (2) individual sessions of BSF-sanctioned swim meets; and
- CR20.6.7 serve as a certified Stroke Judge, Turn Judge or Starter at a minimum of one (1) individual session of the National Swimming Championships; and
- CR20.6.8 serve as a certified Referee at a minimum of one (1) individual session of the National Swimming Championships; and
- CR20.6.9 serve as a certified official at a minimum of ten (10) meets or twenty (20) individual sessions of BSF-sanctioned swim meets;
- within the three (3) year period before the date of the application; and
- CR20.6.10 pass a written test for the position administered by the Officials Committee. Each applicant shall be entitled to use a copy of the BSF Handbook of Rules while taking the test; and
- CR20.6.11 attend a minimum of one (1) Officials Clinic for the position conducted by or under the auspices of the BSF,
- within six (6) months before the date of the application.
- CR20.7 **Certification of Officials:**
- CR20.7.1 Any application for certification in any specific category shall be approved by the Officials Committee.
- CR20.7.2 The Officials Committee shall prepare a certificate for signature by the BSF President and the Chairperson of the Officials Committee. Such certificate shall not be valid until signed by both of them.
- CR20.8 No person shall perform the duties or responsibilities of a Chief Timekeeper, Starter, Stroke Judge, Turn Judge, Chief Finish Judge, Chief Recorder, Referee or Chief Referee unless he is in possession of a valid Certified Official Card issued by the Chairperson of the Officials Committee.
- CR20.8.1 A **Certified Official Card** shall expire on 31st December in each calendar year.
- CR20.8.2 Any person certified as a Chief Referee, Referee, Starter, Stroke Judge(s), Turn Judge(s), Chief Recorder, Chief Finish Judge or Chief Timekeeper by another Member of FINA shall be eligible for registration with BSF in a similar capacity, provided the applicant first undergoes supervised on-deck training at a minimum of one (1) BSF sanctioned meet or two (2) sessions of any sanctioned meets and also passes a written test for the position administered by the BSF Officials Committee. Each applicant shall be entitled to use a copy of the BSF Handbook of Rules while taking the test.
- CR20.9 **Renewal of Certification as an Official:**
- CR20.9.1 In order to retain certification in their category of officiating, all certified officials shall:
- CR20.9.1.1 officiate at a minimum of two (2) meets or four (4) sessions of BSF-sanctioned competitions; and
- CR20.9.1.2 officiate at least one (1) session of a National Swimming Championships in each calendar year; and
- CR20.9.2 once every three (3) years, attend a minimum of one (1) Officials Clinic for their position

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conducted by or under the auspices of the BSF; and

CR20.9.3 for all certified Chief Referees, conduct a minimum of one (1) BSF Officials Clinic in each calendar year.

CR20.9.4 On or before 30th November in each calendar year, certified officials shall submit an **Officials Certification Renewal Form** as in Appendix A to the Chairperson of the Officials Committee. The official shall indicate on the form the names, dates, locations and capacity officiated in the BSF competitions that he has officiated during that calendar year. The form shall be signed by the BSF Meet Representative present at each of such meets.

CR21 PROTESTS:

CR21.1 Protests are possible:

CR21.1.1 if the rules and regulations for the conduct of the competition are not observed;

CR21.1.2 if other conditions endanger the competitions and/or the competitors;

CR21.1.3 against decisions of the Referee, Starter, or Judges. However, no protest shall be allowed against a decision of fact by any of those officials.

CR21.2 All Protests must be submitted:

CR21.2.1 to the Referee;

CR21.2.2 in writing on the **Official Meet Protest Form** as in Appendix A;

CR21.2.3 only by a coach or unattached competitor;

CR21.2.4

CR21.2.5 within thirty (30) minutes following the conclusion of the respective event; and

CR21.2.6 must be accompanied by a protest fee of Fifty (\$50.00) dollars.

CR21.2.7 If conditions causing a potential protest are noted by any head coach prior to the start of the competition, an official protest must be lodged before the starting signal for the first event is given.

CR21.3 Jurisdiction:

CR21.3.1 All protests shall be considered by the Referee. If he rejects the protest, he must state the reasons for his decision on the **Official Meet Protest Form**. The coach or unattached competitor may appeal the Referee's rejection of the protest to the Jury of Appeal in attendance at the competition by so indicating on the **Official Meet Protest Form**.

CR21.3.2 If the appeal is rejected by the Referee, the protest fee shall be forfeited to the BSF. If the appeal is upheld, the protest fee shall be refunded.

CR21.3.3 The decision of the jury of Appeal shall be final and not subject to further review.

CR21.3.4 If the appeal is rejected by the Jury of Appeal, the protest fee shall be forfeited to the BSF. If the appeal is upheld, the protest fee shall be refunded.

CR21.3.5 Until final decision, the results of any race conducted under protest, or, of any protested race, shall not be announced, and no prizes for the race shall be awarded or points scored allowed, unless the protest is officially withdrawn.

CR21.4 Jury of Appeal:

CR21.4.1 Function:

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- CR21.4.1.1 The Jury of Appeal shall adjudicate all appeals against the Referee's rejection of a protest.
- CR21.4.2 **Composition:**
- CR21.4.2.1 The Jury of Appeal shall be composed of three (3) disinterested members selected by draw from a pool comprising one representative from each member club.
- CR21.4.2.2 Each club shall submit the name of its representative on the Jury of Appeal to the BSF Meet Representative before the start of the competition.
- CR22 CONDUCT**
- CR22.1 The Referee shall disqualify from further attendance at the sanctioned competition in progress any competitor, coach, official or individual who swears; uses lewd, indecent, profane, abusive or offensive language; acts in an unsportsmanlike manner; or, conducts himself in a manner likely to embarrass or disgrace any competitor or official participating in the sanctioned competition.
- CR22.2 The Referee shall be entitled to eject or remove or cause the ejection or removal from the competition site of any person in breach of Rule CR22.1 above. Within Seven (7) days of the conclusion of the sanctioned competition, the Referee shall file a report with the BSF Secretary, detailing the circumstances under which any person was disqualified from further attendance, ejected or removed from a sanctioned competition.
- CR22.3 Where there is a breach of Rule CR22.1 above, the Council may impose any additional penalty or penalties on any person, team or club under Rule JR2 of the Judicial Rules in Part IX of these Rules as warranted by the circumstances of each case.
- CR23 RECORDS**
- CR23.1 All claims to any record(s) set at a BSF sanctioned competition shall be governed by the Swimming Records Rules in Part V of these Rules.
- CR24 FEES:**
- CR24.1 The Council shall determine the amount and purpose of all fees payable to the BSF.
- CR24.2 In the absence of any written agreement to the contrary, no fees payable to the BSF shall remain unpaid for more than twenty-one (21) days after they become due.
- CR24.3 **BSF Surcharges:**
- CR24.3.1 Every club having registered competitors entered in at least one event in a BSF sanctioned competition, and unattached or non-BSF competitors, shall pay to the host club or organization a non-refundable fee called a BSF Surcharge. This Surcharge shall be paid in addition to any meet entry fees.
- CR24.3.2 The host club or organization shall remit all surcharges collected to the BSF Treasurer or the BSF Meet Representative at the conclusion of the sanctioned competition on the **BSF Surcharges Meet Report Form** as in Appendix A.
- CR25 SANCTIONED LONG COURSE COMPETITIONS**
- CR25.1 During each calendar year, all registered member clubs must hold at least one (1) of their sanctioned competitions in a 50 metre (LCM) pool within their island, zone or region.
- CR25.1.1 When applying under General Rule GR9 in Part I of these Rules for a sanctioned competition at the Betty Kelly Kenning National Swim Complex, the host club or organisation must also submit to the BSF Assistant Secretary an **Equipment Rental Requisition Form** as in Appendix A.
- CR25.1.2 By signing the **Equipment Rental Requisition Form**, the applicant must agree to the following:

Part II: COMPETITION RULES

"I/We clearly understand (and confirm my/our understanding by signing this document) that I/We hold the Bahamas Swimming Federation and/or the Minister responsible for Sports, his, her or their officers, agents, employees or representatives free from any liabilities or claims for damages arising from the death or injury to any competitor or anyone else during the above event, if sanctioned."

CR25.2 **Long Course Training Sessions:**

CR25.2.1 Any member club or any registered coach, swimming instructor or competitor intending to train at the Betty Kenning Aquatic Centre must first submit to the BSF Assistant Secretary a **LCM Pool Training Use Form** as in Appendix A.

CR25.2.2 By signing the **LCM Pool Training Use Form**, the applicant must agree to the following:

"I/We clearly understand (and confirm my/our understanding by signing this document) that I/We hold the Bahamas Swimming Federation and/or the Minister responsible for Sports, his or their officers, agents, employees or representatives free from any liabilities or claims for damages arising from the death or injury to any competitor or anyone else during the above event, if sanctioned."

CR25.2.3 Any member club, registered coach, swimming instructor or competitor who fails to comply with Rule CR25.2.1 above may be fined One Thousand (B\$1,000) dollars by the BSF Council or the Disciplinary Committee and suspended from participating in sanctioned competitions for up to one calendar year.

CR25.2.4 The member club, registered coach, swimming instructor or competitor may appeal any penalty imposed under Rule CR25.2.3 above to the Board of Review as set out in the Judicial Rules in Part XI of these Rules.

PART III

TECHNICAL SWIMMING RULES

Part III: TECHNICAL SWIMMING RULES

TSR1 THE START:

- TSR1.1 The start in the Freestyle, Breaststroke, Butterfly and Individual Medley races shall be with a dive. On the long whistle from the Referee, the competitors shall step onto the starting platform and remain there. On the Starter's command "Take your marks", they shall immediately take up a starting position with at least one foot at the front of the starting platform. The position of the hands is not relevant. When all competitors are stationary, the Starter shall give the starting signal.
- TSR1.2 The start in Backstroke and Medley Relay races shall be from the water. At the Referee's first long whistle, the competitors shall immediately enter the water. At the Referee's second long whistle, the competitors shall return without undue delay to the starting position. When all competitors have assumed their starting positions, the Starter shall give the command "Take your marks". When all competitors are stationary, the Starter shall give the starting signal.
- TSR1.3 At all BSF-sanctioned competitions, the command "Take your marks" shall be in English. The start shall be by multiple loudspeakers, one mounted at each starting platform.
- TSR1.4 Any competitor starting before the starting signal has been given shall be disqualified. If the starting signal sounds before the disqualification is declared, the race shall continue and the competitor(s) shall be disqualified upon completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given, but the remaining competitors shall be called back, and start again.

TSR2 FREESTYLE:

- TSR2.1 Freestyle means that in an event so designated, the competitor may swim any style, except that in individual medley or medley relay events, freestyle means any style other than backstroke, breaststroke or butterfly.
- TSR2.2 Some part of the competitor must touch the wall upon completion of each length and at the finish.
- TSR2.3 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 metres after the start and each turn. By that point the head must have broken the surface.

TSR3 BACKSTROKE:

- TSR3.1 Prior to the starting signal, the competitors shall line up in the water facing the starting end, with both hands holding the starting grips. The feet, including the toes, shall be under the surface of the water. Standing in or on the gutter or bending the toes over the lip of the gutter is prohibited.
- TSR3.2 At the signal for starting and after turning, the competitor shall push off and swim off upon his back throughout the race. He must be on his back at all times, except when executing a turn. The normal position on the back can include a roll movement of the body up to, but not including, 90 degrees from horizontal. The position of the head is not relevant.
- TSR3.3 Some part of the competitor must break the surface of the water throughout the race. It shall be permissible for the competitor to be completely submerged during the turn, at the finish and for a distance of not more than 15 metres after the start and each turn. By that point, the head must have broken the surface.
- TSR3.4 During the turn the shoulders may be turned over the vertical to the breast after which a continuous single arm pull or a continuous simultaneous double arm pull may be used to initiate the turn. Once the body has left the position on the back, any kick or arm must be part of the continuous turning action. The competitor must have returned to a position on the back upon leaving the wall. When executing the turn there must be a touch of the wall with some part of the competitor's body.

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- TSR3.5 Upon the finish of the race, the competitor must touch the wall while on the back. The body may be submerged at the touch.
- TSR4 BREASTSTROKE:**
- TSR4.1 From the beginning of the first arm stroke after the start and after each turn, the body shall be kept on the breast. It is not permitted to roll onto the back at any time.
- TSR4.2 All movements of the arms shall be simultaneous and in the same horizontal plane without alternating movement.
- TSR4.3 The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under the 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.
- TSR4.4 All movements of the legs shall be simultaneous and in the same horizontal plane without alternating movement.
- TSR4.5 The feet must be turned outwards during the propulsive part of the kick. A scissors, flutter or downward kick is not permitted. Breaking the surface of the water with the feet is allowed, unless followed by a downward dolphin kick.
- TSR4.6 At each turn and at the finish of the race, the touch shall be made with both hands simultaneously, at, above, or below the water level. 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.
- TSR4.7 During each complete cycle of one arm stroke and one leg kick, in that order, some part of the competitor's head shall break the surface of the water, except that after the start and after each turn the competitor may take one arm stroke completely back to the legs and one leg kick while wholly submerged. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.
- TSR5 BUTTERFLY:**
- TSR5.1 From the beginning of the first armstroke after the start and each turn, the body shall be kept on the breast. Under water kicking on the side is allowed. It is not permitted to roll onto the back at any time.
- TSR5.2 Both arms must be brought forward together over the water and brought backward simultaneously throughout the race.
- TSR5.3 All up and down movements of the legs must be simultaneous. The position of the legs or feet need not be on the same level, but they shall not alternate in relation to each other. A breaststroke kicking movement is not permitted.
- TSR5.4 At each turn and at the finish of the race, the touch shall be made with both hands simultaneously, at, above or below the water surface.
- TSR5.5 At the start and at turns, a competitor is permitted one or more leg kicks and one arm pull under the water, which must bring him to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 metres 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.
- TSR6 MEDLEY SWIMMING:**
- TSR6.1 In individual medley events, the competitor shall cover the four swimming styles in the following order: Butterfly; Backstroke; Breaststroke; and Freestyle.

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- TSR6.2 In medley relay events, competitors shall cover the four swimming styles in the following order: Backstroke; Breaststroke; Butterfly; and Freestyle.
- TSR6.3 Each section must be finished according to the rule which applies to the style concerned.
- TSR7 DISQUALIFICATION:**
- TSR7.1 For Technical Violation of Swimming Rules:**
- TSR7.1.1 A disqualification may be made only by the Referee.
- TSR7.2 A disqualification shall occur when the competitor does not comply with the rules governing the start, turning, and finishing, and the race.
- TSR7.3 The Referee shall inform the head coach, the competitor or the relay team of the reason for the disqualification. The official within whose jurisdiction the infraction is committed shall record the infraction in duplicate on the appropriate form. If the Referee shall confirm the disqualification, he shall initial both copies of the disqualification form and shall transmit one copy to the Chief Finish Judge or Chief Recorder and shall deliver the other copy to the competitor or the head coach.
- TSR7.3.1 If an error by an official follows a fault by a competitor, the fault by the competitor shall be expunged.
- TSR7.4 Disqualification shall not apply:**
- TSR7.4.1 if interference by another competitor or an object causes him to violate a swimming rule, and if, subsequent to such interference, the competitor violates a swimming rule.
- TSR7.4.2 In the event of such interference, the Referee is permitted to allow him to compete in the next heat, or should the interference occur in a final, he may order it to be re-swum.
- TSR8 THE RACE:**
- The following Rules shall apply equally to all individual or team events.
- TSR8.1 A competitor swimming over the course alone shall cover the whole distance to qualify.
- TSR8.2 A competitor must finish the race in the same lane in which he started.
- TSR8.3 In all events, a competitor when turning shall make physical contact with the end of the pool or course. The turn must be made from the wall, and it is not permitted to take a stride or step from the bottom of the pool.
- TSR8.4 Standing on the bottom during freestyle events or during the freestyle portion of medley events shall not disqualify a competitor, but he shall not walk.
- TSR8.5 No competitor shall be permitted to use or wear any device that may aid his speed, buoyancy or endurance during a competition (such as webbed gloves, flippers, fins, etc.). Goggles may be worn.
- TSR8.6 Any competitor not entered in a race, who enters the water while an event is in progress (except to aid a competitor in distress) shall be disqualified from his next scheduled race in the meet.
- TSR8.7 Obstructing another competitor by swimming across another lane or otherwise interfering shall disqualify the offender. Should the foul be intentional, the Referee shall report the matter to the competitor's coach (if any) and to the Council.
- TSR8.8 In the case of collusion to foul a competitor, the Referee shall disqualify both the competitor for whose benefit the foul was committed as well as the competitor who actually committed the foul.

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- TSR8.9 Should a foul endanger the chance of success of a competitor, the Referee shall have the power to allow the competitor to compete in the next heat, or, should the foul occur in a final event or in the last heat, the Referee may order the race to be re-swum.
- TSR8.10 Coaching of competitors while a race is in progress shall not be permitted. Coaches may signal intermediate times to a competitor while a race is in progress, which shall not be considered as coaching.
- TSR8.11 Any competitor having finished his race, or his distance in a relay event, must leave the pool as soon as possible without obstructing any other competitor who has not yet finished his race. Otherwise the competitor or his relay team shall be disqualified.
- TSR8.12 Pulling on the lane rope is not allowed.
- TSR8.13 No pacemaking shall be permitted, nor may any device be used or plan adopted which has that effect.
- TSR9 TEAM RACES (RELAYS):**
- TSR9.1 There shall be four (4) competitors on each relay team.
- TSR9.2 The members of a relay team and their order of competing shall be nominated before the race. Any relay team member may compete in a race only once. The composition of a relay team may be changed between the heats and finals of an event. In that case, the members of the relay team shall be made up from the list of competitors properly entered by a club for that event. Failure to swim in the order listed will result in disqualification. Substitutions may be made only in the case of a documented medical emergency.
- TSR9.3 In relay events, the team of a competitor whose feet lose touch with the starting platform before his preceding teammate touches the wall shall be disqualified, unless the competitor in default returns to the original starting point at the wall, but it shall not be necessary to return to the starting platform.
- TSR9.4 A relay team shall be disqualified from a race if a team member, other than the competitor designated to swim that length, enters the water when the race is in progress, before all competitors of all teams have finished the race.
- TSR10 TIMING**
- TSR10.1 **Automatic Officiating Equipment:**
- TSR10.1.1 Automatic Officiating Equipment is electronic judging and timing equipment which is started by the starting signal and is stopped by the competitor at the end of the race or course.
- TSR10.1.2 The operation of Automatic Officiating Equipment shall be under the supervision of certified officials approved by the BSF.
- TSR10.1.3 Times recorded by Automatic Officiating Equipment shall be used to determine the winner, all placings and the time applicable to each lane. It may also be used to score the results of each event. The placings and times so determined shall have precedence over the decisions of timekeepers, so long as the Referee is satisfied that the equipment operated correctly.
- TSR10.1.4 When Automatic Officiating Equipment is used, the results shall be recorded only to 1/100 of a second. When timing to 1/1000 of a second is available, the third digit shall not be recorded or used to determine time or placement. In the event of equal times, all competitors who have recorded the same time at 1/100 of a second shall be accorded the same placing. Times displayed on the electronic scoreboard shall only show to 1/100 of a second.
- TSR10.1.5 Where the Automatic Officiating Equipment incorporates Semi-Automatic Officiating Equipment and is started by the same starting equipment as the Automatic Officiating Equipment but terminated by a Timekeeper or Finish Judge depressing a "push-button" at the completion of the

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race, the times recorded by the Semi-Automatic Officiating Equipment shall be deemed official times in the event of the failure of the Automatic Officiating Equipment.

- TSR10.1.6 In the event a breakdown occurs to the Automatic Officiating Equipment and to the Semi-Automatic Officiating Equipment, or it is clearly indicated that there has been a failure of the Equipment, or a competitor has failed to activate the Equipment, the recordings of the human timekeepers shall be official.
- TSR10.2 **Manual Timing:**
- TSR10.2.1 Any timing device that is terminated by an official shall be considered a watch. Such manual times shall be taken by three (3) timekeepers appointed or approved by the BSF. All watches shall be certified as accurate to the satisfaction of the BSF. Manual timing shall be registered to 1/100 of a second.
- TSR10.2.2 Where no Automatic Officiating Equipment is used, official manual times shall be determined as follows:
- TSR10.2.2.1 If two of the three watches record the same time and the third disagrees, the two identical times shall be the official time;
- TSR10.2.2.2 If all three watches disagree, the watch recording the intermediate time shall be the official time.
- TSR10.2.2.3 With only two (2) out of three (3) watches working, or, if only two watches are used, and if the times recorded do not agree, the average time of the two recorded watch times shall be the official time.
- TSR10.2.3 **Split Times**
- TSR10.2.4 Any coach requiring split times for any event shall make such request on the **Request for Split Times Form** as in Appendix A to the Chief Finish Judge or the Chief Recorder no later than 30 minutes prior to the start of the event.
- TSR10.2.5 If requested by a coach, all 50 metre/yard and 100 metre/yard splits shall be recorded for lead-off competitors during relays and published in the official results.
- TSR10.2.6 If requested by a coach, legal splits up to the time of a relay disqualification shall be recorded in the official results.
- TSR11 **PLACINGS:**
- TSR11.1 **Automatic Officiating Equipment:**
- TSR11.2 When the Automatic Officiating Equipment fails to record the place and/or time of one or more competitors in a particular race, the Chief Finish Judge or the Chief recorder shall:
- TSR11.2.1 record all available Automatic Officiating Equipment times and places;
- TSR11.2.2 record all human times and places.
- TSR11.3 The official place shall be determined as follows:
- TSR11.3.1 A competitor with an Automatic Officiating Equipment time and place shall retain his relative order when compared with the other competitors having an Automatic Officiating Equipment time and place within that race;
- TSR11.3.2 A competitor not having an Automatic Officiating Equipment place but having an Automatic Officiating Equipment time shall establish his relative order by comparing his Automatic Officiating Equipment time with the Automatic Officiating Equipment time of the other competitors;

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- TSR11.3.3 A competitor having neither an Automatic Officiating Equipment place nor an Automatic Officiating Equipment time shall establish his relative order by the time recorded by the Semi-Automatic Officiating Equipment or by the digital watches.
- TSR11.4 The official time shall be determined as follows:
- TSR11.4.1 The official time for all competitors having an Automatic Officiating Equipment time shall be that time;
- TSR11.4.2 The official time for all competitors not having an Automatic Officiating Equipment time will be the digital watches human time or the Semi-Automatic Officiating Equipment time.
- TSR11.5 The relative order of finish for the combined heats of an event shall be determined as follows:
- TSR11.5.1 The relative order of all competitors shall be established by comparing their official times;
- TSR11.5.2 If a competitor has an official time which is tied with the official time(s) of one or more competitors, all competitors having that time shall be tied in their relative order of finish in that event.
- TSR11.6 **Manual Times:**
- TSR11.6.1 In the absence of Automatic or Semi-Automatic Officiating Equipment, the official place for all competitors with digital watches human times shall be that agreed upon by the Finish Judges.
- TSR12 AUTOMATIC OFFICIATING EQUIPMENT**
- TSR12.1 Automatic and Semi-Automatic Officiating Equipment records the elapsed time of each competitor and determines the relative place in a race. Judging and timing shall be to 2 decimal places (1/100 of a second). Equipment that is installed shall not interfere with the competitor's starts, turns, or the function of the overflow system.
- TSR12.2 The Equipment must:
- TSR12.2.1 Be activated by the Starter;
- TSR12.2.2 Have no exposed wires on the pool deck, if possible;
- TSR12.2.3 Be able to display all recorded information for each lane by lane and by place;
- TSR12.2.4 Provide easy digital reading of a competitor's time.
- TSR12.3 **Touch Panels for Automatic Officiating Equipment:**
- TSR12.3.1 The minimum measurements of the touch panels shall be 2.4 metres wide and 0.9 metre high and their maximum thickness shall be 0.01 metre. They shall extend 0.3 metre above and 0.6 metre below the surface of the water. The equipment in each lane shall be connected independently, so that it may be controlled individually. The surface of the panels shall be of a bright colour and shall bear the line markings approved for the end walls.
- TSR12.3.2 **Installation** - The touch panels shall be installed in a fixed position in the centre of the lanes. The panels may be portable, allowing the pool operator to remove them whenever there are no competitors.
- TSR12.3.3 **Sensitivity** - The sensitivity of the panels shall be such that they cannot be activated by water turbulence, but will be activated by a light hand touch. The panels shall be sensitive on the top edge.
- TSR12.3.4 **Markings** - The markings on the panels shall conform with and superimpose on the existing

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markings of the pool. The perimeter and edges of the panel shall be defined by a 0.025 metre black border.

TSR12.3.5 **Safety** - The panels shall be safe from the possibility of electrical shock and shall not have sharp edges.

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TSR12.4 **Starting Devices:**

TSR12.4.1 The Starter shall have a microphone for oral commands.

TSR12.4.2 If a pistol is used, it shall be with a transducer.

TSR12.4.3 Both the microphone and transducer shall be connected to loudspeakers at each starting block where both the Starter's commands and the starting signal can be heard equally and simultaneously by each competitor.

TSR12.5 **Accessories:**

TSR12.5.1 The following accessories are necessary for a minimum installation:

TSR12.5.1.1 Printout of all information which can be regenerated during a succeeding race;

TSR12.5.1.2 Spectator read-out board;

TSR12.5.1.3 Relay take-off judging to 1/100th of a second);

TSR12.5.1.4 Automatic lap counter;

TSR12.5.1.5 Readout of splits;

TSR12.5.1.6 Computer summaries;

TSR12.5.1.7 Correction of erroneous touch;

TSR12.5.1.8 Automatic rechargeable battery system;

TSR12.5.1.9 Video taping system (optional).

TSR12.6 **Semi-Automatic Officiating Equipment:**

TSR12.6.1 With Semi-Automatic Officiating Equipment, the finish shall be recorded by buttons pushed by timekeepers at the finish touch of the competitor.

TSR12.6.2 Semi-Automatic Officiating Equipment may be used as a backup to the Automatic Officiating Equipment at any regional or international competitions hosted by the BSF if there are three buttons per lane, each operated by a separate official (in which case additional Finish Judges shall not be required). A Turn Judge may operate one of the buttons.

TSR13 **COMPETITION FACILITIES:**

TSR13.1 **SWIMMING POOLS:**

TSR13.1.1 Any artificial body of still water anywhere in The Bahamas where any movement of the water therein due to the normal operation of a filtration pumping system is so negligible that it may be disregarded, and which satisfies the dimensions, accessories and amenities in the following Rules in this Part, is hereby defined as a swimming pool. Any swimming pool may be registered with the BSF as a Competition Facility. All BSF sanctioned competitions shall be swum in either a Competition Facility or in an open water course.

TSR13.1.2 **Length** (maximum): 25 metres, or 25 yards, or 50 metres.

TSR13.1.3 When touch panels for Automatic Officiating Equipment are used on the starting end, the length of all BSF registered swimming pools between the panels and the turning end shall be exactly 25 metres, or 25 yards, or 50 metres, whichever is applicable.

TSR13.1.4 **Width** (minimum - from and after 1st January, 1997):
5 lane pools (25 metres/yards long): 9 metres

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6 lane pools (25 metres/yards):	10.8 metres
8 lane pools (25 metres/yards):	14.4 metres
8 lane pools (50 metres long)	21 metres
10 lane pool (50 metres)	25 metres

TSR13.1.5 **Depth** (minimum - from and after 1st January, 2001):

A minimum of 1.35 metres, extending from 1.0 metres to at least 6.0 metres from the end wall is required for pools with starting blocks. A minimum depth of 1.0 metres is required elsewhere.

TSR13.1.6 **Dimensional Tolerances:**

TSR13.1.6.1 **25 Metre Pool:** Against the nominal length of 25.0 metres, a tolerance of plus 0.03 metre in each lane minus 0.00 metre on both end walls at all points from 0.3 metre above to 0.8 metre below the surface of the water is allowed.

TSR13.1.6.2 **50 Metre Pool:** Against the nominal length of 50.0 metres, a tolerance of plus 0.03 metre in each lane minus 0.00 metre on both end walls at all points from 0.3 metre above to 0.8 metre below the surface of the pool is allowed.

TSR13.1.6.3 Prior to registration with BSF, the dimensions and tolerances of all 25 metre/yard swimming pools and 50 metre swimming pools shall be certified as complying with the above Rules in this Part by a registered land surveyor or other similarly qualified person appointed or approved by the Council for such purposes. Tolerances shall not be exceeded when touch panels are installed.

TSR13.1.7 **Walls:**

TSR13.1.7.1 End walls shall be parallel and form right angles to the swimming course and to the surface of the water, and shall be constructed of solid material, with a non-slip surface extending 0.8 metre below the water surface, so as to enable the competitor to touch and push off in turning without hazard.

TSR13.1.7.2 Rest ledges along the pool walls are permitted. They shall not be less than 1.2 metres below the water surface, and may be 0.1 metre to 0.15 metre wide.

TSR13.1.7.3 Gutters may be placed on all four walls of the pool. If end wall gutters are installed, they shall allow for attachment of touch panels to the required 0.3 metre above the water surface. They must be covered with a suitable grille or screen.

TSR13.1.8 **Lanes:** (from and after 1st January, 2001) must be at least 2.5 metres wide, with two (2) spaces of at least 0.2 metre outside of the first and last lanes.

TSR13.1.8.1 All lanes shall be unobstructed by steps, ladders or overhanging pieces which interfere with swimming or turning.

TSR13.2 **EQUIPMENT:**

TSR13.2.1 **Lane Ropes:** shall extend the full length of the course, secured at each end wall to anchor brackets recessed into the end walls. Each lane rope shall consist of floats placed end to end having a minimum diameter of 0.05 meter to a maximum of 0.15 metre. The colour of the floats extending for a distance of 5.0 metres from each end of the pool shall be distinct from the rest of the floats. There shall not be more than one lane rope between each lane. The lane ropes shall be firmly stretched.

TSR13.2.2 At the 15-metre mark from each end of the wall of the pool the floats must be distinct in colour from the surrounding floats.

TSR13.2.3 In 50 metre pools the floats must be distinct to mark 25 metres.

TSR13.2.4 Lane numbers of soft material may be placed on the lane ropes at the start and turning end of

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the pool.

- TSR13.2.5 **Starting Platforms:** shall be firm and give no springing effect. The height of the platform above the water surface shall be from 0.5 metre to 0.75 metre. The surface area shall be at least 0.5 metre by 0.5 metre and covered with non-slip material. Maximum slope shall not be more than 10°. The platform shall be constructed so as to permit the gripping of the platform by the competitor in the forward start at the front and the sides. Where the thickness of the starting platform exceeds 0.04 metre, grips of at least 0.1 metre width on each side and 0.4 metre width in the front be cut out to 0.03 metre from the surface of the platform. Handgrips for the forward start may be installed on the sides of the starting platforms. Handgrips for backstroke starts shall be placed within 0.3 metre to 0.6 metre above the water surface both horizontally and vertically. They shall be parallel to the surface of the end wall, and must not protrude beyond the end wall. The water depth from a distance of 1.0 metre to 6.0 metres from the end wall must be at least 1.35 metres where starting platforms are installed. Electronic read-out boards may be installed under the blocks. Flashing is not allowed. Figures must not move during a Backstroke start.
- TSR13.2.6 **Numbering:** Each starting platform shall be distinctly numbered on all four sides, clearly visible to the judges. Lane number 1 shall be on the right-hand side when facing the course from the starting end, with the exception of 50 metre events, which may start from the opposite end. Touch panels may be numbered on the top part.
- TSR13.2.7 **Backstroke Turn Indicators:** Flagged ropes suspended across the pool, minimum 1.8 metres and maximum 2.5 metres above the water surface, from fixed standards placed 5.0 metres from each end wall. Distinctive marks shall be placed on both sides of the pool, and, where possible, on each lane rope, 15.0 metres from each end wall.
- TSR13.2.8 **False Start Rope:** shall be suspended across the pool not less than 1.2 metres above the water surface from fixed standards placed 15.0 metres in front of the starting end. It shall be attached to the standards by a quick release mechanism. The rope must effectively cover all lanes when activated.
- TSR13.2.9 **Water Temperature:** Minimum Temperature: 25° to 28° Centigrade (76° to 82° Fahrenheit).
- TSR13.2.10 During competition, the water in the pool shall be kept at a constant level, with no appreciable movement. In order to comply with any applicable Bahamas governmental health regulations, inflow and outflow of water is permissible as long as no appreciable current or turbulence is created.
- TSR13.2.11 **Lighting:** Light intensity over starting platforms and turning ends shall not be less than 600 lux.
- TSR13.2.12 **Lane Markings:** shall be of a dark contrasting colour, placed on the floor of the pool in the centre of each lane.

Width: minimum 0.2 metre; maximum 0.3 metre
Length: 46.0 metres for pools 50 metres long; 21.0 metres for pools 25 metres long.

Each lane line shall end 2.0 metres from the end wall of the pool with a distinctive cross line 1.0 meter long and of the same width as the lane line. Target lines shall be placed on the end walls or on the touch panels, in the centre of each lane, of the same width as the lane lines. They shall extend without interruption from the deck edge (curb), to the floor of the pool. A cross line 0.5 metre long shall be placed 0.3 metre below the water surface, measured to the centre point of the cross line.
- TSR13.2.13 **Distance to Diving Well:** Where both a swimming pool and a diving well are present at the same facility, the minimum distance between them shall be 5.0 metres.
- TSR13.2.14 **Pool Deck:** The surface area surrounding a swimming pool for a distance of not less than 1.0 metre from all four of its sides shall be called the Pool Deck. The only persons allowed to enter the pool deck area while a sanctioned competition is in progress shall be the meet officials, a competitor whose individual or relay event has been called to the start or is already in progress, such persons as the Referee may permit, and counters as defined in Rule CR10 of the

Part III: TECHNICAL SWIMMING RULES

Competition Rules in Part II of these Rules. No spectators or unauthorized persons shall be allowed in the pool deck area.

- TSR13.2.15 The pool deck shall consist of a smooth, non-slippery surface of either concrete or tiles, with adequate drainage to prevent the pooling or collecting of water splashed from the swimming pool.
- TSR13.2.16 **Bulkheads:** When a bulkhead serves as an end wall, it must extend the full width of the course and present a solid smooth non-slippery stable vertical surface on which touch pads may be mounted extending not less than 0.8 metre below and 0.3 metre above the surface of the water, and must be free of hazardous openings above or below the waterline which may be penetrated by a competitor's hands, feet, toes or fingers. A bulkhead must be of a design that provides for the free movement of officials along its length without such movement creating any appreciable current or water turbulence.
- TSR13.3 **General**
- The specifications of swimming pools, equipment and/or amenities in this Rule may be supplemented or varied from time to time as a result of changes in the FINA Rules on same.
- TSR14 POOL SANITATION**
- TSR14.1 In order to protect the health and safety of persons using swimming facilities for the purposes of recreation, training and competition, attention must be drawn to deficiencies which may exist in swimming pools as a result of non-observance of medical and sanitary principles and requirements. Diseases of the skin, respiratory and intestinal system can be avoided by adopting proper sanitary measurements. Pool water must also meet aesthetic requirements.
- TSR14.2 The recommended bacteriological and chemical criteria for water in swimming pools shall be the same as or conform as near as possible with the FINA Facilities Rules from time to time.
- TSR15 OPEN WATER COURSE:**
- TSR15.1 Any body of open water anywhere in The Bahamas where any movement of the water cannot be controlled, such as rivers, lakes or oceans, is hereby defined as an open water course. The BSF may sanction competitions to be swum in an open water course.
- TSR15.2 An open water course shall be distinctly and visibly marked.
- TSR15.3 An open water course shall conform as far as possible with Rules TSR13 above.
- TSR15.4 The starting and finishing lines shall be at right angles to the course and must be firm.
- TSR15.5 Where necessary, there shall be turning boards at both ends of the course which shall be as wide as the course itself, extending not less than 0.9 metre (3 feet) below the water surface and 0.3 metre (1 foot) above the water surface.
- TSR15.6 If not at the end of the course, the finish must be a firmly fastened and flagged pole, rope, cable or wire extending the width of the course, not less than 0.9 metre above the water surface and suspended from rigid supports.
- TSR15.7 Each competitor shall have a lane not less than 0.9 metre wide, unobstructed by any object which may interfere with swimming or turning.

PART IV

NATIONAL CHAMPIONSHIP RULES

Part IV: NATIONAL CHAMPIONSHIP RULES

All National Championships sanctioned and hosted by the BSF shall be governed by the General Rules, the Competition Rules and the Technical Swimming Rules, with the following exceptions and additions:

NCR1 ELIGIBILITY:

NCR1.1 All competitors registered with the BSF on or before 31st January in each calendar year are eligible to participate in the National Championships, provided they satisfy the other requirements in this Part of these Rules.

NCR2 CONDITIONS OF ENTRY:

NCR2.1 **Individual Events:** To enter a National Championship, a competitor must (i) satisfy Rule NCR1.1 above; (ii) satisfy the published qualifying time standard for each event; and (iii) participate in a minimum of one (1) BSF sanctioned competition since 1st October of each calendar year.

NCR2.2 **Relay Events:** A competitor who has not qualified for any individual events may represent his club or team in relay events for his or her age group provided that competitor (i) satisfies Rule NCR1.1 above; and (ii) has participated in a minimum of three (3) BSF sanctioned competitions since 1st October of each calendar year.

NCR2.3 Exemption:

NCR2.3.1 In the event of illness or injury to the competitor, the Council, in its sole discretion, may at any time exempt a competitor from complying with the requirements of Rules NCR2.2 above. The Council shall be supplied with such medical documentation describing the nature and extent of the competitor's illness or injury as it considers satisfactory.

NCR3 AGE GROUPS

NCR3.1 Recognized age groups are:

8 and Under
9 - 10
11 - 12
13 - 14
15 and Over

NCR3.2 Competitors shall swim only in their respective age groups. Their competitive age group shall be determined by their respective ages as of midnight on 31st December of the preceding year.

NCR4 DATES AND STARTING TIMES:

The dates and starting times of a National Swimming Championship shall be recommended by the Competition Committee and approved by the Council.

NCR5 PROGRAMME OF EVENTS AND VENUES:

NCR5.1 25 Metre Pools:

NCR5.1.1 The programme of events for the National Championships shall be swum in a 25 metre pool approved by Council shall cover three days, as follows:-

DAY 1	Session 1	Morning	
Event #	Age Group	Stroke	Heat/Timed Final/Final
1 - 2	15 & Over	200m IM	H
3 - 4	13 - 14	200m IM	H
5 - 6	11 - 12	100m IM	H

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7 - 8	9 - 10	100m IM	H
9 - 10	8 & Under	100m IM	T.F.
11 - 12	15 & Over	100m Breaststroke	H
13 - 14	13 - 14	100m Breaststroke	H
15 - 16	11 - 12	100m Breaststroke	H
17 - 18	9 - 10	50m Breaststroke	H
19 - 20	8 & Under	50m Breaststroke	T.F.
21 - 22	15 & Over	200m Backstroke	T.F.
23 - 24	13 - 14	200m Backstroke	T.F.
25 - 26	11 - 12	200m Backstroke	T.F.
27 - 28	9 - 10	100m Backstroke	T.F.
29 - 30	15 & Over	400m Free Relay	T.F.
31 - 32	13 - 14	400m Free Relay	T.F.

DAY 1

Session 2

Afternoon/Evening

Event #	Age Group	Stroke	Heat/Timed Final/Final
1 - 2	15 & Over	200m IM	Final
3 - 4	13 - 14	200m IM	Final
5 - 6	11 - 12	100m IM	Final
7 - 8	9 - 10	100m IM	Final
11 - 12	15 & Over	100m Breaststroke	Final
13 - 14	13 - 14	100m Breaststroke	Final
15 - 16	11 - 12	100m Breaststroke	Final
17 - 18	9 - 10	50m Breaststroke	Final
33 - 34	15 & Over	200m Freestyle	T.F.
35 - 36	13 - 14	200m Freestyle	T.F.
37 - 38	11 - 12	200m Freestyle	T.F.
39 - 40	9 - 10	200m Freestyle	T.F.
41 - 42	15 & Over	200m Medley Relay	T.F.
43 - 44	13 - 14	200m Medley Relay	T.F.

DAY 2

Session 3

Morning

Event #	Age Group	Stroke	Heat/Timed Final/Final
45 - 46	8 & Under	50m Freestyle	T.F.
47 - 48	9 - 10	50m Freestyle	H
49 - 50	11 - 12	50m Freestyle	H
51 - 52	13 - 14	50m Freestyle	H
53 - 54	15 & Over	50m Freestyle	H
55 - 56	9 - 10	100m Breaststroke	T.F.
57 - 58	11 - 12	200m Breaststroke	T.F.
59 - 60	13 - 14	200m Breaststroke	T.F.
61 - 62	15 & Over	200m Breaststroke	T.F.
63 - 64	8 & Under	50m Butterfly	T.F.
65 - 66	9 - 10	50m Butterfly	H
67 - 68	11 - 12	100m Butterfly	H
69 - 70	13 - 14	100m Butterfly	H
71 - 72	15 & Over	100m Butterfly	H
73 - 74	8 & Under	200m Free Relay	T.F.

DAY 2

Session 4

Afternoon/Evening

Event #	Age Group	Stroke	Heat/Timed Final/Final
47 - 48	9 - 10	50m Freestyle	Final
49 - 50	11 - 12	50m Freestyle	Final
51 - 52	13 - 14	50m Freestyle	Final
53 - 54	15 & Over	50m Freestyle	Final

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75 - 76	11 - 12	400m Freestyle	T.F.
77 - 78	13 - 14	400m Freestyle	T.F.
79 - 80	15 & Over	400m Freestyle	T.F.
65 - 66	9 - 10	50m Butterfly	Final
67 - 68	11 - 12	100m Butterfly	Final
69 - 70	13 - 14	100m Butterfly	Final
71 - 72	15 & Over	100m Butterfly	Final
81 - 82	9 - 10	200 Free Relay	T.F.
83 - 84	11 - 12	200 Free Relay	T.F.
85 - 86	13 - 14	200 Free Relay	T.F.
87 - 88	15 & Over	200 Free Relay	T.F.

DAY 3 Session 5 Morning

Event #	Age Group	Stroke	Heat/Timer	Final/Final
89 - 90	8 & Under	100m Freestyle		T.F.
91 - 92	9 - 10	100m Freestyle		H
93 - 94	11 - 12	100m Freestyle		H
95 - 96	13 - 14	100m Freestyle		H
97 - 98	15 & Over	100m Freestyle		H
99 - 100	8 & Under	50m Backstroke	T.F.	
101 - 102	9 - 10	50m Backstroke	H	
103 - 104	11 - 12	100m Backstroke	H	
105 - 106	13 - 14	100m Backstroke	H	
107 - 108	15 & Over	100m Backstroke	H	
109 - 110	9 - 10	100m Butterfly	T.F.	
111 - 112	11 - 12	200m Butterfly	T.F.	
113 - 114	13 - 14	200m Butterfly	T.F.	
115 - 116	15 & Over	200m Butterfly	T.F.	
117 - 118	8 & Under	200m Medley Relay	T.F.	
119 - 120*	13 - 14	800/1500m Freestyle*	T.F.	
121 - 122*	15 & Over	800/1500m Freestyle*	T.F.	

**There shall be a maximum warm-up session of 30 minutes between the end of the last heat of Event 118 and the start of Event 119, unless the head coaches who have entered competitors in Events 119 to 122 agree by consensus to a longer or shorter period. In the event that the head coaches are unable to arrive at a consensus decision, the warm-up session shall not be more than 30 minutes.

DAY 3 Session 6 Afternoon/Evening

Event #	Age Group	Stroke	Heat/Timer	Final/Final
91 - 92	9 - 10	100m Freestyle		Final
93 - 94	11 - 12	100m Freestyle		Final
95 - 96	13 - 14	100m Freestyle		Final
97 - 98	15 & Over	100m Freestyle		Final
101 - 102	9 - 10	50m Backstroke	Final	
103 - 104	11 - 12	100m Backstroke	Final	
105 - 106	13 - 14	100m Backstroke	Final	
107 - 108	15 & Over	100m Backstroke	Final	
123 - 124	9 - 10	200m IM	T.F.	
125 - 126	11 - 12	200m IM	T.F.	
127 - 128	13 - 14	400m IM	T.F.	
129 - 130	15 & Over	400m IM	T.F.	
131 - 132	9 - 10	200m Medley Relay	T.F.	
133 - 134	11 - 12	200m Medley Relay	T.F.	
135 - 136	13 - 14	400m Medley Relay	T.F.	
137 - 138	15 & Over	400m Medley Relay	T.F.	

NCR5.2 50 Metre Pools:

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NCR5.2.1 The programme of events for the National Championships swum in a 50 metre pool approved by Council shall cover three days, as follows:-

DAY 1	Session 1	Morning	
Event #	Age Group	Stroke	Heat/Timed Final/Final
1 - 2	15 & Over	200m Free	T.F.
3 - 4	13 - 14	200m Free	T.F.
5 - 6	11 - 12	200m Free	T.F.
7 - 8	9 - 10	200m Free	T.F.
9 - 10	15 & Over	100m Backstroke	H
11 - 12	13 - 14	100m Backstroke	H
13 - 14	11 - 12	100m Backstroke	H
15 - 16	9 - 10	50m Backstroke	H
17 - 18	8 & Under	50m Backstroke	T.F.
19 - 20	15 & Over	100m Butterfly	H
21 - 22	13 - 14	100m Butterfly	H
23 - 24	11 - 12	100m Butterfly	H
25 - 26	9 - 10	50m Butterfly	H
27 - 28	8 & Under	50m Butterfly	T.F.

DAY 1	Session 2	Afternoon/Evening	
Event #	Age Group	Stroke	Heat/Timed Final/Final
29 - 30	13 - 14	400m IM	T.F.
31 - 32	15 & Over	400m IM	T.F.
33 - 34	11 - 12	200m IM	T.F.
35 - 36	9 - 10	200m IM	T.F.
9 - 10	15 & Over	100m Backstroke	Final
11 - 12	13 - 14	100m Backstroke	Final
13 - 14	11 - 12	100m Backstroke	Final
15 - 16	9 - 10	50m Backstroke	Final
19 - 20	15 & Over	100m Butterfly	Final
21 - 22	13 - 14	100m Butterfly	Final
23 - 24	11 - 12	100m Butterfly	Final
25 - 26	9 - 10	50m Butterfly	Final
37 - 38	15 & Over	400m Freestyle Relay	T.F.
37 - 38	13 - 14	400m Freestyle Relay	T.F.
39 - 40	11 - 12	400m Freestyle Relay	T.F.

DAY 2	Session 3	Morning	
Event #	Age Group	Stroke	Heat/Timed Final/Final
41 - 42	15 & Over	200m IM	T.F.
43 - 44	13 - 14	200m IM	T.F.
45 - 46	8 & Under	100m Freestyle	T.F.
47 - 48	9 - 10	100m Freestyle	H
49 - 50	11 - 12	100m Freestyle	H
51 - 52	13 - 14	100m Freestyle	H
53 - 54	15 & Over	100m Freestyle	H
55 - 56	8 & Under	200m Medley Relay	T.F.
57 - 58*	13 - 14	800/1500m Freestyle*	T.F.
59 - 60*	15 & Over	800/1500m Freestyle*	T.F.

**There shall be a maximum warm-up session of 30 minutes between the end of the last heat of Event 56 and the start of Event 57, unless the head coaches who have entered competitors in Events 57 to 60 agree by consensus to a longer or shorter period. In the event that the head coaches are unable to arrive at a consensus decision, the warm-up session shall not be more than 30 minutes.

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DAY 2	Session 4	Afternoon/Evening	
Event #	Age Group	Stroke	Heat/Timed Final/Final
61 - 62	9 - 10	100m Breaststroke	T.F.
63 - 64	11 - 12	200m Breaststroke	T.F.
65 - 66	13 - 14	200m Breaststroke	T.F.
67 - 68	15 & Over	200m Breaststroke	T.F.
47 - 48	9 - 10	100m Freestyle	Final
49 - 50	11 - 12	100m Freestyle	Final
51 - 52	13 - 14	100m Freestyle	Final
53 - 54	15 & Over	100m Freestyle	Final
69 - 70	9 - 10	100m Butterfly	T.F.
71 - 72	11 - 12	200m Butterfly	T.F.
73 - 74	13 - 14	200m Butterfly	T.F.
75 - 76	15 & Over	200m Butterfly	T.F.
77 - 78	9 - 10	200m Medley Relay	T.F.
79 - 80	11 - 12	200m Medley Relay	T.F.
81 - 82	13 - 14	200m Medley Relay	T.F.
83 - 84	15 & Over	200m Medley Relay	T.F.

DAY 3	Session 5	Morning	
Event#	Age Group	Stroke	Heat/Timed Final/Final
85 - 86	11 - 12	400m Freestyle	T.F.
87 - 88	13 - 14	400m Freestyle	T.F.
89 - 90	15 & Over	400m Freestyle	T.F.
91 - 92	8 & Under	50m Breaststroke	T.F.
93 - 94	9 - 10	50m Breaststroke	H
95 - 96	11 - 12	100m Breaststroke	H
97 - 98	13 - 14	100m Breaststroke	H
99 - 100	15 & Over	100m Breaststroke	H
101 - 102	8 & Under	50m Freestyle	T.F.
103 - 104	9 - 10	50m Freestyle	H
105 - 106	11 - 12	50m Freestyle	H
107 - 108	13 - 14	50m Freestyle	H
109 - 110	15 & Over	50m Freestyle	H
111 - 112	8 & Under	200m Freestyle Relay	T.F.

DAY 3	Session 6	Afternoon/Evening	
Event #	Age Group	Stroke	Heat/Timed Final/Final
93 - 94	9 - 10	50m Breaststroke	Final
95 - 96	11 - 12	100m Breaststroke	Final
97 - 98	13 - 14	100m Breaststroke	Final
99 - 100	15 & Over	100m Breaststroke	Final
113 - 114	9 - 10	100m Backstroke	T.F.
115 - 116	11 - 12	200m Backstroke	T.F.
117 - 118	13 - 14	200m Backstroke	T.F.
119 - 120	15 & Over	200m Backstroke	T.F.
103 - 104	9 - 10	50m Freestyle	Final
105 - 106	11 - 12	50m Freestyle	Final
107 - 108	13 - 14	50m Freestyle	Final
109 - 110	15 & Over	50m Freestyle	Final
121 - 122	9 - 10	200m Freestyle Relay	T.F.
123 - 124	11 - 12	200m Freestyle Relay	T.F.
125 - 126	13 - 14	200m Freestyle Relay	T.F.
127 - 128	15 & Over	200m Freestyle Relay	T.F.

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- NCR5.3 All odd numbered events shall be for girls only and all even numbered events shall be for boys only.
- NCR5.4 **Venues:** The venue for all competitions designated as a National Championship must be held in a swimming pool with at least eight (8) competition lanes.
- NCR6 QUALIFYING TIMES:**
- NCR6.1 On or before 1st October in each year, the Competition Swimming Committee shall establish the qualifying times for the next National Championships.
- NCR6.2 Qualifying times for all individual events shall be as follows:-
- NCR6.2.1 the fastest 12th place times from all previous National Championships;
- NCR6.2.2 where there are no 12th place times from previous National Championships, the qualifying times shall be the same as those established for the most recently concluded National Championship.
- NCR6.3 There shall be no qualifying time standards for relay events at the National Championships.
- NCR6.4 On or before 15th October in each year, the Council shall publish and distribute to all member clubs and unattached competitors the qualifying times for the next National Championships.
- NCR6.5 Qualifying times shall be specified to 1/100 of a second and shall be published in short course metres times for a 25 metre pool and in long course metres times for a 50 metre pool.
- NCR6.6 Once published, qualifying times cannot be changed except to rectify typographical errors.
- NCR7 ENTRIES:**
- NCR7.1 **Limitations:**
- NCR7.1.1 Individual entries shall be limited to a maximum of six (6) individual events.
- NCR7.1.2 Clubs may enter only one relay team per age group per sex.
- NCR7.2 **Requirements:**
- NCR7.2.1 All entries for individual and relay events shall be submitted on a **National Championships Meet Entry Form** as in Appendix A, or, on computer diskette, and shall state the competitor's name, club affiliation (if any), age group, BSF Registration Number, entry time(s) for each individual event entered and the meet/date when the entry time(s) was/were achieved.
- NCR7.2.2 **National Championships Meet Entry Forms** shall not be valid unless signed by a club's head coach, or, by an unattached competitor or the unattached competitor's parent or guardian.
- NCR7.2.3 The names of all competitors eligible to compete only in relay events under Rule NCR1.4 shall also be entered on the **Meet Entry Form**, without limit to the number of such competitors.
- NCR7.2.4 The head coach shall submit a **National Championships Order of Relay Swimmers Form** as in Appendix A to the Chief Recorder not less than forty-five (45) minutes prior to the start of each session, listing the names, age group, event number and order of competitors in the relay event in which such team is entered.
- NCR7.2.5 The deadline for the submission of completed **Meet Entry Forms** or computer diskettes of entries shall be three (3) weeks before the scheduled first day of competition. All **Meet Entry Forms** or computer diskettes shall be submitted to the designated BSF officer on or before the entry deadline.
- NCR7.2.6 No entries shall be accepted after the entry deadline.

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- NCR7.2.7 The **Meet Entry Form** or computer diskette shall be accompanied by all meet entry fees.
- NCR7.2.8 Meet entries submitted on diskette shall be as valid as if they were written or printed out.
- NCR7.3 **Entry Fees:**
- NCR7.3.1 All entry fees shall be determined by the Council.
- NCR7.4 **Entry Times:**
- NCR7.4.1 All entry times shall have been achieved in a sanctioned meet since 1st October of each calendar year.
- NCR7.4.2 All entry times shall be submitted to 1/100 of a second.
- NCR7.5 **Proof of Entry Times:**
- NCR7.5.1 Proof of entry times shall be submitted to the BSF where:
- NCR7.5.1.1 the entry times are achieved in a sanctioned swim meet outside of The Bahamas; or
- NCR7.5.1.2 the BSF does not have a record of times achieved at a BSF-sanctioned swim meet.
- NCR7.5.2 Proof of entry times shall be in the form of official meet results only. Where the times are not swum in a BSF sanctioned meet, the competitor's BSF club coach shall submit to BSF printed official meet results and a letter signed by such coach confirming that the competitor's submitted entry times are official times.
- NCR7.6 **Conversion of Entry Times:**
- NCR7.6.1 **National Long Course Championships:** All qualifying entry times for all individual events offered at a National Long Course Championship must have been achieved in a 50 Metre (LCM) pool during the qualifying period. If a competitor does not have a LCM qualifying time for an event, he may convert his times achieved during the qualifying period for the same event in a 25 Metre (SCM) pool or a 25 Yard (SCY) pool to LCM Qualifying Times according to the following formulae:
(i) From SCY to LCM: multiply by 1.1347
(ii) From SCM to LCM: multiply by 1.0222.
- NCR7.6.2 **National Short Course Championships:** All qualifying entry times for all individual events offered at a National Short Course Championship must have been achieved in a 25 Metre (SCM) pool during the qualifying period. If a competitor does not have a SCM qualifying time for an event, he may convert his times achieved during the qualifying period for the same event in a 50 Metre (LCM) pool or a 25 Yard (SCY) pool to SCM Qualifying Times according to the following formulae:
(i) From SCY to SCM: multiply by 1.11
(ii) From LCM to SCM: multiply by 0.97831.
- NCR7.6.3 **Responsibility Clause:**
- NCR7.6.3.1 Any coach who signs a **National Championships Meet Entry Form** thereby certifies (i) that all entry times stated therein are correct and true; and, (ii) that all competitors named therein are eligible to participate in a National Championship under Rules NCR1 and NCR2 above. The coach assumes responsibility for all false or incorrect times and all competitors entered by him. He may be fined Five Hundred (B\$500) dollars by the BSF Council or the Disciplinary Committee for each false or incorrect time entered, and One Thousand (B\$1,000) for each ineligible competitor entered. In addition to any fines, the coach may also be suspended from participating in BSF sanctioned competitions for up to one calendar year.
- NCR7.6.3.2 Any penalty imposed may be appealed to the Board of Review according to the Judicial Rules in Part XI of these Rules.

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NCR7.6.3.3 When meet entries are submitted on computer diskette, the coach assumes the same responsibilities and liabilities under this Rule as if they were written or printed out.

NCR8 SEEDING:

The seeding of entries for a National Swimming Championship shall be governed by Rule CR9 of the Competition Rules in Part II of these Rules.

NCR9 WITHDRAWALS (SCRATCHES):

NCR9.1 Notification of all scratches or withdrawals of competitors shall be submitted to the Referee on a **National Championships Swimmer Scratches Form** as in Appendix A by a competitor's coach, or, by or on behalf of an unattached competitor.

NCR9.2 The Referee shall notify the Chief Recorder, Announcer and Clerk of Course of all scratches or withdrawals received.

NCR9.3 Timed Finals:

NCR9.3.1 Notification of all scratches from timed finals shall be submitted to the Referee a minimum of 30 minutes prior to the start of the session in which the timed final event is to be swum.

NCR9.3.2 Failure to comply with Rule NCR9.3.1 above shall result in the competitor being scratched from all subsequent events, including relays, for the remainder of that day.

NCR9.4 Preliminary Heats:

NCR9.4.1 Notification of all scratches from preliminary heats shall be submitted to the Referee a minimum of 30 minutes prior to the start of the session in which the preliminary heat is to be swum.

NCR9.4.2 Failure to comply with Rule NCR9.4.1 above shall result in the competitor being scratched from all subsequent events, including relays, for the remainder of that day.

NCR9.5 Finals:

NCR9.5.1 Notification of all scratches from final events of preliminary heats shall be submitted to the Referee within 30 minutes of the announcement or posting of the names of qualifiers for the final event.

NCR9.5.2 Failure to comply with Rule NCR9.5.1 above shall result in that competitor being scratched from all subsequent events, including relays, for the remainder of the meet.

NCR9.6 Exemption from Penalty:

NCR9.6.1 No penalty shall apply for failure to swim in a final event if:

NCR9.6.1.1 in the event of illness or injury to the competitor, the Referee shall be supplied with such medical documentation describing the nature and extent of the competitor's illness or injury as the Referee considers satisfactory;

NCR9.6.1.2 in the event of circumstances beyond the control of the competitor, the Referee shall be supplied with such documentation as the Referee considers satisfactory, substantiating the inability of the competitor to participate and fully describing the circumstances giving rise thereto.

NCR9.7 Alternates:

NCR9.7.1 In the event of the withdrawal of a competitor from a final, the Referee shall fill the lane when possible with the next qualified competitor.

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- NCR9.7.2 The results of any preliminary heats swum in a 6-lane pool shall include the 6 finalists and the first 2 alternates.
- NCR9.7.3 The results of any preliminary heats swum in an 8-lane pool shall include the 8 finalists and the first 2 alternates.
- NCR9.8 **Meet Check-In:**
- NCR9.8.1 All competitors entered in the National Championships must report to the Clerk of Course not less than (i) ten (10) minutes before the start of the session for the first four (4) heats of each session; and thereafter (ii) at least three (3) heats before the start of their race. The Clerk of Course, in consultation with the Referee, will scratch any swimmer from the race who fails to report for the start in compliance with this Rule.
- NCR9.8.2 The Official Time Card system will be in effect during all National Championships. All competitors reporting to the Clerk of Course for the start of their race will receive an Official Time Card for the Lane Timekeepers to record the competitors digital watch times. After each heat, the Chief Timekeeper or a person designated by him must deliver the Official Time Cards to the Chief Recorder or Meet Computer Operator.
- NCR10 MISCONDUCT**
- NCR10.1 Any competitor who disrupts, or, misconducts himself during, any warm-up session may be disqualified by the Referee from further participation in the day's events.
- NCR11 HEAT SHEETS:**
- NCR11.1 Heat sheets of all entries received shall be published by the BSF and distributed to all member clubs and unattached competitors who have entered within ten (10) days after the entry deadline.
- NCR11.2 Heat sheets for all final events in each afternoon/evening session shall be provided by the BSF to all coaches not less than one hour before the start of the session.
- NCR11.3 Heat sheets shall be provided to all meet officials at each session.
- NCR12 SCHEDULES:**
- NCR12.1 A minimum of two and one-half (2½) hours must elapse between the end of the morning session and the start of each afternoon/evening session.
- NCR12.2 An event for any age-group shall not be followed by another event for the same age-group unless and until a minimum of 20 minutes has elapsed after the conclusion of the previous event for that age-group.
- NCR12.3 Starting times for all sessions shall be as published. No event shall start prior to the time established for that session.
- NCR12.4 The Meet Director or Meet Management Committee shall establish and distribute to all coaches and unattached competitors a schedule of warm-up lanes and warm-up times for each session.
- NCR13 PROTESTS:**
- NCR13.1 **Jurisdiction:**
- NCR13.1.1 Protests may be based on Competition Rules CR20.1 to CR20.1.3 and CR20.2.6 in Part II of these Rules and must be submitted in writing to the Session Referee by a coach or unattached competitor on a **National Championships Official Protest Form** as in Appendix A within thirty (30) minutes following the conclusion of the incident creating the protest. The protest must be accompanied by a fee of Fifty (\$50.00) dollars.
- NCR13.1.2 All protests shall be considered by the Session Referee. If he rejects the protest, he must state

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the reasons for his decision on the **National Championships Official Protest Form**. If the protest is rejected, the protest fee is forfeited to the BSF. If the protest is upheld, the protest fee will be refunded.

NCR13.1.3 A coach may appeal the Referee's rejection of the protest within thirty (30) minutes thereof to the Jury of Appeal by so indicating on the **National Championships Official Protest Form**..

NCR13.1.4 If the appeal to the Jury of Appeal is rejected, the protest fee shall be forfeited to the BSF. If the appeal is upheld, the protest fee shall be refunded to the coach.

NCR13.1.5 The decision of the Jury of Appeal shall be final and not subject to further review.

NCR13.1.6 Until final decision, the results of any race conducted under protest, or, of any protested race, shall not be announced, and no prizes or points scored for the race shall be awarded unless the protest is officially withdrawn.

NCR13.2 **Jury of Appeal:**

NCR13.2.1 **Function:**

NCR13.2.1.1 The Jury of Appeal shall adjudicate all appeals against the Referee's rejection of a protest.

NCR13.2.2 **Composition:**

The Jury of Appeal shall be composed of the following persons:

NCR13.2.2.1 the President or next most senior executive officer of the Council in attendance at the session, who shall be the Chairperson;

NCR13.2.2.2 the Chairperson of the Officials Committee;

NCR13.2.2.3 three (3) disinterested members selected by draw from a pool comprising one representative from each member club.

NCR13.2.3 Each club shall submit the name of its representative on the Jury of Appeal to the BSF Secretary on or before the deadline for submitting meet entries.

NCR13.2.4 The names of the members of the Jury of Appeal shall be published by the BSF in the official meet programme.

NCR14 OFFICIALS:

NCR14.1 **Requirements:**

NCR14.1.1 For each session of a National Swimming Championship, the Director of Officials must appoint and/or approve the following minimum numbers of officials for the control of the competition:

- 1 Referee;
- 1 Starter;
- 1 Chief Timekeeper and 3 Timekeepers per lane plus 2 Additional Timekeepers;
- 4 Stroke Judges;
- 4 Turn Judges (minimum) at each end of the pool but preferably 1 at each end of each lane;
- 1 Announcer;
- 1 Chief Recorder (who shall also act as Computer Operator);
- 1 Chief Timing Judge (who shall also act as Automatic Officiating Equipment Operator);
- 1 False Start Rope Person;
- 2 Clerks of Course (who may also act as Marshalls).

NCR14.2 Automatic Officiating Equipment shall be provided and used at every session of a National Championship.

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NCR14.3 All officials shall arrive not less than thirty (30) minutes prior to the start of the competition and report immediately to the Meet Director and the Referee.

NCR14.4 The Referee, Starter, Stroke Judges, Turn Judges, Chief Timer, Chief Recorder and Chief Timing Judge shall all be certified officials.

NCR14.5 **Dress Code:**

NCR14.5.1 The dress code for all certified Referees, Starters, and Stroke/Turn Judges shall be an official white T-shirt, or shirt supplied by the BSF; white shorts or pants; and white shoes.

NCR14.5.2 The dress code for all timers and certified timing and deck officials shall be an official white T-shirt or shirt supplied by the BSF and white shorts, pants or skirt.

NCR14.6 **Dual Confirmation of Violations:**

NCR14.6.1 Dual confirmation shall be defined as the observation and recording by one judging official of a violation of the Technical Swimming Rules in Part III of these Rules by a competitor which is verified and confirmed by one or more other judging officials also observing the same infraction.

NCR14.6.2 All disqualifications for violations of the Technical Swimming Rules shall be subject to dual confirmation.

NCR14.6.3 Where dual confirmation does not occur, the competitor shall not be disqualified.

NCR15 **SCORING:**

NCR15.1 The point scoring system for first to eighth places for individual and relay events will be as follows:-

Individual Events	9-7-6-5-4-3-2-1
Relay Events	18-14-12-10-8-6-4-2

NCR15.2 Determination of the Individual Best Swim Awards in Rule NCR16.1.4 below is based on the points table listed in the annual "Swim Stats" publication issued by FINA.

NCR15.3 Scoring in the event of ties or disqualifications shall be governed by Rule CR11.3 of the Competition Rules in Part II of these Rules.

NCR16 **AWARDS:**

NCR16.1 **Individual:** 1st to 8th place competitors in each event.

NCR16.1.1 Individual High Point Winner: all age groups.

NCR16.1.2 Individual High Point Runner-Up: all age groups.

NCR16.1.2.1 A competitor must compete in a minimum of three (3) individual events to be eligible for a High Point or High Point Runner-Up award.

NCR16.1.3 Individual Best Swim: 15 and Over and 13-14 age groups only.

NCR16.2 **Relays:** 1st to 3rd place teams in each relay event

NCR16.3 **Team Trophy:** Awarded to the Club whose competitors accumulate the most individual and relay team points under Rule NCR15 above.

NCR16.4 **Ties:**

Where two or more competitors tie for any place, duplicate awards shall be given to each of the competitors involved, and in such cases no award shall be given for the place or places immediately following the tied positions.

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NCR16.5 **Certificate of Participation:**

All participants in a National Championship shall receive a certificate in recognition of their achievement.

NCR17 **RECORDS:**

NCR17.1 The following distances and styles for appropriate age groups in both sexes shall be recognised by the BSF for the purposes of National Championship Records:

Freestyle:	50, 100, 200, 400, 800 and 1500 metres
Backstroke:	50, 100 and 200 metres
Breaststroke:	50, 100 and 200 metres
Butterfly:	50, 100 and 200 metres
Individual Medley:	100, 200 and 400 metres
Freestyle Relay:	4 x 50 and 4 x 100 metres
Medley relay:	4 x 50 and 4 x 100 metres

NCR17.2 Only competitors satisfying the requirements of Rule NCR1 shall be eligible for a National Championship Record.

NCR17.3 National Championship Records will be accepted by the Records Committee only when times are recorded by Automatic Officiating Equipment, or Semi-Automatic Officiating Equipment in the event of Automatic Officiating Equipment malfunction.

NCR17.4 Times which are equal to 1/100 of a second shall be recognised as equal records and the competitors achieving these equal times shall be called "Joint Record Holders".

NCR17.5 Only the time of a winner of a race shall be submitted for a National Championship Record. In the event of a tie in a record-setting race, each competitor who tied shall be considered a winner.

NCR17.6 Applications for National Championship Records shall be made on a **Record Application Form** as in Appendix A signed by the Meet Director and submitted to the Records Committee.

NCR18 **OFFICIAL RESULTS**

NCR18.1 On or before 21st July in each year, the BSF Secretary shall publish and distribute a computer print-out of the official results of the current National Championships to all member clubs and any unattached competitors entered.

NCR18.2 The complete official results shall be printed out, by youngest to oldest age groups for both sexes, according to the following format:

NCR18.2.1 **Individual Events:**

Freestyle:	50, 100, 200, 400, 800 and 1500 metres
Backstroke:	50, 100 and 200 metres
Breaststroke:	50, 100 and 200 metres
Butterfly:	50, 100 and 200 metres
Individual Medley:	100, 200 and 400 metres

NCR18.2.2 **Relay Events:**

Freestyle Relay:	4 x 50 and 4 x 100 metres
Medley relay:	4 x 50 and 4 x 100 metres

NCR19 **SMOKING BAN**

Smoking shall not be permitted in any area, either prior to or during the competition.

NCR20 **SUPPLEMENTARY RULES**

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The application of the Rules in this Part may be supplemented as circumstances require by other Rules of the BSF.

NCR21

CLASS "B" TIME TRIALS

The BSF may sanction and conduct a Class "B" Time Trial (as defined in Rule CR6.2.1 of the Competition Rules) only for attaining qualifying time standards for national swim teams before or after any session of a National Championship. All of the provisions of Rules CR6.2 through CR6.2.6 of the Competition Rules shall apply.

NCR22

BSF SWIMMING CHAMPIONSHIPS:

During each calendar year, the BSF Executive Council may approve or award the following categories of National Swimming Championships:

National Age Group Championships (LCM and SCM Pools)

National Open Championships (LCM and SCM Pools)

National Junior Championships for 11 & Under Swimmers (LCM and SCM Pools)

National Senior Championships for 12 & Over Swimmers (LCM and SCM Pools)

National Club Championships (LCM and SCM Pools)

PART V

SWIMMING RECORDS RULES

Part V: SWIMMING RECORDS RULES

SWR1 SWIMMING RECORDS

SWR1.1 Distances and Styles:

The following distances and styles for both sexes shall be recognised for the purposes of all swimming records in 50 metre and 25 metre courses:

Freestyle:	50, 100, 200, 400, 800 and 1500 metres
Backstroke:	50, 100 and 200 metres
Breaststroke:	50, 100 and 200 metres
Butterfly:	50, 100 and 200 metres
Individual Medley:	100, 200 and 400 metres
Freestyle Relay:	4 x 50 and 4 x 100 metres
Medley relay:	4 x 50 and 4 x 100 metres

SWR1.2 Separate records shall be recognised for Masters, Open and Age Group classifications.

SWR1.3 Separate records shall be recognised for Bahamas and Bahamas Open categories.

SWR2 AGE GROUP RECORDS

SWR2.1 Eligibility for Age Group Records shall be based upon the competitor's age as of midnight on 31st December of the previous year.

SWR2.2 Age Group records set in Open events shall be recognised.

SWR3 CONDITIONS OF ELIGIBILITY:

SWR3.1 Bahamas Records:

SWR3.1.1 may be established at a sanctioned competition within The Bahamas or abroad;

SWR3.1.2 by BSF-registered competitors who are citizens of The Bahamas.

Amended 23/01/99

SWR3.2 Bahamas Open Records:

SWR3.2.1 may be established at a sanctioned competition within The Bahamas;

SWR3.2.2 by BSF-registered competitors; and/or,

SWR3.2.3 by competitors registered with any Member of FINA who are in possession of a valid Travel Permit or travel letter enabling them to participate in The Bahamas.

SWR3.3 The Pool:

SWR3.3.1 Short Course Records may be made only in pools of 25 metres or yards in length. Long Course Records may be made only in pools of 50 metres in length.

SWR3.3.2 The start and finish shall be at end of the pool.

SWR3.3.3 All records shall be made in still water. Any movement of water due to the normal operation of the filtration system may be disregarded.

SWR3.4 The Event:

SWR3.4.1 Records can be established in competition in preliminary heats, finals, timed finals, unpaced record attempts against time, Class "B" Time Trials, swim-offs to decide placement or break a tie, and dual or triangular meets.

SWR3.4.2 No pacemaking shall be permitted, nor shall any device be used or strategy adopted which has

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that effect.

- SWR3.4.3 Individual record attempts against time must be held in public. All information relating to such an attempt shall be distributed to all member clubs and/or any interested BSF-registered competitors at least seven (7) days before the attempt is to be made. In the event of an individual race against time being sanctioned by the BSF as a Class "B" Time Trial during a sanctioned competition, then an advertisement at least seven (7) days before the attempt is to be made shall not be necessary.
- SWR3.4.4 A competitor in an individual event may apply for a record established at an intermediate distance if he or his coach specifically requests the Referee that his performance be timed at that distance, but only from the start of the event. The competitor must complete the scheduled distance of the event without disqualification.
- SWR3.4.5 The first competitor in a relay event may establish a record for the distance of his leg if he or his coach requests that his performance be timed at that distance. That competitor must complete his scheduled distance of the event without disqualification. Such performance shall not be nullified by reason of the subsequent disqualification of one of his teammates.
- SWR3.5 **Timing:**
- Records shall be accepted by the Records Committee only when times are recorded by Automatic Officiating Equipment, or Semi-Automatic Officiating Equipment in the event of Automatic Officiating Equipment malfunction.
- SWR3.6 **Application:**
- SWR3.6.1 Applications for records shall be made on a **Record Application Form** as in Appendix A and shall be signed by the Meet Director or other official.
- SWR3.6.2 The record application form and a certified copy of the official meet results, as well as any other relevant documents satisfying the accuracy of the meet results, shall be forwarded by the Meet Director or some other official to the Records Committee Chairperson within seven (7) days of the performance (if achieved within The Bahamas) or within seven (7) days of the competitor's/team's return to The Bahamas (if achieved abroad).
- SWR3.6.3 Applications for records shall be investigated by the Records Committee and the Committee's Chairperson shall notify the Council within seven (7) days of its receipt whether the application should be approved or rejected.
- SWR3.7 **Ratification:**
- SWR3.7.1 If the Council approves the record application, a certificate signed by the BSF President and the Records Committee Chairperson shall be issued to the competitor(s) in recognition of his or their performance.
- SWR3.7.2 The Council shall not ratify a record until it is in receipt of the application and all other relevant documentation as required by this Rule.
- SWR4 WORLD RECORDS:**
- SWR4.1 All applications for World Records set in The Bahamas or set by a BSF-registered competitor or competitors shall be governed by the relevant FINA Swimming Rules in force at the time.

PART VI

INTERNATIONAL SWIMMING RULES

Part VI: INTERNATIONAL SWIMMING RULES

ISR1 COMPETITIONS AND TOURS IN FOREIGN COUNTRIES:

- ISR1.1 Competitors, clubs, teams, judges, officials, trainers and coaches from The Bahamas participating in sanctioned swimming events outside of The Bahamas shall be subject to the swimming rules of the Member of FINA hosting the competition.
- ISR1.2 Competitors, clubs, teams, judges, officials, trainers and coaches from The Bahamas participating in sanctioned swimming events outside of The Bahamas shall, nevertheless, remain under the jurisdiction of the BSF.

ISR2 UNAUTHORIZED RELATIONS AND MISBEHAVIOUR:

- ISR2.1 All BSF competitors, clubs, teams, judges, officials, trainers and coaches shall be aware of and comply with the following FINA General Rule GR4 regarding "Unauthorized Relations And Misbehaviour":
- ISR2.1.1 None of the above-mentioned persons or entities shall have any form of relationship with a body not affiliated to, or suspended by, FINA.
- ISR2.1.1.1 The exchange of BSF competitors, clubs, teams, judges, officials, trainers and coaches with non-affiliated or suspended bodies is not permissible.
- ISR2.1.1.2 The holding of demonstrations and/or exhibitions, clinics, training, competitions, etc., with non-affiliated or suspended bodies is not permissible.
- ISR2.1.1.3 Only the FINA Bureau may authorize relations with non-affiliated or suspended bodies mentioned in Rules ISR1.3.1.1 through ISR1.3.1.3 above.
- ISR2.1.1.4 Any individual or group violating this Rule shall be suspended by the BSF for a minimum period of one year, up to a maximum period of two years. FINA shall be entitled to review the suspension and to increase it up to a maximum of two years, according to the circumstances involved. In the event that such individual or group has resigned its membership with BSF or is not a member of BSF, that individual or group shall not be entitled to register or affiliate with BSF for a minimum period of three months up to a maximum period of two years. FINA shall be entitled to review the suspension and to increase it up to the maximum of two years, according to the circumstances involved. In any case, BSF shall be obliged to abide by any increased penalty imposed by FINA on review.
- ISR2.1.1.5 The BSF will ensure that the FINA Rules governing eligibility are strictly enforced at all international competitions conducted in The Bahamas.
- ISR2.2 At all regional or international competitions hosted by the BSF, no smoking shall be permitted in any area designated for competitors, either prior to or during the competition.

ISR3 INTERNATIONAL SWIMMING: NATIONAL LEVEL

ISR3.1 BAHAMAS NATIONAL TEAMS:

- ISR3.1.1 A swim team shall be designated as a National Team representing The Bahamas if it is selected and managed by the BSF.

ISR3.2 Categories of National Teams:

ISR3.3 Regional or International Age Group Competitions:

- (1) CARIFTA Swimming Championships
- (2) Caribbean Islands Swimming Championships
- (3) Central American & Caribbean (C.C.C.A.N.) Swimming Championships
- (4) Any other competitions designated by the Council.

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ISR3.4 **Open or Senior Regional or International Competitions:**

- (1) FINA Grand Prix Swimming Competitions
- (2) C.A.C. Games
- (3) Commonwealth Games
- (4) Goodwill Games (subject to invitation)
- (5) Pan-American Games
- (6) Olympic Games
- (7) FINA World Long and Short Course Championships
- (8) World University Games
- (9) Pan Pacific Games
- (10) Any other competitions designated by the Council

ISR4 **ELIGIBILITY:**

BSF registered competitors shall be eligible for selection to a National Team subject to their satisfying the requirements in the following Rules in this Part, the availability of funds and any terms or conditions stated in the meet summons or invitation.

ISR5 **NATIONALITY AND RESIDENCY:**

ISR5.1 **Regional or International Age Group Competitions:**

ISR5.1.1 Regarding the CARIFTA Swimming Championships mentioned in Rule ISR3.3 above, the competitor must (i) be a citizen of The Bahamas whether by birth or naturalization, provided that a naturalized citizen must have resided in The Bahamas for twelve consecutive months prior to the BSF qualifying deadline and possess a valid Bahamian passport; or, (ii) have resided in The Bahamas for a period of sixty (60) consecutive months; and (iii) in all cases shall have been registered with the BSF for twelve (12) consecutive months preceding the qualifying deadline for the competition.

ISR5.1.2 Regarding the other age group competitions mentioned in Rule ISR3.3 above, a competitor representing The Bahamas must (i) be of Bahamian nationality, whether by birth or by naturalization, provided that a naturalized citizen must have resided in The Bahamas for twelve (12) consecutive months prior to the BSF qualifying deadline; (ii) possess a valid Bahamian passport; and (iii) have been registered with the BSF for twelve consecutive months preceding the qualifying deadline for the competition.

ISR5.2 **Open or Senior Regional or International Competitions:**

Regarding the competitions mentioned in Rule ISR3.4 above, the following conditions shall apply:

ISR5.2.1 A competitor representing The Bahamas must (i) be of Bahamian nationality, whether by birth or by naturalization, provided that a naturalized citizen must have resided in The Bahamas for twelve (12) consecutive months prior to the BSF qualifying deadline ; (ii) possess a valid Bahamian passport; and (iii) have been registered with BSF for twelve (12) consecutive months preceding the qualifying deadline for the competition.

ISR5.2.2 Any competitor who changes national affiliation from the jurisdiction of another Member of FINA to the BSF for the purpose of being eligible for selection to a Bahamian National Team must (i) be of Bahamian nationality, whether by birth or by naturalization, provided that a naturalized citizen must have resided in The Bahamas for twelve (12) consecutive months prior to the BSF qualifying deadline; (ii) possess a valid Bahamian passport; and (iii) have been registered with BSF for twelve (12) consecutive months preceding the qualifying deadline for the competition.

ISR5.2.3 A competitor who is both a national of The Bahamas and a national of one or more other countries according to the laws of such other country or countries shall declare whether he chooses a Bahamian national affiliation or "sports nationality", as such competitor shall be under the jurisdiction of only one Member of FINA at any time.

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- ISR5.2.4 A competitor who is both a national of The Bahamas and a national of one or more other countries according to the laws of such other country or countries and who has represented The Bahamas at any of the competitions mentioned in Rule ISR3.4 above shall be deemed to have chosen a Bahamian "sports nationality". He shall remain under the jurisdiction of the BSF and is prohibited from representing any other country unless and until he changes national affiliation. To change national affiliation from the jurisdiction of the BSF to that of another Member of FINA, the competitor shall have resided in that other country for twelve (12) months preceding the entry deadline for the competition and shall have been under the jurisdiction of the Member of FINA during that period.
- ISR5.2.5 In all cases, the competitor shall satisfy any requirements specified in the competition invitation or summons.
- ISR5.2.6 **Exceptions: Commonwealth Games**
- ISR5.2.6.1 A competitor who was not born in The Bahamas and who has lived outside of the Bahamas but is a Bahamian citizen may be eligible for the Commonwealth Games provided the competitor resides in a dwelling in The Bahamas for a minimum period of 6 consecutive months during the 12 months preceding the entry deadline for such Games.
- ISR5.2.6.2 Competitors who have previously represented The Bahamas or another Commonwealth country in the Commonwealth Games may represent another Commonwealth country or The Bahamas (as the case may be) at a subsequent Commonwealth Games with the approval of both the BSF and the Member of FINA of the other Commonwealth country.
- ISR6 QUALIFYING CRITERIA:**
- ISR6.1 Where the circumstances require it, the Council shall be responsible for establishing any qualifying standards and/or criteria to participate at regional or international swimming competitions.
- ISR6.1.1 Where FINA or some other swimming organization is responsible for establishing any qualifying standards and/or criteria to participate at regional or international swimming competitions, the BSF shall ensure that entered BSF competitors comply with such qualifying standards and/or criteria.
- ISR6.2 **Additional Qualifying Criteria: Regional Age Group Competitions**
- ISR6.2.1 Preferably, the competitor will have:
- ISR6.2.2 participated in Bahamian swimming at the club level in a minimum of six (6) sanctioned competitions during the qualifying period;
- ISR6.2.3 participated in the most recent National Championship;
- ISR6.2.4 displayed those qualities which enhance the reputation and standing of Bahamian swimming by exhibiting good sportsmanship, team spirit and self-discipline;
- ISR6.2.5 maintained a high level of fitness and consistently attended a minimum of six (6) club practices per week during the qualifying period, which practices shall be verified in writing by his club coach
- ISR6.2.6 attended a minimum of seventy-five (75%) percent of scheduled National Team practices and all National Team Selection Trials.
- ISR6.3 At the discretion of the Council following illness or injury, a competitor shall be required to present medical certification of fitness as a prerequisite to consideration for selection.
- ISR6.4 **Additional Qualifying Criteria: Open/Senior Regional/International Competitions:**
- ISR6.5 Preferably, the competitor will have:

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- ISR6.5.1 participated in Bahamian swimming at the club level in a minimum of ten (10) sanctioned competitions during the qualifying period;
- ISR6.5.2 participated in two (2) or more of the most recent National Championships. The competitor's performance in these Championships shall be assessed on the basis of finals made, records set (if any), places attained, etc.;
- ISR6.5.3 participated in one or more national teams at regional or international competitions. The performance of the competitor whilst on a national team shall be assessed on the basis of finals/consolation finals made, records set, places attained, etc.;
- ISR6.5.4 displayed those qualities which exemplify and reflect positively on Bahamian swimming;
- ISR6.5.5 displayed a mature and positive attitude towards swimming in general and increased training, enabling him to cope with the pressures of higher levels of competition;
- ISR6.5.6 maintained a high level of fitness and consistently attended a minimum of six (6) practices per week during the qualifying period, which practices shall be verified in writing by his club coach;
- ISR6.5.7 attended a minimum of seventy-five (75%) percent of scheduled National Team practices and all National Team Selection Trials.
- ISR6.6 At the discretion of the Council following illness or injury, a competitor shall be required to present medical certification of fitness as a prerequisite for consideration for selection.
- ISR7 QUALIFYING TIME STANDARDS:**
- ISR7.1 Qualifying time standards shall be calculated by the Competition Committee according to the various formulae set out in Rules ISR7.2 to ISR7.2.1.1 and ISR7.4 through ISR7.4.1.2 below and shall be approved by the Council.
- ISR7.1.1 On or before 1st October in each year, the Competition Committee shall calculate the qualifying time standards for the next annual, biennial or quadrennial regional or international competitions.
- ISR7.1.2 On or before 15th October in each year, the BSF shall publish and distribute to all member clubs and unattached competitors the qualifying time standards for the next annual, biennial or quadrennial regional or international competitions.
- ISR7.1.3 Where a regional or international competition is conducted in a 50 Metre (LCM) Pool, the BSF will publish its qualifying time standards for all events offered at the competition in LCM Times. Where a regional or international competition is conducted in a 25 metre (SCM) Pool, the BSF will publish its qualifying times standards for all events offered at the competition in SCM Times.
- ISR7.1.4 Qualifying time standards, once published, cannot be changed except (1) to rectify typographical errors or (2) to reflect changes to the base times as a result of amendments to Rule ISR7.2.1 or Rule ISR7.4.1 below.
- ISR7.1.5 The Competition Committee shall change the qualifying time standard for any individual event under Rule ISR7.1.1 above:-
- ISR7.1.6 where the time for the place of finish for an individual event from the most recently concluded annual, biennial or quadrennial regional or international competitions mentioned in Rule ISR3.3 or Rule ISR3.4 above is faster than the previously published qualifying time standard for the same individual event at that competition; or
- ISR7.1.7 where the base times have changed as a result of amendments to Rule ISR7.2.1 or Rule ISR7.4.1 below.
- ISR7.2 **Regional Age Group Competitions: Individual Events**

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ISR7.2.1 The qualifying time standards for each of the regional age group competitions mentioned in Rule ISR3.3 above shall be as follows:-

Base time = All time fastest 6th place times from the heats/ finals/timed finals of each individual event from all previous competitions at each of the championships mentioned in Rule ISR3.3

Exception: CARIFTA Swimming Championships

Base time = All time fastest 8th place times from the heats/ finals/timed finals of each individual event from all previous CARIFTA Swimming competitions

The qualifying time standards for all regional age group competitions mentioned in Rule ISR3.2 above shall be predicated on: (1) competitors having achieved the base time in a Long Course Metres (LCM) pool, or, (2) conversion of the competitor's times from a Short Course Metres (SCM) pool or a Short Course Yards (SCY) pool to LCM times according to the following formula:

LCM = base time

SCM = SCM time multiplied by 1.0222

SCY = SCY time multiplied by 1.1347

ISR7.3 **Regional Age Group Competitions: Relay Events**

There shall be no qualifying time standards for relay events at regional age group competitions.

ISR7.4 **Open/Senior Regional/International Competitions: Individual Events**

ISR7.4.1 The qualifying time standards for each of the open or senior regional or international competitions mentioned in Rule ISR3.4 above shall be as follows:-

Base time = All time fastest 6th place times from the heats/ finals/timed finals of each individual event from all previous competitions at each of the championships mentioned in Rule ISR3.4

Exception: FINA World Long or Short Course Championships

Qualifying time standards for all individual events at the above stated competitions shall be those published by FINA or the host Organizing Committee. In the event that FINA or the host Organizing Committee does not publish any time standards, the qualifying time standards shall be as follows:

Base time = All time fastest 16th place times in the heats/ finals/timed finals of each individual event from all previous FINA World Long or Short Course competitions

Exception: Pan American Games and Commonwealth Games

Base time = All time fastest 12th place times in the heats/ finals/timed finals of each individual event from all previous Pan American Games or Commonwealth Games swimming competitions

Exception: Olympic Games

Qualifying time standards for all individual events at the Olympic Games shall be those published by FINA and accomplished by a competitor in a Long Course metres (LCM) pool during the qualifying period designated by FINA.

The qualifying time standards for all open or senior regional or international competitions mentioned in Rule ISR3.4 above shall be predicated on (1) competitors having achieved the base time in a Long Course Metres (LCM) pool, or, (2) conversion of the competitor's times in a Short Course Metres (SCM) pool or a Short Course Yards (SCY) to LCM times according to the following formula:

LCM = base time

SCM = SCM time multiplied by 1.0222

SCY = SCY time multiplied by 1.1347

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ISR7.4.2 **Open/Senior Regional/International Competitions: Relay Events**

Where FINA or some other swimming organization is responsible for establishing any qualifying time standards for relay teams in open/senior regional or international competitions, those qualifying time standards shall be adopted by the Competition Committee and approved by the Council. In all other cases, there shall be no qualifying time standards for relay teams in open/senior regional or international competitions.

ISR8 **ENTRY TIMES AND QUALIFYING PERIODS:**

ISR8.1 **Entry Times:** Eligibility for consideration for selection to a national team is based on competitors achieving the LCM qualifying times for a LCM competition, or the SCM qualifying times for a SCM competition, during the qualifying period referred to in Rule ISR 8.2 below but preferably within the six (6) month period preceding the meet entry deadline.

ISR8.2 **Qualifying Periods:**

ISR8.2.1 The qualifying period for the CARIFTA Swimming Championships is from 1st October in each calendar year to a date to be determined by the Council but not less than six (6) weeks before the final entry deadline for the competition.

ISR8.2.2 The qualifying period for the Caribbean Islands Swimming Championships, the Central American and Caribbean (CCCAN) Swimming Championships and all other regional and international competitions mentioned in Rules ISR3.3 and/or ISR3.4 above is from 1st October in each calendar year to a date to be determined by the Council but not less than eight (8) weeks before the final entry deadline for the competition.

ISR8.2.3 Where FINA or the host organization stipulates the qualifying period for any competition, then the qualifying period for that competition shall be the period so stipulated.

ISR8.3 All qualifying entry times submitted by a head coach on a **National Teams Swimmer Qualifying Times Form** as in Appendix A shall have actually been swum and the particulars of the meet(s) where such time(s) was/were achieved shall be noted on the Form.

ISR9 **PROOF OF ENTRY TIMES:**

ISR9.1 Proof of entry times shall be submitted to the BSF where:

ISR9.1.1 the entry times are achieved in a sanctioned swim meet outside of The Bahamas; or

ISR9.1.2 the BSF does not have a record of times achieved at a BSF-sanctioned swim meet.

ISR9.2 Proof of entry times shall be in the form of official meet results only. Where the times are not swum in a BSF sanctioned meet, the competitor's BSF club coach shall submit to BSF printed official meet results and a letter signed by such coach confirming that the competitor's submitted entry times are official times.

ISR10 **RESPONSIBILITY CLAUSE:**

ISR10.1 Any coach who signs a **National Teams Swimmer Qualifying Times Form** thereby certifies (i) that all entry times stated therein are correct and true; and (ii) that the competitors named therein are eligible for national team selection under Rules ISR4 and ISR5 above. The coach assumes responsibility for all false or incorrect times and all national team nominations submitted by him. He may be fined Five Hundred (B\$500) dollars by the BSF Council or the Disciplinary Committee for each false or incorrect time entered and One Thousand (B\$1,000) dollars for each ineligible competitor nominated. In addition to any fines, the coach may also be suspended from participating in BSF sanctioned competitions for up to one calendar year.

ISR10.2 Any penalty imposed may be appealed to the Board of Review pursuant to the Judicial Rules in Part XI of these Rules.

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ISR11 SELECTION OF COMPETITORS:

ISR11.1 CARIFTA Swimming Championships:

ISR11.1.1 Eligibility for consideration for selection to a BSF national team participating in the CARIFTA Swimming Championships is based on competitors satisfying the published LCM qualifying time standard in at least two (2) events offered at such competition.

ISR11.1.2 First priority for selection to a CARIFTA team will be given to the first and second fastest competitors who have satisfied the published LCM qualifying time standard in each event during the qualifying period.

ISR11.1.3 Second priority for selection to a CARIFTA team will be given to competitors who have satisfied the published LCM qualifying time standard in one or more individual events during the qualifying period but are not the first and second fastest qualifiers in each event, provided the Competition Committee agrees upon any alternative events that the competitor can swim considering the competitor's times and places under Rule ISR11.1.4 below.

ISR11.1.4 Where there are no, or insufficient, qualifiers for selection to a CARIFTA team, consideration for selection will be given to the first and second place finishers by age group in each individual event at a BSF National Team Selection LCM Trial for that purpose.

ISR11.2 Other Regional Age Group Competitions:

ISR11.2.1 Eligibility for consideration for selection to a national team attending all other regional or international competitions mentioned in Rule ISR3.3 above except the CARIFTA Swimming Championships, is based on competitors satisfying the published LCM qualifying time standard in at least two (2) events offered at such competition.

ISR11.2.2 Where individual entries at such competition are limited to 2 competitors per event, first priority for selection to a national team shall be given to the first and second fastest competitors who have satisfied the published qualifying time standard in each event. Where individual entries are limited to 3 competitors per event, first priority for selection to a team shall be given to the first, second and third fastest competitors who have satisfied the published qualifying time standard in each event.

ISR11.2.3 Consideration for selection to a national team under ISR11.2.1 above will be given to competitors who have satisfied the published LCM qualifying time standard in one or more individual events during the qualifying period but are not the first or second fastest, or, the first, second or third fastest, qualifiers in each event, provided the Competition Committee agrees upon any alternative events that the competitor can swim based on the competitor's times and places under Rule ISR11.4.1 below.

ISR11.3 Open/Senior Regional/International Competitions:

ISR11.3.1 Eligibility for consideration for selection to a national team attending any of the regional or international competitions mentioned in Rule ISR3.4 above is based on competitors satisfying the published LCM or SCM qualifying time standard in at least one (1) event offered at such competition.

ISR11.3.2 Where individual entries at such competitions are limited to 2 competitors per event, priority for selection to a national team will be given to the first and second fastest competitors who have satisfied the published qualifying time standard in each event. Where individual entries are limited to 3 competitors per event, priority for selection to a team will be given to the first, second and third fastest competitors who have satisfied the published qualifying time standard in each event.

ISR11.3.3 Consideration for selection to a national team under ISR11.3.1 above will be given to competitors who have satisfied the published LCM qualifying time standard in one or more individual events during the qualifying period but are not the first or second fastest, or, the first, second, or third fastest, qualifiers in each event, provided the Competition Committee agrees

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upon any alternative events that the competitor can swim based on the competitor's times and places under ISR11.4.1 below.

ISR11.4 **National Team Selection Trials:**

ISR11.4.1 During each calendar year, the BSF will hold Class "B" Time Trials in a 50 Metre (LCM), or 25 Metre (SCM), Pool called "National Team Selection Trials" for the purpose of competitors qualifying for selection for any of the LCM or SCM regional and international competitions mentioned in Rules ISR3.3 and ISR3.4 above.

ISR11.4.2 The Council can establish the entry fees and any special conditions of entry for all National Team Selection Trials.

ISR11.5 Within three (3) days after the qualifying deadline, every head coach shall submit a **National Teams Swimmer Qualifying Times Form** as in Appendix A to the Chairperson of the Competition Committee specifying the name, sex, age (as of midnight on 31st December of the previous year) or age group, events and qualifying entry times of any of the club's competitors to be considered for final selection to a national team.

ISR11.5.1 Within seven (7) days after the qualifying deadline for each regional or international competition, the Competition Committee shall compile a final list of all of the competitors who have been nominated for a national team. For age group competitions, the final list shall also contain the sex and age group of each of the competitors, and shall comply with any restrictions as to a maximum number of competitors or in each sex/age group.

ISR11.5.2 The Chairperson of the Competition Committee shall submit the final list of competitors to the Council for Council's approval at the next available Council meeting.

ISR11.5.3 Final selection of competitors by the Council shall be based on the recommendations of the Competition Committee.

ISR11.5.4 Council may approve or reject any competitor. Council may consider, but is not limited to, whether there is then currently pending any unresolved complaint or disciplinary proceeding involving the competitor, or that the competitor is not eligible or suitable for selection in some material way.

ISR11.5.5 The BSF Secretary or Assistant Secretary shall submit a copy of the list of competitors approved by Council to the Chairperson of the National Team Planning Committee and the Chairperson of the Competition Committee..

ISR11.5.6 The Chairperson of the National Team Planning Committee shall notify each competitor of their selection to any national team in writing within 7 days of receiving the approved final list of competitors from the Chairperson of the Competition Committee.

ISR11.5.7 Upon receiving written notification of their selection to a national team, each competitor shall notify the Chairperson of the National Team Planning Committee in writing whether they accept or reject the selection within 7 days of such receipt.

ISR11.5.8 Upon written acceptance of selection, each national team member shall be given the following:

- (1) a copy of the BSF's **Code of Conduct for National Teams** as set out in these Rules;
- (2) a copy of the team's travel schedule and list of BSF officials managing the team;
- (3) a **Clothing/Equipment List** as in Appendix A;
- (4) a **Medical Release Form** as in Appendix A, to be signed by each competitor or a parent or guardian and returned to the National Team Planning Committee, along with proof of medical insurance coverage (if any).

ISR11.5.9 Any competitor who declines selection to a national team without justifiable cause is ineligible for

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selection to any national team for a period of twelve (12) months. Acceptable grounds for declining selection include: illness; injury; marriage or death in the family; pre-paid travel; educational reasons including examinations, subject to written verification by the competitor in each instance.

ISR11.6 **Meet Entries:**

- ISR11.6.1 A competitor will be entered in all events for which he or she has satisfied the first or second fastest qualifying time, unless (i) the competitor declines selection to the team before the final selection deadline, or, (2) the Competition Committee determines that the competitor cannot safely compete in several individual events and relays on the same day.
- ISR11.6.2 Subject to the determination of the Competition Committee, a competitor selected to a national team under Rules ISR11.1.3 or ISR11.2.3 or ISR11.3.3 above may be entered in events for which he or she has not satisfied the qualifying time standard, provided there is no likelihood of a detraction from performance in the event(s) for which the competitor has qualified.
- ISR11.6.3 Subject to the determination of the Competition Committee, a competitor should not ordinarily be entered in events for which he or she has not satisfied the qualifying time standard in preference to a competitor who has satisfied the qualifying time standard for that event, unless there is a valid basis for doing so under this Part of these Rules.
- ISR11.6.4 All competitors selected for a national team may be entered in relay events. The head coach of the national team shall consider all available information at the time of the competition before nominating the four fastest competitors for each relay. *Added 23/01/99*
- ISR11.6.5 All competitors selected for a national team shall (1) participate in all team practices and team functions; (2) sign and abide by the BSF **Code of Conduct**; and (3) comply with any financial responsibilities or directives established by the Council. *Added 23/01/99*
- ISR11.6.6 Any competitor selected for a national team may be withdrawn from the team at any time if, for any reason (including injury or illness), the competitor is unable to maintain a training programme necessary for peak performance at the regional or international competition, as determined by the competitor's head coach, the Competition Committee or the Council. If a competitor is withdrawn from a national team under this rule, the Competition Committee may nominate the next fastest competitor satisfying the qualifying time standards for that event, or, for the CARIFTA Swimming Championships only, the next fastest non-qualifier for that event, who has engaged in a training programme necessary for peak performance at the regional or international competition, for final selection to the team, based on these Rules.

ISR12 **NATIONAL TEAM OFFICIALS:**

- ISR12.1 On or before 1st September in each year, the Chairperson of the National Team Planning Committee shall notify all member clubs of all proposed regional or international swimming competitions during the next 12 months and shall:
- ISR12.1.1 list the categories and (where possible) the numbers of non-coaching team officials required for each national team;
- ISR12.1.2 invite all member clubs to submit nominees to serve as non-coaching team officials for each national team by 1st November in each year;
- ISR12.1.3 invite the Officials Committee to submit nominees to serve as judging officials for each national team by 1st November in each year;
- ISR12.1.4 invite the Competition Committee to submit nominees to serve as head coach and assistant coach for each national team by 1st November in each year;
- ISR12.1.5 submit the names of all nominees for coaching, judging and non-coaching team officials for each national team to the Council for the Council's selection.

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- ISR12.2 The National Team Planning Committee shall be responsible for the following:
- (1) outfitting each member of a national team with appropriate swimming-related apparel;
 - (2) concluding all travel-related arrangements for the team's competitors, coaches and officials;
 - (3) compiling nominees from the member clubs for responsible adults prepared to serve on a national team in the capacities of Team Manager and Chaperone(s).
- ISR12.3 The National Team Planning Committee shall obtain a minimum of three (3) quotations from suppliers for the cost of swimming-related apparel, and round-trip transportation for the entire team.
- ISR12.4 The Chairperson of the National Team Planning Committee shall submit a letter regarding the quotations/nominations received and the Committee's recommendations to the Council for Council's approval at the next available Council meeting. In addition, the Committee shall also submit a Budget of the projected expenses to outfit, transport, house and feed the entire team as well as any projected miscellaneous or contingent team expenses over the course of the competition.
- ISR12.5 The Council may approve any national team officials or swimwear suppliers submitted by the National Team Planning Committee. Council may consider, but is not limited to, whether there is then currently pending any unresolved complaint or disciplinary proceeding involving the official, or that the official is not eligible or suitable for selection in some material way.
- ISR12.6 **National Team Officials: Selection**
- ISR12.6.1 Final selection of a team manager and/or chaperone by the Council may be based on any recommendations of the National Team Planning Committee.
- ISR12.6.2 Final selection of a head coach and/or assistant coach by the Council may be based on any recommendations of the Competition Committee which shall forward same to the National Team Planning Committee.
- ISR12.6.3 Selection of judging officials by the Council may be based on any recommendations of the Officials Committee which shall forward same to the National Team Planning Committee.
- ISR12.6.4 The Chairperson of the National Team Planning Committee shall submit a list of the names of all nominated national team officials along with any recommendations of the Committees to the Council for Council's consideration at the next available Council meeting.
- ISR12.6.5 Subject to the availability of funds, the Council may ratify those persons recommended as national team officials by the National Team Planning, Competition and Officials Committees and shall reject any nominated official selected if there is then currently pending any formal complaint or disciplinary proceedings against the official, or Council determines that the official is not eligible or qualified for selection in some material way.
- ISR12.6.6 The Chairperson of the National Team Planning Committee shall notify each official of their selection to any national team in writing within 7 days of their approval by Council.
- ISR12.6.7 Upon receiving written notification of their selection to a national team, each official shall notify the Chairperson of the National Team Planning Committee in writing whether they accept or reject the selection within 7 days of such receipt.
- ISR12.6.8 Upon written acceptance of selection, each national team official shall be given the following:
- (1) a copy of the BSF's **Code of Conduct for National Teams** as set out in Appendix B of these Rules;

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(2) a copy of the team's travel schedule, a list of the competitors selected to the national team and a list of BSF officials managing the team;

(3) a **Clothing/Equipment List** as in Appendix A;

(4) a **Medical Release Form** as in Appendix A, to be signed by each official and returned to the National Team Planning Committee.

ISR12.7 **Criteria for Selection: Coaches**

ISR12.7.1 Availability; coaching experience or knowledge; years of coaching and levels of coaching certification, if any; commitment to competitive swimming; respect for the rules of competition; reliability and maturity; contribution to swimming in The Bahamas; promoting the development of swimming in The Bahamas; citizens of The Bahamas who possess a valid Bahamian passport; registration with the BSF.

ISR12.7.2 Eligibility for selection as a coach accompanying a national team attending the Olympic Games, the Pan American Games, the Commonwealth Games, the Pan Pacific Championships or the FINA World Championships shall be based on whether the person has coached at least one national team attending the CARIFTA Swimming Championships, the Caribbean Islands Swimming Championships, the Central American and Caribbean (CCCAN) Swimming Championships, the Central American and Caribbean (CAC) Games, the World University Games, or any other regional or international competition designated by the Council, during the previous four (4) calendar years.

ISR12.8 **Criteria for Selection: Team Manager and/or Chaperone**

ISR12.8.1 Experience of team travel at the club or national team level; experience with children and young adults; contribution to swimming in The Bahamas at the club or national level; working on Council or BSF committees; assisting or officiating at swim meets at the club or national level; promoting the development of swimming in The Bahamas; reliability and maturity; commitment to competitive swimming; promoting the development of swimming in The Bahamas; foreign languages spoken (if any), where the services of an interpreter may be required and are not readily available at a regional or international competition; citizens of The Bahamas who possess a valid Bahamian passport; individual membership in the BSF.

ISR12.9 **Criteria for Selection: Judging Officials**

ISR12.9.1 BSF certification or equivalent as a Referee or Starter or Stroke Judge or Turn Judge; availability; officiating experience and knowledge, which shall include: years of officiating; officiating experience at the club or national level; officiating experience at regional or international competitions; contribution to swimming in The Bahamas; promoting the development of swimming in The Bahamas; foreign languages spoken (if any), where the services of an interpreter may be required and are not readily available at a regional or international competition; commitment to competitive swimming; respect for the rules of competition; reliability and maturity; judging officials who are citizens of The Bahamas and possess a valid Bahamian passport; individual membership in the BSF..

ISR12.10 **Responsibilities and Duties:**

ISR12.10.1 **General:**

All persons approved by Council as coaches, judging officials and non-judging team officials shall be responsible for ensuring that they and all other officials and competitors on a national team comply with the **Code of Conduct for National Teams** in these Rules.

ISR12.11 **Responsibilities and Duties: Head Coach**

The responsibilities and duties of the Head Coach shall include:

ISR12.11.1 ensuring competitors are entered correctly in the heats;

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- ISR12.11.2 ensuring competitors participate in the warm-up sessions;
- ISR12.11.3 ensuring that competitors are prepared and ready on the pool deck in adequate time for their heats and/or finals;
- ISR12.11.4 registering any scratches or withdrawals;
- ISR12.11.5 registering any protest(s) with the Referee, if appropriate;
- ISR12.11.6 ensuring that competitors know they will be competing under FINA Rules and apprise them of same;
- ISR12.11.7 becoming apprised of any disqualification(s) as soon as possible;
- ISR12.11.8 ensuring that any competitor qualifying for a final is correctly seeded and that his name is announced;
- ISR12.11.9 recording times (unofficial) in order to note any sizeable discrepancies, and to make appropriate query;
- ISR12.11.10 acquiring copies of the official results of heats and finals, obtaining the Referee's signature (where possible), and supplying same to the BSF upon the team's return;
- ISR12.11.11 participating in any technical meetings for coaches and delegates;
- ISR12.11.12 ensuring, with the cooperation of the other team officials, that the competitors have adequate rest and nutrition;
- ISR12.11.13 informing the other team officials of any accidents and/or infractions of the Code of Conduct for National Teams;
- ISR12.11.14 remaining informed of the whereabouts of the competitors at all times;
- ISR12.11.15 submitting a full and independent written report to the Council and to the Competition Committee, accompanied by copies of the official competition results, within three (3) weeks of the team's return to The Bahamas, such report to detail the performance of each competitor and any disciplinary problems which may have arisen as well as the deliberations of any technical meetings at the competition;
- ISR12.11.16 any other duties or responsibilities prescribed by Council from time to time.

ISR12.12 **Duties and Responsibilities: Assistant Coach**

The responsibilities and duties of the Assistant Coach shall include:

- ISR12.12.1 assisting the Head Coach in the discharge of any coaching responsibilities;
- ISR12.12.2 assuming the duties of the Head Coach should he be unable to fulfil them;
- ISR12.12.3 attending technical meetings, if necessary;
- ISR12.12.4 ensuring that competitors arrive at the pool punctually;
- ISR12.12.5 informing competitors of the need to report to the marshaling area;
- ISR12.12.6 informing the other team officials of any accidents and/or infractions of the Code of Conduct for National Teams;
- ISR12.12.7 remaining informed of the whereabouts of the competitors at all times;

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- ISR12.12.8 submitting a full and independent written report to the Council and to the Competition Committee within three (3) weeks of the team's return to The Bahamas, such report to detail the performance of each competitor and any disciplinary problems which may have arisen as well as the deliberations of any technical meetings at the competition;
- ISR12.12.9 any other duties or responsibilities prescribed by Council from time to time.

ISR12.13 **Responsibilities and Duties: Team Manager**

The responsibilities and duties of the Team Manager shall include:

- ISR12.13.1 taking possession of all travel documents, passports, airline tickets, medical releases and health insurance papers;
- ISR12.13.2 ensuring that all team members tickets are processed and that all baggage is checked-in, where appropriate;
- ISR12.13.3 paying any departure taxes;
- ISR12.13.4 arranging and/or providing transportation where necessary (i) between an airport and the team's sleeping quarters, or (ii) between the sleeping quarters and the swimming pool;
- ISR12.13.5 ensuring that the competitors are adequately and timely fed, and purchasing extra nutritious food and drinks, if necessary;
- ISR12.13.6 primary responsibility for the behaviour of the team;
- ISR12.13.7 consulting with other team officials as soon as possible after arrival, and informing all team members of any interpretation of the Code of Conduct;
- ISR12.13.8 remaining informed as to the whereabouts of the competitors at all times;
- ISR12.13.9 informing the other team officials of any accidents and/or infractions of the Code of Conduct;
- ISR12.13.10 submitting any applications for Bahamas Records to the Records and Statistics Committee upon the team's return;
- ISR12.13.11 submitting a full and independent written report to the Council and to the National Team Planning Committee within three (3) weeks of the team's return to The Bahamas, such report to detail the conduct of the competitors and any disciplinary problems which may have arisen;
- ISR12.13.12 submitting a full accounting of all monies spent and the purposes for such expenditures to the Council as well as the National Team Planning Committee and to remit all unspent monies to the BSF Treasurer within three (3) weeks of the team's return to The Bahamas;
- ISR12.13.13 any other duties or responsibilities prescribed by Council from time to time.

ISR12.14 **Responsibilities and Duties: Chaperone**

The responsibilities and duties of the Chaperone (if any) shall include:

- ISR12.14.1 ensuring compliance by the competitors with any curfew;
- ISR12.14.2 ensuring that the competitors rest when so instructed;
- ISR12.14.3 ensuring that the competitors have adequate drying facilities for their swimwear, or, if those are not available, arranging some means of drying such items in the rooms themselves;

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- ISR12.14.4 reporting any infractions of the Code of Conduct to the Team Manager and team Coaches;
- ISR12.14.5 remaining informed as to the whereabouts of the competitors at all times;
- ISR12.14.6 remaining aware of any medical problems and/or allergies the competitors may have, and having on hand a basic first aid kit;
- ISR12.14.7 submitting a full and independent written report to the Council and to the National Team Planning Committee within three (3) weeks of the team's return to The Bahamas, such report to detail the conduct of the competitors and any disciplinary problems which may have arisen;
- ISR12.14.8 any other duties or responsibilities prescribed by Council from time to time.

ISR12.15 **Responsibilities and Duties: Judging Officials**

The responsibilities and duties of judging officials shall include:

- ISR12.15.1 participating in any technical meetings for officials and delegates;
- ISR12.15.2 carrying out such judging tasks and duties as may be assigned by the Meet Director or Referee;
- ISR12.15.3 submitting a full and independent written report to the Council and to the Officials Committee within three (3) weeks of the team's return to The Bahamas, such report to detail the conduct of the competition and any disciplinary problems which may have arisen;
- ISR12.15.4 assisting the other team officials in monitoring and supervising the whereabouts of the competitors at all times;
- ISR12.15.5 any other duties or responsibilities prescribed by Council from time to time.

ISR12.16 **Chiefs of Delegation : BSF Officers**

- ISR12.16.1 Subject to the availability of funds, the BSF Council may select up to two (2) executive officers of the BSF to accompany a national team as chiefs of the delegation.
- ISR12.16.2 The most senior executive officer of the BSF shall be the Chief of Delegation and the next most senior executive officer shall be the Deputy Chief of Delegation.
- ISR12.16.3 The duties of the chiefs of delegation shall include attendance at congresses and official meetings of the competition and official representation of the BSF at such competitions, and assisting the other team officials in monitoring and supervising the whereabouts of the competitors at all times.
- ISR12.16.4 The chiefs of delegation shall each submit a full and independent report to the Council within three (3) weeks of the team's return to The Bahamas, such reports to detail the deliberations of all congresses and official meetings at each competition, the conduct of the officials and competitors, and any disciplinary problems that may have arisen.

ISR13 **CODE OF CONDUCT:**

- ISR13.1 All competitors and team officials shall conduct themselves in a prudent, respectful, courteous and dignified manner at all times that would not result in dishonour or disgrace to themselves, their families, their clubs, the BSF or The Bahamas.
- ISR13.2 The team shall travel and eat together whenever and wherever possible.

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- ISR13.3 All competitors shall observe any curfews established by the Coaches or Team Manager.
- ISR13.4 No competitor or team official shall use lewd, indecent, profane, abusive or offensive language, or behave in an unsportsmanlike manner, or conduct themselves in a manner likely to embarrass or disgrace any other competitor or official participating in the competition.
- ISR13.5 Competitors and team officials shall not consume alcoholic beverages prior to or during the competition or use any drug or other substance which is on FINA's List of Banned Substances in force at the time of the competition.
- ISR13.6 No competitor may visit the living quarters of members of the opposite sex on the Bahamas national team or any other nation's team at any time. Team officials should not do so either unless it is in connection with team business or for emergency or urgent reasons.
- ISR13.7 Any competitor or team official whose parents, guardians, spouse or family members travel to a regional or international competition, whether as spectators or as officials, shall nevertheless remain under the jurisdiction of the BSF and the national team's officials and coaches, and subject to this Code of Conduct, at all times.
- ISR13.8 The Head Coach and the Team Manager may agree that a competitor has seriously breached or abused the provisions of this Code of Conduct and should be immediately removed from the team. They may either agree that the Head Coach should withdraw the competitor from further participation in the competition, or, in appropriate cases, that the Team Manager should return the competitor to The Bahamas. Where they fail to agree, the decision of the Team Manager shall prevail. Additionally, any competitor who is determined by the Council to be in gross violation of this Code of Conduct may be suspended from participation in future regional or international competitions.
- ISR13.9 Team members shall wear full team uniforms during public events and competition.
- ISR13.10 Awards and medals shall be personally accepted by the recipient at official awards ceremonies unless excused by the Head Coach or Team Manager due to illness or other just cause.
- ISR13.11 All team members shall participate in public ceremonies at the competition, unless excused by the Head Coach or Team Manager due to illness or other just cause.
- ISR13.12 The following actions are deemed major violations of this **Code of Conduct**:
- (1) Conviction of, imposition of a conditional sentence for, or any plea of guilty or no contest, for (i) any felony; (ii) any offence involving use, possession, supply, distribution or intent to supply or distribute illegal drugs or substances; or (iii) any crime involving sexual misconduct.
 - (2) Any sexual contact or advance directed towards a competitor, by a coach, official or any other person who, in the context of a national team, is in a position of authority over that competitor.
 - (3) The sale, supply or distribution of illegal drugs or the illegal sale, supply or distribution of any substance listed on FINA's current List of Banned Substances.
 - (4) The providing of alcohol to a competitor by another competitor, a coach, official or any other person where the competitor is under the legal age to consume or purchase alcohol in the country, state or province where the alcohol is provided.
 - (5) The abuse of alcohol in the presence of a competitor under the age of 18, by a coach, official or any other person who, in the context of a national team, is in a position of authority over that competitor.
 - (6) Physical abuse of a competitor by any person who, in the context of a national team, is in a position of authority over that competitor.

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(7) Violation of the anti-doping Rules of the BSF and/or FINA.

(8) Any act of fraud, deception or dishonesty in connection with any national team-related activity.

(9) 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 national team competition.

(10) Violation of any team misconduct rule established by the Council, the Team Manager or the Head Coach.

(11) Any other act, conduct or omission which is detrimental to the image or reputation of the BSF or the sport of swimming.

ISR14 OFFICIAL MEET RESULTS:

ISR14.1 The Head Coach of a national team shall submit a copy of the official competition results to the Chairperson of the Competition Committee within three (3) weeks of the team's return to The Bahamas, accompanied by a notation of the split times of all relay events (if any).

ISR14.2 The Chairperson of the Competition Committee shall distribute copies of the official competition results to the head coaches of all member clubs within Fourteen (14) days of the receipt of same from the Head Coach of the national team, along with a notation of the split times of all relay events (if any).

ISR15 OFFICIALS REPORTS:

ISR15.1 The Chairperson of the Competition Committee, the Chairperson of the National Team Planning Committee and the BSF Treasurer shall respectively submit reports at the next available Council meeting of the results, performances and conduct of a national team, any disciplinary or other problems encountered and an accounting of the team's expenses.

ISR16 INTERNATIONAL SWIMMING: BSF CLUB TEAMS

ISR16.1 Participation by BSF Competitors outside The Bahamas:

ISR16.1.1 BSF registered competitors may participate in sanctioned competitions or events outside of The Bahamas provided that the country where the competition/event is being held is a member of FINA. The swimming rules of the Member of FINA shall apply to the competition /event.

ISR16.1.2 Any competitor or member club intending to participate in competitions/events outside The Bahamas shall complete and submit to the BSF Secretary an **Application for Travel Permit Form** as in Appendix A not less than 14 days prior to the day of departure to the competitions/events, such form to include the competition/event invitation, the date(s) of the competitions/events, the name of the sanctioning Member of FINA, the place(s) of the competitions/events, the name(s) of the host organization(s), the names of the coaches and club officials (if any) who will be accompanying the competitors, and the names, ages, dates of birth, club affiliation (if any) and registration numbers of all BSF registered competitors intending to participate.

ISR16.1.3 All competitors, coaches and officials of any BSF member club attending competitions/events outside The Bahamas shall nonetheless remain under the jurisdiction of the BSF.

ISR16.1.4 The BSF Secretary shall be satisfied that the eligibility status of competitors, coaches or club officials is not jeopardized by their participation in any competitions/events outside The Bahamas, and that all applicable BSF Rules and requirements have been complied with. If satisfied, the BSF Secretary shall approve the **Application for Travel Permit Form**, unless an agreement exists between the BSF and another Member of FINA or its local or regional affiliates waiving the requirement for travel permits.

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ISR16.2 **Participation by Non-BSF Competitors within The Bahamas:**

ISR16.2.1 Any competitor registered with another Member of FINA may participate in BSF sanctioned competitions. The BSF Rules shall apply to such sanctioned competition.

ISR16.2.2 The BSF member club or unaffiliated organisation hosting or sponsoring the competition, benefit, exhibition, swim-a-thon, marathon, or clinic, is responsible for:

ISR16.2.2.1 ensuring that all of the non-BSF competitors, clubs or teams invited to the BSF sanctioned competition have obtained a travel permit or written verification from the Member of FINA to which they are affiliated approving their participation in a competition in The Bahamas, and submitting a copy of same along with BSF surcharges to the BSF Secretary;

ISR16.2.2.2 obtaining any other information requested by the BSF;

ISR16.2.2.3 ensuring that all non-BSF competitors, clubs or teams comply with BSF Rules.

ISR16.2.3 Not less than seven (7) days before the meet entry deadline, the host BSF member club or unaffiliated organization shall submit the travel permit or travel letter to the BSF Secretary, stating the name(s) of any non-BSF competitors, clubs or teams invited to the sanctioned competition; the names of the coaches and team or club officials (if any) who will be accompanying the competitors; the address(es), fax and telephone number(s) of the non-BSF clubs or teams invited; and particulars of the host club or unaffiliated organisation and the competition.

ISR16.2.4 The Council shall be entitled to prohibit or discontinue the participation of non-BSF competitors, clubs or teams in BSF sanctioned competitions if satisfied that BSF Rules have been breached or abused.

ISR17 **INTERNATIONAL RELATIONS**

ISR17.1 An event organized by the BSF, a Regional Body or Club in which other FINA recognized Federations, Clubs or Individuals participate, shall be regarded as an International Competition.

ISR18 **NATIONAL TEAM TRAINING SQUADS:**

ISR18.1 **National Team Training Squad Programme:**

ISR18.1.1 The National Team Training Squad is the programme through which the BSF provides fair and equitable opportunities for its registered competitors who are striving to qualify for selection to a national team. The Council and the Competition Committee designed the programme to afford maximum opportunity for participation, provide an educational experience, enhance physical and mental conditioning, and develop a pool of talented competitors for regional and international competitions.

ISR18.2 All registered competitors are eligible for the National Team Training Squad Programme. However, to promote maximum achievement and recognition, age, sex or level of ability may separate the training squad.

ISR18.2.1 On or before 1st November in each calendar year, the Competition Committee will compile a list of competitors nominated to participate in the National Team Training Squad programme, a calendar of national team training sessions and a roster of coaches who will conduct and supervise each training session.

ISR18.2.2 The Competition Committee Chairperson will invite each nominated competitor to participate in the Programme by a **National Team Training Squad Acceptance Form** as in Appendix A and will notify the competitors of the dates, times and venues for each training session.

ISR18.3 The training session coach(es) will maintain attendance records, workout routines and performance records for each competitor attending the training sessions and distribute this information to all members of the Competition Committee following each training session.

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- ISR18.3.1 The National Team Training Squad programme will consist of at least four (4) sessions during the calendar year as follows:
- (i) From the third Monday in September to the third Saturday in December;
 - (ii) From the second Monday in January to the first Saturday in April;
 - (iii) From the second Monday in April to the third Saturday in June;
 - (iv) From the fourth Monday in June to the last Saturday in July; or
 - (v) Such additional sessions as the Competition Committee might recommend.
- ISR18.3.2 The National Team Training Squad programme will consist of at least two (2) monthly schedules, preferably on Saturday mornings.
- ISR18.3.3 The National Team Training Squad programme will consist of at least dryland training, including stretching, calisthenics, weights and coordination exercises, and technically-based water training.
- ISR18.4 The Council may, in consultation with the Competition Committee, charge fees to the competitors participating in the National Team Training Squad programme to cover coaches fees and any other expenses.
- ISR18.5 All competitors participating in the National Team Training Squad programme and/or their parents or guardians must sign a **National Team Training Squad Acceptance Form** as in Appendix A and must agree to the following clause:
"I/We clearly understand (and confirm my/our understanding by signing this document) that I/We hold the Bahamas Swimming Federation and/or the Minister responsible for Sports, his or their officers, agents, employees or representatives free from any liabilities or claims for damages arising from my/my child's death or injury or anyone else during any National Team Training Squad training session."
- ISR18.6 The Council, after consultation with the Competition Committee, may designate any foreign swim meet as a National Team Training Squad Travel Meet. If a meet is so designated, the BSF requires the competitors participating in that meet to travel and room as a National Team. The National Team Planning Committee will arrange for travel and accommodation. The National Team Planning Committee and the coach in charge of the team must approve any deviations from the travel policy.
- ISR18.6.1 Any competitor who does not wish to participate in the designated travel meet or any designated travel swim camps and his or her parent or guardian must sign and return a copy of the notice declining participation within seven (7) days of its receipt.
- ISR18.6.2 The BSF may also require competitors who accept participation to pay a non-refundable deposit with the commitment notice and the balance before the travel date. Once the travel commitment date has passed, a competitor who withdraws for any reason is still liable to repay all unrecoverable expenditures incurred by the BSF on his or her behalf, or because of the withdrawal.
- ISR18.7 **National Team Training Squad Dress Code Policy:**
- ISR18.7.1 **During Training Sessions and at Competitions:**
- (i) National Team or Club Shirt only;
 - (ii) National Team or Club Warm-Up Suit or none;
 - (iii) National Team or Club Shorts;
 - (iv) Bahamas or Club Swim Cap;
 - (v) BSF or Club Baseball Cap or none.
- ISR18.7.2 **During Team Travel:**
- (i) National Team or Club Shirt;
 - (ii) White Dress Shirt;
 - (iii) Black Dress Pants;

Part VI: INTERNATIONAL SWIMMING RULES

- (iv) National or Club Warm-Up Jacket
- (v) Public Travel Attire.

PART VII

MASTERS GENERAL RULES

Part VII: MASTERS GENERAL RULES

MGR1 OBJECTIVE:

The Masters programme shall promote fitness, friendship and understanding through Swimming, Diving, Synchronized Swimming, Water Polo and Open Water Swimming among those competitors with a minimum age limit of 25 years.

MGR2 RIGHT TO PARTICIPATE:

MGR2.1 The BSF shall register Masters competitors in a separate category for each of the five recognised disciplines.

MGR2.2 All Masters competitors shall be registered with a Member of FINA to be eligible to compete in any discipline.

MGR3 Subject to any specific exceptions noted in the BSF and/or FINA Rules and regulations, all other BSF and/or FINA Rules and regulations shall apply to Masters Competitions.

MGR4 Individual entries shall only be accepted from persons representing clubs. No competitor or team may be designated as representing a country or Federation.

MGR5 AGE QUALIFICATIONS

Age shall be determined as of December 31 of the year of competition.

MGR6 ENTRY FEES

Entry fees for Masters competitions hosted by the BSF or a FINA World Masters Competition held in The Bahamas shall be decided upon by the Council, and such fees for a FINA competition shall also be subject to approval by FINA.

PART VIII

MASTERS SWIMMING RULES

Part VIII: MASTERS SWIMMING RULES

MSR1 AGE GROUPS

MSR1.1 Individual Events: 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-64, 65-69, 70-74, 75-79, 80-84, 85-89, 90-94, 95 and Over . . . (five year increments as high as are necessary).

MSR1.2 Relays: To be conducted on the total age of the team members in whole years. Age groups for relay events shall be as follows: 100-119, 120-159, 160-199, 200-239, 240-279, 280-319, 320-359, 360 and Over . . . (forty year increments as high as are necessary).

MSR2 AGE DETERMINING DATE

For all purposes pertaining to Masters World Records and Masters World Championships meet competition, the actual attained age of the competitor shall be determined as of December 31st of the year of competition.

MSR3 TECHNICAL SWIMMING RULES

The BSF General Rules, Competition Rules and Technical Swimming Rules in Parts I, II and III of these Rules shall apply to Masters, with the following exceptions:-

MSR3.1 Age groups and sexes may be combined so that no competitor has to swim alone and lanes may be filled.

MSR3.2 When using the forward start, the referee's whistle shall indicate that the competitors may take their positions at the front of the starting platform, the pool deck or in the water.

MSR3.3 All Masters events shall be conducted on a timed final basis.

MSR3.4 Competitors may be allowed to remain in their lane while other competitors are competing until directed by the Referee to exit the pool.

MSR3.5 Events shall be pre-seeded with oldest age groups first, slowest heats swum first within each age group. Events 400 metres and longer may be deck seeded from slowest to fastest, regardless of age.

MSR3.6 The Meet Management Committee/Meet Director may arrange 400 metre, 800 metre and 1500 metre Freestyle to be swum two (2) competitors of the same sex in a lane. Separate timing will be required for each competitor.

MSR3.7 The order of competitors is optional in mixed freestyle relays.

MSR4 EVENTS:

The following events may be conducted for each age group:-

MSR4.1 Short Course (25 metres/yards)

50, 100, 200, 400, 800, 1500 metres/1650 yards Freestyle
50, 100, 200 metres/yards Backstroke
50, 100, 200 metres/yards Breaststroke
50, 100, 200 metres/yards Butterfly
100, 200, 400 metres/yards Individual Medley
200 metres/yards Freestyle Relay
200 metres/yards Medley Relay
200 metres/yards Mixed Freestyle Relay (2 women and 2 men)
200 metres/yards Mixed Medley Relay (2 women and 2 men)

MSR4.2 Long Course (50 metres)

50, 100, 200, 400, 800, 1500 metres Freestyle
50, 100, 200 metres Backstroke

Part VIII: MASTERS SWIMMING RULES

50, 100, 200 metres Breaststroke
50, 100, 200 metres Butterfly
200, 400 metres Individual Medley
200 metres Freestyle Relay
200 metres Medley Relay
200 metres Mixed Freestyle Relay (2 women and 2 men)
200 metres Mixed Medley Relay (2 women and 2 men)

MSR4.3 It is not necessary to conduct all of the above events in a meet. However, each age division should include shorter Freestyle, Backstroke, Breaststroke and Butterfly events plus an Individual Medley and Relays.

MSR5 RELAYS:

MSR5.1 Relays shall consist of four competitors each ~~properly~~ registered with the same club.

MSR5.2 No competitor is allowed to represent more than one club.

MSR6 RECORDS:

MSR6.1 Bahamian Masters Records for all events listed in Rule MSR4 above for each age group shall be maintained in 1/100 second time (2 decimal places) and according to the provisions listed on the **Masters Swimming Record Application Form** as in Appendix A. All applications for Masters Swimming Records shall be governed by Rules SWR3.5 through SWR3.7.2 of the Swimming Records Rules in Part V of these Rules.

MSR6.2 All applications for Masters World Records established in The Bahamas shall be submitted to FINA on the official FINA form in the FINA Masters Swimming Rules by the competitor concerned within 60 days of the end of the event.

MSR7 QUALIFYING STANDARDS: FINA MASTERS WORLD CHAMPIONSHIPS

Where FINA or the Organizing Committee of the host country publish qualifying standards for events at any Masters World Championships, such qualifying standards shall be adopted by the BSF.

PART IX

OPEN WATER SWIMMING RULES

Part IX: OPEN WATER SWIMMING RULES

All BSF, World Championships, and, FINA, Open Water Swimming Events shall be governed by the Open Water Swimming Rules of FINA with the following exceptions and additions.

OWS1 OPEN WATER SWIMMING: DEFINITIONS

- OWS1.1 OPEN WATER SWIMMING shall be defined as any competition that takes place in a body of water such as rivers, lakes or oceans.
- OWS1.1.1 LONG DISTANCE SWIMMING shall be defined as any competition in open water up to a maximum of 25 kilometres.
- OWS1.1.2 MARATHON SWIMMING shall be defined as any competition in open water over 25 kilometres.

OWS2 OFFICIALS

- OWS2.1 The following officials shall be appointed for World Championships and FINA Open Water Swimming events:

- A Referee
- Assistant Referees
- Chief Timekeeper plus 3 Additional Timekeepers
- Chief Judge plus 2 Finish Judges
- Safety Officer
- Medical Officer
- Course Officer
- Clerk of the Course
- Race Judges (one per competitor) except 5km event
- Turn Judges (one per alteration of the course)
- Starter
- Announcer
- Recorder

- OWS2.2 The number of such officials for BSF sanctioned events may be modified, based on local conditions and circumstances.
- OWS2.3 When Automatic Officiating Equipment is used, the same complement of hand timers is still to be used.
- OWS2.4 Finish Judges shall not also act as Timekeepers in the same event.

OWS3 DUTIES OF OFFICIALS

THE REFEREE shall:

- OWS3.1 have full control and authority over all officials and shall approve their assignments and instruct them regarding all special features or regulations related to the competition. The Referee shall enforce all the Rules and decisions of the BSF or FINA and shall decide all questions relating to the actual conduct of the meet, the event or competition, the final settlement of which is not otherwise covered by these or FINA Rules;
- OWS3.2 have authority to intervene in the competition at any stage to ensure that BSF or FINA Rules are observed;
- OWS3.3 adjudicate all protests related to the competition in progress;
- OWS3.4 decide cases where the judges decisions and times recorded do not agree;
- OWS3.5 signal to competitors, by raised flag and short blasts on a whistle, that the start is imminent, and when satisfied, indicate by pointing the flag at the starter that the competition may commence;
- OWS3.6 disqualify any competitor for any violation of the Rules that he personally observes or which is

Part IX: OPEN WATER SWIMMING RULES

reported to him by other authorized officials.

THE ASSISTANT REFEREE shall:

- OWS3.7 ensure that all necessary officials for the conduct of the event or competition are at their respective posts. He may, with the approval of the Referee, appoint substitutes for any officials who are absent, incapable of acting or found to be inefficient. He may appoint additional officials, if considered necessary;
- OWS3.8 receive all reports prior to the start of the race from the Clerk of the Course, Course Officer and Safety Officer and inform the Referee of their contents 15 before the scheduled start of the race;
- OWS3.9 conduct the draw for Race Judges and allocate them to their respective boats;

THE STARTER shall:

- OWS3.10 be stationed in such a position as to be clearly visible to all competitors;
- OWS3.11 on signal from the Referee, raise a distinctive flag into the vertical position;
- OWS3.12 simultaneously bring the flag holding arm down, with arm kept straight, and activate an audible signal.

THE CHIEF TIMEKEEPER shall

- OWS3.13 assign at least three (3) Timekeepers to their positions for the start and finish;
- OWS3.14 ensure that a time check is made to allow all persons to synchronize their watches with the official running clocks 15 minutes before start time;
- OWS3.15 collect from each Timekeeper a card showing the time recorded for each competitor, and, if necessary, inspect their watches;
- OWS3.16 record or examine the official time on the card for each competitor.

TIMEKEEPERS shall:

- OWS3.17 take the time of each competitor assigned. The watches shall be certified correct to the satisfaction of the Meet Management Committee/Meet Director;
- OWS3.18 start their watches at the starting signal, and only stop their watches when instructed by the Chief Timekeeper;
- OWS3.19 promptly after each finish record the time and competitor's number on the time card and turn it over to the Chief Timekeeper;

THE CHIEF JUDGE shall:

- OWS3.20 assign each judge to a position;
- OWS3.21 collect signed sheets from each judge after the race and establish the result and placing which shall be sent directly to the Referee.

FINISH JUDGES shall:

- OWS3.22 be positioned in line with the finish where they shall have a clear view of the finish at all times;
- OWS3.23 record after each finish the placing of the competitors according to the assignment given;

EACH RACE JUDGE shall:

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- OWS3.24 be positioned in an escort boat, assigned by random draw immediately prior to the start, so as to be able to observe his appointed competitor at all times;
- OWS3.25 ensure that at all times that the Rules of competition are complied with, violations being recorded in writing and reported to the Referee at the earliest opportunity;
- OWS3.26 keep a complete record of the competitor, including distance covered per hour, stroke rate, times of feeding and any incidents;
- OWS3.27 have the power to order a competitor from the water upon expiry of any time limit imposed by the Referee;
- OWS3.28 ensure that his appointed competitor does not take unfair advantage or commit unsporting impedance on another competitor, and if the situation requires, instruct a competitor to maintain 3 metres clearance from any other competitor.

TURN JUDGES shall:

- OWS3.29 be positioned so as to ensure all competitors execute the alterations in course ad indicated in the competition information documents and as given at the pre-race briefing;
- OWS3.30 record any infringement of the turn procedures on the record sheets provided and indicate the infringement to the Race Judge at the time of infringement by blasts on a whistle;
- OWS3.31 promptly deliver the signed record sheet to the Chief Judge upon completion of the event.

THE SAFETY OFFICER shall:

- OWS3.32 be responsible to the Referee for all aspects of safety related to the conduct of the competition;
- OWS3.33 check that the entire course, with special regard to the start and finish areas, is safe, suitable, and free from any obstruction;
- OWS3.34 be responsible for ensuring that sufficient powered safety craft are available during the competition so as to provide full safety backup to the escort boats;
- OWS3.35 provide to all competitors seven (7) days prior to the events a tide/current chart clearly indicating the time of tide changes on the course and showing the effect of tides or current on a competitor's progress along the course;
- OWS3.36 advise the Referee, in conjunction with the Medical Officer, 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.

THE MEDICAL OFFICER shall:

- OWS3.37 be responsible to the Referee for all medical aspects related to the competition and competitors;
- OWS3.38 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;
- OWS3.39 ensure that a medical inspection is made of each competitor prior to the start of the competition and report any persons who in his opinion are unfit to compete to the Referee and the Meet Management Committee/Meet Director. The Referee shall stop any thus reported person from competing in the event.
- OWS3.40 advise the Referee, in conjunction with the Safety Officer, 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.

THE COURSE OFFICER shall:

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- OWS3.41 be responsible to the Meet Management Committee for the correct survey of the course;
- OWS3.42 ensure that the start and finish areas are correctly marked and all equipment has been correctly installed and/or is in working condition;
- OWS3.43 ensure that all course alteration points are correctly marked and manned prior to the commencement of the event;
- OWS3.44 inspect the course and markings with the Referee and the Safety Officer prior to the commencement of the competition;
- OWS3.45 ensure that Turn Judges are in position prior to the start of the competition and report this to the Assistant Referee.

THE CLERK OF THE COURSE shall:

- OWS3.46 assemble and prepare competitors prior to each competition and ensure proper reception facilities at the finish are available for all competitors;
- OWS3.47 ensure that each competitor is identified correctly with their race number;
- OWS3.48 be certain all competitors are present, in the assembly area, at the required time prior to the start;
- OWS3.49 keep competitors and officials informed of the time remaining before the start at suitable intervals until the last five (5) minutes, during which one (1) minute warnings shall be given;
- OWS3.50 be responsible for ensuring that all clothing and equipment left in the start area is transported to the finish area and kept in safekeeping;
- OWS3.51 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.

THE RECORDER shall:

- OWS3.52 record withdrawals from the competition, enter results on official forms, and maintain record for team awards as appropriate.

OWS4 THE START

- OWS4.1 All Open Water competitions shall start with all competitors standing or treading water in a depth sufficient for them to commence swimming on the start signal.
- OWS4.2 Competitors shall assume their start positions as decided by random draw with the lowest number on the left and the highest number on the right.
- OWS4.3 When the number of entries dictate, the start shall be segregated in the Mens and Ladies competitions. The Mens event shall always start before the Ladies event.
- OWS4.4 The start line shall be clearly defined by either overhead apparatus or by removable equipment at water level.
- OWS4.5 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.
- OWS4.6 The Starter shall be positioned so as to be clearly visible to all competitors.
- OWS4.7 The start signal shall be both audible and visual.
- OWS4.8 If, in the opinion of the Referee, unfair advantage has been gained at the start, the competitions

Part IX: OPEN WATER SWIMMING RULES

shall be stopped and restarted.

OWS4.9 All escort safety craft shall be stationed prior to the start so as not to interfere with any competitor, and if picking up their competitor from behind, shall navigate in such a way as not to maneuver through the field of competitors.

OWS4.10 Although they may start together, the mens and ladies competitions shall be treated as separate events.

OWS5 THE VENUE

OWS5.1 World Championships and FINA events shall be for Marathon distances, 25 kilometres and 5 kilometres, conducted at a venue and course approved by FINA.

OWS5.1.1 BSF sanctioned events may be for distances shorter than 5 kilometres, conducted at a course and venue approved by the Council.

OWS5.2 The course shall be in water that may be subject to currents or tide and may be salt or fresh (sweet) water.

OWS5.3 A certificate of suitability for use of the course 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, amongst other considerations.

OWS5.4 The minimum water depth at any point on the course shall be 1 metre.

OWS5.5 The water temperature should be a minimum of 14° Centigrade or 57.2° Fahrenheit. It should be checked the day of the race, 2 hours before the start, in the middle of the course at a depth of 40 centimetres. This control should be done in the presence of a Commission made up of the following persons: the Referee, a member of the Organizing Committee and one coach designated from the teams present during the Technical Meeting.

OWS5.6 All turns/alterations shall be clearly indicated.

OWS5.7 A clearly marked craft or platform, containing a Turn Judge, shall be positioned at all alterations of the course, in such a manner as not to obstruct a competitor's visibility of the turn.

OWS5.8 All turning apparatus and Turn Judges craft/platforms shall be securely fixed in position and not subject to tidal, wind or other movements.

OWS5.9 The final approach to the finish shall be clearly defined with markers of a distinctive colour.

OWS5.10 The finish shall be clearly defined and marked by a vertical face.

OWS6 THE RACE

OWS6.1 All Open Water competitions shall be Freestyle events.

OWS6.2 Race Judges shall instruct any competitor who is, in their opinion, taking unfair advantage by pace or slipstreaming, to move clear of another competitor or escort safety craft.

OWS6.3 If, in the opinion of the Referee, obstructing, interfering with or making intentional contact with another competitor, whether by a competitor or his escort craft, is deemed to be "Unsporting" shall lead to disqualification of the violating competitor.

OWS6.4 Escort safety craft shall maneuver so as not to obstruct or place themselves directly ahead of any competitor.

OWS6.5 Escort safety craft shall attempt to maintain a constant position so as to station the competitor at, or forward of, the mid point of the boat.

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- OWS6.6 Standing on the bottom during a race shall not disqualify a competitor but he may not walk or jump.
- OWS6.7 With the exception of Rule OWS6.6 above, competitors shall not receive support from any fixed or floating object and shall not intentionally touch or be touched by their escort craft or crew therein.
- OWS6.8 Each escort boat shall contain: a Race Judge, a person of the competitor's choice, and the minimum crew required to operate the boat.
- OWS6.9 No competitor shall be permitted to use or wear any device which may be an aid to their speed, endurance or buoyancy. Goggles, cap, nose clip and earplugs may be used.
- OWS6.10 Competitors shall be allowed to use grease or other similar substances, provided, in the opinion of the Referee, it is not excessively used.
- OWS6.11 The pacing of competitors by another person entering the water is not permitted.
- OWS6.12 Coaching and the giving of instructions by the competitor's representative in the escort boat is permitted.
- OWS6.13 When taking sustenance, competitors may do so under Rule OWS6.6 above, provided Rule OWS6.7 above is not infringed.
- OWS6.14 A cut-off time limit of two (2) hours after the first competitor in each competition has finished shall operate in all events 25 kilometres and over. For competitions under 25 kilometres, the cut-off time limit shall be one (1) hour. After expiry of the designated time limit, the Referee may order any or all competitors still on the course from the water. The Referee may delegate this responsibility to the Race Judges, in which case a specific time must be appointed after the first competitor has finished.
- OWS6.15 All competitors shall have their competition number clearly displayed in water-proof ink on their upper back or arms.
- OWS6.16 Each escort boat shall display the competitor's competition number so as to be easily seen from either side of the boat. In World Championships or FINA events, the escort boat shall also display the national flag of the competitor's Federation.
- OWS7 THE FINISH OF THE RACE**
- OWS7.1 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. Security boats should be stationed at the approach to and entrance of the finish lane to ensure that only the boats authorized to do so enter or cross this entrance.
- OWS7.2 Where possible, the finish apparatus should be a vertical wall fixed to flotation devices, if necessary, securely fastened in place so as not to be moved by wind, tide or the force of a competitor striking the wall, and wide enough to accommodate at least three (3) competitors.
- OWS7.3 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.
- OWS7.4 Every effort should be made to ensure that the competitors' representatives can get from the escort boat to meet the competitor as he leaves the water.
- OWS7.5 Upon leaving the water, some competitors may require assistance. Competitors should only be touched or handled if they clearly display a need, or ask for assistance.
- OWS7.6 A member of the medical team should inspect the competitors as they leave the water. A chair should be provided, in which the competitor can sit while an assessment is made.
- OWS7.7 Once cleared by the medical member, competitors should be given access to refreshment.

Part IX: OPEN WATER SWIMMING RULES

OWS8 TEAM EVENTS

- OWS8.1 In FINA Open Water Competitions, a team shall consist of no more than 2 men and 2 women per event from the same national Federation.
- OWS8.1.1 In BSF Open Water Competitions, a team shall consist of no more than 2 men and 2 women per event from the same club or team.
- OWS8.2 Results of a team event shall be determined by adding the times of the fastest 3 competitors from any one team finishing within the 2 hour time limit.

PART X

MASTERS OPEN WATER SWIMMING RULES

Part X: MASTERS OPEN WATER SWIMMING RULES

Masters Open Water Swimming shall be defined as any event for which the distance is greater than 1500 metres and when entry is restricted to Masters competitors.

The Open Water Swimming Rules in Part IV of the FINA Handbook shall apply to any Masters Open water Swimming events included in a World Championships held in The Bahamas, with the following exceptions. The Open Water Swimming Rules in Part IX of these Rules shall apply to any BSF sanctioned Masters Open Water Swimming events, with the following exceptions:

- MOWS1** Masters Open Water Swimming events will normally be up to 5 kilometres, with a maximum distance, under favourable circumstances, of 10 kilometres (over 50 years age groups), and 15 kilometres (under 50 years age groups). Favourable circumstances are defined as a high water temperature with no adverse conditions. No Masters Open Water events should be held in water less than an average of 18° Centigrade or 64.4° Fahrenheit.
- MOWS2** For FINA events of distances under 5 kilometres, the individual escort boats with Judges are not required. Paddle boards/canoes at a minimum 10 to 1 competitor to escort ratio with a backup of powered craft at a minimum 20 to 1 ratio should be provided. For distances over 5 kilometres, an escort paddle board/canoe should be provided for each competitor, with a power boat backup ratio of 15 to 1. All paddle board/canoe escorts should be fit and trained in close support techniques for supporting an unconscious competitor until a rescue craft can attend. Powered craft should not be allowed in close proximity to competitors. They must remain clear of the course, ready to render assistance if required.
- MOWS2.1** For BSF sanctioned events, the ratio of escort craft to competitors shall be one-half of the ratio for each distance in Rule MOWS2 above.
- MOWS3** Entry forms for Masters Open Water Swimming events shall contain a warning that only well-prepared and medically fit competitors should enter. Competitors are responsible for their own medical checks and must sign a certificate releasing the organizing body from any responsibility for death or injury of the competitor.
- MOWS4** Race organizers, in consultation with the Referee, and subject to advice from the BSF or the FINA Technical Open Water Swimming Committee, are to designate the cut-off time for each Masters race. As a rough guide, a time of 30 minutes per kilometre could apply.
- MOWS5** It shall be compulsory for all competitors to wear highly visible coloured swim caps. The escorts should also be identified.
- MOWS6** Wet suits may be worn but the competitor then becomes ineligible for trophies or championship honours.

PART XI

JUDICIAL RULES

Part XI: JUDICIAL RULES

JR1 RIGHTS OF COMPETITORS:

- JR1.1 The BSF shall respect and protect the right of every competitor who is eligible to participate in any BSF sanctioned competition under BSF or FINA Rules and regulations, provided that such sanctioned competition is conducted in compliance with BSF or FINA Rules and requirements.
- JR1.2 The BSF shall ensure that all of its sanctioned competitions are conducted according to its Rules and any applicable FINA Rules. BSF Rules are designed to provide fair and equitable conditions of competition and promote uniformity in the sport of swimming so that no competitor shall obtain an unfair advantage over another.
- JR1.3 The BSF shall ensure that all competitors have fair, equitable and uniform conditions of officiating.

JR2 RULES VIOLATIONS

- JR2.1 Any individual, entity and/or club found by the Disciplinary Committee as the result of a formal complaint to be in breach of the BSF Constitution or the BSF or FINA Rules shall be subject to penalty by way of disciplinary action.
- JR2.1.1 Any individual, entity and/or club found by the Council to be in breach of the BSF Constitution or the BSF or FINA Rules shall be subject to penalty by way of disciplinary action.
- JR2.1.2 Alternatively, or, in addition, to any other penalty imposed by it under Judicial Rule JR2.1.1 above, the Council may direct any individual, entity and/or club in breach of these Rules to issue a formal written apology.
- JR2.2 **Penalties:**
- JR2.2.1 a warning or censure;
 - JR2.2.2 ejection;
 - JR2.2.3 probation;
 - JR2.2.4 reimbursement of expenses;
 - JR2.2.5 fine;
 - JR2.2.6 suspension;
 - JR2.2.7 expulsion.

JR2.3 **Ejection:**

- JR2.3.1 The Referee shall eject from further attendance at the sanctioned competition in progress any competitor, coach, official or individual who swears; uses lewd, indecent, profane, abusive or offensive language; acts in an unsportsmanlike manner; or, conducts themselves in a manner likely to embarrass or disgrace any competitor or official participating in the sanctioned competition.
- JR2.3.2 The Referee shall eject from participation or further participation in any sanctioned competition any competitor, coach, official or individual whom the Council has declared in writing to be ineligible or not certified to participate under BSF Rules.

JR2.4 **Probation, Fines, Suspension or Expulsion:**

- JR2.4.1 Any competitor, coach, official, club or individual under the jurisdiction of the BSF, whether within The Bahamas or abroad, shall be subject to probation, fine, suspension and/or expulsion for any reason, including but not limited to the following:-
- JR2.4.1.1 participating in any kind of swimming competition which has not been sanctioned by the BSF as required under the General Rules in Part I of these Rules;
 - JR2.4.1.2 participating in any swimming competition in which a competitor known to be under suspension or otherwise ineligible also participates;

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- JR2.4.1.3 fraud or deceit of any kind;
- JR2.4.1.4 using lewd, indecent, profane, abusive or offensive language in the swimming competition area, or towards any meet official, coach or competitor;
- JR2.4.1.5 use of physical violence, or threats of same towards any coach, competitor or other individual, or any meet official and which is related to any decision made by such official in connection with a BSF-sanctioned competition;
- JR2.4.1.6 consuming alcohol or banned drugs or substances in the swimming competition area, or providing alcohol or banned drugs or substances to a competitor, coach, meet official or any other person whilst a sanctioned competition is in progress;
- JR2.4.1.7 intentionally entering an ineligible competitor in a sanctioned competition;
- JR2.4.1.8 competing in a swim meet outside The Bahamas without a BSF Travel Permit or Release;
- JR2.4.1.9 conviction of, imposition of a conditional sentence for, or any plea of guilty or no contest for (i) any felony; (ii) any offence involving the use, possession, supply, distribution or intent to supply or distribute illegal drugs or substances; or (iii) any crime involving sexual misconduct;
- JR2.4.1.10 serious or repeated breaches of the Code of Conduct for National Teams;
- JR2.4.1.11 breach of the BSF or FINA Rules of Unauthorized Relations and Misbehaviour;
- JR2.4.1.12 failure or refusal to appear before, or supply information to, the Disciplinary Committee or Board of Review when so requested in writing;
- JR2.4.1.13 failure or refusal to comply with any written request or directive of the Council;
- JR2.4.1.14 engaging in actions, behaviour or unfair practices which are detrimental to, or may bring into disrepute, the sport of swimming in The Bahamas;
- JR2.4.1.15 serious or repeated breaches of the BSF Constitution, the BSF Rules or FINA Rules;
- JR2.4.1.16 failure or refusal to comply with any verbal or written request or directive of the Referee whilst a sanctioned competition is in progress;
- JR2.4.1.17 using persons who are not certified as officials at a sanctioned competition, or acting as an official when not certified to officiate in a specific capacity or at all;
- JR2.4.1.18 failure to comply with any term or condition of an approved Sanction Application;
- JR2.4.1.19 any other act, conduct or omission which is detrimental to the image or reputation of the BSF or the sport of swimming;
- JR2.4.1.20 recruiting or encouraging registered competitors or coaches to leave or transfer from one member club to another club under circumstances where the recruiting party does not obtain prior written approval to recruit or encourage the competitor or coach to transfer from the competitor's current head coach or the coach's current club, or, the issue of the competitor's or coach's transferring to a new club is not initiated and developed by the competitor, his/her parents or guardians, or by the coach or his/her authorised representative(s).
- JR2.4.1.21 any sexual contact or advance directed towards a competitor by a coach, official, another competitor or any other person.

JR2.4.2 **Consequences of Rules Violations:**

- JR2.4.2.1 Any competitor, coach, official, individual or member club subject to fine, suspension and/or

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expulsion shall be ineligible to participate in any swimming competitions or events sanctioned by the BSF or any Member of FINA.

- JR2.4.2.2 Any competitor, coach, team or judging official, individual or member club subject to probation, fine, suspension and/or expulsion shall not:-
- JR2.4.2.2.1 participate in any swimming competitions or events sanctioned by the BSF or any other Member of FINA;
- JR2.4.2.2.2 act as a club representative for a member club or other affiliate, or serve as a member of the Council, any BSF committee or sub-committee;
- JR2.4.2.2.3 act in any official capacity as a coach, team or judging official at a sanctioned competition within The Bahamas or abroad.
- JR2.4.2.3 Suspensions or expulsions imposed by the BSF shall be complied with by all member clubs and shall be reported to FINA for international compliance.
- JR2.4.2.4 At the conclusion of a period of suspension, the eligibility status of any competitor, coach, official, individual or member club shall be reinstated, subject to the payment of any fines or prescribed fees that might then be due to the BSF. The suspension shall continue in effect until such time as all unpaid fines or fees are actually paid.

JR2.4.3 **Period of Suspension:**

- JR2.4.3.1 Any individual or club in breach of FINA's Rules of Unauthorized Relations and Misbehaviour shall be suspended for such period as is stipulated therein.
- JR2.4.3.2 Any individual or club in breach of any part of Judicial Rule JR2.4.1 above will be (i) suspended by the Disciplinary Committee or by the Council for a minimum period of one (1) year up to a maximum period of two (2) years and/or fined up to two thousand (\$2,000.00) dollars.

JR2.4.4 **Discipline of Individuals and Club Members by a Club:**

A member club may discipline its members or individuals affiliated with the club for breaches of the club's constitution and/or rules as a purely internal club matter. Before doing so, the club should inform the club member(s) or individual(s) concerned in writing of any allegations and afford the club member(s) or individual(s) concerned an opportunity to defend the allegations.

JR3 **COMPLAINTS**

- JR3.1 A complaint is a formal grievance alleging breach of BSF or FINA Rules, or dissatisfaction with the actions, behaviour or any unfair practice of a competitor, coach, official, individual, member club or unaffiliated organisation.
- JR3.2 A complaint against any competitor, coach, official, individual, member club, or unaffiliated organisation hosting a BSF sanctioned competition, may be made by any officer of the BSF, any individual or club member of BSF, the Referee of a sanctioned competition, the BSF Meet Representative, a coach or a competitor (but if under 18 years, by the competitor's parent or guardian).
- JR3.3 Any complaint must be delivered to the BSF Secretary within twenty-one (21) days of the occurrence(s) giving rise to such complaint, or, alternatively, within twenty-one (21) days of the discovery of the occurrence(s) giving rise to such complaint.
- JR3.4 The complaint shall be submitted on a **Formal Complaint Form** as in Appendix A. It shall state the name; residential, business and postal addresses; telephone and telefax numbers of the complainant; the grounds of complaint and the issues or facts relevant to same; and any documents intended to be relied upon in support of the complaint.
- JR3.5 The individual(s) or club(s) making a formal complaint shall be known as "the Complainant" or "Complainants". The individual(s) or club(s) defending a formal complaint shall be known as "the

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Respondent” or “Respondents”, as the case may be.

- JR3.6 Where 2 or more persons make formal complaints of a substantially similar nature arising from the same event(s) and involving some or all of the same respondent(s), the Disciplinary Committee may elect to consolidate and hear all such complaints at the same time.
- JR3.7 The Disciplinary Committee shall not be entitled to entertain or proceed with hearing any complaint where the sole or principal issue involves an interpretation or construction of the BSF Constitution or the BSF Rules.
- JR3.8 Any complaint where the sole or principal issue involves an interpretation or construction of the BSF Constitution or the BSF Rules shall be referred by the Disciplinary Committee to the Council for its determination.

JR4 DISCIPLINARY COMMITTEE HEARINGS

JR4.1 **Notice of Hearing:**

- JR4.1.1 Within ten (10) days of the receipt of a **Formal Complaint Form**, the Chairperson of the Disciplinary Committee must send a **Notice of Hearing Form** to both the Complainant and the Respondent.
- JR4.1.2 **The Notice of Hearing Form:**
- JR4.1.2.1 shall be as in Appendix A;
- JR4.1.2.2 shall state the date, time and venue of the hearing of the complaint, which shall not be less than ten (10) days nor more than fourteen (14) days after the date of mailing or delivery of the Notice of Hearing;
- JR4.1.2.3 shall specify the substance of the allegations made against the Respondent or the circumstances which appear to require answers, explanations or clarification and shall include a copy of the **Formal Complaint Form**, along with copies of any documents intended to be relied upon by the Complainant;
- JR4.1.2.4 shall deliver to and direct the Respondent to return to the Disciplinary Committee a **Reply to Formal Complaint Form** as in Appendix A not less than seven (7) days prior to the date of the hearing, along with copies of any documents intended to be relied upon by the Respondent;
- JR4.1.2.5 shall direct notification from the Complainant and the Respondent as to whether they each intend to appear in person at the hearing with witnesses, or, do not intend to appear at the hearing and instead will rely on their written submissions in the Complaint and Reply;
- JR4.1.2.6 must be sent or delivered to the last known address of the Complainant and Respondent. If posted by registered mail, return receipt requested, the Notice of Hearing will be deemed to be delivered Four (4) days after posting whether it is actually received or not.

JR4.1.3 **Definition of “Mail”:**

Wherever the word “mail” occurs in any Part of these Rules, it shall include registered or certified mail, delivery by personal service, delivery by courier service, or transmission by telefax, telex or telegram. In any case, it shall include the fastest possible means of dispatching any communication and of receiving same.

JR4.2 **Reply to Formal Complaint:**

- JR4.2.1 Where the Respondent elects not to attend the hearing, the Respondent may elect to rely upon answers, explanations or clarification in its **Reply to Formal Complaint Form**.

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- JR4.2.2 The Respondent shall return a **Reply to Formal Complaint Form** to the Chairperson of the Disciplinary Committee not less than seven (7) days prior to the date of the hearing, along with copies of any documents intended to be relied upon by the Respondent.
- JR4.2.3 The Chairperson of the Disciplinary Committee shall deliver a copy of the Respondent's **Reply to Formal Complaint Form**, along with copies of any documents intended to be relied upon by the Respondent, to the Complainant not less than five (5) days prior to the date of the hearing.
- JR4.2.4 In the event that the Respondent fails to return a **Reply to Formal Complaint Form** to the Chairperson of the Disciplinary Committee prior to the date of the hearing, and/or fails to attend the hearing or any adjournments of the hearing in person or by representative, the Disciplinary Committee shall proceed with the hearing of the complaint in the absence of the Respondent. The Chairperson of the Disciplinary Committee shall first be satisfied that the Respondent was duly notified of the date, time and venue of the hearing or any adjournment.
- JR4.3 **Procedure: At a Hearing**
- JR4.3.1 The Complainant shall begin the hearing.
- JR4.3.2 The Complainant may open his case with a brief statement, give evidence personally, call witnesses to testify, cross-examine witnesses called to testify by the other party, and tender documents.
- JR4.3.3 At the conclusion of the witnesses for the Complainant, the Respondent may open its case with a brief statement, give evidence personally, call witnesses to testify, cross-examine witnesses called to testify by the other party, and tender documents.
- JR4.3.4 At the conclusion of the witnesses for the Respondent, both parties may briefly summarize their respective cases and comment on the quality of the case presented by the other party.
- JR4.3.5 Either party may present its case through a representative of their choice. Any party appointing a legal representative shall notify the Chairperson of the Disciplinary Committee of the name, business address, telephone and telefax numbers of such legal representative not less than Seven (7) days prior to the date of the hearing.
- JR4.3.6 The legal rules of evidence shall apply at the hearing, except that evidence which ordinarily would not be admissible in a court of law shall be admissible at the hearing, so long as such evidence is relevant to the issues raised in the complaint or the reply and is not repetitious.
- JR4.3.7 The Chairperson of the Disciplinary Committee, or one of the members of the Committee appointed by the Chairperson, shall act as Secretary to the Committee to fully record the evidence given at the hearing, the findings of the Disciplinary Committee and its recommendations to the Council.
- JR4.3.8 At the conclusion of the hearing, or within seventy-two (72) hours thereafter, the Disciplinary Committee shall meet, make their findings and decide upon the form of disciplinary action or penalty (if any) to be imposed on Respondent(s).
- JR4.3.9 In the event that the Complainant fails to attend the hearing or any adjournments of the hearing in person or by representative, the Disciplinary Committee shall dismiss the complaint in the absence of the Complainant. The Chairperson of the Disciplinary Committee shall first be satisfied that the Complainant was duly notified of the date, time and venue of the hearing or any adjournment.
- JR4.3.10 If, during the course of the hearing, it transpires that the sole or principal issue involves an interpretation or construction of the BSF Constitution or the BSF Rules, the Chairperson must suspend the hearing and refer the issue to the BSF Secretary for the Council's determination.
- JR4.3.11 The Disciplinary Committee is not entitled to entertain, or proceed with hearing, any complaint where the sole or principal issue involves an interpretation or construction of the BSF Constitution or BSF Rules.

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JR4.4 Procedure: After a Hearing

JR4.4.1 The Chairperson of the Disciplinary Committee shall inform the parties and the Council in writing of the Committee's findings and decision within ten (10) days of the conclusion of the hearing.

JR5 APPEALS

JR5.1 Procedure

JR5.1.1 Any party to a complaint found by the Disciplinary Committee pursuant to Judicial Rule JR2.1, or any person found by the Council pursuant to Judicial Rule JR2.1.1 to be in breach of the BSF Constitution, the BSF Rules or FINA Rules may apply appeal by **Notice of Appeal Form** to the Board of Review within seven (7) days of the receipt of a notice in writing from an Officer of the BSF notifying the recipient of (i) the dismissal of a complaint, or (ii) of any disciplinary action taken against, or penalty imposed upon, him or her.

JR5.1.2 The party seeking to appeal must complete and return to the BSF Secretary a **Notice of Appeal Form** as Appendix A.

JR5.1.3 The **Notice of Appeal Form** must:-

JR5.1.3.1 include a statement of the grounds upon which the appeal is made;

JR5.1.3.2 be delivered or posted by registered mail, return receipt requested, to the BSF Secretary; and

JR5.1.3.3 be accompanied by a One Hundred (B\$100) dollar Appeal Fee which will be returned if the appeal is upheld but forfeited to the BSF if the appeal is rejected or abandoned.

JR5.2 Approval of Grounds of Appeal

JR5.2.1 The Board of Review will hear and determine the Notice of Appeal unless:-

JR5.2.1.1 the point at issue is such that, however it may be decided, the outcome is of no practical importance to any of the parties or to Bahamian swimming generally;

JR5.2.1.2 the applicant, without good reason, (i) failed to attend the hearing of the Disciplinary Committee; (ii) failed to respond to, or failed to address, any written request or directive of the Council; or (iii) failed to deliver a **Reply to Formal Complaint Form** when requested by the Disciplinary Committee to do so;

JR5.2.1.3 the Board of Review determines that the point at issue is not sufficiently grave or weighty to be a fit or proper matter for appeal;

JR5.2.1.4 the Board of Review determines that the point at issue does not contribute positively to swimming in The Bahamas or it does not promote the development of swimming in The Bahamas;

JR5.2.1.5 the Board of Review determines that the sole or principal issue involves an interpretation or construction of the BSF Constitution or the BSF Rules.

JR5.2.2 The BSF Secretary must deliver or mail copies of the **Notice of Appeal Form** to all parties affected and to the members of the Board of Review, along with copies of the **Formal Complaint Form**, **Reply to Formal Complaint Form**, the report of the Disciplinary Committee, the notice from Council regarding any disciplinary action taken or penalty imposed and any documents tendered by the parties within fourteen (14) days of the receipt of the Notice of Appeal.

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JR5.2.3 On the submission of the Notice of Appeal, the effect of any disciplinary action taken or penalty imposed by the Disciplinary Committee will be suspended until such time as the Board of Review has determined the appeal. Decisions of the Disciplinary Committee and the Council will take effect immediately if the Notice of Appeal is not submitted to the Secretary within the time period stipulated in Rule JR5.1.1 above.

JR5.3 **Rejection of Appeal:**

JR5.3.1 If the Notice of Appeal is rejected by the Board of Review pursuant to Judicial Rule JR5.2.1 above, the BSF Secretary must notify the applicant in writing of the Board's decision by delivering or mailing a copy of the decision to the applicant within seven (7) days of its from the Board.

JR6 **BOARD OF REVIEW HEARINGS:**

JR6.1 **Procedure:**

JR6.1.1 The procedures set out in Judicial Rules JR4.3.1 through JR4.3.9 above shall apply with equal force to appeals to the Board of Review, subject to the following modifications:-

JR6.1.1.1 Witnesses shall not testify except with the consent of the Board, which shall be refused unless the appealing party (hereinafter referred to as "the Appellant"):

JR6.1.1.1.1 demonstrates that new evidence has become available which was not and could not have been available before the Disciplinary Committee and that such new evidence should be heard by the Board in the interests of justice and fairness; or

JR6.1.1.1.2 satisfies the Board that the record of evidence taken by the Disciplinary Committee is inadequate and incomplete.

JR6.1.1.2 The Board shall not be entitled to conduct a re-hearing of the case presented to the Disciplinary Committee.

JR6.1.1.3 Unless new evidence is allowed to be introduced, the entire appeal process before the Board of Review shall consist of a review of the evidence, both oral and documentary, presented by the parties to the Disciplinary Committee and consideration of any submissions, answers, explanations or clarification which the respective parties or their representatives choose to make in support of their respective cases.

JR6.2 **Powers:**

JR6.2.1 The Board may:-

JR6.2.1.1 alter any decision of the Council or the Disciplinary Committee;

JR6.2.1.2 quash any penalty imposed by the Disciplinary Committee or the Council and to substitute any other penalty it may think fit; or

JR6.2.1.3 make any other decision that it considers fair and just.

JR6.2.2 The Board of Review shall not be entitled to entertain or proceed with hearing any appeal where the sole or principal issue involves an interpretation or construction of the BSF Constitution or the BSF Rules.

JR6.2.3 If, during the course of hearing any appeal, it transpires that the sole or principal issue involves an interpretation or construction of the BSF Constitution or the BSF Rules, the Chairperson of the Board of Review shall suspend the hearing of the appeal and shall refer the matter to the BSF Secretary for determination by the Council.

JR7 **COURT OF ARBITRATION FOR SPORTS**

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Disputes between FINA and the BSF, or FINA and members of BSF, or between the BSF and another Member of FINA, which are not resolved by a decision of the FINA Bureau, may be referred by either of the parties involved for arbitration by the Court of Arbitration for Sports (CAS) in Lausanne, Switzerland. Any decision made by the CAS shall be final and binding on the parties concerned and not subject to further review.

PART XII

BY-LAWS

Part XII: BY-LAWS

BL1 RULES OF ORDER FOR GENERAL MEETINGS

- BL1.1 The President, or in his absence one of the Vice-Presidents, shall take the chair at all General Meetings pursuant to C11.3.2 of the BSF Constitution. If a quorum is not achieved thirty (30) minutes after the start time of the meeting, the meeting shall be postponed for one week at the same time and venue. If, after thirty (30) minutes of the start of the postponed meeting a quorum is still not achieved, then all of the persons present and/or present by proxy shall constitute a quorum.
- BL1.2 The Chairperson shall regulate the course of business of General Meetings and shall be assisted by the other officers of BSF.
- BL1.3 Only matters appearing on the agenda shall be discussed at General Meetings, except for matters that Council (by a majority vote of the members) deems urgent and important. All discussions, proposals, recommendations and resolutions shall be made according to the established rules of the BSF. Any proposed recommendation or resolution not in accordance with such rules shall be automatically rejected.
- BL1.4 Motions for changes or extensions of the agenda may be proposed by any member at any time up to the end of the meeting, provided they are deemed urgent and important and are approved by a majority vote of the members.
- BL1.5 **Procedures**
- BL1.5.1 Any motions which members wish to be considered on the agenda pursuant to C11.1.1 or C11.2 of the BSF Constitution shall be submitted in writing to the Secretary in sufficient time to be included thereon and shall be dealt with in order of precedence as received by the Secretary. The proposals of the Council shall take precedence over every other item on the agenda.
- BL1.5.2 Motions by members shall be listed by number in order of precedence, with the number 1 having a higher priority than any other number.
- BL1.5.3 The Secretary shall indicate on the agenda "Motion recommended" or "Not recommended" as the course of action suggested by the Council to be taken on any proposed motion.
- BL1.5.4 The main motion may be amended and the amended motion may be also be amended by a further amendment. An amendment to a motion shall be voted on before the main motion as amended is brought to a vote.
- BL1.5.5 The proposals, in order of precedence, shall be discussed and voted upon, so long as any proposal is not similar in meaning and intent to any proposal already rejected.
- BL1.5.6 Motions, except those of the Council, shall require a seconder before any discussion thereon may commence. The Chairperson shall specifically ask for a seconder to the motion. Questions on the motion, points of order or withdrawn motions shall not require a seconder.
- BL1.5.7 The member proposing a motion shall be given the opportunity of speaking for up to 15 minutes on the motion if he wishes. He has the right of reply for up to 5 minutes before a vote is taken.
- BL1.5.8 Any other member may speak only once for up to 10 minutes to the motion. The duration of all speeches may be extended by the Chairperson, but only if such duration is announced by the Chairperson prior to the commencement of speeches.
- BL1.5.9 All members of BSF shall have the right to ask any question during the debate on any agenda item and make suggestions on the method of voting. In addition, the Council shall have the right to present to the General Meeting, in written form, its recommendation regarding any motion submitted by a member.
- BL1.5.10 The Chairperson has the flexibility and power to make any necessary decisions in order to expedite the business of the General Meeting in an efficient and practical manner.

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BL1.6 **Voting**

- BL1.6.1 Before submitting a motion to a vote, the Chairperson shall present the question concerned in concise, clear and unequivocal terms.
- BL1.6.2 All decisions shall be made on the basis of a simple majority vote of all the members present or voting by proxy.
- BL1.6.3 The methods of voting which may be adopted by the meeting (for or against) are:-
- (1) by a show of hands;
 - (2) by calling the roll of members; or
 - (3) by a secret ballot (proposed and seconded).
- BL1.6.4 If the correctness of a vote is questioned, the Chairperson shall decide the validity of the challenge, taking care that determining the correctness of the vote shall not reopen a motion already voted upon. A member may not ask to reopen the question, unless a two-thirds majority of the members are in favour of doing so. If such a majority is not achieved, the motion to reopen the question shall be rejected.

BL1.7 **Elections**

The election of officers of the BSF shall be by secret ballot and in conformity with C9.3 of the BSF Constitution. In the case of a tie for place in the ballot for the election of officers, a new ballot will be taken based solely upon the candidates involved in the tie.

BL1.8 **Revision Committee**

- BL1.8.1 At all General Meetings of the BSF, the Council members in attendance shall constitute a Revision Committee in order to correct, improve, update, change or amend amendments to motions suggested during the discussion of a motion or any other recommendation to the General Meeting proposed by any member for the conformity of the decisions of the General Meeting.
- BL1.8.2 When an amendment or recommendation has been referred to the Revision Committee, decisions concerning the motion in question shall be deferred or adjourned, but the General Meeting shall continue with the agenda until the Revision Committee has reported back to the General Meeting.

BL1.9 **Minutes of General Meetings**

- BL1.9.1 At each General Meeting, a record of the minutes of the proceedings of the General Meeting shall be kept by the BSF Secretary or Assistant Secretary. A copy of the minutes shall be distributed to all members of BSF within Thirty (30) days following the General Meeting.
- BL1.9.2 If no objections arise within Thirty (30) days after distribution, the minutes stand approved as circulated.
- BL1.9.3 The original draft minutes must be retained by the Secretary or Assistant Secretary until they are finally confirmed.
- BL1.9.4 The Annual Reports of the President and Treasurer shall be distributed as an appendage to the minutes. For special reasons, members may be informed in written form of the decisions taken at a General Meeting before they are published.

BL2 **RULES OF ORDER FOR COUNCIL MEETINGS**

- BL2.1 The Secretary or Assistant Secretary shall ensure that notice of any Council meeting shall be distributed at least Seven (7) days ahead of the date of the meeting as provided in C7.4 of the BSF Constitution. If a quorum is not achieved after thirty (30) minutes of the start of the meeting, the meeting shall be postponed for one week at the same time and venue. If, after thirty (30)

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minutes of the start time of the postponed meeting, a quorum is still not achieved, then all of the officers and club representatives present shall constitute a quorum.

- BL2.2 The President (or in his absence one of the Vice-Presidents) shall take the chair at all Council meetings.
- BL2.3 The Chairperson shall have the authority and power to make any necessary decisions in order to expedite the business of a Council meeting in an efficient and practical manner.
- BL2.4 The Chairperson shall regulate the course of business of Council Meetings and shall be assisted by the other officers of BSF.
- BL2.5 Only matters appearing on the agenda shall be discussed at Council Meetings, except for matters that Council (by a majority vote of those persons present) deems urgent and important. All discussions, proposals, recommendations and resolutions shall be made according to the established rules of the BSF. Any proposed recommendation or resolution not in accordance with such rules shall be automatically rejected.
- BL2.6 Motions for changes or extensions of the agenda may be proposed by any Council member at any time up to the end of the meeting, provided they are deemed urgent and important and are approved by a majority vote of those persons present.
- BL2.7 **Procedures**
- BL2.7.1 Any motions which club representatives wish to be included on the agenda shall be submitted in writing to the Secretary not less than Fourteen (14) days in advance of the Council meeting and shall be dealt with in order of precedence as received by the Secretary. The proposals of the Council shall take precedence over every other item on the agenda.
- BL2.7.2 Motions shall be listed by number in order of precedence, with the number 1 having a higher priority than any other number.
- BL2.7.3 The main motion may be amended and the amended motion may be also be amended by a further amendment. An amendment to a motion shall be voted on before the main motion as amended is brought to a vote.
- BL2.7.4 The proposals, in order of precedence, shall be discussed and voted upon, so long as a proposal is not similar in meaning and intent to any proposal already rejected.
- BL2.7.5 Motions, except those of BSF officers, shall require a seconder before any discussion can commence. The Chairperson shall ask for a seconder to the motion. Questions on the motion, points of order or withdrawn motions shall not require a seconder.
- BL2.7.6 The club representative proposing a motion shall be given the opportunity of speaking for up to 10 minutes on the motion if he wishes. He has the right of reply for up to 5 minutes before a vote is taken.
- BL2.7.7 Any other Council member may speak only once for up to 10 minutes to the motion. The duration of all speeches may be extended by the Chairperson, but only if such duration is announced by the Chairperson prior to the commencement of speeches.
- BL2.7.8 All Council members shall have the right to ask any question during the debate on any agenda item and make suggestions on the method of voting. In addition, the BSF officers shall have the right to present to the Council Meeting, in written form, their recommendation regarding any motion submitted by a club representative.
- BL2.8 **Voting**
- BL2.8.1 Before submitting a motion to a vote, the Chairperson shall present the question concerned in concise, clear and unequivocal terms.

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- BL2.8.2 All decisions shall be made on the basis of a simple majority vote of all the members present.
- BL2.8.3 The methods of voting which may be adopted by the meeting (for or against) are:-
- (1) by a show of hands;
 - (2) by calling the roll of members; or
 - (3) by a secret ballot (proposed and seconded).
- BL2.8.4 If the correctness of a vote is questioned, the Chairperson shall decide the validity of the challenge, taking care that determining the correctness of the vote shall not reopen a motion already voted upon. A member may not ask to reopen the question, unless a two-thirds majority of the members present are in favour of doing so. If such a majority is not achieved, the motion to reopen the question shall be rejected.
- BL2.9 **Minutes of Council Meetings**
- BL2.9.1 The Secretary or Assistant Secretary shall keep the minutes of each Council Meeting. A copy of the minutes shall be distributed to all members of Council prior to the next succeeding Council Meeting.
- BL2.9.2 If no objections arise at the next succeeding Council Meeting after distribution, the minutes stand approved as circulated.
- BL2.9.3 The original draft minutes must be retained by the Secretary or Assistant Secretary until they are finally confirmed by Council.
- BL2.9.4 The minutes of Council Meetings shall be distributed to all BSF Members within Thirty (30) days after they are finally confirmed. For urgent, emergency or special reasons, members may be informed in written form of the decisions taken at a Council Meeting before the minutes are formally published.
- BL3 **AMENDMENT OF BSF RULES**
- BL3.1 **General**
- BL3.1.1 The Rules of the BSF may be altered, amended or repealed at any time. A Special General Meeting of BSF shall be convened for that purpose.
- BL3.1.2 The Special General Meeting shall be convened whenever required but not less than once every four (4) years during the year of the Olympic Games.
- BL3.2 On or before 1st August in each year, the Chairperson of the Rules Committee shall send an invitation to all BSF members, Committees and Sub-Committees of the BSF, requesting them to submit, in written form, proposals of changes and amendments to the BSF Rules. The proposed amendment shall be in such a form as to show the entire section as it will read if adopted, with any changes in language either underlined or italicized, if new, and lined out, if deleted.
- BL3.2.1 Proposed amendments shall be submitted to the Chairperson of the Rules Committee on or before 1st November in each year.
- BL3.2.2 On or about 1st November in each year, the Rules Committee shall convene and consider:-
- BL3.2.2.1 whether any of the provisions of Parts I through XII and/or the forms in Appendix A should be altered, amended or repealed; and
 - BL3.2.2.2 any proposals of changes and amendments received pursuant to By-Law BL3.2 above.
- BL3.3 The Chairperson of the Rules Committee shall convene a meeting or meetings of its members within ten (10) days of receipt of proposals for changes and amendments submitted under By-Law BL3.2 above.

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- BL3.4 The Rules Committee shall review and consider all proposed amendments submitted under By-Law BL3.2 above and may propose any other amendments that the Committee considers appropriate or necessary.
- BL3.4.1 The Rules Committee may edit, alter, amend or rephrase any proposed amendment in order that the meaning, intent or purpose of the proposal may be more clearly stated and understood.
- BL3.4.2 The Committee shall submit its recommendations to the Council as soon as possible but not more than thirteen (13) weeks after convening its first meeting under By-Law BL3.3 above. The Committee shall indicate its approval; approval subject to modification; or, rejection, of any proposals of changes and amendments submitted under By-Law BL3.2 above. Each proposed amendment shall be in such a form as to show the entire section as it will read if adopted, with any changes in language either underlined or italicized, if new, and lined out, if deleted.
- BL3.5 Council shall review and consider all proposals for amendments received from the Rules Committee at the next available Council meeting. Council may make any additions, alterations or amendments that it considers appropriate or necessary.
- BL3.5.1 Council may edit, alter, amend or rephrase any proposed amendment in order that the meaning, intent or purpose of the proposal may be more clearly stated and understood. Council may also incorporate any amendments that it considers appropriate or necessary.
- BL3.6 Within eight (8) weeks of Council's receiving the proposed amendments, it shall convene a Special General Meeting of the BSF. Every BSF member shall be given four (4) weeks prior notice of such a meeting.
- BL3.7 Council shall indicate its approval; approval subject to modification; or, rejection of each proposed amendment submitted to the members of BSF for approval and ratification. Each proposed amendment shall be in such a form as to show the entire section as it will read if adopted, with any changes in language either underlined or italicized, if new, and lined out, if deleted.
- BL3.8 Motions, applications and proposals for alterations of or additions to the BSF Rules shall only be considered at the Special General Meeting if they were submitted by a BSF member, by the Council, or by a Committee or Sub-Committee of the BSF.
- BL3.9 On a motion of urgency approved at the Special General Meeting by a two-thirds majority vote of the members, the Special General Meeting may deal with proposals of changes and amendments to the BSF Rules not appearing on the agenda.
- BL3.10 Alterations of or additions to the BSF Rules shall take effect four (4) weeks after their approval at the Special General Meeting. By a majority vote, BSF members may agree that for urgent, emergency or special reasons, approved amendments may come into operation on a date earlier than four (4) weeks or on different dates within the four-week period.
- BL3.11 Any alteration of or addition to the BSF Rules shall be approved by a majority vote of BSF members.
- BL3.12 The BSF Secretary shall distribute to all members copies of all approved amendments. Each approved amendment shall indicate in italics enclosed in brackets at the end of the affected provision whether it was added, altered, amended or repealed and the date of the Special General Meeting when the change was approved.
- BL3.13 Not less than once every four (4) years during the year of the Olympic Games, the Council may print and offer for sale to members copies of its revised Constitution, Rules and By-Laws in a booklet called "The BSF Handbook". The price of The BSF Handbook shall be determined by Council, from time to time.
- BL3.14 **Exceptions: Parts I to III and Parts VII to X**
- BL3.14.1 Parts I to III and Parts VII to X of these Rules shall be immediately amended by the Council

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pursuant to C7.5.11 of the BSF Constitution upon receipt of notification from the Rules Committee that the FINA Technical Congress has approved any amendment, alteration or addition to the FINA General Rules, Swimming Rules, Open Water Swimming Rules, Masters Rules, Facilities Rules or Medical Rules.

BL3.14.2 The BSF Secretary shall notify and distribute to all BSF members copies of any amendments affecting any provision in Parts I to III and Parts VII to X of these Rules arising from By-Law BL13.14.1 above, as well as indicating the date upon which the amendments came into effect in The Bahamas.

BL3.15 **Exceptions: Rule NCR5 of Part IV**

BL3.15.1 Subject to any recommendations by the Competition Committee, the Council may alter, amend or repeal anything in Rule NCR5 (Program me of Events) of the National Championship Rules in Part IV of these Rules at any time.

BL3.15.2 The BSF Secretary shall notify and distribute to all BSF members copies of any amendments affecting Rule NCR5 in Part IV of these Rules, as well as indicating the date upon which the amendments came into effect.

BL3.16 **Exceptions: Appendix A (BSF Forms)**

BL3.16.1 The Council may alter, amend or repeal any of the forms in Appendix A at any time.

BL3.16.2 The BSF Secretary shall notify and distribute to all BSF members copies of any amendments affecting any of the forms in Appendix A, as well as indicating the date upon which the amendments came into effect.

BL3.17 **Exceptions: Appendix B (BSF Fees and Surcharges)**

BL3.17.1 The Council may alter, amend or repeal any of the fees and surcharges payable to the BSF in Appendix B at any time.

BL3.17.2 The BSF Secretary shall notify and distribute to all BSF members copies of any amendments affecting any of the fees and surcharges mentioned in Appendix B, as well as indicating the date upon which the amendments came into effect.

BL4 **THE ORGANIZATION OF THE BAHAMAS SWIMMING FEDERATION:**

BL4.1 **BSF Committees:**

BL4.1.1 The Council shall establish the following Committees to assist it in governing and administering the affairs of the BSF:-

- Competition Committee
- Rules and Regulations Committee
- Officials Committee
- Finance and Investments Committee
- Disciplinary Committee
- Records and Statistics Committee
- National Team Planning Committee

BL4.2 **Sub-Committees:**

BL4.2.1 The Council may designate sub-committees of any of the parent BSF Committees for any purpose whenever it is considered appropriate to do so.

BL4.2.2 The Council may designate sub-committees of any of the parent BSF Committees for any island, region or zone.

BL4.2.3 Where the Council designates any sub-committee under By-Law BL4.2.2 above, the member

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clubs of the sub-committee shall not be required, in addition, to appoint any club representatives to the parent BSF Committee, unless they wish to do so.

BL4.3 **Appointments:**

BL4.3.1 Pursuant to C7.5.8 of the BSF Constitution, the Council may appoint persons to act in the following offices:-

Honorary Legal Advisor
Director of Officials
National Team Manager
National Championships Coordinator
Coordinator of National Swimming Records and Statistics

BL4.4 All BSF Committees, Sub-Committees and appointees shall be governed by the constitution, rules, regulations and by-laws of the BSF and any written directive of the Council.

BL4.4.1 A person may serve as a club's representative on the Council and any number of committees or sub-committees. Such person need not be an individual member of the BSF, but a club's representative on the Competition Committee shall not also be appointed as a club's representative on the Council or any other committee or sub-committee of the BSF.

BL4.4.2 No elected officer of the BSF may be appointed or act as the club representative on any BSF Committee or Sub-Committee.

BL4.5 All BSF Committees, Sub-Committees and appointees shall be entitled to make recommendations of any kind to the Council. Their recommendations shall not become effective without the prior approval or ratification of the Council.

BL4.6 **Quorum**

The quorum for any meeting of a BSF Committee or Sub-Committee shall be the Chairperson plus Fifty (50%) percent of its appointed club representatives.

BL4.7 **Voting**

BL4.7.1 Each member of a BSF Committee or Sub-Committee shall have One (1) vote.

BL4.7.1.1 The methods of voting during the meeting (for or against a motion) may be by a show of hands, by calling the roll of members, or by a secret ballot (if proposed and seconded).

BL4.7.2 Where votes are tied, the Chairperson shall have a casting vote.

BL4.7.3 Decisions of a committee or sub-committee shall be by a majority of those members present and voting.

BL4.8 **Meetings**

BL4.8.1 Each BSF Committee or Sub-Committee shall meet a minimum of two (2) times in each calendar year.

BL4.8.2 One of the members of each committee shall act in the capacity of Secretary to the Committee or Sub-Committee and shall keep accurate minutes of each meeting of the committee or sub-committee and of its recommendations and/or findings.

BL4.8.3 The Chairperson of each committee shall deliver copies of the minutes of the meetings of the committee to the BSF Secretary within Ten (10) days following each meeting.

BL4.9 **Vacancies**

BL4.9.1 Each member club shall be responsible for filling any vacancies in its club representatives on

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any committee or sub-committee as a consequence of death, non-attendance at meetings or resignation within three (3) weeks of its occurrence.

BL4.10 **Term of Office**

BL4.10.1 Except where the Chairperson of any committee or sub-committee is a BSF Officer, the term of office of each member shall commence on 1st January and expire on 31st December in each calendar year.

BL4.10.2 Any person appointed by the Council or a member club may be successively re-appointed.

BL4.10.3 Any person appointed by the Council may be removed from office by the Council as a consequence of dereliction of duty, failure or refusal to comply with any written request or directive of the Council, non-attendance at meetings, ineffectiveness or any other good and sufficient cause.

BL5 **RULES AND REGULATIONS COMMITTEE**

BL5.1 **Composition:**

The Rules and Regulations Committee shall be comprised of the following persons:-

BL5.1.1 a Chairperson, who shall be the President of the BSF or some other person appointed by Council;

BL5.1.2 one (1) representative from each member club.

BL5.2 **Duties:**

The duties of the Rules and Regulations Committee shall include (but are not limited to) the following:-

BL5.2.1 recommending proposals of changes and amendments to the BSF Rules;

BL5.2.2 compiling lists of proposals of changes and amendments to the BSF Rules as received from time to time;

BL5.2.3 such other duties as Council may assign from time to time.

BL6 **COMPETITION COMMITTEE**

BL6.1 **Composition:**

The Competition Committee shall be comprised of the following persons:-

BL6.1.1 a Chairperson, who shall be the First Vice President of the BSF or some other person appointed by Council;

BL6.1.2 the head coach or an assistant coach of each member club.

BL6.2 **Duties:**

The duties of the Competition Committee shall include (but are not limited to) the following:-

BL6.2.1 compiling a calendar of competitions for publication and distribution to all member clubs and unattached competitors;

BL6.2.2 devising programmes of events for these competitions that annually include all individual and relay events offered at the National Championships;

BL6.2.3 calculating qualifying time standards for the National Championships and national teams

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according to the formulae defined in the National Championships Rules and the International Swimming Rules;

- BL6.2.4 advising the Council on all matters relating to competitive swimming and to submit written recommendations or methods for improving the standard of Bahamian swimming;
- BL6.2.5 advising the Council on all issues relating to age group competitions;
- BL6.2.6 nominating the coach(es) for national teams;
- BL6.2.7 nominating competitors (and where appropriate, alternates) for selection to national teams according to the criteria stated in the International Swimming Rules and any other entry conditions or requirements of the host organization;
- BL6.2.8 arranging and conducting clinics and seminars for the training and certification of coaches, from time to time;
- BL6.2.9 formulating a National Team Training Squad programme, compiling an annual calendar of National Team Training Squad practice sessions, formulating a roster of coaches to conduct such training sessions and the programme to be followed at each training session, and nominating competitors from time to time to participate in the training sessions;
- BL6.2.10 advising the Council on an annual calendar of National Team Selection Trials;
- BL6.2.11 arranging and conducting training camps for BSF swimming;
- BL6.2.12 recommending the approval of invitations to attend foreign meets;
- BL6.2.13 developing competition schedules that allow for the participation of foreign competitors in local meets or for the participation of BSF competitors in foreign meets;
- BL6.2.14 developing an annual budget to staff the National Team Training Squad programme, and the National Team Training Squad travel expenses to foreign meets, for approval by the Finance and Investments Committee;
- BL6.2.15 such other duties as Council may assign from time to time.

BL7 OFFICIALS COMMITTEE

BL7.1 Composition:

The Officials Committee shall be comprised of the following persons:-

- BL7.1.1 a Chairperson, who shall be the Second Vice President of the BSF or some other person appointed by Council;
- BL7.1.2 one (1) representative from each member club.

BL7.2 Duties:

The duties of the Officials Committee shall include (but are not limited to) the following:-

- BL7.2.1 developing and maintaining a body of trained and qualified officials accessible to member clubs to officiate at sanctioned competitions;
- BL7.2.2 preparing a roster of officials to officiate at each session of the National Championships;
- BL7.2.3 certification of watches and other timekeeping equipment, and the acquisition and maintenance of supplies for use by officials in the execution of their duties;
- BL7.2.4 arranging and conducting annual clinics or seminars for the training and certification of qualified

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officials;

- BL7.2.5 preparing and conducting written tests or examinations annually for candidates seeking certification as officials;
- BL7.2.6 approving the designation as Referee, Starter or Judge to registered and certified candidates;
- BL7.2.7 nomination of certified officials to officiate at regional or international competitions;
- BL7.2.8 recommending certified officials for the Council to submit to the FINA Technical Swimming Committee for designation by FINA as International Referee, Starter or Judge;
- BL7.2.9 developing an annual budget for the training and certification of officials, and the travel expenses of exposing BSF officials to regional or international competitions, for approval by the Finance and Investments Committee;
- BL7.2.10 such other duties as Council may assign from time to time.

BL8 FINANCE AND INVESTMENTS COMMITTEE

BL8.1 Composition:

The Finance and Investments Committee shall be comprised of the following persons:-

- BL8.1.1 a Chairperson, who shall be the Treasurer of the BSF or some other person appointed by Council;
- BL8.1.2 one (1) representative from each member club.

BL8.2 Duties:

The duties of the Finance and Investments Committee shall include (but are not limited to) the following:-

- BL8.2.1 to raise funds for:-
 - BL8.2.1.1 coaching clinics or seminars;
 - BL8.2.1.2 officials clinics or seminars;
 - BL8.2.1.3 participation and outfitting of national teams in regional or international competitions;
 - BL8.2.1.4 re-investment in prudent investment vehicles;
 - BL8.2.1.5 the hosting of the National Championships;
 - BL8.2.1.6 the hosting of regional or international competitions;
 - BL8.2.1.7 administrative expenses.
- BL8.2.2 assist the Treasurer in the preparation of BSF annual budgets and the presentation of such budgets to the Executive Council for approval.
- BL8.2.3 assist the Treasurer in the preparation of an annual financial report to be presented to the Executive Council for approval or for adoption at the BSF Annual General Meeting.
- BL8.2.4 oversee the BSF Controller and accounting staff who may on behalf of the BSF: (i) receive all monies due to the BSF and deposit same to bank accounts in the name of the BSF; or (ii) to pay any bill approved by the Treasurer, the President or any other duly authorized BSF Officer.
- BL8.2.5 designate, receive and accept, or otherwise acquire property or funds or any interest therein for the BSF in the form of gifts, grants, contributions, and testamentary transfers.

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- BL8.2.6 establish such special endowment fund accounts as the Council or membership in General Meeting deem appropriate and in particular the "BSF National Team Travel Fund" to provide financial assistance and/or recognition to BSF competitors who qualify for regional or international swimming competitions, or the "BSF Swimming Development Fund" to provide financial benefit and support for the development of new and existing BSF swimming programmes.
- BL8.2.7 formulate programmes for the prudent investment of excess BSF funds.
- BL8.2.8 such other duties as Council may assign from time to time.

BL9 RECORDS AND STATISTICS COMMITTEE

BL9.1 Composition:

The Records and Statistics Committee shall be comprised of the following persons:-

- BL9.1.1 a Chairperson, who shall be the Secretary of the BSF or some other person appointed by Council;
- BL9.1.2 one (1) representative from each member club.

BL9.2 Duties:

The duties of the Records and Statistics Committee shall include (but are not limited to) the following:-

- BL9.2.1 processing any application for records, and recommending approval or rejection of same;
- BL9.2.2 maintaining current lists of all records;
- BL9.2.3 incorporating new records into the records listings;
- BL9.2.4 distributing to all member clubs and the BSF Secretary annually on or before 1st October of each year the current records listings as of 1st August in each year;
- BL9.2.5 notifying all members clubs within seven (7) days of all approved applications for records;
- BL9.2.6 maintaining data and statistics on all competitors who may be eligible for participation in the National Championships or nomination for selection to a national team, and supplying the Council and the Competition Committee with such data and statistics;
- BL9.2.7 such other duties as Council may assign from time to time.

BL10 NATIONAL TEAM PLANNING COMMITTEE

BL10.1 Composition:

The National Team Planning Committee shall be comprised of the following persons:-

- BL10.1.1 a Chairperson, who shall be the Assistant Secretary of the BSF or some other person appointed by Council;
- BL10.1.2 one (1) representative from each member club.

BL10.2 Duties:

The duties of the National Team Planning Committee shall include (but are not limited to) the following:-

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- BL10.2.1 recommending the appointment of a team manager and/or chaperone for national teams according to the criteria stated in the International Swimming Rules; receiving nominations from the Competition Committee for coaching staff for national teams; receiving nominations from the Officials Committee for judging officials to attend regional or international competitions; and to submit such recommendations or nominations to the Council for its approval;
- BL10.2.2 to make travel arrangements for national teams and officials;
- BL10.2.3 to provide all team members and officials with a Meet Information package;
- BL10.2.4 to procure team outfits for national teams and officials;
- BL10.2.5 developing an annual budget for staff and competitors participating in the National Team Training Squad programme, for approval by the Finance and Investments Committee;
- BL10.2.6 developing an annual budget for National Team Training Squad travel to foreign meets, for approval by the Finance and Investments Committee;
- BL10.2.7 developing an annual budget for National Team travel to regional or international competitions or foreign meets during each calendar year, for approval by the Finance and Investments Committee;
- BL10.2.8 such other duties as Council may assign from time to time.

BL11 DISCIPLINARY COMMITTEE

BL11.1 Composition:

The Disciplinary Committee shall be comprised of the following persons:-

- BL11.1.1 the Chairperson of the Rules and Regulations Committee;
- BL11.1.2 two (2) disinterested members selected by draw from a pool comprising one representative from each member club.

BL11.2 Duties:

The duties of the Disciplinary Committee shall be as follows:-

- BL11.2.1 hear each case of complaint or violation of BSF Rules or of FINA Rules;
- BL11.2.2 make a report on its findings to the Council and the affected parties within the stipulated time frames;
- BL11.2.3 decide on any penalty to be imposed;
- BL11.2.4 such other duties as Council may assign from time to time.

BL12 BOARD OF REVIEW

BL12.1 Whenever an appeal is submitted under the Judicial Rules in Part XI of these Rules, the Council shall convene a special body called the Board of Review.

BL12.2 Functions:

The Board of Review shall:-

- BL12.2.1 review any case referred to it by way of appeal;
- BL12.2.2 examine any new information relevant to the case which was not and could not have been available to the Disciplinary Committee;

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BL12.2.3 record fully its hearing, its decision and the reasons for that decision;

BL12.2.4 comply with Rule JR6 of the Judicial Rules in Part XI of these Rules governing procedures for hearings before the Board.

BL12.3 **Composition:**

BL12.3.1 The Board of Review shall be comprised of five (5) disinterested persons who shall be selected by Council.

BL12.3.2 When constituted, the Board shall elect one of their members as Chairperson.

BL12.3.3 No member of the Council or Disciplinary Committee shall also be a member of the Board of Review.

BL12.4 **Quorum:**

The quorum for any hearings of the Board shall be at least three (3) of its members.

BL12.5 **Voting:**

BL12.5.1 Each member of the Board shall be entitled to one (1) vote.

BL12.5.2 Where votes are tied, the Chairperson shall have a casting vote.

BL12.5.3 Decisions of the Board shall be by a majority of those members present and voting.

BL13 **HONORARY LEGAL ADVISOR**

BL13.1 The Council may elect to appoint a Counsel and Attorney admitted to practice law in The Bahamas for 5 or more years as Honorary Legal Advisor to the BSF.

BL13.2 The Honorary Legal Advisor shall:-

BL13.2.1 provide legal advice to the Council, the Committees, Sub-Committees and Boards of the BSF, when requested to do so;

BL13.2.2 draft and review BSF correspondence, contracts and other documents, when requested to do so;

BL13.2.3 attend Council, Committee or Sub-Committee meetings, whenever requested to do so for the purpose of advising on any legal matters arising;

BL13.2.4 such other duties as Council may assign from time to time.

BL14 **AD HOC COMMITTEES**

The Council shall be entitled to appoint any Ad Hoc Committees or Working Commissions for any purpose whenever it is considered appropriate to do so.

BL15 **RELATIONS WITH BSF SPONSORS AND DONORS**

BL15.1 Any person or entity donating a minimum of Three Thousand (\$3,000.00) dollars or more in cash or merchandise annually to the BSF in the form of sponsorships or donations shall be deemed "A BSF Sponsor", or, "A BSF Donor" for BSF financial purposes.

BL15.2 Clubs, or any person or entity affiliated to a club, shall not:-

BL15.2.1 solicit or request sponsorships or donations from a BSF Sponsor or a BSF Donor in

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excess of One Hundred (\$100.00) dollars at any time during the 12 months immediately following the date of receipt of the cash or merchandise by the BSF;

- BL15.2.2 solicit or request sponsorships or donations from a BSF Sponsor or a BSF Donor in excess of One Hundred (\$100.00) dollars without first having notified Council in writing and obtained Council's approval thereto.
- BL15.3 Any club, person, or entity affiliated to a club, in breach of By-Laws BL17.2 through BL17.2.2 above shall be fined up to One Thousand (\$1,000.00) dollars and suspended by BSF for a period of up to one (1) calendar year.
- BL15.4 Any penalty shall only be imposed subsequent to the hearing and/or appeal procedures in the Judicial Rules in Part XI of these Rules.

BL16 BSF CORRESPONDENCE:

- BL16.1 All correspondence from or on behalf of the BSF shall be signed or co-signed by an Officer of the BSF.
- BL16.2 All correspondence from or on behalf of a BSF Committee, Sub-Committee or Board shall be signed or co-signed by the Chairperson of that Committee, Sub-Committee or Board.
- BL16.3 All correspondence from or on behalf of an appointed officer of the BSF shall be signed or co-signed by that appointed officer.
- BL16.4 Any person or entity in breach of By-Laws BL18.1 through BL18.3 above shall be fined up to One Hundred (\$100.00) dollars and suspended by BSF for a period of up to one (1) calendar year.
- BL16.5 Any penalty shall only be imposed subsequent to the hearing and/or appeal procedures in the Judicial Rules in Part XI of these Rules.

BL17 RECRUITING REGISTERED COMPETITORS AND COACHES

- BL17.1 Recruiting of one another's registered competitors or coaches by member clubs or by affiliated persons is a breach of BSF ethical practices and a breach of trust. In the context of competitive swimming, recruiting is defined as action, other than through general advertising, by a coach, owner, officer, volunteer, representative, or employee of a member club, either through direct contact with a competitor or coach, or the encouragement of others, (i) to recruit or otherwise encourage a competitor who is currently registered with another club to compete for or become affiliated with the recruiting party, or (ii) to recruit or otherwise encourage a coach who is currently employed with another club to coach for or become affiliated with the recruiting party, unless the recruiting party receives prior written approval to recruit or encourage the competitor to transfer from the competitor's current coach, or, the recruiting party receives prior written approval to recruit or encourage the coach to transfer from the coach's current club, or, contact is initiated by the competitor or the coach, the competitor's parent(s), or the competitor's or the coach's authorized representative(s).
- BL17.2 Any club, person, or entity affiliated to a club, in breach of By-Law BL19.1 above will be fined and/or suspended by the BSF Council or by the Disciplinary Committee according to Judicial Rule JR2.4.3.2 in Part XI of these Rules.
- BL17.3 Any penalty imposed under By-Law BL19.2 above and Judicial Rule JR2.4.3.2 may be appealed to the Board of Review following the Judicial Rules in Part XI of these Rules.

BL18 DIRECTOR OF OFFICIALS

The Director of Officials shall be responsible to the Officials Committee for the recruitment and training of all officials certified by the BSF.

- BL18.1 The Director of Officials shall:-

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- BL18.1.1 possess extensive knowledge of the rules and regulations affecting aquatic sports in general and in The Bahamas in particular;
- BL18.1.2 be appointed by the Council and hold office until he/she resigns or the appointment is revoked by the Council;
- BL18.1.3 report to the Officials Committee and/or the Council as necessary;
- BL18.1.4 subject to Council's approval, develop and implement programmes throughout The Bahamas to:
 - BL18.1.4.1 encourage persons to participate in organized aquatics as officials and to become certified by the BSF;
 - BL18.1.4.2 promote, encourage and assist in the organisation and formation of clinics and seminars for the training and certification of trained officials;
 - BL18.1.4.3 assist in the planning and provision of suitable written tests or examinations for candidates seeking certification as an official;
- BL18.1.5 certify watches and other timekeeping equipment, and acquire and maintain supplies for use by officials in the execution of their duties;
- BL18.1.6 arrange and conduct annual clinics or seminars for the training and certification of qualified officials;
- BL18.1.7 prepare and conduct written tests or examinations annually for candidates seeking certification as officials;
- BL18.1.8 maintain records and data regarding the training, certification and renewal of certification of all BSF certified officials;
- BL18.1.9 nominating registered and certified candidates for approval by the Officials Committee in the designation as Referee, Starter or Judge;
- BL18.1.10 nominating certified officials to officiate at regional or international competitions;
- BL18.1.11 recommend certified officials for designation by FINA or any other regional body as Referee, Starter or Judge;
- BL18.1.12 provide advice to the Officials Committee or the Council on officiating matters whenever requested to do so;
- BL18.1.13 attend Officials Committee or Council meetings whenever requested to do so for the purpose of advising on any officiating matters arising;
- BL18.1.14 carry out such other duties as Council may assign from time to time.

BL19 NATIONAL TEAM MANAGER

The National Team Manager shall be responsible to the National Team Planning Committee for the coordination of the selection and travel arrangements for all national team swimmers and officials selected by the BSF.

- BL19.1 The National Team Manager shall:-
 - BL19.1.1 possess extensive knowledge of the rules and regulations affecting aquatic sports in general and in The Bahamas in particular;
 - BL19.1.2 be appointed by the Council and hold office until he/she resigns or the appointment is revoked by the Council;

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- BL19.1.3 report to the Committee and/or the Council as necessary;
- BL19.1.4 recommend the appointment of a team manager and/or chaperone for national teams according to the criteria stated in the International Swimming Rules; receive nominations from the Competition Committee for coaching staff for national teams; receive nominations from the Officials Committee for judging officials to attend regional or international competitions; and to submit such recommendations or nominations to the Council for its approval;
- BL19.1.5 make travel arrangements for national teams and officials;
- BL19.1.6 provide all team members and officials with a Meet Information package;
- BL19.1.7 procure team outfits for national teams and officials;
- BL19.1.8 such other duties as Council may assign from time to time.

BL20 NATIONAL CHAMPIONSHIPS COORDINATOR

The National Championships Coordinator shall be responsible to the Council for the coordination of all arrangements related to the hosting of a National Championship competition by the BSF.

- BL20.1 The National Championships Coordinator shall:-
 - BL20.1.1 possess extensive knowledge of the rules and regulations affecting aquatic sports in general and the National Championships in particular;
 - BL20.1.2 be appointed by the Council and hold office until he/she resigns or the appointment is revoked by the Council;
 - BL20.1.3 report to the Council as necessary;
 - BL20.1.4 provide all teams, unattached competitors and officials with a National Championships Meet Information package;
 - BL20.1.5 attend Council meetings whenever requested to do so for the purpose of advising on any matters arising;
 - BL20.1.6 preparing a roster of officials and clubs to officiate at each session of the National Championships;
 - BL20.1.7 coordinating all publicity, printing and advertising activities in connection with a National Championship;
 - BL20.1.8 coordinating the processing and distribution of meet entries for a National Championship;
 - BL20.1.9 such other duties as Council may assign from time to time.

BL21 COORDINATOR OF NATIONAL SWIMMING RECORDS AND STATISTICS

- BL21.1 The Coordinator of National Swimming Records and Statistics will be responsible to the Records and Statistics Committee and to the Council for coordinating and tabulating all national Long Course (50m) and Short Course (25m) swimming records and statistics related to BSF registered competitors and BSF sanctioned competitions.
- BL21.2 The Coordinator of National Swimming Records and Statistics will:-
 - BL21.2.1 process any application for a BSF swimming record, and recommend to the Records and Statistics Committee and to the Council the approval or rejection of same pursuant to the

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Swimming Records Rules in Part V of these Rules;

- BL21.2.2 maintain current lists of all swimming records pursuant to the Swimming Records Rules in Part V of these Rules;
- BL21.2.3 incorporate new swimming records into the records lists pursuant to the Swimming Records Rules in Part V of these Rules;
- BL21.2.4 on or before 31st December of each year, distribute to all member clubs, the Committee members and the Council the current swimming records lists;
- BL21.2.5 notify the Committee members, the Council and all members clubs within seven (7) days after processing all approved applications for records;
- BL21.2.6 maintain current data and statistics on all competitors who may be eligible for participation in the National Championships or nomination for selection to a national team, and supply the Council, the Committee members and the Competition Committee with such data and statistics on a quarterly basis;
- BL21.2.7 carry out such other duties as the Council may assign from time to time.

BL22 CONFLICT OF INTEREST

BL22.1 The conflict of interest and ethical practices of the BSF will be as follows:

- BL22.1.1 If any officer or member of the Executive Council or any Committee/Subcommittee of the BSF has a financial interest in any contract or transaction involving the BSF, such individual will not participate in the BSF'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 Council and Committee members. If such disclosure is made, the contracts or transactions will not be voidable if the Council in good faith authorized the contracts or transactions by the affirmative vote of the majority of the disinterested Council members and the contract or transaction is fair to the BSF at the time that the Council authorized it.
- BL22.1.2 The Executive Council will adopt a written Code of Conduct and Ethical Practices for the BSF which must contain the requirement that each Officer, member of the Council or any Committee/Subcommittee and each key employee of the BSF annually agrees in writing to abide by such code. The Code may be amended from time to time by the Council as it may deem necessary.

BL23 COMPETITOR PARTICIPATION POINTS AND FEES SYSTEM

BL23.1 **The Guiding Principle: Shared Commitment**

- BL23.1.1 The BSF is a not-for-profit organization that levies fees and shares workloads to maintain its financial stability. The BSF relies on the involvement of all member clubs, individual members, registered coaches, swimming instructors, competitors and their families in the Federation's multiple activities. To ensure that all competitors and their families participate in these activities to a minimum level, the BSF enrolls each registered competitor's family in its "Participation Points System." The system measures the points earned when the competitor's family contributes time and effort to BSF activities. They can easily achieve the point totals but failure to earn the prescribed number of points will result in the competitor paying a fee to the BSF of \$1 for every point short of the required minimum level of points.

BL23.2 **Point System: Minimum Level of Points**

- BL23.2.1 A competitor's family must earn a minimum of 2500 points per calendar year, participating in competition-related activities of the BSF and its member clubs can earn up to 1500 of those points. Competitors' in single-parent families must earn a minimum of 1500 points per calendar year; participating in competition-related activities of the BSF and its member clubs can earn up

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to 1200 of those points.

BL23.2.2 Competitors' families earn Participation Points at the rate of 20 points per hour.

BL23.2.3 The BSF will prorate the Participation Points of competitors registering after 31st March each year at the rate of 250 points per month from 1st November of the previous year.

BL23.2.4 Activity Coordinators in each club and in the BSF will record hours contributed and submit them to the BSF office. The BSF will update the record of points earned by each competitor throughout the year and make them available at the BSF office. The competitor or his or her parent(s) should also keep their own record of points earned for reference purposes during the year.

BL23.3 **Fund Raising:**

BL23.3.1 Member clubs, individual members, registered coaches, swimming instructors, competitors and their parent(s) or guardian(s) are encouraged to participate in BSF and/or club fund-raising activities as part of the Points Participation System. These activities will encompass but are not limited to the following:

- (i) National Team fund raisers;
- (ii) Swim-a-Thons;
- (iii) National Sports Lottery;
- (iv) Swimming development;
- (v) Any other activities designated by the Council.

BL23.3.1.1 **Swim-a-Thon Commitment:** Competitors are encouraged to seek multiple sponsorships to satisfy this commitment, if prescribed by the BSF Council. Competitors should remit all sponsorship funds and Swim-a-Thon Pledge Forms to the BSF or club office within 14 days after the event. If a competitor collects sponsorship funds that triple the minimum amount prescribed by the Council for each competitor, then the BSF will credit 50% of the excess against the competitor's Participation Points total for the following year. Failure to participate in a Swim-a-Thon will result in the competitor receiving a penalty of 100 additional Participation Points.

BL23.3.1.2 **National Sports Lottery:** Competitors are encouraged to consider purchasing at least 2 National Sports Lottery vouchers per year through the BSF and/or any participating member clubs. Additionally, competitors are encouraged to support any internal BSF or club raffles where they will award prizes.

BL23.4 **Swimming Competitions:**

BL23.4.1 As a participant in both the BSF and a member club programme, they expect registered competitors to compete at swim meets. At the beginning of each season, the club receives and posts on its notice board or elsewhere the BSF Meet Schedule. During the year, the club may receive notice of additional meets that the BSF schedules National Team Training squad members and/or qualifying competitors to attend. The club will enter its competitors or all qualifying competitors in these meets. The competitor, or his parent(s) or guardian(s) is responsible for finding out which meets the club has entered the competitor in. Any competitor who is unable to attend a swim meet should notify his or her coach before the meet starts. The BSF penalizes any competitor who is not scratched or withdrawn from a swim meet on a **Swimmer Withdrawals/Scratches Form** as in Appendix A at least thirty (30) minutes before the meet starts with 20 additional Participation Points.

BL23.5 **Officiating:**

BL23.5.1 One of the competitor's family members must obtain BSF certification as a meet official in one or more of the positions of Starter, Stroke/Turn Judge, Chief Recorder, Chief Finish Judge, Chief Timer or Clerk of Course.

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- BL23.5.2 Signing-in to officiate at least one hour before the start of a sanctioned competition will automatically earn 20 points against the family's Participation Points total. Signing-in to officiate less than 30 minutes before the start of the competition will not earn any Participation Points until the competition starts.
- BL23.5.3 The competitor's parent(s) or guardian(s) must participate in a minimum of three (3) swim meets, two (2) sessions of the National Championships and three (3) sessions of National Team Trials each calendar year.
- BL23.5.4 If the competitor's parent(s) or guardian(s) do not participate to the level required under By-Law BL23.3.3 above, the BSF will penalize the competitor with 60 additional Participation Points. Further, the BSF Council may also deny the competitor the right to participate in sanctioned competitions and/or selection to National Teams.
- BL23.6 **Participation Points Deficit:**
- BL23.6.1 The BSF may charge the competitor for any point deficiency. The BSF will levy a penalty of \$1 per Participation Point for any deficiency. Council will review all cumulative point deficiencies remaining after the entry deadline for the National Championships. The Council will determine what additional action they should take to meet the Participation Points total commitment. This may include the requirement that the competitor pays \$1 per point to clear the deficiency as a prerequisite to further participation in the BSF.
- BL23.7 **Participation Points Credits:**
- BL23.7.1 Competitors who achieve the fastest qualifying time in each event of a National Championship will receive a maximum deduction of 20 points from their Participation Points total for the next calendar year.
- BL24 FEDERATION COMMUNICATIONS**
- BL24.1 The BSF maintains a system of open communication with its members, registered coaches, swimming instructors and competitors by using the following vehicles:
- BL24.1.1 **Newsletter:** Sending out a monthly newsletter called "Strokes & Turns" on the fourth Monday of each month. Where possible, it will include a synopsis of the minutes of that month's BSF Council meeting.
- BL24.1.2 **National Team Training Squad Coaches/Parents Meetings:** These are group meetings where the coaches talk about their programmes and plans for the National Team Training Squad. They will schedule at least two (2) of these meetings each year, one in December and one in March.
- BL24.1.3 **BSF Committee and Subcommittee Meetings:** At these meetings, representatives from each club combine to carry out or review Council policies and BSF regulations. They submit their recommendations for the Council's consideration.
- BL24.1.4 **BSF Council Meetings:** At these meetings, the elected Officers and two (2) representatives from each club combine to manage and direct the affairs of the BSF. They review the recommendations of BSF Committees and Subcommittees, propose and carry out changes in BSF policy and consider applications related to its activities.
- BL24.1.5 **BSF Annual General Meeting:** At this meeting the Officers of the BSF are elected every 2 years, the Treasurer reviews the annual finances, the President makes an annual status report, and any proposals for changes to the BSF are considered and voted on by the membership.
- BL24.1.6 **BSF Internet Web Site:** This communication medium supplements the newsletter idea. The BSF updates its Web site at least once per week with BSF news and information.

SECTION III

**FORMS, FEES AND SURCHARGES
OF
THE BAHAMAS SWIMMING FEDERATION**

APPENDIX A

BSF FORMS

APPENDIX A

SCHEDULE OF BSF FORMS

#	FORM NAME	RULE #
1	Club Membership Application Form	C4.4.1.2
2	Renewal of Annual Club Membership Form	C4.4.4
3	Individual Membership Application Form	C4.5.1.1
4	Nomination for Election of Officers	C9.2
5	Appointment of Club Representatives for BSF General Meeting	C11.3.1
6	Proxy Form	C11.3.5.1
7	Swimmer Transfer/Release Form	GR4.1.1
8	Swimmer International Transfer/Release Form	GR4.2.1
9	Swimmer Registration Application Form	GR6.2
10	Swimmer Renewal of Registration Form	GR6.5.1
11	Lapsed Swimmer Renewal of Registration Form	GR6.5.2
12	Swimmer Certification Application Form	GR7.1
13	Sanction Application	GR8.5.1
14	Meet Invitation Form	GR8.5.1.1
15	Equipment Rental Requisition Form	GR8.5.1.5
16	Swimming Coach/Instructor Registration Application Form	GR9.3
17	Swimming Coach/Instructor Registration Renewal Form	GR9.5
18	Time-Only Swims Form	CR2.3.1.2
19	Meet Entry Form	CR8.4.1
20	Swimmer Withdrawal/Scratches Form	CR9.1.1
21	Declaration of Medications Form	CR15.2.A
22	Medical Notification Form	CR15.2.B
23	Referee's Meet Report Form	CR19.1.11
24	Meet Representative's Report Form	CR19.14.3
25	Official's Certification Application Form	CR20.1.1
26	Officials Certification Renewal Form	CR20.9.4
27	Official Meet Protest Form	CR21.2.2
28	BSF Surcharge Meet Report	CR24.3.2
29	LCM Pool Training Use Form	CR25.2.1
30	Request for Split Times Form	TSR10.2.4

APPENDIX A

#	FORM NAME	RULE #
31	Record Application Form	SWR3.6.1
32	National Swimming Championships Meet Entry Form	NCR7.2.1
33	National Swimming Championships Order of Relay Swimmers Form	NCR7.2.4
34	National Swimming Championships Swimmer Scratches Form	NCR9.1
35	National Swimming Championships Official Protest Form	NCR13.1
36	National Teams Qualifying Times Form	ISR11.5
37	Clothing/Equipment List	ISR11.5.8 (3)
38	Medical Release Form	ISR11.5.8 (4)
39	Application for Travel Permit	ISR16.1.2
40	National Team Training Squad Acceptance Squad	ISR18.2.2
41	Masters Swimming Record Application	MSR6.1
42	Formal Complaint Form	JR3.4
43	Notice of Hearing Form	JR4.1.2
44	Reply to Formal Complaint Form	JR4.1.2.4
45	Notice of Appeal Form	JR5.1.2

[Copies of the above-listed Forms are omitted from this Handbook.]

APPENDIX B

BSF FEES AND SURCHARGES

APPENDIX B

SCHEDULE OF BSF FEES AND SURCHARGES

[Effective from 1st January, 2001]

#	PURPOSE	AMOUNT
1	Club Membership Application Fee	\$250.00
2	Renewal of Annual Club Membership Fee	\$100.00
3	Individual Membership Application Fee	\$25.00
4	Swimmer Release/Transfer Fee	\$10.00
5	Swimmer Registration Application Fee	\$10.00
6	Swimmer Renewal of Registration Fee	\$10.00
7	Swimmer Certification Fee	\$5.00
8	Sanction Application Fee	\$20.00
9	Equipment Rental Fees (per day) - Complete/all items	\$300.00
10	Official Meet Protest Fee	\$50.00
11	BSF Surcharge (per swimmer)	\$2.00
12	National Championship Individual Entry Fee (per entry)	\$5.00
13	National Championship Relay Team Entry Fee (per entry)	\$20.00
14	National Championship Official Protest Fee	\$50.00
15	Masters Swimming Individual Entry Fee (per entry)	\$5.00
16	Masters Swimming Relay Team Entry Fee (per entry)	\$20.00
17	Swimming Coach/Instructor Registration Application Fee	\$25.00
18	Swimming Coach/Instructor Renewal of Registration Fee	\$25.00