



## **USMS Officials Roles and Responsibilities – Stroke and Turn**

### ***Preparation:***

- Check meet announcement for specific provisions pertaining to the meet.
- Dress properly – look official – White collared shirt or blouse and solid-color trousers, shorts or skirts are normally the proper attire. Pants/skirt color varies by region, navy blue, khaki tan and black are most common.
- Know the rules – attend clinics and know the responsibilities of your position.
- Display confidence – officiating regularly builds confidence.

### ***Dominant principles***

- Take your responsibility seriously, remember that the swimmers worked hard to prepare for the meet, therefore officials have an obligation to do a good job.
- Be fair and impartial to all competitors, exercise good judgment and common sense. Control emotions and disregard club affiliations.
- Call violations as actually seen – never guessing or anticipating. Give the swimmer the “benefit of the doubt” if there is any question about the violation.
- Admit a mistake, a call can always be taken back.
- Be alert, attentive, focused, calm and professional while on deck.
- While on duty, avoid coaching, or cheering with coaches and/or swimmers.

### ***Prior to meet:***

- Review current ***USMS Swimming Rules and Regulations***.
- Prepare uniform and any additional needed materials.
- Read and understand the meet announcement.

### ***Upon arrival at the meet:***

- Be at venue prior to the beginning of meet warmups or at time listed in the meet announcement.
- Check in with the Meet/Deck Referee or other designated official.
- Sign in on the assignment sheet.
- Attend pre-session meeting, pay attention, review technical rules and be involved.
- Listen to and review any special protocol or jurisdiction instructions discussed during the meeting and adjust accordingly.
- Be ready and in proper position at least 5 minutes before competition begins.

### ***During the meet:***

- Be in the proper position based on officiating assignments.
- Be aware of the event, the stroke(s) to be performed in each event and the applicable stroke and turn/transition rules.

- When swimmers are within your jurisdiction step to the pool edge and observe, not inspect, the swims until they exit your area. Remember, all swimmers are 100% legal until clearly proven otherwise.
- Give equal observation to all lanes in your jurisdiction, even the empty ones.
- If you observe an infraction, raise your hand with an open palm promptly, to indicate the call to the Chief Judge or Referee. In relays when observing an early take-off, do not raise a hand if dual confirmation is being used.
- Keep your attention to the area of responsibility until the swimmers exit that area, then be certain to note what the violation, heat and lane was.
- Do not discuss the infraction with another official or any other individual, including a coach, before reporting it to the designated official.
- Visualize the infraction and make any hand-written notes before communicating it to the Chief Judge or Deck Referee.
- Use rule book or DQ slip language to communicate the infraction.
- Report the violation to the proper official (Chief Judge or Referee) or fill out the DQ slip as necessary.
- Always double-check the accuracy of the DQ slip before signing it.
- Do not allow competitors, coaches or spectators to distract you from your responsibility.
- Stick to the rules and apply them uniformly- doing so avoids controversy.
- Remember that safety is paramount and if you observe anything that puts any participant at risk, alert the necessary individuals.
- Work in concert with all other officials on the deck, teamwork is vital to a well-run deck.
- Observe all agreed-upon rotation and break assignments to ensure the entire team remains fresh and attentive throughout the session.

***After the meet:***

- Check in with the Deck Referee before leaving.
- Ask questions of the referee(s) about any observations you made about which you were uncertain.
- Make sure to thank all other officials and volunteers for their efforts.
- Be certain to review the events of the day and always use every session as a learning experience.