

For all dual meets, the home and the visiting teams shall provide the following Officials:

Official's Title	Home Team	Visiting Team
Referee*	1	0
Starter*	1	0
Stroke & Turn Judge*	2	2
Clerk of the Course*	2	2
Scorer*	3	3
Head Timer*	1	0
Lane Timer	9	9
Awards Clerk	1	1
Announcer	1	0
Runner	2	0
Safety Marshall	1	1

**\*denotes an official that needs to attend an RSL Training session**

#### **DUTIES OF OFFICIALS:**

Starters, Stroke & Turn Judges, Clerks of the Course, Scorers, and Head Timers must attend an RSL sponsored clinic once every 2 years.

Referees must attend an RSL sponsored clinic every year.

Stroke & Turn Judges, Referees need to go to [www.strokeandturn.com](http://www.strokeandturn.com) and complete prior to attending an RSL Training session.

#### **\*Referee**

- Oversees the efficient and safe running of the meet.
- Has full authority over all officials and shall assign and instruct them prior and during the meet. The Referee shall have authority to decide any questions relating to the actual conduct of the meet, unless otherwise specified by RSL rules
- The Referee signals the starter, before each heat, when the pool is clear and ready for competition with the Stroke & Turn Judges in position.
- Determine the final decision on any point where the opinions of any other official differ.
- Sign off on all Disqualification slips (DQ) ensuring each is properly filled out as described in section 10.6.3. If in the opinion of the Referee, the DQ is not valid for any reason, then the Referee shall overrule the decision of the signatory official. .
- Sign the score sheet at the conclusion of the meet.

#### **\*Starter**

- Stands at the starting end of the pool and uses the Starter system to announce and start each event

### **\*Stroke & Turn Judge**

- Needs to have a clear understanding of the competitive strokes and rules pertaining to the legal swimming of them.
- Observe the competitors in his/her assigned area to ensure all applicable rules pertaining to the stroke being swum are performed.
- Writes DQ slips as needed

### **\*Scorekeepers**

- Oversees the entire scorekeeping process. Determining the official times as prescribed in section *10.11.2*.
- Enter official times into league provided scoring software.
- Determining and posting individual team scores and results.
- Informs the clerk of the course of any entry changes and/or scratches.
- Confirming record breaking time cards have the required 3 recorded times.
- Marking DQ and attach the DQ slip to an entry card where an infraction was recorded and countersigned by the referee.

### **\*Clerk of the Course**

- Collect the entry cards from each team.
- Entry cards will then be placed in order from fastest to slowest, as designated by the number in the upper right hand corner of the card. (1 = fastest competitor)
- Collate the entry cards into events, heats and lanes.

### **\*Head Timer**

- Prior to the start of the meet he/she shall group and instruct the timers on their responsibility and procedures for timing. This meeting should also include a test to verify the accuracy of all watches to be used.
- Assign 3 timers to each lane. Designate one of these timers as the official recorder for that lane.
- Signal the Referee that all timers are ready to proceed with the next heat.
- Shall start his/her watch(es) on every race. The Head Timer's watch shall be used in the event of a failure for any reason of an official lane timer's watch.

### **Timers**

- Start their stop watch at the start of each heat and record the time on the swimmers card.

### **Runner**

- Picks up cards from the timers and takes them to the scorers.

- Takes cards from the clerk of course to the timers for the younger swimmers.

### **Awards Clerk (Ribbon Writer)**

- attaches labels to the proper ribbons throughout the meet

### **Safety Marshall**

- Ensures the safety of all participants and spectators throughout the meet.

### **Announcer**

- Makes announcements throughout the meet, including periodic scores, sponsors, events, etc. as needed.

### NOTES:

These description are brief. For a complete description of each job see the RSL Rules, beginning at Section 10.

This is not a complete list of all the jobs needed at a swim meet, but it is a good start and does include all the jobs required by the RSL.