

**Motion 1709MR1 - Motion to add to the Policies and Procedures the following:**

The meet director shall send the athlete registration file to the Registration Chair no later than 24 hours after the close of the meet. If the entry deadline has been extended, entries shall close by the Sunday prior to the start of the meet. If the meet director fails to send the registration file to the Registration Chair, the meet results shall not be entered into the SWIMS database. If the athlete registration file is received later than 24 hours after the close of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a sanctioned meet for three/six months after the last sanctioned meet. (See the full text of Section X F.1. in the attached)

**Intent/Reasoning:** Host clubs are not sending the athlete registration to the Registration Chair. When this does not occur, the meet host is breaking Section 1 A.6 of the Rules and Regulations, which states that *"The meet director shall ensure that all athletes, coaches and officials participating in a meet are members of USA Swimming."* There is no consequence for not meeting the requirement.

The Policies and Procedures do not define when entries must close for a meet whose entry deadline has been extended. The Sunday prior to the start of the meet defines the extension closing deadline.

Pacific Swimming does not have consequences for not meeting requirements for many of our Rules or Procedures. The consequences need to have enough bite that the abuses that have occurred stop, yet do not hurt our athletes by stripping away meets from our schedule.

**Motion 1709MR2 - Motion to add to the Policies and Procedures the following:**

- a. If the registration forms and fees have not been received by the Registration Chair within 14 days of the last day of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a host a sanctioned meet for three/six months after the last sanctioned meet. (See the full text of Section X F.1. in the attached)

**Intent/Reasoning:** Host clubs have been negligent in returning registration forms and fees to the Registration chair. For our members, this becomes very frustrating. Often, a family will have to pay the membership and surcharge fees for their athlete at 2-3 meets. (Laurie can give you the statistics).

If the registration chair has not received the registration forms and fees by Wednesday following the meet, Pacific Swimming does not rebate the meet surcharge to the host club. The \$10 meet surcharge has been deemed inconsequential by most clubs and is not an enticement to return the forms and fees or a deterrent for not sending in registration in a timely manner. This above wording outlines the consequence for host clubs when the Registration Chair has not received registration forms and fees within 14 days of the last day of the week.

## **SECTION X**

### **MEET CONDUCT**

#### **A. Meet Conduct**

1. There shall be no limit on the number of events offered at a meet.
2. In Pacific Swimming Zone awarded meets, 15 and over events are allowed. The Zones shall determine applicable time standards and awards for 19 and over athletes.
3. Open events (events not limited to specific ages) beginning or concluding a session, or scheduled in a separate session, within an age group meet shall not be considered age group competition, and shall not be subject to the 4-hour session planning limit for 12 and under competitors.

#### **B. Order of Heats**

1. In all preliminaries and finals meets where more than one heats of finals is scheduled, the order of the finals heats shall be as stated in the meet announcement or, if not stated there, shall follow USA Swimming Rules and Regulations.

#### **C. Senior Competition**

1. Entries to Senior meets may be closed prior to posted entry deadline due to timeline considerations. The decision to close entries should be determined by Senior Committee with input from the meet host and the Meet Referee. This statement shall be included in the Meet Announcement.
2. The number of heats of distance events may be capped in advance by agreement of the meet host and the Meet Referee. This statement shall be included in the Meet Announcement.
3. In Senior Time Trials meets authorized by Pacific Swimming Rules and Regulations, the schedule of events shall include the entire schedule of events offered in the accompanying Senior meet. The time at which the Time Trial meet will be swum shall be jointly agreed upon by the Meet Director and Meet Referee each day.

#### **D. Far Western Championship Meets**

1. All-Star teams are not eligible for Team high point awards at Far Western Championship meets.
2. At a Far Western Championship Meet, whenever a single age group has more than one relay event scheduled in finals on the same day, the shorter distance relay for that age group shall be scheduled at the beginning of finals.

#### **E. Invitational Meets**

1. Invitational meets shall be closed and shall be limited to two teams per competitive lane, the clubs to be named in the meet announcement.
2. Invitational meets in Zone 4 and the North Coast area of Zone 3 shall not be subject to limits on the number of invited teams. [NOTE: THEY ARE STILL LIMITED BY THE 4-HOUR RULE.]

## F. Meet Entries

1. Competitors shall enter their name and registration number on their entries exactly as they are shown in their USA Swimming Registration. If this is not done, it may be difficult to match the athlete with the registration and times database. The meet host shall check all athlete registrations against the USA Swimming SWIMS database and if not found to be registered, the Meet Director shall accept the registration at the meet (a \$10 surcharge shall be added to the regular registration fee). **The meet director shall send the athlete registration file to the Registration Chair no later than 24 hours after the close of the meet. If the entry deadline has been extended, entries shall close by the Sunday prior to the start of the meet. If the meet director fails to send the registration file to the Registration Chair, the meet results shall not be entered into the SWIMS database. If the athlete registration file is received later than 24 hours after the close of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a sanctioned meet for three/six months after the last sanctioned meet.** Duplicate registrations shall be refunded by mail. The registration forms, fees and surcharge shall be sent by the host club to the Registration Chair. The surcharge shall be rebated to the host club if the registration forms and fees are received by the Registration Chair within three days of the last day of the meet. Athletes who register at a meet who assert that they are already registered may mark the application form by writing "Possible Duplicate" in the upper right corner of the form. When received, the Registration Chair shall review the records, and if an application is a duplicate, any fee paid shall be refunded by mail.
  - a. **If the registration forms and fees have not been received by the Registration Chair within 14 days of the last day of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a sanctioned meet for three/six months after the last sanctioned meet.**
2. The postmark deadline for mailed entries shall be no later than two Mondays prior to the meet.
3. Unless otherwise stated in the meet announcement, online entries shall be due two Wednesdays prior to the meet.
4. Any hand delivered entries shall be submitted in accordance with the meet announcement but in any case no later than the deadline for online entries.
5. All paper entries received shall be given to the Administrative Official as a ready reference in case of dispute over an entry.
6. Any Zone scheduled meets may accept only Zone entries up until three Mondays prior to the meet, after which time the meet shall begin accepting all other entries in the order received. One team outside of the Zone or LSC, up to 30 total athletes, may be invited by the host team to be part of the Zone priority entry period.
7. Relay team entries shall be submitted by the deadline stated in the meet announcement. If no deadline is stated, it shall be at the discretion of the Meet Referee and Meet Director for each session, but in any case not less than one hour before the estimated start time of the first heat of the relay event being entered.
8. Relay only meet entries shall be submitted by the closing date listed on the meet announcement.

9. Meet entries shall not be limited based solely on the number of athletes entered in the meet, except when required due to limitations of the host facility.
10. When one or more sessions of a meet close prior to the deadline, all unaccepted entrants not already notified automatically via online entries shall be notified in the following manner:
  - a. No later than the first Monday before the meet, the Meet Director shall make provisions to contact (via electronic communication) a coach or Board Member from each club that has entries rejected. A list of rejected entries may also be posted on the Pacific Swimming website and shall be limited to athlete name and club.
    - (1) A log with the date, time and name of each person contacted shall be maintained as well as the name of each rejected athlete from that club with his/her total entries.
    - (2) All envelopes received shall be opened so as to determine if there are more than one athlete's entries being rejected.
    - (3) With the permission of the contact person, those entries then can be grouped together and mailed with the individual checks to the Club's address. If the number of rejected entrants from a particular club is less than 5, the entries may be mailed directly back to each individual's address.

## **G. Entry Time Verification**

1. For meets with qualifying times or when awards are based on entry flights, all entry times shall be submitted for verification to [timeverification@pacswim.org](mailto:timeverification@pacswim.org). Change of entry times shall remain the discretion of the meet referee.
2. Verified entry times shall have been achieved prior to the closing date for entries to the meet. If the time cannot be proven verified prior to the meet, the athlete shall not be allowed to check-in for the event until the entry time has been verified. When possible the coaches shall be notified of their athletes who have not verified their entry time.
3. In a meet with multiple time standard levels per event, an athlete with an unproven time shall be moved to the proper time standard level rather than being scratched, unless the time is faster than the time standard (if any) for that meet.
4. An athlete who qualifies for a certain time standard level in a specific stroke and distance in any course shall be considered qualified at that level in the same stroke and distance in all courses. Unless No Time (NT) entries are allowed, the entry time shall be submitted in the course in which the qualifying time was achieved (followed by Y for Short Course Yards (SCY), S for Short Course Meters (SCM), or L for Long Course Meters (LCM), regardless of the course of the meet being entered.
5. Converted times shall not be used for meet entries unless permitted in the meet announcement. Altitude adjusted times from SWIMS may be used for meet entries.
6. Unless otherwise specified in Pacific Swimming Rules and Regulations, in meets where entry time verification is required, an official time may be verified through USA Swimming SWIMS database or National Times Verification Officers.

## **H. Timing**

1. Where any provision of this section conflicts with the LSC meet bid requirements published by the Scheduling Committee, the provision in the LSC meet bid requirements shall govern.

2. Level 1 – Primary system: Fully Automatic

Level 1 timing may be used at any meet, and is required for all Preliminaries and Finals meets in the Senior Program, and in the Age Group Program with Junior Olympic qualifying time standards or higher. A backup system with at least two buttons and a tertiary system of at least one manual watch shall also be provided.

3. Level 2 – Primary system: Semi-automatic with 3 buttons

Other Senior meets and Age Group meets with qualifying times of A or higher shall have at least a Level 2 primary timing system with a backup system of at least one watch.

4. Level 3 –Primary system: Semi-automatic with 2 buttons or manual with 3 watches

All other meets sanctioned by Pacific Swimming shall have at least a Level 3 primary timing system. If such system consists of semi-automatic timing with two buttons, a backup system of at least one watch shall be provided.

5. Level 4 - Primary system: Manual with 2 watches

Level 4 timing may be used only to achieve Pacific Swimming age group time standards below A.

## **I. Awards**

1. Minimum awards requirements for LSC scheduled meets shall be determined by the Scheduling Committee in consultation with the appropriate Age Group or Senior Committee, and shall be published by the Scheduling Committee in the LSC meet bid requirements.
2. Awards for Zone scheduled meets shall be determined by the Zone or the meet host, provided that in a multi- time standard level meets the same number of places in each category shall be awarded.

## **J. Meet Results**

1. Meet results shall be submitted to Pacific Swimming by email at [results@pacswim.org](mailto:results@pacswim.org), by the deadlines established in Pacific Swimming Rules and Regulations. Results shall include the complete meet results in a SDIF, SD3, or CL2 electronic file, PLUS the complete meet results in a HTML or PDF file.