



RULES & REGULATIONS

FLORIDA SWIMMING, INC

214 E. Washington St., Suite B

Minneola, Florida 34715

Office: 352-242-5145

Fax: 352-242-5245

Website: www.floridaswimming.org

TABLE OF CONTENTS

Article 21	Meet Management
Article 22	Equipment
Article 23	Event Surcharge Schedule
Article 24	Control of Surcharge Fund
Article 25	Records
Article 26	Awards
Article 27	Infraction of Rules
Article 28	Protests
Article 29	Officials Committee
Article 30	Disciplinary Action
Article 31	Amendments
Article 32	General

ARTICLE 21

MEET MANAGEMENT

- 221.1 All competitions, benefits, exhibitions, Swim-a-thons, clinics, or entertainment where USA Swimming registered swimmers participate must be sanctioned.
- .1 No application for sanction will be accepted by the LSC sanctioning person unless accompanied by the following:
- a) Information letter emailed in MS Word (.doc) or compatible format.
 - b) Hy-Tek .HYV file
 - c) All Florida Swimming (FL) sanctioned meet courses must be conducted consistent with USA Swimming rule 102.10.3 or 102.10.4
- 221.2 The information letter shall be in the “official” FL format, as posted on the FL website.
- .1 Special meet rules and regulations or local situations must be fully explained in the information letter.
- .2 Official Meet Personnel
- a) All Officials must be certified FL officials and a current member of USA Swimming.
 - b) Meet Directors/Manager should be a current member of USA Swimming.
 - c) Names of key officials shall be listed:
 - i. The Referee and Administrative Official
- 221.3 Meets requiring advance entries must provide a heat sheet or a time order list ranking swimmers from fast to slow.
- .1 FL Championship Meet heat sheets must have the following standards listed for each event.
- a) FL Senior Championships—Sectional, US Open and National Championship Standards.
 - b) FL FLAGS—FL Senior Championship, Sectional and US Open Standards.
 - c) FL “B” Championships—FL FLAGS and FL Senior Championships.
- .2 Meet not run in compliance with USA Swimming rule 102.10.3 or 102.10.4 will be invalid and the following will apply:
- a) Any time achieved during the session of the meet will not be loaded into the SWIMS database.
 - b) All entry fees for events in that session and any meet facility fees charged to affected individual athletes will be fully refunded by the host.
- If the meet proceeds without notice to all the teams at the meet, in addition to reimbursement of entry fees and meet facility fees for deficient sessions, the host team will be fined \$250.00 and may lose any future sanctions already granted (subject to the discretion of the FL Board of Directors). In addition, the host team will not be eligible for any future sanctions until all reimbursements and fines are paid.
- 221.4 A year round club, registered as of August 31, must have attached to their team the required minimum officials to operate a sanctioned meet as stated in USA Swim Rulebook 102.10.3 or in the case of development, dual, and intra-squad meets the minimum officials as stated in 102.10.4, alternatively a team with 30 athletes must have 2 officials, with one additional official for every 30 additional athletes up to 6 officials for 180 athletes. Example below:
- a) 0—30 Swimmers-2 certified official
 - b) 31—60 Swimmers-3 certified official
 - c) 61—90 Swimmers-4 certified official
- 221.5 A complete Hy-tek .sdif meet registration back-up file must be forwarded within three (3) business days after the deadline entry of the meet to the FL office to complete a USA-S registration recon and other required items within fourteen (14) days after the meet (results/surcharges). Failure to comply with this rule will result in a \$100.00 fine. If the Hy-tek back-up file and/or other required items are not received within the next thirty (30) days there will be denial of a sanction for one (1) year, at the discretion of the BOD.
- 221.6 No sanction will be issued unless a pool certification is on file with the Florida Swimming, Inc. office.

- 221.7 Meet management shall appoint a head marshal and marshals as needed. A marshal does not have to be a member of USA Swimming, shall not hold another position during the meet, and shall oversee warm up under the direction of meet management. The marshal(s) shall report to the referee for instructions prior to the start of the competition for each session of the meet. If a marshal(s) is not present during the competition, the referee may stop the meet until meet management provides a marshal(s).

ARTICLE 22

EQUIPMENT

FL may purchase such equipment as deemed necessary to provide a sound program and make such changes as it deems appropriate for use of such equipment

ARTICLE 23

EVENT SURCHARGE SCHEDULE

- 223.1 Surcharge—Meet management will collect one surcharge for each individual event entry and for each relay event entry. Meet management will send the funds to the FL office within fourteen (14) days after the meet. Failure to comply with this rule will result in a \$100.00 fine. If the surcharges are not received within the next thirty (30) days there will be denial of a sanction for one (1) year, at the discretion of the BOD.
- 223.2 All FL sanctioned and approved meets are subject to submit surcharges except: FL Intrasquad/Dual meets (under 2 hours), YMCA Nationals, Boys & Girls Club Nationals and the Florida High School Championship series
- 223.3 Entry Fees and Surcharges—As indicated below, entry fees will not exceed the listed amounts. Surcharges will be collected and remitted as indicated. Teams not using a Hy-tek .cl2 file and Hytek Meet Entries Report to enter a meet may be charged up to a \$50.00 team entry fee in addition to the fees listed below.

TYPE OF MEET

EVENT TYPE

TOTAL FEE

SURCHARGE

Timed Final Meet:

Individual	\$ 5.50	\$.75
Relay	\$ 6.00	\$.00
Deck Entry**	\$10.00	\$2.00

**The ability to deck enter at a meet must be listed in the meet information letter to be permitted.

Prelim & Final Meet:

Individual	\$ 8.50	\$1.00
Relay	\$10.00	\$1.50
Deck Entry**	\$10.00	\$2.00

**The ability to deck enter at a meet must be listed in the meet information letter to be permitted.

FLAGS & Senior Championships:

Individual	\$15.00	\$2.00
Relay	\$20.00	\$3.00

FL Time Trials:

Individual & Relays	\$20.00	\$.75
---------------------	---------	--------

Additional Fees:

Facility Fee	
LSC Championships	\$20.00
Inc. FLAGS, Senior, Meisel	
Time Finals Meet	Up to \$10
Prelims/Finals Meet	Determined by Host
Heat Sheet Fee (optional)	\$3.00
Travel Surcharge	\$2.00
Out of LSC athlete not registered in FL that attends a meet sanctioned or approved by FL club and/or organization.	

- a) Only stated meet fees in FL Rules & Regulations are allowed to be charged for swim meets.
- b) In meets that charge a flat entry fee the surcharge shall be the same fee multiplied by the number of events allowed, not actually entered, for each individual swimmer.
- c) Deck entries for swimmers not previously entered in a swim meet will not be allowed, except for intrasquad meets only. No new athletes can be added after the meet registration file has been submitted to FL office for recon.

- 223.4 Any Senior Prelims/Finals meet with time standards of Sectionals or faster have the ability to charge up to \$15 per individual entry, up to \$30 per relay and up to \$20 per swimmer facility surcharge or equivalent fees not to exceed these costs.
- 223.5 Surcharges Mandatory—Collection and/or payment of surcharges by the host club is mandatory. Clubs are not permitted to vary from fees listed in Section 225.2 (when entry fees are waived, payment of surcharges is still required).
- 223.6 Failure to Pay Surcharges—Swimmers of clubs which fail to report and pay collected surcharges per Section 225.1, shall not receive funds from the “National Support” until money due has been paid in full.

ARTICLE 24**CONTROL OF SURCHARGE FUND**

- 224.1 Event surcharge receipts shall be deposited in the General Fund.
- 224.2 General Fund—The General Fund shall be managed by the BOD
- 224.3 Swimmers Support Fund—The Senior Chairman and Executive Director shall recommend the amount of the support payments made to individual swimmers who attend national competition and other competitions to be approved by the BOD. Eligibility for support will be based on Article 27.
- .1 FL reimbursement for swimmers competing in national competition shall be made known to those affected, upon receipt of the official meet results by the FL office.

ARTICLE 25**RECORDS**

- 225.1 FL records will include only events or distances recognized by USA Swimming or FL. FL records represent the best time in each event by a FL swimmer and may be achieved in either age group or senior competition.
- .1 FL Age group records will be kept for both 25 yard and 50 meter courses.
 - .2 FL Senior records will be kept for 25 yard, 25 meter and 50 meter courses.
 - .3 FL 15-18 relay records will be kept for 25 yard and 50 meter courses.
 - .4 FL mixed relay records will be kept for 25 yard and 50 meter courses.
- 225.2 A senior record represents the best time in each event by any FL swimmer and may be achieved in either a senior or age group event. Times from short and long course meets for each years' Top 10 is comprised of swims from September 1 of one year through August 31 of the following year.

ARTICLE 26

AWARDS

226.1 Outstanding awards shall be made each swim year to the following

.1 Volunteer of the Year Award—Phillips 66

a) Nominations to be submitted to the BOD for balloting.

.2 Age Group Swimmer Award—Shall be made for both short and long course seasons to the outstanding boy and girl in each division 10 & under, 11-12, 13- 14, 15-16 and 17-18. The basis for selection is as follows:

a) IMX Swimmer of the Year

i. Determined by highest IMX score in a single age group, by gender, for short and long course

b) Outstanding Swimmer of the Year

i. Determined by highest Power Point number score for a single event, in a single age group, by gender, for short course and long course or set a National Age Group record.

c) The first consideration for the 15-16, and 17-18 age groups will be the Top 50 World Rankings. The swimmer with the highest ranking (date to be determined by BOD) will be selected. The FL Top 10 will be used as outlined in 230.1.3.a in the event there is not a FL swimmer in the Top 50 World Rankings.

d) Selection shall be made by the Age Group/Senior Chair and/or designee.

.3 Senior Swimmer Award shall be made to the FL registered male and female swimmer who has the single highest world ranking for that year.

a) Selection shall be made by the Senior Chairman and/or designee

ARTICLE 27

INFRACTION OF RULES

227.1 Any infraction of the rules and/or regulations is subject to review by the BOD.

227.2 Clubs hosting meets, other than FL Championships are required to complete each session within four hours. Exceptions: 1) those events, 800 or longer, offered at the end of a session for swimmers 13 years of age and older; 2) League/Area Championships; 3) weather conditions or automatic timing machine problems that delay the meet. Verification is per Referee Report, with consideration of pre-meet computer timeline with thirty (30) seconds between heats.

.1 For each session that exceeds for four (4) hour limit, and does not come under any exception as listed above, the host club will be fined as follows:

(a) First half (1/2) hour or part there of—\$5.00 per minute.

(b) Second half (1/2) hour or part there of—\$10.00 per minute.

(c) Over one (1) hour or part there of—\$20.00 per minute.

.2 The fine shall be put in the FL General Fund.

.3 If further action results in properly filed protest and cannot be resolved by the Referee, it must be referred to the General Chair to have the FL Technical Planning Committee review it for action.

227.3 Clubs swimming unregistered swimmers will be fined \$50.00 per swimmer. Each additional offense occurring during the same registration season by a FL chartered club will be \$50.00 per swimmer and an additional \$100.00 fine to the club.

ARTICLE 28**PROTESTS**

- 228.1 Until final action is determined, results of any race conducted under protest, or any protested race, shall not be announced, and no prizes for that shall be awarded, or scoring points allowed unless the protest is officially withdrawn
- 228.2 Protests concerning interpretation of the rules in Part One and Part Seven of the USA Swimming Rules and Regulations shall be submitted in writing within ten (10) days to the Chairman of the USA Swimming Rules and Regulations Committee who shall issue a ruling within five (5) days from the date of the receipt of such protest. This ruling shall be final and binding on all parties.
- 228.3 Protest affecting the eligibility of any swimmer to compete or to represent an organization in any race shall be made in writing (accompanied by a check of \$25.00) to the referee before the race is held, and if the referee deems it advisable, the swimmer may compete under protest and it shall be so announced before the race. The referee shall immediately refer such protest to the General Chairman or designee.
- 228.4 Protest against a judgment decision of the starter, stroke, turn, place and relay take-off judges can only be considered by the referee of the meet, who has the authority to disqualify swimmers for any violation of the rules that he/she personally observes.
- 228.5 Any other protest arising from the competition itself shall be made to the referee in writing by the swimmer or his/her coach within thirty (30) minutes after the race in which the alleged infraction took place. If the protest is not resolved at the time, the protestant shall at that time, file a written protest with the referee, accompanied by a check, payable to FL for \$50.00. It shall be the responsibility of the referee to forward the written protest and check to the General Chairman or designee, in accordance with the Hearings and Appeals Section of the USA Swimming Rulebook.

ARTICLE 29**OFFICIALS' COMMITTEE**

- 229.1 Florida Swimming (FL) Officials' Committee Composition, Eligibility, Term of Office, Appointment and Vacancies.
- .1 The Committee shall be comprised of the following members:
 - a) The Chair;
 - b) The Vice-Chair;
 - c) One (1) Area Representative from each of the FL areas;
 - d) Five (5) "At Large" Coordinators
 - e) The immediate Past Chair;
 - f) A minimum of one (1) FL Coach Representative;
 - g) Sufficient FL Athlete Representatives to equal a minimum twenty percent (20%) of the voting membership of the Committee;
 - h) The Administrative Vice-Chair.
 - .2 Eligibility
 - a) All members of the committee shall be currently registered USA-S/FL members in good standing.
 - b) The Chair and Vice Chair shall hold current USA Swimming Referee certification upon appointment.
 - c) The Area Representatives, Coordinators and Past Chair shall hold current USA Swimming Official certification upon appointment.
NOTE: It is recommended, but not required, that these positions also be certified USA Swimming Referees whenever possible.
 - d) Any member that ceases to meet any of these eligibility requirements shall immediately be removed from the committee.

.3 Terms of Office

- a) All members of the committee shall be appointed for a two (2) year term.
 - i. Area Representatives from Areas 1, 3 and 5 shall be appointed in odd numbered years.
 - ii. Area Representatives from Areas 2, 4 and 6 shall be appointed in even numbered years.
 - iii. At Large coordinators shall be appointed by the committee, 2 in odd numbered years and 3 in event numbered years
- b) No individual may serve more than two (2) consecutive terms in any position on the committee except coordinators who may serve additional terms when a vacancy is unable to be filled by other qualified candidates. A vote by the Committee is necessary to confirm a coordinator beyond the initial 2 terms

.4 The membership of the Committee shall be filled by the following procedures:

- a) The Committee Chair shall be elected biannually in accordance with Section 6.2.3B.2 of the FL Bylaws and as outlined in the FL Policies and Procedures.
- b) The Area Representatives shall be nominated by the outgoing Representative for that Area and/or the Official's Chair and confirmed by a majority vote of the Official's Committee.
- c) The Officials' Vice -Chair will be appointed by the Officials' Chair with the advice and consent of the Area Representatives, the General Chair and Administrative Vice-Chair.
- d) A minimum of one (1) Coach Member nominee shall be submitted by the FL Coaches' Association for approval and appointment by the General Chair.
- e) The Athlete member nominees shall be submitted by the Senior Athlete Representative to the General Chair for approval and appointment.
- f) The (5) Coordinator Positions will be voted on by the Committee's Voting Members among Candidates who Volunteer or are nominated by a Committee Member.
- g) At their discretion an Area Rep may appoint an additional Official from their Area that will be given equivalent OTS access to the Area Rep to Assist them in their duties.

.5 Vacancies

- a) A vacancy in the Chair shall be immediately filled by the Vice Chair until such time as a new Chair shall be elected in compliance with 238.1.4(a) above.
- b) Any other vacancy that may occur in the committee membership shall be immediately filled in compliance with the procedures contained in section 238.1.4 above.

229.2 Duties & Responsibilities

.1 The general Duties and Responsibilities of the Officials' Committee shall be to:

- a) Maintain a current list of certified officials.
- b) Insure an on-going program to certify and re-certify officials.
- c) Approve details of certification program.
- d) Insure sufficient number of clinics in each Area.
- e) Hear and take action on complaints concerning officials.
- f) Oversee and maintain the USA-S Officials' Tracking System for FL Officials.
- g) Perform such other duties as designated in the FL Policies & Procedures Manual or as assigned by the FL General Chair, FL Vice-Chair responsible for the Officials' Committee or the FL Board of Directors.

.2 The Officials' Committee Chair shall perform the general duties as contained in Article 7, Section 7.5 of the FL Bylaws.

229.3 Meetings and Voting

- .1 An organizational meeting will be held no later than December 1 of each year
- .2 Other meetings will be called as necessary upon ten (10) days' notice.
- .3 The following committee members shall have voice and voting privileges at all meetings of the committee:
 - a) Chair and Vice Chair
 - b) All Area Representatives
 - c) All Coach Representatives
 - d) All Athlete Representatives
 - e) The Coordinators
- .4 The following committee members shall have voice privileges only at all meetings of the committee:
 - a) The General Chair
 - b) The Administrative Vice-Chair;
 - c) The Immediate Past Chair;
- .5 Quorum - A quorum shall consist of a majority of those voting members present.

ARTICLE 30**DISCIPLINARY ACTION**

- 230.1 Any elected or appointed member of the BOD or member if a FL Committee, any Certified or Apprentice Swimming Official or any person involved in any activity sanctioned or under the approval of FL shall be summarily dropped from the roles of FL upon conviction of a felony. Any of the above named may be removed for any act which the BOD determines to be detrimental to the sport of competitive swimming. Any person so penalized has the right to appeal to the Review Committee.
- 230.2 Any individual (parent, coach, official or other spectator) displaying unsportsmanship like conduct at a USA Swimming sanctioned swimming competition will first be warned to cease such conduct. If the behavior continues, that person will be ejected from the pool deck. This is the authority of the meet director/manager and the Referee, both of whom must be in agreement on the warning and the ejection. In addition to ejection, the Meet Manager or Referee shall report the incident in writing to the FL General Chair and the FL Executive Director, within 7 days of the incident. Subsequent to such report, the team with whom the person ejected is associated shall be fined as follows, in a contiguous period:
 - 1st ejection assessed to a team in any 12 month period-\$100.00
 - 2nd ejection assessed to a team in any 12 month period-\$250.00
 - 3rd ejection assessed to a team in any 12 month period-\$1,000.00
 Any further incidents in a 12 month contiguous period shall result in the team being suspended from competition at any FL sanctioned or approved meets for a period of 75 days from the date of the incident.
- 230.2 Any member utilizing "social networking" sites for other online mediums including, but not limited to, My Space, Face Book, You Tube, Linked In, or any other internet message boards to threaten, intimidate, or harass other members may be subject to disciplinary action which may include, but not limited to:
 - a) FL Code of Conduct violation as defined in Rule 239.2
- 230.3 Any member utilizing "social networking" sites or other online mediums including, but not limited to, My Space, Face Book, You Tube, Linked In, or any other forms of electronic transmissions to post pornographic images or images depicting full or partial nudity or sexually suggestive behavior of another that is not deemed conducive to the image expected of a Florida Swimming, Inc. member may be subject to disciplinary action which may include, but not limited to:
 - a) FL Code of Conduct violation as defined in Rule 239.2

ARTICLE 31

AMENDMENTS

- 231.1 These Standing Rules and Regulations may be amended at any meeting of the BOD by a two thirds (2/3) vote of the members voting. Proposed amendments must be forwarded in writing to every member of the BOD thirty (30) days prior to the next meeting.
- 231.2 These Standing Rules & Regulations shall remain in effect for the entire swimming year except if a technical policy/rule is in conflict with a national rule, or is deemed detrimental to the conduct of FL. The BOD may change or set aside a rule or regulation at any regular meeting.

ARTICLE 32

GENERAL

- 232.1 Fines
- .1 Fines must be paid prior to the entry deadline for the next FL Championship.
 - .2 Clubs will be disqualified from participation in future FL Championships until outstanding fines are paid.
 - .3 Unattached swimmers will be fined as individuals if not on a club roster.
 - .4 Any club and coach of record who owe USA Swimming Southern Sectional fines will be subject to the following: That club or coach may not enter, participate or compete in any Southern Sectional, FL or Florida Gold Coast LSC sponsored event, meet, camp, etc. Swimmers from that club will not be eligible for swimmers support and/or participation in any LSC All-Star meets. If for any reason, this coach leaves that club, the restrictions will follow the coach as well as remain with the original club until paid.
- 232.2 Collection and/or payment of registration fees, surcharges collected, fines, transfers, sanctions, approvals and observations is mandatory. FL will charge the club's Team Unify account for fees associated registration, surcharges, fines, transfers, sanctions, approvals, and observations. Team Unify accounts are required to be paid in full with in 30 days.
- .1 Accounts that are 30 days past due will receive a reminder email
 - .2 Accounts that are 60 days past due will receive a certified letter. The club's Team Unify account will be on a cash basis ONLY for the rest of the registration year.
 - .3 Accounts that are 90 days past due will
 - i. Swimmers will be Un-attached.
 - ii. Club will not be allowed to enter any Championship meets (B Championships, Area Championships, FLAGS, Seniors, Sectionals) until account is paid in full. Athletes can swim Un-attached, no relays.
 - iii. Coach/Club/Official National Support will not be processed.
 - iv. \$1000 Fine assessed to club.
 - .4 Unless a school or institution owned club (ex. YMCA, school, municipality, etc.), all Florida Swimming clubs are required to place ACH or Credit Card auto-payment on their Team Unify account with Florida Swimming.