

## REQUIREMENTS FOR OBSERVATION OF HIGH SCHOOL MEETS

The meet must be either a championship meet or a meet leading to the championship meet. No dual or tri meets. District Championships will be observed only if there is not a Regional Championship.

If the meet is an invitational where fast times may occur, special permission to observe the meet may be obtained from the National Times Coordinator. This arrangement should be made 20 days prior to the meet. This is the optimal time. At least 14 days is necessary.

The requirements for observation of any meet are:

1. Name of meet director and meet referee and description of the meet (date, location, teams) Invitation if available.
2. Name of person (USA Swimming stroke and turn judge or referee) to be in charge of all observation activities.
3. Timing in compliance with USA Swimming Rules and Regulations Article 102.16.
4. At least 2 currently certified USA Stroke and Turn judges, one at each end of the pool.
5. Meet heat sheets marked with any USA swimming disqualifications, or a list of USA swimming disqualifications compiled by the official in charge.
6. Official meet results, preferably a meet data backup file (not cl2), if no electronic files are available a text file of results must be supplied. Use of a text file will greatly delay the inclusion of results into all databases.
7. Swimmers who are currently members of a year around USA Swimming club should be entered with their full names (first, middle initial, last) and their dates of birth. If this is not included in the meet entry data a separate list should be included with this information **for these swimmers only**.

The Times Chairman of the LSC where the meet is held should be informed of the 1st 4 items 10 days prior to the meet if a championship meet and 20 days if an invitational. The last 3 items should be sent to him/her after the meet.

Currently I am the VSI National Times Coordinator and should receive this information.

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