

COMPETITION AND ATHLETE DEVELOPMENT DIVISION

SECTION VI

SANCTIONS AND MEET APPROVAL

A. Pool Meet – Sanctions

1. Pacific Swimming Sanction Process
 - a. 90 days prior to first day of competition, sanction application shall be submitted to LSC sanctions.
 - b. No meet announcement shall be approved until the sanction application is submitted.
 - c. 75 days prior to the first day of competition, meet announcement shall be submitted to the Meet Referee for review.
 - d. 60 days prior to the first day of competition, meet announcement shall be submitted to Zone Sanction Chair and LSC Sanctions.
 - e. Any meet announcement received 4 weeks or less before the first day of competition shall not be sanctioned.
 - f. Dual/tri/quad/invitational meet announcements received 3 weeks or less before the first day of competition shall not be sanctioned.
 - g. In emergency circumstances, which are beyond the control of the meet host, meet announcements submitted later than posted deadlines may be considered on a case by case basis.
 - h. Sanction applications shall be provided to the host club with a copy of a suggested meet announcement format for the appropriate class of meet.
 - i. Completed sanction application and an electronic word document for all Pacific Swimming awarded meets shall be submitted to sanctions@pacswim.org. Zone awarded meets shall be submitted first to the Sanction chair of the Zone in which the meet is to be held for approval prior to submission to the Pacific Swimming Sanction Chair. This should be done at least 90 days prior to the meet date. Sanction fees shall be part of the sanction packet.
2. For LSC awarded meets, mail in entries shall be post marked two Mondays prior to the meet; online entries are due two Wednesdays prior to the meet. 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.
3. Pacific Swimming shall allow sanctioning of mixed classification meets offered in compliance with USA Swimming Rules and Regulations.
4. Host clubs distributing meet announcements to clubs and athletes via any medium before the meet is sanctioned by Pacific Swimming, shall be assessed a penalty of \$50.00 per each day of competition. Meet announcements containing the sanction number and any other corrections shall be distributed to individuals and club that were provided the unsanctioned meet announcement.
5. Zone meets with an entry limit, awarded and scheduled by the Zone, allow a host club to give priority to athletes attached to the clubs within the Zone as follows:

- a. Mailed entries submitted by athletes within the Zone shall be postmarked by midnight on the third Monday before the first day of competition of the upcoming meet, to warrant priority.
Hand delivered entries submitted by athletes within the Zone shall be delivered by midnight on the third Monday before the first day of competition of the upcoming meet to warrant priority.
Online entries submitted by athletes within the Zone shall be entered by midnight on the third Monday before the first day of competition of the upcoming meet to warrant priority.
 - b. All entries from other Pacific Swimming Zones or other LSC's shall be postmarked by no later than midnight of the second Monday before the first day of competition. These entries shall be accepted on a first-come basis along with the remaining local Zone entries that did NOT comply with the third Monday postmark requirement.
 - c. The "Entries" section of the meet announcement shall include wording explaining that local entries shall be given priority, if postmarked by midnight on the third Monday prior to the first day of competition.
 - d. Entries from other Pacific Swimming Zones or LSC's shall not be considered until the 2nd Monday before the meet, and then shall be considered in the order that they were received.
6. The host team, for a zone-awarded meet, may invite up to a total of 30 athletes from outside of the zone or LSC, as part of the zone priority entries.
 7. Any LSC adjoining the territory of Pacific Swimming shall be permitted to hold a meet at a pool within the territory of Pacific Swimming subject to the approval of the pool owner, any Pacific Swimming club located in the vicinity of the pool, and the Pacific Swimming Board of Directors. Said meet shall be sanctioned and operated under the host LSC rules.
 8. A club wishing to host a Zone-awarded meet at a pool outside their Zone shall request approval of the meet from the other Zone. After such approval, the club may process the meet sanction through and in accordance with procedures of their own Zone or under mutually agreed upon conditions. Any dispute regarding such meets shall be adjudicated by the Pacific Swimming Board of Directors.
 9. For meets with qualifying times or when awards are based on entry flights, the following language shall be included in the meet announcement: "Entry times submitted for this meet shall be checked against a Pacific Swimming authorized computer database."

B. Open Water Meet – Sanctions

In addition to what is described for Open Water Competition listed by USA Swimming, Pacific Swimming has the following minimum requirements for Sanction of Open Water meets held in Pacific Swimming.

1. Pacific Swimming shall not grant Approved meet or Observed meet status to open water meets.
2. The Meet venue shall be located within the geographical boundary of the Pacific Swimming LSC as defined by USA Swimming.
3. All Pacific Swimming Open Water meets are LSC meets.
4. The meet sanction application packet shall be submitted to the Open Water Technical Assessment Officer and Sanction Chair for review at least 60 days prior to the meet date.

5. A minimum of 4 certified, registered USA Swimming officials to support the meet in the following positions: Meet Referee, Assistant Referee, Starter and Administrative Referee. All officials shall have taken and passed the USA Swimming on-line Open Water Officials certification tests within the last 2 years. At least one of the officials, preferably the Meet Referee must have attended the USA Swimming Open Water Clinic. Officials working the meet should be certified in their respective assigned positions in the meet. The meet host is responsible to arrange for qualified officials.
6. The meet director shall be a registered Non-Athlete member of USA Swimming.
7. Essential Meet Personnel such as the Meet Director and the Independent Safety Officer shall be present at the venue throughout the duration of the meet and cannot hold any other position or be a participating athlete in any event. The Meet Director and the Independent Safety Officer shall not at any time transfer their responsibility to another person.
8. The meet application shall be reviewed by an Open Water Technical Assessment Officer. A detailed list of items to be included in the open water application can be found in Attachment 1.
9. The meet information sheet shall be approved by the Meet Referee prior to approval by Sanction Chair. A sample list of information to be included in the meet information sheet can be found in Attachment 2.
10. Pacific Swimming reserves the right to rescind the Sanction if the Meet Referee determines that the conditions described in the Meet information sheet or safety plan are not met at the meet venue.
11. The fees for open water swimming shall be presented to the Board of Directors for approval prior to sanction.

Attachment 1

A. Items to be considered for inclusion in Open Water Meet Application (to be reviewed by the Open Water Technical Assessment Officer).

1. Written permission for the event(s) from the venue.
2. The Meet Director and Independent Safety Monitor and their contact information.
3. Name of the local authority in charge of water quality
4. A safety plan describing:
 - a. On course lifeguards and other rescue personnel, their watercraft, their deployment, and their medical qualifications.
 - b. How other boat traffic unrelated to the meet is addressed
 - c. Medical evacuation procedures; onsite medical care and emergency transportation; location and distance of the nearest medical facility; communication procedures and equipment for rescue personnel.
 - d. Expected air and water temperatures. Any known wind, current and tide factors.
 - e. Minimum and maximum depth on course

- f. Maximum number of athletes on course, and per wave
- g. How timing and race results will be handled, including the methods of accounting for all swimmers before, during and after the races.

Attachment 2

A. Items to be considered for inclusion in the Open Water Meet Information sheet (to be reviewed and approved by the Open Water Meet Referee)

1. The date(s), time(s) and location of the event(s); a description how to get there
2. The distances to be offered, and the age group or other eligibility requirements for each distance.
3. Awards, criteria for awards (age groups) including the type of awards
4. Entry fees.
5. Cut-off times or criteria (if applicable)
6. A Google map (or equivalent) of the venue showing the course(s) with:
 - a. Distances,
 - b. The start/finish lines,
 - c. All turn and course buoys with distances,