

APPENDIX B: INFORMATION FOR MEET DIRECTORS AND OFFICIALS

USMS-Approved Certifying Bodies

USMS approves USA Swimming, USMS (through its LMSCs), YMCA, Federation of High School Swimming Officials, College Swimming Officials Association (NCAA), and San Diego–Imperial LMSC as organizations for certifying officials.

Enforcement of Rules

USMS rules shall be applied uniformly regardless of age.

Differences Between USA Swimming and USMS Rules

All provisions under Part 1 of USMS Swimming Rules are effective January 1, 2017 [USA-S provisions under Part One, the Technical Rules, are effective May 1, 2017]. USMS follows USA Swimming’s Technical Rules, Articles 101, 102, and 105, with the following exceptions (USA Swimming and USMS rule references in brackets):

MS1 Starts, Strokes and Relays

- MS1.1 Forward start**—The forward start may be taken from the starting block, the pool deck, or a push from the wall. The forward start or the backstroke start shall be used for freestyle events. The referee’s long whistle indicates that the swimmer may take and maintain a position with at least one foot at the front of the platform or the deck. On the command, “Take your mark,” the swimmer shall immediately assume the starting position with at least one foot at the front of the platform or the deck. A swimmer starting in the water must have one hand on the wall or starting platform and one foot on the wall and may face any direction. The backstroke start may be used as the in-the-water start during freestyle events but not for the freestyle portion of medley relay events. [USMS 101.1.1 and 101.5.1; USA-S Glossary “Forward Start” and 101.1.2]
- MS1.2 Butterfly**—The breaststroke kick may be used exclusively or interchangeably with the dolphin kick at any time during the race (for example, one breaststroke kick and multiple dolphin kicks may be used with each arm pull). Only one breaststroke kick is permitted per arm pull except that a single breaststroke kick is permitted prior to the turn and finish without an arm pull. After the start and after each turn, a single breaststroke kick is permitted prior to the arm pull that brings the swimmer to the surface. [USMS 101.3.2 and 101.3.3; USA-S 101.3.2 and 101.3.3]
- MS1.3 Backstroke**—Note: The swimmer who turns past vertical and, in a continuous motion, grabs the wall before pushing off with the feet while on the back is considered to have executed a “continuous turning action.” [USMS 101.4.3; USA-S 101.4.3]

- MS1.4 Relays**—Relay swimmers who cannot exit the water quickly enough to prevent interference with automatic officiating equipment may hold on to the lane line until all relays have finished, allowing them to exit the pool more slowly or via the ladders at the conclusion of the race. In relay races involving in-the-water starts, a relay will be disqualified if a the feet of a swimmer lose touch with the end of the course before the preceding teammate touches the wall. The relay team shall be disqualified even if the swimmer in default returns to the original starting point at the wall after the preceding teammate has touched the wall. [USMS 101.7.3E and F; USA-S 101.7.3E and G]
- MS1.5 Long distance swimming**—Pool events are governed by Open Water and Long Distance rules. There is no provision for leaving the water for brief periods during the swim. [USMS 305 and 306; USA-S 101.8]
- MS2 Swimming Competition**
- MS2.1 Personnel**—The minimum personnel at USMS sanctioned or recognized Masters swimming meets shall include the following: one referee, one starter, two stroke and turn judges, two timers per lane (if automatic timing is not being used). The referee and starter may double as stroke and turn judges, but the referee and starter shall not be the same person. The referee shall be certified as a referee by a USMS-approved certifying body. A referee who is certified as a stroke and turn judge or starter by a USMS-approved certifying body (including USA Swimming) shall receive training in the duties of a referee. Starters and stroke and turn judges who are uncertified shall receive training in the duties of their positions. One or two place judges may be positioned on the side of the course near the finish to judge the order of finish of all swimmers. However, place judge results may not be used to change the order of finish produced by ranking the official times. Note: USMS has a meet committee rather than a meet jury. [USMS 103.2, 103.3, 103.10.6, 102.10.5, 103.5, and 102.14.2; USA-S 102.10.3, 102.10.2, 102.9, and 102.23.3]
- MS2.2 Personnel at national championship meets**—The meet host shall appoint a meet referee, an administrative referee, a head starter, and a chief judge subject to qualification standards established by the USMS Officials Committee. Minimum stroke and turn judges include: at least two turn judges at each end of each course (jurisdiction not to exceed 5 lanes per judge), one stroke judge on each side of a 50-meter course, and one official at the 15-meter mark of each course for all starts and turns except breaststroke. [USMS 104.5.10B; USA-S 102.10.5]
- MS2.3 Warm-up**— In pools of five lanes or more, a separate warm-up area must be made available to swimmers during the competition. If there is no other warm-up/warm-down area available in pools of five lanes or more, one lane shall be set aside for warm-up/warm-down during the conduct of the meet. In pools of four or fewer lanes, swimmers shall be allowed to swim to the other end of the pool at the end of each heat and a warm-up/warm-down period must be offered at least once during each half hour of competition. If the meet is a dual-sanctioned meet with USA Swimming, the requirements for continuous warm-up may be adjusted depending on availability of warm-up space at the venue by agreement between the LMSC and LSC host clubs. Once the entry information is

- published, changes which further restrict the availability of continuous warm-up/warm-down space are not permitted. [USMS 102.4.1 and 102.4.2; USA-S none]
- MS2.4 Relays**—First and last names of eligible swimmers, their ages, and order of swimming shall be submitted to the clerk of course or to the head lane timer. [USMS 102.9.5; USA-S 102.3.7]
- MS2.5 Timed finals**—All Masters events held in meters pools (short course or long course) are conducted on a timed-final basis. Short course yards meets, except for national championships, may be conducted on a basis other than timed finals (e.g., preliminary heats and finals). If a format other than timed finals is used, competitors are limited to three individual events per day. Independent attempts to establish official times (“time trials”) are permitted only in USMS-sanctioned short course yards meets other than national championship meets [USMS 102.5 and 102.6; USA-S 102.2]
- MS2.6 Seeding**
- MS2.6.1** Age groups and/or genders as well as events of the same distance 200 yards or longer may be combined during seeding so that no swimmer has to swim alone and lanes may be filled. At the meet referee’s discretion, events may be combined by distance and/or stroke. An empty lane is not required when combining events. [USMS 102.10.1B and 102.11.2; USA-S 102.1.4 and 102.7.2]
- MS2.6.2** Seeding at meets other than national championship meets may be either fast-to-slow or slow-to-fast. Seeding may differ for sprint and distance events. [USMS 102.10.1D; USA-S 102.5.6]
- MS2.7 Counters**—A swimmer may appoint one counter in any individual event of 16 lengths or more, except the individual medley. [USMS 102.10.6A; USA-S 102.6A]
- MS2.8 Swimwear**—Medical identification items may be worn. Modesty wear is prohibited unless a medical or religious exemption has been granted by USMS. Only swimwear exemptions granted by USMS shall be eligible for consideration by a referee at USMS competitions. [USMS 102.12.1E, 102.13.9, and 102.12.1C(1); USA-S 102.8.1E and 102.8.1B[1]]
- MS2.9 Advertising**—Products involving tobacco, alcohol, or pharmaceuticals containing drugs banned under IOC or FINA rules may not be advertised, but the advertiser’s name only may be used. Offenders may be barred from competition until they comply with this rule. Note: USMS does not regulate the number of logos on swimsuits, caps and goggles, does not prohibit wearing the insignia or name of another club or prohibit body advertising such as temporary tattoos or prohibit the advertising of political statements. [USMS 102.12.2; USA-S 102.8.3]
- MS2.10 Timing system designation**—USMS records may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of two valid watch times. USMS Top 10 times may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported

by a manual tertiary system using a minimum of one valid watch time. USMS Top 10 times may be established when the minimum two-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three, two, or one valid watch times. USMS records may be established when the three-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three or two valid watch times. USMS Records may be established when the times are reported by a manual primary timing system with three valid watch times. USMS Top 10 times may be established when the times are reported by a manual primary timing system with a minimum of two valid watch times. [USMS 103.18.5-103.18.7; USA-S 102.24.3A(3)]

MS2.11 Records and Top 10

- MS2.11.1** Record applications and Top 10 submissions shall not be accepted unless certification of course length accompanies them or is on file with USMS or FINA. Any person can be assigned to conduct the course measurement. [USMS 105.1.6A; USA-S 104.2.2C(3)(a)]
- MS2.11.2** USMS records may only be established by USMS members in sanctioned or recognized competition. Because swimmers from different age groups and genders may compete in the same heat or event, winning the heat or event is not required to establish a record. A bulkhead placement confirmation measurement is required for a USMS record set at events sanctioned or approved by USA Swimming. [USMS 105.1.1, 105.1.7E and 105.3.1; USA-S 104.2.1F]
- MS2.11.3** Relay leadoff split times will be considered for Top 10 times, provided the swimmers complete the event without being disqualified and the second swimmer does not start in the water. A relay leadoff split time will be considered for USMS records provided automatic timing is used. [USMS 103.18.1, 103.18.4, 105.2.2A, D, and E, 105.3.6A; USA-S 104.2.1E]
- MS2.11.4** If swimmers want their initial splits as part of a longer individual event to be submitted for records or Top 10 times, they must notify the referee, in writing, prior to the conclusion of the meet. (Exception: If the meet referee approves the automatic recording of splits with the concurrence of the meet host, a written request is not required.) However, for backstroke initial splits and relay leadoff legs to count, notification must be made prior to the swim so that officials may verify that a legal finish was performed at the initial distance and that for relays the second swimmer did not start in the water (when automatic timing is used). [USMS 103.18.1B(1), 103.18.1B(2), 103.18.1C, and 103.18.2; and 105.2.2B, C, D and E; and 105.3.6; USA-S none]
- MS2.11.5** Required documentation for USMS records includes the referee's signature, as well as the printout from the automatic or semiautomatic (with three buttons) timing equipment, or the time card bearing times and signatures from timers, and a copy of the heat sheet. The heat sheet shall show the swimmer's name, heat number, and lane number in which the record was achieved. [USMS 105.3.8 and 103.18.5-103.18.7; USA-S 104.2.2C(2)]

- MS2.11.6** USMS records and top 10 times can only be made in fresh water. No records or top 10 times will be recognized in any kind of sea or ocean water. (USMS 105.2.4 and 105.3.5; USA-S None)
- MS2.12** **Scratch procedures**—Swimmers or relay teams not reporting for or competing in an event are not penalized. [USMS 102.8.1; USA-S 102.4]
- MS2.13** **Protests**—Protests arising from competition shall be made within 30 minutes after the race in which the alleged infraction took place. If the protest is not resolved immediately, the protester shall at that time file a written protest with the chair of the Local Masters Swimming Committee (LMSC) or the chair's representative having jurisdiction over the event. If the LMSC does not satisfactorily resolve the protest within 10 days, the protester may appeal in writing to the USMS Rules Committee chair within the next five days for final adjudication, whose final decision shall then be binding on all parties. Protests concerning interpretation of the rules in Part 1: Swimming Rules and the Glossary shall be submitted in writing (on paper or in an electronic file) within 10 days to the USMS Rules Committee chair. [USMS 102.14.5 and 102.14.4; USA-S 102.23.5]
- MS2.14** **Eligibility**—The eligibility of a participant for a particular age group will be determined for all meters meets (both short course and long course) by the swimmer's age as of December 31 of the year of competition. For short course yards meets, eligibility will be determined by the swimmer's age as of the last day of the meet. [USMS 102.2; USA-S 205.2.2]
- MS3** **Facility standards**
- MS3.1** **Water depth**—In pools with water depth 3 feet, 6 inches, to less than 4 feet at the starting end, the swimmer must start from the deck or from within the water. USMS does not have a rule for teaching racing starts or certifying swimmers for proficiency at performing racing starts. [USMS 106.2.3A(2); USA-S 103.2.3A and 103.2.2]
- MS3.2** **Lane numbers**—The lanes shall be numbered from right to left as the swimmers face the course from the starting end of the pool except when the event starts at the turn end of the course (no change in lane numbering so that the lanes are numbered the same at both ends); mandatory for all meets. [USMS 106.4.3; USA-S 102.5.5 and 103.5.3]
- MS3.3** **Water Temperature**—Water temperature from 25 to 28 degrees Celsius (77 to 82 degrees Fahrenheit) shall be maintained for competition. USMS does not address air temperature. [USMS 106.6; USA-S 103.7]
- MS4** **Athlete protection policies**
- MS4.1** Except for video timing equipment, USMS does not address the use of cameras, including cell phone cameras, in the venue. [USMS none; USA-S 305.3]

Dual Sanctioned Events (Combined, Parallel, and Interwoven Meets)

The number of inquiries as to what mechanisms are available for combining USA Swimming and USMS swimming meets has been increasing. The reasons for combining these meets are many, ranging from the limited availability of pool time and officials to the desire to promote the sport as a lifelong activity. There are several ways of accomplishing this goal within the rules and insurance policies of each organization. This document outlines these options.

It is assumed that all competitors are a member of USA Swimming, USMS, or both. Those that are members of both must select one organization with which to compete for the entire meet. Dual membership cannot be used to exceed the daily event limits imposed by either organization. Automatic recognition of times achieved by a USMS swimmer competing in the USA-S portion is still available.

Any of the joint meets described below must have sanctions from both USA Swimming and USMS. Both sanctions must be held by the host organization. The host organization cannot be required to accept a participant from either USMS or USA Swimming that would otherwise be barred from participation by their respective organizations.

USMS Record and Top Ten submissions must comply with all USMS documentation requirements.

Combined Meets—With the consent of all (co-)hosting teams and the LSC and LMSC, a combined meet may be sanctioned by both USA Swimming and USMS and all swimmers competing according to USA Swimming rules. This mechanism allows the meet host(s) to seed the event as they normally would, based upon times, with USA Swimming and USMS members combined in heats without specific lanes allocated to one organization or the other. Relay teams must consist of members of the same organization.

Parallel Meets—The two meets may be swum in parallel by assigning some number of lanes to USMS competitors and a different set to USA Swimming competitors. If possible, separate stroke and turn officials for each set is preferred. It is permissible to adjust, for example, the makeup of the USMS heats so that competitors in a given heat have approximately the same seed times. Each organization's rules would apply to their members.

Interwoven Meets—The two meets may be swum with complete heats of swimmers from both organizations alternating. There would be no need for separate stroke and turn officials. Each organization's rules would apply to their members.

Differences Between NCAA Swimming and USMS Rules

(NCAA and USMS rule references in brackets.)

MS1 Starts, Strokes, and Relays

MS1.1 Forward start—The forward start may be taken from the starting block, the pool deck, or a push from the wall. At the commencement of each heat, the referee shall signal to the swimmers by a short series of whistles to remove all clothing except for swimwear, followed by a long whistle indicating that they may take and maintain their positions with at least one foot at the front of the starting platform, the edge of the deck or on the wall. On the command "Take your mark," the swimmer shall

immediately assume the starting position with at least one foot at the front of the platform, the deck, or the wall. Either the forward start or the backstroke start shall be used for freestyle events. [USMS 101.1.1, 101.5.1, and 103.8.5A; NCAA Rule 2, Section 1, Article 1]

Note: Making unnecessary noise during the start is not addressed in the USMS rules.

- MS1.2 Backstroke start**—At the commencement of each heat, the referee shall signal to the swimmers by a short series of whistles to remove all clothing except for swimwear. At the referee’s first long whistle, the swimmers shall immediately enter the water and at the second long whistle shall return without undue delay to the starting position. Standing in or on the gutter, or placing the toes over the lip of the gutter, or bending the toes over the lip of the gutter before or after the start is prohibited. [USMS 101.1.2 and 103.8.5A; NCAA Rule 2, Section 1, Article 2]
- MS1.3 Declared false starts**—There are no “declared false starts” in Masters swimming. [USMS 103.8.6; NCAA Rule 2, Section 1, Article 3h]
- MS1.4 Backstroke**—Upon surfacing after the start and the turns, some part of the swimmer must break the surface of the water throughout the race except for turns. [USMS 101.4.2; NCAA Rule 2, Section 2, Article 1b]
- MS1.5 Backstroke turn**—Once the body has left the position on the back, any kick or arm pull must be part of the continuous turning action. A swimmer who turns past vertical and, in a continuous motion, grabs the wall before pushing off with the feet while on the back is considered to have executed a “continuous turning action” and must not be disqualified. [USMS 101.4.3; NCAA Rule 2, Section 2, Article 1c]
- MS1.6 Butterfly**—The breaststroke kick may be used exclusively or interchangeably with the dolphin kick while doing the butterfly stroke at any time during the race. Only one breaststroke kick is permitted per arm pull, except that a single breaststroke kick is permitted prior to the turn and the finish without an arm pull. After the start and after each turn, a single breaststroke kick is permitted prior to the first arm pull. A scissors kicking movement is not permitted. [USMS 101.3.2 and 101.3.3; NCAA Rule 2, Section 2, Article 3d]
- MS1.7 Finish**—Swimmers are not required to touch the touchpads at the finish when automatic timing is used. [USMS 101.2.4, 101.3.5, 101.4.4, 101.5.4, and 101.6.4; NCAA Rule 2, Section 4 and Rule 4, Section 16, Article 1]
- MS1.8 Relays**—A relay team member who wishes to enter the water to start from the water shall notify the starter and be careful not to disturb or interfere with another swimmer or the timing system pad when in use. Relay swimmers who cannot exit the water quickly enough to prevent interference with automatic officiating equipment may be allowed to hold on to the lane line until all relays have finished, allowing them to exit the pool more slowly or via the ladders at the conclusion of the race. In relay races involving in-the-water starts, a relay will be disqualified if the feet of a swimmer lose touch with the end of the course before the preceding teammate touches the wall. The relay team shall be disqualified even if the swimmer in default returns to the original starting point

at the wall after the preceding teammate has touched the wall. Mixed relays shall consist of two men and two women, who may swim in any order. [USMS 101.7.3D, E, and G; NCAA Rule 2, Section 2, Article 7e and Rule 2, Section 5, Article 3a] First and last names of eligible swimmers, their ages, and order of swimming shall be submitted to the clerk of course or to the head lane timer. Any changes in names of the competing swimmers or their order of swimming must be declared to the head lane timer prior to the start of the relay heat in which such relay team is entered. No changes will be permitted thereafter. [USMS 102.9.6; NCAA Rule 2, Section 2, Article 7d and Rule 5, Section 1, Article 1b]

MS1.9 Disqualifications—The referee or designated official making a disqualification shall make every reasonable effort to seek out the swimmer or the swimmer’s coach and inform one or both as to the reason for the disqualification. Failure to notify does not negate the disqualification. [USMS 102.13.1; NCAA Rule 4, Section 6, Article 1e]

MS2 Swimming Competition

MS2.1 Meet personnel—The minimum personnel at USMS sanctioned Masters swimming meets or recognized events shall include one referee, one starter, two stroke and turn judges, and two timers per lane (if automatic timing is not being used), or one timer per lane if automatic timing is used. The referee and starter may double as stroke and turn judges, but the referee and starter may not be the same person. The referee shall be certified as a referee. A referee who is certified as a stroke and turn judge or starter (by USA Swimming, USMS, YMCA, or any other USMS-approved certifying body) shall receive training in the duties of a referee. Starters and stroke and turn judges who are uncertified shall receive training in the duties of their positions. [USMS 103.2, 103.3, and Appendix B, “USMS-Approved Certifying Bodies”; NCAA Rule 4, Section 1] One or two place judges may be positioned on the side of the course near the finish to judge the order of finish of all swimmers. However, place judge results may not be used to change the order of finish produced by ranking the official times. [USMS 103.10.6; NCAA Rule 4, Section 16, Article 1].

MS2.2 Warm-up—In pools of five lanes or more, a separate warm-up area must be made available to swimmers during the competition. If there is no other warm-up/warm-down area available in pools of five lanes or more, one lane shall be set aside for warm-up/warm-down during the conduct of the meet. If there is no other warm-up/warm-down area available in pools of four or fewer lanes, swimmers shall be allowed to swim to the other end of the pool at the end of each heat, and a warm-up/warm-down period shall be offered at least once every half hour of competition. Swimmers must enter the pool feet first in a cautious and controlled manner. Diving shall be permitted only in the designated lanes. If the meet is a dual-sanctioned meet with USA Swimming, the requirements for continuous warm-up may be adjusted depending on availability of warm-up space at the venue by agreement between the LMSC and LSC host clubs. Once the entry information is published, changes which further restrict the availability of continuous warm-up/warm-down space are not permitted. [USMS 102.4; NCAA none]

- MS2.3 Timed finals**—All short course meters events, long course meters events, and national championships shall be conducted on a timed-final basis. Other short course yards events may be conducted on a timed-final basis or other basis (e.g., preliminary heats and finals). If events are conducted using formats other than timed finals, competitors shall be limited to three individual events per day. Independent attempts to establish official times (“time trials”) are permitted only in USMS-sanctioned short course yards meets other than national championship meets. [USMS 102.5 and 102.6; NCAA Rule 5, Section 7, Articles 3 and 4]
- MS2.4 Seeding**—Age groups, genders, and events of the same distance 200 yards or longer may be combined so that no swimmer has to swim alone and lanes may be filled. Seeding at meets other than national championships may be either fast-to-slow or slow-to-fast. Seeding may differ for sprint and distance events (400 yards or longer) within a meet. Women’s and men’s heats may be alternated in the distance events. [USMS 102.10.1B—D; NCAA Rule 5, Sections 6 and 7]
- MS2.5 Counters**—A swimmer in any individual event of 16 lengths or more, except the individual medley, may appoint one counter to call lengths or indicate lengths by visual sign. Verbal counters may use watches and signal intermediate times to the swimmer. If visual counters are used, they may be stationed at the end or either side of the pool beyond the halfway point toward the end of the course opposite the starting end. The count may be ascending or descending order. Violations of these provisions are not grounds for disqualification. [USMS 102.10.6; NCAA Rule 2, Section 3]
- MS2.6 Timing system designation**—USMS records and Top 10 times may be established when the primary automatic timing system fails with a three, two, or one button semiautomatic secondary time. USMS records may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of two valid watch times. USMS Top 10 times may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of one valid watch time. USMS Top 10 times may be established when the minimum two-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three, two, or one valid watch times. USMS records may be established when the three-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three or two valid watch times. World and USMS records may be established when the times are reported by a manual primary timing system with three valid watch times. USMS Top 10 times may be established when the times are reported by a manual primary timing system with a minimum of two valid watch times. [USMS 103.18.5-103.18.7; NCAA Rule 4, Section 21, Article 2]
- MS 2.7 Adjustment for Malfunction on a Lane.** In the event of a lane malfunction, the official time is calculated using valid times reported by the secondary timing system (or the tertiary system) in accordance with

103.17.3B and integrated with the accurate primary times in determining the results. [USMS 103.17.3E; NCAA Rule 4, Section 21, Article 4]

MS2.8 Records and Top 10 submissions

MS2.8.1 Record applications and Top 10 submissions shall not be accepted unless certification of course length accompanies them or is on file with USMS or USA Swimming. Any person can be assigned to conduct the course measurement. [USMS 105.1.6] The pool measurement certification must include all lanes used in competition. [USMS 105.1.7A; NCAA Appendix A, Section 2, Article 2i] When a moveable bulkhead is used, the length of the course must be confirmed prior to the start of the meet, and the course measurement of the two outside lanes and a middle lane must be confirmed at the conclusion of the session in which the time was achieved. [USMS 105.1.7C; NCAA Rule 4, Section 6, Article 1k and Appendix A, Section 2, Article 2i]

MS2.8.2 USMS records may only be established by USMS members in USMS-sanctioned meets or USMS-recognized events. [USMS 105.1.1 and 105.3.1; NCAA Appendix A, Section 1, Article 3] Because swimmers from different age groups and genders may compete in the same event or heat, winning the heat or event is not required to establish a record. Relay leadoff split times will be considered for USMS Top 10 times, provided the swimmers complete the event without being disqualified and will be considered for USMS records provided automatic timing is used. The swimmer's relay leadoff split time shall not count if the second swimmer starts in the water when automatic timing is used. The request to have a split time recorded must be brought to the attention of the meet referee, in writing, prior to the swim. Leadoff splits obtained from three semiautomatic buttons or three watch times are acceptable for FINA records, but not for USMS records. [USMS 105.2.2, 105.3.6, 103.18.2, and 103.18.4; NCAA Rule 5, Section 5, Article 2, Rule 8, Section 3, and Appendix A, Section 1]

MS2.8.3 If swimmers want their initial splits as part of a longer individual event to be submitted for records or Top 10 times, they must notify the referee, in writing, prior to the conclusion of the meet. (Exception: If the meet referee approves the automatic recording of splits with the concurrence of the meet host, a written request is not required.) However, for backstroke initial splits and relay leadoff legs to count, notification must be made prior to the swim so that officials may verify that a legal finish was performed at the initial distance and that for relays the second swimmer did not start in the water (when automatic timing is used). [USMS 103.18.1B(1) and (2), 103.18.1C, 103.18.2, 105.2.2 and 105.3.6; NCAA Rule 5, Section 5, Article 2, Rule 8, Section 3, and Appendix A, Section 1, Article 1]

MS2.8.4 Required documentation for USMS records includes the referee's signature, official meet results, the primary printout tape from the automatic or semiautomatic (with three buttons) timing equipment, and/or a copy of the entry card bearing times and signatures from timers, and a copy of the heat sheet. The heat sheet shall show the swimmer's name, heat number, and lane number in which the record was achieved. [USMS 105.3.8 and 103.18.5-103.18.7; NCAA Appendix A, Section 2]

- MS2.8.5** USMS records and Top 10 times can only be made in fresh water. No records or Top 10 times will be recognized in any kind of sea or ocean water. (USMS 105.2.4 and 105.3.5; NCAA none)
- MS2.9** **Scratch procedures**—Any swimmer or relay team not reporting for or competing in an event shall not be penalized. [USMS 102.8.1; NCAA Rule 5, Section 1, Article 1a; Rule 5, Section 3, Article 4; and Rule 8, Section 4, Article 8d]
- MS2.10** **Protests**
- MS2.10.1** Protests affecting the eligibility of any swimmer to compete or to represent an organization in any race shall be made in writing to the meet director or referee before the race is held, and if the meet committee deems it advisable, the swimmer may compete under protest and it shall be so announced before the race. The meet committee shall immediately refer such protest to the LMSC officers (local meets) or championship meet protest committee (national championship meets) having jurisdiction for adjudication at the earliest possible time. [USMS 102.14.2 and 104.5.9; NCAA Rule 9]
- MS2.10.2** Protests arising from the competition itself shall be made within 30 minutes after the race in which the alleged infraction took place. If the protest is not resolved immediately, the protester shall at that time file a written protest with the chair of the Local Masters Swimming Committee (LMSC) or the chair's representative having jurisdiction over the event. If the LMSC does not satisfactorily resolve the protest within 10 days, the protester may appeal in writing to the USMS Rules Committee chair within the next five days for final adjudication, whose decision shall then be binding on all parties. [USMS 102.14.4&5; NCAA Rule 4, Section 2 and Rule 8, Section 4, Article 9]
- MS2.11** **Age determining date**—For short course yards, the eligibility of a participant for a particular age group shall be determined by the swimmer's age as of the last day of the meet. For short course meters and long course meters, the eligibility of a participant for a particular age group shall be determined by the swimmer's age as of December 31 of the year of competition. [USMS 102.2; NCAA none]
- MS2.12** **Swimwear**—For men, the swimsuit shall not extend above the navel nor below the knees, and for women, shall not cover the neck, extend past the shoulder, nor extend below the knees. Any kind of tape on the body is not permitted unless approved by the referee; any type of therapeutic elastic tape is prohibited [USMS 102.12.1E, interpretation; NCAA Rule 3, Section 1, Article 5]. Products involving tobacco, alcohol, or pharmaceuticals containing drugs banned under IOC or FINA rules may not be advertised, but the advertiser's name only may be used. Offenders may be barred from competition until they comply with this rule. [USMS 102.12.1 and 2; NCAA Rule 3, Section 1, Articles 1 and 3]
- MS3** **Facility standards**
- MS3.1** **Water depth**—In pools with water depth 3 feet, 6 inches, to less than 4 feet at the starting end, the swimmer must start from the deck or from within the water. [USMS 106.2.3A; NCAA Rule 1, Section 1, Articles 1b and 2]

- MS3.2 Water temperature**—Water temperature from 25 to 28 degrees Celsius (77 to 82 degrees Fahrenheit) shall be maintained for competition. USMS does not address air temperature. [USMS 106.6; NCAA Rule 1, Section 3, Article 12]

Differences Between National Federation of High School Swimming and USMS Rules

NFHS and USMS rule references in brackets.

MS1 Starts, strokes, and relays

- MS1.1 Forward start**—The forward start may be taken from the starting block, the pool deck, or a push from the wall. At the commencement of each heat, the referee shall signal to the swimmers by a short series of whistles to remove all clothing except for swimwear, followed by a long whistle indicating that they may take and maintain their positions with at least one foot at the front of the starting platform, the edge of the deck, or on the wall. On the command, “Take your mark,” the swimmer shall immediately assume the starting position with at least one foot at the front of the platform, the deck, or the wall. A swimmer starting in the water must have one hand on the wall or starting platform and one foot on the wall. Either the forward start or the backstroke start shall be used for freestyle events. [USMS 101.1.1, 101.5.1, and 103.8.5A; NFHS Rule 8, Section 1, Article 1 and Note]
- MS1.2 Backstroke start**—At the commencement of each heat, the referee shall signal to the swimmers by a short series of whistles to remove all clothing except for swimwear. At the referee’s first long whistle, the swimmers shall immediately enter the water and at the second long whistle shall return without undue delay to the starting position. Standing in or on the gutter, placing the toes above the lip of the gutter, or bending the toes over the lip of the gutter, before or after the start, is prohibited. Use of a backstroke starting ledge is permitted, but when using a backstroke ledge, the toes must be in contact with the end wall or face of the touchpad. USMS does not specify that swimmers must step into the water feet first. [USMS 101.1.2 and 103.8.5A; NFHS Rule 8, Section 1, Articles 2 and 3b]
- MS1.3 Backstroke turn**—Once the body has left the position on the back, any kick or arm pull must be part of the continuous turning action. A swimmer who turns past vertical and, in a continuous motion, grabs the wall before pushing off with the feet while on the back is considered to have executed a “continuous turning action.” [USMS 101.4.3; NFHS Rule 8, Section 2, Article 1f]
- MS1.4 Butterfly**—The breaststroke kick may be used exclusively or interchangeably with the dolphin kick while doing the butterfly stroke at any time during the race. Only one breaststroke kick is permitted per arm pull, except that a single breaststroke kick is permitted prior to the turn and the finish without an arm pull. After the start and after each turn, a single breaststroke kick is permitted prior to the first arm pull. A scissors kicking movement is not permitted. [USMS 101.3.2 and 101.3.3; NFHS Rule 8, Section 2, Article 3d]

- MS1.5 Butterfly turns and finish**—The touch shall be made with both hands separated and simultaneously at, above, or below the water surface. [USMS 101.3.4 and 101.3.5; NFHS Rule 8, Section 2, Article 3e and g]
- MS1.6 Breaststroke turns and finish**—The touch shall be made with both hands separated and simultaneously at, above, or below the water surface. [USMS 101.2.4; NFHS Rule 8, Section 2, Article 2g and h]
- MS1.7 Individual medley and medley relay.** When a swimmer has traveled a sufficient distance that the official can with certainty judge that the competitor is swimming in the style of butterfly, breaststroke or backstroke, then a disqualification is appropriate. Being on the back when leaving the wall for the freestyle portion of the medley is covering more than one quarter of the distance in the style of backstroke and is, therefore, a disqualification. A backstroke start may not be used when starting in the water on the freestyle leg of the medley relay. [USMS 101.5.2 Interpretation; NFHS Rule 8, Section 4, 2c]
- MS1.8 Relays**—A relay team member who wishes to start from the water, shall notify the starter and be careful not to disturb or interfere with another swimmer or the timing system pad when in use. In relay races involving in-the-water starts, a relay will be disqualified if the feet of a swimmer lose touch with the end of the course before the preceding teammate touches the wall. The relay team shall be disqualified even if the swimmer in default returns to the original starting point at the wall after the preceding teammate has touched the wall. Relay swimmers who cannot exit the water quickly enough to prevent interference with automatic officiating equipment may be allowed to hold on to the lane line until all relays have finished, allowing them to exit the pool more slowly or via the ladders at the conclusion of the race. Mixed relays shall consist of two men and two women who may swim in any order. [USMS 101.7.3D, E, F, and G; NFHS Rule 8, Section 3, Articles 5 and 7] First and last names of eligible swimmers, their ages, and order of swimming shall be submitted to the clerk of course or to the head lane timer. Any changes in names of the competing swimmers or their order of swimming must be declared to the head lane timer prior to the start of the relay heat in which such relay team is entered. No changes will be permitted thereafter. [USMS 102.9.6; NFHS Rule 8, Section 3, Article 4]
- MS1.9 Finish**—The finish occurs when any part of the swimmer touches the wall. Swimmers are not required to touch the touchpads when automatic timing is used. [USMS 101.2.4, 101.3.5, 101.4.4, and 101.5.4; NFHS Rule 8, Section 1, Article 7 and Rule 8, Section 3, Article 6]
- MS2 Swimming competition**
- MS2.1 Swimwear**
- MS2.1.1** For men, the swimsuit shall not extend above the navel nor below the knees, and for women, shall not cover the neck, extend past the shoulder, nor extend below the knees. [USMS 102.12.1C; NFHS Rule 3, Section 3, Article 3b.5]
- MS2.1.2** Products involving tobacco, alcohol, or pharmaceuticals containing drugs banned under IOC or FINA rules may not be advertised, but the advertiser's name only may be used. Offenders may be barred from

competition until they comply with this rule. [USMS 102.12.2; NFHS Rule 3, Section 3, Article 2]

MS2.1.3 Any type of therapeutic elastic tape is prohibited. [USMS 102.12.1E, interpretation; NFHS Rule 3, Section 3, Article 4, Play Rulings, 3.3.4 Situation C]

MS2.2 **Meet personnel**—The minimum personnel at USMS-sanctioned or USMS-recognized swimming meets shall include one referee, one starter, two stroke and turn judges, and two timers per lane (if automatic timing is not being used), or one timer per lane if automatic timing is used. The referee and starter may double as stroke and turn judges, but the referee and starter may not be the same person. [USMS 103.2; NFHS Rule 4, Section 1, Articles 3 and 5]

The referee shall be certified as a referee. A referee who is certified as a stroke and turn judge or starter (by USA Swimming, USMS, YMCA, or any other USMS-approved certifying body) shall receive training in the duties of a referee. Starters and stroke and turn judges who are uncertified shall receive training in the duties of their positions. [USMS 103.3; NFHS none] The head lane timer determines that the swimmer or relay is in the correct lane, heat, and event, and that relay swimmers are swimming in the order listed. [USMS 103.11.2A; NFHS Rule 4, Section 2, Article 2a] Note: NFHS is a USMS-approved certifying body. One or two place judges may be positioned on the side of the course near the finish to judge the order of finish of all swimmers. However, place judge results may not be used to change the order of finish produced by ranking the official times. USMS does not use a ballot system as a backup judging system. [USMS 103.10.6; NFHS Rule 4-7 and Rule 6-5, Article 4]

MS2.3 **Warm-up**— In pools of five lanes or more, a separate warm-up area must be made available to swimmers during the competition. If there is no other warm-up/warm-down area available in pools of five lanes or more, one lane shall be set aside for warm-up/warm-down during the conduct of the meet, and in pools of four or fewer lanes, swimmers shall be allowed to swim to the other end of the pool at the end of each heat, and a warm-up/warm-down period shall be offered at least once every half hour of competition. If the meet is a dual-sanctioned meet with USA Swimming, the requirements for continuous warm-up may be adjusted depending on availability of warm-up space at the venue by agreement between the LMSC and LSC host clubs. Once the entry information is published, changes which further restrict the availability of continuous warm-up/warm-down space are not permitted. [USMS 102.4; NFHS “Guidelines for Meet Warm-Up”]

MS2.4 **Events**—USMS competition may be conducted in any of the events listed in Article 102.5. [USMS 102.5; NFHS Rule 5, Section 1, Article 1]

MS2.5 **Event limit**—A swimmer may compete in not more than six individual events per day. [USMS 102.6; NFHS Rule 3, Section 2, Article 1]

MS2.6 **Timed finals**—All short course and long course meters events and national championships shall be conducted on a timed-final basis. Other short course yards events may be conducted on a timed-final or other basis (e.g., preliminary heats and finals). If events are offered in formats

other than timed finals, competitors shall be limited to three individual events per day. Independent attempts to establish official times (“time trials”) are permitted only in USMS-sanctioned short course yards meets other than national championship meets [USMS 102.5 and 102.6; NFHS none]

- MS2.7 Seeding**—Age groups, genders, and events of the same distance 200 yards or longer may be combined so that no swimmer has to swim alone and lanes may be filled. Seeding at meets other than national championships may be either fast-to-slow or slow-to-fast. Seeding may differ for sprint and distance events (400 yards or longer) within a meet. Women’s and men’s heats may be alternated in the distance events. [USMS 102.10.1B—D; NFHS Rule 5, Sections 2 and 3]
- MS2.8 Counters**—A swimmer in any individual event of 16 lengths or more, except the individual medley, may appoint one counter to call lengths or indicate lengths by visual sign. Verbal counters may use watches and signal intermediate times to the swimmer. If visual counters are used, they may be stationed at the end or either side of the pool beyond the halfway point toward the end of the course opposite the starting end. The count may be in ascending or descending order. Violations of these provisions are not grounds for disqualification. [USMS 102.10.6; NFHS Rule 3, Section 4]
- MS2.9 Timing System Designation.** USMS records may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of two valid watch times. USMS Top 10 times may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of one valid watch time. USMS Top 10 times may be established when the minimum two-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three, two, or one valid watch times. USMS records may be established when the three-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three or two valid watch times. USMS records may be established when the times are reported by a manual primary timing system with three valid watch times. USMS Top 10 times may be established when the times are reported by a manual primary timing system with a minimum of two valid watch times. [USMS 103.18.5-103.18.7; NFHS none]
- MS2.10 Records**
- MS2.10.1** Record applications and Top 10 submissions shall not be accepted unless certification of course length accompanies them or is on file with USMS or USA Swimming. [USMS 105.1.6 and .7; NFHS Rule 2, Section 2 and nfhs.org/RecordBook/RecordApplication]
- MS2.10.2** USMS records may only be established by USMS members in sanctioned meets or recognized events. Because swimmers from different age groups and genders may compete in the same event or heat, winning the heat or event is not required to establish a record. Relay leadoff split times will be

considered for Top 10 times, provided the swimmers complete the event without being disqualified, and relay leadoff split times will be considered for USMS records provided fully automatic timing is used. The swimmer's relay leadoff split time shall not count if the second swimmer starts in the water when automatic timing is used. The request to have a split time recorded must be brought to the attention of the meet referee, in writing, prior to the swim. (Exception: If the meet referee approves the automatic recording of splits with the concurrence of the meet host, a written request is not required.) Leadoff splits obtained from semi-automatic or manual times are acceptable for FINA records and USMS Top 10 but not for USMS records. [USMS 105.1.1, 103.18.1, 103.18.4, 105.2.2 and 105.3.6; NFHS Rule 8, Section 3, Article 8 and nfhs.org/RecordBook/RecordApplication]

- MS2.10.3** If swimmers want their initial splits as part of a longer individual event to be submitted for records or Top 10 times, they must notify the referee, in writing, prior to the conclusion of the meet. (Exception: If the meet referee approves the automatic recording of splits with the concurrence of the meet host, a written request is not required.) However, for backstroke initial splits and relay leadoff legs to count, notification must be made prior to the swim so that officials may verify that a legal finish was performed at the initial distance and that for relays the second swimmer did not start in the water (when automatic timing is used). [USMS 103.18.1, 103.18.4, 105.2.2, and 105.3.6; NFHS Rule 8, Section 3, Article 8 and nfhs.org/RecordBook/RecordApplication]
- MS2.10.4** Required documentation for USMS records includes the referee's signature, official meet results, the primary printout tape from the automatic or semiautomatic (with three buttons) timing equipment, and/or a copy of the entry card bearing times and signatures from timers, and a copy of the heat sheet. The heat sheet shall show the swimmer's name, heat number, and lane number in which the record was achieved. [USMS 105.3.8; NFHS nfhs.org/RecordBook/RecordApplication]
- MS2.11** **Scratch procedures**—Any swimmer or relay team not reporting for or competing in an event shall not be penalized. There are no “declared false starts.” [USMS 102.8.1; NFHS Rule 3, Section 2, Articles 2 and 3]
- MS2.12** **Protests**
- MS2.12.1** Protests affecting the eligibility of any swimmer to compete or to represent an organization in any race shall be made in writing to the meet director or referee before the race is held, and if the meet committee deems it advisable, the swimmer may compete under protest and it shall be so announced before the race. The meet committee shall refer the protest to the LMSC officers (local meets) or the championship meet protest committee (nationals) having jurisdiction for adjudication at the earliest possible time. [USMS 102.14.2; NFHS none]
- MS2.12.2** Protests arising from the competition itself shall be made within 30 minutes after the race in which the alleged infraction took place. If the protest is not resolved immediately, the protester can file a written protest with the chair (or representative) of the Local Masters Swimming Committee (LMSC) having jurisdiction over the event. If it is not satisfactorily resolved within 10 days, the protester may appeal in writing to the USMS Rules Committee

chair within the next five days for final adjudication, whose decision shall then be binding on all parties. [USMS 102.14.5; NFHS Rule 4, Section 2, Article 2g]

MS2.13 Age determining date—For short course yards, the eligibility of a participant for a particular age group is determined by the swimmer’s age as of the last day of the meet. For short course meters and long course meters, the eligibility of a participant for a particular age group is determined by the swimmer’s age as of December 31 of the year of competition. [USMS 102.2; NFHS none]

MS2.14 Shaving—USMS does not address on-site shaving [NFHS Rule 3, Section 5, Article 7] in USMS rules.

MS3 Facility standards

MS3.1 Water depth—In pools with water depth 3 feet, 6 inches to less than 4 feet at the starting end, the swimmer must start from the deck or in the water. [USMS 106.2.3A(2); NFHS Rule 2, Section 7, Article 2]

Information for USMS Participants at FINA Events

USMS recognizes times achieved at meets sanctioned by a FINA member federation and conducted in accordance with FINA rules. The following information summarizes the differences between FINA and USMS rules (FINA and USMS rule references in brackets).

FMS1 Swimming Competition

FMS1.1 Age groups—The youngest age group recognized by FINA is 25–29. [FINA MSW 1.1; USMS 102.1.1 and 102.3]

FMS1.2 Relay age groups—The youngest relay age group recognized by FINA is 100–119 and may not include competitors younger than 25. [FINA MSW 1.2; USMS 102.3.2B]

FMS1.3 Deadline to submit names of relay swimmers—The composition of a relay can be changed up to the deadline announced by the Organizing Committee on the day prior to the relay event. [Bylaw 10.2.6; USMS 102.9.6]

FMS1.4 Warm-up guidelines—USMS prohibits hand paddles in warm-ups. FINA does not have this restriction. [FINA MSW 3.8 and FINA Warm-up Guidelines; USMS 102.4.2]

FMS1.5 Course type—FINA does not recognize short course yard competition. [FINA MSW 2.1 and 2.2; USMS 102.5.2 and 102.5.1]

FMS1.6 Event limits—A swimmer may enter not more than five individual events at a World Masters Swimming Championship meet. [FINA Bylaw 10.2.5; USMS 102.6 and 102.10.1A]

FMS1.7 Two-to-a-lane seeding by gender—FINA allows two swimmers of the same gender to swim in a single lane for freestyle events 400 meters or longer, while USMS allows two swimmers of either gender to swim in a single lane for freestyle events over 200 meters [FINA MSW 3.7; USMS 102.10.4A(1)(a)]

FMS1.8 Backstroke start—When FINA-required touchpads extending 0.3 meter above the water surface are in place and there are no exposed gutters on

which to place the toes, the toes may be placed above the water surface for the start. [FINA FR 2.4.3 and SW 6.1; USMS 106.18.3 and 101.1.2B]

- FMS1.9 Assigned Lane**—The swimmer must start, swim, and finish in the assigned lane. [FINA SW 10.3; USMS 102.13.4]
- FMS1.10 Counters**—FINA officials count laps for swimmers, count only for 800 and 1500 meter races, and show the remaining number of laps to be completed. FINA may use semi-electronic equipment, including underwater display. [FINA SW 2.6.3; USMS 102.10.6]
- FMS1.11 Warning signal**—FINA requires a warning signal for each swimmer in each lane in the 800 and 1500 freestyle events. USMS requires a warning signal for the lead swimmer or may give a warning signal for each swimmer in each lane. [FINA SW 2.6.4; USMS 103.8.7]
- FMS1.12 Splits and timing system**—FINA allows splits to be recorded by three watches, three semiautomatic buttons or automatic timing for FINA records. For USMS records, splits must be recorded by automatic timing equipment. [FINA MSW 5 and FINA World Record Application Form and Instructions #4; USMS 103.18.4 and 105.3.6A]
- FMS1.13 Splits and relay disqualification**—USMS will not allow the initial relay split to count as an individual time if the relay is disqualified. FINA requires only that the leadoff swimmer is not disqualified for the leadoff split to count as an individual time. [FINA SW 11.5 and 11.6; USMS 103.18.1C and 105.2.2D]
- FMS1.14 Records**—Applications for FINA Masters world records must be submitted within 60 days from the end of the event. Applications may be submitted only for performances at USMS-sanctioned meets. Applications for USMS records must be submitted within 90 days of the end of the season. A one-time pool measurement is required unless there are changes to the pool causing the measurements to change. Measurement procedures are determined by each Federation. [FINA MSW 5, SW 12.10, and Masters Swimming World Record Detailed Application Instructions, Point 6; USMS 105.3.8, 105.5, and Appendix B, “Application for USMS and/or World Record” and Instructions]
- FMS1.15 Time standards**—Any swim that does not meet the qualifying standard at FINA world championships will receive “NT” in the results, with no official time or place. [FINA Masters policy; USMS 104.5.8 and Appendix B, “Preparation of Meet Results”]
- FMS1.16 Report and notification of disqualification**—FINA stroke and turn judges are required to report violations on signed cards and are not required to raise a hand. FINA requires notification of disqualification via posted code in the meet results. USMS rules state that the official will make every effort to contact the swimmer. [FINA SW 2.6.6, 2.7.3, and MSW 3.10; USMS 102.13.1, 102.13.2, and 103.6.2]
- FMS1.17 Announcing results of protested events**—FINA does not appear to have an explicit rule on this subject. [FINA GR 9.2; USMS 102.14.1]
- FMS1.18 Competing under protest**—FINA has no explicit rule regarding competing under protest. [FINA GR 9.2; USMS 102.14.2]

- FMS1.19 Protests of swimming rules**—FINA gives authority for the final decision to the referee. USMS gives authority to the referee for protests against judgment decisions of starters and stroke, turn, and relay take-off judges and for some final decisions, USMS gives authority to the meet committee or protest panel or to the LMSC or USMS Rules Committee chair with an explicit timeline and communication structure. [FINA GR 9.2; USMS 102.14.3-5 and 104.5.9]
- FMS1.20 Fees for protests**—FINA requires a fee of 100 Swiss francs or its equivalent to be submitted with the protest (the fee is refunded if the protest is upheld). USMS does not require a fee for filing protests. [FINA GR 9.2.2 and 9.2.4; USMS 102.14 and 104.5.9]
- FMS1.21 Rejection and appeal of protests**—FINA allows the referee to reject protests. The team leader may appeal the rejections to a Jury of Appeal for a final decision. USMS uses a meet committee, a protest committee, the LMSC, or the USMS Rules Committee. [FINA GR 9.2.3 and 9.3; USMS 102.14.2, 102.14.4, and 102.14.5]
- FMS1.22 Smoking and tobacco**—FINA bans smoking in any area designated for competitors. USMS bans the use of all tobacco products on the pool deck, in locker rooms, in the spectator seating and standing areas, and in all areas used by swimmers. [FINA GR 8; USMS 102.15]

Preparation of Meet Results

Meet results (pool and open water) must include the name of the meet, the location of the meet (name of pool or open water venue, city, and state), the date of the meet, the name, address, or email address of the meet director, the name and certification status of the officials (referee, starter, and stroke and turn judges), and the sanction or approval number.

The results of each event shall be published in the following order:

Individual events:

1. Print women's results first, then men's results.
2. For each gender, print results by age group from youngest to oldest.
3. For each age group, print results in the following stroke order: freestyle, backstroke, breaststroke, butterfly, and individual medley.
4. For each stroke, print events in order from shortest to longest.

Relay events:

1. Print women's relay results first, then men's relay results, then mixed relay results. Results must include the names and ages of all swimmers.
2. For each gender, print the relay results in the order of age groups, youngest to oldest.
3. For each age group, print results in the following order: 200 freestyle relay, 200 medley relay, 400 freestyle relay, 400 medley relay, and 800 freestyle relay.

Split results:

All splits from split notification forms that have been certified by the meet referee shall be listed separately with swimmer's name, event, and split time.

Storage requirements for meet documents:

Results, tapes, timing printouts, time cards, heat sheets, timers' heat sheets, or swimmer lists, electronic meet files, and other information used to compile results and records shall be kept for a minimum of two years after the conclusion of the meet.

**Adjustments for Women's National
Qualifying Times for Swims at Altitude**

Age Group	3,000–4,249 ft.				4,250–6,499 ft.				6,500+ ft.			
	200	400–500	800–1000	1500–1650	200	400–500	800–1000	1500–1650	200	400–500	800–1000	1500–1650
18-24	0.47	2.37	4.75	10.44	1.14	4.75	9.49	21.83	1.52	6.64	14.24	30.85
25-29	0.50	2.50	5.00	11.00	1.20	5.00	10.00	23.00	1.60	7.00	15.00	32.50
30-34	0.48	2.38	4.75	10.46	1.14	4.75	9.51	21.87	1.52	6.66	14.26	30.90
35-39	0.51	2.56	5.13	11.28	1.23	5.13	10.25	23.58	1.64	7.18	15.38	33.32
40-44	0.51	2.55	5.10	11.23	1.22	5.10	10.21	23.48	1.63	7.15	15.31	33.18
45-49	0.52	2.60	5.21	11.45	1.25	5.21	10.41	23.95	1.67	7.29	15.62	33.84
50-54	0.54	2.72	5.44	11.97	1.31	5.44	10.89	25.04	1.74	7.62	16.33	35.38
55-59	0.55	2.75	5.49	12.09	1.32	5.49	10.99	25.27	1.76	7.69	16.48	35.71
60-64	0.58	2.90	5.80	12.75	1.39	5.80	11.59	26.66	1.85	8.11	17.39	37.68
65-69	0.66	3.30	6.60	14.52	1.58	6.60	13.20	30.36	2.11	9.24	19.80	42.90
70-74	0.72	3.58	7.16	15.76	1.72	7.16	14.32	32.95	2.29	10.03	21.49	46.55
75-79	0.80	3.98	7.95	17.50	1.91	7.95	15.91	36.58	2.54	11.13	23.86	51.69
80-84	0.87	4.34	8.69	19.11	2.08	8.69	17.37	39.95	2.78	12.16	26.06	56.45
85-89	0.95	4.75	9.51	20.92	2.28	9.51	19.02	43.74	3.04	13.31	28.52	61.80
90-94	1.10	5.50	10.99	24.19	2.64	10.99	21.99	50.57	3.52	15.39	32.98	71.46
95-99	1.31	6.55	13.11	28.84	3.15	13.11	26.33	60.30	4.20	18.35	39.33	85.21
100+												

**Adjustments for Men's National
Qualifying Times for Swims at Altitude**

Age Group	3,000–4,249 ft.				4,250–6,499 ft.				6,500+ ft.			
	200	400–500	800–1000	1500–1650	200	400–500	800–1000	1500–1650	200	400–500	800–1000	1500–1650
18-24	0.52	2.58	5.17	11.37	1.24	5.17	10.34	23.77	1.65	7.24	15.50	33.59
25-29	0.50	2.50	5.00	11.00	1.20	5.00	10.00	23.00	1.60	7.00	15.00	32.50
30-34	0.53	2.67	5.33	11.73	1.28	5.33	10.66	24.53	1.71	7.46	16.00	34.66
35-39	0.53	2.63	5.25	11.55	1.26	5.25	10.50	24.16	1.68	7.35	15.76	34.14
40-44	0.54	2.69	5.38	11.84	1.29	5.38	10.76	24.75	1.72	7.53	16.14	34.98
45-49	0.55	2.77	5.53	12.17	1.33	5.53	11.06	25.44	1.77	7.74	16.59	35.95
50-54	0.56	2.82	5.64	12.42	1.35	5.64	11.29	25.96	1.81	7.90	16.93	36.68
55-59	0.59	2.96	5.92	13.02	1.42	5.92	11.83	27.22	1.89	8.28	17.75	38.46
60-64	0.62	3.08	6.17	13.57	1.48	6.17	12.34	28.38	1.97	8.64	18.51	40.10
65-69	0.64	3.20	6.39	14.06	1.53	6.39	12.79	29.41	2.05	8.95	19.18	41.55
70-74	0.70	3.50	7.00	15.40	1.68	7.00	14.00	32.19	2.24	9.80	21.00	45.49
75-79	0.70	3.50	7.00	15.41	1.68	7.00	14.01	32.22	2.24	9.81	21.01	45.52
80-84	0.80	3.99	7.97	17.54	1.91	7.97	15.95	36.68	2.55	11.16	23.92	51.82
85-89	0.93	4.64	9.28	20.41	2.23	9.28	18.55	42.67	2.97	12.99	27.83	60.29
90-94	1.09	5.44	10.87	23.92	2.61	10.87	21.75	50.02	3.48	15.22	32.62	70.68
95-99	1.50	7.50	15.00	32.99	3.60	15.00	29.99	68.98	4.80	20.99	44.99	97.47
100+	2.26	11.32	22.64	49.82	5.43	22.64	45.29	104.16	7.25	31.70	67.93	147.18

United States Masters Swimming Inc.
Pool Length Certification Form (rev. 10/21/2016)

Measurement procedures for completing this form are found on the next page. Please review them before measuring your pool and submitting this form. **Only this side needs to be submitted for your pool certification.**

1. Facility and Event Information

Pool name _____
City _____ **State** _____ **Zip** _____
Evt. Name _____

Note: For facilities with multiple pools, please identify the specific pool being measured either by unique pool name within the facility or the pool location in relation to other pools within the entire facility.

Pool Length		
25 Yards	25 Meters	50 Meters
Moveable Bulkhead		
Yes	No	
Number of Touchpads in place at time of the measurement		
Zero	One	Two

2. Measurement parameters (circle answer)

- a. Measuring device (see instructions): Steel tape? Laser? Other _____
- b. Distances measured in (check one)
- ____ feet with feet displayed as a decimal to 1/100 like 75.01 feet
- ____ feet/inches with inches displayed as a fraction to 1/8 like 75 ft 3/8 in.
- ____ meters with meters displayed as a decimal to 1/100 like 50.01m
- ____ meters/centimeters with centimeters displayed a 50m 1 cm

3. Measurements

A. Initial Measurement (Pre-Meet Bulkhead Confirmation)

Lane 1 _____ Lane 2 _____ Lane 3 _____ Lane 4 _____
 Lane 5 _____ Lane 6 _____ Lane 7 _____ Lane 8 _____
 Lane 9 _____ Lane 10 _____ Lane 11 _____ Lane 12 _____

B. Bulkhead Confirmation Measurements:

Additional Bulkhead Confirmation measurements must be made after each session. Note lane number and length of the lane.

After Session #	Date	L-Outer Lane #	L-Outer Lane Length	Center Lane #	Center Lane Length	R-Outer Lane #	R-Outer Lane Length
1							
2							
3							

4. Measured by:

Submitted by:

Name: _____ Name: _____
 Title: _____ Title: _____
 Address: _____ Address _____
 City _____ City _____
 State _____ State _____
 ZIP _____ ZIP _____
 Date _____ Date _____

Maintaining pool length certification forms is an LMSC responsibility. Completed forms should be sent to the Top Ten Recorder of the LMSC. Attach a copy of this form to record applications if the form is not already on file with the USMS National Swims Coordinator. If a bulkhead is used, a copy of this form from the beginning of the meet and for each session must be included with meet results sent to the LMSC Top Ten Recorder in order to verify bulkhead placement. For a record application, the bulkhead measurement on this form should be attached to and submitted with the Record Application form. To add the pool to the USMS List of Measured Pools, e-mail a copy of this form to Mary Beth Windrath, National Swims Coordinator, records@usms.org. Measure before applying for a sanction.



Measurement Procedures

- Additional information can be found in the Records and Tabulation section of the USMS Guide to Operations, which can be found on the USMS website or obtained from your LMSC Top Ten Recorder.
- Note that existing certification forms may be used if on file with the pool, the LMSC, USMS or FINA, as long as all lanes have been measured.
- A 25 meter pool measures 82 feet 0.25 inch. A 50 meter pool measures 164 feet 0.50 inch.
- Measurements must be conducted using a measuring device with a minimum measuring quality of a steel tape over the nominal distance. A laser measuring device may be used, but it must be as accurate as required for steel tapes. The accuracy of the measuring device must provide accuracy of at least ± 0.005 m (± 0.20 inch or 0.016 foot). This tolerance refers to the tolerance of the measuring device only. A pool must always be at least as long the specified distance in the rulebook, which has a minus zero tolerance.
- Tapes may not be combined to perform the measurements. Fiberglass or other flexible tapes may not be used to perform measurements.
- Measurements may be reported in either the English system (feet/inches) or the metric system (meters/centimeters).
- For initial certification, one measurement must be conducted for each lane of competition. For bulkhead confirmation, only the outermost lanes and a center lane must be measured.
- Inspect each end of the pool. In general, if a protrusion would have an adverse impact on the length of the course in the area where a touchpad would be placed (to 0.80 meter below the surface of the water), the protrusion must be used as a measurement point. Otherwise, measurements must be taken in the center of each lane at water level.
- Measurements may be conducted with or without touchpads in place. If no touchpads are in place at the time of measurement, any pads used during competition will be factored into the length using a pad width of 1 centimeter (or 0.25 inches) per lane per pad.
- Permanent courses need only be measured once unless structural changes, including resurfacing, have occurred since original measurement.
- For a pool with a moveable bulkhead, if the initial pool length certification for all lanes is on file, the following rules must be observed.
 - For events sanctioned by USMS, proper bulkhead placement must be confirmed before the meet and after each session of the meet. Bulkhead placement is confirmed by course measurement of the two outside lanes and a middle lane.
 - The measurement rules and policies of FINA shall be the standard for events sanctioned by a FINA Masters member federation other than USMS. Currently (Jan 2017) FINA does not require bulkhead measurements for either FINA Top 10 or Records.
 - The measurement rules and policies of USA Swimming shall be the standard for Top 10 eligibility for events sanctioned by USA-S. Currently (Jan 2017) USA-S only requires bulkhead placement measurements for national records, so times achieved by USMS at USA-S meets are eligible for Top 10 consideration without bulkhead measurements. The measurement rules and policies of USMS shall apply for dual sanctioned events, so at these meets bulkhead measurements must be performed for times to be considered for either USMS Top 10 or Records.



Application for USMS and/or World Record (rev 10/19/2016)



1. Course _____ SCY _____ SCM _____ LCM 2. Distance _____ 3. Stroke _____
50-100-200-400-500-800-1000-1500-1650 free-back-breast-fly-IM-FR-MR

4. Official time _____ : _____ : _____ 5. Date of swim (mm/dd/yyyy): _____
mins: secs. hundredths

6. Timing System	Circle Timing Level	Circle Number per lane
Automatic Timing System	Primary	Pads 2 or 1
Semi-Automatic Timing System	Primary or Secondary	Buttons 3 or 2 or 1
Manual Timing System Watches	Primary or Secondary or Tertiary	Watches 3 or 2 or 1

7. Age group _____ Club name _____ Federation _____
 Enter Individual Swimmer Information on Line 1 or, if relay, use all four lines to name each swimmer in swim order and provide personal information.

#	Last Name	First Name	Gender (M/F)	Birthdate (mm/dd/yyyy)	Age	USMS Number
1						
2						
3						
4						

8. Pool name: _____ City _____ State _____
 Last day of meet: _____ Sanction or recognition # _____ LMSC _____

9. Select one: USMS sanctioned USMS recognized USA-S meet USMS/USA dual sanctioned

10. Is a copy of the swimmer's birth certificate (or passport) attached or on file with the USMS records administrator? Y N

11. Is the pool length certification attached or on file with the USMS records administrator? Y N

12. Have structural changes, including resurfacing, been made to the pool since the last pool length certification? Y N

13. Is the racing course fixed by a moveable bulkhead? Y N
 (If yes, course measurement must be confirmed at the conclusion of the session during which the record time was achieved.)

14. **REFEREE:** I certify that the required number of personnel officiated during the above performance and were properly qualified officials, and the described performance complied with the rules of United States Masters Swimming including the use of Legal Swim Suits.

Name _____ Date _____ Signature _____

15. Record application submitted by:

Name _____ Signature _____ Date _____

Address _____ Phone (_____) _____

City _____ State _____ ZIP _____ Email _____

OFFICE USE ONLY:		
USMS Records Administrator If this is a World Record, then I certify that this Masters meet has fulfilled the FINA Rule MSW 5.3 requirements.		
Name _____	Signature _____	Date _____
FINA Masters Recorder		
Name _____	Signature _____	Date _____



USMS and World Record Applications

Instructions: Complete the above form, items 1-15, in its entirety. World records are due within 60 days of the swim. National Records are due within 90 days of the end of the season of the swim. Records can only be set in fresh water pools.

- Attach the printout showing event number, heat number, splits, and backup from the electronic timing system. Meet results are not a substitute for the timing system printout.
- If the primary timing system is manual timing, attach a time card with the signatures of all three timers.
- Attach a copy of the heat sheet showing swimmer's name, event number, heat number, and lane number assignment.
- If a moveable bulkhead, attach a copy of the Pool Length Certification form showing the measurements from the session of the record swim.
- Swims done at recognized or USA-S meets do not qualify for world records.
- World Records can only be established in a Masters meet as per FINA Rule MSW 5.3 which states the meet must be:
 - a) formally sanctioned by a FINA Member Federation; and
 - b) organized for or on behalf of a club or an organization, which is a member of this FINA Member Federation or recognized by FINA; and
 - c) conducted under the rules of FINA (and specially those relevant to Masters Swimming); and
 - d) in which only swimmers registered in a club member of a FINA Member Federation participated.
- Swimmer's age is as of December 31 of the year of competition for LCM and SCM courses, and as of the last day of the meet for SCY courses.
- Send all information to: Mary Beth Windrath, 10235 SW Citation Dr, Beaverton, OR 97008, USMSRecords@usms.org

Documentation requirements for USMS long distance records:

- Completed "Application for USMS Long Distance Record." Refer to the GTO for the application forms.
- Proof of achieved time or distance swim.
- For postal events, a lap-count checkoff sheet listing all split times and bearing the signature, name, address, and phone number of the lap counter/timer.
- For cable swims, a copy of the course certification, if it is not already on file according to article 302.3.1A.

**United States Masters Swimming, Inc.
SPLIT NOTIFICATION FORM**

Event		
Event #	Heat #	Lane#
Split Event		Time
Swimmer's Name		
Sex		Age
Meet		Date
Approved by:		
<p>Initial split times from an individual or relay event will be accepted as an individual performance and will be considered for Top 10 if it is deemed an official time in accordance with Articles 103.17.3, Articles 103.18.5–103.18.7 and Article 103.18.10. Split times will be considered for a USMS record only if recorded by automatic timing (for a world record: automatic timing, three semiautomatic buttons, or three valid watches).</p> <p>The swimmer must notify the meet referee of the intent to record an initial split time prior to the conclusion of the meet. The request for relay leadoff split times and initial backstroke distance times in individual backstroke events must be made prior to the swim.</p>		

**United States Masters Swimming, Inc.
REPORT OF OCCURRENCE**

It is important to have written incident reports on file regarding injuries (to participants, spectators, coaches, or other volunteers), property damage or other incidents that occur during U.S. Masters Swimming sanctioned or approved activities or events.

Examples of incidents which need to be reported include, but are not limited to, the following:

- Bodily Injury or Illness
- Fatality
- Property Damage
- Missing Person(s)

The Incident Report form should be completed at the time of an accident, injury or other incident. The report is to be completed by a coach, meet director, or meet official.

The Incident Report form is posted online in the USMS Guide to Operations: **www.usms.org/admin/lmschb/gto_ins_report_of_occurrence.pdf**

Completed Incident Report forms should be submitted as soon as possible to:

USMS National Office
ATTN: Membership Department
1751 Mound Street, Suite 201
Sarasota, FL 34236
Email: USMS@usms.org
(941) 256-USMS (8767) Phone
(941) 556-SWIM (7946) Facsimile