

## Meet Referee Report for Sanctioned or Recognized Events

<b>Name of Meet</b>	
<b>Dates</b>	

	Name	Phone	E-mail
<b>Meet Director</b>			
<b>Meet Referee</b>			
<b>Observer (Recognized Meets)</b>			

### Deck Officials and Certifications

Position	Name	Certifying Body (USA-S, USMS, etc.)
<b>Meet Referee</b>		
<b>Deck Referees</b>		
<b>Starters</b>		
<b>Stroke and Turn Judges</b>		

- \_\_\_\_\_ **Deck officials briefed on USMS rules prior to the meet.**
- \_\_\_\_\_ **USMS Rule Books distributed to deck officials working the meet.**  
*Rule books may be obtained from the LMSC Officials Chair in advance of the meet. Officials are requested to display the USMS Rule Book when on deck. Referees should be provided with full-size books, while mini-rule books will be made available for other officials.*

### Officials Training at this Meet

Position	Name

### Administrative Officials

Position	Name
Timing Judges/Recorders	
CTS Operators	

\_\_\_\_\_ **Administrative Officials briefed on USMS/LMSC procedures for official time determination and corrections for CTS system malfunctions prior to meet.**

\_\_\_\_\_ **USMS Record applications signed by Meet Referee with timer cards bearing the signatures of three timers or electronic timing system printouts attached.**

**Facilities Standards (See USMS Rules and Regulations Article 107)**

Location of Meet	
Course Length	<b>25 Yards 25 Meters 50 Meters</b>
Number of Competitive Lanes	
Water Depth at Starting End	
Number of continuous warm-up lanes	

\_\_\_\_\_ **Bulkhead measurement confirmed at the start and end of each session.**  
*Bulkhead placement must be confirmed with a steel tape measurement in three locations – two outside lanes and one of the middle lanes. Documentation must accompany final results and forwarded to the LMSC Records and Top Ten Chair.*

\_\_\_\_\_ **Positions of backstroke flags verified.**  
*15-Feet from each end for SCY meets, 5-meters for LCM or SCM meets.*

\_\_\_\_\_ **Safety marshals present during general warm-up sessions.**

\_\_\_\_\_ **Warm-Up Safety procedures included in heat sheets.**

**Timing System and Personnel**

Automatic Timing System Used	<b>Y</b>	<b>N</b>
Touchpads Used	<b>Y</b>	<b>N</b>
# of Buttons Used on each lane		
# of Watches Used on each lane		
# of Timers per lane		
Hy-Tek Meet Manager Used	<b>Y</b>	<b>N</b>
CTS Interface	<b>Y</b>	<b>N</b>

**Please elaborate on any significant problems or issues with officials, the facility, timing equipment or other aspects of the meet.**

### **Suggested Meet Referee's "Toolbox"**

- Recommended USMS pre-session briefing outline.
- Timer's briefing instructions.
- Steel tape and pool measurement forms for bulkhead pools.
- Lap counter sheets for distance events.
- USA-Swimming disqualification report forms.
- USMS Record Applications
- Worksheets for timing system adjustments.
- USMS Rule Books.
- Relay take-off judge slips.

### **Additional Comments:**