

Swim Ireland Officials Committee

Procedures for Nomination to FINA Officials Lists; LEN Events; FINA Events 2011 to 2016

- From 1st January 2011 it is expected that Swim Ireland will have 3 FINA Referees and 1 FINA Starter on FINA List 16. In January 2013 a further 3 Referees and 2 Starters may be elected to FINA List 17. This means that for the period 2011 - 2013 there may be 3 Referees and 1 Starters and from 2013 onwards 6 Referees and 3 Starters all eligible for nomination to LEN or FINA events and so it is necessary to have in place a transparent nomination policy.

Such nomination procedures are necessary for :-

- Pre FINA Officials Lists
- FINA Officials Lists
- International events

The Officials Committee will include all FINA Referees and Starters eligible for nomination and it is therefore not appropriate that nominations are made by the general Committee.

- It is therefore proposed to establish a sub-group to make such nominations. The members of this sub-group will include experienced former international officials with an in depth knowledge of International event procedures and Swim Ireland training and assessment procedures and policies, and such professional Swim Ireland staff as is considered necessary and appropriate. Members of the nomination group may also be members of the Officials Committee but not eligible for nomination to international lists or competitions.
- It is proposed that the initial nomination sub-group is:-
 - *Ray Kendal*, former FINA Referee and current Secretary LEN Technical Swimming Committee
 - *Frank Stephens*, former FINA Referee
 - *Charlotte Parker*, Swim Ireland Director of Education and Development
 - *Anne McAdam* will join the group when nominations to Masters events are being considered
- If Swim Ireland continues to nominate technical officials to the international lists it is proposed that each official may serve for a maximum period of 2 terms. This policy would come into effect on 1st January 2011 (List 16) and be reviewed prior to the start of each new list. It is proposed that service prior to 2011 (List 16) is not included in the 2 term period.

Criteria to be used for nomination to Pre-FINA Lists, FINA Lists and International Events

- **Pre FINA Lists** – approved criteria based on national training, assessment and experience is shown in Appendix 1. Such criteria are subject to upgrading as considered necessary by the Education Dept. or Officials Committee.
- **FINA Officials Lists** – approved criteria based on the following;
 - Commitment to officiating at Swim Ireland events
 - Attendance at International events or clinics
 - On-going CPD
 - Commitment to Swim Ireland Officials Education programmes eg. by running courses.

are shown in Appendix 2. The criteria are subject to upgrading by the Education Dept. or the Nomination Sub-Group. Only those candidates who have scored a minimum of 65% of the marks available when assessed in accordance with the criteria noted in Appendix 2 may be nominated. In addition, where there are more candidates than places available the highest scoring candidates will be nominated.

- **International Events**

All nominations to International Events are subject to the candidate official accepting and signing the Swim Ireland International Event Protocol and the SI Officials Code of Conduct.

- **LEN (European) Events**

As far as possible, qualified officials will be nominated to European events on a rotating basis. A qualified official is one who is on a current FINA Referees List and who has scored a minimum of 65% of the marks available when assessed in accordance with the criteria noted in Appendix 2. The assessment period is the 12 months prior to the closing date for nominations. Officials, qualified as noted above, may initially be nominated to

- **European Junior Swimming Championships (EJC)**
or
- **European Short Course Swimming Championships (ESSC)**

Officials nominated to the long course **European Swimming Championships (EC)** will be qualified as noted above and will have previous international experience at EJC or ESSC level.

- **FINA (World) Events**

No official may be nominated to a FINA or World event until they have officiated at a European Championship event.

As far as possible, qualified officials will be nominated to FINA World Championships (excluding Olympic Games) events on a rotating basis.

- A qualified official is one who is on a current FINA Referees List;
and
has scored a minimum of 65% of the marks available when assessed in accordance with the criteria noted in Appendix 2. The assessment period is the 12 months prior to the closing date for nominations;
and
- has officiated at a European Championship Event (EC, EJC or ESSC).

Officials, qualified as noted above, may initially be nominated to

- **FINA Junior / Youth Championships**
Or
FINA Short Course World Championships

Officials nominated to the long course **FINA World Championships** will be qualified as note above and will have previous experience at senior European level (ESSC or EC) or FINA Short Course or Junior level.

- **Olympic Games**

A maximum of 8 or 9 European judges will be appointed to officiate at the Olympic Games and the nomination committee will therefore select the official most likely to be appointed.

Officials nominated to officiate at Olympic Games will be qualified as noted above and will have previous experience at European senior level (EC or ESSC) and previous experience at FINA Junior, Youth or Senior level.

Notes

1. It is a FINA requirement that officials nominated to FINA events should have previous experience at continental championships.
2. A Federation may nominate a maximum of 2 officials to each LEN event and 1 official to each FINA event.
3. A maximum of 25 officials may be appointed to each LEN event. Federations are responsible for the costs of their officials.
4. A maximum of 8 or 9 European officials are appointed to FINA World Championships or Olympic Games.
5. A Federation will generally not have officials appointed to successive FINA events.
6. On the current FINA List there are approx. 200 Referees and 80 Starters
7. Only members of the LEN Technical Swimming Committee will referee European events.
8. Only members of the FINA Technical Swimming Committee will referee World events.
9. Swim Ireland Officials will be appointed to international events as Judges.
10. All international officials will be expected to sign up to an international event protocol to include such things as;
 - Dress Code
 - Attendance at Meetings
 - Good timekeeping
 - Pool deck behaviour
 - Acceptance of referees' decisions
 - Preparing reports for Swim Ireland
 - Acceptance of LEN and FINA Codes of Conduct.
 - Etc.

Appendix 1**Pre-FINA selection policy and Level 4 programme**

To be eligible for nomination to the Swim Ireland 'pre-FINA' list as referee or starter, candidates must meet the following requirements:

1. Be a licensed Swim Ireland national level referee or starter and have completed the Level Three qualification.
2. Have a minimum of 2 years' experience at Level Three.
3. Have worked as a lead referee or starter in a minimum of three national competitions in the last two years.
4. In addition, have worked at one level below (i.e. starter for prospective referees and stroke for prospective starters) at a minimum of four Swim Ireland competitions at national or regional level.
5. Candidates for Pre-FINA lists must comply with the FINA age requirements ie the maximum age of technical officials when officiating at FINA competitions (except masters) shall be 65 years during the year of the competition. Candidates who will become 65 during the period of the relevant FINA will not be nominated for that list and will therefore not be nominated for the Pre-FINA list.
6. With the request for nomination, the candidate official should complete and submit the following to the Secretary or Chairman of the officials committee:
 - A detailed letter of application, clearly stating the reasons why you should be considered. In addition all relevant experiences that support the application should be clearly highlighted.
 - A copy of your SI CPD log.
 - The candidate's event log book properly completed and signed by lead referees as required.

The Swim Ireland Officials Committee will make nominations to the pre- FINA lists from those starters and referees who best meet the above requirements.

All nominations will be submitted to the SI board for ratification. The secretary of Swim Ireland and the secretary of the SI officials committee will write to the successful candidates and to the officials committee.

Level Four: pre FINA PROGRAMME

Officials selected for pre-FINA lists will, as far as possible during a two year programme, be facilitated to work as:

- Referee or starter or Stroke Judge at national competitions during the two year period.
 - Senior/ Lead referee or starter at a minimum of four national competitions.
- and
- To officiate at a national or international level competition in a neighbouring federation
 - To attend national or international officials clinics.

Obligations of pre-FINA candidates

- Commitment to availability for National events for the duration of the competition.
- Commitment to take up exchange trips and International trips.
- Commitment to ensuring Professional turn out and behaviour at all times.
- Commitment to on-going development of the SI Officials education programme.
- Commitment to on-going CPD.

Appendix 2**Assessment Criteria for nomination to FINA Officials Lists and International Events.**

- FINA – it is a FINA requirement that all candidates for membership of a FINA Officials List have officiated at National Championships. All candidates must meet this requirement and will be assessed on a **Pass / Fail** basis.
- Candidates must comply with the FINA age requirements. See Appendix 1 paragraph 5.
- Swim Ireland - Compliance with the published Swim Ireland “Level Four: pre-FINA programme” (excluding regional and club competitions) and “obligations of pre-FINA candidates” - Candidates from the pre-FINA panel for nomination to FINA Officials Lists and candidates for nomination to International Events will be assessed as follows.
 - a) *Commitment to availability for National events for the duration of the competition.* SI facilitated this obligation by providing opportunities for candidates to officiate as referee, starter or judge at national competitions. Candidates will be assessed on how they accepted the opportunities and their commitment to availability for these events. Attendance at events must be confirmed on a daily basis by a log book signed by the referee. **Maximum score 40 marks** – (Where candidates have been unable to attend for the duration of a competition, marks may be awarded on a pro-rata basis eg if a candidate attends for 1 day of a 4 day competition 25% of the available marks may be awarded.)
 - b) *Commitment to take up exchange trips and International trips.* This obligation was facilitated by SI by providing opportunities to attend international meets and clinics. Candidates will be assessed on how they accepted these opportunities and their commitment to availability for these events. **Maximum score 15 marks.**
 - c) *Professional turn out and behaviour at all times.* This obligation will be assessed on the basis of assessors and lead referees reports carried out during the year. **Maximum score 15 marks.**
 - d) *Commitment to on-going development of the SI Officials education programme.* Candidates will be invited to make a short written presentation to show their commitment. **Maximum score 15 marks.**
 - e) *On-going CPD.* Candidates are expected to engage with the Education Department and to participate in CPD programmes. **Maximum score 15 marks.**