

# APPENDIX B: INFORMATION FOR MEET DIRECTORS AND OFFICIALS

## Summary of Rules Differences Between USMS and Other Organizations

The following summary is presented for information only for the benefit of officials, meet directors, swimmers, and coaches. The USMS rule citation shall be used for official rulings.

The *USMS Rules of Competition and Code of Regulations* should be consulted for a complete list of administrative requirements for sanctioned and recognized meets.

USMS Rule	USA Swimming/ YMCA	NCAA	NFHS
<b>Forward Start</b> 101.1.1 101.5.1 103.8.5	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 (prior to "take your mark"). On the command, "Take your mark," the swimmer shall immediately assume the starting position that maintains at least one foot at the front of the platform or the deck.		
<b>In-the-Water Starts</b> 101.1.1 103.8.5 101.5.1	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 and for freestyle relays, but not for the freestyle leg of medley relay events. A backstroke starting ledge may be used in freestyle events.		
<b>Backstroke Starts</b> 101.1.2 103.8.5A	<i>No Difference</i>	<i>No Difference</i>	USMS does not specify that swimmers must step into the water feet first. Use of a backstroke starting ledge is permitted.
<b>Racing Starts</b> None	USMS has no requirement for certification of racing starts in order to use starting platforms or backstroke starting ledges.		
<b>Backstroke Turns</b> 101.4.3	<i>No Difference</i>	<i>No Difference</i>	Once the body has left the position on the back, any kick or arm pull must be part of the continuous turning action.
<b>Breaststroke</b> 101.2.2	<i>No Difference</i>	<i>No Difference</i>	The hands may extend beyond the hipline during the first stroke after the start and after each turn, but there is no requirement that the first stroke must be underwater.

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USMS Rule	USA Swimming/ YMCA	NCAA	NFHS
<b>Butterfly</b> 101.3.3	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.		
<b>Breaststroke and Butterfly Turns and Finishes</b> 101.2.4 101.3.4 101.3.5	<i>No Difference</i>	<i>No Difference</i>	The touch shall be made with both hands separated and simultaneously at, above, or below the water surface.
<b>Relays</b> 101.7.3 102.9	<ul style="list-style-type: none"> <li>Mixed relays shall consist of two male and two female swimmers, who may swim in any order.</li> <li>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.</li> <li>In relay races involving in-the-water starts, a relay will be disqualified <i>if the feet of the outgoing swimmer</i> lose touch with the end of the course before the preceding teammate touches the wall. Inadvertent loss of contact is not grounds for disqualification if the outgoing swimmer corrects the foot position prior to the incoming swimmer touching the end of the course.</li> <li>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.</li> </ul>		
<b>Age Determining Date</b> 102.2	For short course meters and long course meters meets, the swimmer's age is determined as of December 31 of the year of competition. For short course yards meets, the swimmer's age is determined as of the last day of the meet (regardless of postponement).		
<b>Lane Assignments</b> 102.13.4	<i>No Difference</i>	<i>No Difference</i>	Swimmers must start and finish in their assigned lanes.
<b>Finish</b> 101.5.4	<i>No Difference</i>	<i>No Difference</i>	The finish occurs when any part of the swimmer's body touches the wall. Swimmers are not required to touch the touchpad, except when automatic relay takeoff judging equipment is in use.

USMS Rule	USA Swimming/ YMCA	NCAA	NFHS
<b>Warm-Up and Warm-Down</b> 102.4.1 102.13.7 102.4.2	<ul style="list-style-type: none"> <li>• In pools of five lanes or more, a separate warm-up area must be made available to swimmers during the competition.</li> <li>• 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.</li> <li>• 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.</li> <li>• A swimmer who completes a race may warm down in the assigned lane while the rest of the swimmers complete the heat and shall not be disqualified if such action does not delay the start of the next event.</li> <li>• 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.</li> <li>• Once the entry information is published, changes which further restrict the availability of continuous warm-up/warm-down space are not permitted.</li> </ul>		
<b>Gender</b> 102.5.2 102.5.3 102.14.6	USMS policy guidelines govern eligibility of athletes to compete in the male and female gender categories. Protests of eligibility shall be referred to the USMS Rules Committee chair. Athletes shall be permitted to compete in the gender that corresponds to their USMS registrations pending resolution of any protest.		
<b>Scratch Procedures</b> 102.8	There is no penalty for failure to report for or compete in an event, except that a swimmer may not be permitted to swim if the swimmer does not comply with check-in procedures listed in the meet announcement. There are no “declared false starts” in USMS-sanctioned or -recognized meets.		
<b>Dual-Sanctioned Meets</b> 102.6.8	If a USMS-sanctioned meet is held in conjunction with a USA Swimming-sanctioned meet (swimmers competing together in the same sessions), swimmers with dual membership must select only one organization with which to compete for the entire meet.		
<b>Event Limit</b> 102.6.1 102.6.4	<i>No Difference</i>	A swimmer may compete in not more than six individual events per day. If the meet is conducted with a format other than timed finals, a swimmer may compete in not more than three individual events per day.	
<b>Relay Names</b> 102.9.6	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.		

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USMS Rule	USA Swimming/ YMCA	NCAA	NFHS
<b>Counters</b> 102.10.6B 102.10.6C 102.10.6D	<i>No Difference</i>	<i>No Difference</i>	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.
<b>Seeding</b> 102.10.1D 102.10.4A(1)	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. Two-to-a-lane seeding may be used for individual freestyle events longer than 200 meters. Seeding must be specified in the meet announcement.		
<b>Change in Program or Postponement</b> 102.11.2 102.11.4B	At the meet referee's discretion, events may be combined by distance and/or stroke. Should a meet or event have commenced, and in the judgment of the referee cannot safely and effectively continue because of weather conditions or some other compelling reason, the meet or event may be suspended at the referee's sole discretion.		
<b>Swimwear</b> 102.12.1E 102.12.1C(1) 102.12.1A	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 the USMS Rules Committee chair shall be eligible for consideration at USMS competitions.		
<b>Swimwear</b> 102.12.1C 102.12.1E 102.13.10	<i>No Difference</i>	Swimwear may be in one or two pieces. Therapeutic elastic tape is prohibited. Any other kind of tape on the body is not permitted unless approved by the referee.	
<b>Swimwear</b> 102.12.2	USMS does not prohibit wearing the insignia or name of another club, does not regulate the number of logos on swimsuits/caps/goggles, does not prohibit body advertising such as temporary tattoos, and does not prohibit the advertising of political statements. Products involving tobacco, psychoactive cannabinoids, alcohol, or pharmaceuticals containing substances 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.		
<b>Video Replay Footage</b> 102.13.16	Video replay footage may only be used when approved in writing by the chair of the USMS Officials Committee prior to the meet.		

USMS Rule	USA Swimming/ YMCA	NCAA	NFHS
<b>Personnel</b> 103.1 103.5	USMS does not use a meet jury. A protest committee is used at national championships. At LMSC sanctioned meets, the meet director and meet referee are responsible for ensuring that the provisions of article 102.14 for protests are followed.		
<b>Disability Accommodations</b> 103.6.9	<i>No Difference</i>	The referee may modify any rule for a swimmer who has a disability in accordance with USMS article 107.	
<b>Place Judges</b> 103.10.6	One or two place judges may be positioned at the side of the course near the finish to judge the order of finish of all swimmers. However, judging may not be used to change the results produced by ranking the official times.		
<b>Official Time for a Malfunction on a Lane</b> 103.17.3E	<i>No Difference</i>	<i>No Difference</i>	When a malfunction is confirmed on a lane, the official time shall be calculated using valid times from the secondary timing system and integrated with accurate primary times to determine the results.
<b>Split Requests</b> 103.18.1B 103.18.1C 103.18.2 105.2.2	<ul style="list-style-type: none"> <li>• If swimmers want their initial splits as part of a longer individual event to be submitted for records or Top 10 consideration, they must notify the referee in writing.</li> <li>• Split requests for backstroke individual events must be submitted prior to the event.</li> <li>• Split requests for all other individual events must be submitted prior to the conclusion of the meet, unless the meet referee has approved the automatic recording of splits, in which case no written request is required.</li> <li>• Requests for relay leadoff splits must be submitted prior to the event.</li> <li>• Relay leadoff splits may not be recorded for official purposes if the second swimmer starts in the water and automatic timing is used, if the second swimmer stands on an active pad while starting from the deck, or if the relay is disqualified.</li> </ul>		

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USMS Rule	USA Swimming/ YMCA	NCAA	NFHS
<b>Records and Top 10</b> 103.18.5 103.18.6 103.18.7 103.18.8 103.18.9 table 105.1.5 105.1.6	<ul style="list-style-type: none"> <li>• World and USMS records may only be established when timed with automatic timing.</li> <li>• In the event of an individual lane malfunction, world and USMS records may be established using a semiautomatic (automatic start and manual finish) secondary system with three, two, or one button(s).</li> <li>• USMS records may be established using a tertiary backup system with a minimum of two valid watches if both the automatic and semiautomatic systems fail.</li> <li>• Winning the heat or event is not required to establish a record.</li> <li>• USMS Top 10 times may be established using an automatic primary timing system, a semiautomatic primary system with a minimum of two buttons, or a manual primary system with a minimum of two watches.</li> <li>• USMS Top 10 times may be established if the automatic primary system fails and the secondary semiautomatic system fails, using a manual tertiary system with a minimum of one watch.</li> <li>• USMS Top 10 times may be established if the semiautomatic primary system fails, using a manual secondary system consisting of a minimum of one watch.</li> <li>• Only results from events conducted in pools officially certified for length in conformance with article 106.2.1 will be accepted for records and Top 10 (see article 105.1.7).</li> </ul>		
<b>Records and Top 10 From Leadoff and Initial Splits</b> 103.18.5 103.18.9 table	Relay leadoff splits or initial splits may be considered for world records, USMS records, or USMS Top 10 times when timed with automatic timing. Relay leadoff splits or initial splits may be considered for world records or USMS Top 10 times if the touchpad fails and the times are recorded with a semiautomatic secondary system using three, two, or one button(s), but not for USMS records. USMS does not permit the relay leadoff split to be recorded if the relay is disqualified.		
<b>Record Documentation</b> 105.3.9	Required documentation for USMS records includes the referee's signature on the record application, the printout from the automatic timing system (in the event of a lane malfunction, also the printout from the semiautomatic timing equipment), and a copy of the heat sheet showing the swimmer's name, heat number, and the lane number in which the record was achieved.		
<b>Fresh Water</b> 105.2.4 105.3.5	USMS records and Top 10 times may only be established in fresh water. No records or Top 10 times will be recognized in any kind of sea or ocean water.		
<b>Score</b> 103.14 103.19	<i>No Difference</i>	<i>No Difference</i>	There is no requirement in USMS to announce the final score or for the meet referee to approve the final score.
<b>Water Depth</b> 106.2.3A(2)	In pools with water depth of 3 feet, 6 inches to less than 4 feet at the starting end, swimmers must start from the deck or within the water. USMS does not have a rule for teaching racing starts or certifying racing start proficiency.		

USMS Rule	USA Swimming/ YMCA	NCAA	NFHS
<b>Lane Numbers</b> 106.4.3	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 the lanes are numbered the same at both ends); mandatory for all meets.		
<b>Water Temperature</b> 106.6	Water temperature from 25 to 28 degrees Celsius (77 to 82 degrees Fahrenheit) shall be maintained for competition. USMS does not address air temperature.		
<b>Athlete Protection and Other Policies</b>	USMS does not address deck changing. USMS does not address shaving in the venue.		
<b>Use of Cameras</b> 102.16	USMS does not allow cameras or other recording devices behind the starting platform during the start of the race and during intermediate relay exchanges. The sanctioning LMSC, meet host, and the referee may further impose restrictions. Operation of a drone is not permitted over open areas of the venue unless credentialed by USMS media policies.		
<b>Protests of Eligibility</b> 102.14.2 104.5.9B	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 director deems it advisable, the swimmer may compete under protest and it shall be so announced before the race. The meet director 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.		
<b>Protests Arising From the Competition</b> 102.14.5	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.		
<b>Protests of Interpretations</b> 102.14.4	Protests concerning interpretation of Part 1 rules shall be submitted in writing to the chair of the USMS Rules Committee within 10 days.		

### 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 who 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 who would otherwise be barred from participation by their respective organizations.

USMS record and Top 10 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 technical rules for individual strokes, relays, and the conduct and officiating of the competition with the exception that USMS regulations governing events, eligibility, protests of applicable rules, and meet results shall apply to USMS members. Otherwise, each organization's rules and administrative regulations apply to their members. 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 USMS or USA Swimming club. Note that all USMS events held in 25-meter and 50-meter pools must be conducted as timed finals, but USMS members may compete in preliminary heats if they are not competing for slots in the finals session(s). USMS does not permit time trials in 25-meter and 50-meter pools.

**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.

Meet announcements for dual-sanctioned meets or open water events must contain information for USMS and USA Swimming athletes in accordance with each organization's rules and administrative regulations. The safety plans for open water events must be approved by both organizations.



<b>Information for USMS Participants at FINA Events</b>	
<b>Age Groups</b>	The youngest age group recognized by FINA is 25–29. The youngest relay age group recognized by FINA is 100–119 and may not include competitors younger than 25.
<b>Deadline to Submit Names of Relay Swimmers</b>	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.
<b>Warm-up Guidelines</b>	USMS prohibits hand paddles in warm-ups. FINA does not have this restriction.
<b>Event Limits</b>	A swimmer may enter not more than five individual events at a FINA World Masters Championships.
<b>Two-to-a-Lane Seeding by Gender</b>	FINA allows two swimmers of the same gender to swim in a single lane for freestyle events 400 meters or longer, whereas USMS allows two swimmers of either gender to swim in a single lane for freestyle events over 200 meters.
<b>Backstroke Start</b>	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.
<b>Assigned Lane</b>	The swimmer must start, swim, and finish in the assigned lane.
<b>Counters</b>	FINA officials lap count for swimmers, will count only for 800 and 1500-meter events, and will show the remaining number of laps to be completed (descending count). FINA may use semi-electronic equipment, including underwater display.
<b>Warning Signal</b>	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.
<b>Timing Systems and Splits</b>	FINA and USMS both require automatic timing equipment for records. In the event of an automatic equipment failure, FINA permits a semi-automatic backup time to be recorded for records and Top 10 but not watch times. USMS only allows splits to be recorded with automatic equipment for records.
<b>Splits and Relay Disqualification</b>	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.
<b>Records</b>	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 (not recognized 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.
<b>Qualifying Standards</b>	Any swim that does not meet the qualifying standard at FINA Masters World Championships will receive “NT” in the results, with no official time or place.
<b>Report and Notification of Disqualification</b>	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.

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<b>Announcing Results of Protested Events or Competing Under Protest</b>	FINA has no explicit rule regarding this subject.
<b>Protests of Swimming Rules</b>	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. For protests of eligibility, USMS gives authority to a protest committee (national championships) or the meet committee with an appeal process. For protests of interpretations of Part 1 rules, USMS gives authority to the USMS Rules Committee chair, with an explicit timeline and communication structure.
<b>Fees for Protests</b>	FINA requires a fee to be submitted with the protest (the fee is refunded if the protest is upheld). USMS does not require a fee for filing protests.
<b>Rejection and Appeal of Protests</b>	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, depending on the nature of the protest.
<b>Smoking and Tobacco</b>	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.

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## 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	11.96	1.31	5.44	10.88	25.02	1.74	7.61	16.32	35.35
55-59	0.54	2.71	5.42	11.92	1.30	5.42	10.84	24.92	1.73	7.59	16.25	35.22
60-64	0.58	2.89	5.78	12.71	1.39	5.78	11.56	26.58	1.85	8.09	17.34	37.56
65-69	0.60	2.98	5.96	13.12	1.43	5.96	11.92	27.42	1.91	8.35	17.88	38.75
70-74	0.69	3.44	6.87	15.12	1.65	6.87	13.74	31.61	2.20	9.62	20.62	44.67
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	1.26	6.30	12.60	27.71	3.02	12.60	25.19	57.95	4.03	17.64	37.79	81.88
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	0.51	2.56	5.11	11.25	1.23	5.11	10.23	23.52	1.64	7.16	15.34	33.23
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	0.53	2.67	5.34	11.75	1.28	5.34	10.69	24.58	1.71	7.48	16.03	34.73
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	0.60	3.02	6.04	13.29	1.45	6.04	12.08	27.79	1.93	8.46	18.12	39.27
65-69	0.61	3.06	6.12	13.47	1.47	6.12	12.25	28.16	1.96	8.57	18.37	39.80
70-74	0.69	3.44	6.89	15.15	1.65	6.89	13.77	31.68	2.20	9.64	20.66	44.77
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	0.78	3.91	7.81	17.18	1.87	7.81	15.62	35.93	2.50	10.93	23.43	50.77
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	1.08	5.41	10.81	23.79	2.60	10.81	21.63	49.74	3.46	15.14	32.44	70.29
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

Altitude adjustment charts last revised 2018; next revision due for 2022 printing.

**United States Masters Swimming Inc.**  
**Pool Length Certification Form** (rev. 9/28/2019)

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**

Pool name \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_  
 State \_\_\_\_\_ ZIP \_\_\_\_\_ LMSC \_\_\_\_\_

*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.*

**Please Circle one for each:**  
**Nominal Pool Length**  
 25 Yards    25 Meters    50 Meters

**Moveable Bulkhead**  
 Yes            No

**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 (e.g., 75.01 ft)
- \_\_\_\_\_ feet/inches with inches displayed as a fraction to 1/8 (e.g., 75 ft, 3/8 in.)
- \_\_\_\_\_ meters with meters displayed as a decimal to 1/100 (e.g., 50.01 m)
- \_\_\_\_\_ meters/centimeters with centimeters displayed (e.g., 50 m, 1 cm)

**3. Measurements** Complete section A with measurement of all lanes if the pool has never been measured OR complete section B for bulkhead confirmation.

**A. Initial Measurement:** Date of measurement: \_\_\_\_\_ No. of pads in place per lane (0, 1, 2)

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: (per article 105.1.7)**

*Measure the outermost lanes and a center lane before the meet plus after each session with lane number and length of the lane.*

	Date	L-Outer Lane #	L-Outer Lane Length	Center Lane #	Center Lane Length	R-Outer Lane #	R-Outer Lane Length	No. Pads/Lane
Pre-Meet								
Post-Session 1								
Post-Session 2								
Post-Session 3								

**4. Measured by:**

**Submitted by:**

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Title: \_\_\_\_\_ Title: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address \_\_\_\_\_  
 City/State/ZIP \_\_\_\_\_ City/State/ZIP \_\_\_\_\_  
 Phone number \_\_\_\_\_ Phone number \_\_\_\_\_

Maintaining pool length certification forms is an LMSC responsibility. Completed forms should be sent to the Top 10 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 10 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, email a copy of this form to Mary Beth Windrath, National Swims Coordinator, records@usmastersswimming.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 Local Operations*, which can be found on the USMS website or obtained from your LMSC Top 10 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-m pool measures 82 ft 0.25 in. (82.02 ft). A 50-m pool measures 164 ft 0.50 in. (164.041 ft).
- 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  $\pm 0.005$  m ( $\pm 0.20$  in. or 0.016 ft). This tolerance refers to the tolerance of the measuring device only. A pool must always be at least as long as the specified distance in the rule book, which has a minus zero tolerance.
- Tapes may not be combined to perform the measurements.
- Measurements may be reported in either the English system (feet/inches) or the metric system (meters/centimeters). Be sure to include any fractions or decimals (e.g., 75 ft should be 75.00 ft or 75 ft 0 in.).
- 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 m 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 touchpads are in place, measure from the face of the touchpad to the other end. Pools that are measured with no pads in place must be at least 25.01 yd (or 75.03 ft or 75 ft 3/8 in.) or 25.01 m (or 82.05 ft or 82 ft 0.6 in. or 82 ft 5/8 in.) long in order to be considered acceptable for use of a single pad per lane and at least 25.02 yds (or 75.06 ft or 75 ft 3/4 in.) or 25.02 m (or 82.10 ft or 82 ft 1.2 in.) to be acceptable for two pads per lane. For 50-m pools, they must measure at least 50.01 m (or 164.08 ft or 164 ft 1 in.) for use of a single pad per lane and at least 50.02 m (164.11 ft or 164 ft 1.3 in.) for use of two pads per lane.
- Permanent courses need only be measured once unless structural changes, including resurfacing, have occurred since original measurement.
- For a pool with a movable 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, 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, 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 10/14/2018)



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 Used for Record \_\_\_\_\_ Circle Number per Lane \_\_\_\_\_

Automatic Timing System	Primary	Pads	2	or	1
Semiautomatic Timing System	Secondary	Buttons	3	or	2 or 1
Manual Timing System: Watches	Tertiary	Watches	3	or	2

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 copy of swimmer's birth certificate (or passport) attached or on file with USMS national swims coordinator?  Y  N

11. Is the pool length certification attached or on file with the USMS national swims coordinator?  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 movable 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 swimsuits.

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**15. Record Application Submitted By:**

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Email \_\_\_\_\_

**OFFICE USE ONLY:**

**USMS national swims coordinator:** 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 freshwater 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.
- Attach a copy of the heat sheet showing swimmer's name, event number, heat number, and lane number assignment.
- If a movable bulkhead, attach a copy of the Pool Length Certification Form showing the measurements from the session of the record swim.
- For recognized meets, include the Observer's Report.
- 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 especially 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, [records@usmastersswimming.org](mailto:records@usmastersswimming.org).**

### Documentation Requirements for USMS Long Distance Records

- Completed Application for USMS Long Distance Record. Refer to the *USMS Guide to Local Operations* for that application form.
- 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.



	<b>U.S. Masters Swimming Split Notification Form</b>	
Event		
Event #	Heat #	Lane #
Split Event		Time
Swimmer's Name		
Gender	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 and 103.18.5–103.18.7. Split times will be considered for a USMS record only if recorded by automatic timing (for a world record: automatic timing, or semiautomatic if automatic fails). The meet director should give a copy of the completed split forms to the Top 10 recorder.</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 recognized 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 Local Operations*.

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

USMS National Office  
ATTN: Membership Department  
1751 Mound Street, Suite 204  
Sarasota, FL 34236  
Email: [membership@usmastersswimming.org](mailto:membership@usmastersswimming.org)  
(941) 256-USMS (8767) Phone  
(941) 556-SWIM (7946) Fax

## OBSERVER'S REPORT FOR RECOGNIZED MEETS OTHER THAN USA-S OR FINA MEETS

Meet Name: \_\_\_\_\_ Date(s): \_\_\_\_\_

 Short Course Yards     Short Course Meters     Long Course Meters

 Observer Name: \_\_\_\_\_ Attended Meet:  yes     no

Date Recognition Approved by LMSC or USMS Executive Committee: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Facility Location: \_\_\_\_\_

✓ IF OK	DESCRIPTION	COM- MENTS
	Pool dimensions, water depth, and platform, backstroke flags set properly (articles 106.2.1, 106.2.3A, 106.3, 106.11.1, 106.11.2, 106.12, 106.13.2, 106.14, and 106.16)	
	Pool is certified for course length by USMS (article 105.1.6)	
	For bulkheads, pool length is measured at the start of meet and after each session (laser or steel tape at surface) (articles 105.1.7A–C)	
	Swimwear complied with article 102.12.1	
	Official times are determined in accordance with articles 103.17.3 and 103.18.1–103.18.4	
	Timing system meets record requirements (primary is automatic with three, two, or one button(s) backup) (articles 103.18.5–103.18.8, 103.18.10)	
	Timing system meets Top 10 requirements (primary is automatic or two-button semiautomatic, all with backup, or primary of two valid watches) (articles 103.18.5–103.18.8, 103.18.10)	
	Initial requested splits have official time (no DQ for full distance, legal finish on split) (article 103.18.1)	
	Requested relay leadoff times may come from relays in which other members are not registered with USMS, and relay event does not conform (article 202.2.1E[7]). However, the leadoff distance must conform to an event listed in article 102.5.2 and must meet the requirements of article 103.18 in order to be considered for official purposes.	
	All times are recorded to hundredths of a second (article 103.18.4)	
	Strokes match event name, strokes during freestyle events count as freestyle (article 103.18.3)	
	Strokes, starts, and relays comply with article 101 (or article 107 for officiating swimmers with disabilities)	
	Minimum of two qualified officials (one referee, one starter, and two stroke and turn judges where referee and starter may serve as stroke and turn judges). Referee and starter may not be the same person.	

I verify that the conduct of the competition conformed to the relevant USMS swimming rules and administrative regulations.

Observer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

A designated observer shall submit this form to verify in writing that the conduct of the competition conforms to the relevant USMS swimming rules and regulations as required by article 202.2 of the USMS rule book. Completed forms should be sent to the Top 10 recorder of the LMSC. Attach a copy of this form to record applications.

**Notes**
