



Central Gauteng Aquatics Swimming Technical Officiating Requirements Policy

Background

During recent seasons, the number of swimmers participating in CGA galas has increased significantly - this is a very positive sign for the sport. In an effort to accommodate our swimmers, CGA has made more galas/events available so that all participants have adequate opportunities to compete.

It is important to ensure that the rules of swimming are respected and applied consistently and that individual achievements are acknowledged and not potentially outperformed by those contravening the rules. In order that this objective is met, it is imperative that all galas are officiated by the correct number of qualified and registered officials. In order to achieve this, CGA must provide, from its affiliates(clubs), the requisite number of qualified, registered technical officials to oversee and officiate at all galas.

In accordance with the latest CGA constitution and bye-laws, the following excerpts are to be noted:

4.1 GENERAL

4.1.1 In order to meet the objectives of CGA, Technical Committees are elected to cover the various facets of each discipline within the sport, including team selection.

And

4.2.14 The duties of a Technical Committee include:

4.2.14.1 Providing strategic guidance with respect to growth and transformation within their discipline

4.2.14.5 Deciding upon all technical matters concerning the discipline. The general and special rules of the discipline, competitions and/or events (not those set out by FINA), shall be determined at the Technical Committee level and ratified by the CGA Executive.

4.2.15 The powers of the Technical Committees are to:

4.2.15.4 Evaluate and recommend candidates nominated by its affiliate members for training as technical officials.

4.2.15.5 Ensure programs are provided for the training and on-going accreditation of all technical officials.

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(AFFILIATED TO SWIMMING SOUTH AFRICA)



4.2.15.7 Nominate senior technical officials, team managers, chaperones and coaches to the organisers of national, provincial and championship events for their discipline, as and when required.

In an effort to improve the organisation and running of CGA galas from an officiating standpoint, it has become necessary to provide a policy concerning the provision of technical officials by affiliated members (clubs).

Purpose

The purpose of this document is to initiate the development of a CGA Swimming Officiating Requirements Policy, which is clear and consistent and can be considered for adoption into CGA bye-laws and thereby circulated to all gala participants, parents, clubs, coaches and officials.

Scope

This policy shall apply to all swimming galas organised and conducted on a provincial basis by CGA and categorised, in accordance with other CGA policies and procedures, inter-alia as:

- SANJ
- Level 3
- Level 2
- Level 1
- Open (such as CGA Open Championships)

noting that the levels of competition above may be combined if deemed appropriate.

This policy shall NOT apply to any other swimming galas, organised by any affiliated club, or to which CGA affiliated clubs and swimmers are invited.

Policy Statement

The CGA Swimming Gala Officials Requirement Policy is that:

- All affiliates (clubs) are required to provide the requisite number of people to serve as technical officials at CGA galas.
- All technical officials are required to be trained and registered with CGA and/or SSA on a season-by-season basis as appropriate.

Policy Application

In accordance with recent seasons' figures, the number of swimmers entered in a gala is 300+ - this is considered a "normal" gala. Galas are normally divided into sessions – morning and afternoon, per day of competition and CGA awards points to the technical officials who work on pool deck - 1.5 points for a session (i.e. morning or afternoon) and 3 points for a full day.

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In the case of a normal gala, for each session, every affiliate (club) must supply a list of technical officials in the ratio of:

- 1 official for 2-5 swimmers,
- 2 officials for 6-10 swimmers,
- 3 officials for 11-15 swimmers etc.

If a gala has less than 300 swimmers, then the above normal quotas will not supply the correct number of technical officials. In this case, a quota of 1 official for 1-4 swimmers (and so forth for greater numbers from an affiliate/club) is required.

If a gala has less than 200 swimmers, then a quota of 1 official for 1-3 swimmers (and so forth for greater numbers from an affiliate/club) is required.

All galas are to be considered “normal” galas unless affiliates (clubs) are notified as such by CGA. If smaller galas are anticipated, this will be communicated to all affiliates (clubs) in advance of the gala and the revised officiating requirements will be applied.

The names of the qualified, registered technical officials must be submitted to the officials’ co-ordinator four (4) or more calendar days before a gala.

If a club falls short of the required quotas upon finalisation of the entries, which is normally three (3) calendar days before the commencement of the gala, then notification will be sent to those clubs, if any, who have not supplied the correct number of officials. They will then be given 24 hours in which to rectify the shortfall. Once a gala is complete and the “as submitted” and actual attendance are recorded, if a club has not supplied the requisite number of officials, the following will apply:

- For a 1st time infraction, the affiliate (club) will be issued with a written warning from CGA’s officials’ co-ordinator.
- For a 2nd, 3rd and 4th infraction, the affiliate (club) will be fined R400 per technical official short, per session. This means that if an affiliate (club) is short of an official for a whole day (morning and afternoon), the fine will be R800, per official short.
- On the 5th infraction, the affiliate (club) must reduce the number of swimmers entered in order to provide compliance to the quota number of officials required. This means that if an affiliate has 12 swimmers entered, but only submits 2 officials for each session, 2 swimmers must be removed from the entries list.

It is a requirement that officials must sign in at least 45 minutes before a gala starts, i.e. if gala starts at 08h30, technical officials need to have signed in before 07h45.

For a normal gala, if the full quota of officials is submitted, there will be more technical officials on the list than are required. All officials who have signed in 45 minutes before the gala starts, but who are not required to work due to over-supply, will get credit as a reserve. Reserves will be credited with 0.5 points for each session when they report for duty in the correct manner. If an official signs in after the “45-minutes before the gala starting time” requirement, then it is too late and no credit will be given.

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(AFFILIATED TO SWIMMING SOUTH AFRICA)



Should an affiliate (club) submit officials' names, but those people do not report for sign-in, the affiliate will be deemed to have not provided those officials and the fines/withdrawal of entries system defined above will be applied. For example, if the correct number of officials was supplied, but one person did not sign-in for a session, the first infraction will incur a warning letter and a second infraction will incur a fine of R400. If there is a suitable reason as to why an official could/did not report, this should be sent in writing to the officials' coordinator for consideration.

A record will be kept of all galas, together with an officials list – "as submitted" and actual will be recorded. A reconciliation of the officials' record will be sent to clubs on a monthly basis or as often as is required during the swimming season.

All fines are to be paid to CGA directly and until fines are paid, no further entries from an affiliate will be accepted by CGA.

In the interests of all our swimmers, if there is a shortage of officials, a gala will not start.