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SECTION I
CONSTITUTION
OF
THE BAHAMAS SWIMMING FEDERATION

CONSTITUTION OF THE BAHAMAS SWIMMING FEDERATION

C1 NAME

The name of the Federation is BAHAMAS SWIMMING FEDERATION (hereinafter referred to as "BSF").

C2 BSF YEAR

The fiscal year of the BSF shall be from 1st January to 31st December in each calendar year.

C3 OBJECTS

The objects of BSF are:-

C3.1 to promote, encourage and control Swimming, Diving, Synchronized Swimming, Water Polo, Open Water Swimming and Masters Swimming in the Commonwealth of The Bahamas;

C3.2 to foster, encourage and stimulate competitions for such sports;

C3.3 to affiliate and to work along with other bodies promoting sport within the Commonwealth of The Bahamas and elsewhere, whose aims and objects are similar to those of the BSF;

C3.4 to adopt, publish and enforce fair and practicable rules and regulations for the control and management of Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water Swimming;

C3.4.1 to ensure that such Rules do not conflict with those of FINA.

C4 MEMBERSHIP

C4.1 Classes of Membership

Classes of membership in the BSF shall be:-

C4.1.1 Club Membership;

C4.1.2 Individual Membership; and

C4.1.3 Honorary Membership.

C4.1.4 The term "member" in this Constitution is applicable to all classes of members except where another section of this Constitution expressly excluded or restricted its application.

C4.2 Period of Membership

C4.2.1 The period of membership for all members except Honorary Members is for one fiscal year, which shall end on December 31st of each year. Renewal of membership is not automatic.

C4.2.2 Any member club or individual member may resign from membership at any time by giving written notice to the Secretary.

- C4.3. Application for Membership
- C4.3.1 Clubs and individuals shall submit all applications for membership in the BSF to the Assistant Secretary for the Executive Council's consideration.
- C4.4 Club Membership
- C4.4.1 Club Membership Application
- C4.4.1.1 Any Club promoting swimming and/or any other aquatic sports recognised by FINA shall be eligible for membership in the BSF subject to the following requirements and approval by the Executive Council.
- C4.4.1.2 Application for club membership shall be submitted in writing along with:-
- (1) a statement of the club's name; the number of its registered competitors; and the names and addresses of its officers;
 - (2) a statement that it will abide by the BSF Constitution and Rules;
 - (3) a copy of its constitution; and
 - (4) the appropriate membership fee.
- C4.4.2 A club shall have a minimum of ten (10) active and BSF registered swimmers to be eligible for membership. The term "active" shall mean that the club's registered competitors must participate in a minimum of two (2) BSF sanctioned competitions each calendar year.
- C4.4.3 Upon compliance with these requirements and the Executive Council's approval of the application, the club will be registered as a provisional club member of the BSF. The club shall achieve full membership status in the BSF with all membership entitlements when a minimum of ten (10) of the club's registered competitors has participated in at least two (2) BSF sanctioned competitions.
- C4.4.3.1 Upon notification of the provisional approval of its application, the member club shall forward the names and addresses of its two (2) representatives on the Executive Council and its one (1) representative on each BSF Committee to the Assistant Secretary.
- C4.4.4 Club Membership Renewal
- Every member club shall forward to the Secretary on or before the 30th. November each year a club membership renewal form setting out the name of the club; the current number of its registered competitors; the names and addresses of its executive officers, its two (2) representatives on the Executive Council and its one (1) representative on each BSF Committee; and the appropriate club membership renewal fee. A club member shall have a minimum of ten (10) active and registered competitors to be eligible for renewal of membership. Full membership in the BSF with all club entitlements shall be retained when a minimum of ten (10) of the club's registered competitors have participated in at least two (2) BSF sanctioned competitions in each calendar year.
- C4.4.5 Club Membership Entitlements
- C4.4.5.1 Member Clubs shall be entitled to nominate persons to hold office in the BSF.
- C4.4.5.2 The club shall be entitled to vote at General Meetings provided it is in good financial standing.
- C4.4.5.3 Club Representatives must be Individual Members of the BSF and shall each have the right to one vote at BSF Executive Council and BSF Committee Meetings.
- C4.4.6 Lapse of Club Membership
- C4.4.6.1 Whenever a club fails to renew its membership in the BSF for twenty-four or more consecutive months, the club may apply for reinstatement of its membership. In such a case, the club shall comply with Sections C4.4.1.2 to C4.4.3.1 of this Constitution.
- C4.5 Individual Membership

- C4.5.1 Individual Membership Application
- C4.5.1.1 Application for individual membership in the BSF shall be submitted in writing to the Assistant Secretary with:-
- (1) a statement that the applicant is a citizen or permanent resident of The Bahamas and is 18 years or older;
 - (2) a statement that the applicant will abide by the BSF Constitution and Rules; and
 - (3) the appropriate membership application fee.
- C4.5.1.2 Upon receipt of the membership fee and approval by the Executive Council individuals will be registered as individual members of the BSF.
- C4.5.1.3 Individual Membership Renewal
- Every individual member of the BSF who wishes to renew their membership shall submit to the Assistant Secretary on or before 30th November each year an individual membership renewal form setting out the member's name and current address; the member's telephone numbers and other contact information; and the appropriate individual membership renewal fee.
- C4.5.2 Individual Membership Entitlements
- C4.5.2.1 Individual Members shall be entitled to nominate individual members to hold office in the BSF.
- C4.5.2.2 They shall be entitled to vote at General Meetings provided they are in good financial standing.
- C4.5.2.3 Only Individual Members may be appointed as club representatives of a member club and vote on its behalf at Executive Council and BSF Committee Meetings.
- C4.6 Approval and Denial of Membership Applications
- C4.6.1 The Executive Council shall have the right to accept or reject any membership application, provided that the Executive Council in its sole discretion is satisfied that the applicant does or does not meet the qualifications as set out in this Constitution.
- C4.7 Honorary Members
- The Council may elect Honorary members for such period as it may think fit. The election shall be by motion, duly proposed and seconded. The Secretary or Assistant Secretary shall give to a person elected an Honorary Member written notice of his election and shall therewith send him a copy of this Constitution. Upon his intimating willingness to take up honorary membership, he shall not pay dues nor fees of any description. He shall be entitled to all the privileges and benefits of membership except that he shall not vote upon any question affecting the affairs of BSF and shall not be qualified to serve as an officer.
- C5 FEES
- C5.1 All fees payable to the BSF shall be determined by the Executive Council.
- C5.2 Membership Fees
- C5.2.1 Membership Fees shall be payable annually in advance on or before November 30th of each year.
- C6 JURISDICTION
- C6.1 The BSF acknowledges that FINA is the only internationally recognised body governing Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water Swimming.
- C6.2 The BSF shall be recognised and acknowledged as the only organization or body governing Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water Swimming in The Bahamas and shall not be subject to the direction or control of any other

person or authority in The Bahamas.

- C6.3 The BSF has jurisdiction and control over:-
 - C6.3.1 all Swimming, Diving, Water Polo, Synchronized Swimming, Masters Swimming and Open Water Swimming events in the Commonwealth of The Bahamas sponsored and/or conducted by its members or any other person or organisation and sanctioned by the BSF;
 - C6.3.2 all of its registered and/or certified competitors, coaches, instructors and officials;
 - C6.3.3 all member clubs and individual members;
 - C6.3.4 all competitors, coaches, officials, club representatives, individual members, or delegates, participating in BSF sanctioned events, BSF meetings, or events overseas in which the BSF participates.
- C7 THE EXECUTIVE COUNCIL
 - C7.1.1 The affairs of BSF shall be managed and controlled by an Executive Council consisting of the Officers of the BSF as hereinafter defined, and two (2) representatives appointed in writing by each member club (hereinafter referred to as "the Council").
 - C7.1.2 Where an Officer without due notice or reasonable excuse has been absent from four (4) consecutive meetings of the Council and without good cause fails to take an active interest in the business of the BSF, the Council shall have the right to declare that such an Officer has forfeited his office. The vacancy may then be filled by the Council according to Section C9.4 of this Constitution.
 - C7.1.3 The same practice as that in Section C7.1.2 above shall be applicable to any Club Representative, except that the respective Member Club shall fill the vacancy.
 - C7.2 Quorum
 - C7.2.1 The quorum for any meeting of the BSF Council shall be as follows:-
 - (1) Three (3) officers, one of whom shall be either the President or a Vice President; and
 - (2) One (1) Representative each from at least two (2) member clubs.
 - C7.3 The President or, in his absence, a Vice-President shall preside at meetings of the Council. The presiding Officer shall have an original vote and a casting vote in the event of an equality of votes.
 - C7.4 The Council shall meet at least six (6) times each year, on a fixed day or on such other day as may be agreed by Council from time to time. At least seven (7) days in advance notice in writing of any meeting must be given to all Council members by the Secretary or Assistant Secretary. The Secretary or Assistant Secretary, however, shall be entitled to summon an emergency meeting of Council to consider and determine any urgent and important matter(s).
 - C7.5 The rights, duties and functions of the Council shall include, but are not limited to, the following:-
 - C7.5.1 to deal with any application for membership in the BSF;
 - C7.5.2 to mail annually on or before 31st December of each year to all BSF individual and club members, a list of those members current as of that date, and to periodically mail a revised membership list whenever any new members join the BSF;
 - C7.5.3 to decide whether the BSF shall participate in any proposed aquatic event and if so, the teams to be entered;
 - C7.5.4 to manage, control and carry out all matters relating to such participation in any event in which the BSF has decided to enter teams;
 - C7.5.5 to appoint representatives to attend meetings of bodies controlling and promoting the aquatic disciplines and/or other sports;
 - C7.5.6 to set fees and to administer the finances of the BSF;

- C7.5.7 to appoint committees and boards;
- C7.5.8 to appoint Officers, including but not limited to the following:-
- (1) an Honorary Legal Advisor;
 - (2) a Director of Officials;
 - (3) a National Teams Coordinator;
 - (4) a National Championships Meet Director;
 - (5) a Coordinator of National Swimming Records and Statistics.
- C7.5.9 to discipline or suspend any member, registered competitor, coach, instructor, certified official, corporation, organisation or individual for any matter relative to the aquatic disciplines which the Council considers sufficient cause;
- C7.5.10 to allow in-competition or out-of-competition doping control by FINA or the BSF;
- C7.5.11 to decide and determine any matter not provided for by the Rules of the BSF, and to make any amendment to the BSF Rules which may be necessary by reason of changes in either the FINA Constitution or FINA Rules;
- C7.5.12 to give written notice to:
- C7.5.12.1 any individual member or club member of a meeting where the Constitution and/or BSF Rules are to be amended, to enable them to attend;
 - C7.5.12.2 any individual member or club member or any individual under the jurisdiction of the BSF of a meeting where complaints against him or it shall be considered to enable them to attend and defend themselves.
 - C7.5.12.3 A notice under this Section shall be held to have been duly given if delivered by hand to an individual member or any individual under the jurisdiction of the BSF, or, in the case of a member club, to the President thereof, or sent by Registered Post to his or its postal address, or by any other form of "Mail" as defined in the Judicial Rules.
- C7.5.13 to deal with any other matter not specifically provided for in the BSF Constitution or BSF Rules.
- C8 OFFICERS
- The officers of the BSF shall consist of:
- C8.1 the President;
 - C8.2 First Vice President/Swimming Development;
 - C8.3 Second Vice President/Public Affairs;
 - C8.4 Treasurer;
 - C8.5 Secretary;
 - C8.6 Assistant Secretary
- C9 ELECTION OF OFFICERS AND VACANCIES
- C9.1 The Officers shall be Bahamian citizens who are individual members and shall (except as hereinafter in this Constitution provided) be elected only at Biennial General Congress Meetings. They shall hold office for two (2) years at a time and until their successors are elected, when they shall retire. They shall be eligible for re-election. No Registered Coach or Swimming Instructor in a member club may hold an elected office in the BSF.
- C9.2 Nominations for election of officers shall be lodged with the Secretary no later than two (2) weeks prior to the Biennial General Congress Meeting. No nominations shall be accepted from the floor. Every candidate for election to an office in the BSF shall be nominated by an individual or club member. The candidate for each office who shall receive the most votes shall be declared elected. If any candidate, after being elected, declines to serve, the candidate for that office receiving the next largest number of votes shall be deemed elected. If two or more candidates for one or more offices receive an equal number of votes, the

members shall vote a second time from among such tied candidates for the candidate or candidates who is or are to be elected.

C9.3 The election of Officers shall be decided by secret ballot. All other questions at a General Meeting shall be decided by a show of hands, by calling the roll of members or by secret ballot (if proposed and seconded). All votes cast shall include the members present as well as proxy votes.

C9.4 In case of any casual vacancy in any of the offices created under Section C8 hereof, the Council may appoint some other individual member of the BSF to act in such office until the next election of officers.

C10 DUTIES OF OFFICERS

C10.1 President

The President shall be the principal officer of the BSF, and shall have general supervision of all of the affairs and property of the BSF and over its several officers and employees, subject to the control of the Council. He shall give such directions as may be necessary for the carrying out of their duties and functions. He shall preside at all meetings at which he is present and he shall see that all orders and resolutions of the Council are carried into effect. The President and the Vice Presidents shall be ex-officio members of every committee or sub-committee of the BSF. The President shall present a written report at the Biennial General and General Congress Meetings.

C10.2 First Vice-President/Swimming Development

The First Vice-President/Swimming Development shall be responsible for promoting participation in aquatic sports.

The First Vice-President/Swimming Development shall:-

- i. subject to Council's approval, develop and implement programmes throughout The Bahamas to:
 - (1) encourage persons to participate in organized aquatics, to join BSF member clubs, and to become registered with the BSF;
 - (2) promote, encourage and assist in the organisation and formation of new clubs registering with the BSF whenever and wherever appropriate;
 - (3) assist in the planning and provision of suitable aquatic facilities wherever their absence inhibits the growth of aquatic sports;
- ii. work to enhance cooperation among the BSF, its members clubs, committees, sub-committees and appointed officers, the appropriate government agencies and officials, and members of the public, in pursuit of these objectives.

In the absence or disability of the President, the First Vice-President may perform the duties and exercise the powers of the President and such Vice President shall perform such other duties as may from time to time be prescribed by the members in general meeting or by the Council.

C10.3 Second Vice-President/Public Affairs

The Second Vice-President/Public Affairs shall be responsible for promoting and maintaining a positive public image of aquatic sports, its participants, the BSF and its member clubs.

The Second Vice-President/Public Affairs shall:-

- i. be available to the news media at all reasonable times as the official spokesperson of the BSF;
- ii. prepare and distribute to the news media such reports and statements as Council may deem appropriate;
- iii. ensure news media coverage of all BSF competitions, events and programmes;

- iv. take such actions as Council deems appropriate to keep aquatic sports constantly and positively in the public eye.

In the absence or disability of the President and the First Vice-President, the Second Vice-President may perform the duties and exercise the powers of the President and such Vice President shall perform such other duties as may from time to time be prescribed by the members in general meeting or by the Council.

C10.4 Treasurer

The Treasurer shall be responsible, subject to the control of the Council, for all of the finances of BSF (including the collection of fees) and administration of funds and shall keep and present such books of account as the Council may from time to time direct. He shall present a report which shall include a financial statement and auditors' report (if any) at every Biennial General Meeting and Biennial General Congress Meeting, copies of which shall be available to every member of the BSF. The books of account of the BSF shall always be open to the inspection of any member of the Council. All bank accounts shall require a minimum of two signatories, one of whom shall be the Treasurer.

C10.5 Secretary

The Secretary shall be responsible for keeping a Register of members, recording minutes of all General Meetings of the BSF and of the Council, maintaining all records of minutes of all General Meetings, Council Meetings, Committees and Sub-Committees of the BSF and being responsible to the Council for all correspondence relating to the affairs of the BSF.

C10.6 Assistant Secretary

The Assistant Secretary shall be responsible for the registration and certification of competitors, the registration of coaches and instructors, the registration and renewal of club and individual members, and the maintenance of all swimming records and statistics. The Assistant Secretary shall also assist the Secretary in the performance of his duties and shall perform such duties in the absence of the Secretary.

C11 GENERAL MEETINGS

C11.1 Biennial General Meeting

C11.1.1 A Biennial General Meeting shall be held during the month of January or as soon as possible thereafter, in each and every even-numbered year at such time and place as may be designated by the Council. Notice of motions or questions from the member clubs or from an individual member must be received by the Secretary of BSF on or before 15th December in each year. The Secretary or Assistant Secretary shall give fourteen (14) days Notice to all member clubs, individuals and Honorary Members together with an Agenda specifying the nature of the business to be transacted at the Biennial General Meeting.

C11.1.2 The business of such meeting shall be the presentation of an Annual Financial Report by the Treasurer and discussions of any issues arising therefrom; the presentation of Annual Reports by the President, Vice-Presidents, the Secretary and Assistant Secretary of the BSF on the activities of the various Committees and Sub-Committees of the BSF and discussions of any issues arising therefrom; proposals for changes and amendments to the BSF Rules; and any other business of which notice shall have been given as outlined in Section C11.1.1.

C11.2 Biennial General Congress Meeting

C11.2.1 A Biennial General Congress Meeting shall be held during the month of January or as soon as possible thereafter, in each and every odd-numbered year at such time and place as may be designated by the Council. Notice of motions or questions from the member clubs or from an individual member must be received by the Secretary of BSF on or before 15th December in each year. The Secretary or Assistant Secretary shall give fourteen (14) days Notice to all member clubs, individuals and Honorary Members together with an Agenda specifying the nature of the business to be transacted at the Biennial General Congress Meeting.

C11.2.2 The business of such meeting shall be the presentation of an Annual Financial Report by the Treasurer and discussions of any issues arising therefrom; the passing of the Treasurer's Accounts; the presentation of an Annual Report by the President on the activities of the BSF and its various Committees and Sub-Committees and discussion of any issues arising

therefrom; releasing the previous Executive Council and Officers from responsibility; proposals for changes and amendments to the BSF Rules; the election of Officers; and any other business of which notice shall have been given as outlined in Section C11.2.1.

C11.3 Quadrennial Constitutional Meeting

C11.3.1 A Quadrennial Constitutional Meeting shall be held every four (4) years during the month of November or as soon as possible thereafter in the year of the Olympic Games at such time and place as may be designated by the Council. Notice of proposals and amendments to the BSF Constitution from the member clubs or individual members must be received by the Secretary of BSF on or before 15th September in that year. The Secretary or Assistant Secretary shall give twenty-one (21) days Notice to all member clubs, individuals and Honorary Members together with an Agenda specifying the motions, applications and proposals for alterations or additions to the BSF Constitution to be transacted at the Quadrennial Constitutional Meeting.

C11.4 Special General Meeting

A Special General Meeting of the BSF may be called provided at least three (3) member clubs or, alternatively, thirty (30%) percent or ten (10) of the Individual Members (whichever shall be the greater number of Individual Members) shall give notice in writing to the Secretary that they desire the convening of such a Special General Meeting, stating their reasons for convening the same. The Secretary or Assistant Secretary shall cause such a Special General Meeting to be held within six (6) weeks' of receiving such said notice, giving four (4) weeks' prior notice of such a meeting to each member of the BSF. The notice convening such a meeting shall state the reason for calling it, and no other subject can be dealt with at such Special General Meeting.

C11.5 All General Meetings

C11.5.1 Each member club of the BSF shall be entitled to send one (1) representative to attend General Meetings. Each club representative shall be entitled to one (1) vote on all affairs of BSF during the General Meetings. During such Meetings, each individual member shall have one vote with the Chairman having an original vote and a casting vote in the event of an equality of votes.

C11.5.2 At all General Meetings, the chair shall be taken by the President or, in his absence, a Vice-President. In the absence of the President and both Vice-Presidents the members present shall elect one of their members in attendance to preside.

C11.5.3 The quorum at a General Meeting shall be twenty-five (25%) percent or Seven (7) (whichever shall be the greater) of the registered members including individual members present by proxy.

C11.5.4 Any motion duly defeated at any such general meetings shall not be re-considered for a succeeding (12) month period except at the discretion of the Council.

C11.6 Voting by Proxy

C11.6.1 Voting by proxy shall be acceptable provided the proxy form shall be dated and shall bear the name and signature of the individual member granting the proxy.

C11.6.2 Voting by proxy shall be in one of the two following ways:-

(1) The member may appoint another BSF individual member as his proxy with the right to vote on his behalf at any General Meeting; or

(2) the member may appoint the chairperson of the meeting as his proxy with power to vote on his behalf at any General Meeting.

C11.6.3 Any document appointing a proxy shall be in, or, as close as possible to, the following form:

“BAHAMAS SWIMMING FEDERATION

The undersigned being an Individual Member of the BSF hereby appoints [the Chairperson] or the following Individual Member [Name of Proxy] as my proxy to vote for me and on my behalf at the General Meeting/Special General Meeting of the BSF to be held on [Date] and at any adjournment thereof.

Signed this day of .”

C12 REPEAL AND AMENDMENT

C12.1 This Constitution may be repealed or amended by Resolution at any Quadrennial Constitutional Meeting of BSF provided not fewer than fifty-five percent (55%) of the total membership of BSF approve.

C12.2 Any amendments to the BSF Constitution agreed upon at a Quadrennial Constitutional Meeting shall become effective immediately, unless otherwise determined at the time of such approval. Any amendments to the BSF Rules shall become effective one (1) month after being approved by the Membership at a Biennial General Meeting or a Biennial General Congress Meeting.

C12.3 SAVINGS

The Officers of the Bahamas Swimming Federation immediately prior to the adoption of this Constitution shall be deemed to be officers of BSF subject to the provisions of Section C4 hereof.

C13 INTERPRETATION AND SETTLEMENT OF DISPUTES

C13.1 In this Constitution, except for voting:

(1) words importing the singular shall include the plural and vice versa;

(2) words importing the masculine gender shall include the feminine gender;

(3) words referring to individuals shall include references to clubs, corporations or organisations, whether incorporated or not.

C13.2 The Council shall be the sole authority for the interpretation of this Constitution and the BSF Rules and for the settlement of all disputes relating to the affairs of the BSF.

C14 BY-LAWS

C14.1 The BSF Council may establish By-Laws for governing its operations and administration and supplementing the general provisions of this Constitution. A majority of those Council members present and voting shall be required to approve, amend or revoke any new or existing By-Laws. The amount payable as membership fees and other fees shall be specified in the By-Laws. Under exceptional circumstances, the payment of any fees due to the BSF may be deferred or waived (in whole or in part) by a majority vote of Council members present and voting.

(This Constitution was approved at a Special General Meeting of the Bahamas Swimming Federation held in the City of Nassau on 29th December, 2000, and came into effect on 1st January, 2001.)

SECTION II

RULES AND REGULATIONS OF THE BAHAMAS SWIMMING FEDERATION

PART I

GENERAL RULES

The Rules in this Part shall govern all competitors registered with and swimming in competitions sanctioned by The Bahamas Swimming Federation ("BSF"), except as otherwise indicated.

GR1 ELIGIBILITY

- .1 All competitors shall be registered with a Member of FINA to be eligible to compete.
- .2 Eligible competitor may apply to be registered with the BSF under these Rules.
- .3 A competitor who is a citizen or permanent resident of The Bahamas shall automatically be eligible for registration with BSF under this Part of these Rules.
- .4 Competitors who are not citizens or permanent residents of The Bahamas, and competitors who are in possession of a valid annual residency or work permit, shall be eligible for registration with BSF under this Part of these Rules.
- .5 The BSF and its member clubs shall honour any ruling or decision by FINA or any Member of FINA affecting a competitor who is temporarily or permanently declared ineligible to compete.
- .6 Reinstatement of Eligibility:

A person who is declared ineligible to compete by the BSF may apply at any time to be reinstated as an eligible competitor. The Council may approve the application.
- .7 Amendments to Rules of Eligibility

The BSF shall adopt any future amendments to FINA's Rules of eligibility upon receipt of official notification of same from FINA.

GR2 RIGHT TO PARTICIPATE:

- .1 Any BSF-registered competitor may register with a club or team, or register with "Unattached Status", as long as there is no financial obligations with the club/team on record. At any sanctioned competition, a competitor may represent only one registered Club or Team or swim as "Unattached."

GR3 TRANSFERS/RELEASE:

Swimmer Transfers Within The Bahamas:

- .1 When any registered competitor changes affiliation from one member club to another, the releasing club shall complete a **Swimmer Transfer/Release Form** as in Appendix A.
- .2 An officer of the releasing club shall sign the form, and shall forward it to a member of the BSF Executive Council, along with the prescribed transfer fee. The only basis for not releasing a competitor is financial.
- .3 Upon satisfying the provisions of GR3.1 and GR3.2 above, the BSF will register the competitor as unattached for thirteen (13) weeks from the date the competitor last participated in a BSF sanctioned competition.

GR4 RESIDENCY:

- .1 The term "resident" applies to an individual who is a citizen or permanent resident of The Bahamas or is in possession of a valid annual residency or work permit for BSF registration and other purposes.

GR5 REGISTRATION

- .1 All competitors participating in BSF sanctioned competitions shall be registered with a Member of FINA or certified by the BSF.
- .2 A competitor's registration is current only from January 1st to December 31st of each year.
- .3 A Swimmer Registration Application Form:
 - shall be completed and signed by the applicant or (for applicants under age 18) the applicant's parent or guardian; and submitted to the BSF Executive Council with the prescribed fee
- .4 Renewal of Swimmer Registration
 - .1 Once registered with BSF, competitors need not make annual application for renewal of their BSF registration. All renewals of competitor registrations for the next year shall be automatic so long as, on or before 31st December in each year, or within 12 months after December 31, a member of the BSF Executive Council is advised in writing and the prescribed renewal fee paid to the BSF Treasurer.
 - .2 Where twelve or more months have elapsed since a competitor's registration was last renewed, any member club or unattached competitor wishing to renew the competitor's registration shall submit a new **Swimmer Registration Application Form**.

GR6 CERTIFICATION

- .1 Competitors not registered with any Member of FINA shall apply by Swimmer Certification Application Form as in Appendix A for certification to participate in any BSF sanctioned competition, benefit, exhibition, swim-a-thon, marathon, clinic, or the like, in which BSF registered competitors may participate, and pay the prescribed fee.

GR7 REGISTRATION OF COACHES

- .1 The following are categories of BSF Coaches persons:
 - .1 All coaches within The Bahamas working with BSF member clubs (whether for a salary or not), shall register with the BSF;
 - .2 All persons within The Bahamas doing business as or holding themselves out to the general public as swim coaches or swimming instructors may register with The BSF.
- .2 A coach or swimming instructor who resides in The Bahamas and is registered with or certified by a recognised association, organisation or body of swimming coaches or swimming instructors in the jurisdiction of a Member of FINA shall automatically be eligible for registration with BSF under this Part of these Rules.
- .3 A coach or swimming instructor's registration is current only from January 1st to 31st December of each year.
- .4 A Coach's Registration Application Form:
 - shall be completed and signed by the applicant and submitted to the BSF Executive Council with the prescribed fee.
- .5 Once registered with the BSF, coaches need not make annual application for renewal of their BSF registration. All renewals of coaches' registrations for the next year shall be automatic so long as, on or before 31st December in each year, or within 12 months after December 31, a member of the

BSF Executive Council is advised in writing and the prescribed renewal fee paid to the BSF Treasurer.

- .6 Where twelve or more months have elapsed since a coach 's registration was last renewed, coach wishing to renew their registration shall submit a new Coach's **Registration Application Form**.

PART II

COMPETITION RULES

CR1 SANCTIONS

.1 Sanctions are necessary when:

.1 member clubs host or sponsor a competition;

.2 the BSF hosts or sponsors a competition;

.3 an unaffiliated organisation hosts or sponsors a competition (in which BSF registered swimmers might participate).

.2 Sanctions are not necessary when:

.1 internal or inter-institution swimming competitions are organized by sporting associations of, or institutions providing, primary, secondary or tertiary education in The Bahamas in which BSF registered swimmers might participate;

.2 member clubs offer short-term seasonal swim camps or clinics;

.3 member clubs hold closed competitions.

.3 Sanctions shall not be granted to:

.1 a suspended person or club;

.2 any organization which previously has failed to satisfy expense obligations to swimmers or to award prizes as stated on its entry blank, until the obligations are satisfied or the prizes awarded;

.3 any club or organisation which is delinquent in the payment of any prescribed fees due to the BSF;

.4 Application for Sanction:

.1 Application shall be made on the **Sanction Application Form** as in Appendix A and submitted to the BSF Executive Council with:

.2 A copy of the **Meet Summons Form**;

.3 The programme of events;

.4 The Sanction Application fee; and

.5 An **Equipment Rental Requisition Form** and accompanied by any equipment or other rental fees.

.5 Publication of Sanction:

All individuals, clubs and/or other organization in receipt of a sanction for an event shall ensure that the advertising and programme bear the phrase "Sanctioned by The Bahamas Swimming Federation".

.6 The Sanction Application Form shall be submitted to the BSF:

.1 forty-two (42) days prior to the competition; or

.2 twenty-one (21) days prior to a Time Trial

.7 Records of Sanctions:

All approved Sanction Applications must be signed by the appropriate Officer of the BSF and a record kept of all Sanctions granted. All Sanction Applications must be approved by the

Executive Council and assigned an Approved Sanction Number.

CR2 CLASSES OF COMPETITION:

- .1 The BSF may sanction the following competitions:
- .2 Age Group: restricted to all swimmers in the age group.
- .3 Open/Senior: open to all registered or certified swimmers, regardless of age.
- .4 Masters: restricted to registered or certified swimmers 25 years of age or older.
- .5 The BSF recognizes the following forms of competition: Class "A" Time Trial: held by member clubs for the purpose of enabling competitors to obtain entry times for club meets or the National Championships. Any combination of strokes,
 - .6 age- groups, and sexes may be swum simultaneously.
- .7 Class "B" Time Trial: Member clubs may apply to Council for a sanction to hold a "B" Time Trial to provide swimmers with the opportunity to obtain qualifying time standards for national swim teams or to set any BSF records. The host organization shall publish and circulate to all member clubs and unattached swimmers all information pertaining to the Time Trial.
- .8 Combination/Mixed: open to all registered age group and open/senior swimmers;
- .9 Open Water: open to all registered or certified swimmers, regardless of age, and subject to any entry conditions/restrictions imposed by the host club or organisation, or, by the BSF;
- .10 Closed: restricted to members of the same club or organisation;
- .11 Invitational: open only to those clubs or registered swimmers invited by a BSF member club.

CR3 EVENTS:

- .1 Programmes of events are:
 - .1 Individual Events:

	Men	Women
Freestyle:	50, 100, 200, 400 metres/ yards, 800,1500 metres, 500, 1650 yards	50, 100, 200, 400 metres/yards, 800, 1500 metres, 500, 1650 yards
Breaststroke:	50, 100, 200 metres/yards	50, 100, 200 metres/yards
Backstroke:	50, 100, 200 metres/yards	50, 100, 200 metres/yards
Butterfly:	50, 100, 200 metres/yards	50, 100, 200 metres/yards
Individual Medley:	100, 200, 400 metres/yards	100, 200, 400 metres/yards
 - .2 Relays:

Freestyle:	200, 400, 800 metres/yards	200, 400, 800 metres/yards
Medley:	200, 400 metres yards	200, 400 metres/yards

CR4 ENTRIES:

- .1 Only eligible and registered swimmers shall enter competitions sanctioned by the BSF.
- .2 A swimmer's entry times for individual events at club meets shall have been achieved at sanctioned competitions during the twelve (12) month period preceding the meet entry deadline.

.3 Submission of Entries: Individual Events

.1 Entries can be submitted either using a Meet Entry Form or electronically using Team Manager or similar software specified in the Meet Summons.

.2 The following information must be included:

- (1) the name of the club, or unattached swimmer, submitting it;
- (2) each swimmer's sex and competition age group;
- (3) the swimmer's name and BSF or national swimmer registration number of each swimmer entered;
- (4) the event numbers and entry times of each swimmer, or the designation "NT" if No Time is applicable;
- (5) the signature of the unattached swimmer, or, a club's coach or officer.

.4 Submission of Entries: Relay Events

.1 The following information must be included on relay entries:

- (1) the name of the club submitting it;
- (2) the sex and the age group in which the team will compete, or the designation "Mixed", if applicable;
- (3) the event numbers and entry times of the team, or the designation "NT" if No Time is applicable;
- (4) the designation "Team A", "Team B", etc., when 2 or more teams are entered in the same event by the same club;
- (5) the signature of the relay team's unattached swimmers, or, a club's coach or officer.

.5 Conversion of Entry Times:

From	To	Multiplier
SCY	LCM	1.1347
SCY	SCM	1.11
SCM	LCM	1.0222
SCM	SCY	.901
LCM	SCY	.8814
LCM	SCM	.9783

CR5 MEET AND PROGRAMME CHANGES:

.1 The date and starting time of an event or meet or session or session of a meet shall not be changed to an earlier date or time.

.2 No part of a BSF-approved sanction shall be changed unless first approved by the Technical Committee and subsequently confirmed in writing by the BSF.

.3 Any approved changes of events, date, starting time or venue must be published and distributed to member clubs and unattached swimmers prior to the competition.

.4 Postponement or Cancellation:

.1 If, prior to the start of the meet, conditions prohibit safe, fair and equitable competitions, the Meet Director may postpone or cancel the meet.

.2 Where the meet has actually commenced and where conditions prohibit safe, fair and equitable competition, the Referee may postpone or cancel the meet, subject to agreement of the Meet Director.

.5 Time-Only Swims:

.1 Where events are not scheduled for a swimmer's age group at a BSF sanctioned swim meet, a swimmer or the swimmer's coach may indicate the swimmer's intention to participate in events scheduled for another age group on the Meet Entry Form for the purpose of enabling the swimmer to obtain entry times or qualifying time standards.

.2 Where events are not scheduled for a swimmer's age group, or, where events are scheduled for a swimmer's age group but the swimmer has not entered those events on the Meet Entry Form, the Meet Director may permit the swimmer to give notice at the swim meet of intention to participate in those events for the purpose of enabling the swimmer to obtain entry times or qualifying time standards.

.3 Notice of time-only swims shall be completed by an unattached swimmer or a swimmer's coach on the **Time-Only Swims Form** and submitted to the Referee.

.4 The events shall not be eligible for rewards points or records.

.5 All time-only swimmers shall be announced.

CR6 WITHDRAWALS:

.1 Scratches:

.1 All notices of withdrawals or scratches shall be completed by an unattached swimmer or a swimmer's coach on the Swimmer Withdrawals/Scratches Form.

.2 An unattached swimmer or a coach shall submit notice of any withdrawals or scratches on the **Swimmer Withdrawals/ Scratches Form** to the Referee.

.3 All swimmers entered in a sanctioned competition must report to the Clerk of Course.

CR7 SEEDING OF HEATS AND FINALS:

The seeding of swimmers shall be as follows:-

.1 Heats:

.1 The Meet Director shall list all swimmers entered in individual events in order based on the swimmers' best competitive times on the **Meet Entry Forms**. Swimmers designated "N.T." shall be considered the slowest entrants and shall be placed at the end of the list. Lanes for each heat shall be assigned as follows;

.2 One heat - may be seeded as a final and swum during the final session.

.3 Two heats - the fastest swimmer shall be seeded in the second heat; the second fastest in the first heat; the third fastest in the second heat; the fourth fastest in the first heat etc.

- .4 Three heats - the fastest swimmer shall be seeded in the third heat; the second fastest in the second heat; the third fastest in the first heat; the fourth fastest in the third heat; the fifth fastest in the second heat; the sixth fastest in the first heat, the seventh fastest in the third heat, etc.
- .5 Four or more heats - the last three heats shall be seeded in accordance to the above method. The heat preceding the last three heats shall consist of the next fastest swimmers; the heat preceding the last four heats shall consist of the next fastest swimmers etc. Lanes shall be assigned in descending order of submitted times within each heat in accordance with the pattern outlined below.
- .6 Exceptions: When there are two or more heats in an event, there shall be a minimum of three swimmers seeded into any one preliminary heat, but subsequent scratches may reduce the number of swimmers in such heat to less than three.

.2 Finals:

.1 Lanes shall be assigned according times accomplished in preliminary heats.

.2 In the event that swimmers from the same or different heats have equal times registered to a 1/100th of a second, for the last qualifying place there shall be a swim-off to determine which swimmer shall advance to the final. Such swim-off shall take place not less than one hour after all involved swimmers have completed their heat. Another swim-off shall take place if equal times are registered again.

.3 Where one or more swimmers scratch from a final, substitutes will be called in order of classifications in heats. The event or events must be re-seeded and supplementary heat sheets must be issued detailing the changes or substitutions.

.3 Timed Finals:

.1 The last heat shall be comprised of swimmers with the fastest submitted times; each heat preceding the last heat shall be comprised of the next fastest swimmers in descending order of submitted times, with the first heat comprised of the slowest swimmers.

.2 Lanes for each heat shall be assigned in accordance with the pattern outlined below.

.3 There shall be a minimum of three (3) swimmers or relay teams seeded into any one timed final event. The last heat should be a full heat, but the requirement of seeding three (3) into any heat may result in failure to fill the final heat.

.4 Assignment of Lanes:

.1 Assignment of lanes shall be (Lane Number 1 being on the right side of the pool when facing the course from the starting end) by placing the fastest swimmer or team in the centre lane in the pool with an odd number of lanes, or, in Lane 3 or 4 respectively in pools having 6 or 8 lanes. The swimmer having the next fastest time is to be placed on the left of the fastest swimmer, then alternating the others to right and left according to the submitted times. Swimmers in any events with identical times shall be assigned their lane positions by draw within the aforesaid pattern.

CR8 COSTUMES:

.1 All costumes of all competitors shall be in good moral taste and suitable for the sport of swimming.

.2 All costumes shall be non-transparent.

.3 The Referee of a competition has the authority to exclude any competitor whose costume does not comply with this Rule.

CR9 SMOKING BAN:

.1 At all competitions hosted by the BSF, no smoking shall be permitted in any area designated for competitors, either prior to or during the competition.

CR10 BANNED SUBSTANCES:

.1 A competitor in any competition sanctioned by the BSF or any Member of FINA or FINA shall not use any drug or other substance, which appears on FINA's List of Banned Substances in force at the time of the competition.

.2 Any competitor selected by the BSF to participate in any regional or international swimming competitions where FINA-mandated doping control is likely to be conducted or qualifying for the National Championships shall not be eligible to participate in such competitions unless the competitor has submitted a Declaration of Medications Form to the BSF Secretary on or before 31st December in each year and a Medical Notification Form to his/her head coach or club official. The form shall state the nature of the competitor's medical condition, identify the prescribed medications and be signed by the competitor, the competitor's coach (if any), and the registered medical practitioner prescribing same.

.3 Any competitor selected by the BSF to participate in any regional or international swimming competitions or qualifying for the National Championships shall be subject to doping control testing by the BSF. Such testing shall be conducted according to current FINA Medical Rules and Doping Control Rules.

.4 All competitors and all member clubs shall comply with the Medical Rules and Doping Control Rules of FINA, any Member of FINA and the BSF.

.5 The BSF shall report the proceedings and conclusions of all hearings resulting from doping controls carried out by it to FINA.

.6 For the purposes of these Rules, the following shall be regarded as "doping offenses":

- (a) the finding in the competitor's body tissue or fluids of a banned substance;
- (b) the use or taking advantage of banned techniques;
- (c) admitting having taken advantage of, or having used, a banned substance or a banned technique;
- (d) the failure or refusal of the competitor to submit to doping control;
- or (e) assisting or encouraging others to use a banned substance or banned technique, admitting having assisted or incited others;
- (f) trading, trafficking, distributing or selling any banned substance.

.7 Banned techniques include:

- (a) blood doping (including the use of erythropoietin (EPO));
- (b) use of substances and methods which alter the integrity and validity of urine or blood samples used in doping control.

.8 If a competitor or other person is found to have violated a doping rule as set forth in these Rules or the Judicial Rules or the FINA Doping Control Rules, or such person waives his or her right to a hearing, the competitor shall be suspended for a period similar to the FINA Doping Control Rules in effect at the time of testing.

.9 A competitor is ineligible to compete in competitions sanctioned by the BSF or by any FINA member while under suspension or if expelled, by FINA, or by the BSF for violations of this Part of these Rules.

CR11 ADVERTISING:

The following conditions shall apply at all BSF sanctioned competitions:

.1 Technical equipment when worn in the Water:

Identification in the form of two logos, one of the manufacturer and one of another sponsor on each swimwear, (i.e.: swimsuit and cap), not exceeding 16 square centimetres each is permitted. A two-piece swimsuit will be regarded as one swimwear.

.2 Pool Deck equipment:

Towels and bags may carry two advertisements. Track Suits and Officials' uniforms may carry two advertisements on the top and two on the trousers or skirt. The logo of the manufacturer may be repeated, but the same name may be used only once on each article or garment.

.3 Advertising which is disallowed:

.1 Body advertising in any way whatsoever.

.2 Advertising for tobacco or alcohol.

CR12 OFFICIALS: REQUIREMENTS

.1 All officials shall arrive prior to the start of the competition and report immediately to the Referee.

.2 For all sanctioned competitions, there shall be the following minimum number of officials present:

.1 When Automatic Officiating Equipment is used:

- (a) 1 Referee (who may also act as Starter/Stroke Judge/Turn Judge);
- (b) 1 Starter;
- (c) 1 Chief Timekeeper and a minimum of 2 Timekeepers per lane;
- (d) 4 Stroke/Turn Judges;

- (g) 1 Chief Recorder (who shall also act as Computer Operator);
- (h) 1 Chief Finish Judge (who shall also act as Automatic Officiating Equipment Operator);
- (i) 1 False Start Rope Person (optional);
- (j) 1 Clerk of Course (who may also act as Marshal);

.2 When Automatic Officiating Equipment is not used:

Same as in above, plus:
3 Timekeepers per lane,

.3 Notwithstanding the requirements above, the referee, in his sole discretion can decide if a competition should start or continue.

CR13 OFFICIALS: DUTIES AND RESPONSIBILITIES

.1 Referee:

.1 The Referee shall have full control over all officials, approve their assignments, and instruct them regarding all special features or regulations related to the competition. He shall enforce all rules and decisions of the BSF and shall decide all questions relating to the actual conduct of the meet, event or competition, the final settlement of which is not otherwise covered by these Rules.

.2 The Referee may intervene in the competition at any stage to ensure that the BSF regulations are observed, and shall adjudicate all protests related to the competition in progress.

.3 The Referee shall ensure that all necessary officials are in their respective posts for the conduct of the competition. He may appoint substitutes for any officials who are absent, incapable of acting or found to be inefficient. He may appoint additional officials if he considers it necessary.

.4 At the commencement of each event, the Referee shall signal to the competitors by a short series of whistles inviting them to remove all clothing except for swimwear, followed by a long whistle indicating that they should take their positions on the starting platform (or, for backstroke swimming and medley relays, to immediately enter the water). A second long whistle shall bring the backstroke and medley relay competitor immediately to the starting position. When the competitors and officials are prepared for the start, the Referee shall gesture to the Starter with a stretched out arm, indicating that the competitors are under the Starter's control. The stretched out arm shall stay in that position until the start is given.

.5 The Referee shall disqualify any competitor for any violation of the rules that he personally observes. The Referee may also disqualify any swimmer for any violation reported to him by other authorized officials. All disqualifications are subject to the decision of the Referee.

.6 When using Finish Judges without three (3) digital watches, the Referee shall determine placing where necessary. If Automatic Officiating Equipment is available and operating, it shall be consulted as stated in Rule TSR11 of the Technical Swimming Rules in Part III of these Rules.

.2 Starter:

- .1 The Starter shall have full control of the competitors from the time the Referee turns them over to the Starter until the race is commenced and shall start each event or heat according to the Start rules in Rule TSR1 of the Technical Swimming Rules.
- .2 The Starter shall report a competitor to the Referee for delaying the start, for willfully disobeying an order, or for any other misconduct taking place at the start, but only the Referee may disqualify a competitor for such delay, willful disobedience or misconduct. Such disqualification shall not be considered as a false start.
- .3 The Starter shall have the power to decide whether the start is fair, subject only to the decision of the Referee.
- .4 When starting an event, the Starter shall stand on the side of the pool within approximately five (5) metres of the starting edge of the pool where the Timekeepers can see and/or hear the starting signal and the competitors can hear the signal.

.3 Turn Judges:

- .1 Turn Judges shall be assigned to one or more lanes at each end of the pool.
- .2 Each Turn Judge shall ensure that competitors comply with the relevant rules for turning, commencing from the beginning of the last arm stroke before touching and ending with the completion of the first arm stroke after turning. The Turn Judges at the starting end of the pool shall ensure that the competitors comply with the current rules from the start and ending with completion of the first arm stroke. The Turn Judges at the finish end of the pool shall ensure that the competitors finish their race according to the current rules.
- .3 Turn Judges at the starting end in relay events shall determine whether the starting competitor is in contact with the starting platform when the preceding competitor touches the starting wall. When Automatic Officiating Equipment which judges relay take-offs is used in any competition, the placings and times so determined and relay take-offs judged by such Equipment shall have precedence over the timekeepers.
- .4 Turn Judges shall report any violation on signed cards detailing the event, lane number, and the infringement delivered to the Referee.
- .5 Each Turn Judge at the starting end shall give a warning signal when the competitor in his lane has two lengths plus five metres/yards to swim to the finish in individual events of 800 and 1500 metres, or, 800, 1000 and 1650 yards. The signal may be repeated after the turn until the swimmer has reached the five (5) metres mark on the lane rope. The warning may be by whistle or bell.
- .6 In individual events of 800 metres/yards or more, each Turn Judge at the turning end of the pool must record the number of laps completed by the competitor in his lane and keep the competitor informed of the remaining number of laps to be completed by displaying "lap cards". Semi-electronic equipment may be used, including under water display.

.4 Stroke Judges:

- .1 Stroke Judges shall be located on each side of the pool. Each Stroke Judge shall ensure that the rules related to the style of swimming designated for the event are being observed, and shall observe the turns to assist the Turn Judge.
- .2 Stroke Judges shall report any violation to the Referee on signed cards, detailing the event, lane number, and the infringement.

.5 Chief Timekeeper:

.1 The Chief Timekeeper shall assign the seating positions for all Timekeepers and the lanes for which they are responsible. There must be a minimum of two (2) Timekeepers for each lane. If Automatic Officiating Equipment is not used, there must be two (2) Additional Timekeepers designated, either of whom will be directed to replace a Timekeeper whose watch did not start or stopped during an event, or, who, for any reason, is unable to record the time. When using two three (3) digit watches per lane, final time and place is determined by time.

.2 The Chief Timekeeper shall collect from the Timekeepers in each lane a card showing the times recorded, and if necessary, inspect their watches.

.3 The Chief Timekeeper shall record or examine the official time on the card for each lane.

.6 Timekeepers:

.1 Each Timekeeper shall take and record the time of the competitors in the lane assigned to him according to these Rules.

.2 Each Timekeeper shall start his watch at the starting signal and shall stop it when the competitor in his lane has completed the race. Timekeepers may be instructed by the Chief Timekeeper or the Referee to record times at intermediate distances in races longer than 100 metres.

.3 Promptly after each race the Timekeepers in each lane shall record the times of their watches on the Time Card and give it to the Chief Timekeeper. They shall, if requested, present their watches for inspection. They shall not clear their watches until they receive the "Clear All Watches" signal from the Chief Timekeeper or Referee.

.4 Unless a video back-up system is used, it may be necessary to use the full complement of Timekeepers per lane, even when Automatic Officiating Equipment is used.

.7 Clerk of Course:

.1 The Clerk of Course shall assemble competitors prior to each event.

.8 Announcer (Optional):

.1 At least once before the start of each event, the Announcer shall announce the event number, the sex and age group of competitors, distance of race and style of stroke involved.

.2 At least once before the start of each heat, the Announcer shall announce the lane assignment, name and club affiliation (if any) of each competitor, and any time-only competitors.

.3 The Announcer shall announce all event results supplied by the Chief Recorder or Chief Finish Judge and all disqualifications.

.4 The Announcer shall make any other announcements as requested by the Referee or the Meet Director.

.9 Marshals (Optional):

.1 Marshals shall be responsible for behaviour at the starting platform, the sides of the course and the finish.

.2 They shall take positions as instructed by the Referee and maintain stillness in the rear of the starting platform. At each start, they shall prevent spectators and non-participants from entering the pool deck area

.3 They shall maintain order among competitors, spectators, officials and coaches. They shall report to the Referee anyone using lewd, indecent, offensive, profane or abusive language, or, whose actions are disrupting the orderly conduct of the meet.

.10 Chief Recorder:

.1 When Automatic Officiating Equipment is used, the Chief Recorder shall be responsible for the operation of any computer recording the scoring, timing and placing results of the events, and shall list all records established, where appropriate.

.2 The Chief Recorder is responsible for checking results from computer printouts or from results of times and placing in each event received from the Referee. The Chief Recorder shall co-sign as witness to the Referee's signature on such results.

.3 The Chief Recorder shall note on official results forms the times, places and club affiliation (if any) of all competitors in all events, any withdrawals from heats or finals, all new records established, and maintain scores, where appropriate.

.11 Chief Finish Judge:

.1 When Automatic Officiating Equipment is used to judge the finish of a race, the Chief Finish Judge must report the order of finish recorded by the equipment after each race.

.12 Finish Judges (Optional):

.1 Finish Judges shall be positioned in elevated stands in line with the finish where they have at all times a clear view of the course and the finish line, unless they operate an Automatic Officiating device in their respective assigned lanes by depressing the "push-button" at the completion of the race.

.2 After each event, the Finish Judges shall decide and report the placing of the swimmers according to the assignments given to them. Finish Judges other than push-button operators shall not act as timekeepers in the same event.

.13 Independence of Officials

.1 All officials whose duties require making judgments on rules violations shall make their decisions autonomously and independently of each other, unless otherwise stipulated in the BSF Rules.

CR14 PROTESTS:

.1 Protests are possible:

.1 if the rules and regulations for the conduct of the competition are not observed;

.2 if other conditions endanger the competitions and/or the competitors;

.3 against decisions of the Referee, Starter, or Judges. However, no protest shall be allowed against a decision of fact by any of those officials.

.2 All Protests must be submitted:

.1 to the Referee;

.2 in writing;

.3 only by a coach or unattached competitor;

.4 within thirty (30) minutes following the conclusion of the respective event; and

.5 must be accompanied by a protest fee of Fifty (\$50.00) dollars.

.6 If conditions causing a potential protest are noted by any head coach prior to the start of the competition, an official protest must be lodged before the starting signal for the first event is given.

.3 Jurisdiction:

.1 All protests shall be considered by the Referee. If he rejects the protest, he must state the reasons for his decision in writing. The coach or unattached competitor may appeal the Referee's rejection of the protest to the Jury of Appeal in attendance at the competition in writing.

.2 The decision of the jury of Appeal shall be final and not subject to further review.

.3 If the appeal is rejected by the Jury of Appeal, the protest fee shall be forfeited to the BSF. If the appeal is upheld, the protest fee shall be refunded.

.4 Until final decision, the results of any race conducted under protest, or, of any protested race, shall not be announced, and no prizes for the race shall be awarded or points scored allowed, unless the protest is officially withdrawn.

.4 Jury of Appeal:

.1 Function:

.1 The Jury of Appeal shall adjudicate all appeals against the Referee's rejection of a protest.

.2 Composition:

.1 The Jury of Appeal shall be composed of three (3) disinterested members selected by draw from a pool comprising one representative from each member club.

.2 Each club shall submit the name of its representative on the Jury of Appeal.

CR15 RECORDS

.1 All claims to any record(s) set at a BSF sanctioned competition shall be governed by the Swimming Records Rules of these Rules.

CR16 FEES:

.1 The Council shall determine the amount and purpose of all fees payable to the BSF.

.2 In the absence of any written agreement to the contrary, no fees payable to the BSF shall remain unpaid for more than twenty-one (21) days after they become due.

.3 BSF Surcharges:

.1 Every club having registered competitors entered in at least one event in a BSF sanctioned competition, and unattached or non-BSF competitors, shall pay to the host club or organization a non-refundable fee called a BSF Surcharge. This Surcharge shall be paid in addition to any meet entry fees.

PART III

TECHNICAL SWIMMING RULES

TSR1 THE START:

.1 The start in the Freestyle, Breaststroke, Butterfly and Individual Medley races shall be with a dive. On the long whistle from the Referee, the competitors shall step onto the starting platform and remain there. On the Starter's command "Take your marks", they shall immediately take up a starting position with at least one foot at the front of the starting platform. The position of the hands is not relevant. When all competitors are stationary, the Starter shall give the starting signal.

.2 The start in Backstroke and Medley Relay races shall be from the water. At the Referee's first long

whistle, the competitors shall immediately enter the water. At the Referee's second long whistle, the competitors shall return without undue delay to the starting position. When all competitors have assumed their starting positions, the Starter shall give the command "Take your marks". When all competitors are stationary, the Starter shall give the starting signal.

.3 At all BSF-sanctioned competitions, the command "Take your marks" shall be in English. The start shall be by multiple loudspeakers, one mounted at each starting platform.

.4 Any competitor starting before the starting signal has been given shall be disqualified. If the starting signal sounds before the disqualification is declared, the race shall continue and the competitor(s) shall be disqualified upon completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given, but the remaining competitors shall be called back, and start again.

TSR2 FREESTYLE:

.1 Freestyle means that in an event so designated, the competitor may swim any style, except that in individual medley or medley relay events, freestyle means any style other than backstroke, breaststroke or butterfly.

.2 Some part of the competitor must touch the wall upon completion of each length and at the finish.

.3 Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 metres after the start and each turn. By that point the head must have broken the surface.

TSR3 BACKSTROKE:

.1 Prior to the starting signal, the competitors shall line up in the water facing the starting end, with both hands holding the starting grips. The feet, including the toes, shall be under the surface of the water. Standing in or on the gutter or bending the toes over the lip of the gutter is prohibited.

.2 At the signal for starting and after turning, the competitor shall push off and swim off upon his back throughout the race. He must be on his back at all times, except when executing a turn. The normal position on the back can include a roll movement of the body up to, but not including, 90 degrees from horizontal. The position of the head is not relevant.

.3 Some part of the competitor must break the surface of the water throughout the race. It shall be permissible for the competitor to be completely submerged during the turn, at the finish and for a distance of not more than 15 metres after the start and each turn. By that point, the head must have broken the surface.

.4 During the turn the shoulders may be turned over the vertical to the breast after which a continuous single arm pull or a continuous simultaneous double arm pull may be used to initiate the turn. Once the body has left the position on the back, any kick or arm must be part of the continuous turning action. The competitor must have returned to a position on the back upon leaving the wall. When executing the turn there must be a touch of the wall with some part of the competitor's body.

.5 Upon the finish of the race, the competitor must touch the wall while on the back. The body may be submerged at the touch.

TSR4 BREASTSTROKE:

.1 From the beginning of the first arm stroke after the start and after each turn, the body shall be kept on the breast. It is not permitted to roll onto the back at any time.

.2 All movements of the arms shall be simultaneous and in the same horizontal plane without alternating movement.

.3 The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under the water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn.

.4 All movements of the legs shall be simultaneous and in the same horizontal plane without alternating movement.

.5 The feet must be turned outwards during the propulsive part of the kick. A scissors, flutter or downward kick is not permitted. Breaking the surface of the water with the feet is allowed, unless followed by

a downward dolphin kick.

.6 At each turn and at the finish of the race, the touch shall be made with both hands simultaneously, at, above, or below the water level. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

.7 During each complete cycle of one arm stroke and one leg kick, in that order, some part of the competitor's head shall break the surface of the water, except that after the start and after each turn the competitor may take one arm stroke completely back to the legs and one leg kick while wholly submerged. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.

TSR5 BUTTERFLY:

.1 From the beginning of the first armstroke after the start and each turn, the body shall be kept on the breast. Under water kicking on the side is allowed. It is not permitted to roll onto the back at any time.

.2 Both arms must be brought forward together over the water and brought backward simultaneously throughout the race.

.3 All up and down movements of the legs must be simultaneous. The position of the legs or feet need not be on the same level, but they shall not alternate in relation to each other. A breaststroke kicking movement is not permitted.

.4 At each turn and at the finish of the race, the touch shall be made with both hands simultaneously, at, above or below the water surface.

.5 At the start and at turns, a competitor is permitted one or more leg kicks and one arm pull under the water, which must bring him to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 metres after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish.

TSR6 MEDLEY SWIMMING:

.1 In individual medley events, the competitor shall cover the four swimming styles in the following order: Butterfly; Backstroke; Breaststroke; and Freestyle.

.2 In medley relay events, competitors shall cover the four swimming styles in the following order: Backstroke; Breaststroke; Butterfly; and Freestyle.

.3 Each section must be finished according to the rule which applies to the style concerned.

TSR7 THE RACE:

The following Rules shall apply equally to all individual or team events.

.1 A competitor swimming over the course alone shall cover the whole distance to qualify.

.2 A competitor must finish the race in the same lane in which he started.

.3 In all events, a competitor when turning shall make physical contact with the end of the pool or course. The turn must be made from the wall, and it is not permitted to take a stride or step from the bottom of the pool.

.4 Standing on the bottom during freestyle events or during the freestyle portion of medley events shall not disqualify a competitor, but he shall not walk.

.5 Pulling on the lane rope is not allowed.

.6 Obstructing another competitor by swimming across another lane or otherwise interfering shall disqualify the offender. Should the foul be intentional, the Referee shall report the matter to the competitor's coach (if any) and to the Council.

.7 No competitor shall be permitted to use or wear any device that may aid his speed, buoyancy or endurance during a competition (such as webbed gloves, flippers, fins, etc.). Goggles may be worn.

- .8 Any competitor not entered in a race, who enters the water while an event is in progress (except to aid a competitor in distress) shall be disqualified from his next scheduled race in the meet.
- .9 There shall be 4 swimmers on each relay team.
- .10 In relay events, the team of a swimmer whose feet loses touch with the starting platform before the preceding team-mate touches the wall shall be disqualified, unless the swimmer in default returns to the original starting point at the wall, but it shall not be necessary to return to the starting platform.
- .11 Any relay team shall be disqualified from a race if a team member, other than the swimmer designated to swim that length, enters the water when the race is being conducted, before all swimmers of all teams have finished the race.
- .12 The members of a relay team and their order of competing must be nominated before the race. Any relay team-member may compete in a race only once. The composition of the relay may be changed between the heats and the finals of an event, provided that it is made up from a list of swimmers properly entered by a club/coach/competitors. Failure to swim in the order listed will result in disqualification. Substitutions may be made only in the case of a documented medical emergency.
- .13 Any competitor having finished his race, or his distance in a relay event, must leave the pool as soon as possible without obstructing any other competitor who has not yet finished his race. Otherwise the competitor or his relay team shall be disqualified.
- .14 Should a foul endanger the chance of success of a competitor, the Referee shall have the power to allow the competitor to compete in the next heat, or, should the foul occur in a final event or in the last heat, the Referee may order the race to be re-swum.
- .15 No pacemaking shall be permitted, nor may any device be used or plan adopted which has that effect.

TSR8 TIMING

- .1 The operation of Automatic Officiating Equipment shall be under the supervision of appointed officials. Times recorded by Automatic Officiating Equipment shall be used to determine the winner, all placings and the time applicable to each lane. The placings and times so determined shall have precedence over the decisions of timekeepers. In the event a breakdown occurs to the Automatic Officiating Equipment or it is clearly indicated that there has been a failure of the Equipment, or a competitor has failed to activate the Equipment, the recordings of the human timekeepers shall be official.
- .2 When Automatic Officiating Equipment is used, the results shall be recorded only to 1/100 of a second. When timing to 1/1000 of a second is available, the third digit shall not be recorded or used to determine time or placement. In the event of equal times, all competitors who have recorded the same time at 1/100 of a second shall be accorded the same placing. Times displayed on the electronic scoreboard shall only show to 1/100 of a second.
- .3 Any timing device that is terminated by an official shall be considered a watch. Such manual times shall be taken by three (3) timekeepers appointed or approved by the BSF. All watches shall be certified as accurate to the satisfaction of the BSF. Manual timing shall be registered to 1/100 of a second. Where no Automatic Officiating Equipment is used, official manual times shall be determined as follows:
- .1 If two of the three watches record the same time and the third disagrees, the two identical times shall be the official time;
- .2 If all three watches disagree, the watch recording the intermediate time shall be the official time.
- .3 With only two (2) out of three (3) watches working, or, if only two watches are used, and if the times recorded do not agree, the average time of the two recorded watch times shall be the official time.
- .4 Should a swimmer be disqualified during or following an event, such disqualification should be recorded in the official results.
- .5 In the case of a relay disqualification, legal splits up to the time of the disqualification shall be recorded in the official results.
- .6 All 50 meter and 100 meter splits shall be recorded for lead-off swimmers during relays and published

in the official results.

PART IV

NATIONAL CHAMPIONSHIP RULES

All National Championships sanctioned and hosted by the BSF shall be governed by the General Rules and the Competition Rules, with the following exceptions and additions:

NCR1 ELIGIBILITY:

.1 All competitors registered with the BSF are eligible to participate in the National Championships.

NCR2 CONDITIONS OF ENTRY:

.1 Individual Events : To enter a National Championship, a competitor must (i) satisfy Rule NCR1.1 above; (ii) satisfy the published qualifying time standard for each event.

.2 Relay Events : A competitor who has not qualified for any individual events may represent his club or team in relay events for his or her age group provided that competitor (i) satisfies Rule NCR1.1 above.

NCR3 AGE GROUPS

.1 Recognized age groups are:

8 and Under
9 - 10
11 - 12
13 - 14
15 and Over

.2 Competitors shall swim only in their respective age groups. Their competitive age group shall be determined by their respective ages as of midnight on 31st December of the preceding year.

NCR4 DATES AND STARTING TIMES:

The dates and starting times of a National Swimming Championship shall be recommended by the Technical Committee and approved by the Council.

NCR5 PROGRAMME OF EVENTS AND VENUES:

.1 25 Metre Pools:

.1 The programme of events for the National Championships shall be swum in a 25 metre pool approved by Council shall cover three days, as follows:-

Bahamas Nationals Swimming Championships

Short Course Day 1 Session 1 AM

Event Number Length Event Name Type Age-Group
-2100 Freestyle Time Final 8 & Under 3-4200 Freestyle Time Final 9-105-6200 Freestyle Time Final 11-127
-8200 Freestyle Time Final 13-149-10200 Freestyle Time Final 15+ Over 11-1250 Breaststroke Time Final 8 &
Under 13-1450 Breaststroke Heats 9-1015-1650 Breaststroke Heats 11-1217-1850 Breaststroke Heats 13-1419
-2050 Breaststroke Heats 15+ Over 21-22100 Backstroke Heats 9-1023-24100 Backstroke Heats 11-1225
-26100 Backstroke Heats 13-1427-28100 Backstroke Heats 15+ Over 29-30100 Butterfly Heats 9-1031
-32100 Butterfly Heats 11-1233-34100 Butterfly Heats 13-1435-36100 Butterfly Heats 15+ Over 37-38400 Individual
Medley Time Final 11-1239-40400 Individual Medley Time Final 13-1441-42400 Individual Medley Time Final 15+

Over Session 2 PM

13-1450 Breaststroke Final 9-1015-1650 Breaststroke Final 11-1217
-1850 Breaststroke Final 13-1419-2050 Breaststroke Final 15+ Over 21-22100 Backstroke Final 9-1023
-24100 Backstroke Final 11-1225-26100 Backstroke Final 13-1427-28100 Backstroke Final 15+ Over 29
-30100 Butterfly Final 9-1031-32100 Butterfly Final 11-1233-34100 Butterfly Final 13-1435-36100 Butterfly Final 15+
Over 43-44200 Freestyle Time Final 8 & Under 45-46400 Freestyle Time Final 9-1047-48400 Freestyle Time
Final 11-1249-50400 Freestyle Time Final 13-1451-52400 Freestyle Time Final 15+ Over 53-544 x 50 Freestyle
Relay Time Final 8 & Under 55-564 x 50 Freestyle Relay Time Final 9-1057-584 x 50 Freestyle Relay Time Final 11
-1259-604 x 50 Freestyle Relay Time Final 13-1461-624 x 50 Freestyle Relay Time Final 15+ Over

Day 2

Session 3 AM

63-64100 Individual Medley Time Final 8 & Under 65-66200 Individual Medley Time Final 9
-1067-68200 Individual Medley Time Final 11-1269-70200 Individual Medley Time Final 13-1471-72200 Individual
Medley Time Final 15+ Over 73-74100 Freestyle Heats 9-1075-76100 Freestyle Heats 11-1277
-78100 Freestyle Heats 13-1479-80100 Freestyle Heats 15+ Over 81-8250 Butterfly Time Final 8 & Under 83
-8450 Butterfly Heats 9-1085-8650 Butterfly Heats 11-1287-8850 Butterfly Heats 13-1489-9050 Butterfly Heats 15+
Over 91-92100 Breaststroke Heats 9-1093-94100 Breaststroke Heats 11-1295-96100 Breaststroke Heats 13-1497
-98100 Breaststroke Heats 15+ Over 99-1004 x 50 Medley Relay Time Final 11-12101-1024 x 50 Medley

Relay Time Final 13-14103-1044 x 50 Medley Relay Time Final 15+ Over Session 4 PM

73
-74100 Freestyle Final Final 9-1075-76100 Freestyle Final Final 11-1277-78100 Freestyle Final Final 13-1479
-80100 Freestyle Final Final 15 & Over 105-106200 Breaststroke Time Final 11-12107-108200 Breaststroke Time
Final 13-14109-110200 Breaststroke Time Final 15 & Over 83-8450 Butterfly Final 9-1085-8650 Butterfly Final 11
-1287-8850 Butterfly Final 13-1489-9050 Butterfly Final 15 & Over 91-92100 Breaststroke Final 9-1093
-94100 Breaststroke Final 11-1295-96100 Breaststroke Final 13-1497-98100 Breaststroke Final 15+ Over 111
-1124 x 100 Freestyle Relay Time Final 9-10113-1144 x 100 Freestyle Relay Time Final 11-12115-1164 x

100 Freestyle Relay Time Final 13-14117-1184 x 100 Freestyle Relay Time Final 15 & Over Day 3 Session

5 AM

119-120100 Individual Medley Heats 9-10121-122100 Individual Medley Heats 11-12123
-124100 Individual Medley Heats 13-14125-126100 Individual Medley Heats 15+ Over 127
-128200 Breaststroke Time Final 11-12129-130200 Breaststroke Time Final 13-14131-132200 Breaststroke Time
Final 15+ Over 133-13450 Freestyle Time Final 8 & Under 135-13650 Freestyle Heats 9-10137
-13850 Freestyle Heats 11-12139-14050 Freestyle Heats 13-14141-14250 Freestyle Heats 15 & Over 143
-14450 Backstroke Time Final 8 & Under 145-14650 Backstroke Heats 9-10147-14850 Backstroke Heats 11
-12149-15050 Backstroke Heats 13-14151-15250 Backstroke Heats 15 & Over 153-154800 Freestyle Time
Final 11-12155800 Freestyle Time Final 13-141561500 Freestyle Time Final 13-14157800 Freestyle Time Final 15

& Over 1581500 Freestyle Time Final 15 & Over Session 6 PM

119-120100 IM Final 9-10121
-122100 IM Final 11-12123-124100 IM Final 13-14125-126100 IM Final 15 & Over 159-160200 Butterfly Time
Final 11-12161-162200 Butterfly Time Final 13-14163-164200 Butterfly Time Final 15 & Over 135
-13650 Freestyle Final 9-10137-13850 Freestyle Final 11-12139-14050 Freestyle Final 13-14141
-14250 Freestyle Final 15 & Over 145-14650 Backstroke Final 9-10147-14850 Backstroke Final 11-12149
-15050 Backstroke Final 13-14151-15250 Backstroke Final 15 & Over 165-1664 X 50 Medley Relay Time Final 8 &
Under 167-1684 x 50 Medley Relay Time Final 9-10169-1704 x 50 Medley Relay Time Final 11-12171-1724 x
50 Medley Relay Time Final 13-14173-1744 x 50 Medley Relay Time Final 15 & Over

.2 50 Metre Pools:

.1 The programme of events for the National Championships shall be swum in a 50 metre pool approved by Council shall cover three days, as follows:-

Bahamas Nationals Swimming Championships Long

CourseDay 1Session 1 AMEvent NumberLengthEvent NameTypeAge-Group1

-2100FreestyleTime Final8 & Under3-4200FreestyleTime Final9-105-6200FreestyleTime Final11-127
-8200FreestyleTime Final13-149-10200FreestyleTime Final15 & Over11-1250BreaststrokeTime Final8 &
Under13-1450BreaststrokeHeats9-1015-1650BreaststrokeHeats11-1217-1850BreaststrokeHeats13-1419
-2050BreaststrokeHeats15 & Over21-22100BackstrokeHeats9-1023-24100BackstrokeHeats11-1225
-26100BackstrokeHeats13-1427-28100BackstrokeHeats15 & Over29-30100ButterflyHeats9-1031
-32100ButterflyHeats11-1233-34100ButterflyHeats13-1435-36100ButterflyHeats15 & Over37
-38400Individual MedleyTime Final11-1239-40400Individual MedleyTime Final13-1441-42400Individual

MedleyTime Final15 & Over**Session 2 PM**13-1450BreaststrokeFinal9-1015-1650BreaststrokeFinal11
-1217-1850BreaststrokeFinal13-1419-2050BreaststrokeFinal15 & Over21-22100BackstrokeFinal9-1023
-24100BackstrokeFinal11-1225-26100BackstrokeFinal13-1427-28100BackstrokeFinal15 & Over29
-30100ButterflyFinal9-1031-32100ButterflyFinal11-1233-34100ButterflyFinal13-1435-36100ButterflyFinal15
& Over43-44200FreestyleTime Final8 & Under45-46400FreestyleTime Final9-1047-48400FreestyleTime
Final11-1249-50400FreestyleTime Final13-1451-52400FreestyleTime Final15 & Over53-544 x 50Freestyle
RelayTime Final8 & Under55-564 x 50Freestyle RelayTime Final9-1057-584 x 50Freestyle RelayTime Final11
-1259-604 x 50Freestyle RelayTime Final13-1461-624 x 50Freestyle RelayTime Final15 & Over**Day**

2Session 3 AM63-64200Individual MedleyTime Final8 & Under65-66200Individual MedleyTime
Final9-1067-68200Individual MedleyTime Final11-1269-70200Individual MedleyTime Final13-1471
-72200Individual MedleyTime Final15 & Over73-74100FreestyleHeats9-1075-76100FreestyleHeats11-1277
-78100FreestyleHeats13-1479-80100FreestyleHeats15 & Over81-8250ButterflyTime Final8 & Under83
-8450ButterflyHeats9-1085-8650ButterflyHeats11-1287-8850ButterflyHeats13-1489-9050ButterflyHeats15 &
Over91-92100BreaststrokeHeats 9-10 93-94100BreaststrokeHeats 11-1295
-96100BreaststrokeHeats13-1497-98100BreaststrokeHeats15 & Over99-1004 x 100Medley RelayTime
Final11-12101-1024 x 100Medley RelayTime Final13-14103-1044 x 100Medley RelayTime Final15 &

Over**Session 4 PM**73-74100Freestyle FinalFinal9-1075-76100Freestyle FinalFinal11-1277
-78100Freestyle FinalFinal13-1479-80100Freestyle FinalFinal15 & Over105-106200BackstrokeTime Final11
-12107-108200BackstrokeTime Final13-14109-110200BackstrokeTime Final15 & Over83
-8450ButterflyFinal9-1085-8650ButterflyFinal11-1287-8850ButterflyFinal13-1489-9050ButterflyFinal15 &
Over91-92100BreaststrokeFinal9-1093-94100BreaststrokeFinal11-1295-96100BreaststrokeFinal13-1497
-98100BreaststrokeFinal15 & Over111-1124 x 100Freestyle RelayTime Final9-10113-1144 x 100Freestyle
RelayTime Final11-12115-1164 x 100Freestyle RelayTime Final13-14117-1184 x 100Freestyle RelayTime

Final15 & Over**Day 3Session 5 AM**119-120200BreaststrokeTime Final11-12121
-122200BreaststrokeTime Final13-14123-124200BreaststrokeTime Final15 & Over125-12650FreestyleTime
Final8 & Under127-12850FreestyleHeats9-10129-13050FreestyleHeats11-12131-13250FreestyleHeats13
-14133-13450FreestyleHeats15 & Over135-13650BackstrokeTime Final8 & Under137
-13850BackstrokeHeats9-10139-14050BackstrokeHeats11-12141-14250BackstrokeHeats13-14143
-14450BackstrokeHeats15 & Over145-146800FreestyleTime Final11-12147800FreestyleTime Final13
-141481500FreestyleTime Final13-14149800FreestyleTime Final15 & Over1501500FreestyleTime Final15 &

Over**Session 6 PM**151-152200ButterflyTime Final11-12153-154200ButterflyTime Final13-14155
-156200ButterflyTime Final15 & Over127-12850FreestyleFinal9-10129-13050FreestyleFinal11-12131
-13250FreestyleFinal13-14133-13450FreestyleFinal15 & Over137-13850BackstrokeFinal9-10139
-14050BackstrokeFinal11-12141-14250BackstrokeFinal13-14143-14450BackstrokeFinal15 & Over157-1584
x 50Medley RelayTime Final8 & Under159-1604 x 50Medley RelayTime Final9-10161-1624 x 50Medley
RelayTime Final11-12163-1644 x 50Medley RelayTime Final13-14165-1664 x 50Medley RelayTime Final15 &
Over

.3 All odd numbered events shall be for girls only and all even numbered events shall be for boys only.

NCR6 QUALIFYING TIMES:

.1 Qualifying times for all individual events shall be as follows:-

.2

8 & Under- 9-10 'B' Qualifying times as published by USA Swimming plus 5%

"B" Qualifying times as published by USA Swimming for

9-10

11-12

13-14

15 & Over

.3 There shall be no qualifying time standards for relay events at the National Championships.

NCR7 ENTRIES:

.1 Limitations:

.1 Individual entries - no limit.

.2 Clubs may enter only one relay team per age group per sex.

.2 Requirements:

.1 All entries for individual and relay events shall be submitted on a National Championships Meet Entry Form, or, on computer diskette, and shall state the competitor's name, club affiliation (if any), age group, BSF Registration Number, entry time(s) for each individual event entered and the meet/date when the entry time(s) was/were achieved.

.2 National Championships Meet Entry Forms shall not be valid unless signed by a club's head coach, or, by an unattached competitor or the unattached competitor's parent or guardian.

.3 The names of all competitors eligible to compete only in relay events shall also be entered on the Meet Entry Form, without limit to the number of such competitors.

.4 The head coach shall submit a Order of Relay Swimmers Form to the Chief Recorder forty-five (45) minutes prior to the start of each session, listing the names, age group, event number and order of competitors in the relay event in which such team is entered.

.5 The deadline for the submission of completed Meet Entry Forms or computer diskettes of entries shall be three (3) weeks before the scheduled first day of competition. All Meet Entry Forms or computer diskettes shall be submitted to the designated BSF officer on or before the entry deadline.

.6 No entries shall be accepted after the entry deadline.

.7 The Meet Entry Form or computer diskette shall be accompanied by all meet entry fees.

.8 Meet entries submitted on diskette shall be as valid as if they were written or printed out.

.3 Entry Fees:

.1 All entry fees shall be determined by the Council.

.4 Entry Times:

.1 All entry times shall have been achieved in a sanctioned meet within a year since the last National Championships, and can include times achieved in the previous National Championships, regardless of the one year period.

.5 Proof of Entry Times:

.1 Proof of entry times shall be submitted to the BSF where:

the entry times are achieved in a sanctioned swim meet outside of The Bahamas.

.6 Conversion of Entry Times:

.1 National Long Course Championships : If a competitor does not have a LCM qualifying time for an event, he may convert his times achieved during the qualifying period for the same event in a 25 Metre (SCM) pool or a 25 Yard (SCY) pool to LCM Qualifying Times according to the following formulae:

(i) From SCY to LCM: multiply by 1.1347

(ii) From SCM to LCM: multiply by 1.0222.

.2 National Short Course Championships : If a competitor does not have a SCM qualifying time for an event, he may convert his times achieved during the qualifying period for the same event in a 50 Metre (LCM)

pool or a 25 Yard (SCY) pool to SCM Qualifying Times according to the following formulae:

- (i) From SCY to SCM: multiply by 1.11
- (ii) From LCM to SCM: multiply by 0.97831.

.7 Responsibility Clause:

.1 Any coach who signs a **National Championships Meet Entry Form or submits entries electronically** thereby certifies (i) that all entry times stated therein are correct and true; and, (ii) that all competitors named therein are eligible to participate in a National Championship. The coach assumes responsibility for all false or incorrect times and all competitors entered by him, and may be subject to a fine.

NCR8 SEEDING:

The seeding of entries for a National Swimming Championship shall be governed by Rule CR7 of the Competition Rules in Part II of these Rules.

NCR9 WITHDRAWALS (SCRATCHES):

.1 Notification of all scratches or withdrawals of competitors shall be submitted to the Referee on a Swimmer Scratches Form by a competitor's coach, or, by or on behalf of an unattached competitor.

.2 The Referee shall notify the Chief Recorder, Announcer and Clerk of Course of all scratches or withdrawals received.

.3 Timed Finals:

.1 Notification of all scratches from timed finals shall be submitted to the Referee a minimum of 30 minutes prior to the start of the session in which the timed final event is to be swum.

.2 Failure to comply with Rule NCR9.3.1 above shall result in the competitor being scratched from all subsequent events, including relays, for the remainder of that day.

.4 Finals:

.1 Notification of all scratches from final events of preliminary heats shall be submitted to the Referee within 30 minutes of the announcement or posting of the names of qualifiers for the final event.

.2 Failure to comply with Rule NCR9.5.1 above shall result in that competitor being scratched from all subsequent events, including relays, for the remainder of the meet.

.5 Exemption from Penalty:

.1 No penalty shall apply for failure to swim in a final event if:

.1 in the event of illness or injury to the competitor, the Referee shall be supplied with such medical documentation describing the nature and extent of the competitor's illness or injury as the Referee considers satisfactory;

.2 in the event of circumstances beyond the control of the competitor, the Referee shall be supplied with such documentation as the Referee considers satisfactory, substantiating the inability of the competitor to participate and fully describing the circumstances giving rise thereto.

.6 Alternates:

.1 In the event of the withdrawal of a competitor from a final, the Referee shall fill the lane when possible with the next qualified competitor.

NCR10 SCHEDULES:

.1 Starting times for all sessions shall be as published.

.2 The Meet Director or Meet Management Committee shall establish and distribute to all coaches and unattached competitors a schedule of warm-up lanes and warm-up times for each session.

NCR11 PROTESTS:

.1 Jurisdiction:

.1 Protests may be based on Competition Rules CR19.1 and CR20.1 and must be submitted in writing to the Session Referee by a coach or unattached competitor on an Official Protest Form within thirty (30) minutes following the conclusion of the incident creating the protest. The protest must be accompanied by a fee of Fifty (\$50.00) dollars.

.2 All protests shall be considered by the Session Referee. If he rejects the protest, he must state the reasons for his decision on the Official Protest Form. If the protest is rejected, the protest fee is forfeited to the BSF. If the protest is upheld, the protest fee will be refunded.

.3 A coach or unattached competitor may appeal the Referee's rejection of the protest within thirty (30) minutes thereof to the Jury of Appeal by so indicating on the Official Protest Form..

.4 If the appeal to the Jury of Appeal is rejected, the protest fee shall be forfeited to the BSF. If the appeal is upheld, the protest fee shall be refunded to the coach or unattached competitor.

.5 The decision of the Jury of Appeal shall be final and not subject to further review.

.6 Until final decision, the results of any race conducted under protest, or, of any protested race, shall not be announced, and no prizes or points scored for the race shall be awarded unless the protest is officially withdrawn.

.2 Jury of Appeal:

.1 Function:

.1 The Jury of Appeal shall adjudicate all appeals against the Referee's rejection of a protest.

.2 Composition:

The Jury of Appeal shall be composed of the following persons:

.1 the President or next most senior executive officer of the Council in attendance at the session, who shall be the Chairperson;

.2 two (2) disinterested members selected by draw from a pool comprising one representative from each member club.

.3 Each club shall submit the name of its representative on the Jury of Appeal to the BSF on or before the deadline for submitting meet entries.

.4 The names of the members of the Jury of Appeal shall be published by the BSF in the official meet programme.

NCR12 OFFICIALS:

.1 Requirements:

.1 For each session of a National Swimming Championship, there shall be

1 Referee;
1 Starter;
1 Chief Timekeeper
4 Stroke Judges;
4 Turn Judges
1 Announcer;
1 Chief Recorder;
1 Chief Timing Judge;
1 False Start Rope Person;
1 Clerks of Course.

.2 Automatic Officiating Equipment shall be provided and used at every session of a National Championship.

.3 The Referee, Starter, Stroke Judges, and Turn Judges-shall all be certified officials.

.2 Dress Code:

.1 The dress code for all certified Referees, Starters, and Stroke/Turn Judges shall be an official white T-shirt, or shirt supplied by the BSF; white shorts or pants; and white shoes.

NCR13 SCORING:

.1 The point scoring system for first to eighth places for individual and relay events will be as follows:-

Individual Events	9-7-6-5-4-3-2-1
Relay Events	18-14-12-10-8-6-4-2

.2 Determination of the Individual Best Swim Awards in Rule NCR16.1.4 below is based on the points table listed in the annual "Swim Stats" publication issued by FINA.

.3 Scoring in the event of ties or disqualifications shall be governed by Competition Rules.

NCR14 AWARDS:

.1 Individual : 1st to 8th place competitors in each event.

.1 Individual High Point Winner: all age groups.

.2 Individual High Point Runner-Up: all age groups.

.3 Individual Best Swim: Male and Female Overall

.2 Relays : 1st to 3rd place teams in each relay event

.3 Team Trophy : Awarded to the Club whose competitors accumulate the most individual and relay team points.

.4 Ties:

Where two or more competitors tie for any place, duplicate awards shall be given to each of the competitors involved, and in such cases no award shall be given for the place or places immediately following the tied positions.

.5 Certificate of Participation:

All participants in a National Championship shall receive a certificate in recognition of their achievement.

NRC15 RECORDS:

.1 The following distances and styles for appropriate age groups in both sexes shall be recognised by the BSF for the purposes of National Championship Records:

Freestyle:	50, 100, 200, 400, 800 and 1500 metres
Backstroke:	50, 100 and 200 metres
Breaststroke:	50, 100 and 200 metres
Butterfly:	50, 100 and 200 metres
Individual Medley:	100, 200 and 400 metres
Freestyle Relay:	4 x 50 and 4 x 100 metres
Medley relay:	4 x 50 and 4 x 100 metres

NCR16

CLASS "B" TIME TRIALS

The BSF may sanction and conduct a Class "B" Time Trial only for attaining Minimum Time Standards for national swim teams before or after any session of a National Championship.

PART V

SWIMMING RECORDS RULES

SWR1 SWIMMING RECORDS

.1 Distances and Styles:

The following distances and styles for both sexes shall be recognised for the purposes of all swimming records in 50 metre and 25 metre/yard courses:

Freestyle:	50, 100, 200, 400, 800 and 1500 metres 50, 100, 200, 500, 1650 yards
Backstroke:	50, 100 and 200 metres/yards
Breaststroke:	50, 100 and 200 metres/yards
Butterfly:	50, 100 and 200 metres/yards
Individual Medley:	100, 200 and 400 metres/yards
Freestyle Relay:	4 x 50 and 4 x 100 and 4 x 200 metres/yards
Medley relay:	4 x 50 and 4 x 100 metres/yards

.2 Separate records shall be recognised for Masters, Senior and Age Group classifications.

.3 Separate records shall be recognised for Bahamas and Bahamas Open categories.

SWR2 AGE GROUP RECORDS

.1 Eligibility for Age Group Records shall be based upon the competitor's age as of midnight on 31st December of the previous year.

.2 Official Age Group Records shall be based on events offered at the National Swimming Championships.

SWR3 CONDITIONS OF ELIGIBILITY:

.1 Bahamas Records:

.1 may be established at a sanctioned competition within The Bahamas or abroad;

.2 by BSF-registered competitors who are citizens of The Bahamas.

.2 Bahamas Open Records:

.1 may be established at a sanctioned competition within The Bahamas;

.2 by BSF-registered competitors; and/or,

.3 by competitors registered with any Member of FINA.

.3 The Pool:

.1 Short Course Records may be made only in pools of 25 metres or yards in length. Long Course Records may be made only in pools of 50 metres in length.

.4 The Event:

.1 Records can be established in competition in preliminary heats, finals, timed finals, , Class "B" Time Trials, swim-offs to decide placement or break a tie.

.5 Timing:

Records shall be accepted by the Records and Statistics Committee only when times are recorded by Automatic Officiating Equipment, or Semi-Automatic Officiating Equipment in the event of Automatic Officiating Equipment malfunction.

.6 Application:

.1 Applications for records shall be made on a Record Application Form and shall be signed by the Meet

Director or other official.

.2 The record application form and a certified copy of the official meet results, or an electronic copy downloaded from an Certified/Official Website as well as any other relevant documents satisfying the accuracy of the meet results, shall be forwarded by the Meet Director or some other official to the Records and Statistics Committee Chairperson.

.3 Applications for records shall be investigated by the Records and Statistics Committee and the Committee's Chairperson shall notify the whether the application should be approved or rejected.

.7 Ratification:

.1 If the Council approves the record application, a certificate signed by the BSF President and the Records and Statistics Committee Chairperson shall be issued to the competitor(s) in recognition of his or their performance.

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PART VI

INTERNATIONAL SWIMMING RULES

ISR1 COMPETITIONS AND TOURS IN FOREIGN COUNTRIES:

- .1 BSF Registered competitors, clubs, teams, judges, officials, trainers and coaches from The Bahamas participating in sanctioned swimming events outside of The Bahamas shall be subject to the swimming rules of the Member of FINA hosting the competition.
- .2 BSF Registered competitors, clubs, teams, judges, officials, trainers and coaches from The Bahamas participating in sanctioned swimming events outside of The Bahamas shall, nevertheless, remain under the jurisdiction of the BSF.

ISR2 UNAUTHORIZED RELATIONS AND MISBEHAVIOUR:

- .1 None of the above-mentioned persons or entities shall have any form of relationship with a body not affiliated to, or suspended by, FINA.
- .2 The exchange of BSF competitors, clubs, teams, judges, officials, trainers and coaches with non-affiliated or suspended bodies is not permissible.
- .3 The holding of demonstrations and/or exhibitions, clinics, training, competitions, etc., with non-affiliated or suspended bodied is not permissible.
- .4 Only the FINA Bureau may authorize relations with non-affiliated or suspended bodies mentioned in Rules ISR1.3.1.1 through ISR1.3.1.3 above.
- .5 Any individual or group violating this Rule shall be suspended by the BSF for a minimum period of one year, up to a maximum period of two years. FINA shall be entitled to review the suspension and to increase it up to a maximum of two years, according to the circumstances involved. In the event that such individual or group has resigned its membership with BSF or is not a member of BSF, that individual or group shall not be entitled to register or affiliate with BSF for a minimum period of three months up to a maximum period of two years. FINA shall be entitled to review the suspension and to increase it up to the maximum of two years, according to the circumstances involved. In any case, BSF shall be obliged to abide by any increased penalty imposed by FINA on review.
- .6 The BSF will ensure that the FINA Rules governing eligibility are strictly enforced at all international competitions conducted in The Bahamas.
- .7 At all regional or international competitions hosted by the BSF, no smoking shall be permitted in any area designated for competitors, either prior to or during the competition.

ISR3 INTERNATIONAL SWIMMING: NATIONAL LEVEL

.1 BAHAMAS NATIONAL TEAMS :

- .1 A swim team shall be designated as a National Team representing The Bahamas if it is selected and managed by the BSF.
- .2 Categories of National Teams:
- .3 Regional or International Age Group Competitions:
 - (1) CARIFTA Swimming Championships
 - (2) Caribbean Islands Swimming Championships
 - (3) Central American & Caribbean (C.C.C.A.N.) Swimming Championships
 - (4) Any other competitions designated by the Council.
- .4 Open or Senior Regional or International Competitions:

- (1) FINA Grand Prix Swimming Competitions
- (2) C.A.C. Games
- (3) Goodwill Games (subject to invitation)
- (4) Commonwealth Games
- (5) Pan-American Games
- (6) World University Games
- (7) Pan Pacific Games (subject to invitation)
- (8) FINA World Long and Short Course Championships
- (9) Olympic Games
- (10) Any other competitions designated by the Council

ISR4 ELIGIBILITY:

BSF registered competitors shall be eligible for selection to a National Team subject to their satisfying the requirements in the following Rules in this Part, the availability of funds and any terms or conditions stated in the meet summons or invitation.

ISR5 NATIONALITY AND RESIDENCY:

.1 Open or Senior Regional or International Competitions:

.1 A competitor representing The Bahamas must (i) be of Bahamian nationality, whether by birth or by naturalization, and ; (ii) possess a valid Bahamian passport:

.2 A competitor who is both a national of The Bahamas and a national of one or more other countries according to the laws of such other country or countries shall declare whether he chooses a Bahamian national affiliation or "sports nationality", as such competitor shall be under the jurisdiction of only one Member of FINA at any time.

.3 A competitor who is both a national of The Bahamas and a national of one or more other countries according to the laws of such other country or countries and who has represented The Bahamas at any of the competitions mentioned in Rule ISR3.4 above shall be deemed to have chosen a Bahamian "sports nationality". He shall remain under the jurisdiction of the BSF and is prohibited from representing any other country unless and until he changes national affiliation. To change national affiliation from the jurisdiction of the BSF to that of another Member of FINA, the competitor shall have resided in that other country for twelve (12) months preceding the entry deadline for the competition and shall have been under the jurisdiction of the Member of FINA during that period.

ISR6 SELECTION CRITERIA:

.1 Where the circumstances require it, the Council shall be responsible for establishing any Minimum Time Standards and/or criteria to participate at regional or international swimming competitions.

.2 Where FINA or some other swimming organization is responsible for establishing any Minimum Time Standards and/or criteria to participate at regional or international swimming competitions, the BSF shall ensure that entered BSF competitors comply with such Minimum Time Standards and/or criteria.

ISR7 MINIMUM TIME STANDARDS:

.1 Any new and/or amended Qualifying Time standard shall be prepared by the Technical Committee by October 1st, annually, approved by Council, and circulated to all Registered Coaches and Clubs. These are the minimum Time Standards and will apply unless the Meet Summons states higher standards.

.2 REGIONAL OR INTERNATIONAL AGE GROUP COMPETITIONS

1. Carifta Swimming Championships - "AA" Time Standards as published by USA Swimming
2. Caribbean Island Swimming Championships – "AAA" Time Standards as published by USA Swimming
3. C.C.C.A.N. Swimming Championships – "AAAA" Time Standards as published by USA Swimming

The Technical Committee will set the Time Standards for Age Group meets not listed above.

.3 OPEN OR SENIOR REGIONAL OR INTERNATIONAL COMPETITIONS

Minimum Standards – The US Open Time Standards for the previous Olympic Year.

Exception: For both the long course and the short course world championships, the “B” Qualifying Time Standard of the previous Olympics.

.4 Where a regional or international competition is conducted in a 50 Metre (LCM) Pool, the BSF will publish its minimum time standards for all events offered at the competition in LCM Times. Where a regional or international competition is conducted in a 25 metre (SCM) Pool, the BSF will publish its minimum times standards for all events offered at the competition in SCM Times.

.5 Minimum time standards, once published, cannot be changed except to rectify typographical errors.

ISR8 ENTRY TIMES AND QUALIFYING PERIODS:

.1 Entry Times : Eligibility for consideration for selection to a national team is based on competitors achieving the minimum time standard, during the qualifying period within 12 months of the event.

.2 Qualifying Periods:

.1 Where FINA or the host organization stipulates the qualifying period for any competition, then the qualifying period for that competition shall be the period so stipulated.

ISR9 PROOF OF ENTRY TIMES:

.1 Proof of entry times shall be submitted to the BSF where:

.1 the entry times are achieved in a sanctioned swim meet outside of The Bahamas.

ISR10 RESPONSIBILITY CLAUSE:

.1 The coach assumes responsibility for all false or incorrect times and all national team nominations submitted by him, and may be subject to disciplinary action for inaccurate submissions

ISR11 SELECTION OF COMPETITORS:

.1 Regional or International Age Group Competitions:

.1 Swimmers that meet the Minimum Time Standards, within the qualifying period, are eligible for consideration on a national team.

.2 Where there are no, or insufficient, qualifiers for selection to a national team, other registered swimmers may be considered.

.2 Open/Senior Regional/International Competitions:

.1 Eligibility for consideration for selection to a national team attending any of the regional or international competitions is based on competitors satisfying a published Minimum Time Standards, within the qualifying period.

.2 Where individual entries at such competitions are limited to 2 competitors per event, priority for selection to a national team will be given to the first and second fastest competitors who have satisfied the published Minimum Time Standard in each event. Where individual entries are limited to 3 competitors per event, priority for selection to a team will be given to the first, second and third fastest competitors who have satisfied the published Minimum Time Standard in each event, etc.

.3 The Chairperson of the Technical Committee shall submit the final list of competitors to the Council for Council's approval at the next available Council meeting.

.4 Final selection of competitors by the Council shall be based on the recommendations of the Technical Committee.

.5 Council may approve or reject any competitor.

ISR12 NATIONAL TEAM OFFICIALS:

.1 National Team Officials: Selection

.1 Final selection and ratification of a team manager and/or chaperone by the Council may be based on any recommendations of registered members or clubs.

.2 Final selection and ratification of a head coach and/or assistant coach by the Council may be based on any recommendations of the Technical Committee.

.3 Selection of Judging Officials by the Council may be based on any recommendations of the Officials Committee.

.4 Subject to the availability of funds, the Council may ratify those persons recommended as national team officials and can reject any nominated official.

.2 Criteria for Selection: Coaches

.1 Registered BSF Coach, availability, coaching experience or knowledge, years of coaching and levels of coaching certification. Preference will be given to coaches with the largest ratio of qualified swimmers on the named national team.

.3 Criteria for Selection: Team Manager and/or Chaperone

.1 Experience of team travel; experience with children and young adults; contribution to swimming in The Bahamas at the club or national level; working on Council or BSF committees; reliability and maturity.

.4 Criteria for Selection: Judging Officials

.1 BSF certification or equivalent as a Referee or Starter or Stroke Judge or Turn Judge; availability; officiating experience and knowledge; officiating experience at the club or national level.

.5 Responsibilities and Duties:

.1 General:

All persons approved by Council as coaches, judging officials and non-judging team officials shall be responsible for ensuring that they and all other officials and competitors on a national team comply with the Code of Conduct for National Teams in these Rules.

.6 Responsibilities and Duties: Head Coach

The responsibilities and duties of the Head Coach shall include:

.1 ensuring competitors are entered correctly in the heats;

.2 ensuring competitors participate in the warm-up sessions;

.3 ensuring that competitors are prepared and ready on the pool deck in adequate time for their heats and/or finals;

.4 registering any scratches or withdrawals;

.5 registering any protest(s) with the Referee, if appropriate;

.6 ensuring that competitors know they will be competing under FINA Rules and apprise them of same;

- .7 becoming appraised of any disqualification(s) as soon as possible;
- .8 ensuring that any competitor qualifying for a final is correctly seeded and that his name is announced;
- .9 recording times (unofficial) in order to note any sizeable discrepancies, and to make appropriate query;
- .10 acquiring copies of the official results of heats and finals, obtaining the Referee's signature (where possible), and supplying same to the BSF upon the tem's return;
- .11 participating in any technical meetings for coaches and delegates;
- .12 ensuring, with the cooperation of the other team officials, that the competitors have adequate rest and nutrition;
- .13 informing the other team officials of any accidents and/or infractions of the Code of Conduct for National Teams;
- .14 remaining informed of the whereabouts of the competitors at all times;
- .15 any other duties or responsibilities prescribed by Council from time to time.

.7 Duties and Responsibilities: Assistant Coach

The responsibilities and duties of the Assistant Coach shall include:

- .1 assisting the Head Coach in the discharge of any coaching responsibilities;
- .2 assuming the duties of the Head Coach should he be unable to fulfil them;
- .3 attending technical meetings, if necessary;
- .4 ensuring that competitors arrive at the pool punctually;
- .5 informing competitors of the need to report to the marshaling area;
- .6 informing the other team officials of any accidents and/or infractions of the Code of Conduct for National Teams;
- .7 remaining informed of the whereabouts of the competitors at all times;
- .8 any other duties or responsibilities prescribed by Council from time to time.

.8 Responsibilities and Duties: Team Manager

The responsibilities and duties of the Team Manager shall include:

- .1 taking possession of all travel documents, passports, airline tickets, medical releases and health insurance papers;
- .2 ensuring that all team members tickets are processed and that all baggage is checked-in, where appropriate;
- .3 paying any departure taxes;
- .4 arranging and/or providing transportation where necessary (i) between an airport and the team's sleeping quarters, or (ii) between the sleeping quarters and the swimming pool;
- .5 ensuring that the competitors are adequately and timely fed, and purchasing extra nutritious food and drinks, if necessary;
- .6 primary responsibility for the behaviour of the team;
- .7 consulting with other team officials as soon as possible after arrival, and informing all team members of any interpretation of the Code of Conduct;
- .8 remaining informed as to the whereabouts of the competitors at all times;

- .9 informing the other team officials of any accidents and/or infractions of the Code of Conduct;
- .10 submitting any applications for Bahamas Records to the Records and Statistics Committee upon the team's return;
- .11 any other duties or responsibilities prescribed by Council from time to time.

.9 Responsibilities and Duties: Chaperone

The responsibilities and duties of the Chaperone (if any) shall include:

- .1 ensuring compliance by the competitors with any curfew;
- .2 ensuring that the competitors rest when so instructed;
- .3 ensuring that the competitors have adequate drying facilities for their swimwear, or, if those are not available, arranging some means of drying such items in the rooms themselves;
- .4 reporting any infractions of the Code of Conduct to the Team Manager and team Coaches;
- .5 remaining informed as to the whereabouts of the competitors at all times;
- .6 remaining aware of any medical problems and/or allergies the competitors may have, and having on hand a basic first aid kit;
- .7 any other duties or responsibilities prescribed by Council from time to time.

.10 Responsibilities and Duties: Judging Officials

The responsibilities and duties of judging officials shall include:

- .1 participating in any technical meetings for officials and delegates;
- .2 carrying out such judging tasks and duties as may be assigned by the Meet Director or Referee;
- .3 any other duties or responsibilities prescribed by Council from time to time.

ISR13 CODE OF CONDUCT:

- .1 All competitors and team officials shall conduct themselves in a prudent, respectful, courteous and dignified manner at all times that would not result in dishonour or disgrace to themselves, their families, their clubs, the BSF or The Bahamas.
- .2 The team shall travel and eat together whenever and wherever possible.
- .3 All competitors shall observe any curfews established by the Coaches or Team Manager.
- .4 No competitor or team official shall use lewd, indecent, profane, abusive or offensive language, or behave in an unsportsmanlike manner, or conduct themselves in a manner likely to embarrass or disgrace any other competitor or official participating in the competition.
- .5 Competitors and team officials shall not consume alcoholic beverages prior to or during the competition or use any drug or other substance, which is on FINA's List of Banned Substances in force at the time of the competition.
- .6 No competitor may visit the living quarters of members of the opposite sex on the Bahamas national team or any other nation's team at any time. Team officials should not do so either unless it is in connection with team business or for emergency or urgent reasons.
- .7 Any competitor or team official whose parents, guardians, spouse or family members travel to a regional or international competition, whether as spectators or as officials, shall nevertheless remain under the jurisdiction of the BSF and the national team's officials and coaches, and subject to this Code of Conduct, at all times.
- .8 The Head Coach and the Team Manager may agree that a competitor has seriously breached or abused the provisions of this Code of Conduct and should be immediately removed from the team. They may

either agree that the Head Coach should withdraw the competitor from further participation in the competition, or, in appropriate cases, that the Team Manager should return the competitor to The Bahamas. Where they fail to agree, the decision of the Team Manager shall prevail. Additionally, any competitor who is determined by the Council to be in gross violation of this Code of Conduct may be suspended from participation in future regional or international competitions.

.9 Team members shall wear full team uniforms during public events and competition.

.10 Awards and medals shall be personally accepted by the recipient at official awards ceremonies unless excused by the Head Coach or Team Manager due to illness or other just cause.

.11 All team members shall participate in public ceremonies at the competition, unless excused by the Head Coach or Team Manager due to illness or other just cause.

ISR14 OFFICIALS REPORTS:

.1 The Coach, Assistant Coach, Chaperone and Team Manager shall respectively submit reports of the results, performances and conduct of a national team, any disciplinary or other problems encountered and an accounting of the team's expenses.

ISR15 INTERNATIONAL SWIMMING: BSF CLUB TEAMS

.1 Participation by BSF Competitors outside The Bahamas:

.1 BSF registered competitors may participate in sanctioned competitions or events outside of The Bahamas provided that the country where the competition/event is being held is a member of FINA. The swimming rules of the Member of FINA shall apply to the competition /event.

.2 Participation by Non-BSF Competitors within The Bahamas:

.1 Any competitor registered with another Member of FINA may participate in BSF sanctioned competitions. The BSF Rules shall apply to such sanctioned competition.

.2 The BSF member club or unaffiliated organisation hosting or sponsoring the competition, benefit, exhibition, swim-a-thon, marathon, or clinic, is responsible for ensuring that the BSF rules are followed.

PART XI

JUDICIAL RULES

JR1 RIGHTS OF COMPETITORS:

- .1 The BSF shall respect and protect the right of every competitor who is eligible to participate in any BSF sanctioned competition under BSF or FINA Rules and regulations, provided that such sanctioned competition is conducted in compliance with BSF or FINA Rules and requirements.
- .2 The BSF shall ensure that all of its sanctioned competitions are conducted according to its Rules and any applicable FINA Rules. BSF Rules are designed to provide fair and equitable conditions of competition and promote uniformity in the sport of swimming so that no competitor shall obtain an unfair advantage over another.
- .3 The BSF shall ensure that all competitors have fair, equitable and uniform conditions of officiating.

JR2 RULES VIOLATIONS

- .1 Any individual, entity and/or club found by the Disciplinary Committee as the result of a formal complaint to be in breach of the BSF Constitution or the BSF, CCCAN or FINA Rules shall be subject to penalty by way of disciplinary action.
- .2 Penalties:
 - .1 a warning or censure;
 - .2 probation;
 - .3 reimbursement of expenses;
 - .4 fine;
 - .5 suspension;
 - .6 expulsion.

JR3 COMPLAINTS

- .1 A complaint is a formal grievance alleging breach of BSF, CCCAN or FINA Rules.
- .2 Any complaint must be delivered in writing to the BSF Secretary within twenty-one (21) days of the rule violation, stating the specific rule violation and provide evidence of same.
- .3 Where 2 or more persons make formal complaints of a substantially similar nature arising from the same event(s) and involving some or all of the same respondent(s), the Disciplinary Committee may elect to consolidate and hear all such complaints at the same time.

JR4 DISCIPLINARY COMMITTEE HEARINGS

- .1 Notice of Hearing:
 - .1 Within ten (10) days of the receipt of a written complaint, the Chairperson of the Disciplinary Committee must send a written notice to the parties involved.
 - .2 The Notice of Hearing:
 - .1 shall state the date, time and venue of the hearing of the complaint;
 - .2 shall specify the substance of the allegations and shall include a copy of the complaint, along with copies of any documents received.
 - .3 shall deliver to and direct the respondent to return to the Disciplinary Committee a reply to the formal complaint in writing within seven (7) days prior to the date of hearing as specified in the correspondence.
 - .4 shall direct notification from the complainant and the respondent as to whether they each intend to appear in person at the hearing with witnesses, or, do not intend to appear at the hearing and instead will rely on their written submissions.

.5 must be sent or delivered to the last known address, as recorded on the BSF Registration form or Telephone Directory of the parties involved, by fax, electronic mail, or regular mail. All correspondence is deemed to be delivered after seven (7) days after its dispatch, whether it is actually received or not.

.3 Reply to Formal Complaint:

.1 In the event any party fails to reply to any directive from the Disciplinary Committee, the Disciplinary Committee shall proceed with the hearing of the complaint.

.4 Procedure: After a Hearing

.1 The Chairperson of the Disciplinary Committee shall inform the parties and the Council in writing of the Committee's findings and decision within ten (10) days of the conclusion of the hearing.

JR5 APPEALS

.1 Procedure

Any Disciplinary Committee decision may be appealed in writing to the Council within ten (10) days of its issuance.

JR6 COURT OF ARBITRATION FOR SPORTS

Disputes between FINA and the BSF, or FINA and members of BSF, or between the BSF and another Member of FINA, which are not resolved by a decision of the FINA Bureau, may be referred by either of the parties involved for arbitration by the Court of Arbitration for Sports (CAS) in Lausanne, Switzerland. Any decision made by the CAS shall be final and binding on the parties concerned and not subject to further review.

PART XII

BY-LAWS

BL1 RULES OF ORDER FOR GENERAL MEETINGS

.1 The President, or in his absence one of the Vice-Presidents, shall take the chair at all General Meetings pursuant to C11.5.2 of the BSF Constitution. If a quorum is not achieved thirty (30) minutes after the start time of the meeting, the meeting shall be postponed for one week at the same time and venue. If, after thirty (30) minutes of the start of the postponed meeting a quorum is still not achieved, then all of the persons present and/or present by proxy shall constitute a quorum.

.2 Minutes of General Meetings

.1 At each General Meeting, a record of the minutes of the proceedings of the General Meeting shall be kept by the BSF Secretary or Assistant Secretary. A copy of the minutes shall be distributed to all members of BSF within Thirty (30) days following the General Meeting.

.2 If no objections arise within Thirty (30) days after distribution, the minutes stand approved as circulated.

.3 The original draft minutes must be retained by the Secretary or Assistant Secretary until they are finally confirmed.

.4 The Annual Reports of the President and Treasurer shall be distributed as an appendage to the minutes. For special reasons, members may be informed in written form of the decisions taken at a General Meeting before they are published.

.3 Minutes of Council Meetings

.1 The Secretary or Assistant Secretary shall keep the minutes of each Council Meeting. A copy of the minutes shall be distributed to all members of Council prior to the next succeeding Council Meeting.

.2 If no objections arise at the next succeeding Council Meeting after distribution, the minutes stand approved as circulated.

.3 The original draft minutes must be retained by the Secretary or Assistant Secretary until they are finally confirmed by Council.

BL2 AMENDMENT OF BSF RULES

.1 General

.1 The Rules of the BSF may be altered, amended or repealed at any time. A Special General Meeting of BSF shall be convened for that purpose.

.2 The General Meeting shall be convened once every four (4) years during the year of the Olympic Games.

.3 The Rules Committee will not submit changes of the BSF Rules to the Council until at least 30 days after the Summer Olympic Games. All rule changes must be submitted in a typed format.

.2 Exceptions: Appendix A (BSF Forms)

.1 The Council may alter, amend or repeal any of the forms in Appendix A at any time.

.2 The BSF Secretary shall notify and distribute to all BSF members copies of any amendments affecting any of the forms in Appendix A, as well as indicating the date upon which the amendments came into effect.

.3 Exceptions: Appendix B (BSF Fees and Surcharges)

.1 The Council may alter, amend or repeal any of the fees and surcharges payable to the BSF in Appendix B at any time.

.2 The BSF Secretary shall notify and distribute to all BSF members copies of any amendments affecting any of the fees and surcharges mentioned in Appendix B, as well as indicating the date upon which the amendments came into effect.

BL3 THE ORGANIZATION OF THE BAHAMAS SWIMMING FEDERATION:

BSF Committees:

.1 The Council shall establish the following Committees, if necessary, to assist it in governing and administering the affairs of the BSF:-

- (1) Technical Committee
- (2) Officials Committee
- (3) Finance and Investments Committee
- (4) Disciplinary Committee
- (5) Records and Statistics Committee
- (6) National Team Planning Committee

.2 A person may serve as a club's representative on the Council and any number of committees or sub-committees. Persons serving on committees and sub-committees need not be an individual member of the BSF.

.3 No Executive Council Member of the BSF may be appointed or act as the club representative on any BSF Committee or Sub-Committee or hold an executive position in any BSF registered club/team.

.4 Term of Office

.1 The term of office of each member, including the Chairperson, shall commence on 1st January and expire on 31st December in each calendar year.

.2 Any person appointed by the Council or a member club may be successively re-appointed.

.3 Any person appointed by the Council may be removed from office by the Executive Council.

BL4 RULES AND REGULATIONS COMMITTEE

.1 Composition:

The Rules and Regulations Committee shall be comprised of the following persons:-

- .1 a Chairperson, appointed by Council;
- .2 one (1) representative from each member club.

.2 Duties:

The duties of the Rules and Regulations Committee shall include (but are not limited to) the following:-

- .1 recommending proposals of changes and amendments to the BSF Rules;
- .2 compiling lists of proposals of changes and amendments to the BSF Rules as received from time to time;
- .3 such other duties as Council may assign from time to time.

BL5 TECHNICAL COMMITTEE

.1 Composition:

The Technical Committee shall be comprised of the following persons:-

- .1 a Chairperson, who shall be appointed by Council;
- .2 Registered Coaches.

.2 Duties:

The duties of the Technical Committee shall include (but are not limited to) the following:-

- .1 compiling a calendar of competitions for publication and distribution to all member clubs and unattached competitors;
- .2 devising programmes of events for these competitions that annually include all individual and relay events offered at the National Championships;
- .3 calculating qualifying time standards for the National Championships and national teams according to the formulae defined in the National Championships Rules and the International Swimming Rules;
- .4 advising the Council on all matters relating to competitive swimming and to submit written recommendations or methods for improving the standard of Bahamian swimming;
- .5 nominating competitors (and where appropriate, alternates) for selection to national teams according to the criteria stated in the International Swimming Rules and any other entry conditions or requirements of the host organization;
- .6 arranging and conducting clinics and seminars for the training and certification of coaches, from time to time;
- .7 such other duties as Council may assign from time to time.

BL6 OFFICIALS COMMITTEE

.1 Composition:

The Officials Committee shall be comprised of the following persons:-

- .1 a Chairperson, who shall appointed by Council;
- .2 one (1) representative from each member club.

.2 Duties:

The duties of the Officials Committee shall include (but are not limited to) the following:-

- .1 developing and maintaining a body of trained and qualified officials accessible to member clubs to officiate at sanctioned competitions;
- .2 preparing a roster of officials to officiate at each session of the National Championships;
- .3 the acquisition and maintenance of supplies for use by officials in the execution of their duties;
- .4 arranging and conducting annual clinics or seminars for the training and certification of qualified officials;
- .5 approving the designation as Referee, Starter or Judge to registered and certified candidates;
- .6 such other duties as Council may assign from time to time.

BL7 FINANCE AND INVESTMENTS COMMITTEE

.1 Composition:

The Finance and Investments Committee shall be comprised of the following persons:-

- .1 a Chairperson, who shall be appointed by Council;
- .2 one (1) representative from each member club.

.2 Duties:

The duties of the Finance and Investments Committee shall include (but are not limited to) the following:-

to raise funds for:-

- .1 coaching clinics or seminars;
- .2 officials clinics or seminars;
- .3 participation and outfitting of national teams in regional or international competitions;
- .4 re-investment in prudent investment vehicles;
- .5 the hosting of the National Championships;
- .6 the hosting of regional or international competitions;
- .7 administrative expenses.
- .8 such other duties as Council may assign from time to time.

BL8 RECORDS AND STATISTICS COMMITTEE

.1 Composition:

The Records and Statistics Committee shall be comprised of the following persons:-

- .1 a Chairperson, who shall be appointed by Council;
- .2 one (1) representative from each member club.

.2 Duties:

The duties of the Records and Statistics Committee shall include (but are not limited to) the following:-

- .1 processing any application for records, and recommending approval or rejection of same;
- .2 maintaining current lists of all records;
- .3 incorporating new records into the records listings;
- .4 distributing to all member clubs and the BSF Assistant Secretary
- .5 notifying all members clubs of all approved applications for records;
- .6 maintaining data and statistics on all competitors who may be eligible for participation in the National Championships or nomination for selection to a national team, and supplying the Council and the Technical Committee with such data and statistics;
- .7 such other duties as Council may assign from time to time.

BL9 NATIONAL TEAM PLANNING COMMITTEE

.1 Composition:

The National Team Planning Committee shall be comprised of the following persons:-

- .1 a Chairperson, who shall be appointed by Council;
- .2 one (1) representative from each member club.

.2 Duties:

The duties of the National Team Planning Committee shall include (but are not limited to) the following:-

- .1 to make travel arrangements for national teams and officials;
- .2 to provide all team members and officials with a Meet Information package;
- .3 to procure team outfits for national teams and officials;

.4 such other duties as Council may assign from time to time.

BL10 DISCIPLINARY COMMITTEE

.1 Composition:

The Disciplinary Committee shall be comprised of the following persons:-

- .1 The Chairperson of the Rules and Regulations Committee;
- .2 two (2) disinterested members selected by draw from a pool comprising one representative from each member club.

.2 Duties:

The duties of the Disciplinary Committee shall be as follows:-

- .1 hear each case of complaint or violation of BSF Rules, CCCAN, or FINA Rules; make a report on its findings to the Council and the affected parties.
- .2 recommend any penalty to be imposed;

BL11 BOARD OF REVIEW

.1 Whenever an appeal is submitted the Council shall convene a special body called the Board of Review.

.2 Functions:

The Board of Review shall:-

- .1 review any case referred to it by way of appeal;
- .2 examine any new information relevant to the case which was not and could not have been available to the Disciplinary Committee;
- .3 record fully its hearing, its decision and the reasons for that decision to the Council, who will implement the Board's decision;

.3 Composition:

- .1 The Board of Review shall be comprised of five (5) disinterested persons who shall be selected by Council.
- .2 When constituted, the Board shall elect one of their members as Chairperson.
- .3 No member of the Council or Disciplinary Committee shall also be a member of the Board of Review.

.4 Quorum:

The quorum for any hearings of the Board shall be at least three (3) of its members.

.5 Voting:

- .1 Each member of the Board shall be entitled to one (1) vote.
- .2 Where votes are tied, the Chairperson shall have a casting vote.
- .3 Decisions of the Board shall be by a majority of those members present and voting.
- .4 The Board may alter any decision of the Disciplinary Committee. Their decision shall be final and binding on the parties concerned and are not subject to further review.

BL12 HONORARY LEGAL ADVISOR

.1 The Council may elect to appoint a Counsel and Attorney admitted to practice law in The Bahamas as Honorary Legal Advisor to the BSF.

.2 The Honorary Legal Advisor shall:-

.1 provide legal advice to the Council, the Committees, Sub-Committees and Boards of the BSF, when requested to do so;

.2 draft and review BSF correspondence, contracts and other documents, when requested to do so;

.3 attend Council, Committee or Sub-Committee meetings, whenever requested to do so for the purpose of advising on any legal matters arising;

.4 such other duties as Council may assign from time to time.

BL13 AD HOC COMMITTEES

The Council shall be entitled to appoint any Ad Hoc Committees or Working Commissions for any purpose whenever it is considered appropriate to do so.

BL14 CONFLICT OF INTEREST

The conflict of interest and ethical practices of the BSF will be as follows:

If any officer or member of the Executive Council or any Committee/Subcommittee of the BSF has a financial interest in any contract or transaction involving the BSF, such individual will not participate in the BSF's evaluation or approval of such contract or transaction unless the material facts of the relationship or interest are disclosed or known to the other Council and Committee members. If such disclosure is made, the contracts or transactions will not be voidable if the Council in good faith authorized the contracts or transactions by the affirmative vote of the majority of the disinterested Council members and the contract or transaction is fair to the BSF at the time that the Council authorized it.

SECTION III

FORMS, FEES AND SURCHARGES OF THE BAHAMAS SWIMMING FEDERATION

APPENDIX A

BSF FORMS

SCHEDULE OF BSF FORMS

#FORM NAME RULE #1 Club Membership Application Form C4.4.1.22 Renewal of Annual Club Membership Form C4.4.43 Individual Membership Application Form C4.5.1.14 Nomination for Election of Officers C9.25 Appointment of Club Representatives for BSF General Meeting C11.3.16 Proxy Form C11.3.5.17 Swimmer Transfer/Release Form GR4.1.18 Swimmer International Transfer/Release Form GR4.2.19 Swimmer Registration Application Form GR6.210 Swimmer Renewal of Registration Form GR6.5.111 Lapsed Swimmer Renewal of Registration Form GR6.5.212 Swimmer Certification Application Form GR7.113 Sanction Application GR8.5.114 Meet Invitation Form GR8.5.1.115 Equipment Rental Requisition Form GR8.5.1.516 Swimming Coach/Instructor Registration Application Form GR9.317 Swimming Coach/Instructor Registration Renewal Form GR9.518 Time-Only Swims Form CR2.3.1.219 Meet Entry Form CR8.4.120 Swimmer Withdrawal/Scratches Form CR9.1.121 Declaration of Medications Form CR15.2.A22 Medical Notification Form CR15.2.B23 Referee's Meet Report Form CR19.1.1124 Meet Representative's Report Form CR19.14.325 Official's Certification Application Form CR20.1.126 Officials Certification Renewal Form CR20.9.427 Official Meet Protest Form CR21.2.228 BSF Surcharge Meet Report CR24.3.229 LCM Pool Training Use Form CR25.2.130 Request for Split Times Form TSR10.2.431 Record Application Form SWR3.6.132 National Swimming Championships Meet Entry Form NCR7.2.133 National Swimming Championships Order of Relay Swimmers Form NCR7.2.434 National Swimming Championships Swimmer Scratches Form NCR9.135 National Swimming Championships Official Protest Form NCR13.136 National Teams Qualifying Times Form ISR11.537 Clothing/Equipment List ISR11.5.8 (3)38 Medical Release Form ISR11.5.8 (4)39 Application for Travel Permit ISR16.1.240 National Team Training Squad Acceptance Squad ISR18.2.241 Masters Swimming Record Application MSR6.142 Formal Complaint Form JR3.443 Notice of Hearing Form JR4.1.244 Reply to Formal Complaint Form JR4.1.2.445 Notice of Appeal Form JR5.1.2

[Copies of the above-listed Forms are omitted from this Handbook.]

APPENDIX B

BSF FEES AND SURCHARGES

SCHEDULE OF BSF FEES AND SURCHARGES

[Effective from 1st January, 2001]

#	PURPOSE	AMOUNT
1	Club Membership Application Fee	\$250.00
2	Renewal of Annual Club Membership Fee	\$100.00
3	Individual Membership Application Fee	\$25.00
4	Swimmer Release/Transfer Fee	\$10.00
5	Swimmer Registration Application Fee	\$10.00
6	Swimmer Renewal of Registration Fee	\$10.00
7	Swimmer Certification Fee	\$5.00
8	Sanction Application Fee	\$20.00
9	Equipment Rental Fees (per day) - Complete/all items	\$300.00
10	Official Meet Protest Fee	\$50.00
11	BSF Surcharge (per swimmer)	\$2.00
12	National Championship Individual Entry Fee (per entry)	\$5.00
13	National Championship Relay Team Entry Fee (per entry)	\$20.00
14	National Championship Official Protest Fee	\$50.00
15	Masters Swimming Individual Entry Fee (per entry)	\$5.00
16	Masters Swimming Relay Team Entry Fee (per entry)	\$20.00
17	Swimming Coach/Instructor Registration Application Fee	\$25.00
18	Swimming Coach/Instructor Renewal of Registration Fee	\$25.00