

Tip for Referees: Working with Administrative Officials (AOs)

Referees;

There seems to be some confusion about the use of Administrative Officials (AOs) on our CT Decks.

MANDATE:

This new position is mandated by USA Swimming and will join the positions already required on deck: Referee, Starter and Stroke & Turn Judges. Connecticut Swimming is certifying "Administrative Officials" now.

ROLE:

The "Administrative Official" is one who works directly with the Meet Referee and supervises/directs the following positions on the "dry" side of the meet:

- Entry and Registration Personnel
- Clerk of Course
- Timing System Operator
- Scoring Personnel
- Timing Judge
- Meet Management Software (Hy-tek, Touchpad, etc.) Operator

The administrative official may handle one (or more) of the above positions or may simply act in a supervisory capacity of those positions. Other AOs or volunteers may fill the above positions provided there is a lead "Administrative Official" supervising all, or the "Administrative Official" is filling one (or more) of the positions and supervising the remaining ones. The "Administrative Official(s)" may not act in any other capacity on deck during the session they are working. All time reconciliations must be completed at the meet with final oversight of the Meet Referee.

Coaches and Meet Directors may serve as an AO, just not in any session where they are coaching or acting as a Meet Director. The reason why the rule requires that the AO cannot work in any other officiating capacity is to ensure the degree of attention that the job requires. That same reasoning applies to Meet Directors and Coaches who are performing other duties during a session.

UNIFORM:

As officials of Connecticut Swimming, Administrative Officials are strongly encouraged to wear the official's uniform, white polo shirts with universal swimming logos (LSC, USA Swimming, meet shirts etc, no team logos please) or no logos, navy blue slacks, skirts or shorts with white shoes. The uniform is optional at regular club meets but required at championship meets.

WORK CREDITS:

Meet referees should give work credit to ALL working AOs at the meet session(s) just like every other official on the deck.

I hope this has helped.

Any further questions or clarifications please reach out to officials@ctswim.org.

Thank you,
Nancy