

AMATEUR SWIMMING ASSOCIATION OF JAMAICA BY-LAWS

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AMATEUR SWIMMING ASSOCIATION OF JAMAICA BY-LAWS AND BY-LAW PROCEDURES

The ASAJ is the *Amateur Swimming Association of Jamaica*. FINA is the world-wide Swimming sport organization.

The ASAJ seeks to ensure that the affairs of the Association and its Members are administered in accordance with the Rules and By-laws established by FINA. The Association may establish additional Rules and By-laws.

In exercise of the powers conferred upon the Council by Article 73 of the Articles of Association (of the Constitution) the following By-Laws and Regulations are hereby made.

1. These By-Laws and Regulations may be cited as the Amateur Swimming Associations of Jamaica By-Laws and Regulations.
2. In these By-Laws and Regulations:-
 - a. "The Association" shall bear the same meaning as that given in the Articles of Association, that is, the Amateur Swimming Association of Jamaica.
 - b. "The Articles" shall mean the Articles of Association of the Association being in force.
 - c. "Member Club" shall bear the same meaning as that given in the Articles of Association, that is, a Club which is a Member of the Association for a Club which is a Member of the Association for the time being.
 - d. "Competitive Swimmer" shall mean a swimmer whom it is intended to enter into competitions promoted by the Association or another Federation.

BL1 TOURS IN FOREIGN COUNTRIES

- BL1.1** A competitor competing at a meet in a foreign country shall be a member of an affiliated Member or of a club affiliated thereto. This section shall apply equally to judges, officials, trainers, and coaches.
- BL1.2** All competitions must have received sanction by the Member where the competition takes place, and all competitors or clubs must have permission from their respective Member.
- BL1.3** In every case of a dispute, the rules of the Member or recognised Continental Body under whose jurisdiction the meet is held shall be enforced.

BL2 COMPETITIONS AND MEETS

- BL2.1** All Competitions conducted by the Association or by the Member Club or Associate Member Club or Organizations held under the auspices of the Association shall be sanctioned by Council and shall abide by the rules of the Association and of FINA.

BL2.2 SWIM-OFFS

- BL2.2.1** A swim-off is considered to be part of the total preliminary process to qualify for semi-finals or finals. If after the preliminary heats a place or places in a semi-final or final is disputed by swimmers having equal times, all swimmers having times tied shall swim-off to qualify for the disputed place or places. The swim-off shall be timed and judged in the same manner as the original event unless a subsequent timing system malfunction requires that an adjustment be made. The official time for the swimmers involved shall be the time set in the original preliminary heat. The swim-off may be held at any time set by the referee, but not more than 45 minutes after the last heat any event in which any one of the swimmers is competing in that session. In the case of a disqualification in a swim-off the swimmer so disqualified is relegated to the lowest qualifying position for which he/she is competing. Disqualification in a swim-off for a qualifying position in a final shall not eliminate a swimmer from eligibility to compete in a consolation final. If disqualifications leave a vacancy for the full complement of finalists, swim-off shall continue among the disqualified swimmers until a full complement of finalists is assured.

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BL2.3 PRE COMPETITION WARM-UP RULES

BL2.3.1 In the interest of the swimmers safety, the rules outlined below will be observed during warm-up prior to the start of a competition session. The Meet Organizers shall appoint a Safety Marshal who will ensure compliance.

All lanes in the Competition Pool are circle swimming only until 45 min. prior to the advertised end of warm-up, when the competition pool converts to the following diagram:

COMPETITION POOL START / FINISH END

1	2	3	4	5	6	7	8
15m Dive Sprint Only	25m Dive Sprint Lane	Circle Only	Circle Only	Circle Only	Circle Only	50m Pace Lane Only	Turn Practice Only
Turn Practice Only	Turn Practice Only	Circle Only	Circle Only	Circle Only	Circle Only	50m Pace Lane Only	25m Dive Sprint Only
1	2	3	4	5	6	7	8

Any time between sessions, the pool is as per the diagram above

Note: In pools with 10 lanes, lane 9 and 10 will be like lane 7 and 8 on the diagram.

BL2.3.2 Competition pool:

There shall be NO DIVING AT ALL until 45 mins prior to the end of warm up, and then diving is only allowed in those lanes marked to do so. There shall be NO DIVING IN CIRCLE SWIMMING LANES AND TURN PRACTICE LANES, entry to these lanes is to be feet first, from a sitting position.

BL2.3.3 Warm Up pool:

In the Warm Up pool all lanes will be circle swimming, with feet first entry from a sitting position at all times.

BL3 COMBINING EVENTS AND HEATS

BL3.1 At the Meet Referee's discretion, events may be combined by age, sex, distance and/or stroke provided there is at least one empty lane between such combined events.

BL3.2 At the Meet Referee's discretion, heats may be combined provided appropriate action is taken to ensure that the event results reflect the correct names. In relay events, the Referee shall ensure that all swimmers and officials are aware of the lane changes.

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BL4 POSITIVE CHECK-IN FOR EVENTS

BL4.1 Swimmers may be required to confirm participation in a particular event (positive check-in). This requirement should be stated in the meet summons. Where positive check-in is used, the closing time shall be 15 minutes before the start of the event unless otherwise stated in the meet summons. A swimmer who does not positively check-in by the stated time, but later declare his/her desire to swim will only be allowed to swim if there is an open lane. The event will not be reseeded. Except for medical reasons accepted by the meet referee, should a swimmer check in and subsequently scratch from the event, the swimmer shall be disqualified and scratched from their next event in that competition.

BL5 RECORDS

BL5.1 Records shall be recognized only if recorded by an automatic electronic timing device or in the case where the automatic timing fails or is not available, semi-automatic timing using three buttons or three manual watch times.

BL5.2 Records will be recognized to 1/100 of a second.

BL5.3 Records that have been certified correct by the Meet Referee, the Starter and the Chief Timekeeper must be submitted to the Council for ratification.

BL5.4 The first swimmer in a relay may apply for a record. Should the first swimmer in a relay complete his distance in record time, his performance shall not be nullified by any subsequent disqualification of his relay team for violations which occur after his distance has been completed.

BL5.5 A swimmer in an individual event may apply for a record at an intermediate distance if he or his coach specifically requests the referee that his performance be especially timed, or at the intermediate distance the time is recorded by automatic timing equipment.

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- BL5.6** Records shall be recognized in the following categories:
- a. Senior National Record (SNR) – a swimmer who is a Jamaican citizen may, regardless of his age, apply for a National Record.
 - b. National Age Group Record (NAGR) – a swimmer who is a Jamaican citizen and/or resident for a period of 12 months may apply for a National Age Group Record in the following age group categories (the age of the swimmer shall be his age at midnight on December 31 of the previous year):
 - i. 8 & Under
 - ii. 9-10
 - iii. 11-12
 - iv. 13-14
 - v. 15-17
 - c. All Comers Age Group Record (AAGR) – any swimmer regardless of Nationality, who swims in a competition in Jamaica may apply for an All Comers Age Group Record in the following age group categories (the age of the swimmer shall be his age at midnight on December 31 of the previous year):
 - i. 8 & Under
 - ii. 9-10
 - iii. 11-12
 - iv. 13-14
 - v. 15-17

- BL5.7** For records in 50 metre courses, the following distances and styles for both sexes shall be recognized:

- a. Freestyle – 50, 100, 200, 400, 800 and 1500 metres
- b. Backstroke – 50, 100 and 200
- c. Breaststroke - 50, 100 and 200
- d. Butterfly - 50, 100 and 200
- e. Individual Medley – 200 and 400
- f. Freestyle Relays – 4 X 100 and 4 X 200
- g. Medley Relays – 4 X 100

- BL5.8** For records in 25 metre courses, the following distances and styles for both sexes shall be recognized:

- a. Freestyle – 50, 100, 200, 400, 800 and 1500 metres
- b. Backstroke – 50, 100 and 200
- c. Breaststroke - 50, 100 and 200
- d. Butterfly - 50, 100 and 200
- e. Individual Medley – 100, 200 and 400
- f. Freestyle Relays – 4 X 100 and 4 X 200
- g. Medley Relays – 4 X 100

BL5A RIGHT TO PARTICIPATE

BL5A.1 Any competitor may join as many clubs as he wishes, but he is allowed to represent only one at a time.

BL5A.2 Any competitor who temporarily or permanently changes his residence to another country may join a club affiliated to the Member in the new country.

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BL6 ANNUAL REGISTRATION FEE

BL6.1 Each Member Club and registered competitor shall pay an annual registration fee. The amount is detailed in the *ASAJ Schedule of Fees*.

BL6.2 Subject to the provisions of the Articles of Association, any Member Club whose Annual Subscription Fee is in arrears for a period of three months or upwards shall cease to be a member. A Member Club in arrears shall have no representation at any meeting, and will not be eligible to compete in any contest or competition held under the auspices of the Association. The President or Secretary shall be advised by registered notification.

BL7 FAILURE TO LIST COMPETITIVE SWIMMERS

BL7.1 Each Member Club shall before the end of the first full week of January in every year register its competitive swimmers with correspondence which must be submitted through the Honorary Secretary and shall include;

1. A list of those of its competitive swimmers who as at the 1st of January are Club Members in good standing;
2. The full name, sex, and date of birth (which must be supported by such documentary evidence as may be required by Council), of each competitive swimmers listed; and
3. A registration fee in respect of each competitive swimmer so listed by Member Club for registration.

BL7.2 Upon the failure of a Member Club to meet with the requirements within the time provided for in BL7.1, the Member Club shall, subject to the provisions of Article 37, be deemed to be suspended from Membership and shall along with its swimmers be deemed ineligible to participate in any competition promoted by the Association or held under the auspices of the Association. The Member Club shall remain to be suspended until and unless an explanation is given by the Member to the Council and that explanation is accepted by the Council and the requirements of BL7.1 are carried out by the Member Club whereupon the suspension shall be revoked and the swimmers therefore reinstated to their eligible status.

BL7.3 Upon failure of a member Club to meet with the requirements and within the time provided for in BL7.1 or by the 28th day of February to have its suspension revoked, as provided for in BL7.2, then the Council may suspend the Member Club from membership for the remainder of the calendar year and the Member Club shall along with its swimmers be deemed to be ineligible to participate in any competition promoted by the Association or held under the auspices of the Association.

BL7.4 Where a competitive swimmer who is at the time of suspension of his Member Club is also a member of a Second Club, school, college, University or other team he may be permitted to continue to compete during the suspension of his primary Club in closed competitions, representing such secondary club, school, college University or other team, as provided for under provisions of these By-Laws and Regulations.

BL8 COMPETITIVE SWIMMER COMPETING FOR THE FIRST TIME

In the event that a Member Club wishes to enter for competition a Competitive swimmer for the first time in a meet promoted by the Association and that swimmer, who has (newly) joined the Club subsequent to the submission of the annual listing then the Member Club must register the swimmer 21 days prior to the competition.

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BL9 REPRESENTATION OF ONE CLUB IN A MEET

- BL9.1** A competitive swimmer who is registered as a member of a Member Club as at the 1st January of a particular year may represent that club only in open competitions promoted by the Association during that year, except as stated in these bylaws.
- BL9.2** A Competitive Swimmer may not represent more than one Club or team in any particular competition.
- BL9.3** Where a Competitive Swimmer of a Member Club is also a member of a second Club, he may be permitted to compete in closed competitions representing their second team provided that
- a. their primary club has no objection and does not require their services.
 - b. their primary club is not participating in the meet
 - c. 120 days have lapsed since representing their other club in a meet

Such competitions may or may not be under the auspices of the Association and must not include the competitor's primary club and a participating body.

- BL9.4** A Competitive Swimmer who is changing his membership from one Member Club to another at the end of the Calendar year must follow the procedures outlined in BLP8.1. Such swimmer may represent his new Member Club immediately on receipt by the Honorary Secretary of the Association of both the letter of resignation and registration with the new Member Club.
- BL9.5** Where a Competitive Swimmer of a Member Club wishes to give up his membership of that club and instead take up membership of another club at a time of year other than the first day of January, then in order to represent his new club, in any competition to be held under the auspices of the Association, the swimmer must inform the Association and his former club of his resignation who will confirm the resignation in writing with the Honorary Secretary of the Association. The new Member Club of which the swimmer is to become a member must register the swimmer with the Association.(BLP8.2)

BL10 UNATTACHED SWIMMERS

- BL10.1** Competitive Swimmers who are not members of a Member Club may compete in meets promoted by, or under the auspices of the Association as unattached competitors upon individual registration with the Association.
- BL10.2** Competitive Swimmers who are not members of a Member Club and wish to join a Member Club, must be registered by the Club prior to participation in any competition or meet representing the club.
- BL10.3** Competitive Swimmers who are not members of a Member Club, but who become members of a Member Club at the commencement of the calendar year may represent their Member Club immediately on receipt by the Honorary Secretary of the Association of the information required for registration.

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BL10.4 Competitive Swimmers who have not been registered with the Association may not compete in any meet sanctioned by the Association. Swimmers will not be required to register with the Association to participate in Development Meets.

BL11 REJOINING A MEMBER CLUB

BL11.1 In the event that a Member Club wishes to enter for competition a competitive swimmer who, having been a member of that Club has rejoined the said Club subsequent to the submission of the annual listing, then the said Member Club must register the swimmer prior to the cut off date for registration into a competition in accordance with BL8.1 and pay the appropriate fees.

BL12 COSTUMES

BL12.1 The costumes of all competitors shall be in good moral taste and suitable for the individual sports discipline.

BL12.2 All costumes shall be non-transparent.

BL12.3 The referee of a competition has the authority to exclude any competitor whose costume does not comply with this Rule.

BL12.4 Before any swimsuit of new design, construction or material is used in competition, the manufacturer of such swimsuit must submit the swimsuit to FINA and obtain approval of FINA.

BL12.5 The manufacturers must ensure that the approved new swimsuit will be available for all competitors.

BL13 SMOKING BAN

BL13.1 At all ASAJ sanctioned competitions, no smoking shall be permitted in any area designated for competitors, either prior to or during competitions.

BL14 PROTESTS

BL14.1 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 competitors, or
3. Against decisions of the referee; however, no protest shall be allowed against decisions of fact.

BL14.2 Protest must be submitted;

1. To the referee,
2. In writing,
3. By the responsible team leader only,
4. Together with a deposit of 500 Jamaican Dollars or its equivalent, and
5. Within 30 minutes following the conclusion of the respective event or match.

If conditions causing a potential protest are noted prior to the competition a protest must be lodged before the signal to start is given.

BL14.3 All protests shall be considered by the referee. If he rejects the protest, he must state the reasons for his decision. The team leader may appeal the rejection to the Jury of Appeal whose decision shall be final.

BL14.4 If the protest is rejected, the deposit will be forfeited to the management body of the competition. If the protest is upheld, the deposit will be returned.

BL14.5 In Diving, a verbal complaint may be made by the competitor or a responsible team official immediately after the execution of a dive, a round of dives, or a section of the contest. If the complaint is not accepted, a formal protest may be made.

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BL15 JURY OF APPEAL

BL15.1 The Jury of Appeal shall consist of at least three Members of Council or the Swimming Committee with the highest ranking Member acting as Chairman. In the event that there are insufficient Members of Council or the Swimming Committee present, the Jury of Appeal will consist of at least three Team Leaders with the Meet Referee selecting the Chairman. Each member shall have one vote, except as provided hereunder, and in case of equality of voting, the Chairman has a casting vote.

BL15.2 A jury member is allowed to speak, but not to vote, on a case in which the interest of his own team is involved. A jury member having acted as an official is not allowed to vote on a case if there is a protest against his decision or on his interpretation of a Rule. In case of urgency, the jury may vote on a matter even if it has not been possible to call all the members. The decision of the jury is final.

BL16 NATIONAL TEAM SELECTION

BL16.1 Final decision on the competitors and/or representatives to constitute a team to represent Jamaica or the Association shall rest with ASAJ Council. In the case of the CAC, Pan American, Commonwealth and Olympic Games, Council will make it's recommendation to the Jamaica Olympic Association who will make the final decision.

BL16.2 Decision on Officials who accompany a team and their particular functions shall rest with the Council.

BL16.3 The selection of a team of competitors shall be by a Selection Committee appointed by Council.

BL16.4 The method of selection should be clearly, timely and definitely stated by the Council and Selection Committee.