

# SECTION 1

## AUSTRALIAN POOL LIFE SAVING CHAMPIONSHIPS GENERAL RULES AND PROCEDURES

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## 1.0 DEFINITIONS AND ABBREVIATIONS

For the purposes of this RLSSA Sport and Competition Handbook the following definitions and abbreviations apply:

<b>AOE</b>	Automatic Operating Equipment – A fully automatic computer timing system activated by the starter as part of the audible race starting device and terminated by the competitor on touching the timing pad at the finish wall
<b>APLSC</b>	Australian Pool Life Saving Championships
<b>APLSCOC</b>	Australian Pool Life Saving Championships Organising Committee
<b>ASADA</b>	Australian Sports Anti-Doping Authority, is a redundant organisation whose responsibilities have been incorporated into Sports Integrity Australia (SIA)
<b>CHAMPIONSHIP COMMENCEMENT</b>	For administrative purposes the scheduled Championship commencement is defined as the Team Briefing which is held on the day prior to the start of competition events.
<b>CLUB</b>	The basic administrative or lifesaving unit within a state or territory whose activities are enabled by a constitution, and which has affiliation and representation directly, or through a sub-branch or regional office, to their respective STMO
<b>CPR</b>	Cardio-Pulmonary Resuscitation
<b>CO</b>	Championship Organiser
<b>DNF</b>	Did Not Finish
<b>DNS</b>	Did Not Start
<b>DQ</b>	Disqualified
<b>EVENT</b>	A group of athletes competing against one another over the same distance or conditions and under the same rules. Depending on the number of entrants, an event may be split into heats.
<b>HEAT</b>	A part of an event where a group of athletes attain a result which are then compared against one another to decide their place or progress in that event
<b>ILS</b>	International Life Saving Federation
<b>MM</b>	Meet Manager Active Hy-Tek computer program– the purpose designed commercial recording software that interfaces with most AOE systems used by Australian pool venues
<b>NSC</b>	National Sports Committee
<b>PARTICIPANT</b>	General term for all attendees at the competition – athletes, coaches, managers, spectators, staff, team members, etc.
<b>RACE</b>	A heat (in speed events) where athletes compete head-to-head against one another and achieve a recorded time or place
<b>RLS</b>	Royal Life Saving – The generic term that refers to RLSSA, RLSSC, STMO’s and all their associated members

<b>RLSSA</b>	Royal Life Saving Society Australia
<b>RLSSA MEMBERS</b>	Those people endorsed by their STMO as being involved in the activities of their organisation by either, accreditation, capitation, affiliation or paid membership.
<b>RLSSC</b>	Royal Life Saving Society Commonwealth
<b>SEEDING</b>	The order in which competitors compete according to a set criterion
<b>SEMI-AUTOMATIC TIMING</b>	Similar to AOE, it is an automatic timing system activated by the starting mechanism but terminated by an AOE connected handheld plunger, button or stopwatch operated by a timekeeper
<b>SERC</b>	Simulated Emergency Response Competition
<b>SIA</b>	Sports Integrity Australia (NB; this agency has replaced ASADA as the responsible anti-doping authority in Australia)
<b>STATES AND TERRITORIES</b>	Are as identified in the Australian Constitution and are represented within the Commonwealth Parliament of Australia along with their associated regions.
<b>STMO</b>	Is a State or Territory Member Organisation, (also known as Branches for some States). They are the RLSSA state/territory body responsible for the administration/management of Life Saving within a designated Australian state or territory. An STMO shall be affiliated with, registered to, or otherwise recognised as part of the Royal Life Saving Australia National Organisation
<b>THE HANDBOOK</b>	The RLSSA Sport and Competition Handbook
<b>WADA</b>	World Anti-Doping Agency

## 1.1 INTRODUCTION

The RLSSA Australian Pool Life Saving Championships (APLSC) is the National Championships for RLSSA interstate teams, clubs and individual members.

This section provides information to APLSC participants to assist with their understanding of APLSC, especially its entry and participation requirements. It also provides information on Championship components and relevant organisation procedures that will assist participants in their attendance at the event.

## 1.2 TIMING AND LOCATION OF CHAMPIONSHIPS

The APLSC are held annually, over three consecutive days. States and Territories submit an Expression of Interest to the National Office. The submissions are collated by the National Office and recommendations presented to the NSC for consideration. The National Office confirms the date and venue, after consultation with the CEO and host STMO. Where possible this process to be completed prior to the current APLSC so that announcements can be given at APLSC.

In extenuating circumstances, the NSC, in consultation with the National Office, may agree to the following:

- Shortened notice time for confirmation of a venue and date for the APLSC.
- A change of venue or date for an already confirmed APLSC.
- A change to the already publicised APLSC Program of events or sessions.

### 1.3 CHAMPIONSHIPS PROGRAM

The following table lists the current approved APLSC program with both its activities and event order. From time to time this program may be varied by the Championship Organising Committee, in consultation with the NSC.

#### PROGRAM

One (1) day prior to the start of competition is an organisation day for the Championship Organiser and Key Officials. The following activities normally take place:

- Venue familiarisation and safety inspection
- Final confirmation of competition areas (e.g. SERC, CPR)
- Measurement and venue marking for speed events
- Equipment unpacked and checked
- Final confirmation of officials' allocation
- Workshops for officials and/or coaches
- Registration & accreditation of registered participants
- Briefing of coaches, managers and officials
- Operational checks (e.g. recording device interfaces, etc.)

**Note:** For administrative purposes the Coaches/Managers briefing held one day prior to the start of the competition program is defined as the first event of the APLSC and as such is the Championship commencement.

AUSTRALIAN POOL LIFE SAVING CHAMPIONSHIPS			
	Day One	Day Two	Day Three
<b>AM Activities</b>	Team & Officials Briefing CPR Officials briefing Warm Up Opening Ceremony	Team and Officials Briefing Warm Up	Team & Officials Briefing Warm Up
<b>Competition Events</b>	<b>U16, U19, Open 200m Obstacles</b> <b>U14, Masters 100m Obstacles</b> U16, U19, Open 4x50m Obstacle Relay <b>U19 CPR Competition</b> <b>U14 Manikin Tow</b>	<b>U16, U19, Open, Masters 100m Manikin Carry</b> U16, U19, Open 4x25 Manikin Carry Relay <b>U16 50m Rescue</b> <b>Medley</b>	<b>U16, U19, Open, Masters 50m Manikin Carry</b> <b>U16, U19, Open 200m Super Lifesaver</b> U16, U19, Open 4x50m

	<b>U16, U19, Open, Masters 12.5m Line Throw U14 10m Line Throw U16, U19, Open, Masters 100m Manikin Tow U14 50m Manikin Carry</b> Demonstration Event: Open 4x50m Rescue Tow Relay	<b>U19, Open 100m Rescue Medley Open 4x50m Pool Lifesaver Relay U16, Open CPR Competition</b> U16, U19, Open SERC	Medley Relay Multi-Age 8x50m Fin Relay  Demonstration events: 100m Manikin Lifesaver
<b>PM activities</b>	SERC Officials Briefing		Competition Feedback
	<b>Day One</b>	<b>Day Two</b>	<b>Day Three</b>
<b>Functions</b>	Under 14 Presentation Function	Officials' Function	Presentation Function

## 1.4 RIGHT TO PARTICIPATE

### 1.4.1 PARTICIPATION BY RLSSA MEMBERS

The RLSSA Championships are open to both individuals and teams who are RLSSA members and who are endorsed as a member of their home STMO as well as meeting the specific qualification requirements of the Championships.

Each STMO is responsible for determining, through endorsement, who is qualified to represent their STMO as a member in their Interstate/Development team or as either an individual, or as a member of an endorsed club/ organisation.

Teams may be formed within an STMO to represent either their State or Territory, an STMO club, other lifesaving units or organisations recognised as RLSSA entities subject to the requirements of Rule 1.14.6.

RLSSA considers it unethical to recruit athletes for their athletic ability whose lifesaving credentials are tenuous or largely manufactured for competition purposes. Team management personnel and coaches are the key to preventing such unethical practices and must emphasise and demonstrate “play within the rules” behaviour.

### 1.4.2 PARTICIPATION BY NON- RLSSA MEMBERS

RLSSA is an inclusive organisation which reserves the right to invite, or allow entry to, like-minded individuals and organisations to participate who have an association with the RLSSA. In particular RLSSA may invite international athletes who are members of, or are otherwise affiliated with, a member nation of ILS or RLSS Commonwealth Federations to compete in the APLSC. Additionally, international athletes may also make a request to RLSSA for permission to compete at APLSC.

Non-RLSSA athletes shall compete as visitors or invitational teams (Rule 1.14.6). They are not eligible for any overall team or the individual point score championships.

Such participation is at the absolute discretion of RLSSA and as a minimum, is contingent on participants meeting the eligibility requirements set out in this handbook including the holding of a requisite RLSSA award or an award deemed as equivalent from another Life Saving organisation (refer to Rule 1.7.2). If no such award is held, then the athlete must demonstrate that their swimming ability

is strong enough to competently undertake the APLSC events safely. This may be achieved by successfully completing the lap swimming component of the age appropriate RLSSA award or providing other swimming ability evidence. For the CPR or Line Throw events, holding a CPR accreditation.

To participate, non-RLSSA clubs and/or competitors are not required to hold any affiliations or endorsements from an STMO but are required to have some form of endorsement and other authority from their organisation which satisfies RLSSA as to their legitimacy.

Any reciprocal arrangements with Surf Life Saving Australia for their members to compete in RLSSA events and vice versa shall take precedence over the entry requirements.

## 1.5 ENDORSEMENT

### 1.5.1 ENDORSMENT OF RLSSA PARTICIPANTS

State and Territory Member Organisations must endorse all RLSSA participants including, but not limited to, officials, team management, teams and individual competitors as a condition of their participation (as applicable).

STMO endorsement is written confirmation that a person is a member in good standing, with either the branch or an affiliated club and is currently qualified to undertake the duties or role they are nominated for. Additionally, the following applies to STMO endorsements (as applicable):

- **Competitors:** endorsement also confirms that they meet the competition eligibility and qualifying requirements, including the required RLSSA award stipulated for APLSC entry. Endorsement of Interstate and Development Team competitors will also confirm that they meet the requirements outlined in Rule 1.14.
- **Team Coaches and Management Personnel:** endorsement also confirms that they hold a current and relevant Working with Children Accreditation.
- **Officials:** endorsement also confirms that they are accredited and capable of undertaking the position they have applied for and they hold a current and relevant Working with Children Accreditation.
- **Club or Other Lifesaving Unit** endorsement for entry as an RLSSA club team is a declaration that:
  - The club/unit meets the requirements of the definition of a RLSSA club (refer to Rule 1.0).
  - The team membership is solely made up from the one club or unit and is not a composite of multiple clubs or units.

### 1.5.2 ENDORSMENT OF NON-RLSSA PARTICIPANTS

Endorsement or authority to compete for non-RLSSA clubs and/or competitors will be decided by the RLSSA National Branch Office and based on clubs and/or individual competitors meeting the eligibility criteria as outlined in Rules 1.6 and Rule 1.14.6. When possible, organisations and individuals should approach the RLS National Branch to confirm the requirements for their particular entry.

## 1.6 ELIGIBILITY

### 1.6.1 ELIGIBILITY TO COMPETE AS AN RLS COMPETITOR

To compete as an RLS competitor in any National RLSSA Championship, the competitor must:

- Be a citizen or resident of Australia (have a valid right to live and work in Australia).
- Be endorsed by an RLS STMO or affiliate club (refer to Rule 1.5).
- Hold an award issued by a State or Territory Member Organisation (refer to Rule 1.7.2). Be actively involved in lifesaving through training, competition, instruction, or administration (paid or volunteer); as determined by their STMO.

### 1.6.2 ELIGIBILITY TO COMPETE FOR AN INTERSTATE OR STATE DEVELOPMENT TEAM

In addition, to Rule 1.6.1, athletes who compete as part of an Interstate Team or State Development Team, must meet the following additional criteria:

- Be a recognised member of the STMO they will represent for a minimum of 60 days prior to the commencement of the competition.

Athletes may represent:

- Their current STMO membership (provided they are 'active members'); or
- Their State/Territory of qualification origin (where their first RLSS award was obtained provided this can be established via available evidence with the onus on the athlete to provide such evidence);
- Their current State/Territory of residence as defined as:
  - has lived in the State/Territory for the period of 120 days immediately prior to the commencement of the competition; or
  - has lived in the State/Territory for a combined period of 6 months in the previous 12 months prior to the commencement of the competition; or
  - Is a full-time student who attends an educational establishment in a State/Territory that is other than the State/Territory of their home residential address. Evidence of enrolment may be required at the time of entry.

STMOs may endorse representation based on any of these criteria, provided an athlete represents **only one State/Territory team per competition year**.

Athletes who do not meet the above requirements but seek to represent a State/Territory as part of an Interstate Team may apply to be drafted (refer to Rule 1.6.4).

### 1.6.3 ELIGIBILITY TO COMPETE IN THE INTER-CLUB AND AGE DIVISION CHAMPIONSHIPS

All RLSSA endorsed athletes are eligible for Individual Age Championships. Only RLSSA endorsed club teams and lifesaving units are eligible for the Inter-club Team Championship. State/Territory development teams are excluded for this Championship (refer to Rule 1.7).

#### **1.6.4 DRAFT SYSTEM**

To ensure that the Interstate component of the Championships is as competitive as possible, and to allow as many Interstate teams as possible to field a full complement of 16 athletes, a National Draft System will be implemented. The Draft system is not available to Interclub or Development Teams.

The National Branch through the NSC is charged with facilitating the draft on an annual basis, noting:

- It is desirable that each affiliated State/Territory has a full team roster for team events.
- The draft is to ensure that the allocation of draft nominations is equitably spread amongst the teams requiring athletes.
- An impartial, random draw process is used to allocate athletes amongst the teams requiring draft athletes.

#### **GENERAL RULES**

- If an athlete is not selected for their State/Territory Interstate Team and chooses not to nominate for the draft, they may still participate in APLSC as either an individual representative, or as a member of a club/development team.
- Teams and athletes utilising the draft are eligible to win medals, Championship trophies and prizes.
- An athlete drafted into an Interstate Team does not retain any residential, draft or eligibility rights to compete for that State/Territory in future Championships.
- Once an athlete accepts a draft allocation into an Interstate team they become part of that team. The draftee cannot then request to compete for any other Interstate or club team.
- Swapping or trading of athletes is not permitted.

#### **DRAFT PROCESS**

The draft process will begin approximately 60 days prior to the commencement of APLSC with a call for draft nominations from both Teams and Athletes with a clear closing date.

Once nominations close, National Office staff will conduct random draws for selection.

There will be a separate team draw order for each age group and athlete allocation.

The random draws will be for each male and female age group as well as for teams requesting draftees.

When the selection order is established, the draft process will begin using the following guidelines:

- The first selection will be the order in which each team will receive a draftee. There will be a separate draw for each age group and gender.
- The athlete draw will be second.
- Commencing with the U/16's age group, the names are drawn out for each age group until either the Interstate Teams are full or there are no more draftees.

- Athletes who nominate for more than one age group are initially placed into the youngest age for which they have nominated and if they are unsuccessful in that age group, they are then be moved to the next additional age group they have nominated for.
- The process is complete when there are no more draftees or age groups remaining, even if all teams are not filled.

**Note:** Athletes not drafted are put on a reserve list in case an athlete subsequently refuses their draft selection.

### **TEAM DRAFT APPLICATIONS**

A State/Territory must exhaust the athletes eligible to them who have applied for and/or have identified themselves as available for selection for their Interstate team before accessing the draft process (i.e. Before the draft process commences, States/Territories must select their Interstate team from their pool of available athletes).

When applying to draft athletes into their Interstate Team the STMO must:

- Indicate how many athletes are required and what are the age category of those athletes.
- Disclose any conditions they will need to impose upon a drafted athlete as a prerequisite to them competing for their Interstate team. This includes any team monetary levy plus travel, accommodation, equipment and uniform costs or behaviour expectation such as alcohol free.

The Team Draft Application form is available in Appendix C.

### **ATHLETE DRAFT APPLICATIONS**

If an athlete nominates but is not selected for their State/Territory's Interstate team, or where there is no team selected by the State/Territory, they can nominate through their STMO for the APLSC Interstate Draft system.

When an athlete nominates for the draft, the following applies:

- They do not have a choice of which State/Territory they will be drafted into. The only exception to this condition is where a State/Territory is not entering an Interstate Team in APLSC. In this case, an athlete may nominate for a specific Interstate Team rather than accessing the random draft.
- They must have met the eligibility requirements for Interstate team entry to the competition, excluding the residency or state of origin requirement (refer to 1.6.2).
- They may nominate for more than one age group. They are initially placed into the youngest age for which they have nominated and if they are unsuccessful in that age group, they are then be moved to the next additional age group they have nominated for.
- Where an athlete did not make themselves available for an Interstate team for which they were eligible and wishes to apply for the draft, they may be required to provide a reason as to why they did not make themselves available to the team for which they were eligible before being permitted to enter the draft.
- Once drafted; the athlete then becomes part of their allocated Interstate team. The draftee cannot then request to compete for any other Interstate or club team.

The Athlete Draft Application form is available in Appendix C.

## ATHLETE DRAFT ACCEPTANCE

Each draftee is subject to any STMO conditions imposed on them. The STMO must clearly outline all conditions relating to the athlete's participation in the Interstate Team before they accept a draft selection.

Once an athlete accepts a draft position the allocated STMO and the athlete are responsible for the negotiation of the payment of any costs (monetary and otherwise) associated with the draftee competing for their allocated Interstate Team.

## 1.7 QUALIFYING

### 1.7.1 AGE

A competitor's age shall be taken as at the first (1<sup>st</sup>) of January in the year the Championships are held. The minimum age for APLSC entry is 12 years of age. Therefore, competitors who are 11 years of age on the 1<sup>st</sup> of January are not permitted to compete in the Under 16 age group but may compete in any Under 14 events.

### 1.7.2 AWARDS

All competitors must, at the closing date for entries, be holders of the minimum prerequisite award relevant to the age division/s they are competing in:

<b>Under 14</b>	No award required
<b>Under 16</b>	Current RLSSA Bronze Star or equivalent
<b>All other age divisions</b>	Current RLSSA Bronze Medallion or equivalent

Under 16 competitors wishing to compete in Under 19 and/or Open events, including relays and SERC teams, must hold a current RLSSA Bronze Medallion or equivalent. The only exception is the Multi-age Fin Relay.

Competitors that are found not to have the appropriate award/s will not be permitted to compete or will be disqualified and all medals returned on request.

**Note 1:** All Interstate Team members are required to hold an RLSSA award. This includes awards issued by Life Saving Victoria.

**Note 2:** Equivalent awards include:

- RLSSA Bronze Medallion – SLSA Bronze Medallion
- Bronze Star – Surf Rescue Certificate or designated SLSA award applicable to the competitor's age

### 1.7.3 QUALIFYING TIMES

If qualifying times are set, they will be advertised to branches and team managers at least 6 months in advance of the Championships.

## 1.8 ANTI-DOPING AUTHORITY COMPLIANCE

This section references the [World Anti-Doping Authority \(WADA\) 2021 Code](#).

The International Life Saving Federation (ILS) is a signatory to the WADA Code (Code) and all its member organisations, including RLSSA (and its STMOs) are required to adopt and implement the Code as a condition of participation in RLSSA sport. In Australia, the Code is implemented and administered by Sports Integrity Australia (SIA).

The Code aims to protect the health of athletes and the integrity of sport. It provides the framework for all anti-doping policies, including the rules and regulations, within sporting organisations and among public authorities. Its purpose is to harmonise anti-doping policies and provide a level playing field for all athletes wherever they may be competing, and it is the fundamental and universal document upon which the World Anti-Doping Program is based.

A violation of the RLSSA and [ILS Anti-doping Rules](#) will lead to disqualification of an athlete's individual results including forfeiture of points, medals and prizes in individual events. In a team event, if a member of a team violates the ILS/RLSSA Anti-Doping Rules, the entire team shall be disqualified from that event with the attendant loss of points, medals and prize.

Any athlete subject to any current SIA suspension is not permitted to compete in APLSC while the suspension is in place.

**Personal compliance:** Australian Life Saving Team (ALT) and high-performance squad athletes must take personal responsibility for the obligations required for the purposes of out-of-competition testing. This includes in being registered with SIA's [Domestic Testing Pool](#) Program.

## 1.9 CHAMPIONSHIP DIVISIONS

### 1.9.1 AGE DIVISIONS

Competitors may only enter and compete in one individual pointscore age division at the APLSC.

There shall be male and female events held in each of the four Championship Age Divisions as follows:

- Under 16
- Under 19
- Open
- Masters (30 – 44, 45 – 59, 60+)

A competitor's age shall be taken as the first (1<sup>st</sup>) of January in the year the Championships are held, and this is the age they use for all competition entry (refer to Rule 1.15.4).

Competitors may enter into an age division other than the obvious one identified according to their age at the date set by RLSSA. For example, a U16 or U19 athlete may enter as an older age division competitor or a master's athlete may enter the Open age group.

For Masters' events all age groups are conducted as one combined event. For each male and female event only one set of medals is awarded. There are, however, separate point scores collated for each individual Masters' Age Group Championship (refer to Section 3).

**Note:** A separate Under 14 Championship development program may also be held at APLSC (refer to Section 8). The Under 14 competition is a standalone championship for athletes aged from 11 to 13 years of age. Athletes may enter both U14 and U16 events, but the program will not be altered to accommodate athletes who wish to enter both age groups.

### 1.9.2 AGE DIVISION EVENT EXCEPTIONS

The following exemptions allow competitors to enter an individual event in an age division which is different to the age division they have entered. However, the event order will not be altered in any way to accommodate these athletes.

The exceptions are:

- A master's competitor may compete in an Open event when that event is not offered in the masters' age group; these include, but are not limited to, CPR competition, Open 200m Super lifesaver, Open 100m Rescue Medley and 200m Obstacles events.
- Competitors who are eligible and compete in any Under 14 Competition held at the APLSC may also compete in another nominated age group for which they meet the eligibility and qualification requirements (refer to Rules 1.6 and 1.7).

Competitors may still compete out of their nominated age groups in relays and team events as per Rules 1.10.4, 1.10.5, and 1.14.2.

### 1.9.3 SPECIAL (INVITATIONAL) DIVISIONS

Invitational Divisions, such as Multi-class, may be introduced to the Championships at the discretion of the National Sport Committee.

## 1.10 CHAMPIONSHIP EVENTS

### 1.10.1 INDIVIDUAL EVENTS – CHAMPIONSHIP DIVISIONS

Within each Championships Age Division, the following individual events will be contested:

- 200m Obstacle Swim (U16, U19 and Open age divisions only) **Rule 4.13**
- 100m Obstacle Swim (Masters' age division only) **Rule 4.13**
- 50m Manikin Carry **Rule 4.14**
- 100 Rescue Medley (U19 and Open age divisions only) **Rule 4.15**
- 50m Rescue Medley modified event (U16 age division only) **Rule 4.15a**
- 100m Manikin Carry with Fins **Rule 4.16**
- 100m Manikin Tow with Fins **Rule 4.17**
- 200m Super Lifesaver (U16, U19 and Open age division only) **Rule 4.18**

- 12.5m Line Throw **Rule 4.20**
- CPR Test (U16, U19 and Open age division only) **Section 6**

Individuals and team members do not have to compete in all events; however, **for a competitor to be eligible to win an overall individual pointscore they must have competed in ALL the above events applicable to their Championship Age division.**

### 1.10.2 DEMONSTRATION EVENTS

The National Sport Committee shall approve demonstration events at least six (6) months prior to the Championships. These events will not be pointscore events for any championship; however, medals will be awarded to those who place.

Demonstration events include but are not limited to:

- Men's and Women's Open 100m Manikin Lifesaver Medley **Rule 4.19**
- Open Rescue Tow Relay **Rule 4.26**

### 1.10.3 RELAY AND SERC EVENTS

Relay and SERC events may be contested by Interstate /Interclub/ Development Teams. Members shall only be drawn from the teams' list of registered competitors as per the Team Data Sheet.

There are no relay or SERC events for individual entrants unless they are members of an invitational or composite team approved under Rule 1.14.7 and time and pool space permits.

### 1.10.4 AGE DIVISION RELAYS

In the following age divisions, the composition of relays events will be:

- Under 16 mixed (2 males 2 females)
- Under 19 mixed (2 males 2 females)
- Open male 4 competitors
- Open female 4 competitors

The relays contested in these age divisions will be:

- 4 x 25m Manikin Relay **Rule 4.21**
- 4 x 50m Obstacle Relay **Rule 4.22**
- 4 x 50m Medley Relay **Rule 4.23**

**Note:** At the discretion of the NSC, the Rescue Tow Relay may also be contested as demonstration event in either the sole Open event or as age division events.

For all of the above relay events the following applies:

- U19 relay events a maximum of one male and one female competitor from the U16 age group can compete up (if they have the appropriate U/19 award).
- Open relay events a maximum of two competitors from either the U16 and/or U19 age groups may compete up (if they have the appropriate Open award).

### 1.10.5 SPECIAL MIXED RELAYS

Special mixed relays include the following:

- Multi-age 8 X 50m Fin Relay – Mixed  
**Rule 4.24** Four (4) males and four (4) females drawn from any age group within the registered team can compete in this event. Competitors need only hold the award appropriate for their nominated age division.
- Open Mixed Pool Lifesaver Relay  
**Rule 4.25** Two (2) males and two (2) females drawn from any age group within the registered team who hold a current bronze medallion can compete in this event.  
  
Teams may enter a second relay at the discretion of the Chief Referee in consultation with the Championship Organiser and subject to lane space availability. If more than one heat is held, then heat one should consist of all the Interstate A relay entrants while the additional heats should have all other relays entered.

### 1.10.6 SERC

All SERC events run at APLSC will be team events. For detailed event information refer to the Section 5 and Appendix J – SERC Protocol.

In the event that a team is not able to field a full SERC team in an age division, a SERC team consisting of 2 or 3 members may be entered.

The following applies to SERC entries:

- U16 Team SERC: Four competitors – Must be maximum of two females and two males.
- U19 Team SERC: Four competitors – Must be maximum of two females and two males.
  - In the U19 SERC a maximum of one male and one female competitor from the U16 age group can compete up (if they have the appropriate U19 qualifying award).
- Open SERC: Four competitors – any gender or age group combination.

All SERC members must hold the award appropriate for competing in an Open event.

Every effort will be made to ensure that all registered teams can compete in SERC events; however, due to time restraints or logistic issues, entry restrictions may need to be applied to the number of entrants from Interclub and Development teams. Any entry restrictions will be at the sole discretion of the Chief Referee and SERC Coordinator in consultation with the Championship Organiser.

#### **ADDITIONAL SERC ENTRANTS**

If time permits, teams may have an additional SERC entry in the Open SERC event; however, preference will be given to additional Interstate Teams if the number of additional entries permitted is limited.

## **Additional entries MUST be clearly entered as a B entrant.**

Where there are additional SERC entrants, the draw will be arranged so that all additional entrants (B entrants) will follow all 'A' entrants.

### **1.11 MANAGERS**

All teams and individuals registered to compete in the Championships are required to nominate a team manager who will be responsible for all administrative duties, and must, at the time of registration, advise the APLSC Championship Organiser of the name of their designated Manager using the Team Data Sheet. For individual competitors (see Note 2 below).

**Note 1:** A competitor under the age of 18 years MUST have an adult manager who has a current Working With Children Check (or State/Territory equivalent).

Exception: Where a parent is the manager solely of their own child a WWCC is not required.

All designated managers of other than family members must:

- Be a registered participant of the Championships.
- Have STMO endorsement.
- Provide their current WWCC credential if they are the manager of any competitor under the age of 18 years of age. Exception refer **Note 1** above.

**Note 2:** An adult individual competitor may represent themselves.

**Note 3:** One person is permitted to manage more than one team or group. However, where a person is nominated to manage more than one team, they may be required to demonstrate to the APLSC Championship Organiser that they are able to discharge the duties of a manager for multiple teams without a conflict of interest.

**Note 4:** State and club teams may also have individual competitors and other individual participants under the control of their management group.

#### **1.11.1 MANAGER RESPONSIBILITIES**

Managers are responsible for the conduct, safety and behaviour of the people under their control. They are responsible for the administrative duties imposed by both RLSSA and their endorsing STMO. These may include but are not limited to the following:

- Completion of entries in accordance with Rules 1.14 through 1.16.
- Attendance at all Team briefings held regarding the Championships, including the Team briefing held on the first day of the.
- Submission of all documentation and information required by teams/individuals to the appropriate APLSC personnel. This includes overseeing any Protests or Appeals.
- Represent their team/individual as and when required by the Organising Committee/ Chief Referee.

- Ensuring that all their participants are aware of, and follow, the RLSSA Code of Ethics and the ILS Code of Conduct, Anti-doping and Alcohol Policies, and any associated Risk Management and Safety Management plans.
- Ensure that emergency care for any injury or incident of a team member is sought and reported to the Championship Organiser using the form provided in Appendix B. To ensure the best care of the injured team member, a copy of this incident report is to be lodged with their STMO office and provided to the injured person(s).
- Coordination of arrangements for their team and any other participants placed in their care by their STMO or club. This includes organising suitable accommodation and transport for their competitors.
- Abide by their own STMO's team Risk Management and Safety Management plans.
- Liaise with their STMO, State Branch or authorising body as required such as keeping their Branch informed of team arrangements and results.
- Ensure that their team competitors, coaches and other management personnel are aware of the rules relating to the Championships.

**Note:** For the purpose of applying the rules of team conduct and administration, the definition of a 'team' and 'participant' includes all competitors, coaches, managers, assistants and registered spectators travelling with the team.

## 1.12 INDIVIDUAL COMPETITORS

Individual athletes that are endorsed RLSSA members of a STMO but are not members of an Interstate Team, are permitted to enter the APLSC. They may be either entered as clearly identified individual members of a club, STMO or as independent State competitors.

Individual competitors may enter the APLSC providing they:

- Achieve any qualifying requirements for the events they are entering relating to their age group and gender.
- Have a nominated manager, noting that they may manager themselves if aged 18 years or older (refer to Rule 1.11).
- Submit 'Team Manager Lite' files to the Championship Organiser prior to the close of registration.

An athlete must nominate to compete in only one (1) age division (refer to Rule 1.9).

These athletes are eligible for individual event medals and for individual age division Championships. Their results will not contribute towards any Interstate/Interclub Team Championship or point score; they are not permitted to be a member of an event team (e.g. relay) unless they are a team substitution under Rule 1.16 or a member of a composite team under Rule 1.14.7 below.

### 1.12.1 INTERNATIONAL COMPETITORS

International competitors may enter the Championships as a member of a team or as individual competitors and will compete as invitation competitors. They may compete in any individual event without restriction and teams may be formed and compete in relays and SERC events.

**Note:** They are eligible for medals but are not eligible for Championship Titles, the Overall Age Championship or any other point score competition (refer to Rule 1.14.6).

## 1.13 COMPETITORS WITH A DISABILITY

### 1.13.1 RLSSA DISABILITY GUIDELINES

As an inclusive organisation RLSSA looks to provide opportunities for all eligible competitors. Where possible, accommodations will be made for athletes with a permanent limiting disability to participate in a standard event/competition.

RLSSA does not provide specific Multi-Class (MC) events for athletes with a disability. However, when required, RLSSA or individual STMOs may establish rules for specialised or modified events for competitors with a permanent limiting disability which could be run as Multi-Class (MC) events.

**Note:** Multi-Class (MC) events are standard events with modifications to the rules and regulations to suit athletes with a disability.

RLSSA may also provide modified events and techniques, similar to what is used for junior athletes, which may be adapted for senior athletes with a disability.

### DISABILITY CLASSIFICATIONS

As RLSSA does not allocate disability classifications for pool lifesaving events it instead recognises those allocated by Swimming Australia (SA) and their standard exception codes. As all pool lifesaving events allow for a variety of strokes with no specific stroke restrictions only the SA classifications for Fr/s and Bk/s are relevant when requesting an exception and B/fly, Br/s and Medley classifications are deemed to be unnecessary.

**Note:** No formal classification is required where a change to a standard event in no way alters the actual event rules, but where a minor allowance is requested to allow for a disability such as a touch start to accommodate a hearing impairment. This allowance is provided for in the SERC rules where competitors may request to wear prescription glasses and in CPR events where the manikin may be repositioned to accommodate mobility issues.

For more information about MC events and classifications, refer to Rule 1.13.3.

### 1.13.2 REQUEST FOR ACCOMMODATION

Athletes with a disability who wish to be considered for an accommodation or allowance to modify a technique in the standard APLSC events, may make a request to the Championship Organiser prior to the entry close date via email at [sport@rlssa.org.au](mailto:sport@rlssa.org.au). The request should include the allowance or exception being requested.

An allowance will only be made if there is no disadvantage to other competitors in the event. This allowance may include, but is not limited to, starts, finishes equipment modification, rules etc. noting that there are already a number of allowances inherent in the rules to allow for various athlete personal traits.

Upon receipt of a request for an accommodation, the Championship Organiser, in consultation with the Chief Referee and RLS Manager of Lifesaving Development will determine the best way forward.

The decision shall be final and is not subject to protest.

**Note 1:** This section is intended to assist competitors with a permanent limiting disability to compete in RLSSA competitions and is not to assist athletes wishing to enter a competition with an injury from which they are still recovering.

### **1.13.3 SWIMMING AUSTRALIA MULTI-CLASS SWIMMING INFORMATION**

The Australian National Sports Classification System is to ensure fair and meaningful competition at all levels. Its purpose is to minimise the impact of eligible impairment types on the outcome of competition so that athletes who succeed in competition are those who have enhanced their impairment to best effect.

Multi Class (MC) swimming is a form of competition designed specifically for swimmers with a disability. MC events see swimmers with a range of disabilities, from multiple classifications competing in the same race.

The key first step in classification determines if an athlete has an eligible physical or intellectual impairment.

The swimming classification system caters for a range of disabilities where each class has minimum eligibility requirements and swimmers must undergo a specific athlete evaluation or eligibility process to obtain a classification. An athlete's medical condition, physical attributes and functional ability are considered so that athletes of similar ability, or function, are placed into specific groups according to the impact their impairment will have on their performance when competing.

Based on their classification some athletes are entitled to receive exceptions to the swimming rules and other considerations in order to compete fairly and this allows for meaningful competition for all swimmers. These exceptions are determined during the classification process and prevent classified swimmers from being disqualified during MC competition.

Once classified, an athlete with a disability is eligible to compete in multi-race events according to their classification which determines the level of competition.

For more Classification information visit the [Swimming Australia website](#).

## **1.14 TEAMS**

### **1.14.1 TEAM COMPOSITION**

A team consists of a maximum of sixteen (16) competitors – eight (8) males and eight (8) females – in addition to any management and coaching personnel.

A team may nominate:

- Up to two (2) female and two (2) male competitors in each of the Under 16 and Under 19 age divisions; and
- Up to four (4) female and four (4) male competitors in the Open Age group

It is not mandatory to have both male and female competitors in a team.

**Note:** Any nominated 'out of age' competitors (refer to Rule 1.14) must be included in the sixteen (16).

Each STMO and club is responsible for the selection of their teams and must ensure that the team competitors meet the qualifying and eligibility requirements for the events and age groups they enter (refer to Rule 1.6 and 1.7).

## GENERAL RULES

- If more than one Club or Development Team is entered by an organisation, they may have the same management group; however, when entering and competing each team will be treated as an independent unit and is required to have a clearly distinguishing name.
- Members of all teams (Interstate, Club and Development) are eligible for individual and relay event medals and for Individual Age Division Championships.
- Only Interstate/Club team members nominated as an age group division representative may gain team points in age division individual events.
- Competitors may be nominated as an 'Out of Age Group' team member. 'Out of age' competitors may not gain team points in individual age events with the exception of master athletes (refer to Rule 1.14.2).
- Only the nominated team members are permitted to compete in relays and team events, including the CPR team pointscore competitions.
- If event qualifying times are set, they do not apply to Interstate Team members, only Club and Development Team competitors as well as individual competitors.
- Substitutions for team members can only be made in accordance with the rule governing team substitutions (refer to Rule 1.16).

### 1.14.2 OUT OF AGE TEAM COMPETITORS

A team may nominate competitors to swim as an age group relay member in an age group other than the one they are entered in. They are also referred to as a 'Nominated relay competitor'.

Provided they meet the entry and eligibility requirements this rule allows for the nomination of:

- A master's competitor to be an 'out of age' Open member
- U16 and U19 competitors to be nominated for a higher age division

As part of their sixteen (16) members, a team may nominate a competitor to one age division for relay and SERC events, but who is entered and competes in another individual age division for which they are eligible. In this case they would be designated as 'out of age'. They do not gain team points for their results in their individual age division events contested as it is not the team age division they were nominated for.

The 'out of age division' competitor must swim in team relays in their nominated team age division and not in the lower age division relays associated with the individual events in which they have entered.

'Out of age division' competitors are eligible to be included in the overall individual age division Championship pointscore for the individual age division they have entered.

Clarification: The Masters' age division is an Individual Championship, and these events do not form part of any team competition or pointscore. However, as a nominated Open team member they may also score team points in any Open individual event which is not also conducted in the Masters' age group such as Open CPR event. The same principle applies to a competitor in the U14 division competing in a higher age division event.

Example: A 15-year-old competitor with a bronze medallion is designated as a team U/19 competitor but competes in the U/16 individual age group events. In this case they would gain **NO** team points for their individual U/16 age group results but would swim in the relays as a U/19 competitor. They would not be eligible to swim in U/16 relays, but the team could swim this competitor plus one of their U/16 competitors in a U/19 relay.

### 1.14.3 INTERSTATE TEAMS

The Interstate Pointscore Championships are the premier team Championships of APLSC. For the purposes of the Interstate Championships each State/Territory Branch is permitted to enter only one team known as the Interstate Team. Interstate Teams without the full 16 members will still be reflected in the Overall pointscore and age/gender division pointscores where they have at least one (1) competitor.

Only competitors from an Interstate Team can be allocated points in the Interstate pointscores championships.

Interstate Team competitors are not required to meet any qualifying times relating to their age division; however, they must comply with all other entry and eligibility requirements.

### 1.14.4 INTERCLUB TEAMS

An APLSC Overall Interclub Championship is held if there are 2 or more club teams entered. Teams without the full 16 members but with 4 or more members are eligible for, and reflected in, the Overall Interclub Championship pointscore.

**Note:** The same basic representation rules apply to Club Teams when competing in relays and pointscores as apply to Interstate Teams.

A club team is comprised of competitors who are all endorsed by their STMO as legitimate representatives of the same RLS club or affiliated member organisation.

Club teams may be entered provided that:

- Competitors entered as a Club Team are members of the same club or 'lifesaving unit' (refer to Rule 1.0).
- Team members only participate in team events for their designated team. Interchanging between club teams is not permitted.

- They are endorsed by their STMO.
- They comply with all other entry and eligibility requirements.

Clubs will be permitted to enter their members as either individual competitors or as team units. They should inform their STMO of their club's/athletes' intention to compete, advise them of the appointed managers and liaise with their STMO Branch or Interstate Team manager as required.

Clubs may enter more than one (1) team and each team is eligible to compete in the Interclub Championship. However, for competition and point score purposes, each team is treated as an independent unit.

Only nominated team members are permitted to compete for their designated team in relays, SERC events and gain points towards in the club pointscore championship as described in **Rule 1.13.1**

The results of Interclub competitors will not count towards any Interstate Championship or pointscore.

#### **1.14.5 DEVELOPMENT TEAMS**

APLSC does not offer a Development Team Championship; however, they are eligible for the CPR pointscore Championship. Development Teams are not eligible to contest the Interstate or Interclub Team pointscore championships.

A Development Team is comprised of competitors who are all endorsed by their STMO as representatives of the same State/Territory.

Each development team member must meet all the same entry and eligibility requirements for individual competitors and the residential criteria for Interstate teams.

More than one (1) Development Team may be entered; however, for competition purposes, each team is treated as an independent unit with a distinguishing name. Only nominated Development Team members are permitted to compete for their designated Development Team in relays and SERC events.

#### **1.14.6 INVITATIONAL TEAMS**

An invitational team is a group, clubs or organisations not endorsed by an STMO.

covers both non-RLSSA teams and international teams as well as non-RLSSA individual athletes who are not covered by the Right to Participate (refer to Rule 1.4).

To enter the Championships, invitational teams may be invited to participate or must make an request to the Championship Organiser via email: [sport@rlssa.org.au](mailto:sport@rlssa.org.au) prior to the close of entries. The request must detail the makeup of the invitational or composite team, including names and age groups of competitors.

If permission is granted, the individual members of an invitational team may compete in individual age group events.

Invitational members will form and compete for their designated team in relays and SERC events if time and lane space are available.

Invitational athletes will not be eligible for any Championship Titles, the Overall Age Division Championship or any other pointscore competitions.

Where an invitational competitor(s) finishes first in an event, they will receive a medal. However, the first RLSSA competitor(s) to finish will be awarded the Championship title and a duplicate gold medal(s). For more information on awards and medals, refer to Section 3.

#### **1.14.7 COMPOSITE RELAY OR SERC TEAMS**

A composite team is any group of registered and endorsed individual competitors wishing to form a composite relay or SERC team for entry into these events.

A composite team may be invited to participate or must make a request to the Championship Organiser via email: [sport@rlssa.org.au](mailto:sport@rlssa.org.au) prior to the close of entries. The request must detail the makeup of the composite team, including names and age groups of competitors.

If permission is granted, for recording purposes these teams will be shown in results as exhibition teams and will not be reflected in the result places. Composite teams are not eligible for either points or medals in those events.

### **1.15 ENTRY**

#### **1.15.1 ENTRY REQUIRMENTS**

Up to 6 months prior to the APLSC there will be a call for entries with a specific closing date which shall be 30 days prior to the APLSC commencement start. All registration and event entries must be in by the advertised date.

Entry requirements include both an online registration of competitors (refer to Rule 1.15.4) as well as an electronic event entry via *Team Manager Lite* (refer to Rule 1.15.5). Failure to provide full details as part of the required entry procedure may result in an entry not being accepted, or the entry being subject to a restriction or late fee.

#### **1.15.2 ENTRY FEES**

The National Office will determine the entry or registration fees for each participant, and these will be circulated when the entry information is posted. The payment of these fees is a precondition to an entry or registration being accepted and should be paid to the National Office at the time of submission of entry/registration forms.

Failure to pay the relevant fees by the advertised date may result in the entry/registration being refused or incur a penalty if the entry is accepted. Any fees not paid by the Championship commencement may render the competitor/s involved as ineligible to compete.

#### **1.15.3 LATE ENTRIES**

Event entries received after the closing date will only be included if lane space and administration logistics permit their inclusion, this applies to an event entry or entry time that may have been overlooked when a competitor's entry was submitted.

#### 1.15.4 REGISTRATION AND EVENT ENTRY PROCEDURE

Registration is required by all competitors, officials, team coaches and management as well as spectators.

Registration and event entry information required will include, but is not limited to:

- The competitor's highest current award, date gained and appropriately endorsed
- Competitors date of birth and age as of 1 January of the APLSC year
- Individual age division to be contested
- Other specific requested qualifying information, such as participation in other APLSC events (workshop attendance, Officials Function, Presentation Function).

In addition to the online registration platform, an electronic entry file and Team Data Sheet are also to be completed and submitted by Managers.

The following parameters apply:

- **Each team/club** entered requires a separate event entry file and Team Data Sheet.
- **Each Individual competitor (not competing with a club)** must complete a separate event entry file and Team Data Sheet. However, a number of individuals may be included in the same entry file if they come from the same club or lifesaving unit even if they are competing as a team/club.

The electronic entry must be completed for each competitor according to Rule 1.15.5 below.

Team event entry will require the following additional information:

- a completed 'Team Data sheet' which clearly shows the designated team age group for each Team Competitor,
- any designated 'out of age' relay competitors (refer Rule 1.14.2),
- all relay and SERC events entries with the names of the individual team member for each event.

#### 1.15.5 ELECTRONIC EVENT ENTRY

Event entries must be submitted electronically via the *Team Manager Lite* entry system (hard copies are not accepted).

A '*Team Manager Lite Instructions*' sheet is located on the registration page of the APLSC website which provides the instructions on how to submit competitor entries and a link to download the *Team Manager Lite* files.

Managers must enter all the required information for each competitor including surname, given name, gender, date of birth, and event entry number with an entry time. If no entry time is supplied, then the competitor will be entered as a 'no time' and seeded in the slowest heat.

Managers should not enter competitors in events in which they have no intention of participating.

### 1.15.6 ENTRY BY ATHLETES WITH A DISABILITY OR DIVERSITY REQUEST

A disability or diversity consideration request should be made to the National Office prior to entry closing.

For more details on the RLSSA Guidelines on athletes with disabilities participating in pool lifesaving events, refer to Rule 1.13.

### 1.15.7 ARBITRATION ON ENTRIES

Prior to APLSC commencement the Championship Organiser, in consultation with the Chief Referee, will determine and resolve any entry issues. Once the APLSC commences the Chief Referee or their nominated representative will arbitrate upon any question relating to entries, including the acceptance of late entries, and this decision will be final.

## 1.16 SUBSTITUTION – TEAM AND EVENT

### 1.16.1 TEAM SUBSTITUTIONS

After the close of entry has been lodged, a team may substitute an athlete according to the conditions found below.

The team Manager must inform the Championship Organiser in writing of the proposed change, the athlete details and the events affected. Notification must be accompanied by documentation from the team's STMO which provides endorsement declaring that the replacement team member meets the eligibility criteria (refer to Rules 1.5 through 1.7).

The entry fees from the withdrawn athlete cannot be transferred nor is there any entitlement to receive a refund of any entry fees already paid.

In addition, the new athlete(s) or team management shall complete any registration documentation that the Championship Organisers may require.

### ADDITIONAL TEAM MEMBERS

The substitution rules also apply to any incomplete team (i.e., less than 16 athletes) that want to increase their numbers to fill a vacant team space. Under such circumstances all appropriate entry fees (including applicable late entry fees) must accompany the written notice.

### SUBSTITUTION CONDITIONS

**Note:** For administrative purposes the scheduled Championship commencement is defined as the Team Briefing which is held on the day prior to the start of competition events.

**Prior to Championship Start** the following conditions apply:

- Up to 3 days prior to the commencement of the Championships a substitution may be made without penalty; however,
  - If the substitution is not already a registered athlete, all due entry fees must be paid and have the endorsement of the STMO; and/or

- The withdrawn athlete is permitted to compete in the Championships as an individual athlete.
- Within 3 days and up to one (1) hour after the commencement of the Championships (i.e. start of the initial Team briefing) the following applies:
  - The substitute must already be an athlete entered in the Championships and endorsed by the relevant STMO.
  - The withdrawn athlete is only permitted to compete in the Championships as an individual athlete with the approval of the Championship Organiser after consultation with the Chief Referee.
  - The Chief Referee must also be informed of the substitution.
- One (1) hour after commencement and throughout the competition substitutions must be approved by both the Chief Referee and the Championship Organiser. Substitutions will only be permitted if it does not interfere or delay the Championships and providing:
  - The substitute is an endorsed athlete already entered in the Championships and qualified to compete for that team.
  - Notification is in writing as soon as possible after the team becomes aware that a substitution is required.
  - The notification includes all proposed changes and athlete details.
  - Satisfactory medical evidence or written explanation is provided which indicates the athlete's inability to take further part in the Championships because of illness, injury or misadventure.
  - The substituted athlete shall not be permitted to take any further part in the Championships.

**Note:** No substitute is permitted for an athlete who is removed from the competition due to disciplinary action.

**Note:** Failure to comply with this rule will render the substitution invalid.

Neither the original athlete nor the substituted athlete is eligible to win the Individual Overall Championship for that Division unless all point scoring events were completed by the one athlete.

The points used in the determination of any Interstate/Interclub point score competition shall be the points received by the original athlete until replaced by the nominated substitute as outlined above. Points towards Overall Championships will be the combination of both the original competitor and the substitute.

### 1.16.2 EVENT SUBSTITUTION

All withdrawals or substitutions in an event must be made in writing on the appropriate APLSC form and lodged with the designated official (usually Competitor Liaison). This notification must be made prior to the marshalling call of the first event of each day's competition session unless there is an

announced or specified withdrawal time for an event. This announced time is set by the Championship Organiser, in conjunction with the Chief Referee and Chief Recorder.

In individual events competitors from Interstate and Club teams may only be substituted where they are the only team member capable of scoring team points.

In relay and SERC events the substitution of competitors is at the discretion of the team management so long as the eligibility rules for the event are followed.

Only the team member nominated on the Team Data Sheet may submit a substitution/withdrawal sheet. Competitors who are substituted in an event may only be replaced by another registered competitor from the same competitive team.

After the event substitution time has closed, there shall be no further alteration of team entries in an event unless there is a demonstrated misadventure (e.g., injury) which prevented a substitution notification being lodged by the required time limit.

### **1.17 GENERAL APLSC PROCEDURES**

- RLSSA supports the Sports Integrity Australia ‘Pure Performance in Sport’ policy of drug free competition. Anti-Doping testing may be conducted at all Sport Competitions.
- 2 In the event of hazardous conditions, including risks to the health and safety of persons or property, the Chief Referee has the authority to cancel or reschedule an event.
- Any injury or incident must be reported to the Championship Organiser and documented on the appropriate form (refer to Appendix B).
  - The organisers may use video, photographic or other means, to determine or assist in the judging of competition events and/or the infringement of conditions.
  - RLSSA reserves the right to order the removal of coverage of commercial identification in conflict with RLSSA sponsorship agreements and policies.

### **1.18 GENERAL CONDUCT**

All participants of APLSC are required to abide by and compete within the rules and abide by the RLSSA Code of Ethics and the ILS Code of Conduct (refer to the [Introduction](#) and [Appendix A](#)). Any violation of the competition/event rules, The Royal Life Saving Code of Ethics or the ILS Code of Conduct should be reported to the Chief Referee and/or the Championship Organiser immediately.

The following general conduct rules apply:

- All competitors are representatives of lifesaving sport, their endorsing STMO (State/Branch), RLSSA, and/or their sponsors. As such, they shall at all times conduct themselves in a proper manner during the Championships and any other related activity or venues (i.e. social functions, accommodation, transport, etc). Unbecoming conduct by an athlete or team management is a serious offence and will be dealt with as such.
- Any attempt to defeat the spirit, intent or rules of the APLSC will be deemed to be ‘participating unfairly’ and will result in disqualification.
- Any action by a competitor, which attempts to disrupt or interfere with another team, is a serious offence and will be dealt with as such.

- Any competitor presenting themselves for an event in a manner deemed objectionable, inappropriate or unsafe shall not be permitted to start.

### **1.18.1 COMPETING UNFAIRLY**

Competing unfairly may be considered a serious breach of the RLSSA Code of Ethics and ILS Code of Conduct and competitors or teams who are deemed to have competed unfairly may be disqualified from an event or expelled from the Championships.

Examples of competing unfairly include but are not limited to:

- Deliberately attempting to gain an unfair advantage.
- Competing contrary to the RLSSA Drug Policy or committing a doping related infraction.
- Impersonating another competitor.
- Competing twice in the same individual event.
- Competing twice in the same event in different teams.
- Purposely interfering with a course, equipment or another competitor to gain an advantage.
- Impeding other competitors or handlers.
- Receiving physical or material outside assistance.
- Failing to follow a specific direction of the Chief Referee or designated official.

In the first instance the Chief Referee shall have absolute discretion in determining whether a competitor, team or handler has competed unfairly. When a determination is made that a team or competitor has competed unfairly and should be dealt with as a serious offence and the process outlined in Rule 1.19.3 will apply.

At its absolute discretion RLSSA may also investigate, and then act, on any matter of 'competing unfairly' prior to, during or following competition. This includes, but is not limited to, the return of medals and referral to the Disciplinary Committee.

### **1.18.2 ABUSE**

During the Championships and its associated activities, no participant may abuse any official or other participant. Abuse by one participant towards another is considered a serious offence and as such shall be referred to the Disciplinary Committee. If found in violation of this rule, appropriate disciplinary action will be taken as outlined in Rule 1.19.2 below. This may include being banned from attending the competition venue/s and functions.

## **1.19 DISCIPLINE**

It is the responsibility of the Championship Organiser and the Chief Referee to conduct a fair competition by ensuring that the rules of this Handbook are applied consistently for all events and procedures of the competition. Penalties may be imposed where competitors, officials, or participants who fail to meet the standards of conduct expected by RLSSA; or do not abide by or compete within the rules.

All penalties, including those for serious offences, are open to protest and appeal. Any Disciplinary Committee decisions are only open to appeal through the participants STMO to the CEO and National Board.

### **1.19.1 PENALTIES AND MISCONDUCT**

RLSSA, either by predetermined publicised penalties or by adopting the decision of a Disciplinary Committee, may, at its discretion, issue penalties to individual competitors, clubs, or interstate teams. These penalties can include, but are not limited to disqualification, ejection from the competition or venue, removal of endorsements/membership or legal action.

Allegations of a serious discipline offence shall be referred to the Disciplinary Committee by the Chief Referee or Championship Organiser. The notification should also include any action taken in response to the situation.

The Disciplinary Committee may decide to apply a further penalty against the competitor or team and its members.

Failure by an official, or any other APLSC participant, to report a possible violation or serious offence is in itself an offence.

### **1.19.2 EVENT DISQUALIFICATION FOR RULE VIOLATIONS**

If a competitor or team commits what could be a rule violation or discipline offence, it must be immediately referred to the Chief Referee, usually by a competition official, and the circumstances detailed. The Chief Referee will strive to resolve/remedy the situation. They will ensure that any proven violation of competition and event rules will result in either a warning/disqualification of the competitor or team from that event, or a correction of an unfair/unsafe procedure.

If the Chief Referee disqualifies a competitor or team for a rule violation in competition, but feels the behaviour is of a serious nature they may also choose to make a report to the Championship Organiser or the Disciplinary Committee.

In the case of a disqualification for a discipline offence which was not referred to the Disciplinary Committee, the Chief Referee must make a written report to the RLSSA National Board who may choose to evoke further penalties on the team and its members.

### **1.19.3 SERIOUS DISCIPLINARY OFFENCES**

This section applies to conduct which may constitute a serious breach of the RLSSA Code of Conduct, Code of Ethics or any other policy which aims to ensure fair play whether that conduct is by act or admission.

The responsibility to act on observed or reported breaches in the first instance falls to the Chief Referee, Championship Organiser, or Meet Director whichever is immediately available at the venue.

Where an initial or further assessment of the allegation indicates it is sufficiently serious the matter may be referred to the Disciplinary Committee or CEO or an authorised delegate with no, or limited, role in the day-

to-day conduct of the meet. The notification should also include any action already taken in response to the situation.

## **REPORTING**

**During Competition** - Where the incident occurs at the competition venue during the course of competition, it should be reported to the Chief Referee, Championship Organiser or Meet Director.

A serious offence during competition does not apply where a DQ arises solely from a breach of an event rule. For action to be taken under this section there has to be a reasonable belief that the breach was a deliberate act with the intent of gaining an unfair advantage for themselves or to deliberately disadvantage an opponent or it involves an allegation of abuse towards any championship participant.

**Non-Competition** – where the incident occurs at a location other than the competition venue, such as the Presentation Function, it shall be reported to the Championship Organiser. If it is believed the incident may involve excessive or under-age consumption of alcohol it should also be reported to the Venue Management to allow them to take any necessary action arising from their responsible service of alcohol obligations.

## **PROCESS**

If the Chief Referee disqualifies an athlete or team for an offence in competition, but feels the behaviour is of a serious nature they may also initiate further action.

If the allegation is referred to the Chief Referee or the Championship Organiser, the Chief Referee in consultation with the Championship Organiser will strive to resolve/remedy the situation. They may refer a competitor or team to the Disciplinary Committee for consideration of further penalty.

When a determination is made that a team or competitor committed a serious offence the CEO must be informed immediately who in turn will notify the competitor's STMO, through the National Office within seven (7) days.

In the case of a disqualification for a serious discipline offence which was not referred to the Disciplinary Committee, the Chief Referee must make a written report to the RLSSA National Board who may choose to evoke further penalties on the team and its members.

The decision to expel an athlete or team from the Championships may only be made after consultation between the Chief Referee, Championship Organiser and the RLSSA General Manager with remit for sport. It may be referred to the Disciplinary Committee for endorsement.

In the case of an athlete disqualified from taking further part in the competition their Team Manager will be notified. The athlete shall not be substituted and shall be considered not to have taken part in the competition. All team points they have gained may be deducted from their team tally. Any such determination may include being banned from attending the competition venue and Championship functions.

### **1.20 DISCIPLINARY COMMITTEE**

The Disciplinary Committee will be comprised of three people who will be appointed by the RLSSA General Manager with remit for sport or their designate.

A committee convenor will be announced at the Team briefing at the commencement of the Championships; the role should be undertaken by the General Manger, or a person appointed by the General Manager, in consultation with the National Branch CEO or President.

The Disciplinary Committee will:

- Be formed from available neutral persons wherever possible.
- Be convened as soon as possible after the receipt of the complaint of misconduct or any matter referred to it by the Chief Referee.
- Initiate an inquiry to determine if an offence has been committed.
- Assign appropriate penalties if proved, including disqualification from the Championships and forfeiture of points, medals, titles or trophies.
- Announce its decision, which shall be final.
- Report in writing on their enquires and decisions to the RLSSA National CEO with a recommendation as to whether they should evoke further penalties on the team and its members.

**Note:** The Disciplinary Committee may initiate a formal complaint, if appropriate, and then the committee may proceed as if another person had made the complaint.

## 1.21 PROTESTS

This section should be read in conjunction with the Rule 1.22 – Appeals.

**Note:** For the purposes of this section 'adjudicator' means the Chief Referee or authorised delegate.

### 1.21.1 WHEN PROTESTS ARE POSSIBLE

#### SPEED EVENTS

Grounds for submission of a protest are limited to circumstances where a team believes it can demonstrate:

- Entry procedures or eligibility has not been applied correctly,
- Officials have not applied a rule to a situation that warrants its application together with its commensurate penalty,
- Officials have incorrectly or inconsistently applied the rules governing the event,
- Supplied competition equipment was inadequate or faulty,
- The physical conditions of the venue may compromise equal competition conditions noting that protests on these grounds will only be accepted where it has been lodged prior to the start of the Championships.

#### SERC AND CPR EVENTS

Grounds for submission of a protest are limited to circumstances where a team believes it can demonstrate they may have been disadvantaged compared to other competing teams because:

- Their scenario was set substantively differently,
- The actors or equipment in their test/scenario behaved sufficiently differently as to materially alter the scenario presented to other tests,
- They were disadvantaged because of inconsistent application of SERC event procedures.

### 1.21.2 PROTEST EXCLUSIONS

- Protests on matters pertaining to general meet/competition administrative matters are not permitted.
- No protest is allowed against decisions of the Starter, judges' placings (where used) and judges' points allocations (or deductions).
- No protest shall be accepted against the actions of another competitor or team in the same event except where that competitor or team has suffered direct interference (e.g., an official takes an action or no action against a competitor or team, another competitor or team cannot protest unless they are in the same race and there is direct interference involved).
- No protest or appeal is permitted by a competitor/team/handler if they are not in attendance for the start of a race or are improperly attired unless the situation arose because they were directly impeded by the actions of an official.

### 1.21.3 PROTEST LODGEMENT

A protest can only be lodged by a Team Manager or their authorised delegate. An authorised delegate is a person nominated on the Team Data Sheet submitted to the Championship Organiser by a Team Manager prior to the commencement of the Championships. No other person is permitted to lodge a protest.

A protest is lodged by:

- Giving verbal advice of the intention to protest to the Competitor Liaison not later than five (5) minutes after the occurrence of the incident that generates the protest.
- Then submitting the completed, signed Protest Form to the Competitor Liaison not later than fifteen (15) minutes after the occurrence of the incident which generates the protest, accompanied by the protest fee.

A sample of the currently approved form can be found in Appendix G.

The appropriate form will be available from Competitor Liaison.

**Note 1:** If an administrative error has been made, correction is permitted without prejudice to a protest or appeal form by either officials or athlete/team administration.

**Note 2:** Should it be determined that there was a technical or administrative error in the recording of either a disqualification or result then the error will be corrected immediately.

### 1.21.4 TIME LIMITS

Times are NOT cumulative – fifteen (15) minutes is the total time allowed for a protest after the occurrence of the incident to which the protest relates.

- Verbal advice – not longer than five (5) minutes after the incident
- Submission of completed Protest Form and payment of a protest fee – not longer than fifteen (15) minutes after the incident.

### **TIME LIMIT EXCEPTIONS**

The Chief Referee, at their discretion, may extend these time limits provided that results have not been declared as final.

Protest time limits may be extended beyond the expiry of the published times where it can be demonstrated that an act or omission by event officials or meet organisers prevented the lodging of a protest within the published time limits.

### **1.21.5 PROTEST PROCESS**

#### **INITIAL PROCESSES**

- On receipt of verbal advice of intention to protest the Competitor Liaison shall advise the Chief Referee and recorder without delay to allow the event results to be withheld pending the outcome of the protest. The Recorder will continue to withhold affected results until advised otherwise by the Chief Referee.
- On receipt of the completed Protest Form and protest fee the Competitor Liaison shall then advise the Chief Referee and Recorder that the protest is proceeding.
- Alternatively, if the completed form is NOT submitted within the prescribed time limit the Competitor Liaison shall advise the Chief Referee and Recorder that the time to lodge a written protest has lapsed.
- If the person (or their representative) who gave the verbal advice advises the Competitor Liaison within the time limit that they do not intend to proceed the Competitor Liaison will inform the Chief Referee and Recorder accordingly.

### **1.21.6 PROTEST FEE**

The amount is determined by the National Office, in consultation with the NSC prior to the start of the APLSC and announced at the Team briefing.

A protest fee shall be returned in full where:

- An authorised person withdraws the protest, or
- A protest is adjudicated in favour of the competitor/team

A protest fee will be forfeited where:

- Where the protest was submitted in writing AND their authorised representative of the affected team did NOT advise the Competitor Liaison of the withdrawal of the protest.
- A protest is adjudicated, dismissed and it is determined that it lacked merit or was frivolous.

Where a protest is dismissed but the Chief Referee (or authorised representative) determines it was submitted in good faith, the competitor/team had a genuine belief as to its merits and it was not frivolous, they may determine the Protest fee should be returned to the relevant team.

### **1.21.7 ADJUDICATION OF PROTEST**

At the earliest practical time after receipt of a correctly lodged protest the Chief Referee (or authorised representative) will commence the adjudication process. However, the adjudicator may defer hearing the matter to a later time provided the matter is not urgent and such deferment does not impede the normal running of the Championships.

To facilitate the process all evidence, including video, which a competitor/team intends to submit in support of their protest is to be available, in full, not more than 5 minutes after the written protest was submitted.

Presentation of video evidence may be permitted if the adjudicator is satisfied that its authenticity relates to the event under consideration. The onus is on the protester to ensure that the video evidence is:

- Cued, ready for immediate viewing on request of the adjudicator
- Shown without commentary during the screening
- Presented on a device of sufficient size for clearly viewable evidence
- 'Sufficient size' definition - the minimum size device to properly adjudicate on a protest is one with a usable screen dimension of greater than 9 inch/ 228 mm measured diagonally with high definition (usually a tablet type device)

Subject to the paragraph above regarding video evidence, the adjudicator shall consider all available evidence. The protest is considered finalised when the manager is advised of the outcome which may either be:

- dismiss the protest and uphold the original decision; or
- uphold the protest and expunge the original decision and make such amendment to the records/results of the competition as necessary

### **1.21.8 REFERRAL OF A PROTEST IMMEDIATELY TO APPEAL**

This option is available if the Chief Referee/Adjudicator:

- Refuses to accept the protest,
- Determines there will be no authorised person available to hear the protest in a timely manner or
- It involves, or may involve, matters beyond their remit.

Refer to the paragraph below for special conditions which are attached to a referral by the Chief Referee directly to the Appeals Committee.

### **1.21.9 DIRECT REFERRALS TO APPEAL - CONDITIONS**

Direct referral to appeal is at the sole discretion of the Chief Referee. It is covered by the original protest fee which remains subject to refund or forfeit in accordance with the conditions described under Protests.

A referred protest will be heard by a single Appeals Committee panel member acting as the delegate of the Chief Referee noting the right to further appeal the adjudication is not diminished and the rules

relating to Appeals, as set out in Rule 1.22 below, shall apply in full to any appeal from a referred protest determination.

An Appeals Panel member who acts in this capacity as an adjudicator shall not participate in any Appeals Committee convened to deal with any appeal arising directly from the protest which has been referred directly to appeal.

#### **1.21.10 DOCUMENTATION**

The Chief Referee /adjudicator shall enter the details of the outcome on the Protest Form. The original documents must be kept by the recorders with the official results and a copy must be given to the Chief Referee. A copy will be offered to the protesting competitor/team.

### **1.22 APPEALS**

This section should be read in conjunction with the above Rule 1.21 - Protests.

An Appeals Committee is a forum of last resort, and its decisions are final, binding on all the parties and no further appeal is permitted. When an appeal is lodged the embargo on the affected result/s is continued until the matter is resolved by the Appeals Committee.

So far as is reasonably practicable, the Appeals Committee shall consist of neutral persons. Appeals Committee members must act honestly, impartially, fairly and ethically in adjudicating any appeal.

#### **1.22.1 APPEALS CONVENOR**

Prior to APLSC and as part of their officials' allocation the Chief Referee, in consultation with the Championship Organiser, shall appoint an Appeals Convenor. The name of the Appeals Convenor shall be included in relevant pre-championship briefings.

#### **1.22.2 APPEALS PANEL**

Prior to the commencement of the championships the Appeals Convenor, in consultation with the Chief Referee and the Championship Organiser, shall establish a list of available, appropriately qualified and experienced persons who may be called upon to sit as an Appeals Committee, when required, during the course of the championships.

#### **1.22.3 APPEALS COMMITTEE**

##### **COMMITTEE COMPOSITION**

Except as outlined in above an Appeals Committee shall be a minimum of three (3) people and a maximum of five (5) people.

When an appeal is referred to it, the Appeals Committee:

- Shall convene at the earliest practical time so as to resolve the matter with no undue delay in order to minimise disruption to the conduct of the meet.
- May co-opt other persons, not otherwise on the panel list, to provide expert advice to the Appeals Committee, including, to interpret evidence based on technical issues.

- Persons actively involved in the decisions or actions which led to the original protest and/or adjudicated the protest are expressly excluded from acting in the capacity of giving technical advice.
- There is no requirement for the Appeals Committee Convenor to be a member of an Appeals Committee when it is convened.

## **CONFLICT OF INTEREST**

When an Appeal Panel member is called to sit on an Appeals Committee, they must declare any real, potential/perceived conflicts of interest to the Convenor prior to the Appeal's Committee commencing its deliberations.

Such persons (where there is a potential/perceived conflict of interest) may still be permitted to sit on the Appeals Committee provided their potential/perceived conflict of interest is declared to the appellant prior to the Appeals Committee commencing its deliberations and the appellant is provided with an opportunity to object to the person being a member of the Appeals Committee.

Where the appellant acknowledges receipt of the information regarding a potential/perceived conflict of interest and agrees to the person's membership of the Appeals Committee, the Appeals Committee may proceed.

Where the appellant objects the affected member shall be excused and, if necessary, a replacement appointed by the Appeals Convenor. In either event, the matter shall be recorded in the documentation arising from the resolution of an appeal.

### **1.22.4 APPEAL PROCESS**

An appeal can only be lodged by a Team Manager or their authorised delegate. An authorised delegate is a person nominated on the Team Data Sheet submitted to the Championship Organiser by a Team Manager prior to the commencement of the championships. No other person can lodge an appeal.

An appeal is lodged by:

- Giving verbal advice of the intention to appeal to the Competitor Liaison not later than five (5) minutes after notification of the dismissal of a protest, accompanied by the good faith deposit.
- Submitting the completed, signed Appeal Form to the Competitor Liaison not later than fifteen (15) minutes after the dismissal of the protest.
- A sample of the currently approved form can be found as Appendix G. The forms will be available from the Competitor Liaison desk and at the initial Team briefing.

### **1.22.5 TIME LIMITS**

Times are NOT cumulative – fifteen (15) minutes is the total time after Chief Referee/adjudicator advised the appellant of the outcome of the original protest.

- Verbal advice and payment of good faith deposit – not longer than five (5) minutes after advice is received of the outcome of their protest.
- Submission of a completed Appeal Form – not longer than fifteen (15) minutes after the advice is received of the outcome of their protest.

## APPEAL EXCEPTIONS

Appeal time limits may be extended where it can be demonstrated that an act or omission by event officials or meet organisers prevented the lodging of an appeal within the published time limits.

## GROUNDINGS FOR, AND LIMITATIONS ON, LODGEMENT OF AN APPEAL

Generally, an appeal may only be lodged where:

- a matter has been the subject of an adjudicated protest, and the matter remains in dispute.
- In common with a protest, an appeal is limited to matters related to claims that the rules for an event have been incorrectly interpreted and/or applied by an official.
- there was a failure to apply the rule in circumstances the appellant believes warrant it.
- a team believes it can demonstrate a protest was not handled in accordance with the procedures established in Rule 1.21.

**Note:** A correction is permitted to an appeal by either officials or competitors/teams if an administrative error has been made.

Consideration of a matter under appeal by the Appeals Committee is limited to:

- A review of the evidence submitted with the protest; and
- A review of the procedures applied during the protest's adjudication.

**Note:** Except in extenuating circumstances evidence not submitted at the time of a protest's submission should not be considered by an Appeals Committee.

### 1.22.6 APPEAL ADJUDICATION

The Appeals committee is responsible for resolving post protest appeals referred to them.

#### APPEAL HEARING

The Appeals Committee shall review evidence provided by the parties which may also include face to face interviews. Video evidence may be submitted provided it meets the same criteria detailed in Rule 1.21.7, including it must be:

- Cued, ready for immediate viewing on request of the adjudicator.
- Presented on a device of sufficient size for ease of viewing.

**Note:** Without limiting the type of device 'sufficient size' is defined as one with a usable screen dimension of greater than 9" measured diagonally.

### 1.22.7 ADJUDICATION

Having reviewed the evidence presented by the parties concerned the Appeals Committee shall make a determination and advise the parties of the outcome and the reasons for the outcome. Initial advice may be verbal, but the Appeals Committee shall also record the outcome on the Appeal Form which shall be retained. The original documents must be kept by the recorders with the official results, and a copy must be given to the Chief Referee and the Appeals Convener. A copy will be offered to the protesting competitor/team.

The Appeals Committee shall ensure that the Chief Referee and the recorders are informed of the decision and the following action will take place:

- If the appeal is dismissed the original results shall be published; or
- Where an appeal is determined in favour of the appellant, the result shall be amended to reflect the decision and then published.

#### **1.22.8 DISPOSITION OF GOOD FAITH DEPOSIT**

The amount is determined by the National Office, in consultation with the NSC prior to the start of the APLSC and is announced at the Coaches and Managers Briefing.

The deposit shall be returned if an appeal is upheld. It may also be returned where an appeal is dismissed, and the Appeals Committee determines the appeal was not frivolous. In all other cases the deposit shall be forfeited.