

**North Queensland Swimming Association Inc.**  
**By Laws**

Last amended 30/05/06

No	By Law
1	<p><b><u>Management Committee Appointments</u></b></p> <p>(a) The Management Committee shall call for expressions of interest in the following positions and make appropriate appointments for a maximum of 12 months:</p> <ul style="list-style-type: none"> <li>◆ Technical Sub-Committee member,</li> <li>◆ Race Secretary,</li> <li>◆ Squad Co-ordinator/s</li> <li>◆ Publicity Officer,</li> <li>◆ Presentation Officer</li> </ul> <p>(b) Such expressions shall be called for at least 30 days before the AGM and appointments made at the first meeting of the Management Committee after the AGM.</p>
2	<p><b><u>Technical Sub-Committee</u></b> <i>Refer NQSA Constitution Item 24</i></p> <p>(a) At the first meeting of the Management Committee following the AGM a Technical Sub-Committee shall be established</p> <p>(b) The Technical Sub-Committee shall comprise of up to 5 Accredited Technical Officials (with the majority to be Accredited Referees and where practical no more than 2 from the same Affiliated Club)</p> <p>(c) At the first meeting of the Technical Sub-Committee a person from this committee shall be appointed as Chairperson of the Technical Sub-Committee and a member of The Management Committee</p> <p>(d) The person appointed to the Management Committee shall not hold any other position on the Management Committee</p> <p>(e) The Technical Sub-Committee may meet and conduct its proceedings as it considers appropriate provided that The Management Committee is notified in writing of all recommendations made at a Technical Sub-Committee meeting within 14 days of the conclusion of that meeting via their Management Committee Member, for approval by the Management Committee. The Management Committee Secretary shall facilitate all correspondence including that with Swimming Queensland.</p> <p>(f) The Technical Sub-Committee shall:</p> <ul style="list-style-type: none"> <li>◆ ensure full and accurate minutes of all questions, matters, resolutions and other proceedings of each meeting are entered in a minute book</li> <li>◆ Be responsible for the recruitment, training and accreditation of new officials.</li> <li>◆ Approve all officials who have met predetermined levels of competency;</li> <li>◆ Supervise and evaluate all officials in the performance of their duties;</li> <li>◆ Recommend to the Management Committee 1 Technical Official for the Swimming Queensland Mentor Program at Swimming Queensland Open &amp; Age Championships each year;</li> <li>◆ Ensure that all Technical Officials who are accredited shall be come registered members of Swimming Queensland;</li> <li>◆ Ensure that all Technical Officials (that it applies to) are holders of a current positive "Working with Children Suitability Card" (Blue Card).</li> </ul>

3	<p><b><u>Provision of Timekeepers</u></b></p> <p>Affiliated Clubs shall provide a minimum number of timekeepers for all meets held within the region. The number of timekeepers required is based on the number of swimmers entered by each affiliated club as follows:-</p> <table data-bbox="446 273 990 399"> <tr> <td>1 – 10 swimmers</td> <td>1 timekeeper</td> </tr> <tr> <td>11 – 20 swimmers</td> <td>2 timekeepers</td> </tr> <tr> <td>21 – 30 swimmers</td> <td>3 timekeepers</td> </tr> <tr> <td>31 – 40 swimmers</td> <td>4 timekeepers</td> </tr> </table>	1 – 10 swimmers	1 timekeeper	11 – 20 swimmers	2 timekeepers	21 – 30 swimmers	3 timekeepers	31 – 40 swimmers	4 timekeepers																
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4	<p><b><u>Regional Championships</u></b></p> <p>(a) North Queensland Regional Championships Meet shall be contested only by swimmers registered with affiliated clubs from North Queensland and Far North Queensland Regions as approved by the Board of Swimming Queensland.</p> <p>(b) The venue will be where recognised automatic officiating equipment is available. Such equipment shall be deployed as the official timing apparatus unless cost considerations reasonably preclude its use. Approval from Swimming Queensland will need to be sort in this instance.</p> <p>(c) A swimmer who has competed in a Regional Championship may not compete in another affiliated region's championship in the same competition year (exception as per item 4(a)).</p> <p>(d) Regional Championships format shall be determined by the Management Committee from year to year. i.e. Heats and Finals</p> <p>(e) All swimmers are eligible for Age Aggregate. Age Aggregate winners are the swimmers with the highest point score from individual events in age groups determined by the Management Committee.</p> <p>(f) Should a swimmer from outside NQ be the highest point scorer, the highest NQ swimmer shall also be awarded.</p> <p>(g) Points awarded shall be as follows:</p> <table data-bbox="487 1207 755 1480"> <tr> <td>◆</td> <td>1<sup>st</sup></td> <td>15 points</td> </tr> <tr> <td>◆</td> <td>2<sup>nd</sup></td> <td>12 points</td> </tr> <tr> <td>◆</td> <td>3<sup>rd</sup></td> <td>9 points</td> </tr> <tr> <td>◆</td> <td>4<sup>th</sup></td> <td>5 points</td> </tr> <tr> <td>◆</td> <td>5<sup>th</sup></td> <td>4 points</td> </tr> <tr> <td>◆</td> <td>6<sup>th</sup></td> <td>3 points</td> </tr> <tr> <td>◆</td> <td>7<sup>th</sup></td> <td>2 points</td> </tr> <tr> <td>◆</td> <td>8<sup>th</sup></td> <td>1 point</td> </tr> </table> <p>(h) Late nominations will be accepted with the prescribed fee, however the competitor will compete as “Exhibition” (no points or awards will be given) unless the fault is with NQSA.</p>	◆	1 <sup>st</sup>	15 points	◆	2 <sup>nd</sup>	12 points	◆	3 <sup>rd</sup>	9 points	◆	4 <sup>th</sup>	5 points	◆	5 <sup>th</sup>	4 points	◆	6 <sup>th</sup>	3 points	◆	7 <sup>th</sup>	2 points	◆	8 <sup>th</sup>	1 point
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5	<p><b><u>Recognition of Records</u></b></p> <p>In order that a North Queensland or North Queensland Best By record might be recognised the following conditions must be complied with:</p> <p>(a) The affiliated club shall have obtained the prior sanction of North Queensland Swimming Association and the Swimming Queensland Board to conduct the meet under conditions prescribed by Swimming Queensland Technical Committee from time to time.</p> <p>(b) The affiliated club shall within in 21 days of the meet supply North Queensland Swimming Association with:</p> <ul style="list-style-type: none"> <li>◆ A Meet Manager back up (via email)</li> <li>◆ A copy of the program</li> <li>◆ A complete list of all officials at the meet, including starters and referees, accredited with Swimming Queensland</li> <li>◆ A completed &amp; signed Application for Record form.</li> </ul> <p>(c) North Queensland Records (Long and Short Course) are records achieved by a North Queensland registered swimmer at an Official Meet within the region.</p> <p>(d) North Queensland Best By Records (Long course only) are records achieved by a North Queensland registered swimmer at an Official Meet anywhere.</p>
6	<p><b><u>Warm-Up Sessions</u></b></p> <p>The standard procedure for warm-up sessions as set by Swimming Queensland Board shall be used at all meets within the region. A minimum of two (2) Safety Marshals shall be appointed by the host club to supervise such sessions.</p>
7	<p><b><u>“A” Grade Times</u></b></p> <p>(a) The Management Committee shall set a standard of “A” Grade times for the region using the following:</p> <ul style="list-style-type: none"> <li>◆ Increase by percentage the entry qualifying times used for Swimming Queensland Open &amp; Age Championships;</li> <li>◆ Times are to be reviewed not less than every 3 years;</li> </ul> <p>(b) Meets that award swimmers below the “A” grade time, shall award not higher than ribbons for individual events</p> <p>(c) Meets that award swimmers who achieve an upgrade to “A” grade time, shall award not less than medals for individual events</p> <p>(d) Meets that award Age Aggregates shall award “A” grade level only. Encouragement Awards may be given to levels below “A” Grade, award shall not be higher than certificate or equivalent</p>

<p>8</p>	<p><b><u>Squad Selection</u></b></p> <p>(a) Selection criteria for the North Queensland Achievers Squad is as follows:</p> <ul style="list-style-type: none"> <li>◆ Qualifiers to 11 - 13 years (age as at date of meet), for Swimming Queensland Open &amp; Age Championships, Swimming Queensland Sprint Championships and or Swimming Queensland Short Course Championships.</li> <li>◆ Top 30% of Qualifiers Statewide 9 – 10 years (age as at date of meet) that meet the times set by Swimming Queensland. Participation in this age group will at a reduced capacity.</li> <li>◆ Qualifying Times shall be from the NQ Database of Official times. Only official times from designated qualifying meets will be considered.</li> </ul>
<p>9</p>	<p><b><u>North Queensland Team Selection</u></b></p> <p>(a) The Management Committee shall select swimmers to represent the region.</p> <p>(b) Swimmers shall not be selected to represent North Queensland unless they have competed at the Regional Championships, save where the Management Committee accepts that there were valid grounds for not competing.</p> <p><b><u>Relay Teams:</u></b></p> <p>(c) The Management Committee shall appoint a Head Relay Coach for Regional Relay Teams at Swimming Queensland Open &amp; Age Championships.</p> <p>(d) Selection for Regional Relay teams shall be from the NQ Database of Official times. Only long course official times from a meet shall be considered.</p> <p>(e) Item 9 (b) shall not apply to Relay Selection.</p>