

2007 WESTERN CANADA SUMMER GAMES

SWIMMING TECHNICAL PACKAGE

Every Games' coach, manager, Sport Chairperson and Mission staff has an obligation to read and understand every aspect of the Technical Package. Failure to do so could cost an athlete his or her eligibility for the Games or could affect final standings or the conduct of the competition. If someone does not understand an aspect of a Technical Package, he or she is to seek clarification from the Technical Committee of the Western Canada Games Council through his or her Chef de Mission or Provincial/Territorial Sport Organization.

Technical Packages are developed primarily by Western Canada Games Technical Committee in conjunction with the various Provincial/Territorial Sport Organizations, following principles, guidelines and requirements of the Western Canada Games Council. As the overall governing body of the Games, the Council has the ultimate authority for Technical Packages.

If an individual wishes to initiate a change to a Technical Package leading up to a Games, the desired change should be first directed to the Provincial/Territorial Sport Organization or the Chef de Mission. The P/TSO or Chef will evaluate the merits of the change and will, if it has merit, submit the requested change to the Technical Committee of the Western Canada Games Council. The P/TSO or Chef will submit the rationale for the change. Changes to age groups, eligibility requirements, team sizes or staff complements will not be considered after three years prior to the Games. Substantive changes to events or competition formats will not be considered after 18 months before the Games. Minor corrections will be considered at almost anytime, but will be increasingly difficult to achieve within six months of the Games. Changes made by the NSO's regarding WCSG alignment to the Canada Games will not be considered after April 1, 2006. These time frames reinforce the importance of complete understanding of the Technical Package early.

2007 Western Canada Summer Games Technical Committee

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Summary of Draft Changes to Technical Package

Date	Details	Initiated By	Status
Mar 8/05	CBET clarification added	WCSG Tech Cte	
	Section 5.3.2 (b) has been changed to reflect the more politically correct terminology	AB	Approved by WCSG Tech Cte
	Section 6.1 has been added to deal with scoring of the SWAD swimmers	SK	Approved by WCSG Tech Cte
Jul 15/05	Protest/Appeals component revised (Appendix II)	WCSG Tech Cte	Approved by WCSG Tech Cte
Mar 27/06	Rewording of 5.1 for clarity	AB	Approved by WCSG Tech Cte

Summary of Denied Proposals of Change to Technical Package

Date	Proposal	Initiated By	Rational for proposal being denied
Mar 7/05 and Dec 15/05	Change minimum requirement to Level 2	BC/AB/SK/MB	Level 3 coaching is a WCSG standard
Mar 7/05	Increase in teams size	BC/AB/SK/MB	There will be no changes to team size
Mar 7/05	Change of birth year to 1991 or later for able bodied and SWAD	BC/AB/SK/MB	All age categories for WCSG are aligned with CSG/CWG
Mar 7/05	Addition of Special Olympic Swimmers and Events	BC/AB/SK/MB	There will be no changes to team size. CSO was not included in the original submission.

2007 Western Canada Summer Games Technical Package

1. Sport: **SWIMMING**

2. Participants:

2.1. Competitors: **GENERIC**
8 male athletes
8 female athletes

SWAD (Classes S1 to S14):

2 male athletes
2 female athletes

2.2 Staff: 3 coaches
1 manager

At least one of the coaches must be female

3. Classification:

3.1 **Generic:** Born in 1990 or later

3.2 **SWAD:** Born in 1988 or later classes S/SB/SM1 – S/SB/SM13
Born in 1978 or later class S14

3.2.1 Swimmers with a physical disability must be classified under the International Paralympic Committee Functional Classification System (FCS) at the entry deadline for the Games. There will be no classifications done at the Games and swimmers who have not been classified will not be allowed to be entered into the competition.

3.2.2 Swimmers with a cognitive disability must be classified under Swimming Canada's S14 classification policy.

4. Eligibility:

4.1 Coaches:
The head coach listed on the official registration form must be fully certified (theory, technical and practical) under the National Coaching Certification Program to at least Level 3 in Swimming or equivalent under the Competency Based Education Training system. Assistant coaches must be fully certified to at least level 2.

Coaching certification must be completed no later than ninety (90) days before the opening of the Games.

Coaches must be a member of the CSCTA and their Provincial Swimming Coaches Association.

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- 4.2 Athletes:
- 4.2.1 All swimmers must be a member of their Provincial / Territorial swimming body in order to be eligible to compete.
- 4.2.2 All athletes must meet the Western Canada Games Eligibility criteria, as outlined in Appendix 1 which forms an integral part of this Technical Package.
- 4.2.3 Excluded from the Games are:
- a) Athletes who have been Canadian national senior swim team members at any time.
 - b) Athletes who have had at any time, a Senior International Card, Senior National Card, or C1 Card as defined by Swimming/Natation Canada and the Sport Canada Athlete Assistance Program.
 - c) Athletes who have competed in the sport of swimming at the following major Games or Championships: Pan American, Commonwealth, Olympics, FISU Games, Pan Pacific Championships, Senior World Aquatic Championships, Paralympic Games, or World Championships for Swimmers with a Disability.
- 4.3 Interpretation:
- 4.3.1 Athletes who are members of the Canadian national senior swim team and athletes who are carded (as defined above in 4.2.3. b) or obtain their card prior to May 1, 2007 are **excluded** from the Western Canada Summer Games.
- 4.3.2 Athletes who are carded or become Canadian national swim team members on or after May 1, 2007 are **eligible** to compete in the Western Canada Summer Games.

5. Competition:

- 5.1 Rules
Rules will be in accordance with Swimming/Natation Canada Rules and Regulations at the time of the Games.
- 5.2 Sanction
The competition is sanctioned by the Provincial Section in which the competition is being hosted under the jurisdiction of Swimming/Natation Canada. For the 2007 Western Canada Summer Games, Swim Alberta is the sanctioning body.

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5.3 Event Format

5.3.1 The following events will be held at the Games

Day One

400m Free
100m Back
100m Back SWAD
200m Fly
100m Free
100m Free SWAD
200m Free Relay

Day Two

200m Free
100m Breast
100m Breast SWAD
100m Fly
200m Back
400m Individual Medley
200m Free Relay SWAD mixed gender
400m Free Relay

Day Three

800m Free (Women)
200m Individual Medley
150m Individual Medley SWAD (Classes S1 to S4)
200m Individual Medley SWAD (Classes S5 to S14)
50m Free
50m Free SWAD
200m Breast
1500m Free (Men)
400m Medley Relay

5.3.2 Generic Sport:

- a) Events with 8 or fewer swimmers will be swum as a Timed Final only in the Preliminaries.
- b) Events with 9 or more swimmers will be swum as heats and finals. There will be no 'B' finals at this competition.
- c) Relays will be swum as Timed Finals only in the Finals Session.

5.3.3 SWAD:

- a) Events with 6 or fewer swimmers with a disability will be swum as a Timed Final only in the Preliminaries.
- b) Events with 7 or more swimmers will be swum as heats and finals. There will be no 'B' finals at this competition.
- c) The 200m Free Relay will be swum during the Finals Session.

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5.3.4 Participation

- a) A province/territory may enter one team per relay event and three swimmers per individual event, with only the top two swimmers from each province/territory advancing to the finals.
- b) A generic sport competitor may compete in up to five (5) individual events plus the relays.

A SWAD competitor may compete in all five (5) SWAD events.
- c) Procedures and deadlines for event entries will be set by the Organizing Committee in accordance with Swimming/Natation Canada rules.

5.4 Protests

All protest shall be filed in accordance with the Western Canada Games Protest Procedures, which are attached as Appendix 2 and form an integral part of this technical package.

6. Scoring Procedures:

- 6.1 The order of finish for swimmers with a disability will be based on the 2004 – 2008 SNC World Performance Charts for Swimmers With A Disability, for all events except the relay. The relay will be scored based on the order of finish.
- 6.2 Each event will be scored: 9, 7, 6, 5, 4, 3, 2, 1 for 1st to 8th places.

Relays will be scored: 11, 9, 7, 5, 3, 2, 1.

Men's and women's totals will be accumulated separately to determine the provincial point standing.
- 6.3 Tie Breaking Rule
Will be in accordance with Swimming/Natation Canada Rules and Regulations at the time of the Games.

7. Provincial/Territorial Ranking:

- 7.1 For an event to be eligible for Provincial/Territorial points, three (3) or more provinces/territories must participate.
- 7.2 Once the scoring procedure for the sport determines a winner, points for the aggregate award will be as follows:

1 st place - 7 points	4 th place - 4 points
2 nd place - 6 points	5 th place - 3 points
3 rd place - 5 points	6 th place - 2 points
	7 th place - 1 point

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Final Provincial point standings will be the total number of points after the scoring of the team competition. Separate points will be awarded for the men's and women's competition. The maximum number of points a province could receive is fourteen (14).

7.3 Tie Breaking

In the event of a tie between two or more provinces/territories, the team winning the most gold medals will be awarded an extra swimming point. If there is still a tie, the team winning the most gold and silver medals will be awarded the extra swimming point. If there is still a tie, the team winning the most gold, silver and bronze medals will be awarded the extra swimming point. If still tied, this process will continue using the remaining places of finish until the tie is broken.

8. Competitive Uniform:

8.1 Provincial/territorial colors must be worn.

9. Medals:

9.1 Gold, silver and bronze awards will be presented to first, second and third place finishers in each event.

9.2 Medals: 66 gold 66 silver 66 bronze

APPENDIX I

WESTERN CANADA SUMMER GAMES COMPETITOR ELIGIBILITY

1. The Western Canada Summer Games are open to Canadian citizens and permanent residents.
2. The Games are open to athletes who are members in good standing of their provincial/territorial and/or national sport organization.
3. An athlete's permanent domicile or actual residence must be located, for at least the 180 days prior to the opening of the Games, within the recognized boundaries of the province or territory they are representing. An athlete can have only one domicile.
4. Students attending school on a full-time basis outside their province/territory of permanent residence during the year of the Games shall be permitted to compete for either their province/territory of permanent residence or the province/territory in which the athlete attends school. To be eligible to compete for the province/territory where the athlete attends school, the student must be enrolled on a full-time basis during the academic year preceding the Games.
5. If a non-student athlete attends a recognized national training centre outside his or her province/territory of permanent residence, the athlete is encouraged to represent his or her province/territory of permanent residence; however, the athlete could represent the province/territory where the centre is located under the terms of paragraph (7), below.
6. Exceptions to the domicile requirement will be possible if the athlete can demonstrate a commitment to the province or territory she or he wishes to represent by such means as having been a member of a club or provincial/territorial sport organization in that province/territory for the entire previous competitive season, having represented that province or territory at a previous national or regional championship or having attended school full-time the previous academic year or a recognized national training centre full-time during the previous 12 months. Other similar circumstances may be considered.
7. Competitors must meet all eligibility requirements outlined in the Technical Package.
8. An athlete is permitted to try out for only one province or territory per Games.
9. The eligibility of any athlete that is not clearly established by these rules and by the Technical Package shall be determined by the Technical Committee of the Council. **Coaches or PSOs/TSOs must bring forward any unclear cases to their Chef de Mission and to their NSO as early as possible before the competition for forwarding to the Technical Committee.**
10. Where a team/province/territory/Chef wishes to challenge the eligibility of an athlete on another provincial/territorial team, it is expected that such a challenge will be made as soon as the protesting team knows that an athlete may be ineligible. Every effort must be made to ensure that protests on eligibility are lodged before an athlete competes.

APPENDIX II

**WESTERN CANADA SUMMER GAMES
 GUIDE TO PROTESTS/APPEALS**

Introduction:

The rules and regulations that govern an athlete's participation in the Western Canada Summer Games emanate from variety of responsible agencies. For example:

- technical packages are developed by the Western Canada Games Council in consultation with National Sport Organizations (NSO's) and Provincial/Territorial Sport Organizations (P/TSO's);
- team selection is done by Provincial/Territorial Sport Organizations based on the technical packages;
- field of play matters are governed by NSO rules for each sport;
- the Host Society establishes certain expectations of athletes in Games venues (i.e., Village), but conduct and discipline are managed by Provincial/Territorial teams.

In an effort to clarify the various jurisdictions and processes in place to deal with particular cases in the lead up to or during the Western Canada Games, the Western Canada Games Council has developed this guide. Please direct any comments or questions to the Chair of the Western Canada Games Council.

Appeal/ Protest Type	Authority	Reported by	Forwarded by	Forwarded to	Decision by
Eligibility & Residency Protest	WCSG Technical Committee	Sport	Chef de Mission	WCSG Technical Committee Chair	WCSG Technical Committee
Eligibility & Residency Appeal	WCG Council	Chef de Mission	Chef de Mission	Chair, WCG Council	WCG Council
Technical Package Issue Protest (scoring or ranking)	Sport Specific Jury	Sport	Sport	Sport Specific Jury	Sport Specific Jury
Technical Package Issue (scoring or ranking) Appeal	WCSG Technical Committee	Sport	Chef de Mission	WCSG Technical Committee Chair	WCSG Technical Committee
Field of Play	NSO/Sport Rule Book	Sport	Sport	Head Official	As per sport rule book

* **Sport** indicates those people associated with the individual provincial/territorial sport team (i.e. coach, manager, P/TSO staff)

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1) Eligibility and Residency of Athletes:

Description:

Prior to and during the Games, athlete eligibility is determined by the Technical Committee of the Western Canada Games Council based on the technical packages.

Reporting Procedures:

Prior to the Games, the Technical Committee will continue to deal with interpretation issues from Chefs de Mission through written submissions. During the Games, a three person sub-committee of the Technical Committee will deal with all interpretations and protests. A protest must be submitted in writing by the Chef de Mission. Every effort must be made to bring the protest forward at the earliest opportunity.

Appeals:

If there are grounds for appeal of the Technical Committee decision, appeals will be dealt with by the Western Canada Games Council, who will appoint an Appeals Committee. All decisions of the Council / Appeals Committee are final.

Appeals Procedure:

Any appeal of a Technical Committee decision must be done in writing and submitted by the Chef de Mission to the Western Canada Games Council.

An appeal may be heard only if there are sufficient grounds for appeal. The sufficient grounds include the Technical Committee:

- making a decision for which it did not have the authority or jurisdiction as set out in the technical packages;
- failing to follow procedures as laid out in the technical package;
- making a decision which was influenced by bias;
- failing to consider relevant information or taking into account irrelevant information in making the decision;
- exercising its discretion for an improper purpose; and/or
- making a decision which was unreasonable.

The Appeals Committee will convene to review the notice of appeal and reason for the appeal and shall decide whether or not there are sufficient grounds for an appeal.

If there are sufficient grounds for an appeal, a hearing shall be held. The format of the hearing shall be at the discretion of the Appeals Committee and may involve documentary submissions, telephone conference, in-person appearances, or a combination of these formats. The following procedures shall apply to any hearing, regardless of its format:

- The parties shall be given reasonable notice of the hearing;
- Any documents that the parties wish the Appeals Committee to consider shall be provided to the other parties, in advance of the hearing;
- Either party may be assisted in the hearing by a representative, advocate or advisor;
- The Appeals Committee may request that any other individuals participate in the hearing.

As soon as possible after the conclusion of the hearing, the Appeals Committee shall issue its written decision, with reasons. The Appeals Committee shall have the authority to uphold the Technical

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Committee's decision, to reverse the decision and substitute a new decision, to refer the matter back to the Technical Committee to render a new decision, and/or to modify any of the Games' results impacted by its decision.

In extraordinary circumstances, the Appeals Committee may issue a verbal decision, with the written decision with reasons to follow.

The decision of the Appeals Committee shall be final and binding on the parties.

2) Technical Package Issues (excluding residency and eligibility):

Description:

Technical package issues dealing with sport scoring or ranking are first decided by the technical official at the venue.

Reporting Procedures:

Protests relating to technical issues are made to a sport specific "sport jury".

Appeals:

If there are grounds for appeal of the "sport jury" protest decision, appeals may be heard by the sub-committee of the Technical Committee of the Western Canada Games Council. All decisions of the Technical Committee sub-committee are final.

Appeals Procedure:

An appeal may be heard only if there are sufficient grounds for appeal. The sufficient grounds include the Sport Jury:

- making a decision for which it did not have the authority or jurisdiction as set out in the technical packages;
- failing to follow procedures as laid out in the technical package;
- making a decision which was influenced by bias;
- failing to consider relevant information or taking into account irrelevant information in making the decision;
- exercising its discretion for an improper purpose; and/or
- making a decision which was unreasonable.

The Technical Committee will convene to review the notice of appeal and reason for the appeal and shall decide whether or not there are sufficient grounds for an appeal.

If there are sufficient grounds for an appeal, a hearing shall be held. The format of the hearing shall be at the discretion of the Technical Committee and may involve documentary submissions, telephone conference, in-person appearances, or a combination of these formats. The following procedures shall apply to any hearing, regardless of its format:

- The parties shall be given reasonable notice of the hearing;
- Any documents that the parties wish the Technical Committee to consider shall be provided to the other parties, in advance of the hearing;
- Either party may be assisted in the hearing by a representative, advocate or advisor;
- The Technical Committee may request that any other individuals participate in the hearing.

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As soon as possible after the conclusion of the hearing, the Technical Committee shall issue its written decision, with reasons. The Technical Committee shall have the authority to uphold the Sport Jury's decision, to reverse the decision and substitute a new decision, to refer the matter back to the Sport Jury to render a new decision, and/or to modify any of the Games' results impacted by its decision.

In extraordinary circumstances, the Technical Committee may issue a verbal decision, with the written decision with reasons to follow.

The decision of the Technical Committee shall be final and binding on the parties.

3) Field of Play:

Rules governing the conduct of the specific sport contests shall be as specified in the NSO rule book unless otherwise stated in the Technical Packages. Disputes over field of play decisions and rulings will be dealt with using the protest and appeals mechanisms of each sport.

Please Note:

All appeals to the Technical Committee, Appeals Committee or Games Jury shall use the attached forms, and the decisions of such appeals shall also be communicated by the attached forms. Once completed, the appeals form shall be forwarded to the Chef de Mission of the province/territory making the appeal who will in turn forward it to the appropriate appeals committee.

All communication regarding the appeals and decision of such appeals will be through the respective Chef de Mission.

The notification of the decision of the Appeals Committee shall include the following items:

- Issue to be decided
- Authorities considered
- Positions of the parties
- Facts as determined by the Appeals Committee
- Decision
- Reason for decision
- Date and signature of Appeals Committee Chair

Western Canada Summer Games Protest/Appeals Form

Eligibility or Residence Protest	Technical Package Protest (scoring or ranking)	Field of Play Protest
Eligibility or Residence Appeal	Technical Package Appeal (scoring or ranking)	Field of Play Appeal

This form must be completed and submitted to the appropriate body to hear the protest.

Date: _____

Name of Individual: _____

Position of Individual: _____

Province/Territory: _____

Decision being Appealed:

Rationale:

Signature - Individual: _____

Signature – Chef de Mission: _____

*required for eligibility and technical package protests

Province/Territory: _____

Date and Time: _____