



NOTICE TO CLUBS GALA REQUIREMENTS FOR ALL TECHNICAL OFFICIALS

1. **Timekeepers & Judges** must register 30 minutes prior to the start of a gala.
Officials are reporting as late as 5 minutes before commencement.
PLEASE this is unprofessional and create late start of session .
2. **Very Important: CHIEF & ASS. Chief Timekeepers**
REPORT 45 minutes prior to start of gala to check stop watches and help with registration of Timekeepers of the session.
3. THE Referees. Starters and Chief and assistant Timekeeper will be advised as to their sessions eligibility.
4. Clubs MUST ensure that their officials are present as per their club submission per gala.
5. Chief & Ass, Chief timekeepers duty list requirements copy in the stopwatch box if it is their first time perhaps .
6. PROFESSIONAL DRESS CODE reflects good governance.
NAVY BLUE SLACKS ; KNEE LENGTH SHORTS WHITE SHIRT;
T SHIRT or GOLF SHIRT (Jeans non NAVY pants or pants with stripes
Definitely not part of uniform of CTMA and SSA.
WHITE SHOES CROCS for comfort.
7. CLUBS must indicate the session their official will perform duty at, OFTEN officials were not informed and feels pressured . Lets keep a happy medium
8. ANY Official whose name has been submitted by their club and is not available must PLEASE INFORM their club to submit a substitute to replace .
9. Should this not be honored it then place the other officials present under strain .
10. **Ensure that all officials are AWARE of these requirements. This will enable CTMA SWIMBOARD the ability to manage running of galas without unnecessary delays**

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