

PREFACE

The Potomac Valley Swimming Meet Director's Handbook has been designed as an organizational and operational tool for all meet directors in PVS. Whether it is a PVS-sponsored meet with a Club meet host or a Club-sponsored meets, there are operational standards that must be met, as well as practical advice and guidelines.

The exact responsibilities of the meet director may vary slightly based upon the type of the meet being held; however there are specific requirements that all meet directors must adhere to.

There are specific policies that must also be followed and are regulated by either/both PVS and USA Swimming. This handbook may refer to some policies/guidelines; however please refer to the PVS Policies & Procedures and the USA Swimming Rule book for the full listing of all rules and policies.

Swim meets would not be possible without the hard work and dedication from all of the PVS Officials. The PVS membership is continuously thankful for the PVS Officials Committee and all Officials that help make our meets possible for our swimmers.