



2017 HOBC CAJ at OAK

Please check the Officials grid posted on the Meet Info/Olympic Prospects/CAJ at OAK page on the OAK website for your meet volunteer assignments.

****Read this document carefully to make sure that you know when to arrive for your position.**

Note: The online signup is closed to updates. If you require changes to your deck assignments as listed in the posted officials grid, please contact [Anita Woo](#).

ALL DECK OFFICIALS:

- Please arrive and sign in by the beginning of warm ups for your session unless your position requires you to arrive earlier. Instructions for specific roles are listed below. Warm up times are listed at the top of the officials grid for each session.
- Please bring your OFFICIALS CARD if you are requesting a deck evaluation. You will also need to sign the Deck Evaluation request form which will be located on the table with the sign in sheets.
- Make sure that you wear proper **officials attire** as outlined on the OAK website under Officiating/Officials Dress Code
- Please keep cell phones OFF or on vibrate during the session.
- Bring a REFILLABLE water bottle.
- Please make sure that you are present for the General Briefing. The briefing time for each session is listed at the top of the officials grid.

SAFETY MARSHALS:

- You are required to be on the pool deck and wearing a safety vest **15 minutes** before the start of the warm up.
- Please arrive 10 minutes before the time you must be on deck to review the Swim Canada Warm-Up Safety Procedures with the Session Referee.
- Once the meet has started, you will be working on deck as a Judge of Strokes or Inspector of Turns as listed on the Officials grid.

SENIOR OFFICIALS:

Please arrive in time for the Senior Briefing to meet with the Competition Coordinator and prepare for the session. The time of the briefing for each session is listed at the top of the officials grid.

The following officials should attend the senior briefing:

- Session Referee
- Starter
- Chief Timer/ Asst Chief Timer
- Chief Judge of Electronics
- Chief Finish Judge
- Meet Manager
- Any mentors or shadows for these positions should also attend the Senior Briefing.

CLERK of COURSE/Assistant CLERK of COURSE:

Please arrive for the Senior briefing so that the Session Referee can brief you on the session. You should be on deck at the Clerk table before the start of the warm up to receive scratches from the coaches and update the heat sheets for the senior officials.

SETUP and TEAR DOWN CREW:

Please contact Bulmaro Landa if you have any questions.

HOSPITALITY VOLUNTEERS:

Please contact Tara Kleefeld if you have any questions.

SOCIAL TEAM VOLUNTEERS:

Please contact Laura Robertson if you have any questions.

Thank you very much for volunteering your time to make this meet a success for our swimmers. Without your help, these competitions would not be possible.