



BY-LAWS
of
SOUTHERN INLAND
SWIMMING ASSOCIATION
INCPORPORATED

December 2023

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THE BY-LAWS OF THE SOUTHERN INLAND SWIMMING ASSOCIATION **INCORPORATED**

INTRODUCTION

1 STATUS OF BY-LAWS

1.1 Powers to Make By-Laws

These By-Laws are made by the Southern Inland Swimming Association Incorporated under Clause 29 of the Constitution. They are binding on all Members. In the event of a conflict between these By-Laws and the Constitution, the Constitution will prevail.

1.2 Definitions and Interpretation

The definitions in the Constitution apply to these By-Laws.

In addition the following definitions apply.

“Clause” means a Clause in the Constitution

“Competitions” means

- (a) Any championship (Area or otherwise) organized or conducted by a Club for or on behalf of the Association.
- (b) Any Championship, competition, series or meeting sponsored by or conducted by or on behalf of the Association.

“Disciplinary Tribunal” means the disciplinary tribunal of the Association constituted under By-Law 5.

“Safe Sport Framework” as detailed by Swimming New South Wales and available at <https://www.swimming.org.au/Home/Clubcoach/safe-sport.aspx>

“Swimmer” means an Individual Member who competes at Club or higher level.

MEMBER'S BY-LAWS

2 AFFILIATED CLUBS

- (a) Clubs in the SISA Area permitted to be affiliated, are
 - (i) Murray Zone – Clubs in the Local Government Areas of Albury, Federation, Greater Hume & Lockhart, these include - Albury, Albury North Lavington, Corowa, Corryong, Culcairn, GT Aquatics, Holbrook, Lockhart, The Rock.
 - (ii) Riverina Zone– Clubs in the Local Government Areas of Berrigan, Carrathool, Edward River, Griffith, Hay, Leeton, Murray River, Murrumbidgee, Narrandera & Wagga Wagga, these include - Barellan, Bidgee Masters, Coleambally, Deniliquin, Finley, Goolgowi, Griffith, Hay, Hillston, Jerilderie, Leeton-Yanco, Narrandera, Wagga Wagga
 - (iii) South West Zone– Clubs in the Local Government Areas of Bland, Coolamon, Cootamundra-Gundagai, Hilltops, Junee, Snowy Valleys, Temora & Yass Valley, these include - Adelong, Ardlethan, Aria Park, Batlow, Binalong, Boorowa, Coolamon, Cootamundra, Ganmain, Gundagai, Harden-Murrumburrah, Junee, Quandialla, Temora, Tumbarumba, Tumut, Ungarie, Wagga Asthma, West Wyalong, Yass, Yass Magpies, Young
- (b) Within thirty (30) days of its annual general meeting, or upon affiliation each club shall provide the Association with a list of the names of its newly elected office bearers, including their e-mail and telephone details, along with a club mailing address
- (c) All Member Clubs and Individuals are to adhere to the Safe Sport Framework as provided by SNSW (refer to definitions and Interpretation).

3 CLUB DELEGATES

- (a) Each affiliated Club shall be entitled to appoint two (2) of its members to be its delegates to a General Meeting of the Association.
- (b) The annual Club affiliation fee due to the Association (refer By-Law 4) must be paid before any Delegate can speak or vote at any General Meeting of the Association.

4 FEES DUE TO THE ASSOCIATION

4-1. Club Affiliation

- (a) Fees payable in accordance with Clause 7 shall be the annual club affiliation of \$10. This amount shall be reviewed annually at the General Meeting after the AGM.
- (b) The SISA Club affiliation fee will be added to the SNSW SISA Club and reimbursed back to SISA.

4.2. Individual Member

- (a) Fees payable in accordance with Clause 7 shall be the annual Individual Member affiliation of \$2. This amount shall be reviewed annually at a General Meeting after the AGM.
- (b) The Individual member affiliation fee will be added to the SNSW registration and reimbursed back to SISA.

5 DISCIPLINARY BY-LAWS

5.1 Establishment of Disciplinary Tribunal

The Management Committee shall establish a Disciplinary Tribunal to deal with all disciplinary actions and matters under Clause 11.2. A disciplinary action and matter must be solely and exclusively resolved by the Disciplinary Tribunal

5.2 Composition of Disciplinary Tribunal

- (a) A Disciplinary Tribunal of three (3) persons shall be appointed by the Management Committee for the purposes of hearing disciplinary actions and matters under Clause 11.2. The Management Committee shall also appoint a member of the Disciplinary Tribunal as chair who in the opinion of the Management Committee is competent in dealing with disciplinary matters.
- (b) The Management Committee may call for applicants to the Disciplinary Tribunal.
- (c) No Management Committee member or a member of a Club dealing with a matter relating to a member of that Club shall be a member of the Disciplinary Tribunal.
- (d) Three (3) members of the Disciplinary Tribunal shall consist a quorum.

5.3 Notice of Alleged Breach

- (a) Where the Management Committee is advised or considers that a member has allegedly,
 - (i) breached, failed, refused or neglected to comply with a provision of the Constitution, the By-Laws, the Polices and the Rules or any resolution or determination of the Management Committee, or
 - (ii) acted in a manner unbecoming of a member or prejudicial to the Objects and interests of the Association and/or swimming, or
 - (iii) brought the Association or swimming into disrepute,
- (b) The Management Committee shall notify the chair of the Disciplinary Tribunal, as soon as practicable upon receipt of notice in accordance with By-Law 5.3(a), serve on the member a notice in writing,
 - (i) setting out the alleged breach of the member and the grounds on which it is based,
 - (ii) stating that the member may address the Disciplinary Tribunal at a hearing to be held not earlier than fourteen (14) and not later than twenty-eight (28) days after service of the notice,
 - (iii) stating the date, place and time of that meeting,
 - (iv) informing the member that he/she do one or more of the following
 - (a) Attend the hearing, or
 - (b) Give the Disciplinary Tribunal, before the date of the hearing, a written statement regarding the alleged breach.

5.4 Disciplinary Tribunal Procedures

- (a) At a hearing of the Disciplinary Tribunal held in accordance of By-Law 5.3(b)(ii), the Disciplinary Tribunal shall,
 - (i) give the member every opportunity to be heard,
 - (ii) give due consideration to any written statement submitted by the member, and
 - (iii) by resolution determine whether the alleged breach occurred
- (b) The Association and member shall not be entitled to legal representation at the hearing of the Disciplinary Tribunal.
- (c) The Disciplinary Tribunal shall hear and determine the alleged breach in whatever manner it considers appropriate in the circumstances (including by way of teleconference, video conference or otherwise) provided that it does so in accordance with the principles of natural justice. The purpose of the hearing shall be to determine if the alleged breach occurred.
- (d) If the Disciplinary Tribunal considers that the alleged breach occurred, it may impose any one or more of the penalties set out in By-Law 5.5.
- (e) If the Disciplinary Tribunal considers that the alleged breach did not occur, the matter shall be dismissed.
- (f) Each party shall be responsible for their own costs associated with the Disciplinary Tribunal hearing. The Disciplinary Tribunal has no power to award costs to a party.

5.5 Penalties

If the Disciplinary Tribunal considers that the alleged breach occurred, the Disciplinary Tribunal may impose any one or more of the following penalties,

- (a) Impose a warning
- (b) Fine a member
- (c) Where there has been damage to property, direct that the member pay compensation to the relevant organization which controls or has possession of the property,
- (d) Cease funding granted or given to it by the Association from a specified date,
- (e) Suspend for a specified period and/or terminate any rights, privileges and benefits provided to that member by the Association,
- (f) Cease to sanction events held by or under the auspices of that member,
- (g) Reprimand the member,
- (h) Suspend the member from membership of the Association for a specified period,
- (i) Expel the member from the Association
- (j) Any other such penalty as the Disciplinary Tribunal considers appropriate.

5.6 Appeal from decision of the Disciplinary Tribunal

- (a) Any member, the subject of an adverse finding in proceedings in accordance with By-Law 5, may appeal to SNSW in relation to that adverse finding.
- (b) Such appeal shall be dealt with in accordance with the disciplinary procedure set out in SNSW By-Laws, Policies or Rules.

Note:- for the purposes of By-Law 5 the term 'member' does not include a Club

MANAGEMENT COMMITTEE BY-LAWS

6 COMPOSITION OF THE MANAGEMENT COMMITTEE

- (a) The Office Bearers of the Management Committee as required by Clause 22, shall be,
 - (i) President,
 - (ii) Secretary,
 - (iii) Treasurer,
 - (iv) Development Convener,
 - (v) Area Technical Swimming Committee Coordinator (ATSCC), and
- (b) Composition of the Management Committee shall also make provision for three (3) zone elected delegates who shall act as vice-presidents
- (c.) Composition of the Management Committee shall also make provision for the inclusion of the SNSW Southern Inland Club Support Officer appointed at the Annual General Meeting, as well as any other invited representative.
- (d) Each of the delegates of each zone may elect a proxy to act on their behalf at a committee meeting that they are unable to attend.
- (e) Members of affiliated Clubs may attend committee meetings to ask questions and/or add points of discussion (at the discretion of the Chair), but will have no voting rights on decision making
- (f) Written notice of a meeting of the Management Committee shall be given to each Management Committee member not less than seven (7) days, prior to the meeting. The agenda shall be forwarded to each Management Committee member not less than five (5) days prior to each meeting.
- (g) Notice and agenda of a Management Committee meeting as forwarded to the Zone Delegates shall be sent by them, to all SISA affiliated clubs in their zone, as soon as practical after notice received by them
- (h) The Association President is entitled to receive an annual allowance of three hundred dollars (\$300) to attend SNSW AGM and to help cover costs such as phone calls, internet use etc. This amount to be reviewed annually at the General Meeting after the AGM
- (i) The Association Secretary is to receive an annual allowance of three hundred dollars (\$300) to help cover costs such as phone calls, internet use, stationary, printer cartridges etc. This amount shall be reviewed annually at the General Meeting after the AGM

7 ELECTION PROCEDURES FOR THE MANAGEMENT COMMITTEE

To be carried out as per Clause 23, and

- (a) Where there is more than one nomination for any position, a ballot for that position shall be held. Where there are nominations for the positions of office bearer and Management Committee, the positions of the office bearer shall be determined first.
- (b) The Annual General meeting shall appoint at least two tellers for each ballot.
- (c) Delegates shall record their votes by placing a mark (cross or tick) opposite the name of the candidate(s) of choice for that office.

- (d) On the count of votes in respect of any position, the candidate(s) who has received the highest number of votes shall be declared elected to that position(s).
- (e) In the case of equality of votes for any position it shall be resolved by lot to eliminate the unsuccessful candidate(s).
- (f) If a ballot paper is not completed in accordance with By-Law 7(c), the ballot paper shall be deemed to be informal.
- (g) The result of the ballot shall be declared at the Annual General Meeting. The declaration of the poll by the chairperson shall include the following information,
 - (i) the number of delegates eligible to vote,
 - (ii) the number of votes received, and
 - (iii) the number of votes declared valid.
- (h) All ballot papers for the annual elections are to be destroyed after the declaration of the poll.

8 MANAGEMENT COMMITTEE MEMBERSHIP RESPONSIBILITIES

8.1 Management Committee Members

Management Committee Members shall act in accordance with Clause 21, and

- (a) guide any Standing Committee to which they may be assigned on all matters affecting the Constitution, By-Laws, policies and Rules or any previous decision of the General Meeting or the Committee,
- (b) act honestly, independently and with due diligence in all decision making,
- (c) ensure that the resources of the Association are effectively and efficiently managed to fulfill the Objects,
- (d) contribute to the development of the Association strategic and business plans,
- (e) attend any assigned committee and act as the Management Committee advisor in the formulation of the committee work plans,
- (f) act at the Management Committee direction, as a delegate to any meeting of a Club and advise and guide such meetings on any matter affecting the future of the Association, the Constitution, By-Laws, Policies and Rules,
- (g) present recommendations and reports of any assigned standing committee to the Management Committee, and
- (h) present annual reports to the secretary, twenty-one days (21) days prior to the AGM for distribution to all clubs along with Agenda fourteen (14) days prior to AGM

8.2 President

The President shall,

- (a) promote the image of the Association at all times and lead the pursuit of the Objects and carry out such duties as requested by a General Meeting and the Management Committee,
- (b) be responsible for the leadership and overall administration of the Association,
- (c) be the delegate to SNSW and represent the Association on the external bodies as determined by the Management Committee, and
- (d) co-ordinate the Management Committee activities and ensure that the Management Committee properly undertakes its governance role.

8.3 Vice Presidents

The Vice Presidents shall,

- (a) assist the President in carrying out their duties and shall attend to such matters as the President may, from time to time, request, and
- (b) chair one standing committee for the Zone they represent.

8.4 Secretary

The Secretary must,

- (a) as soon as practical after being appointed as Secretary, lodge notice with SNSW of his/her address and contact details, and
- (b) ensure full and accurate minutes of all members in attendance, questions, matters, resolutions and other proceedings of each Management Committee meeting and General Meeting are entered in the Association's minute book.

8.5 Treasurer

The Treasurer must ensure,

- (a) that all money due to the Association is collected and received and that all payments authorized by the Association are made,
- (b) that correct books and accounts are kept showing the financial affairs of the Association, including full details of all receipts and expenditure connected with the activities of the Association, and
- (c) that as soon as practicable after the end of each financial year, a statement containing the following is prepared,
 - (i) the income and expenditure for the financial year just ended, and
 - (ii) the Association assets and liabilities at the close of the year.

8.6 ATSC Convener

The ATSC Convener shall,

- (a) act as the chairperson of the ATS Committee,
- (b) be the liaison between the ATS Committee and the Management Committee, and
- (c) be the liaison between the relevant SNSW technical committee and the Area ATS committee on all matters related to technical official appointments, development and education.

8.7 Development Convener

The Development Convener shall co-ordinate all development of swimming, coaching and special programs as directed by the Management Committee.

9 OFFICERS

9.1 Appointment of Officers Generally

- (a) The Management Committee may appoint the following non-voting officers,
 - (i) Registrar,
 - (ii) Equipment Officer,
 - (iii) Property Officer,
 - (iv) Publicity Officer,
 - (v) Web Site Manager, and
 - (vi) SNSW Meet Liaison Officer

- (b) Applications shall be invited for the positions specified in By-Law 9.1(a) as determined by the Management Committee
- (c) Applications for officer positions specified in By-Law 9.1(a) may include a précis submitted by the applicant of their background, experience and qualifications pertinent to the position.
- (d) The Management Committee may at any time terminate the appointment of any person appointed to an officer position and any such person may resign from such position by letter delivered to the Secretary.

9.2 Registrar

The Registrar shall if required,

- (a) keep a true and complete record of all Area competition results,
- (b) present to the Annual Meeting a record of results from all Area Championships and Meets,
- (c) verify that all competitors in all Area Championships and Meets are registered with SNSW,
- (d) allocate points accordingly for various point scores,
- (e) keep a true record of all swimming records set at Area Championships and Meets and present an accurate list of records to the Annual Meeting, and
- (f) be responsible for the preparation and safekeeping of medallions and ribbons for all Area Championships and Meets.

9.3 Equipment Officer

The Equipment Officer shall be responsible for the following,

- (a) report disposition or acquisition of the Association equipment to the Secretary for updating in the asset register,
- (b) cause the transport of equipment owned by the Association from any place of safe custody storage to the Association Meets or as otherwise directed by the Management Committee.
- (c) ensure that all equipment owned by the Association is maintained in good order, and periodically report to the Management Committee on the condition of the equipment and recommend maintenance, repair or replacement thereof, and
- (d) provide a capital expenditure budget item for the inclusion in the annual budget.

9.4 Property Steward

The Property Steward shall be responsible to control the purchase, safe storage, distribution and sale of Association property, such as T-Shirts, Swimming Caps, Representative Badges, Premiership Pennants and Banners, etc., as required by By-Laws 23, , 31, 32, 33, 34,38 & 39.

9.5 Publicity Officer

The Publicity Officer shall be responsible for the following,

- (a) promotion of the Objects of the Area,
- (b) submission by way of press releases, of Area results, activities and upcoming event to media outlets, and
- (c) compilation and distribution of newsletters to Area affiliated Clubs and members through electronic or traditional methods.

9.6 Web-site Manager

The Web-site Manager

shall be responsible for the maintenance and updates of the Association Web-site with information supplied by Management Committee, Zones and Clubs.

- (a) Items to be included on the Web-site shall be
 - (i) Association Committee names and contact details,
 - (ii) Affiliated Clubs committee names and contact details,
 - (iii) SISA & Zone Constitutions,
 - (iv) SISA & Zone By-Laws,
 - (v) Area and Zone Meet Programs,
 - (vi) PDF of Results in Event Order,
 - (vii) Development Programs,
 - (viii) Meeting Minutes,
 - (ix) SISA and Zone Annual Results, Records etc
- (b) is to receive an annual allowance of three hundred dollars (\$300) to help cover costs of website set up and maintenance, phone calls, internet use, etc.

9.7 SNSW Meet Liaison Officer

The Meet Liaison Officer shall be responsible for approval & verification of uploaded results by host clubs to SNSW SwimCentral and to co-ordinate a backup of these files with SNSW. This to include all functions required in this process. The email sent to SNSW must include,

- (a) the names of referee(s) who must be qualified,
- (b) the names of starter(s) who must be qualified,
- (c) Date of meet
- (d) SwimCentral reference information,
- (e) MM backup file, and
- (f) TM results file.

10 STANDING COMMITTEES

- (a) Election
 - (i) Standing committees specified in By-Law 10(1) may be elected at the Annual General Meeting for a one year term.
 - (ii) Zone Standing committees may be recommended to the Annual General Meeting by each Zone and ratified by the Annual General Meeting for a one year term.
- (b) Every person appointed, unless ceasing to hold office in consequence of death, resignation or removal from office, will continue to hold office until the completion of their respective term or the appointment of the new Standing committee.
- (c) Nominations may be invited for the positions on Standing committees specified in By-Law 10(1) at least Twenty-eight (28) days prior to the date of the Annual General Meeting (see Clause 15) and the closing date for nominations shall be at least twenty-one (21) days prior to the date of the Annual General Meeting. A list of nominations shall be included on the Agenda paper for the Annual General Meeting. Nominations may be called from the floor to fill any remaining vacancies.
- (d) Nominations for positions on Standing committees may include a précis submitted by the nominee, of their background, experience and qualifications pertinent to the position.

- (e) The Management Committee may at any time terminate the appointment of any Standing committee and any such person may resign from a standing committee by letter delivered to the Secretary.
- (f) A member of any Standing committee who is absent from three (3) consecutive meetings without explanation acceptable to the Management Committee shall be declared to have vacated such Standing committee membership and the Management Committee shall appoint another member in his/her place.
- (g) A quorum for a meeting shall be fifty percent (50%) of the voting members on each Standing committee.
- (h) The President shall be ex-officio member of all Standing committee.
- (i) Each Standing committee shall receive and consider all matters, correspondence and proposals which are referred to it by the Management Committee and which fall within the scope of the functions of the Standing committee as stated in these By-Laws.
- (j) All Standing committees shall,
 - (i) identify and minimize areas of risk within the Standing committee's area of responsibility,
 - (ii) contribute to the administration of all phases of their particular facet of the sport within the rules and policy limits, delegated to the Standing committee,
 - (iii) refer any undecided policy items to the Management Committee for determination,
 - (iv) where necessary work in conjunction with other standing committees within the Association,
 - (v) if so decided by the Standing committee, invite a person to attend a meeting to speak on a specific matter, and
 - (vi) subject to the approval of the Management Committee, have the power to co-opt additional members as deemed necessary, those members will be entitled to voice without vote.
- (k) The Standing committee secretary shall,
 - (i) in consultation with the Standing committee chairman issue, through the Secretary, notices convening meetings,
 - (ii) cause accurate minutes to be kept of all meetings,
 - (iii) deliver to the Secretary within seven (7) days, in format approved by the Management Committee, a copy of all minutes, reports, recommendations arising from Standing committee meetings for reference to and consideration by the Management Committee, and
 - (iv) cause all Standing committee correspondence to be directed through the Secretary.
- (l) Subject to the Constitution there may be a Standing committee for the following,
 - (i) a selection committee,
 - (ii) a competition committee, and
 - (iii) an Area Technical Swimming Committee (ATSC),
 - (iv) a Development Committee
- (m) Subject to the Constitution there shall be the following Standing committees to represent each of the following zones, Riverina, South West, Murray.
- (n) The composition of each Standing committee and the duties and terms of reference relating to each Standing committee are set out in By-Laws 11 to 14.

11 SELECTION COMMITTEE

- (a) The selection committee shall consist of,
 - (i) three (3) individual members from three (3) separate Clubs elected at the Annual General Meeting,
 - (ii) one (1) representative from the Area swimming coaches, and
 - (iii) the Registrar who shall act as convener.
- (b) On every occasion when a team is to be selected to represent the Association, the Management Committee shall notify the selection committee of its requirements. The selection committee shall, by a specified time, submit to the Management Committee a list of names of individual members totaling the number required by the Management Committee and graded in such a manner as the selection committee, in the absence of any direction from the Management Committee, considers appropriate to the type of team or squad required. The selection committee may further, at its discretion, recommend an increase or decrease in the team complement. The Management Committee shall have the right to adopt the recommendation in whole or part. It may reject any recommended individual member, but shall not add to the list without prior recommendation from the selection committee.

12 COMPETITION COMMITTEE

- (a) The function of the competition committee shall be to,
 - (i) review the competitive swimming program of the Association at the completion of each meet and recommend to the Management Committee alterations where necessary,
 - (ii) each year submit to the Management Committee qualifying times (if any) as required for the Association events for summer and winter seasons,
 - (iii) prior to the 30th September and 31st March in each year prepare programs for the Association Swimming Meets for submission to the Management Committee for approval and such consolidated programs shall cover the ensuing summer and winter activities respectively,
 - (iv) carry out, at the request of the Management Committee, any duty related to the conduct of Association Meets, and
 - (v) generally comply with the provisions of By-Law 10.
- (b) The membership of the competition committee shall be,
 - (i) a Management Committee member appointed by the Management Committee who shall be the chairman,
 - (ii) a suitably qualified coach nominated by the Area coaches members and endorsed by the Management Committee, and
 - (iii) three (3) suitably qualified members elected at the Annual General Meeting in accordance with By-Law 10..
- (c) The chair shall have a deliberative as well as a casting vote, each other member shall have one vote.
- (d) The operation of the competition committee shall be as agreed by the competition committee members from time to time.

13 ATS COMMITTEE

- (a) The function of the ATS committee shall be to,
 - (i) encourage eligible persons to qualify and actively participate in the sport as Technical Officials at all levels,
 - (ii) conduct uniform programs for the training, and assessments in accordance with *SISA Technical Officials Training Pathway (Addendum E)*
 - (iii) facilitate and conduct assessment of officials once they have successfully completed the relevant SNSW online module under the assessment criteria documented in **Addendum E**,
 - (iv) appoint accredited Technical Officials for all SISA Championship Swimming Meets. Assess Technical Official's performance at these Meets,
 - (v) recommend appointments of trainee Technical Officials to Meet Directors of Club Qualifying Swimming Meets,
 - (vii) actively encourage appropriate Technical Officials to undertake the Referees' and associated Technical Officials courses,
 - (vii) when SNSW calls for applicants for the Referee's Course, the SISA ATSC will endorse a Technical Official to undertake the course to the SISA Management Committee. SISA will provide financial assistance to a maximum of three (3) Technical Officials to undertake the Referee's Course each calendar year to assist with costs incurred travelling to and from, and accommodation in Sydney.
This financial assistance will be \$500 per applicant in the form of two (2) payments of \$250 on the production of receipts for costs incurred.
 - (viii) arrange as authorized by the Management Committee, forums, seminars and workshops for the dissemination of information regarding rules and procedures for the conduct of Area Meets,
 - (ix) review all Referee's Reports from SISA swimming meets, and
 - (x) generally, comply with the provisions of By-Law 10.
- (b) The membership of the ATS committee shall be,
 - (i) the ATSC Convener, who shall be the chairperson,
 - (ii) a currently accredited Referee nominated by each of the former Zones within SISA, (Murray, Riverina and South-West),
- (c) Each other member shall have one vote.
- (d) The chair shall have a deliberative as well as a casting vote.

14 DEVELOPMENT COMMITTEE

- (a) The Function of the Development committee shall be,
 - (i) review the development criteria for the association, ensuring that it is not in conflict with criteria as set out by SNSW,
 - (ii) communicate the criteria to association clubs and their members,
 - (iii) call for nominations for coaches and managers, recommend coaches and managers to the management committee,
 - (iv) allocate coaches and managers to the squads & advise nominees of the squad they are allocated to or otherwise,
 - (v) facilitate and attend development squad development clinics and meets as approved by the management committee,
 - (vi) generally, to comply with the provisions of By-Law 10.

- (a) The Membership of the Development committee shall be,
 - (i) a minimum of two (2) suitable members from separate clubs elected at the Annual General Meeting,
 - (ii) at least one (1) member to be a currently accredited club coach endorsed by the management committee,
 - (iii) the Development Convenor who shall act as the Chairperson,
 - (iv) each other member shall have one vote, and
 - (v) The chair shall have a deliberative as well as a casting vote.

15 ZONE COMMITTEES - (RIVERINA, SOUTH WEST, MURRAY)

The Zone committee shall,

- (a) be responsible for managing, making and implementation of Zone By-Laws as detailed in the respective Zone By-Laws,
- (b) maintain the fabric and structure of swimming with respect to local competition within the Zone,
- (c) ensure that no financial liability is incurred that effects the Association without the concurrence of the Association,
- (d) ensure that all Club activity within the Zone is in accordance with SNSW and the Association's Rules and By-Laws,
- (e) provide a suitable annual summary to the Management Committee by the 10th April, annually, and.
- (f) permit the President to attend as ex-officio member.

SWIMMING BY-LAWS

16 LAWS AND RULES GOVERNING THE AREA OF SOUTHERN INLAND SWIMMING ASSOCIATION

The technical laws of FINA as adopted by SNSW from time to time shall (where practicable) be applicable and binding on all competitions held in the Area.

17 ELIGIBILITY

- (a) A person who is not an individual member or life member shall not nominate for nor hold office except the office of patron, vice patron and auditor.
- (b) A person elected patron or vice patron who is not an individual member or life member, shall be deemed to be a member whilst holding such office. The holding of office shall not entitle a person to compete in a meet unless such person is otherwise duly eligible to swim.

18 PERMITS TO HOLD MEETS

- (a) Applications for summer Meets from 1st October to 31st March each year shall be delivered via the Zone Delegates to the SISA Management Committee no later than seven (7) days prior to the SISA AGM. The Management Committee will then formulate a meet calendar to be presented to the SISA General Meeting held straight after the AGM, then submit the approved Area program to SNSW when/if required.
- (b) Applications for winter Meets from 1st April to 30th September each year shall be delivered via the Zone Delegates to the SISA Management Committee no later than one (1) month prior to the proposed Meet date. The Management Committee will within five (5) working days of the application arrival, either approve or provide an alternate date/time. Only in extenuating circumstances will a winter meet be declined approval.
- (c) Application for short notice time trials each year shall be sent straight to the SISA Management Committee at meetliaison.sisa@gmail.com, as early as possible to allow the Management Committee as much time as possible to approve the time trial. Clubs are provided up to Three (3) short notice applications per year, the Management Committee will consider additional applications when extenuating circumstances arise.
- (d) No other Area Meet shall be held on any day of the SISA Long Course and/or Short Course Championships along with any Area Speedo Heats.
- (e) Clubs must be affiliated with SISA prior to hosting any Meet within the Area
- (f) In all cases where permits to hold Meets are granted, each Club agrees to see that the rules governing the sport are strictly enforced and each Club shall insist that all swimming races and competitions shall be stated in advertisements, entry forms, programs and all official notices as going to be held, and shall actually be held, under the rules of SAL and SNSW.

Note:- In connection with this By-Law the words 'conducted under the rules of SAL and SNSW' shall appear in every entry form and program and each Club is responsible to see this direction is implemented.

- (g) Clubs shall not postpone or cancel any Meet without providing at least 24 hours notice to the SISA Secretary as well as all Clubs attending the Meet, only under extenuating circumstances can Meets be cancelled within this time. All fees shall be returned if the Meet is postponed or cancelled.
- (h) Area and Zone Officials are to be utilized at all SISA Approved Meets prior to inviting officials from outside the area

19 FORFEIT OF FEES AND PRIZES FOLLOWING DISQUALIFICATION

Where a swimmer is disqualified or suspended in respect of an event, all fee paid and prizes won by such swimmer shall be forfeited. The committee of the Club holding the event will have full power to confiscate any prize and redistribute or deal with the matter at its discretion.

MISCELLANIOUS BY-LAWS

20 PATRONS

Such persons as shall be invited annually by the Management Committee to grant their patronage and subject to their concurrence, the Management Committee will submit their names to the Annual General Meeting for endorsement.

21 SERVICE AWARD

(a) The Association shall recognize outstanding service to the Association by an individual member who shall be eligible to receive the service excellence award provided that the nominated member has given at least ten years outstanding service to swimming.

(b) Candidates for the award may be nominated by any member.

(c) The criteria is not based on length of service alone but shall also include the scope of the nominees contribution beyond the norm of ordinary duties of office.

(d) Nominations shall be submitted in writing to the Secretary by 31st March each year on the approved nomination form and shall include swimming specific qualifications. Refer By-Law Addendum A9 for Nomination Form

(e) The Management Committee will determine from the nominations the recipients of the service excellence award. No more than five service excellence awards will be awarded in one year.

(f) The service excellence award will be presented to the recipient at the General Meeting after the AGM

22 COLOURS AND LOGO

(a) The Colours of the Association will be Blue, Green and Gold

(b) The Badge or Logo of the Association shall be as per By-Laws Addendum A.1 for Copy of Southern Inland Swimming Association Logo design. The badge or Logo shall not be made or worn without written permission of the Committee.

23 MERCHANDISE AND AWARDS

(a) SISA Representative T-Shirts are to be made available for purchase. It is desirable that Representative Swimmers at Speedo Finals and Brophy Meet purchase a Representative T-Shirt. The cost of Representative T-Shirts is \$30 each. This amount shall be reviewed after each new order. Refer to By-Laws Addendum A.2 for copy of Representative T-Shirt design

(b) SISA Officials T-Shirts are to be made available for purchase, and it is requested that they are worn by all Officials at Southern Inland Swimming Association and Zone meets. The cost of Officials T-Shirts is \$35 for short sleeve and \$40 for long sleeve. This amount shall be reviewed after each new order. All Area referees as at June 2022 will be supplied with a new shirt free of charge. All new referees after this date will be presented with a new shirt upon receiving accreditation. Refer to By-Laws Addendum A.3 for copy of Officials T-Shirt design

(c) SISA Caps are to be made available for purchase and distribution as follows. All Representative Swimmers at Speedo Finals and Brophy Meet will be presented with a SISA Cap. Development Squad Members may purchase a Cap at a cost of \$15. This amount shall be reviewed after each new order. Refer to By-Laws Addendum A.4 for copy of Cap design

- (d) Representative badges are to be presented to all Speedo Finals, Brophy Meet and other Representative Meet Swimmers. Refer to By-Laws Addendum A.5 for copy of Representative Badge design
- (e) Premiership Pennant, Runners-Up and 3rd Place Banners are to be presented to affiliated clubs gaining points in individual Championship Events and Relays at the SISA Long Course Championships as per By-Law 32. Refer to By-Laws Addendum A.6(i) for copy of Premiership Pennant design, A.6(ii) for copy of Runner-Up Banner and 3rd Place Banner designs
- (f) All swimmers representing Southern Inland Swimming Association affiliated clubs at State, National Champs, or above are to be listed on SISA web-site, (retrospective to 2018/19). and recognized at that year's AGM

CHAMPIONSHIP BY-LAWS

24 CHAMPIONSHIPS AND OTHER SWIM MEETS

- (a) The Management Committee shall determine the order of events and the duration of the Championships and such other swim meets as it determines from time to time, giving as much notice as possible to members
- (b) The Management Committee shall appoint a Meet Director, a Meet Chief Referee and an Entry Coordinator for all SISA Championship Meets and Speedo Sprint Heats
- (c) The SISA Speedo Sprint Heats/Long Course Championships shall be rotated through the three zones in the order South West, South West, Riverina, commencing in the 2017/18 season
- (d) The SISA Winter Short Course Championships shall be rotated through the three zones in the order Riverina, Murray, Murray, commencing 2017/18 season
- (e) The Host Club of SISA Championship Meets shall be reimbursed \$350 for the hire of dolphin timing equipment if their own is used at the meet.
- (f) Skins Events are not to be held at any SISA Championship Meet
- (g) At all SISA Championships and Area Speedo Heats, Starter and Referees area required for the conduct of their duties shall be roped-off to deny access to swimmers and/or spectators.
- (h) At SISA Championships and all other Meets where dedicated Multi Class Events are to be conducted, the host club will ensure that Meet Manager software being utilized for the Meet is Meet Manager 8 or higher. This will allow for all Multi Class Swimmers to compete against each other in a fair and equitable footing having regard to their Multi Class classification, rather than the winner being the first person to touch the wall at the completion of the event.

25 CHAMPIONSHIP CONDITIONS OF ENTRY, DRUG TESTING

- (a) The Management Committee may approve qualifying times (if any) for entry to championship events, authorize Random Drug Testing by an appropriate authority and other conditions of entry as appropriate for the meet.
- (b) All entrants in SISA championship shall abide by and be subject to the By-Laws and the SNSW general rules, swimming rules, open water swimming rules, by-Laws, Policies and published procedures as applicable.

26 CHAMPIONSHIP ENTRANT REQUIREMENTS

- (a) The SISA championships are open only to the following,
 - (i) swimmers who are registered with a Club affiliated with, and a current financial member of SISA and meet the entry qualifying time (if any) of the event, and
 - (ii) visiting swimmers by decision of the Management Committee.
- (b) In the event of a question arising as to the eligibility of any swimmer under this By-Law to represent or score points in any event for any Club, the swimmer so affected shall be at liberty to refer that question to the Management Committee.
- (c) At all SISA Championship and other SISA Meets, any competitor who swims in a 25m event cannot swim in a 50m or longer event of the same stroke and/or a 200m or 400m Individual Medley.

27 CHAMPIONSHIP ENTRY FORM AND AGE DETERMINATION

SISA championship entry and age determination shall require,

- (a) All Individual entries for SISA Championship Meets shall be either completed electronically via the Swim Central online system or manually using either Meet Manager or Team Manager. Each entry shall include the swimmers best time, it should also include the location where this time was established, date of birth for age events & must be equal to or faster than any qualifying time for the event. Manual entries should only be accepted from club race secretaries or other club official & be sent with any entry fees to the meet entry coordinator, so they are received before the entry closing date.
- (b) Entries for a SISA Championship Relay event shall be made, at the direction of the Management Committee, electronically either by On-Line entries via SwimCentral or Team-Manager or Meet Manager, and shall include the names of the swimmers and the order in which they are to swim. Amendments to participants may be accepted on the day of the meet and must be handed to the recorders prior to the start of the session in which the relay is to be held.
- (c) Swimmers entering events which are arranged in age groups, shall only compete in their correct group. Swimmer's age will be determined by their age on the first day of the meet. The management committee may request a competitor &/or a parent/guardian, provide proof of the entrants age via any means available on the day

28 CHAMPIONSHIP ENTRY FEE

- (a) All Individual SISA Championship and other individual events (other than Speedo Heats), with the exception of 25m events (refer to 27(c)) and Senior Events (refer 27(e)), shall be \$8 per entry, with \$2 to the host club, and \$6 to the Association. This amount shall be reviewed annually by the Management Committee.
- (b) All SISA Speedo Heats shall be \$8 per entry, with \$2 to the host club, \$1 to SNSW and \$5 to the Association. This amount shall be reviewed annually by the Management Committee.
- (c) If the operators of the facility hosting the Championship event requires a pool hire cost, additional charges may be added to each competitor through swim central to help cover this.
- (d) All Individual 25m events at the SISA will be free from any entry fee.
- (e) All SISA Long & Short Course Championship Relays will not be subject of an entry fee.
- (f) The SISA Championships Meets will make provision for the conduct of Senior Events. A Senior competitor for the purpose of these events is any swimmer above the age of 18 and need not be a registered member of a swimming club. These Senior events will be free from any entry fee.
- (g) The entry fee summary for all SISA Championship or other SISA meets, as published by the Meet Entry Coordinator five days prior to the meet, shall not be altered, and shall be the basis of all club entry fees required.
- (h) All Meet Entries paid by cash or cheque at any SISA Championship, or other meet, is to be collected by the treasurer, or in his/her absence by a Management Committee member, and shall be deposited in the nominated SISA Account as soon as possible thereafter.

29 INDIVIDUAL CHAMPIONSHIP EVENTS

SISA Championship and/or non-championship events, for both male and female swimmers, may be selected from the following, as determined by the Management Committee:-

- (a) Long Course
 - 25m Free, Back, Breast & Fly – 8yr & under (Non-Champ only)
 - 50m Free, Back, Breast & Fly – 8yr & under, 9yr, 10yr, 11yr, 12yr, 13yr and 14yr & over
 - 50m Free, Back, Breast & Fly – Open Senior & Open Multiclass
 - 100m Free, Back, Breast & Fly – 8yr & under, 9yr, 10yr, 11yr, 12yr, 13yr 14yr and 15yr & over
 - 200m Free & Ind. Medley – 10yr & under, 11yr, 12yr, 13yr & 14yr and 15yr & over
 - 200m Back, Breast & Fly – Open
 - 400m Free – 13yr & under and 14yr & over
 - 400m Ind. Medley –Open
 - 800m & 1500m Free - Open
- (b) Short Course
 - 25m Free, Back, Breast & Fly – 8yr & under
 - 50m Free, Back, Breast & Fly – 8yr & under, 9 & 10yr, 11 & 12yr, 13 & 14yr and 15yr & over.
 - 50m Free, Back, Breast & Fly – Open Senior & Open Multiclass
 - 100m Free, Back, Breast & Fly – 8yr & under, 9 & 10yr, 11 & 12yr, 13 & 14yr and 15yr & over
 - 100m Ind. Medley – 9yr & under, 10 & 11yr.
 - 200m Free – 10yr & under, 11 & 12yr, 13 & 14yr and 15yr & over
 - 200m Back, Breast & Fly – Open
 - 200m Ind. Medley – 10yr & under, 11 & 12yr, 13 & 14yr and 15yr & over
 - 400m Free – Open

Note:- The order of all events and the duration of the championships shall be determined by the Management Committee on the recommendation of the competition committee and shall give as much notice as possible of such determination to the members.

30 CHAMPIONSHIP RELAY EVENTS

- (a) SISA Championship Relays, for both male and female swimmers, may be selected from the following, as determined by the Management Committee:-
 - (i) Long Course
 - The Poynter Shield – Junior (12 yr & under) Boys 4 x 50m Freestyle
 - The Mawbey Shield – Junior (12 yr & under) Girls 4 x 50m Freestyle
 - The Penny Shield – Senior (13 yrs & over) Boys 4 x 50m Freestyle
 - The Donnelly Shield – Senior (13 yrs & over) Girls 4 x 50m Freestyle
 - The Hayes Shield – Junior (12 yr & under) Boys 4 x 50m Medley
 - The Foley Shield – Junior (12 yr & under) Girls 4 x 50m Medley
 - The Murphy Shield – Senior (13 yrs & over) Boys 4 x 50m Medley
 - The Corcoran Shield – Senior (13 yrs & over) Girls 4 x 50m Medley
- (b) In Club relays a maximum of one swimmer from a younger age group may participate.
- (c) A swimmer may only appear in one relay list per event.

31 CHAMPIONSHIP AWARDS

- (a) A swimmer placed first, second or third in the timed final of the SISA championships shall be awarded a medal of special design approved and provided by the Management Committee.
- (b) In all 25m events at the SISA Championships ribbons only will be awarded to place getters
- (c) In all SISA Long Course Championship Relays, the winning club team will be awarded the perpetual shield for that relay event as per 29(a)(i). No individual medals will be awarded
- (d) The Long Course Relay Shields, are to be presented to the winning club, each time they are swum, and made available for photo opportunities etc, but must be returned to the recorders prior to the end of the meet.
- (e) The name of the winning club shall be engraved on the trophies by SISA.

Note:- All Medals, Ribbons and/or other Management Committee approved awards shall be provided by the Committee

32 CHAMPION CLUB

- (a) Points shall be allocated in order of placing of first claim members of SISA Clubs in SISA Long Course Championships as per Table By-law 31(c) and in accordance with By-Laws 32(d) to (h).
- (b) The winning Club of the point score at the Long Course Championships, shall receive the SISA Premier Title Pennant. Second and third placed clubs of each of the point scores shall receive an appropriate banner.
- (c) Long Course Championship Points allocation shall be
 - 1st Place 35 points
 - 2nd Place 30 points
 - 3rd Place 26 points
 - 4th Place 23 points
 - 5th Place 20 points
 - 6th Place 17 points
 - 7th Place 14 points
 - 8th Place 11 points
 - 9th Place 8 points
 - 10th Place 5 points
- (d) Where two (2) or more individual swimmers or relay teams are accorded the same placing, the appropriate points shall be allocated for that placing and the next one or more respective numerical placings shall be deleted.
- (e) Points shall be awarded only to SISA registered swimmers or teams in order of finishing in the final of that event
- (f) Where a swimmer or team is disqualified or does not achieve the entry qualifying time (if any) for the event, points shall not be awarded.
- (g) Where a Multi-Class swimmer elects to swim the same stroke and distance in both the Multi-Class event and the able-bodied event, they will only be able to claim points for the Multi-Class event.
- (h) Swimmers from any unaffiliated Area Club and out of Area swimmers, club will not be able to claim Premiership Points

33 SWIMMING RECORDS

- (a) SISA Long Course Records shall be for both male and female as per the events and age groups listed in By-Law 29(a), other than those marked non-champ only. The records to be retrospective back to the 2010/11 Championships, and may only be claimed by swimmers with SNSW Capitation, a member of a SISA affiliated club and only at SISA Long Course Championship Meets
- (b) SISA Short Course Records shall be for both male and female as per the events and age groups listed in By-Law 29(b), and may only be claimed by swimmers with SNSW Capitation, a member of a SISA affiliated club and only at SISA Short Course Championship Meets or Official Short Course Meets within the SISA Area after April 2023
- (c) Record Certificates are to be presented to eligible swimmers who break a SISA Long Course Championship record at the meet. Refer to Addendum A.7 for copy of Record Certificate design.
- (d) Record Certificates are to be presented to eligible swimmers who break a SISA Short Course Record at the Meet, if Swum at the Short Course Championship Meet, or at a convenient time after the meet if swum at other Official Short Course Meets. Official Club nights do not apply. Refer to Addendum A7 for copy of Record Certificate design
- (e) 25m records cannot be claimed if swum in a 50m pool
- (f) Swimmers from any unaffiliated Area Club and out of Area swimmer may not claim SISA records.

34 MARCH PAST (BERNIE BOYD SHIELD)

The March Past will be held at the SISA Long Course Championship Meet each year.

- (a) All participants in the March Past must be financial members.
- (b) All Clubs should be encouraged to take part.
- (c) Team members should be uniformly dressed in regulation swimming costume, club tracksuit, T-shirt, shorts or skirt. Hats must be worn and footwear is recommended.
- (d) Each team should carry their club flag or banner, so that the March Past can be as colourful as possible.
- (e) The March Past judges are to be selected by the SISA Executive.
- (f) The host club is to select two people as March Past Organizers, prior to the Meet, to make sure that the SISA March Past Shield is available for presentation, make sure that music is available and ready to play, indicate to team managers when and where squads are to assemble, notify each team manager the route of the march and number of laps and where they are to finish, hasten squad assembly, and generally get things going.
- (g) The SISA Bernie Boyd March Past Shield will be awarded to the winning Club, to be held in trust until returned to the next SISA Long Course Championship Meet.
- (h) The winning Club shall be responsible for the engraving of their name and season on the SISA March Past Shield prior to the next SISA Long Course Championship Meet..

35 EMERGENCY POWERS

Under special or extenuating circumstances, the Management Committee may,

- (a) Cancel or suspend all or any Championships as set out in By-Law 29, & 30, and.
- (b) Suspend By-Law 31 & 32 and approve other awards for events and places in lieu of medals.

36 APPROVED MEETS, FORWARDING OF RESULTS

(a) The Host Club Meet Director or Computer Recorder of all SIS Approved Zone and Area Meets, is to upload results to SwimCentral & e-mail results of the meet, in Meet Manager and Team Manager files, to the SNSW Meet Liaison Officer as soon as practicable after the meet.

(b) The SNSW Meet Liaison Officer, is to Complete as per By-Law 9.7.

(c) The Host Club Meet Director or Computer Recorder, of all SISA approved Zone and Area Meets, is to e-mail the results of the meet, in, PDF Format, to the Web Master as soon as practicable after the meet, to be insertion on the web site. Clubs may request Team Manager Results File of the meet for their own club swimmers only.

37 JURY OF APPEAL AND PROTESTS

(a) For all SISA Championships and other swim meets the Jury of Appeal shall be one impartial referee, one impartial coach and one impartial Management committee member, with one to be elected chairman. Each member shall have one vote, and in case of equality of voting, the chairman will have a casting vote. The decision of the Jury is final.

(b) The rules for protest, their acceptance and conduct of the Jury of Appeal process shall be in accordance with SNSW General Rule GR23 as amended from time to time.

REPRESENTATIVE MEET BY-LAWS

38 SPEEDO FINALS

- (a) All Speedo Finals Representative Swimmers are to be presented with a SISA Cap (refer By-Law 23 (c)), a Speedo Badge (refer By-Law 23 (d)) and are requested to purchase a SISA Representative T-Shirt (refer By-Law 23 (a))
- (b) The SISA Development Convenor will call for expressions of interest for the two Team Managers and two Coaches of the Speedo Team. The SISA Development Management Committee for confirmation. The Coaches and Managers travelling to Sydney for the Speedo Finals are to be reimbursed an amount of six hundred dollars (\$600) between them. This amount shall be reviewed annually at the General Meeting after the AGM
- (c) At the Speedo Finals all SISA Representatives at Speedo Finals are to wear White SISA Caps as per Addendum A4

39 SPECIAL REPRESENTATIVE MEETS

- (a) All Zone Teams are to swim under SISA Banner at Brophy Meet and SISA will pay all team entry fees
- (b) All Representative Swimmers are to be presented with a SISA Cap (refer By-Law 23 (c)), a Representative Badge (refer By-Law 23 (d)) and are requested to purchase a SISA Representative T-Shirt (refer By-Law 23 (a))
- (c) The SISA Development Convenor in consultation with the Zone Coordinators will call for expressions of interest for Team Managers of the Representative Teams. The SISA Development Convenor will recommend the preferred Managers to the SISA Management Committee for confirmation. The Managers travelling to the Meet are to be reimbursed an amount of two hundred dollars (\$200) between them. This amount shall be reviewed annually at the General Meeting after the AGM
- (d) At the Brophy Meet The following SISA Caps as per Addendum A4, are to be worn,
 - (i) SISA Green Cap by Riverina Zone representatives, and
 - (ii) SISA Yellow Cap by South West representatives, and
 - (iii) SISA Blue Cap by Murray Zone representatives

SPONSORSHIP BY-LAWS

40 SPONSORSHIP BY-LAWS

- (a) The Association may seek and/or accept sponsorship, either financial or in-kind, from Companies or individuals from within or outside the Area
- (b) This sponsorship can only be used to promote the objects of the Association, as per Constitution Clause 2
- (c) This sponsorship can only be used in accordance with rules and regulations of SNSW, SAL, FINA and in respect to SNSW Safe Sport Framework.
- (d) The use of any sponsorship shall be used at the discretion of the Management Committee and in accordance with the above, and if ongoing to be reviewed annually.
- (e) Advertising of the sponsorship benefactor may be added to the Championship Programs, displaying of signs, logos and/or tear drops at champ or Development Squad venues, at the discretion of the sponsor, as well as the management of the venue where the event is held.

ALTERATIONS TO BY-LAWS

41-PROCEDURE FOR ALTERATION

By-Laws can be added to, amended or rescinded at any Management Committee Meeting of the Association. A majority of the Delegates present at such meeting is required to add to, amend or rescind such a By-Law

42-AVAILABILITY OF AMENDED PAGES

Where an addition to, amendment or rescission, wholly or in part, is made to the Constitution, By-Laws, Policies or rules, updated copies of the relevant pages shall be available on request to the members within two calendar months of any such addition to, amendment or rescission of, whether wholly or in part or otherwise, shall be posted on the Association web-site.

43-LIST OF AMENDMENTS

Adopted or Amended	By Whom	Adoption Date
Adopted	Inaugural SISA AGM	
Amended	SISA Committee	May 2015
Amended	SISA Committee	June 2016
Amended	SISA Committee	June 2017
Amended	SISA Committee	September 2018
Amended	SISA Committee	April 2019
Complete Review	SISA Committee	March 2020
Amended	SISA Committee	August 2020
Amended	SISA Committee	June 2021
Amended	SISA Committee	February 2022
Amended	SISA Committee	June 2022
Amended	SISA Committee	October 2022
Amended	SISA Committee	November 2022
Amended	SISA Committee	February 2023
Amended	SISA Committee	July 2023
Amended	SISA Committee	August 2023
Amended	SISA Committee	December 2023

ADDENDUM TO BY-LAWS

A-LOGO, MERCHANDISE AND AWARDS DESIGNS

A.1 SISA Logo Design



Colours

Border:- Yellow, Green & Blue

Slashes:- from top, Green, Yellow & Blue

Text: - Blue

A.2 SISA Representative T-Shirt Design

Supplier:-- Blackchrome Sportswear, Unit 2/171 Grange Rd, BEVERLEY, SA, 5003

Phone 08 8244 5500 Fax 08 8268 8448

Chris Jordan

info@blackchrome.com.au

VISUAL

Pattern 052 - Polo Short Sleeve - Unisex - Adult

Client Name - Southern Inland Swimming

Reference - VL40963

Date - 23 April 2013

Graphics - BG



Front



Back

* This is a visual representation of the surface graphics only. An accurate layout is provided on the following pages.

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Blackchrome[®]
sportswear

Item Number VL40965 – Youth Sizes 10Y,12Y,14Y

Item Number VL40963 – Adult Sizes XS,S,M,L,XL,2XL

A.3 SISA Officials T-Shirt Design

Supplier:-- Blackchrome Sportswear, Unit 2/171 Grange Rd, BEVERLEY, SA, 5003

Phone 08 8244 5500 Fax 08 8268 8448

Chris Jordan

info@blackchrome.com.au

VISUAL

Pattern 1405 - VL Elite Polo Shirt Short Sleeve Set In - Mens - Adult



Front

Back

Pattern 1407 - Elite Polo Shirt Long Sleeve Set In - Men's Adult - CT

Reference - #117462
Date - 29 August 20
Graphics -



Front

Back

A.4 SISA Swim Cap Design (Copy provided by supplier Mar 2019)

Supplier:- Team Elite Merchandise,

Unit 15 Lot 9, N62 Business Centre, 62 Crockford Street, NORTHGATE Q'LD 4013

07 3151 0383

info@teamelite.com.au

 Team Uniform and Event Merchandise		CLIENT: SOUTHERN INLAND SWIMMING	REVISION NO.: 04	Elite Merchandise Po Box 367 Nundah Village Qld 4012 info@elitemerchandise.com.au www.teamelite.com.au
		DESIGNED BY: AISHA	DESIGN DATE: 05/06/2019	
		STYLE: REVERSIBLE CAP	DATE APPROVED:	

CAP:

White

PRINT:

102 C

348 C

Process Blue C



CAP:


348 C

PRINT:

102 C

White

Process Blue C



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 Team Uniform and Event Merchandise		CLIENT: SOUTHERN INLAND SWIMMING	REVISION NO.: 04	Elite Merchandise Po Box 367 Nundah Village Qld 4012 info@elitemerchandise.com.au www.teamelite.com.au
		DESIGNED BY: AISHA	DESIGN DATE: 05/06/2019	
		STYLE: REVERSIBLE CAP	DATE APPROVED:	

CAP:

White

PRINT:

102 C

348 C

Process Blue C



CAP:

102 C

PRINT:

White

Process Blue C

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 Team Uniform and Event Merchandise		CLIENT: SOUTHERN INLAND SWIMMING	REVISION NO.: 04	Elite Merchandise Po Box 267 Nundah Village Qld 4012 info@elitemerchandise.com.au www.teamelite.com.au
		DESIGNED BY: AISHA	DESIGN DATE: 05/06/2019	
		STYLE: REVERSIBLE CAP	DATE APPROVED:	

CAP: White

PRINT:
 102 C (Yellow)
 348 C (Green)
 Process Blue C (Blue)



CAP: Process Blue C

PRINT:
 102 C (Yellow)
 White
 348 C (Green)



PLEASE CHECK THE SPECIFICATIONS OF THIS DRAWING CAREFULLY AND RETURN THE DOCUMENT FOR YOUR ORDER WITH AN EMAIL STATING YOUR APPROVAL. WE WILL CONFIRM DELIVERY UPON RECEIPT OF THIS STATEMENT. PLEASE NOTE IT IS YOUR RESPONSIBILITY TO MAKE SURE THERE ARE NO MISTAKES ON YOUR LAYOUTS. YOUR WRITTEN STATEMENT OF APPROVAL IS FINAL AND IRREVERSIBLE.
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APPROVED BY: _____
 DATE: _____

White Cap worn for SISA Speedo Final representatives refer By-Law 36(c)
 Green Cap worn for Riverina Zone Brophy representatives refer By-Law 37(d)
 Yellow Cap worn for South West Zone Brophy representatives refer By-Law 37(d)
 Blue Cap worn for Murray Zone Brophy representatives refer By-Law 37(d)

A.5 SISA Representative Badge Design

Supplier:- B & D Work & Leisure Wear, 194 Banner Avenue, GRIFFITH, NSW, 2680
 Corrine 02 6964 6989 sales@bdwlw.com.au.



Colours :- Blue Border and Text, Yellow Background
 Size:- 50mm x 30mm

A.6 Premiership Pennant and Banner Design

Supplier:- Screengraphics Printing Pty Ltd, Unit 8 115-117 Orchard Rd
CHESTER HILL NSW 2162
0269646989

- (a) Premiership Pennant
Satin with Loop Tags



Size
980mm x 310mm
Logo:- approx. 160mm x 135mm
Text:- 30mm

Colours
Border:- Green & Yellow
Background:- Blue
Text:- Yellow
Logo:- as A.1

- (a) Runner-Up & Third Place Banner
With Loop Tags



Size
230mm wide x 310 mm high
Logo:- approx. 150mm x 125mm
Text: - 15mm

A.8 Record Certificate

Size - A4



 **Southern Inland**
Swimming Association

Certificate of Achievement
Presented to

Laura Keighran
West Wyalong Swimming Club

For setting the new records
At the
SISA Championships
8th February 2015

Age Group	Event	Time
15/O Female	100M Breaststroke	1.30.09

President

Meet Director

A.8 Service Award Nomination Form

Size - A4



 **SOUTHERN INLAND SWIMMING ASSOCIATION** 

SERVICE EXCELLENCE AWARD
NOMINATION FORM

NOMINEE DETAILS: (please print)
Full Name: _____
Address: _____ P/CODE _____
Club: _____ Position: _____

NOMINATOR DETAILS (please print)
Full Name: _____
Address: _____ P/CODE _____
Club: _____ Position: _____

In support of this nomination, we supply the information.
NOMINATORS SIGNATURE _____

CLUB LEVEL. (Include dates and position/s held)

ASSOCIATION LEVEL. (Include dates and position/s held)

A.9 SISA National Development Squad T-Shirt Design

Supplier:- Cobrapparel, 12 Hodson Avenue, TURVEY PARK, NSW, 2650

Jacob Guthrie

0402672332

hello@cobrapparel.com

SISA - POLO SHIRT

COBRAPPAREL



#cobrapparel

COBRAPPAREL.COM
CONTACT: hello@cobrapparel.com



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B SISA TECHNICAL OFFICIAL TRAINING INFORMATION

An integral part of having a strong and committed successful Swimming Area and Club is parents and older children who get involved in the officiating side of swimming. Additionally, SISA will be able to provide accredited officials at Club Nights, Area Carnivals as well as hosting Area and Club Carnivals in a professional manner.

The following pathway is suggested, and all parents and older swimmers are strongly encouraged to complete steps 1 to 6 as a minimum.

1. Join your Swimming Club This will mean that you, and the club, are covered by insurance while you are carrying out officiating activities.
2. Obtain a Free NSW Working with Children Check for Volunteers aged over 18 years.

This is completed online using the following link.

<http://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check>

Once completed you attend a Service NSW office for a 100-point identification check. When your application is processed and you are informed of your WWC number by email could you please forward that email to the SISA President – Tom Murphy at sisapresident10@gmail.com and you own Swim Club's President, including your full name and date of birth. This information will be verified and recorded on the SISA and your Club's WWC Registrar in accordance with Legislative requirements.

3. Complete the Australian Sport Learning Centre — Community Officiating General Principles at this following hyperlink,

<https://learning.swimming.org.au/totara/dashboard/index.php>

You will have to register and complete the Community Officiating General Principles and the Introduction to Officiating.

4. General Introduction - Can be found on the NSW Swimming's website

<https://nsw.swimming.org.au/technical-officials/learn-nsw>

In particular those documents under heading Swimming NSW On Line Training, then Technical Officiating Overview. This section mentions the Area Technical Swimming Committee Coordinator (ATSC). The SISA Area Technical Committee Coordinator is Kayleen Murphy – atscc.sisa@gmail.com

5. These introductory accreditations for club nights and local meets will suit new members.

- Time Keeper/Chief Time Keeper
- Clerk of the Course (Marshalling)
- Check Starter

<https://nsw.swimming.org.au/technical-officials/learn-nsw/training-courses-events>

On this page scroll down to find '**Training Notes**' and '**Training Exercises**'. Open each of these and download the ones applicable to your chosen accreditation.

Here you will find training notes and training exercises for the modules. It is strongly recommended that, either before or after completing the online training, you read the Training Notes, undertake the Training Exercises to obtain a comprehensive understanding of the role and function. Request a local Presenter or Assessor to review your responses. Names and contact details for a Presenter and Assessor for your club are available from the SISA ATSC.

6. Complete the NSW Swimming online modules for your chosen credential,

- Timekeeper,
- Chief Time Keeper,
- Check Starter

- Clerk of the Course (Marshalling) etc

<https://nswtraininz.swimming-oru.au/courses/>

Once these online courses have been successfully completed to finish the accreditation process you will need to be assessed by a nominated accredited Assessor. The assessments for the aforementioned modules can be completed at club nights and/or area carnivals.

7. Those officials that wish to undertake further technical accreditation can complete the following modules.

- Starter,
- Recorder,
- Judge of Stroke,
- Inspector of Turns,

Some of these modules already have the online component on the following hyperlink.

<https://nswtraininæ.swimming.ore.au/courses/>

Once a candidate has completed the online component for an Item 7 module they need to be assessed at an Area Carnival/s.

- Starter requires a recommended 10 hours of "on pool deck" practical experience before the two assessments at an Area Meet.
- Recorder requires one carnival session practical and assessment session at Area Meet.
- Judge of Strokes requires a recommended 20 hours of "on pool deck" practical experience before assessment at an Area Meet.
- Inspector of Turns requires a recommended 5 hours of "on pool deck" practical experience before assessment at an Area Meet.

On pool deck experience can be gained at both Area Meets and Club Nights.

A number of modules need to be assessed at two separate Area Meets. However, any candidate wishing to undertake one of these modules is encouraged to practice at club nights under the supervision of one of our assessors/presenters/experienced officials.

8. Once you have successfully gained your chosen accreditation/s you might like to consider adding another.

9. Should a candidate successfully complete all modules as per the NOAP Reference Guide, they might like to apply to undertake Referee training. This is coordinated through the ATSCC, and the candidate may choose to undertake the SNSW Referee's Training Program (recommended). Completion of the Referee's accreditation involves completion of the Referee training exercises, the Referee module, a written Referee's exam and two on pool-deck Referee assessments.

SISA candidates - one assessment must be observed and assessed by an Assessor from another SNSW Area OR another zone within the SISA OR a member of the SNSW Technical Swimming Committee. Each practical assessment should be a minimum of 2 hours duration.

10. Other Online Courses available that provide a Referee with an understanding of the timing systems and computer operations at swim meets.

- Meet Manager Operator,
- Dolphin Timing Operator,

The Dolphin Timing Operator is not an accredited Technical Official's position. Completion of this course gives you a good understanding of the Dolphin Timing System.

C MURRAY ZONE BY-LAWS

(To be inserted)

D RIVERINA ZONE BY-LAWS

(To be inserted)

E SOUTH WEST ZONE

E1 Constitution of South Western District Swimming Association Inc.

See SISA Web-Site (sisaswimming.com.au – About SISA – Zone Documents)

E2 Articles of South Western District Swimming Association Inc.

See SISA Web-Site (sisaswimming.com.au – About SISA – Zone Documents)

E3 By-Laws of South Western District Swimming Association Inc.

See SISA Web-Site (sisaswimming.com.au – About SISA – Zone Documents)