



PVS Decertification Process



Certification as an official in Potomac Valley Swimming is granted as a privilege, not a right. According to the PVS Policy and Procedures Manual, the Officials Committee is authorized and obligated to recruit, train, test, certify, evaluate, retest, recertify, and **supervise** officials for PVS. The P&P details the procedures for Suspension or Revocation of Official's Certification (p. 50-51). <https://www.pvswim.org/admin/P&P.pdf>

In order to organize the possible matters and issues that could arise, three categories have been chosen which should cover all matters: Professional Qualifications, Professional Misconduct, and Code of Conduct.

1. Professional Qualifications

This category relates to matters involving deficiencies in the professional qualifications of the official. It relates to the technical aspects of the field of officiating, such as a lack of knowledge of the rules, improper application of the rules, etc. It is the responsibility of all officials to observe and evaluate the officials who are working for and with them. All deficiencies should be reported to the meet referee, who may address them at the time of the meet, if the meet referee feels that it would be best at that time. *However, should it become apparent the official is deficient in the qualifications to serve in the position the official is certified for, then these deficiencies need to be reported in writing (by a meet director, other official, coach, or athlete) to the PVS Officials Chair within 15 days of the occurrence or meet and per the procedure outlined in PVS' P&P.*

2. Professional Misconduct

This category relates to matters involving misconduct in the performance of the official's professional duties that do not rise to the level of acts specifically covered by the Code of Conduct (Article 304.3 of the Rules and Regulations of USA Swimming). All deficiencies should be reported to the meet referee, who may address them at the time of the meet, if the meet referee feels that it would be best at that time. *However, if that is not sufficient, a complaint alleging misconduct on the part of an official needs to be reported in writing (by a meet director, other official, coach, or athlete) to the PVS Officials Chair within 15 days of the occurrence or meet and per the procedure outlined in PVS' P&P.*

3. Code of Conduct Violation

This category involves all acts that fall under Article 304.3.1 through .14 of the Rules and Regulations of USA Swimming. These violations must be adjudicated by USA Swimming's National Board of Review, US Anti-Doping Agency, or US Center for SafeSport.