Club Officials Administrator's Guide 2026-2027

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Welcome to the 2026-2027 Competitive Swim Season!
Thank you for taking on the vital role of **Club Officials Administrator**. This position is incredibly important in supporting your club's operations and advancing **Swim BC's** mission.
As Swim BC members, clubs must utilize the **Swimming Canada Registration and Event Management System (REMS)**. This manual is designed to equip you with the information and instructions you need to ensure all Swim BC officials are properly registered. This registration is essential for them to be covered by organizational policies, insurance, and be eligible for programs and competition.

The Importance of REMS Registration
Your diligence in using REMS directly supports two critical areas:

1. **Government Funding and Accountability:** As a governing sports organization, Swim BC is required to report on its membership to justify and maintain **government funding**. The data you collect in REMS is fundamental to this process. With your assistance, we can comply with these requirements and continue to receive government support, much of which is directed toward funding our swimmers, coaches, and clubs.
2. **Risk Management and Insurance:** A key component of the registration process is **risk mitigation**. Insurance coverage is directly tied to the rights of membership. All participants—in every category—must be appropriately registered in REMS to receive this vital benefit, which safeguards their participation and that of every other member.

Staying Up-to-Date
This guide will be posted on the **Swim BC website**, and we are committed to keeping it current. Any changes to registration procedures or corrections will also be emailed directly to you, the **Club Officials Administrator**.

Please do not hesitate to contact Senior Manager - Technical Operations via carrie.matheson@swimbc.ca or phone (778) 430-9100 if you have any questions.

Club Officials Administrator's Roles and Responsibilities

Communication:

1. Keep in contact with assigned Regional Officials Director for upcoming clinics, updates from Swim BC and officiating opportunities.
2. Ensure that club officials are informed of new rules, procedures, interpretations, and policies from Swimming Canada and Swim BC.

Registration:

3. Ensure that all club officials are registered annually online through the Swimming Canada REMS system.
4. Maintain an up-to-date club officials' database. (Details to include contact information, clinics taken/when, levels achieved, clinics taught/when, etc).

Education:

5. Be responsible for the ongoing education and development of club officials.
6. Encourage club members to pursue education and training as a swim official.
7. Identify and support officials interested in pursuing higher levels of certification.
8. In cooperation with the ROD, arrange for clinics to be offered for all officiating positions, ensuring at least one Level I clinic is offered early in the swim year.
9. Forward attendance sheets of all training clinics to the Swim BC Office.
10. Distribute officials' pins, certification cards and recognition rewards when required.

Staffing Officials for Club Meets:

11. Ensure appropriate and adequate officials staffing of Club meets.
12. Encourage identified officials to acquire deck experience at non-club meets and, where appropriate, at provincial, national and other meets.

Regional Officials Director's Roles and Responsibilities

- Key mandate: represent Swim BC as officiating leaders to both Swim BC membership and the broader Canadian swimming community.

- *Communication:*
  - Support development of key communications facilitated by Swim BC office.
  - Assist clubs and officials in rule change clarification.
  - Assist clubs and officials in interpretation and clarification of new or changed policy and procedure originating from Swimming Canada or Swim BC.
  - Report to the Committee the status of officials' development within their region.
  - Identify regionally specific operational and implementation challenges regarding Swim BC policies and procedures.
  - Enhance regional communication with Swim BC operations where necessary.
  - Develop and advise on content for Officials Bulletins

- *Education and Mentorship:*
  - Promote excellence in officiating within their region by following the approved Swim BC education pathway.
  - Coordinate and advise officials' development within their Region
  - Work with clubs to schedule, staff and publicize officials' clinics.
  - Conduct and monitor clinics as required; provide clinic resources as required and ensure clinic records are submitted to Swim BC.
  - Identify mentorship opportunities for clinics and deck positions.
  - Assist all level 3, 4 and 5 officials in maintaining REMS deck log and complete currency reviews throughout the season.

- *Evaluation, Certification and Recognition:*
  - Approve Level II and III certifications in their Region and advance those approvals to Swim BC
  - Evaluate officials for Level IV or V as required.
  - Recommend officials for Level V certification to Swim BC by the appropriate deadline.
  - Present new certification pins and awards as required.
  - Identify and/or nominate officials for recognition and awards as required by the Swim BC Awards Committee. (Swim BC, Swimming Canada, Sport BC, etc.)

- *Competition Hosting:*
  - Assist clubs in identifying and recruiting their Officials Administrator (COA).
  - Assist COA's in the development of their Club Officiating Plan.
  - Identify and support officials interested in pursuing higher levels of certification.
  - Regional and Divisional Championships:
    - Approve Regional and Divisional Championship Meet Referees
    - Work with Swim BC and the competition organizing committee to identify and assign senior officials for these meets
  - Provincial Championships:
    - Work with Swim BC and the competition organizing committee to identify and assign senior officials for these meets

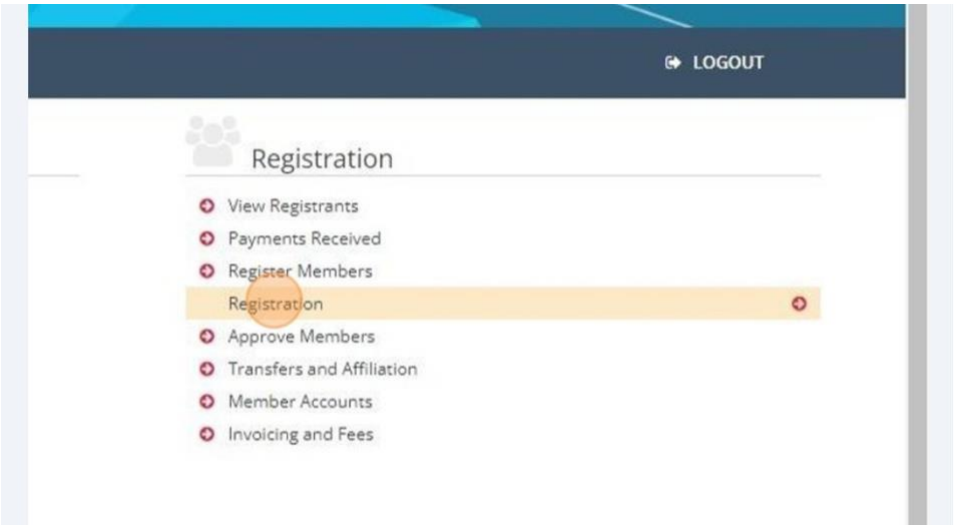
REMS System - Registering Officials

At the beginning of the season, each club must supply Swim BC with their Club Officials Administrator's name and email address as part of the Club Application. Once the club application has been completed and approved, the Club Officials' Administrator will receive an email with their REMS access information (username and password).

Each year, new officials will need to be added into the REMS system and returning officials will need to be activated for officials to complete their registration.

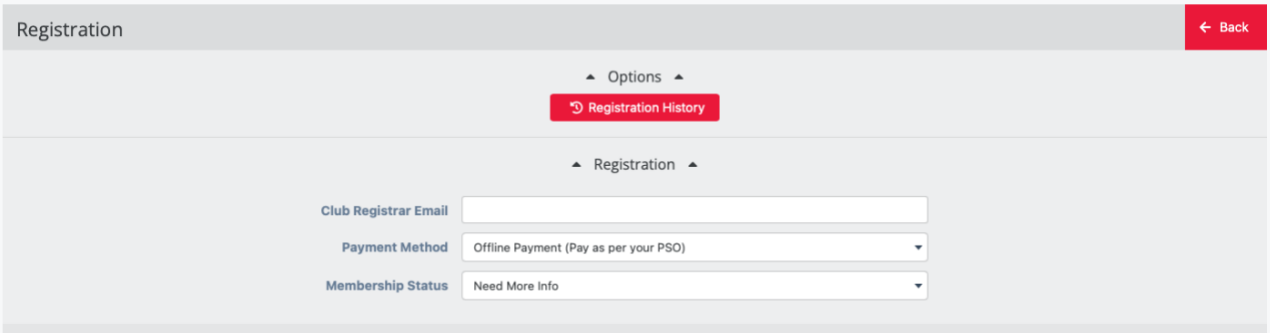
To login to the REMS, visit https://swimming.canada.sportsmanager.ie/maint.php

Step 1: Registration Section of REMS

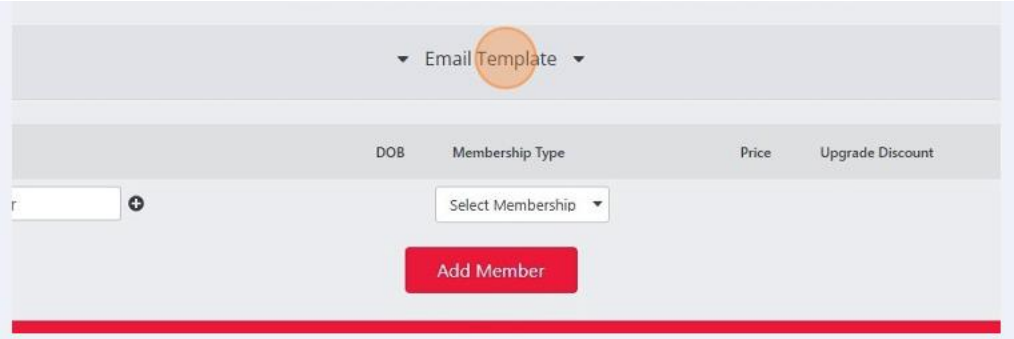


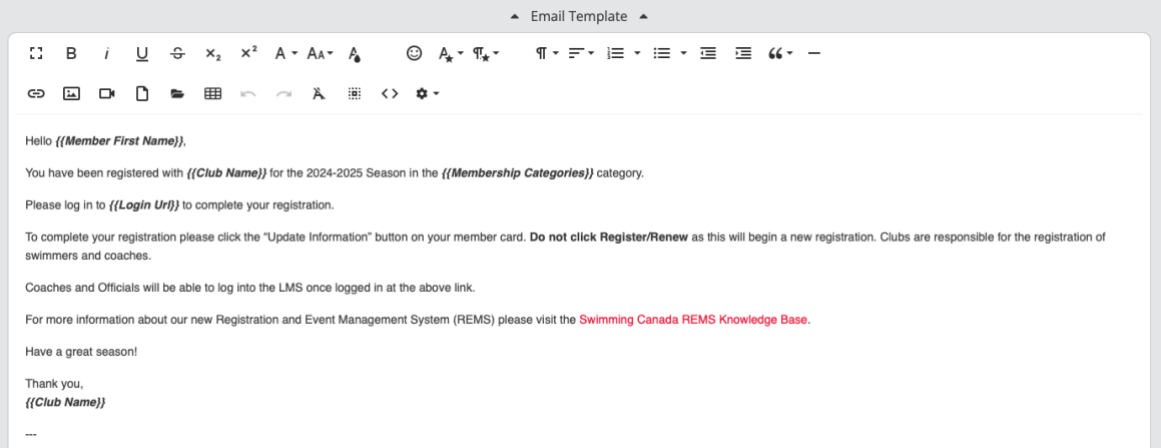
Set Up email notifications for Club Officials Registration

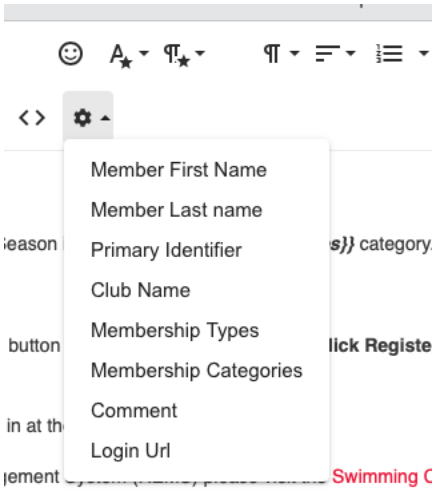
1. Enter the Club Officials Administrators email address
2. Payment Info should be set to Offline Payment
    a. There is no fee for officials' registration, but the Payment method is a required field



3. Customize Registration email (if needed)
    a. You can customize the content of the email sent to registrants at the time of registration. You can add variables (list below) that will fill in the name of the official, club, etc in email sent. The email template is saved for subsequent registrations.







Step 2: List of Registered Swimmers/Families

Contact Club Registrar for a list of registered swimmers/families. Will need the following information:

- Parents/Guardians First and Last Names
- Gender
- Date of Birth
- Email addresses
- If possible: list returning, new and transferred swimmers/families

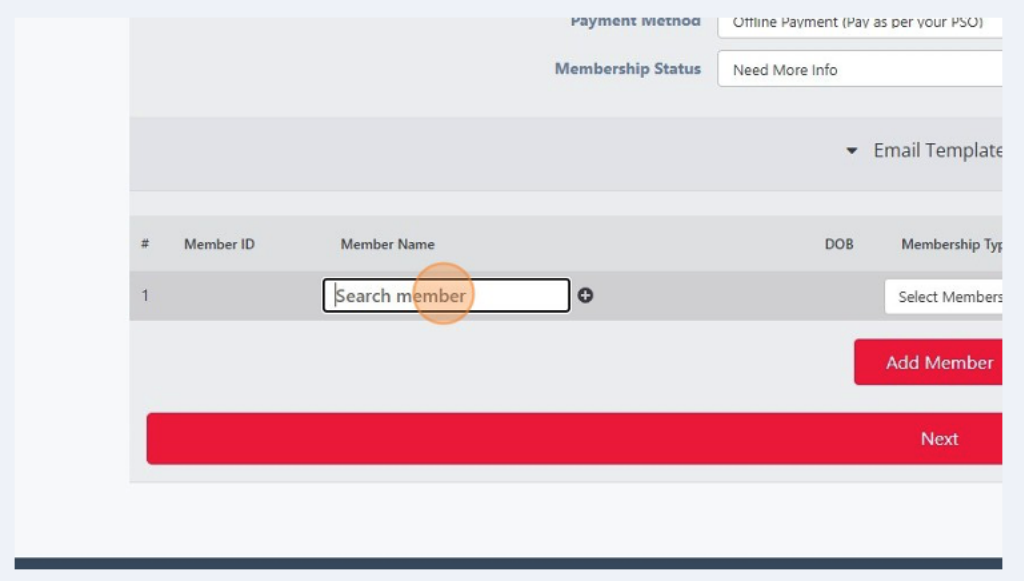
Step 3: Registering Officials

Creating Returning Officials List in REMS (order to register them)

1. Login into REMS
2. Click on View Membership
3. In the Search/filter options
    a. Change the season to 2025-2026
    b. Change membership status to “blank”
    c. Change category group to “Official”
4. Export that list of all officials who were registered last season

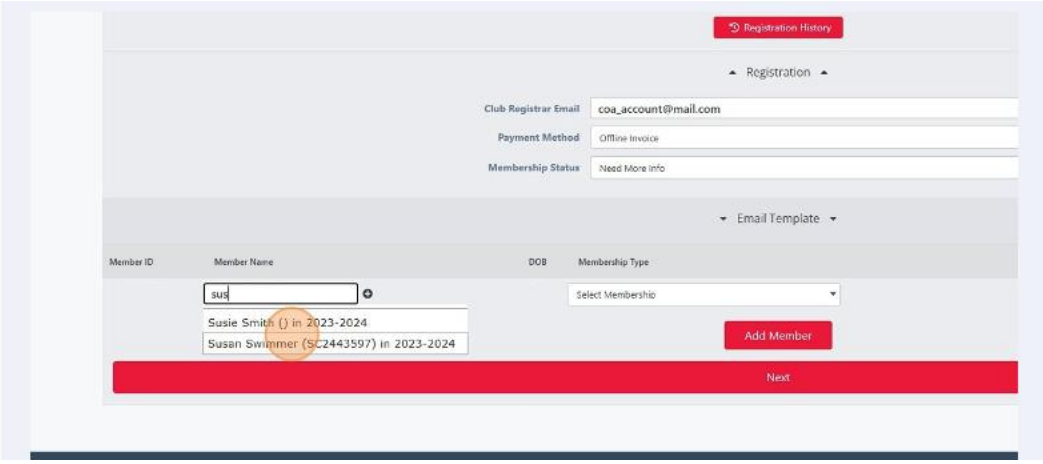
Registering Returning Officials

1. Click the “Search member” field. Begin typing some part of the official’s name.

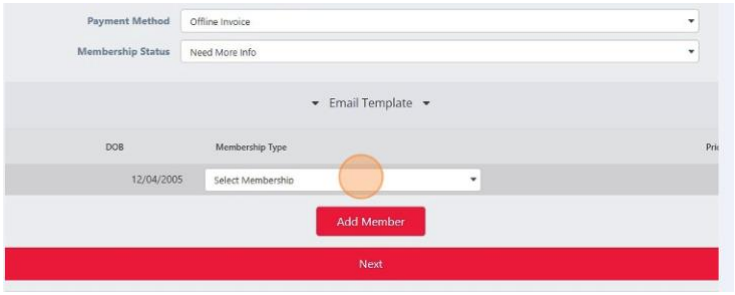


Note - if you are copying a name from another source (e.g. Excel file or Word document) copy the First **OR** Last name into the “member name” field. The system will not find the Official if you copy both the first and last name.

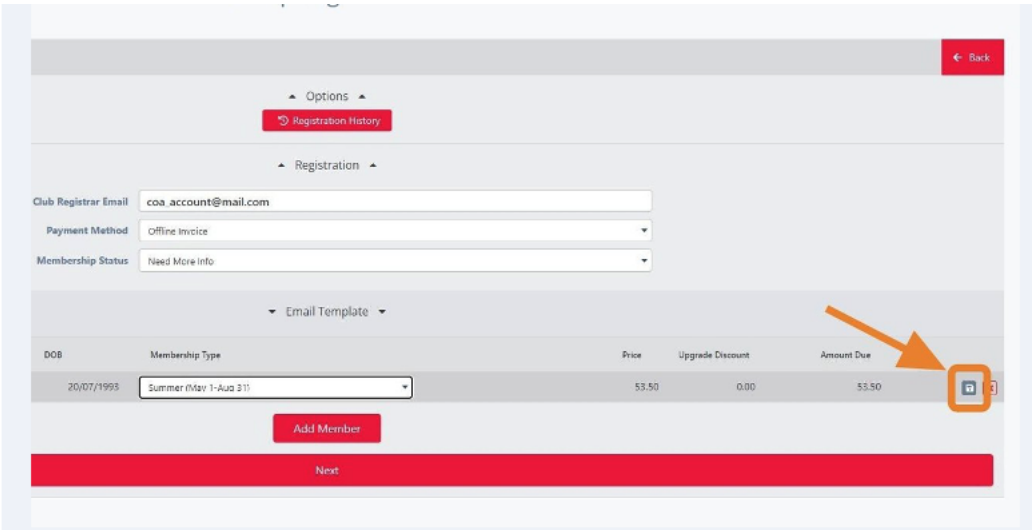
2. Names matching your search characters will be shown below the search field. Click the official’s name that you want to register.



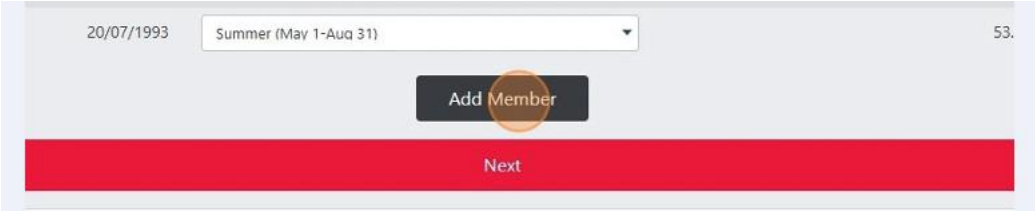
3. Select the Membership Type – **Official** from the dropdown list.



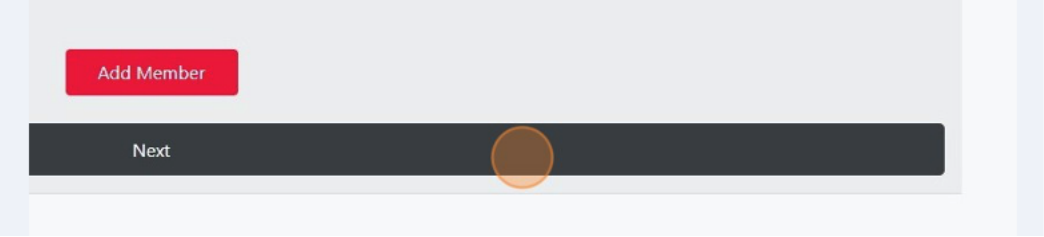
4. Click the “Save” button. You will be reminded to click save if you forget.



5. Click “Add Member” to register another Official. You can add up to 50 Officials to the registration at one time.



6. When you are finished adding officials (or have reached the 50 person limit), Click “Next” to submit the officials for registration.



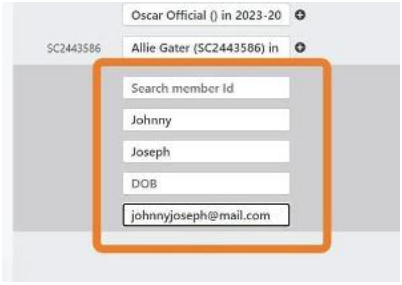
7. You will see a message displayed at the bottom of the screen “We are processing the order”. Please remain on this screen until you are taken to the invoice page.

Registering New Officials

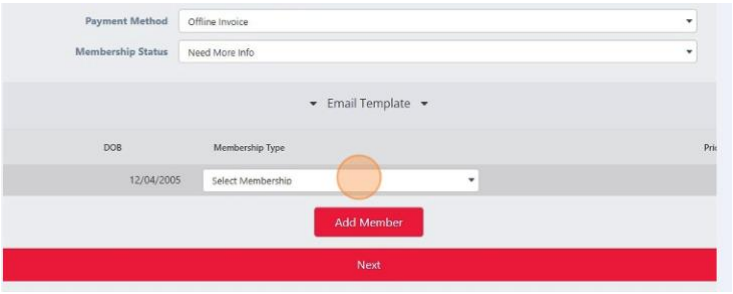
1. To register a NEW official, click the “plus” beside the Search field.



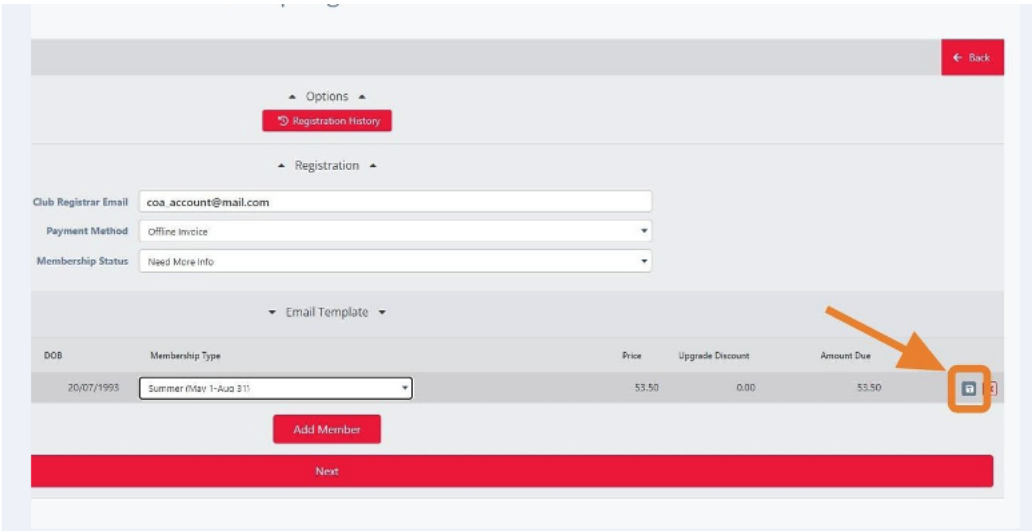
2. Enter the official’s name, date of birth and email address



3. Select the Membership Type – **Official** from the dropdown list.

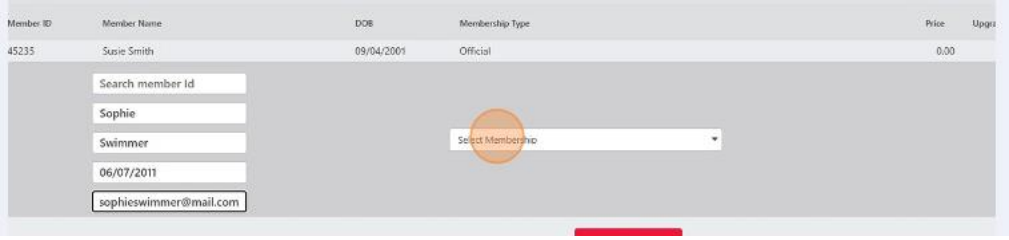


4. Click the “Save” button. You will be reminded to click save if you forget.

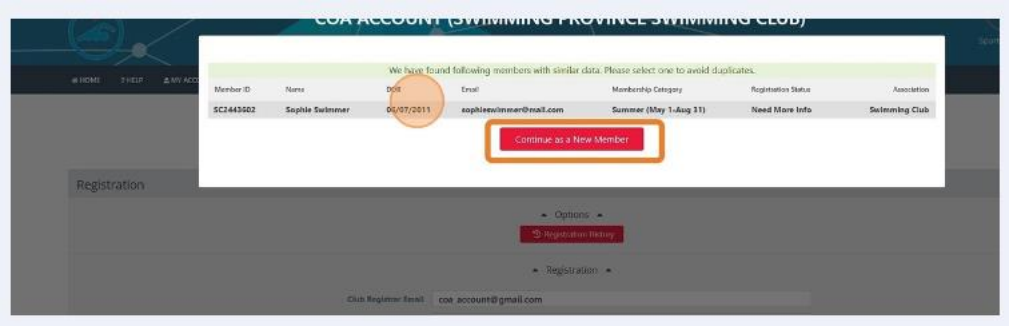


Duplicate Registrant Warning (Transferring Officials)

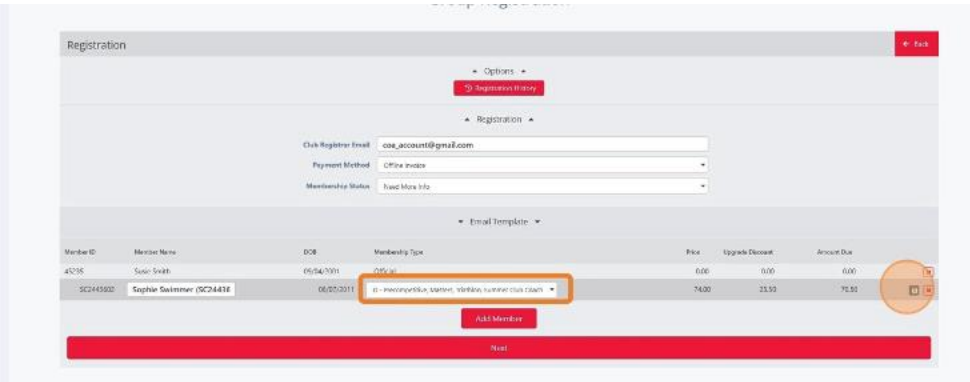
1. If you try to add an official that already exists in the system, a warning will be displayed when you click the "Select Membership" dropdown.



2. To continue registering with the existing official, click on the official information. If you want to proceed with creating a new registrant, click the "Continue as a New Member" button.

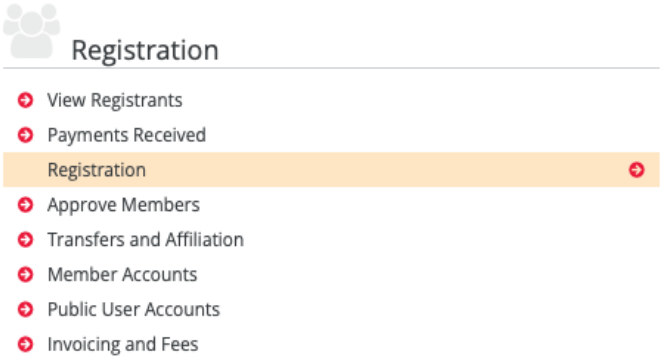


3. Select you Membership type (Official) and click Save.

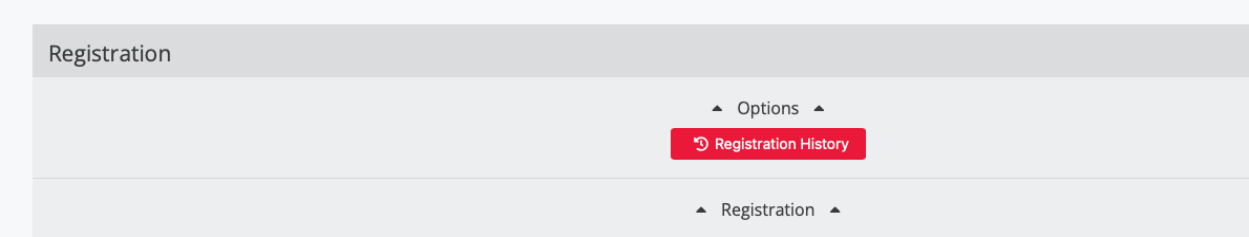


Resending Registration Emails

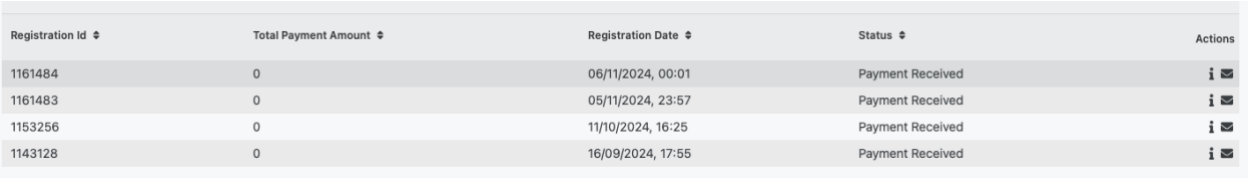
1. Login to COA account in REMS
2. Click on Registration



3. Top of page – click on Registration History

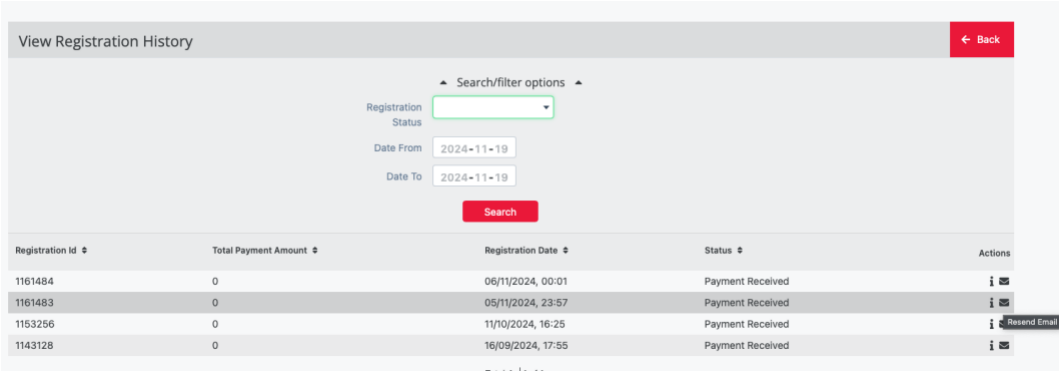


4. Find invoices for officials (hint - would have 0.00 in Payment Amount column)



Registration Id	Total Payment Amount	Registration Date	Status	Actions
1161484	0	06/11/2024, 00:01	Payment Received	
1161483	0	05/11/2024, 23:57	Payment Received	
1153256	0	11/10/2024, 16:25	Payment Received	
1143128	0	16/09/2024, 17:55	Payment Received	

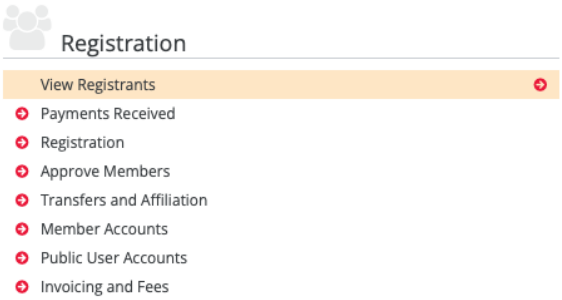
5. Next to correct invoice, click the envelope icon on right hand side “Resend Email”



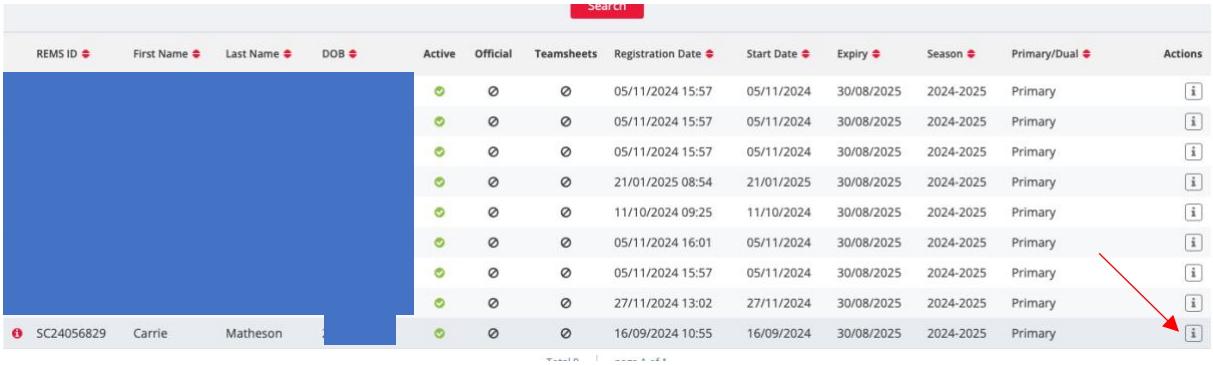
   a. List of people who have not logged in to REMS will be listed
   b. Click OK at bottom of window

Updating Public User Account Email

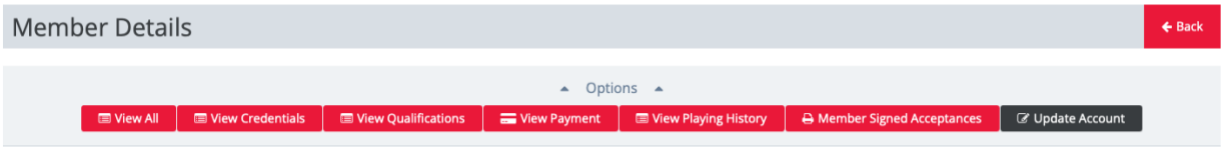
1. Click on “View Registration”



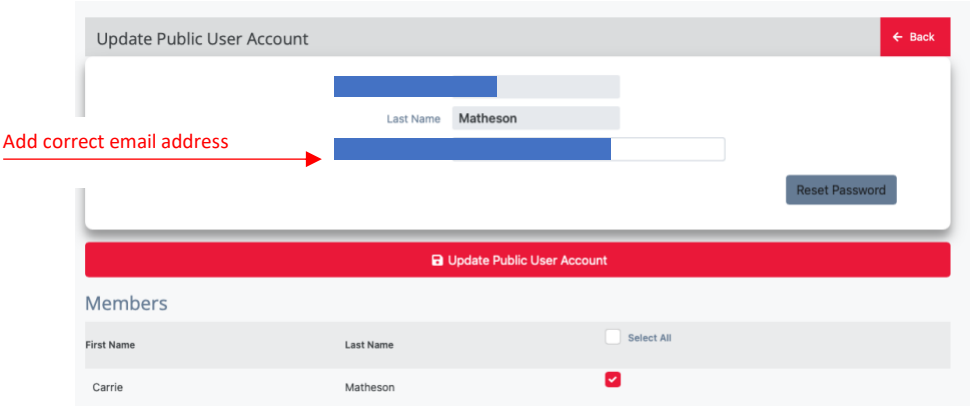
2. Search for member using the filter options (last name, first name, etc) then click the “I” under the action column



3. Click “Update Account” in top menu bar



4. Change “User Name” to correct email address then choose any/all members listed below attached to that email address

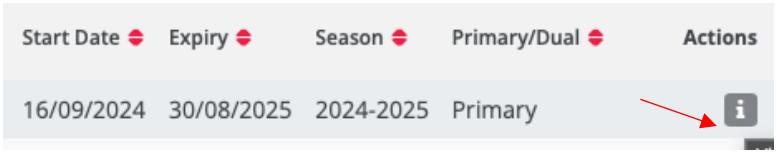


5. Click Red Button “Update Public User Account”
   a. Confirmation email will be sent to new email address for them to login to their REMS account.

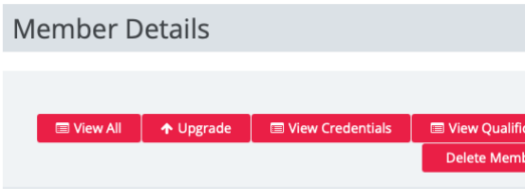
Officials Credentials and Certifications

Adding Deck Evaluations

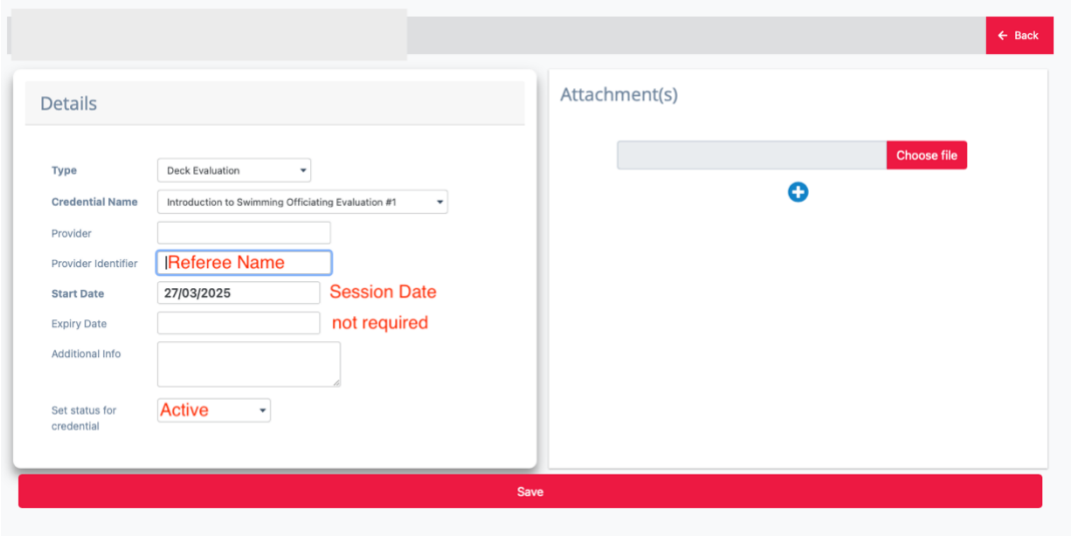
1. From View Registrants menu item
2. Click the “i” next to the official’ name (right had side of window)



3. Click “View Credentials” in top menu bar



4. Click “+ Upload Credential” and fill in as in screenshot below



5. Click Save.

Adding Missing Clinics

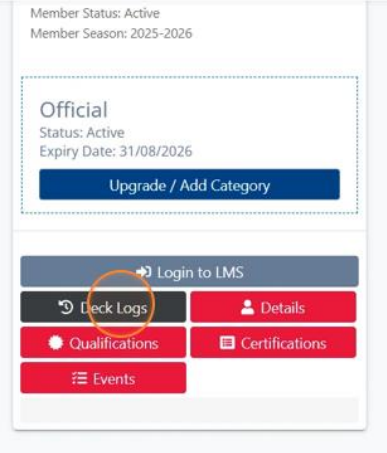
All clinics MUST be submitted through the LMS system.

If there are officials who are missing their previous clinic attended, create a “new clinic” with an older date and add all clinics that are missing then add that official to the clinic. (See Learning Management System – COA Access section for more details)

Maintaining Deck Log (for Officials to Manage themselves)

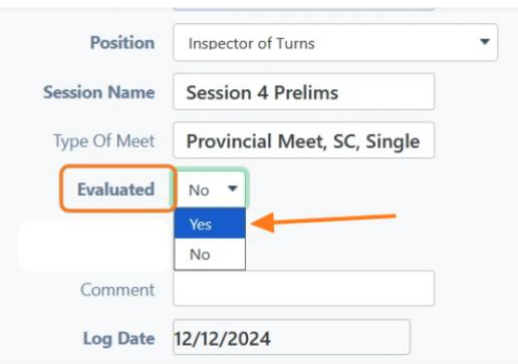
Adding a new deck log entry (Official must enter one form for each session they worked)

1. Login to REMS account.
2. Click the Deck Log button in Membership card.
    a. Only registered officials will have the Deck Log option on their Membership Card.



3. Click “Add”. 

4. Click the Meet Name field and begin typing the name of the meet.
    a. If the meet was sanctioned in REMS, you can click to select it from the dropdown list. the Sanction number will automatically populate if it was assigned in REMS.
    b. If this is a historical meet, you will need to manually enter the meet name and, if known, the sanction number.
5. Enter the Meet Location (Pool Name)
6. Select the position you worked during the session from the Position dropdown menu
7. Click the Session Name field and enter the name of the session you worked.
    a. Session Name – this field is a free-text field, enter the name of the session as it appears in the meet package. Examples: Session 1, 2…; Day 1, 2 Prelims/Finals; Session 1 13 & Over, etc
8. Click the Type of Meet field and enter the type of meet
    a. The Type of Meet field is a free-text field.
    b. Options:
        i. Age Group/Masters/Varsity/Open Water Meet
        ii. Time Trial/Regional/Provincial/National Meet/Championships
        iii. SCM/LCM
        iv. Single/Double ended, Chase
        v. Integrated/Para
9. If you received a successful deck evaluation for the session, select “Yes” in the Evaluated field. This will enable you to add the corresponding deck evaluation credential once you save your deck log entry.



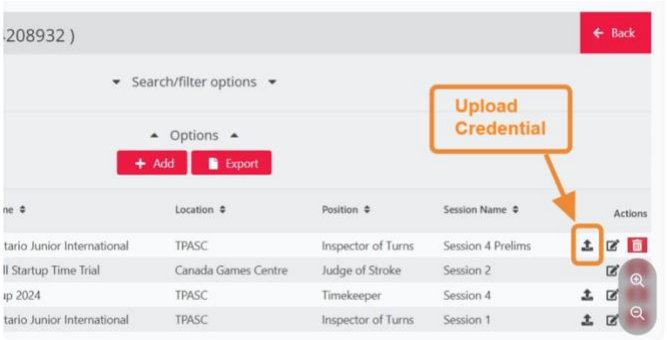
10. Para Swimmer Technical Officials can record para swimmer details for a session directly in their Deck Logs.
    a. Select Yes in the Para Swimmers field to display additional fields where you can enter the number of para swimmers and their sport classes.
    b. You can use the Comment or Type of Meet fields to note whether the meet was integrated, para-only, etc.
    c. Click the Num Para Swimmers field and enter the number of para swimmers in the session by typing the number or using the arrow buttons.
    d. Click the Sport classes field and enter the sport classes of the para swimmers who participated in the session.
11. Click the Log date field and select the date of the session.
12. Click Save to add the new entry to your deck log

Add a Deck Evaluation from a Deck Log Entry

If an official selected **Yes** in the Evaluated field of their deck log entry:

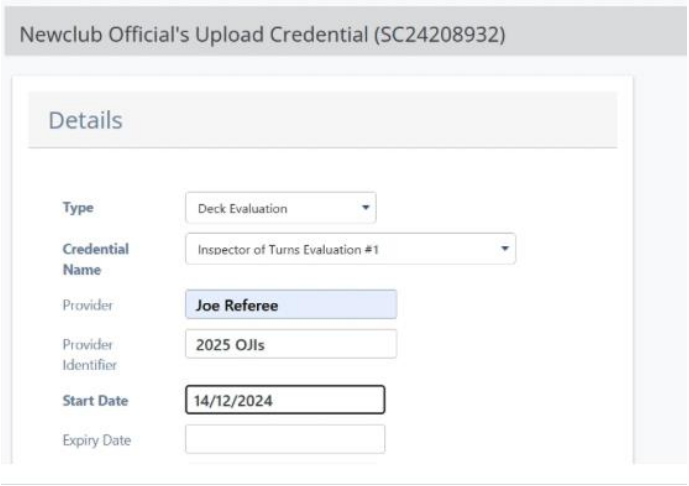
1. To add your deck evaluation credential, click the Upload Credential icon for the entry in the deck log.

2. Enter the details for the deck evaluation:
    a. Provider = Enter the Name of the Referee signed off on your deck evaluation
    b. Provider Identifier = Meet Name where you received the evaluation
    c. Start Date = Enter the date of the session with evaluation



    d. Expiry Date = leave blank

3. Attach/upload a photo of your official's card or the form signed by the evaluating referee
4. Click Save.



Note: when you save the credential, its status will be set to Awaiting Approval. Once the COA approves the evaluation, it will become Active.

Official Certification

Certification Pathway for Officials

Terms:

Successful Evaluation	means a signed assessment/card for a specific position
Certified	means that the official has taken the clinic and worked a minimum of two sessions in that position - excluding Referee - during a sanctioned competition and has received approval of the Referee for successfully working the position.
Session	means a specific time frame in a swim meet, represented as a timed final session, preliminary session, or finals session
Mentor Assessment	refers to a formal documented process whereby the Level III or IV official receives mentoring and feedback as a Referee, while working toward Level IV or V certification.

Level I - Red Pin

Officials must complete:

1. Introduction to Swimming Officiating clinic
2. Safety Marshal clinic
3. Fully registered in the REMS

Level II - White Pin

Officials must complete:

1. Two successful deck evaluations in the role of Timekeeper
2. Inspector of Turns clinic
3. Judge of Stroke clinic
4. Two successful deck evaluations in the role of Turn Official
5. One successful deck evaluation in the role of Stroke Official
6. One of the following Level II clinics:
    - Chief Timekeeper
    - Administration Desk
    - *Chief Judge Electronics (CJE)
    - *Chief Recorder
    - Meet Manager
    - Starter
7. Two successful deck evaluations in role of the clinic above

***Note:** To be **certified** as a Chief Recorder and Chief Judge Electronics (CJE), an official must:

1. Complete both the Chief Recorder and CJE clinics.
2. Obtain two deck evaluations:
    - One as a Chief Recorder.
    - One in either role (Chief Recorder or CJE).

Special case:

- Chief Recorder is formerly Chief Finish Judge
- If the Chief Finish Judge (CFJ)/CJE clinic was completed before October 24, 2024:
    - Two deck evaluations are still required to become certified.
    - One must be from either a CFJ role (before September 1, 2024) or Chief Recorder role (from September 1, 2024 onward).

Level III - Orange Pin

Officials must complete:

1. All remaining clinics listed under Level II (Chief Timer, Administration Desk, Chief Judge Electronics, Meet Manager and Starter).
2. Para Swimming eModule (though the LMS).
   - It is strongly encouraged to complete the Para Swimming e-learning module early in the pathway, after an official has completed the Inspector of Turns and Judge of Stroke clinics and gained some experience on deck.
3. Two successful deck evaluations in 3 different positions.
4. Encouraged to conduct the Introduction to Swimming Officiating clinic under the supervision of a Level IV or V official.

Level IV - Green Pin

Officials must complete:

1. Any outstanding deck evaluations for remaining Level II positions.
2. Referee Clinic (please review note below regarding this clinic).
3. A minimum of 5 sessions as a Referee.
   - It is recommended that these 5 sessions take place at different competitions in different pools and pool configurations.
4. Conduct at least 2 different Level II officials' clinics under the supervision of a Level V official (official must be certified in the position for the clinic they are presenting).
5. Complete one year of active service as a Level III official working a variety of positions, which shall include a minimum of two sessions as a Stroke Judge and/or Inspector of Turns.

Note: An official may act in the position of Session Referee upon completion of the Referee clinic and who has completed the Meet Manager, Chief Recorder and CJE clinics but has not yet been certified in these positions. Certification will be required to achieve level IV certification as per above (Level II)

Completing the requirements for Level IV (A&B), except for the above note on completing certifications and acting in the capacity of Referee, may happen simultaneously or in any order. The one year of active service begins following the achievement of Level III.

Level V - Blue Pin

Officials must:

1. Complete a minimum of one year of active service as a Level IV official.
2. Organize, conduct and/or supervise a minimum of 2 different Level II clinics within the year of application.
3. Work a minimum of 2 sessions at a Swimming Canada national competition in any position, after becoming a Level III official.
4. Obtain the approval from the Officials Committee to be evaluated and have 2 successful evaluations as a Referee, or once as Referee and once as Starter, by a Level V official.

Learning Management System - COA Access

Learning Management System, created by Swimming Canada, has created several online clinics that officials can access. There are two ways officials can receive the appropriate instruction on all the clinics:

1. eModules
2. In-person and/or virtual clinics

In-Person and Virtual Clinics

Swimming Canada has created an online clinic registration system that allows clubs, regions, or provinces to create registration for the various clinics being held. Once the clinic is finished, this system will automatically update each attendee's official certification information in their REMS accounts.

COA access to the LMS: https://edu.swimming.ca/admin/index.php

- *Contact Carrie Matheson if you do not already have a username/password for this site*

Creating Clinic Registrations through the LMS

1. Log-in to the Swimming Canada LMS system - *Admin* (using *above* username and password)
2. Select **"Official Clinic"** from the dropdown menu at the top right-hand side of the page.
3. Click **"New Clinic"** in the box at the top right-hand side of the table.
4. Fill in the required information.
5. Click **"Submit for Approval".**
6. Swim BC staff will review and approve all clinics once they have been submitted. Clinics will be published to the LMS site then officials will be able to register for any clinic listed.

Clinic Registration Management

Registration through the LMS:

Officials will be able to register for clinics by signing into the LMS with their officials account username and password. Officials will be unable to log into the LMS until activated by their COA in REMS.

Manually adding an Official to a Clinic:

COA have the option to manually add an official to the clinic registration (if they are registered). For example, if someone attends the clinic that is not on the original list:

1. Open the clinic registration list by clicking on the number of people who have registered for that specific clinic.
2. Click **"Add Existing Member to Clinic"** from the top right-hand side of the table.
3. Enter the last name of the official in the search box. Only officials who are in the *REMS* will appear in the search.
4. If the official is not in the *REMS*, please add them into the *REMS* prior to adding them into the clinic.
5. Select the official to add to the clinic.
6. Click **"Save Clinic Attendees"** at the bottom of the page.

Note: if an official does not appear when you try to add them, the official will need to login to their REMS account, finish all missing registration requirements and then click on the "Login to LMS" button on their membership card and access their LMS account.

Organization of In-Person or Virtual Clinic

a. Arrange clinic conductors: *"Get the best person to teach the clinic"*

Level V officials:
- Can teach any clinic without supervision

Level IV officials:
- Cannot conduct Level III clinics and above (Recorder/Scorer and Referee) without supervision
- Supervision for all other clinics is only required for completing Level V requirements (2 clinics)

Level III officials:
- Requires no supervision for conducting Level I clinics
- Requires supervision for each Level II clinic until signed off by a Mentor (Level IV or V officials)

Level II officials:
- Supervision is required for Level I clinics until signed off by a Mentor (Level IV or V official)

Note: These guidelines are flexible to allow for specialists, who are not quite at the above certification levels, in certain positions to train others in that position as they may be the best persons available. For example, your Club's Administration Desk Master might have at Level II certification, but they have run the admin desk

for the past 3-4 years – they would be the best person to teach the clinic. If this is the case, please confirm that Clinic Conductor with your Regional Officials Director prior to the clinic.

b. Swim BC has a Zoom account that clubs can reserve on a first-come-first serve basis
   - Email Carrie Matheson for more information on the Zoom account: carrie.matheson@swimbc.ca
c. Communicate availability of clinics to your officials and other COA's in your Region

Clinic PowerPoint and Quiz Files:

The clinics can be given in-person to a large group by a clinic conductor using an LCD projector or large screen TV:

- The clinics are in PowerPoint. If you do not have the program, you can download the PowerPoint Reader from Microsoft (prior to the clinic date)
- Contact Carrie Matheson carrie.matheson@swimbc.ca for a copy of the current PowerPoint Presentations
- Save to your computer, thumb drive etc.
- There are some videos embedded in the PowerPoint presentation; make sure these are accessible and working properly.
- For virtual clinics - it is easier to run the PowerPoint if you have access to a two-monitor set-up.

Note: Confirm clinics presentation files with Swim BC each time giving a clinic so to ensure an up-to-date copy of the information is being used.

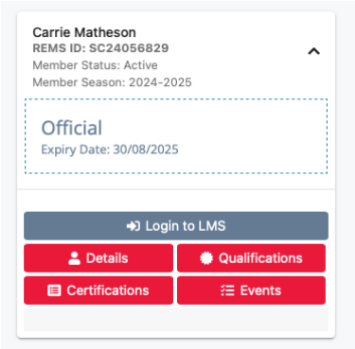
Inputting the Attendance List

1. Once a clinic is complete, open the clinic registration list by clicking on the number of people who have registered for that specific clinic.
2. Remove any officials who did not attend; click on the "x" next to their name.
3. Check off each name of the officials who was in attendance for the entire clinic.
4. If an official is using the clinic as a "Refresher" clinic, the person who is inputting the attendance list is responsible for checking off that box when completing the attendance.
5. Once all officials in attendance have been confirmed, either:
   a. Click **"Save Clinic Attendees"** to save the attendance list. This will **NOT** submit the attendance list for approval (if required).
   b. Click **"Complete clinic and mark for Submission"** for the clinic to be sent to the *REMS*.

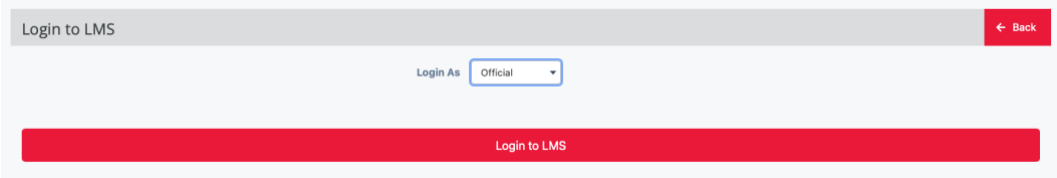
Learning Management System – Official's Access

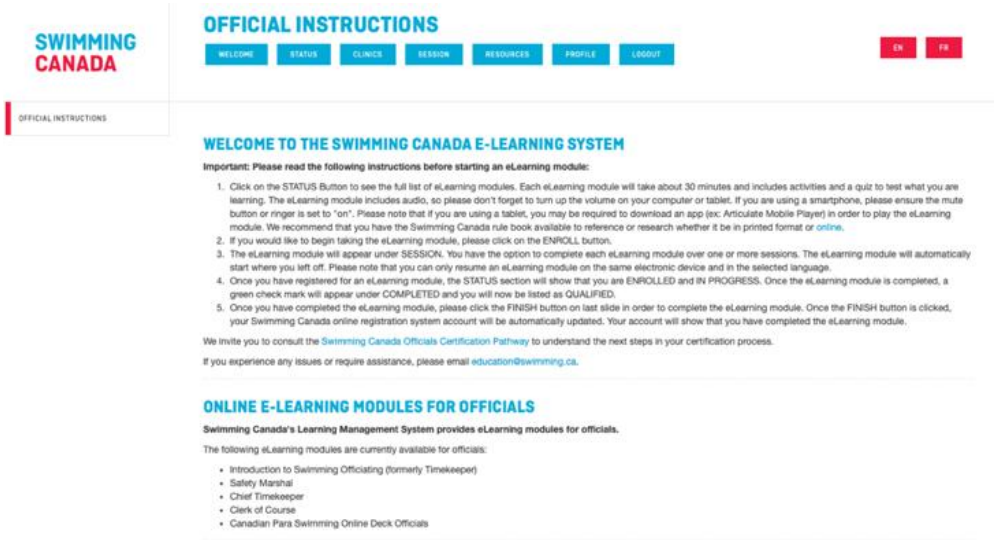
Officials access the Swimming Canada's Learning Management System (LMS):

1. Login to Official's REMS account
2. Click "Login to LMS" on official's member card



3. Select Official from the dropdown then click "Login to LMS" to navigate to LMS profile





What is in the Learning Management System (LMS)

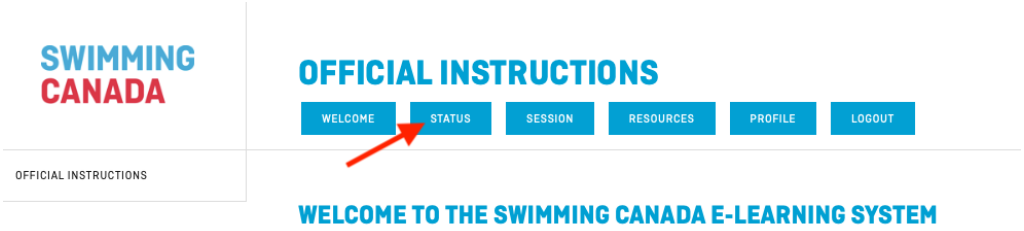
eModules

The following five (5) clinics are currently available are: Introduction to Swimming Officiating (Timekeeper), Safety Marshal, Chief Timekeeper, Administration Desk and Para Swimming eModule.

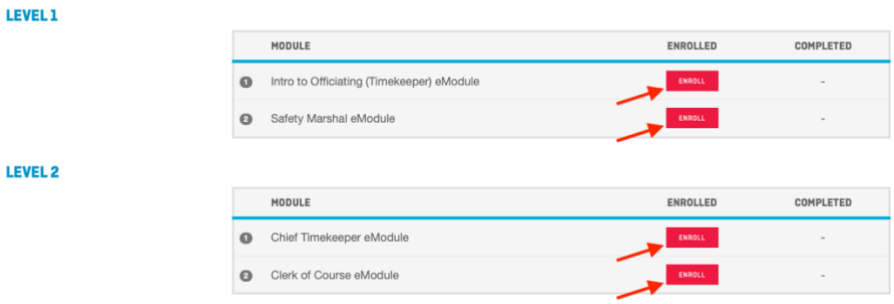
Officials need to complete their registration in REMS and be listed as an active to access the Swimming Canada e-learning system.

Instructions for accessing the different online clinics:

1. Click on the STATUS Button to see the full list of online clinics. Each e-module will take about 45-60 minutes and includes activities and a quiz to test what is learnt.



2. The e-module includes audio, so don't forget to turn up the volume on computer or tablet. If using a smartphone, please ensure the mute button or ringer is set to "on".
    a. If using a tablet, it may be required to download an app (ex: Articulate Mobile Player) to play the e-module.
    b. It is recommended that there is a copy of the Swimming Canada rule book available to reference or research whether it be in printed format or online.
3. To begin taking the e-module, click on the ENROLL button.



4. The e-modules will appear under SESSION tab. There is the option to complete each online clinic over one or more sessions. The E-Module will automatically start where it left off.
    a. Can only resume a clinic on the same electronic device and in the same selected language.
5. Once registered for a clinic, the STATUS tab will show that ENROLLED and IN PROGRESS. Once the online clinic is completed, a green check mark will appear under COMPLETED and will be listed as QUALIFIED.
6. When the e-module has been completed, click the FINISH button on last slide to complete the clinic. When the FINISH button is clicked, Swimming Canada online registration system account will be automatically updated, showing this clinic as being completed via online delivery.

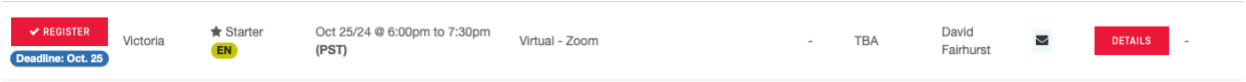
In-Person and Virtual Clinics

Clinic registration is done through the LMS. Officials wanting to register for a clinic, need to login to their LMS account (via REMS).

1. Click on Clinics in top menu bar



2. Click on the "Register" button next to the clinic



3. Confirm registration – click red "Register" button at bottom of page.

Club Officials Administrator Supplies

Certification Cards

Swim BC Certification card has been updated and can be found on our website. This card can be used by officials that attend meets outside home club to receive deck evaluations/sign-offs.

Procedure for Completing Deck Evaluations

1. Communicate with the on-deck Referee prior to session that official is wanting to be evaluated for the position.
2. At end of the session have Meet or Session Referee sign and date the card.
3. After the meet, send a copy of certification card to Club Officials Administrator to update official certification record in the REMS system.

Acknowledgement of Certification

Level Pins

Pins are ordered through the Swim BC office; there is no cost for pins.

Procedure for Ordering Pins

1. REMS records must be updated with all requirements for the new certification level. See page 15-16 for more information on the Certification Levels.
2. Certification Approvals:
   a. Level I & II can be approved by the Club Officials Administrator (COA)
   b. Level III need to be approved by the Regional Officials Director
   c. Level IV need to be approved by Officials Committee
   d. Level V needs to be approved by Swimming Canada's OCRC
3. Use the Swim BC Online form to place order for pins. Submission must include a spreadsheet with officials' names, club code and Certification Level. Please note: only COA's may order pins.
4. Swim BC will mail out the Level I and II pins to the clubs. For the III, IV and V levels, Swim BC will look for opportunities to present them at an upcoming meet or club event (where the presentation can be done in front of peers).

Officials Recognition Program

Swim BC created this program to acknowledge the hard work, time and effort required for each level:

Level II Certification: Swim BC Officials Water Bottle
Level III Certification: Swim BC Officials Coffee Mug Lanyard, whistle, para card (codes of exception) and Knapsack
Level IV Certification: Swim BC Officials Red Polo Shirt, Portfolio
Level V Certification: Swim BC Officials Jacket and Backpack

These items are sent out or presented with the Level pins.

Name Badges

Officials Name Badges can be ordered through the Swim BC office. To order use the online form to submit:

Name Badge - Online Form

Name Badges are $16.00 each