

2021-2025

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MEMORANDUM

TO: ALL FINA MEMBER FEDERATIONS IN EUROPE

FROM: FINA Office, Lausanne

DATE: 29th March 2022

**RE: FINA OPEN WATER SWIMMING CERTIFICATION
SCHOOL FOR OFFICIALS / 30 April – 1 May 2022
Carcavelos – Lisbon, Portugal (POR)**

NUMBER OF PAGES INCLUDING THIS ONE: 5

Dear Friends,

I have the pleasure to send you the following information related to the organisation of the ***FINA Open Water Swimming Certification School for Officials*** scheduled to be held in Carcavelos - Lisbon, Portugal (POR), from 30th April to 1st May 2022.

The purpose of this course is to achieve the following objectives:

- Enlarge the number of officials and improve officiating at Open Water Swimming competitions
- Unify the Open Water Swimming officiating procedure
- Use the course as an instrument to develop and promote Open Water Swimming worldwide

Please note the following information related to the certification courses for Open Water Swimming officials:

Course description

- The FINA Open Water Swimming Certification Schools cater to experienced Open Water Swimming officials who require more in-depth training of skills at an advanced level.
- They are designed to prepare and certify highly qualified officials wishing to be on the FINA OWS Lists.

Eligibility

- Candidates must be at least 16 years old on December 31 in the calendar year of attendance. Nevertheless, they must be aged 18 years or older in the year of attendance to receive certification.

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Registration

- Each FINA Open Water Swimming Certification School requires a minimum of ten (10) participants.
- Candidates must be registered through the FINA GMS by the established deadline. Only fully submitted registrations including the candidate's personal email address will be considered for approval.

Approvals

- FINA will start to approve the registrations once the required number of eligible candidates has been reached (at least 10).
- The approvals will be done on a first come first served basis.

Assessment

- Only participants who have successfully completed the test in English or French will become certified. Certification is valid for a four-year period.
- In addition, each certified official must take the FINA Open Water Swimming Online Course which will be available in English on the [FINA Learning Platform](#).

Certification

- Officials who have passed the FINA Open Water Swimming Certification School Exam, the FINA Open Water Swimming Online Exam and who have officiated at a required level will be eligible for the FINA OWS Lists.

Please find below the details related to the organisation of this course:

DATE:

Arrival: 29th April 2022

Course: 30th April – 1st May 2022

Departure: 1st May 2022 after the course completion

IMPORTANT NOTE:

FINA makes a reasonable effort to plan and conduct the FINA Schools as described in the present document. However, please note that changes, including postponing or cancellation of the FINA School might take place.

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FINA shall not have any liability, notably, but not limited to, no reimbursement of participants costs and losses, for any delay in performing, or failure to perform, any obligation, whether in whole or in part, to the extent that the delay or failure is due to an event of force majeure, including by way of example national strike, war, fire, lightning, earthquake, pandemic or any other similar cause beyond the reasonable control.

It is the responsibility of the host federation to ensure that all the measures and procedures established by the local authorities in relation to the COVID-19 pandemic are adopted and respected during the organisation of a FINA School

COURSE LANGUAGE: The course will be delivered in English.

PARTICIPANTS: Each National Member Federation may nominate Open Water Swimming officials for this course.

REGISTRATION: All participants must be registered **by the 15th April 2022** in the FINA General Management System (GMS) using your federation login details. The link to the FINA GMS is <https://data.fina.org>.

Please kindly note that the specific discipline of the school must be added to the attendee's GMS profile as well as his/her personal email address in order to submit the registration.

If you require any assistance with the registration, please contact gms@fina.org

NATIONALITY: Please take into consideration that when a competition official represents his/her country in a competition, he/she shall be a citizen, whether by birth or naturalisation, of the nation he/she represents, provided that a naturalised citizen shall have lived in that country for at least one year prior to that

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competition (FINA Handbook - Edition 2017, General Rules 2.5).

PLACE:

Carcavelos - Lisbon, Portugal

ARRIVAL AIRPORT:

Humberto Delgado Airport (LIS)

TRAVEL:

Each National Federation is responsible for the travel expenses of the nominated officials.

We kindly ask you to not purchase any flight tickets until your participants have been approved.

VISA SUPPORT:

Please contact the Portuguese Swimming Federation if you require visa assistance.

ACCOMMODATION:

Each National Federation will cover the accommodation expenses of the nominated officials.

Riviera Hotel Carcavelos

Rua Bartolomeu Dias
2775-551 Carcavelos

Website: [Click here](#)

Single room: 180 EUR/night (full board)

Double room: 140 EUR/night (full board)

RESERVATIONS:

To make a reservation, please contact the Portuguese Swimming Federation.

LOCAL TRANSPORT:

Transfers from and to the airport will be provided by the OC for those participants accommodated at the official hotel.

In order to organise the local transportation, please provide the participants' flight arrival and departure details to the Portuguese Swimming Federation.

MEETING VENUE:

Riviera Hotel Carcavelos

PROGRAMME:

Please find attached the school programme.

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OC CONTACT:

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Isabel.lavinha@fpnatacao.pt

Phone number: +351 214 158 190

We strongly believe that the FINA Open Water Swimming Schools for Officials will powerfully contribute to the improvement of our sport.

For any further details please contact the FINA Office in Lausanne:

Contact Person

Melissa Caballero

FINA Development Department

Chemin de Bellevue 24a/24b

1005 Lausanne, Switzerland

Email: melissa.caballero@fina.org

Tel: +41 21 310 47 10

We look forward to receiving your nominations through the FINA GMS *by no later than the* registered *by the 15th April 2022.*

Yours sincerely,



Pere Miró

Head of FINA Development Department

PMS/mc