

# 2021 Orange SCAF Swim & Dive Annual Service Agreement

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The Orange SCAF Assignor for swim and dive shall:

- Maintain the master schedule for high school swim and dive in the Arbiter Sports data base.
- Maintain a current roster of Orange SCAF officials for swim and dive in the Arbiter Sports data base.
- Maintain current high school contact and billing information in the Arbiter Sports data base.
- Assign Orange SCAF swim and dive officials in a fair and equitable manner in accordance with OC SCAF seniority, direction of the current Orange SCAF board, and the Orange SCAF board assignment order roster.
- Assist Orange SCAF swim and dive officials with initial log in on the Arbiter Sports web site.
- Assist Orange SCAF swim and dive officials with initial contact with athletic director for failure to pay issues.

The Orange SCAF Assignor for swim and dive may:

- Ask schools to change meet days and times in order to staff meet with a SCAF swim or dive official.
- Schedule out of area SCAF swim and dive officials in order to staff meets.

The Orange SCAF swim and dive official shall:

- Compensate the Orange SCAF Assignor for swim and dive at the current rate of a 4-level meet (**\$106.00**) prior to or at the beginning of the high school swim and dive season.
- Accept or decline all assignments in the Arbiter Sports data base in a timely manner.
- Advise the Orange SCAF Assignor for swim and dive of proper fees for dive, intra-squad, invites, relay, or any other special meet as indicated on pages 138-139 of the CIF blue book if the meet is paid through Arbiter Sports.
- Make initial log in to Arbiter Sports assistance requests to the Orange SCAF Assignor for swim and dive.
- Make initial inquiry regarding lack of payment to the Orange SCAF Assignor for swim and dive.
- Direct all Arbiter Sports pay and software issues to Arbiter Sports by calling 800-311-4060. The Orange SCAF group id number is 108729.

The term of this agreement shall cover the 2021 high school swim and dive season.

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Date:

Steven R. Quan  
Orange SCAF Assignor for Swim & Dive

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Date:

Printed Name & Signature of Swim or Dive Official

### Assigning Guidelines for Officials.

1. OC SCAF officials will receive assigning priority over out of area officials.
2. The initial selection process for choosing meets/assignments shall be based on a credit system composed of many unique factors, years of officiating seniority being one. Officials will be grouped by individual credit totals. The group with the highest number of credits will select first and other groups will follow in numerical succession. The highest ranked officials will likely receive their preferred selection of meets. All officials will choose assignments of available choice distributed over the course of the season, while complying with CIF-SS's requirements.
3. The actual number of meets chosen and assigned in any of the successive rounds will be determined by the total of certified officials available to staff the number of meets submitted for scheduling
4. Long driving time and distance will be considered reduced as much as possible for all officials, while maintaining CIF-SS staffing compliance.
5. OC SCAF officials that did not attend or request consideration for make-up of missed meetings, or have not paid all fees, passed all tests, certifications courses, and all required criteria by completion dates are suspended from receiving assignments until makeup is completed or satisfactorily resolved with board's approval.
6. For professional integrity and development, deck teams of multi-skill levels of officials will be tracked and rotated to staff invitationals meets.
7. OC SCAF officials that are also USA Swimming and/or Diving officials (currently certified) may receive more assignments due to their training and/or to meet staffing requirements for USA Swimming sanctioned recording of times and/or Diving scores.
8. Officiating deck teams are selected and chosen for their combined skill sets and not compatible likes or personalities. The swimmers and divers come first, we are all professionals on deck and need to present a uniform cohesive team, working together.
9. An official, who is committed but not fully certified, may be assigned provided individual works with a senior official(s), by approval of the Board.
10. OC SCAF officials must disclose to assigner and board of possible conflicts of interest at the beginning of the season. Should a conflict arise, the official shall disclose to the league and coaches at the earliest opportunity.
11. All officials shall block dates of non-availability in Arbiter or submit and confirm those dates with assigner if not using Arbiter.
12. SCAF officials that declare OC their primary area for high school swim and dive meet officiating, shall work OC assignments as their priority before taking meets out of area, especially as required the week of League Championships.
13. At the discretion of a school's submitted request, an official may be excluded from a chosen assignment. An alternate choice of meet(s) may be provided.

Special considerations for any of the above guidelines can be appealed to the board.

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Steven R. Quan

Orange SCAF Assignor for Swim & Dive

Date:

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Printed Name & Signature of Swim or Dive Official

Date: