



# STATUTE

*Updated to  
29.11.25*

## INTERPRETATION OF TERMS

**Association** and **ASA** shall mean the Aquatic Sports Association of Malta.

**Club** shall mean a club affiliated to the ASA whose statute is in conformity with that of the ASA, and that is duly registered with SportMalta at all times. *(approved AGM 2016)*

**Club Officials** shall mean the President, Secretary and Treasurer of a Club.

**ASA Official** shall mean any person nominated by the ASA to carry out specific and definite duties.

**Body** shall mean an affiliated Association or Organisation.

**Active Member** shall mean any person taking an active part in the Sport, Event or Competition, whether as Coach, Athlete or Member of any Club.

**Council Member** shall be that individual appointed as a Council Member in terms of Rule 21 'b', and shall also include the respective Substitute Council Member.

**Sport** shall mean any aquatic discipline.

**Event** shall mean a particular Swimming Meeting, including time trials, Water Polo match, Artistic Swim Display or an Open Water Swim.

**Competition** in case of:

- (i) Swimming shall mean an Age Group Swimming meeting, a local or overseas International Swimming meeting and the National Swimming Championships,
- (ii) Water Polo, shall mean National Water Polo Competitions, Super Cups, Winter Competitions, Women's League and Knock Out Competitions, Age-Group Competitions and any other competitions organised by the ASA (WPCR 11) *(amended AGM 2017)*.
- (iii) Open Water Swimming, shall mean the Open Water Swim Series, the Gozo Malta Swim and the Malta Gozo Malta Swim. *(approved AGM 2016)*
- (iv) Artistic Swimming shall mean any local, overseas or international meeting or championship.

*All personal pronouns used in this statute, whether used in the masculine, feminine or neuter gender, shall include all other genders, and the singular shall include the plural and vice versa.*

## **SECTION 1**

### **CONSTITUTIONAL LAWS**

#### **RULE 1            NAME, FOUNDATION DATE AND ADDRESS**

The Association shall be called the Aquatic Sports Association of Malta. This Association was founded in November 1925 and its current address is Tal-Qroqq Sports Complex, Maria Teresa Spinelli Street, Gzira GZR 1711.

#### **RULE 2            OBJECTIVES**

The objectives of the Association shall be:-

- a.* to promote and encourage the development of Swimming, Diving, Water Polo, Artistic Swimming, Open Water Swimming and, in general, any other aquatic sports in Malta and to adopt the necessary regulations and rules; *(amended AGM 2021)*
- b.* to stimulate public opinion in favour of providing proper accommodation and facilities to encourage Swimming, Diving, Water Polo, Artistic Swimming, Open Water Swimming, and, in general any other aquatic sports. *(amended AGM 2021)*

#### **RULE 3            COMPOSITION**

The Association shall comprise all clubs and bodies affiliated to it, whose objectives are similar to those of this Association and as described in Rule 2.

#### **RULE 4            PARENT BODIES**

The Association shall be affiliated to the:-

- a.* World Aquatics;
  - b.* European Aquatics;
  - c.* Confédération Méditerranée de Natation (COMEN).
  - d.* SportMalta *(amended AGM 2017)*
  - e.* The Maltese Olympic (MOC)
  - f.* Commissioner of Voluntary Organisations
  - g.* AIMS
- (amended AGM 2023)*

## **RULE 5                    ORGANS OF THE ASSOCIATION**

The Organs of the Association shall be:-

- a. The General Meeting
- b. The Council
- c. The Executive
- d. The Water Polo, Swimming and Artistic Swimming Technical s
- e. Disciplinary & Adjudicating Boards

## **RULE 6                    GENERAL MEETINGS *(Last amended AGM 2005)***

- a. General Meeting.  
The General Meeting shall comprise the Annual General Meeting and any Extraordinary General Meeting.
- b. Chairmanship.  
The President of the Association shall preside at all General Meetings and in the President's absence the Vice President Administration shall take his place. In the absence of the President and the Vice President Administration any one of the other Vice-Presidents shall chair the meeting, and in their absence the meeting shall decide upon another Member of the Council to take the Chair.
- c. Chairman's Authority.  
For the purpose of the Meeting the Chairman shall have unlimited authority on any question of order and shall be the sole interpreter of the Laws governing the proceedings.
- d. Quorum.  
The quorum for all General Meetings shall be 50% of the Council Members entitled to vote, and 50% of the Club Delegates entitled to vote. If there is no quorum the meeting shall take place half an hour later irrespective of the number of Members present.
- e. Representation.  
Affiliated Clubs & Bodies have the right to send a delegate to the General meeting.
- f. Representation of Suspended Clubs.  
Clubs under suspension shall have the right to retain affiliation and to be represented at all General Meetings in the capacity of observers. In such cases the Club/s concerned shall forward the name of its representatives to the General Secretary of the Association at least fifteen days prior to the General Meeting.

g. Voting on Motions.

Voting on all motions should ordinarily be by a show of hands, but any Member may ask for a secret ballot. Electronic votes are also acceptable. To be approved:

- i. motions on procedure require a simple majority of the votes of the members present and entitled to vote;
- ii. motions for the amendment of Section 1 of the Statute require at least two-thirds of the votes of the members present and entitled to vote;
- iii. motions for the amendment of Sections 2 and 3 of the Statute require a simple majority of the votes of the members present and entitled to vote.

*(amended AGM 2021)*

h. Right to Vote in General Meetings.

- i. The Chairman shall have the right to a casting vote. When meetings are chaired by a Member who is entitled to an ordinary vote, he shall have the right to an ordinary and a casting vote.
- ii. Council Members, and Club delegates shall have the right to one vote each, provided that Club delegates whose Club has any outstanding payments to settle with the ASA shall be precluded from voting during such a General Meeting.
- iii. During Elections of ASA Officials and on amendments to Section 1 of this statute, only Club Delegates and Council Members nominated by Clubs that participated in at least one discipline during both the previous season and the current season shall have the right to vote and they shall have the right to one vote each. Swimming clubs with a minimum of twenty (20) participating athletes shall be deemed compliant and will thus be entitled to vote.
- iv. On amendments to Section 2 and Section 3 of this statute :-
  - a. On matters concerning Water Polo, only those Club Delegates and/or Council Members nominated by clubs whose senior team participated or is participating during the current season may cast their vote. Where no competitions are being held at the time of voting, such right shall vest only in those Club Delegates and/or Council Members nominated by clubs whose senior team participated during the season immediately preceding the General Meeting in which such vote is to be cast;
  - b. On matters concerning age-group Water Polo, only those Club Delegates and/or Council Members nominated by clubs who are participating or have participated in one or more age-group competitions during the current season may cast their vote. Where no competitions are being held at the time such a vote is to be taken, such right shall vest only in those Club Delegates and/or Council Members nominated by clubs who participated in at least one age-group competition during the season immediately preceding the AGM in which such vote is to be cast;

- c. On matters concerning swimming, only those Club Delegates and/or Council Members nominated by clubs whose swimmers are participating or have participated in competitions during the current season may cast their vote. Where no competitions are being held at the time such a vote is to be taken, such right shall vest only in those Club Delegates and/or Council Members nominated by clubs whose swimmers participated during the season immediately preceding the AGM in which such vote is to be cast;
    - d. On matters concerning artistic swimming, only those Club Delegates and/or Council Members nominated by clubs whose swimmers are participating or have participated in competitions during the current season may cast their vote. Where no competitions are being held at the time such a vote is to be taken, such right shall vest only in those Club Delegates and/or Council Members nominated by clubs whose artistic swimmers participated during the season immediately preceding the AGM in which such vote is to be cast (*included AGM 2020*);
  - v. Council Members nominated by Affiliated Bodies shall not have the right to vote.
  - vi. Without prejudice to the above, if an EGM is called at a point during the season where no competition or event is being held, and/or no registration periods for participation therein have not yet closed, the Club Delegates and/or Council Members entitled to vote shall be those representing/nominated by those clubs that participated in any one event in the previous season.
  - vii. For the purposes of this rule, “season” shall mean a competitive season, as opposed to the calendar season that starts and ends with the AGM. The competitive season for Water Polo shall start with the first competitive Water Polo match after the end of September of any given year, and shall draw to an end with the last competitive match held in September of the following year. The competitive season for swimming shall end with the National Swimming Championships and shall start with the first swimming meeting.
- i. Minutes.
- The General Secretary shall circulate the minutes of the General Meeting by not later than five weeks from the end of the meeting. Clubs and Council Members are to submit any requests for correction of the minutes in writing within three weeks of the minutes having been circulated. If no requests for correction are submitted within this period, the minutes shall be automatically approved.

## **RULE 7                      ANNUAL GENERAL MEETING**

The Annual General Meeting (AGM) shall be held during the month of November.

a. Agenda of the Annual General Meeting.

The agenda for the AGM shall be circulated to all Clubs and Council Members at least thirty days before the meeting and shall consist of the following items:-

- i. Confirmation of Approval of minutes of last General Meeting and of any Extraordinary General Meeting.
- ii. President's Report for the year.
- iii. Presentation and Approval of yearly audited accounts (a copy of which shall have been sent to all Clubs at least eight days before the AGM).
- iv. Appointment of two Auditors for the following year.
- v. Election of President, Vice Presidents, General Secretary and Treasurer, as the case may be.
- vi. Appointment of Honorary President/s.
- vii. Amendments to Rules.

b. Amendments to Rules. (Last amended AGM 29.11.25)

- I. *Amendments to rules and regulations may only be proposed by Clubs, Council Members or the Executive Committee.*
- II. *Proposals made by Council Members must be seconded by another Council Member.*
- III. *Amendments to the ASA Statute may be proposed only before an Annual General Meeting.*
- IV. *Amendments to non-statute rules and regulations may be proposed by clubs and the executive before any council meeting.*
- V. *Amendments approved during an ongoing competition shall only come into effect upon the termination of the said competition.*
- VI. *Clubs and Council members must be notified of the date of the first Council Meeting following the AGM, at least 20 days before the said date.*
- VII. *All amendments must be sent in writing to the General Secretary of the Association by not later than 15 days before the meeting.*
- VIII. *A copy of such proposals must be sent to the Clubs at least 7 days before the relevant Meeting.*
- IX. *Counter-proposals, corrections, and clarifications to proposed amendments may be brought forward during the meeting, provided they are strictly related to the proposed amendment.*

c. Nominations.

Nominations for the posts of the President, the Vice Presidents, the General Secretary and the Treasurer are to reach the ASA at least 15 days prior to the Annual General Meeting. The names of the candidates are to be circulated to the Clubs at least 7 days before the Annual General Meeting.

- d. Election of President, Vice Presidents, General Secretary and Treasurer.
- i. If contested, the candidate polling the highest number of votes for each post shall be elected. In the case of a tie another vote shall be taken. In the case of another tie, fresh nominations shall be invited and another election shall take place at another General Meeting to be held for this purpose within four weeks.
  - ii. If uncontested, the candidate must poll at least half the number of votes cast plus one. If the candidate does not receive the required number of votes for election after two counts, fresh nominations will be invited and another election will take place at another General Meeting to be held for this purpose within four weeks. In such an event the said period for nominations of 15 days shall be reduced to 7 days. The non-elected candidate will be eligible for re-nomination.
  - iii. In the case that no nominations are submitted for the posts of one of President, General Secretary or Treasurer, even after a second call for nominations, then the duties of the post shall be carried out by any of the other Officers until such time that a nomination for the post is received and the nominee appointed to the post. *(amended - AGM 2019)*
  - iv. In the case that no nominations are submitted for the posts of one of the Vice Presidents, even after a second call for nominations, then the duties of the post shall be carried out by the General Secretary until such time that a nomination for the post is received and the nominee appointed to the post. *(added - AGM 2017)*
- e. Appointments of Honorary Presidents.
- i. Nominations for Honorary Presidents may be made during an AGM or EGM . All such nominees shall be appointed by a simple majority of vote cast.
  - ii. The appointment of Honorary President will be for life unless the General Meeting otherwise decides.
  - iii. The nomination may be withdrawn by the AGM or EGM at any time should the clubs feel that any such honorary president is dishonouring the Association or the Sport, or for any other justified reason.
  - iv. Again a simple majority of votes cast will be enough for such a withdrawal proposal to be carried. *( Amended by the EGM 16.12.24 )*



An Extraordinary General Meeting can be convened in two circumstances:

- a) In the first place it can be convened by the President and/or by Council whenever necessary.
- b) In the second place it can be convened at the request of at least one-third of the Clubs eligible to vote in terms of Rule 6 (h).

The following procedure will be followed –

- i) Such request must contain the reasons why an extraordinary general meeting is being convened;
- ii) The Extraordinary General Meeting must be held within 4 weeks from the receipt by the General Secretary of such a request;
- iii) An agenda must be circulated not less than 15 days prior to the meeting date;
- iv) If any nominations and/or proposals are included in the agenda, these must be circulated not less than 7 days prior to the meeting date.

Any infringement of the above procedure will void the whole process except with a waiver to this condition given by the majority of voting members entitled to attend and present at the same meeting.

#### **RULE 9                    APPLICABILITY OF RULES FOR GENERAL MEETINGS**

All the Rules contained under the heading of General Meetings shall be applicable to the Annual General Meeting and to any Extraordinary General Meetings.

#### **RULE 10                COMPOSITION OF THE COUNCIL**

The Council shall be composed of:-

- a. the Honorary President/s;
- b. the President;
- c. the three Vice Presidents;
- d. the General Secretary
- e. the Treasurer;

- f. representatives nominated by Clubs (Voting). These representatives shall be empowered by their respective Club to take decisions on behalf of their club without the need to refer to the Club's ; *(amended AGM 2017)*
- g. the President or Secretary of affiliated Bodies (Non-Voting) *(added AGM 2017)*
- h. the immediate past President and the immediate past General Secretary, provided that they would have completed at least one full term of office as President and General Secretary respectively;
- i. the Honorary Members;
- j. any other Co-opted Members

#### **RULE 11            COST INCURRED BY THE ASA**

In the event that the ASA incurs, or is otherwise charged with any fines, costs, fees or other charges of whatever nature, for which a club, athlete or individual shall be responsible, the ASA shall be entitled to recover from the club or individual responsible all such fines, costs, fees or other charges it may have incurred or which it may be requested to pay. *(amended 2021)*

## **RULE 12            RESTRICTION OF COUNCIL MEMBERS**

DELETED (*AGM 2017*)

## **RULE 13            FUNCTIONS AND POWERS OF THE COUNCIL**

The Council shall be entrusted with establishing the policy of the Association, and generally to act solely and in the best interest of aquatic sports, overseeing the management of the Association's affairs Moreover, the Council shall be vested with the following powers:-

- a. to make by-laws for the purpose of regulating the internal management of the Association;
- b. to approve competitions or events programmes as proposed by the Executive ;
- c. to appoint any or Commission and to delegate to them all or any of its powers for declared and specific purposes and for an definite period of time. Any such powers which are so delegated by the Council are to be notified to Clubs by the General Secretary within 15 days from the decision to delegate such powers. The notification is to contain the full terms of reference of such delegated powers and the appointees are to work strictly within these terms of reference;
- d. to approve the appointment of a number of independent members to act as Disciplinary Commissioners and Members of Appeals & Protest Boards
- e. to nominate and appoint Honorary Members, co-opt any member/s and assign to him/them any specific duty;
- f. to suspend for any period or sine die, or disqualify any person or persons proved guilty of an infringement of these Laws, or of any unfair practice connected with aquatic sport or any other sport in general, and to remit or shorten any such sentences upon due cause being shown;
- g. to expel from the Association any Club, Body or individual if, at any meeting of the Council, a resolution be passed to the effect that such Club, Body or individual has rendered himself unworthy to belong to the Association. Notice of such resolution must be inserted on the agenda for the meeting;
- h. to interpret these Rules such that the Council's decision shall be final;
- i. to consider and decide all appeals against the decisions of Clubs or Bodies;
- j. to recognise suspensions and/or sanctions imposed on its members by other local National Sports Associations/Federations or by the bodies to which the

ASA is affiliated regarding cases concerning unfair practices in sport such as cases of corruption and doping.

**RULE 14            COUNCIL MEETINGS**

- a. Frequency of Meetings.  
The Council shall meet every Quarter or as often as necessary for the transaction of business (*approved EGM 2024*).
- b. Quorum.  
The presence of one third of the nominated Council Members entitled to vote shall form a quorum for Council Meetings. If no quorum is present, the Council Meeting will commence fifteen minutes after the stipulated time with the members present (*amended AGM 2018*).
- c. Chairmanship.  
The President of the Association shall chair all the Council meetings. In the President's absence the Vice President Administration shall chair the Council. In the absence of the President and the Vice President Administration any one of the other Vice-Presidents shall chair the Council, and in their absence the meeting shall decide upon another Member of the Council to take the Chair.
- d. Motions.  
Motions not included in the Agenda shall not be discussed or voted upon, but may be brought to the attention of the Council to be discussed and voted upon during the next Council Meeting.
- e. Voting.
  - i. Voting on all motions should ordinarily be by a show of hands, but any Member may ask for a secret ballot. Electronic votes are also acceptable (*amended AGM 2021*)
  - ii. All motions shall be decided upon by a simple majority of votes.
  - iii. The Chairman shall have the right to a casting vote.
  - iv. When meetings are chaired by a Member who is entitled to an ordinary vote then he shall have the right to an ordinary and to a casting vote.
  - v. Council Members may vote in Council Meetings only on matters concerning the discipline or disciplines and, in the age-groups in which the Clubs that nominated them are currently participating. At times where no competition is being held, or where the registration period is still open, only those Council Members nominated by clubs that participated during the previous season may cast their vote.
  - vi. Co-opted person/s shall be considered as Council Members without the power to vote.
  - vii. Honorary Presidents, Honorary Members, the Immediate Past President, the Immediate Past General Secretary, Council Members

nominated by Affiliated Bodies and Maltese Members on International  
s shall be precluded from voting.

- f. Absences from Council Meetings.  
Members of the Council who absent themselves from three consecutive Council Meetings without notice beforehand giving reasons which will satisfy the Council shall be considered to have vacated their seats on the Council. The Council shall take immediate steps to request the Club or Clubs concerned to take steps to fill the vacancies. Clubs are to be notified each time the Council Member (or his substitute) nominated by the Club does not attend a Council Meeting.
- g. Minutes.  
The General Secretary shall forward a copy of the minutes of each Council Meeting to Council Members and Secretaries of Clubs and Affiliated Bodies not later than fifteen (15) days after the said meeting. (*amended AGM 2017*)

## **RULE 15            THE EXECUTIVE**

- a. Composition of the Executive.  
The Executive shall be composed of the:-
- i. President,
  - ii. Vice President Administration & Development
  - iii. Vice President Water Polo
  - iv. Vice President Swimming
  - v. General Secretary
  - vi. Treasurer
- b. Powers of the Executive.  
The Executive shall be entrusted with the daily administration and general management of the Association's affairs, and shall furthermore be entrusted with the organisation of all competitions and events, including but not limited to the management of the national teams. The Executive shall be empowered to delegate any or all of its functions, appoint a Financial Controller (*amended AGM 2018*), as well as to engage staff or third parties in any manner whatsoever in order to assist it in carrying out its functions and, in addition to the aforesaid, the Executive shall:-
- i. use every means in its power to attend to and foster the objectives of the Association as defined under Rule 2 of this Statute;
  - ii. be responsible for the publication of the ASA Laws and to see that all amendments are properly incorporated therein;
  - iii. appoint a coach or coaches for all National teams;
  - iv. appoint all officials for all organised events conducted under ASA Rules.  
No protest against such appointments shall be entertained.

- v. reduce as much as possible the costs for participating Clubs in local competitions and of the National Squads' participation in international competitions by seeking sponsorships;
- vi. appoint independent members to act as Disciplinary Commissioners, members of Appeals and Protest Boards from the list confirmed by the Council. In case of emergency the Executive may appoint members other than those nominated by the Council.
- vii. to impose fines as regulated by the ASA Disciplinary Code, and to enforce decisions by any of the Disciplinary or Adjudicating Boards;
- viii. collect money and raise funds to finance the Association's affairs, projects, competitions and events; *(added - AGM 2017)*
- ix. when required, seek to obtain financing facilities (loans) from a recognised financial institution, provided that
  - a) Every facility must be supported by an ad-hoc resolution that shall be put on the agenda of a Council Meeting before the facility is obtained, and that must be approved by a two-thirds majority vote in the said Council Meeting. The resolution must contain full details of the facility being sought, including a detailed budget of the project, a business case, the financial institution involved, the cost of the facility, etc. The ad-hoc resolution may be approved by means of an electronic vote *(amended AGM 2018)*
  - b) These facilities shall be of a bridging nature, that is, to cover the interval between the planned expenditure and eventual reimbursement by a sponsor or backer. The planned expenditure must not be in connection with the day to day running of the ASA but must relate to a specific project.
  - c) Any approved credit facility shall be repaid in full by not more than 3 months from the date when the ASA receives the funds.
  - d) No ASA assets shall be used as security for the facility.  
*(added - AGM 2017)*

c. Duties of the Executive.

In carrying out its duties the Executive shall be in duty bound to implement all policies and decisions taken by the Council, and shall further report on its workings during every Council Meeting.

## **RULE 16            DUTIES OF THE PRESIDENT**

- a. The President shall preside at all meetings and must ensure that decisions taken at such meetings are carried into effect.
- b. The President has the duty to summon all the meetings which he is required to convene in accordance with the rules of the Association. During all Meetings, the President shall have unlimited authority on any question of

order and shall be the sole interpreter of the Laws governing the proceedings  
(amended AGM 2023).

- c. The President shall also perform those other tasks which he is required to perform in accordance with the rules of this Statute and in accordance with the other rules and regulations of the Association, and shall exercise authority in those areas which are not expressly assigned by this Statute to the different Organs, the other Officers or other Officials of the Association.
- d. In cases of urgency, where it is neither practical nor convenient to call a meeting either of the Council or the Executive, the President may, after having consulted with at least three members of the Executive or at least three Council Members, assume the functions of the Executive or the Council. However, the President shall, at the earliest opportunity, inform the Executive or the Council, as the case may be, of any such decisions taken by him.

#### **RULE 17            DUTIES OF THE VICE PRESIDENTS**

- a. The Vice President Administration & Development:-
  - i. shall assist the President in his work, and in his absence during Council and General meetings, shall have the same powers and duties as the President;
  - ii. moreover, the Vice President Administration & Development shall be responsible for matters related to the promotion and education of aquatic sports in general, as well as matters concerning discipline, appeals and protests.
- b. The Vice President Water Polo shall assist the President in his work, and in his absence, he shall chair any commission / related to Water Polo.
- c. The Vice President Swimming shall assist the President in his work, and in his absence, he shall chair any commission / related to Swimming.

#### **RULE 18            DUTIES OF THE GENERAL SECRETARY**

The General Secretary shall be responsible to conduct the general business of the Association. He may assign any of his duties or other specific duties to the Administrative Secretary. He may appoint Assistant Secretaries with the prior approval of the Council.

#### **RULE 19            DUTIES OF THE TREASURER**

The Treasurer shall:-

- a. keep a cash book and ledger showing every financial transaction of the Association;
- b. the prepare a periodical income and expenditure report on all financial affairs of the Association;
- c. prepare the yearly accounts for auditing;
- d. inform the Council of the financial position when necessary;
- e. keep an up-to-date inventory which shall be included in the Balance Sheet and shown as assets of the Association in a separate column;
- f. prepare a budget for the Council's approval.

## **RULE 20            ELECTIONS ( Amended by AGM 29.11.25)**

20.1 The election of each of the members of the Executive shall be held during the Annual General Meeting or at an Extraordinary General Meeting called for such a purpose and requires a simple majority to be elected..

20.2 Should the person nominated for any of the posts in the Executive declare that s/he wants to remain as a club official of an affiliated club , then s/he must obtain 80% of the votes to be elected.

20.3 The removal of any member of the Executive must be approved by a simple majority of the votes of the members present and entitled to vote .

## **RULE 21            NOMINATIONS**

- a. Nomination of President, Vice Presidents, General Secretary and Treasurer.  
Nominations for the posts of President, Vice Presidents, General Secretary, and Honorary Treasurer may come from any Club and/or from Council Members. Nominations made by Council Members are to be seconded by another Council Member. Nominations are to reach the ASA at least 15 days prior to the General Meeting. The names of the candidates are to be circulated to the Clubs at least 7 days before the Annual/Extraordinary General Meeting.
- b. Nomination of Council Members.
  - i. All Clubs and Affiliated Bodies are entitled to nominate a representative and a substitute representative to sit on the Council as Council Members and Substitute Council Members respectively. *(amended AGM 2017)*
  - ii. Clubs and Affiliated Bodies eligible for representation on the Council shall, for the approval of the Council, submit the names of their representative and substitute representative to serve as Council Members and Substitute Council Members respectively. These nominations may be made at any time. *(amended AGM 2017)*
- c. Nomination of Honorary Members and Co-opted Members.



Honorary and co-opted Members are to be nominated and appointed by the Council.

## **RULE 22            TERM OF OFFICE**

- a. The term of office for each member of the Executive shall be of three years. The elections for the posts of General Secretary and Vice- President Swimming shall be held first. The elections for the posts of Treasurer and Vice-President Water Polo shall be held during the following AGM, whereas the elections for the posts of President and Vice-President Administration and Development shall be held during the ensuing AGM.
- b. If any of the posts of Executive is vacated prior to the lapse of the three-year term, an EGM shall be called to fill in the vacated post, and the newly elected Executive member shall continue the term of his predecessor.
- c. The term of office of the Immediate Past President and the Immediate Past General Secretary shall be for a period equal to the term of office of the President and General Secretary respectively.
- d. Representatives and Substitute Representatives of Clubs and Affiliated Bodies shall retain their seats on the Council from time of nomination until such time that they resign or are replaced by the Club or Affiliated Body that nominated them. *(amended AGM 2017)*

**Ruling:** The status of Council Members (and Substitutes) nominated by Clubs for 2018 shall change immediately to Representatives as specified in these changes. They will be subject to all changes introduced in these changes, including their term of office *(added AGM 2017)*.

- (e) The term of office of Honorary Presidents shall be for life or as determined by the General Meeting on appointment. However, an Honorary President can be removed by simple majority by the Annual General Meeting. *(Amended by the EGM 16.12.24)*
- e. The term of office of Co-opted Members shall expire at the end of the ASA Annual General Meeting.

## **RULE 23            ARTISTIC SWIMMING, OPEN WATER, SWIMMING AND WATER POLO S**

The management and organization of events and competitions shall be decided and executed by the Executive and the s set up for this purpose.

- a. **Function of s.**  
Each set up for each aquatic discipline, shall see to the implementation of the programs and events established by the Association in accordance with this Statute, and in accordance with the terms of

reference set out from time to time by the Council. These terms of reference are to be circulated to all clubs. Any required interpretation of any part of the terms of reference shall be made by the Council. Council Members shall have the right to ask the Executive to investigate any alleged breach of the terms of reference (*amended EGM 2024*).

b. Composition of a

Aquatic Discipline s shall be composed of:-

- i. The Vice President of the respective discipline, who shall have the right to a vote and casting vote;
- ii. The other members of the ASA Executive ;
- iii. The ~~TC~~ Secretary who shall be nominated by the respective VP and approved by the Council. (Preference to the given to the ASA General Secretary or Administrative Secretary);
- iv. Members nominated yearly by Clubs who would have participated in the previous year's competitions and duly approved by the Council. These members shall be entitled to vote. The right to vote shall be as specified in Rule 14(e);
- v. For Water Polo only a member nominated yearly by the Malta Water Polo Referees Association (MWRA), duly approved by the Council;
- vi. Any other co-opted members. Co-opted members shall be nominated by the and approved by the Executive ;
- vii. The term of office of (iii), (iv), (v), (vi), (vii) & (viii) above shall be until the end of the season in which they would have been nominated;
- viii. At any time, clubs and the MWRA (in WP only) may nominate persons to replace their nominees on the . The new nominee will take his/her place on the after the Council or Executive approves the nomination. The replaced member will vacate his/her seat on the TC immediately upon his/her replacement being approved by the Council (*amended EGM 2024*).

c. Meetings and Decisions.

s shall meet at least once a month. Decisions taken during meetings shall be recorded and kept by the ~~TC~~ Secretary. These shall be circulated to the, Council and the Executive once approved (*amended EGM 2024*).

**RULE 24            DISCIPLINARY & OTHER ADJUDICATING BODIES**

- a. There shall be a Disciplinary Commissioner who shall be appointed by the Executive to hear and decide upon all disciplinary matters relating to any aquatic discipline. In so doing the Disciplinary Commissioner shall abide by the Code of Discipline of the ASA, and the Rules of Procedure of the ASA.

- b. There shall be a Protests Board that shall hear and decide upon protests brought by clubs or individuals. The Protests Board shall be regulated by the Board of Protests Rules of the ASA.
- c. There shall also be an Appeals Board that shall be competent to hear and decide upon any appeal from a decision delivered by the Disciplinary Commissioner, as well as other disciplinary decisions taken by clubs concerning their athletes. The Appeals Board shall be regulated by the Board of Appeal Rules of the ASA.
- d. There shall be a Judiciary Panel consisting of a maximum of 5 members who shall be appointed by the Executive and approved by Council. Such Panel will be entitled to deal with all disciplinary matters. This panel may be consulted by the Disciplinary Commissioner if this is needed to reach a decision (*amended EGM 2024*).

**RULE 25            OFFICERS AND REPRESENTATIVES OF THE ASSOCIATION**

- a. The Officers of the Association are the President, the Vice Presidents, the Treasurer and the General Secretary.
- b. Any two of the Officers may sign cheques on behalf of the Association provided one of the signatories is the President, the General Secretary or the Treasurer. (*amended – AGM 2019*)
- c. The President and any one of the General Secretary or the Treasurer shall have the legal and judicial representation of the Association.

**RULE 26            AFFILIATION**

- a. Application for Affiliation.  
Applications for affiliation to the ASA shall first be vetted and processed by the Executive and then submitted to the Council for its approval or otherwise. All applicants who have a Full Affiliation must possess a Voluntary Organisation status. Commercial Entities who possess a Full Affiliation with the ASA do not need to possess a VO status. Such entities will not benefit from subsidised rates for lane bookings. All the Members and Technical Officials of ASA Affiliates must be POMA compliant. Proof of such compliance must be presented to the Executive at application stage. Affiliation will be categorised as follows:-

**i)            Club Affiliation**

**Full Affiliation** shall cover all clubs participating in 1 or more aquatic disciplines, being entitled to privileges/benefits and voting rights as stipulated in the ASA Rules & Regulations and whose members are registered with the ASA. Affiliation fee of €100 (*amended AGM 2018*)

**Restricted Affiliation** shall cover new applications received from schools, private enterprises or other bodies and/or entities which shall have no voting rights and shall not benefit from subsidized rates for lane bookings during peak hours (05:00 – 08:00 and 15:30 – 21:45). Their members/athletes must be registered with ASA. A registration fee of €10 for Junior Athletes and €20 for Senior Athletes shall be applicable. Affiliation fee of €250 (*amended AGM 2018*).

ii) **Other Affiliated Bodies**

Other Bodies and Entities can apply for affiliation as long as they satisfy the rules set in Section 3 – Laws Governing Affiliated Bodies. The Affiliation Fee of €250 shall be payable in advance and prior to the ASA's Annual General Meeting (*amended AGM 2021*)

b. **Affiliation Fee.**

The affiliation fee shall be as indicated above. Affiliation fees shall be payable in advance and prior to the Annual General Meeting (*amended AGM 2018*).

c. **Suspension when Affiliation Fee and Outstanding Amounts are not paid in time. (Amended at AGM 29.11.25)**

- i. If a Club or Affiliated Body has not paid its affiliation fee and any other outstanding amounts due to 30<sup>th</sup> September, by the Start of the AGM, such Club or Affiliated Body shall be automatically suspended from that moment until full payment has been made.
- ii. Notwithstanding this, if, by the commencement of the AGM, a repayment plan has been agreed upon with the Executive, such Club or Affiliated Body will be considered to be still compliant
- iii. Provided that such suspension will kick in automatically should the repayment terms agreed upon as above, not be adhered to and remain so after 7 days from written notice being received by the club to comply with its agreed obligations.

d. **Termination of Affiliation.**

Clubs or Affiliated Bodies wishing to terminate their affiliation shall give notice in writing and shall remain liable for any sums of money owing to the ASA or to any Club or Athlete.

## **RULE 27            EFFECTIVE DATE TO AMENDMENTS TO THE STATUTE**

- a. Amendments to the Constitutional Laws and Laws Governing Clubs
  - i. All amendments to the Constitutional Laws (Section 1) and Laws Governing Clubs (Section 3) shall be dealt with at the Annual or Extraordinary General Meetings and shall be effective immediately.
- b. Amendments to the Laws Governing the Sport

All amendments to the Laws Governing the Sport (Section 2) shall be dealt with only at the Annual General Meeting and shall be effective immediately.

  - i. Amendments to Laws Governing the Sport (Section 2) and any other rules and regulations regulating the eligibility of athletes, shall remain in force for at least three seasons from when they become effective. Proposals for amendments to these laws are to be proposed for amendment at the ASA Annual General Meeting preceding the end of the third season. If no amendments are made to these rules, they shall remain in force indefinitely and until a proposed amendment is approved at the AGM preceding the season in which the change is to be effected.

## **RULE 28            ASA SEASONS**

- i. The ASA Calendar Season shall commence at the Annual General Meeting and shall come to an end at the Annual General Meeting of the following year unless otherwise provided for under these rules.
- ii. The ASA Competitive Season
  - a. For Water Polo shall start with the first competitive match after the end of September of any given year and shall draw to an end with the last competitive match held in September of the following year irrespective of categories or age groups.
  - b. For Swimming shall start with the first Time-Trial and shall end with the last swimming competition to be held by latest 1<sup>st</sup> week of July.
  - c. For Artistic Swimming, shall start on any date after 1<sup>st</sup> October and shall end not later than 31<sup>st</sup> May of the following year (*amended EGM 2024*).
- iii. The ASA Financial Year shall start on the 1<sup>st</sup> October of any given year and shall end on the 30<sup>th</sup> September of the following year. (*approved AGM 2016*)

## **RULE 29            VOLUNTARY ORGANISATION**

The Aquatic Sports Association of Malta is a voluntary and non-profit organisation and any excess funds received or generated from its activities will always be re-invested

for the benefit of aquatic sports.

Officials sitting on the bodies of the Association shall generally act on a voluntary basis.

#### **RULE 30            DISSOLUTION OF AQUATIC SPORTS ASSOCIATION OF MALTA**

If at any time the Association shall pass in General Meeting by a majority comprising seventy-five per cent (75%) of all the registered Members present and entitled to vote a resolution of its intention to dissolve, the Executive shall take immediate steps to settle any debts, and dispose of the monies and property remaining as determined by the General Meeting; and thereupon the Association shall for all purposes be dissolved.

In the event of dissolution of the Association, any remaining funds and/or property shall be donated to either, a voluntary non-profit making Association, a non-profit charitable institution or the Voluntary Associations Fund chosen by the outgoing Executive .

In the event of dissolution of the Association, the outgoing Executive is to inform the Commissioner for Voluntary Associations within 15 days of the decision taken to dissolve.

### **SECTION 2**

#### **LAWS GOVERNING THE SPORT**

#### **RULE 31            LAWS GOVERNING THE SPORT**

All sporting disciplines falling under the aegis of the ASA shall be regulated by World Aquatics rules unless otherwise specified in the rules or regulations of the Association.

#### **RULE 32            COMPETITIONS**

- a. The association shall organize National Aquatic Sports for all affiliated Clubs and other competitions as determined by the Council periodically. These shall be subject to all Rules and Regulations of the ASA.
- b. The Association shall issue calls for applications for participation in all competitions.
- c. The programmes for all National Aquatic Sports Competitions are to be approved by the respective and if any conflicts arise these will be decided by the Executive (*amended EGM 2024*).

**RULE 33****NATIONALITIES, ELIGIBILITY AND RECORDS**

- a. Nationality (*amended AGM 2016*)
  - i. An individual shall be considered of Maltese Nationality if the individual is a citizen of Malta by virtue of Maltese legislation currently in force.
  - ii. Disputes on Nationality shall be referred to a suitably qualified arbitrator who shall be appointed and approved by the Executive . The decision of the arbitrator shall be final and binding.
- b. Eligibility for Registration (*Last amended AGM 2012*)
  - i. Athletes of Maltese and non-Maltese Nationality may be registered as Seniors or Juniors. They shall be eligible to participate in all sporting activities organised by or under the aegis of the ASA, provided they are duly registered with any club affiliated to the ASA. They shall be regulated by the ASA Statute and any other rules and regulations of the ASA.
  - ii. The Competition Rule regulating the maximum number of athletes of non-Maltese nationality eligible to form part of a senior Water Polo squad in any competitive match organised by the ASA is to be approved by the AGM. Proposals to change this Competition Rule are to be made and decided upon in accordance with the rules regulating the AGM.
  - iii. The Competition Rule regulating the number of athletes of non-Maltese nationality forming part of the junior, youth or minor squads is to be approved by the Council at least two months prior to the start of the respective competition. Proposals to change this Competition Rule are to be made and decided upon in accordance with the rules regulating the Council.  
(*amended AGM 2021*)
- c. National Records
  - i. Only Maltese Nationals shall have the right to be referred to as and/or declared National Champions or hold National Records.
  - ii. Athletes who are in possession of dual nationalities may be referred to as and/or declared National Champions or hold National Records, ONLY if they are registered with the ASA in accordance with its Rules and Regulations as well as with the WORLD AQUATICS Rules in force at the time of registration.

**RULE 34.1****REGISTRATION OF WATER POLO PLAYERS**

- a. General Rules:- (*amended AGM 2016*)
  - i. A Water Polo player may only register with any one Club.
  - ii. Clubs shall register all their Water Polo players with the Association by means of the official Registration Forms duly completed and signed in force at the time of registration. Only Water Polo players registered in this manner shall be eligible to participate, as regulated by the relevant rules, in any sporting discipline falling under the aegis of the SA, World

Aquatics or European Aquatics.

- iii. Registration forms, duly completed and signed are to be submitted to the ASA Office within one month from the date of the signature of the Water Polo player (*amended – AGM 2023*)
- iv. Valid Registration Forms deposited at the ASA are to be acknowledged within a week. Water Polo players shall also receive an acknowledgment of their registration within a week if an email address is included on the registration form. These acknowledgments may be made by means of electronic mail (*amended AGM 2023*).
- v. An annual registration fee for each Water Polo player is to be paid by the club with whom the Water Polo player is registered. This fee will be determined periodically by the Council. If an athlete is registered as an artistic swimmer, a swimmer and a Water Polo player with the same club, then the second and third registration fee shall be waived.
- vi. The official ASA Registration forms are to incorporate:-
  - a. Details of identification of the Water Polo player – birth certificate or passport identification page or ID Card;
  - b. The duration of the Water Polo player's registration period with the club;
  - c. Name of previous club, if applicable;
  - d. Signature of Water Polo player and date of registration.
  - e. Signature of any two Club officials of the Club registering the Water Polo player or, alternatively, should a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf is submitted to the General Secretary, the registration forms may be signed by 1 Club Official. Such resolution shall remain valid until it is revoked by two Club Officials (*amended AGM 2023*)
  - f. Registrations of Water Polo players who have not yet reached the age of eighteen years are also to be signed by the legal guardian of the Water Polo player;
  - g. Signature of any two of the Club officials of the previous Club (if applicable) authorising the transfer or a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf on the registration form. Such resolution shall remain valid until it is revoked by two Club Officials (*amended AGM 2023*)
  - h. In the case of the registration of a Junior Water Polo Player, and in the case of a Water Polo Player registering for the 1st time as a Senior Water Polo Player, the amount of compensation paid (where applicable). Two Officials of the Club receiving compensation shall also sign the Registration Form;
  - i. Two passport photos;
  - j. Anti-Doping Consent Form;
  - k. Data Protection Declaration (*amended AGM 2018*)
- vii. The registration is to be considered as an agreement between Club and Water Polo player. The Club on one part is requesting the services of the registering Water Polo player, and is prepared to make use of the



Water Polo player during competition, and will accede to his transfer or transfer on loan if his services are no longer required. The Water Polo player on the other part is accepting to be an active member of the Club he is registering for, by participating in training sessions, friendly and competitive events, and any other terms stipulated in the agreement between Club and Water Polo player.

- viii. A Registration of a Water Polo player with the ASA is considered to be valid at such time that a Registration Form, observing the requisites listed in sub-article vii above, is submitted to the ASA and endorsed and acknowledged by the General Secretary or the Registrations Secretary. Registration Forms with missing and/or incorrect details, or which do not conform to other ASA Rules shall be null and void.
- ix. All registration rules applying at the time of registration of a Water Polo player shall continue to apply for the duration of the said registration.

**b. Senior Water Polo players:- (*amended AGM 2017*)**

Water Polo players who register with a Club in terms of this Rule shall be referred to as “Senior Water Polo Players”. To qualify to register as a Senior Water Polo Player, a Player must either

- Reach the age of 18 years or more during the year of competition, or
  - Reach the age of 16 or 17 years during the year of competition (refer to Rule 34.1.c.i). In this case the Registration Form of the Player must also be signed by a legal guardian of the Player.
- i. The registration period shall not be of less than four competitive seasons, except that the minimum registration period may be of less than four competitive seasons such that the registration shall expire at the end of the season during the year of competition in which the Water Polo Player reaches the age of 32 or more.
  - ii. At the expiration of the registration period the Water Polo player may wish to renew his registration with the same Club or ask the Club to negotiate his transfer with another Club.
  - iii. The period for which a Water Polo player is registered with a Club may be extended before the expiration of the original period by a fresh registration provided that such a registration shall be considered as a new registration of the Water Polo player with the same Club and regulated by the minimum registration period.
  - iv. A Water Polo player whose registration period has expired and who has not re-registered (with the same club or another club), is to be considered as free released after a period of two years from the expiry date of his last registration. A club may, upon instruction to the General Secretary by means of a letter bearing the signature of any two officials, request that a player be released from its list of registered athletes at any time during the registration period or during the bound period (*amended AGM 2020*)

### **C. Age-Group Water Polo players:- (amended AGM 29.11.25)**

#### **i. Eligibility**

- Boys and girls who, during the year of competition, shall reach the age between 8 and 17 shall be eligible to register as Junior Water Polo Players (or Junior Players). However, boys and girls who, during the year of competition, shall reach the age of 16 or 17 shall also be eligible to register as Senior Water Polo Players.
- Children who, in the year of competition, reach the age of 7 or less may not be registered with the ASA (amended AGM 2023)

#### **ii. Registration**

- The registration forms of Junior Players shall be signed by any two Club Officials or, alternatively, should a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf is submitted to the General Secretary, the registrations forms may be signed by 1 Club Official. Such resolution shall remain valid until it is revoked by two Club Officials. The registration forms shall also be signed by a legal guardian of the Player (amended AGM 2023)
- Players who, during the year of competition, reach the age of 17 shall be automatically released. Should the athlete be listed on the Club's Named Players' List, compensation as stipulated in sub-para iv hereunder, must be settled. (amended AGM 2021)
- During a season within the registration period, a player may, by agreement with his/her club, be transferred to any other club. Such transfer shall either be effected by means of a release and registration process, on loan or as a shared athlete, as allowed by ASA rules. Any compensation shall be negotiated between the clubs concerned.
- Registration Forms for Junior Players are to be submitted four (4) days before the start of the first match in which the player will be participating (amended AGM 2018)

#### **iii. Named Players Lists**

By not later than the 20th August of each year, Clubs are to submit to the General Secretary, a "Named Players List". This list shall contain the names of:

- Maximum 6 Boys and 6 Girls who, during the year of competition, reach the age of 17

Clubs that do not submit their lists by the stipulated date for any or all of the years shall be deemed to have submitted an empty list in respect of those years (amended AGM 2023).

#### **iv. Compensation**

When a Player who was included in his/her club's Named Players List for the season at the end of which he/she was released, registers for another club during the subsequent season (only), then the new club shall pay compensation to the old club unless the latter renounces its right for compensation in writing. The maximum compensation that shall be paid is as follows:-

- Players reaching the age of 17 in the year of competition €2,500
- Compensation shall be paid by a Club to another Club. Players, parents, guardians or any other 3rd party shall not pay compensation for the Player to be released from a Club.

- Compensation shall be paid by means of a cheque payable to the Club in question. The cheque shall be attached to the player's registration form with the new club. This cheque will be handed to a representative of the new club once the registration is processed and endorsed and acknowledged by the General Secretary or the Registrations Secretary.
- The ASA shall set up a tribunal to settle any disputes on the quantum of compensation or any other matter.

Ruling:

1. At the end of season 2021 the provisions of Rule 34.1.c.ii shall be suspended in the case of Junior Players registered under the rules in force in 2019/2020 so that these registrations shall not be extended, and the Players shall be automatically released. In this case, the Players shall then need to sign new Registration Forms as per this new rule. *(included at AGM 2020)*
2. All Players who are currently registered with a Club and who, during 2018, shall reach the age of 8 or less, shall be automatically released.
3. At the end of season 2018 the provisions of Rule 34.1.a.x shall be suspended in the case of Junior Players registered under the rules in force in 2017 so that these registrations shall not be extended, and the Players shall be automatically released without compensation being payable to the Club. In this case, the Players shall then need to sign new Registration Forms as per this new rule.
4. All Players born 2002 who were automatically released from Clubs at the end of season 2017, shall not be eligible to register as Junior Players as per this new Rule. If they choose to register with a Club, they shall register as Senior Players for a minimum of 5 competitive seasons as specified by the Statute at the time when they were released.

**d Water Polo players Joining Foreign Clubs (*amended EGM 2024*)**

A Club may release a Water Polo player to participate in events abroad. However, the said Water Polo player remains on the Club's books, and this release is not valid for the said Water Polo player to join another local Club. The period the Water Polo player is playing abroad with another Club is valid for the period the Water Polo player binds himself on signing with the local Club. Maltese water polo players cannot participate in a local and foreign competition (in an EA affiliated country) concurrently. For his participation in local competitions his local club must request his ITC clearance during the EA transfer windows. As long as such a request has been made, the player is cleared to play in a local competition. This rule will come into force from the beginning of the BOV Winter Water Polo League 2024.

### **e The Release Period**

For Players who, during the year of competition,

- reach the age of 12 or younger, can submit his/her request for a release to the Club and the ASA by not later than the 15<sup>th</sup> October
- reach the age of 14, can submit his/her request for a release to the Club and the ASA by not later than the 15<sup>th</sup> October
- reach the age of 16, can submit his/her request for a release to the Club and the ASA by not later than the 15<sup>th</sup> October
- For players who reach the age of 17, these shall be automatically released should such players still be registered as Junior Players. Should such players be on a club's Named Players List, compensation is to be paid as stipulated in the ASA Rules and Regulations.

### **RULE 34.2 REGISTRATION OF SWIMMERS**

#### **a. General Rules:- (Last amended AGM 2012)**

- i. A swimmer may only register with any one Club.
- ii. Clubs shall register all their Swimmers with the Association by means of the Official Registration Forms duly completed and signed in force at the time of registration. Only Swimmers registered in this manner shall be eligible to participate, as regulated by the relevant rules, in any sporting discipline falling under the aegis of the ASA, World Aquatics or European Aquatics.
- iii. Registration forms, duly completed and signed are to be submitted to the ASA Office within one month from the date of the signature of the swimmer, and not later than the deadline for the submission of on-line entries of the swim meet in which the athlete will be participating in (amended AGM 2023).
- iv. Valid Registration Forms deposited at the ASA are to be acknowledged within a week. These acknowledgments may be made by means of electronic mail.
- v. The end of the registration period shall coincide with the end of the last competition of the season (amended AGM 2023).
- vi. An annual registration fee for each Swimmer is to be paid by the club with whom the swimmer is registered. This fee will be determined periodically by the Council. If an athlete is registered as both a swimmer and a Water Polo player with the same club, then the second registration fee is waived.
- vii. The official ASA Registration forms are to incorporate:-
  - a. Details of identification of the swimmer - birth certificate or passport identification page or ID Card;
  - b. The duration of the swimmer's registration period with the club;
  - c. Name of previous club, if applicable;
  - d. Signature of swimmer and date of registration.
  - e. Signature of any two Club officials of the Club registering the swimmer or, alternatively, should a resolution bearing the signature of any two

officials of the club giving a power of attorney to one official to sign on the club's behalf is submitted to the General Secretary, the registrations forms may be signed by 1 Club Official. Such resolution shall remain valid until it is revoked by two Club Officials (*amended AGM 2023*);

- f. Alternatively, a signature of a Club Member. Two Club Officials are to submit a resolution authorising such Member to sign Swimming Registration Forms obo their club which should include the Member's signature, to the ASA. Such resolution is to be submitted every year (*amended AGM 2023*).
  - g. Registrations of Swimmers under the age of eighteen (18) are also to be signed by the legal guardian of the swimmer;
  - h. Signature of any two of the Club officials of the previous Club or a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf on the registration form. Such resolution shall remain valid until it is revoked by two Club Officials (if applicable) authorising the transfer.
  - i. Two passport photos;
  - j. Anti-Doping Consent Form;
  - k. Data Protection Declaration (*amended AGM 2018*).
- viii. The registration is to be considered as an agreement between Club and swimmer. The Club on one part is requesting the service of the registering swimmer and is prepared to make use of the swimmer during competition, and will accede to his transfer or transfer on loan if his services are no longer required. The swimmer on the other part is accepting to be an active member of the Club he is registering for, by participating in training sessions, friendly and competitive events, and any other terms stipulated in agreement between Club and Swimmer.
- ix. A Registration of a Swimmer with the ASA is considered to be valid at such time that a Registration Form, observing the requisites listed in sub-article vii above, is submitted to the ASA and endorsed and acknowledged by the General Secretary or the Registrations Officer. Registration Forms with missing and/or incorrect details, or which do not conform to other ASA Rules shall be null and void. (*amended AGM 2016*)
  - x. All rules applying at the time of registration of a swimmer shall continue to apply for the duration of the said registration.
  - xi. Swimmers shall, on signing for a club, bind themselves to remain on the Club's books for a period of one season.
  - xii. The registration period shall be automatically extended by further periods of one year each unless the swimmer or Club requests in writing that his/her registration period is not to be extended. Such requests are to be submitted in writing to the club or swimmer and copied to the ASA by not later than fifteen (15) days prior to the start of a new season.
  - xiii. Besides the registration, the Club may wish to make a written agreement with the swimmer incorporating conditions of service, terms of remuneration, and any other terms desired by any of the

parties as long as WORLD AQUATICS and ASA rules are scrupulously observed. The expiry date of this agreement shall not exceed the expiry date of the swimmer's registration period. This agreement is to be signed by any two of the Club's Officials on one part and the swimmer on the other. If a written agreement is made between the club and swimmer, an authenticated copy of the agreement may be submitted to the ASA for filing. The contents of the agreement will remain secret. Only in case of dispute and/or report of breach of contract by any of the parties shall the contents of the agreement filed at the ASA be revealed.

b. Swimmers Joining Foreign Clubs:-

A Club may release a swimmer to participate in events abroad, however the said swimmer remains on the Club's books, and this release is not valid for the said swimmer to join another local Club. The period the swimmer is participating abroad with another Club is valid for the period the swimmer binds himself on signing with the local Club. Maltese swimmers participating in competitions abroad with a foreign club may at any time participate in any ASA competition with the local club he is registered with.

c. **The Release Period shall commence at the end of the last swimming competition organised for that particular season and will elapse 15 days prior to the start of the new season (*amended AGM 2023*).**

### **RULE 34.3      REGISTRATION OF ARTISTIC SWIMMERS**

a. General Rules:-

- i. A swimmer may only register with any one Club.
- ii. Clubs shall register all their Swimmers with the Association by means of the Official Registration Forms duly completed and signed in force at the time of registration. Only Swimmers registered in this manner shall be eligible to participate, as regulated by the relevant rules, in any sporting discipline falling under the aegis of the ASA, World Aquatics or European Aquatics.
- iii. Registration forms, duly completed and signed are to be submitted to the ASA Office within one month from the date of the signature of the swimmer.
- iv. Valid Registration Forms deposited at the ASA are to be acknowledged within a week. These acknowledgments may be made by means of electronic mail.
- v. The registration period shall run from 1<sup>st</sup> October up to 31<sup>st</sup> May of each year.
- vi. An annual registration fee for each Artistic Swimmer is to be paid by the club with whom the swimmer is registered. This fee will be determined periodically by the Council. If an athlete is registered as an artistic swimmer, a swimmer and a Water Polo player with the same club, then the second and third registration fee is waived.
- vii. The official ASA Registration forms are to incorporate:-
  - a. Details of identification of the swimmer - birth certificate or passport identification page or ID Card;
  - b. The duration of the swimmer's registration period with the club;
  - c. Name of previous club, if applicable;
  - d. Signature of swimmer and date of registration.
  - e. Signature of any two Club officials of the Club registering the swimmer or, alternatively, should a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf is submitted to the General Secretary, the registrations forms may be signed by 1 Club Official. Such resolution shall remain valid until it is revoked by two Club Officials;
  - f. Registrations of Swimmers under the age of eighteen (18) are also to be signed by the legal guardian of the swimmer;
  - g. Signature of any two of the Club officials of the previous Club or a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf on the registration form. Such resolution shall remain valid until it is revoked by two Club Officials.
  - h. Two passport photos;
  - i. Anti-Doping Consent Form;
  - j. Data Protection Declaration.



- viii. The registration is to be considered as an agreement between Club and swimmer. The Club on one part is requesting the service of the registering swimmer and is prepared to make use of the swimmer during competition, and will accede to his/her transfer or transfer on loan if his/her services are no longer required. The swimmer on the other part is accepting to be an active member of the Club he/she is registering for, by participating in training sessions, friendly and competitive events, and any other terms stipulated in agreement between Club and Swimmer.
  - ix. A Registration of a Swimmer with the ASA is considered to be valid at such time that a Registration Form, observing the requisites listed in sub-article vii above, is submitted to the ASA and endorsed and acknowledged by the General Secretary or the Registrations Officer. Registration Forms with missing and/or incorrect details, or which do not conform to other ASA Rules shall be null and void. (*amended AGM 2016*)
  - x. All rules applying at the time of registration of a swimmer shall continue to apply for the duration of the said registration.
  - xi. Swimmers shall, on signing for a club, bind themselves to remain on the Club's books for a period of one season.
  - xii. The registration period shall be automatically extended by further periods of one year each unless the swimmer or Club requests in writing that his/her registration period is not to be extended. Such requests are to be submitted in writing to the club or swimmer and copied to the ASA by not later than fifteen (15) days prior to the start of a new season.
  - xiii. Besides the registration, the Club may wish to make a written agreement with the swimmer incorporating conditions of service, terms of remuneration, and any other terms desired by any of the parties as long as WORLD AQUATICS and ASA rules are scrupulously observed. The expiry date of this agreement shall not exceed the expiry date of the swimmer's registration period. This agreement is to be signed by any two of the Club's Officials on one part and the swimmer on the other. If a written agreement is made between the club and swimmer, an authenticated copy of the agreement may be submitted to the ASA for filing. The contents of the agreement will remain secret. Only in case of dispute and/or report of breach of contract by any of the parties shall the contents of the agreement filed at the ASA be revealed.
- b. The Release Period shall commence at the end of the last artistic swimming competition organised for that particular season and will elapse 15 days prior to the start of the new season (*amended AGM 2023*)**



**RULE 35**            **TRANSFER OF ATHLETES** *(Last amended AGM 2012)*

- a. An athlete shall not participate in the same competition with different Clubs in the same season.
- b. For the purpose of this rule, the National Water Polo Championships & KO Competitions (that is, the Preliminary Round, if any, the Premier Division League, the Premier Division Knock Out Competition, the First Division League, the First Division Knock Out Competition and all associated play-offs) shall be considered to be one competition.
- c. The Christmas Water Polo Cup (Enemed Water Polo Cup) and the Water Polo Winter League shall be considered to be separate competitions. Players on loan may be transferred back to the original clubs at the end of each of these competitions. *(amended AGM 2017)*
- d. With regards to swimming, each Age group swimming meeting, each local or overseas swimming meeting, including any time trial, and the National championships shall be considered as separate competitions. A swimmer can only be loaned once during a season *(amended AGM 2018)*
- e. Club and player may agree to terminate their contract and the relative registration and agree on the transfer of the player to another Club, even before the expiration of the minimum registration period has lapsed. In this case a new registration form must be submitted which is regulated by the minimum registration period. This form is to contain the signatures of two officials of the previous Club and the signature of two officials of the new Club or a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf on the registration form. Such resolution is valid for a one-year period can be renewed annually *(amended AGM 2023)*
- f. The release or transfer of an athlete must be signed by any two of the Club Officials or a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf on the registration form. Such resolution shall remain valid until it is revoked by two Club Officials *(amended AGM 2023)*.
- g. If a Club's affiliation with the ASA is terminated then all the athletes registered with that Club shall be considered as released and they may register with any other Club.
- h. If an agreement is not reached between athlete and the club for the transfer of the athlete to another Club, the athlete and either the selling or buying club may refer the matter to the ASA Executive . The Executive may appoint a tribunal or arbitrator to decide the matter *(amended AGM 2023)*.

**RULE 36****TRANSFER OF ATHLETES ON LOAN** *(Last amended AGM 2012)*

The transfer of athletes on loan shall be governed solely by this rule.

- a. A Club may transfer an athlete on loan to another Club at any time during the athlete's registration period, provided that such loan shall start and end within the same season, and provided further that Rule 35(a) shall be observed at all times. The period during which an athlete is registered on loan shall be considered to be part of his registration period with his original Club.
- b. The transfer on loan may be terminated at any time provided that:-
  - i. the athlete may only be transferred back to his original Club;
  - ii. the Association is informed of this transfer by both Clubs.
- c. A Club may have any number of athletes registered on loan at any one time.
- d. The transfer on loan must be made on the ASA official Registration On Loan Form which will incorporate:-
  - i. Details of identification of the athlete;
  - ii. Signature of athlete being transferred on loan and date of registration;
  - iii. Name of Club transferring the athlete on loan;
- iv. The period (in the same year) during which the athlete shall be transferred on loan;
- v. Signature of any two Club Officials authorizing the transfer on loan of the athlete or, alternatively, should a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf is submitted to the General Secretary, the registrations forms may be signed by 1 Club Official. Such resolution shall remain valid until it is revoked by two Club Officials *(amended AGM 2023)*;
- vi. Name of the Club registering the athlete on loan;
- vii. Signature of any two Club officials of the Club registering the athlete on loan or, alternatively, should a resolution bearing the signature of any two officials of the club giving a power of attorney to one official to sign on the club's behalf is submitted to the General Secretary, the registrations forms may be signed by 1 Club Official. Such resolution shall remain valid until it is revoked by two Club Officials *(amended AGM 2023)*;
- viii. Transfers of athletes under the age of eighteen (18) are also to be signed by the legal guardian of the athlete *(amended AGM 2020)*
- ix. A passport-sized photo (Age Group players, artistic swimmers and swimmers) *(amended AGM 2018)*
- e. If a club does not participate in any competition during a particular season, then all its registered athletes shall have the right to be transferred on loan to any other club **for free**. *(Amended by the EGM 16.112.24)* .
- f. If a club participates only in the Senior Competitions, during a particular season, those athletes who are eligible to participate in any age group competition, are entitled to be transferred on loan to any other club provided that they do not form part of the senior team of the loaning club **for free**.  
*(Amended by the EGM 16.12.24).*

- g. If a Club only participates in age group competitions, during a particular season, those registered athletes, who are not eligible to participate, by virtue of age, are entitled to be transferred on loan to any other club **for free**.

*(Amended by the EGM 16.12.24).*

#### **RULE 37**            **ANTI-DOPING** *(Introduced at AGM 2014)*

- a. The ASA shall be bound by all national laws and regulations that shall be in force from time to time regulating doping in sports, particularly in aquatic disciplines. For all intents and purposes the anti-doping legislation currently in force by virtue of Legal Notice 281 of 2011 is to be deemed incorporated in this statute, forming an integral part thereof.
- b. By virtue of their affiliation and registration with the ASA all clubs and athletes shall be deemed to be equally bound by such anti-doping legislation as may be in force from time to time.

#### **RULE 38**            **HARASSMENT AND ABUSE**

The ASA is committed to creating and preserving a sport setting that ensures positive, healthy and fulfilling experiences for all individuals. In doing so, the ASA prioritizes the welfare, safety and rights of every participant at all times.

Towards this end the ASA is incorporating in its Statute, the ***RULES ON THE PROTECTION FROM HARASSMENT AND ABUSE*** as issued by ***WORLD AQUATICS*** from time to time.

In the said World Aquatics rules , wherever there is reference to:-

1. World Aquatics, this shall be replaced by Aquatic Sports Association of Malta (ASA);
2. World Aquatics Bureau, this shall be replaced by the ASA AGM;
3. World Aquatics Executive, this shall be replaced by ASA Executive;
4. World Aquatics Office, this shall be replaced by ASA Office;
5. Event Safeguarding Officer, this shall be replaced by the ASA Safeguarding Commission;
6. Athletes Safeguarding Council, until such time as such a council is appointed, this shall be replaced by an athlete's own advisers.
7. Jurisdiction shall be the exclusive jurisdiction of the ASA;
8. Covered person shall include all clubs affiliated with the ASA , their officials, employees and volunteers, and all athletes registered with such clubs.
9. Covered event shall have the meaning of Events as defined by the ASA Statute and shall include also any training sessions or any other aquatic activity falling under the aegis of ASA;
10. Independent Protection Officer shall be replaced by the General Secretary of the Safeguarding Commission;

11. Independent Investigating Officer shall be replaced by the Safeguarding Commission;
12. World Aquatics Ethics Panel, shall be replaced by the Safeguarding Commission;
13. Adjudicatory Body of the AQIU shall be replaced by the Safeguarding Commission;
14. Appeals Arbitration Division, shall be replaced by the Appeals Board of the ASA which shall be guided exclusively by the provisions in the **DISCIPLINARY COMMISSIONER & THE BOARD OF APPEALS (TERMS OF REFERENCE AND PROCEDURE)**;
15. Major Event Organisation, this shall be replaced by ASA of Malta  
(Amended by the AGM 30.11.2024)

#### **RULE 39            DATA PROTECTION** *(introduced at AGM 2021)*

The Aquatic Sports Association of Malta (ASA) collects, uses, shares or otherwise processes personal information that is provided to them, or that they may otherwise obtain or generate.

- a. The Aquatic Sports Association of Malta shall be bound by all National laws and regulations that shall be in force from time to time regulating data protection. For all intents and purposes, the data protection legislation currently in force by virtue of Chapter 586 of the Laws of Malta is to be deemed incorporated in this Statute, forming an integral part thereof.
- b. By virtue of their affiliation and registration with the ASA, all entities consent to the processing of their data. Athletes should sign and submit the Data Protection Consent Form together with their Registration Form. *( Renumbered at the AGM 30.11.24)*

#### **RULE 40            SAFEGUARDING AND PROTECTION OF MINORS APPLICATION**

The ASA Safeguarding Commission is aware of the responsibilities which arise out of the Protection of Minors (Registration) Act (Chapter 518 of the Laws of Malta). This act, in article 2, defines the “relevant entity” to which this act applies as, “any institution, establishment or organisation which provides or organises any service or activity which involves the education, care, custody, welfare or upbringing of minors.”

Therefore, this act applies to the Association, as well as any of the clubs and other entities affiliated with it, whose activities involve minors, because they are organising activities involving the “education” of minors, sport being an integral part of education.

The Safeguarding Commission will be regulated by the Terms of Reference establishing by the ASA and as detailed in the relevant document entitled Safeguarding and Protection of Minors *(included EGM 2024)*.

**The next rule is Rule 41.**

### SECTION 3

#### LAWS GOVERNING CLUBS AND AFFILIATED BODIES

##### CLUBS

###### **RULE 41 CLUB STATUTES**

The Statute of every Club affiliated to the ASA must conform with the laws, rules and spirit of the Association.

###### **RULE 42 BOOKS TO BE KEPT**

Clubs shall keep the following books:-

- a. A Minute Book showing records of all Meetings and General Meetings of the Club.
- b. A Cash Book showing all financial transactions of the Club.
- c. A Membership Book showing names and addresses of all Members, date of joining Club and date of ceasing their membership.

###### **RULE 43 CLUBS' ANNUAL GENERAL MEETINGS**

- a. Clubs shall inform the Executive of their Annual General Meeting at least ten days beforehand. Such General Meeting is to be held after the end of the ASA Competitive Season (Rule 28) and not later than the end of October of each year. Clubs that fail to conform to this Rule shall be suspended from all ASA activities. This suspension shall be lifted by the Executive when it is satisfied that the Club has held its Annual General Meeting (*amended AGM 2020*).
- b. The Executive has the right to appoint a delegate to supervise Clubs' Annual General Meeting. The composition of a Club's new committee and any changes to the Club's statute are to be forwarded to the Executive as early as possible and in any case by not later than the 6th November. Any subsequent changes of the and statute are to be notified within five days (*amended AGM 2020*).
- c.i The Executive shall have the right to object to any Member of the by giving notice to the member and the Club and provide valid reason for this objection.
- c.ii Such Member shall have 15 days to reply and object to this notice or else vacate his post within 15 days from receipt of the objection by the Executive .
- c.iii Should the member object and refuse to vacate his post then the Executive shall present its case to the Council including the objection and reasons given by the member and a vote will be taken by council according to the rules that establish the Council. At such hearing the member shall have the right to be present and be heard by the Council discussing the case.

- C.iv A council meeting must be convened within 5 days of the member or Club informing the ASA that they are objecting to the notice given by the ASA" (*Amended by the AGM 30.11.24*)
- d. Any Member under suspension at the time of the Club's AGM when the election of the is being held, may not contest such election. In default all the election shall be deemed null and void. Such Member may not be co-opted to the Club's and/or any sub- whilst under suspension.
- e. Clubs shall present a copy of their Financial Statements to ASA for viewing by the Executive by not later than the 15th November of each year. The Financial Statements shall be those approved by their Annual General Meeting and must be audited.

#### **RULE 44            STATEMENTS TO THE PRESS**

No authorisation is required by a Club or Club Members before issuing statements/reports to the Press, or before granting interviews on the Broadcasting Media, however Clubs or Club Members shall be responsible for any unethical or unsporting statements/reports, or any statement/report which go against the interest of the Association. Clubs or Club Members are to seek the approval of the ASA Executive prior to the issuing of statements/reports to International and Foreign Sporting Bodies. (*amended AGM 2016*)

#### **RULE 45            CLUB DELEGATES**

The President and/or Secretary of each Club shall authorise the appointment of the delegate or his substitute. Only such delegate has the right to vote and speak on behalf of the Club during Association's AGM and to speak on behalf of the Club whenever necessary.

#### **RULE 46            CORRESPONDENCE TO THE ASA**

- a. Only correspondence signed by any of the Club Officials shall be recognised by the ASA. This, however, does not include any contestations on referees' reports which may also be made by the official/coach accompanying the team. If, for some reason or other, the Club Officials happen to be simultaneously away from the Island, then the Club is to delegate a person to sign correspondence. The name of this delegate is to be forwarded in writing to the Association.
- b. It shall be the Club's responsibility to ensure that the ASA has received all correspondence and any other information sent to the ASA by the Club.

#### **RULE 47            COST INCURRED BY THE ASA**

In the event that the ASA incurs, or is otherwise charged with any fines, costs, fees or other charges of whatever nature, for which a club or individual athlete shall be responsible, the ASA shall be entitled to recover from the club or individual responsible all such fines, costs, fees or other charges it may have incurred or which it may be requested to pay.

### **AFFILIATED BODIES**

#### **RULE 48            AFFILIATED BODIES' STATUTES**

The Statute of every Affiliated Body affiliated to the ASA must conform with the laws, rules and spirit of the Association.

#### **RULE 49            BOOKS TO BE KEPT**

All Affiliated Bodies shall keep the following books:-

- a. A Minute Book showing records of all Meetings and General Meetings of the Body.
- b. A Cash Book showing all financial transactions of the Body.
- c. A Membership Book showing names and addresses of all Members, date of joining Body and date of ceasing their membership.

#### **RULE 50            AFFILIATED BODIES' ANNUAL GENERAL MEETINGS**

- a. Affiliated Bodies shall inform the Executive of their Annual General Meeting at least ten days beforehand. Such General Meeting is to be held after the end of the ASA Competitive Season (Rule 28) and not later than the end of October of each year. Affiliated Bodies that fail to conform to this Rule shall be suspended from all ASA activities. This suspension shall be lifted by the Executive when it is satisfied that the Affiliated Body has held its Annual General Meeting (*amended AGM 2020*).
- b. The Executive has the right to appoint a delegate to supervise Affiliated Bodies' Annual General Meeting. The composition of an Affiliated Body's new and any changes to their statute are to be forwarded to the Executive as early as possible and in any case by not later than the 6th November. Any subsequent changes of the and statute are to be notified within five days (*amended AGM 2020*).
- c. The Executive shall have the right to object to any Member of the Committee without giving reasons. Such Member shall vacate his post within

15 days from receipt of an objection by the Executive . In default, the President and Secretary of that particular Affiliated Body will be held responsible and shall be automatically suspended until the position is rectified (*amended AGM 2020*).

- d. Any Member under suspension at the time of the Affiliated Body's AGM when the election of the is being held, may not contest such election. In default all the election shall be deemed null and void. Such Member may not be co-opted to the Affiliated Body's and/or any sub- whilst under suspension.
- e. Affiliated Bodies shall present a copy of their Financial Statements to ASA for viewing by the Executive by not later than the 15th November of each year. The Financial Statements shall be those approved by their Annual General Meeting and must be audited.

#### **RULE 51                      STATEMENTS TO THE PRESS**

No authorisation is required by a Club/Affiliated Body or Club Members before issuing statements/reports to the Press, or before granting interviews on the Broadcasting Media, however Clubs/Affiliated Bodies or their Members shall be responsible for any unethical or unsporting statements/reports, or any statement/report which go against the interest of the Association. Clubs/Affiliated Bodies or their Members are to seek the approval of the ASA Executive prior to the issuing of statements/reports to International and Foreign Sporting Bodies. (*amended AGM 2016*)

#### **RULE 52                      CORRESPONDENCE TO THE ASA**

- a. Only correspondence signed by any of the Affiliated Body's Officials shall be recognised by the ASA. If, for some reason or other, the Body's Officials happen to be simultaneously away from the Island, then the Affiliated Body is to delegate a person to sign correspondence. The name of this delegate is to be forwarded in writing to the Association.
- b. It shall be the Affiliated Body's responsibility to ensure that the ASA has received all correspondence and any other information sent to the ASA by the Body.







## **WATER POLO COMPETITION**

### **RULES**

**6<sup>th</sup> May, 2024**

## SECTION 1 - INTRODUCTION

### WPCR-1 INTRODUCTION

- a. These rules are intended to supplement the current ASA Statute and the Disciplinary Code and they shall not in any way supersede any rule contained in the said Statute or Disciplinary Code. If, on any point, there is a conflict between the Statute/Disciplinary Code and these Competition Rules, then the provisions of the Statute/Disciplinary Code shall prevail.
- b. These rules shall remain in force until cancelled and/or amended by the Council.

### WPCR-2 LAWS GOVERNING THE GAME

- i. All laws governing the game are to be regulated as per World Aquatics Rules and Regulations unless otherwise specified by local rules and regulations.
- ii. All games, whether organized by the ASA itself and those which, although not so organized, but are officiated by ASA recognized referees, shall be automatically subject to the ASA disciplinary rules and regulations. *(Amended 6<sup>th</sup> May, 2024)*

### WPCR-11 COMPETITIONS

The following competitions shall be organised by the ASA:-

- a. National Water Polo Competitions
- b. Super Cups
- c. Winter Competitions
- d. Women's League and Knock Out Competitions
- e. Age-Group Competitions
- f. Any other competitions.

It is assumed that clubs which participated in any of the above competitions in the previous season would also participate in the same competitions during the following season. Clubs that wish to withdraw from any competition are to inform the General Secretary by not later than the first week of December.

For league competitions, clubs will participate in the division in which they are eligible to participate by virtue of the Classification of the National Water Polo Competitions of the previous season. *(amended 18 January 2022)*

Clubs that would like to participate in any competition in which they did not participate in the previous season are to apply to do so by not later than one week prior to the Calendar Meeting and, in the case of league competitions, shall only be eligible to participate in the lowest division. These applications are to be approved by the Executive .

For Women's and Age Group competitions, late applications may be considered by the Executive *(amended 9<sup>th</sup> January 2017)*

## WPCR-12      NATIONAL WATER POLO COMPETITIONS

The National Water Polo Competitions shall consist of League Championships and Knock-Outs for the Premier Division Clubs and First Division Clubs. These shall be considered to be one single competition (*as amended at Council 22.01.2018*)

The format of the competitions (including the number of rounds and start and end dates) shall be determined during the annual Calendar meeting for Club Officials that will be held by not later than the 20<sup>th</sup> December and approved by Council (*amended 21<sup>st</sup> January 2019*).

*Refer Appendix 1 ( amended 6<sup>th</sup> May,2024)*

a. Premier Division League

- i. The Premier Division shall consist of six (6) clubs.

b. First Division League

- i. The First Division League shall consist of the remaining clubs who do not form part of the Premier Division and who may apply to participate in the First Division League; (*amended AGM 2016*)

c. Knock-Out Competitions

- i. Separate KO competitions shall be held for Premier and First Division clubs.
- ii. The KO competitions shall be held throughout the season as agreed during the Calendar Meeting.
- iii. Every KO fixture shall be a best-of-1 play-off.

## WPCR-13      SUPER CUPS

- a. The Premier League Super Cup will be played between the previous season's Premier Division League champions and the KO winners.
- b. The First Division Super Cup will be played between the previous season's First Division League champions and the KO winners.
- c. The Women Super Cup will be played between the previous season's League champions and the KO winners.
- d. In the case that a team would have won a "double" in the previous season, these matches will be played between the runner-up in the league and the winner of the Knock-Out.
- e. Super Cups will be played as distinct competitions and not as part of another competition.
- f. The games may be played in aid of philanthropic organisations and may be named as required.

## **WPCR-14 WINTER COMPETITIONS**

The Winter Competitions shall consist of League Championships for the Premier Division Clubs and First Division Clubs. These shall be considered to be one single competition.

The format of the competitions (including the number of rounds and start and end dates) shall be determined during the annual Calendar meeting for Club Officials and Council Members. This will be held as early as possible before the start of the season.

Should the number of clubs applying to participate is nine (9) or less a single competition will be organised.

### **a. Premier Division Winter League**

- i. The Premier Division Winter League shall consist of the six (6) clubs that are eligible to play in the same season's National Premier Division Competition (*amended 9<sup>th</sup> January 2017*).
- ii. The format of the competitions (including the number of rounds and start and end dates) shall be determined during the annual Calendar meeting for Club Officials and Council Members. This will be held as early as possible before the start of the season (*amended – AGM 2019*)

### **b. First Division Winter League**

- i. The First Division League shall consist of the remaining clubs who do not form part of the Premier Division and who may apply to participate in the First Division Winter League; (*amended 9<sup>th</sup> January 2017*)
- ii. The format of the competitions (including the number of rounds and start and end dates) shall be determined during the annual Calendar meeting for Club Officials and Council Members. This will be held as early as possible before the start of the season (*amended – AGM 2019*).

## **WPCR-15 WOMEN'S COMPETITIONS**

The Women's competitions shall consist of a league and a Knock-Out. Participation shall be by application from affiliated clubs. The closing date for applications shall be determined by the Executive .

The format of the Women's competitions, including venues, shall be determined every season by the Council.

## **WPCR-16 AGE-GROUP COMPETITIONS**

Age-Group competitions shall be organised for age-groups as defined below

- **U/20** – players must be aged 20 or less on the 31st December of the year of competition;
- **U/18** – players must be aged 18 or less on the 31st December of the year of competition;

- **U/16** – players must be aged 16 or less on the 31st December of the year of competition.
  - **U/14** – players must be aged 14 or less on the 31st December of the year of competition.
  - **U/12 – players must be aged 12 or less on the 31<sup>st</sup> December of the year of competition.**
- a. Competitions for other age-groups may be organised.
  - b. The format of age-group competitions, including venues, shall be determined every season by the Executive , as recommended by the Youth and approved by Council *(amended 20 January 2024)*.

## **WPCR-17 OUT OF COMPETITION PARTICIPATION**

- a. The Council may, at its sole discretion, give its permission to a team to participate “out of competition” in any seniors or age-group competition organised by the ASA.
- b. The Youth Water Polo may give its permission to a team to participate “out of competition” in any age-group competition organised by the ASA. Such decisions may be reversed by the Council.
- c. In matches involving teams playing “out of competition”:
  - i. no points shall be earned or lost by either of the teams;
  - ii. disciplinary measures taken in respect of incidents that occur during the match shall apply to both teams. Match suspensions incurred shall be discounted in future matches of the same team with which the suspended player was playing when the offence occurred;
  - iii. match suspensions shall not be discounted.
- d. Teams participating “out of competition” will be allowed to field a maximum of three over-aged players (1 year older than the age-group in which the team is playing in) *(amended 20 January 2024)*;
- e. In the case that the team playing out of competition is an ASA selection, then, in all matches played by this selection, any players registered with the opposing team shall play for the ASA selection unless previous arrangements are made.

## SECTION 3 - WATER POLO GAMES

### WPCR-21 DURATION OF THE GAME

- The duration of Senior Men and Women matches shall be as per World Aquatics Water Polo Rule 4
- The duration of age-group matches shall be as per the table below (*amended 9<sup>th</sup> January 2017*).

	U/20	U/18	U16	U14	U12
<b>Time - 4 sessions (actual play)</b>	8 minutes	8 minutes	8 minutes	7 minutes	6 minutes
<b>Interval between 2nd and 3rd Sessions</b>	3 minutes	3 minutes	3 minutes	2 minutes	2 minutes

- The teams, including the players, coaches and officials shall change ends before the start of the 3rd period.
- Should the scores be level at full time, in any league game, there shall be a penalty shoot out to determine the result (as per World Aquatics Rule 4.3 and as specified in Appendix 6 of the World Aquatic Rules). Whenever a game is decided through penalty shoot out the winning team will be awarded 2 points and the losing team will be awarded 1 point. (

*Effected from Summer 2024 - Amended on 04.03.2024)*

### WPCR-22 CAPS

- Caps worn during all ASA Competitions shall be in conformity with World Aquatics Appendix 4.
- Clubs are solicited to have an additional set of caps so that if a player's cap is lost or torn during the match, it can be changed by a cap with the same number.
- Caps are not to be taken off until the players have left the pool area and entered the dressing rooms.
- Teams listed in the first column of the fixture list shall be considered to be the home team. The home team shall wear white caps.

### WPCR-23 WATER POLO BALLS

- Senior matches (men & women) shall be played with balls that conform to the provisions of ~~FINA~~ **World Aquatics Appendix 4 Rule WP-3**. Age-group matches shall be played with ball sizes as per the table below (*amended 9<sup>th</sup> January 2017*).

U/20	U/18	U/16	U/14	U/12
Size 5	Size 5	Size 5	Size 4	Size 3

- b. Balls for matches played at the National Pool shall be provided by the ASA.
- c. The home team shall provide a minimum of 4 balls in matches that are played in Clubs' pitches.

## WPCR-24 PITCH RIGGING

- a. The size of the field of play for Senior matches (men & women) shall be as per World Aquatics Rule 1 and Rule 18.2.2. The pitch shall be set up at least 15 minutes prior to the scheduled commencement of the match. The field of play for age-group matches shall be as per the table below (*amended 20 January 2024*).

	U/20	U/18	U/16	U/14	U/12
<b>Pitch Length</b>	30m	30m	25-30m	25m	25m
<b>Pitch Width</b>	15m-20m	15m-20m	15m-20m	15m-20m	15m-20m
<b>Goal Width (Inner Sides)</b>	3m	3m	3m	3m	3m
<b>Goal Height (Inner Sides)</b>	0.9m	0.9m	0.9m	0.9m	0.9m

- b. The Executive may approve requests made by clubs to allow inconsistencies with the provision of this rule due to limitations imposed by the structure of the particular club's facilities.
- c. White cones – goal line and half distance line  
 Red cones – 2 metres from the goal lines  
 Yellow cones – 6 metres from the goal lines  
 Red cones – 5m from the goal lines (*as amended 8<sup>th</sup> February 2021*)

## WPCR-25 TEAM LINE-UPS

- a. For all matches at the Tal-Qroqq Sports Complex, Official Team Line-Ups should be sent by email to [info@asaofmalta.eu](mailto:info@asaofmalta.eu) in the morning of the actual match day, and not later than 1 hour prior to the start of the first match on the actual match day. For matches held at the Clubs' premises or Cottonera Pool Complex, Official Team line-ups must be presented to the match secretariat at least 30 minutes before the scheduled start of the match. The line-ups must include
  - The name of the team and the opponent;
  - The competition, date and time;
  - The cap numbers and the **full** names of the players that will be participating in the match;
  - The team captain and vice-captain are to be named;
  - The designation and **full** name of the officials who will be on the team's bench;
  - The full name of the medical persons (where applicable);
  - The signature of the team captain or team/club official;
- b. Only players included in the line-ups are eligible to participate in the match.

- c. Line-ups may be amended up to the start of the match in question. Any amendments are to be signed by the team captain or team/club official.
- d. Line-ups may not be amended once the match has started. (*amended 20 January 2024*).

## WPCR-26 NUMBER OF PLAYERS

- a. Each team shall consist of seven players, one of whom shall be the goalkeeper, and not more than 7 reserves. This applies to all competitions organised by or played under the aegis of the ASA **except for** Women's competitions where they will be allowed to have 8 reserves. This rule supersedes the provisions of Rule 2.1 of the World Aquatics Rules (**Amended 6<sup>th</sup> May, 2024**).
- b. As from season 2024 each team may have a maximum of one player of non-Maltese nationality in its line-up for any Senior match organised by or played under the aegis of the ASA. This rule shall apply at least until the end of season 2026 (*as amended at AGM 2022*)
- c. The following rules shall apply for age-group matches:  
U/12, U/14. U/16. U/18 and U20 (All Competitions) - Teams may include players who are Resident Foreigners in their line-up. These players shall be registered on the ASA Senior or Junior registration form. In addition, the registration forms of players of non-Maltese nationality that will be participating in U/12, U/14. U/16. U/18 and U20 competitions are to be accompanied by proof that the player was ordinarily resident in Malta for at least nine months preceding the commencement date of such competition which proof may include evidence that the player would have attended school in Malta for the whole of the previous scholastic year and/or evidence that the player would have worked in Malta in the preceding 9 months. The General Secretary of the ASA will be the sole judge on the validity of such evidence (*amended 20 January 2024*).
- d. Resident Foreigners, who would have participated in any age group competitions organised by the ASA, during three of the previous five years, will be eligible to participate in the senior competition organised by or played under the aegis of the ASA (*amended – AGM 2019*). Resident Foreigners who have fulfilled this condition in previous seasons, will remain eligible to play as a local resident.
- e. Since no age-group competitions are organised for the women, female Resident Foreigners who provide proof that they have been in Malta for at least 9 months prior to the submission of their registration form, will be eligible to participate in the Senior Women's competitions organised by or played under the aegis of the ASA (*amended 8<sup>th</sup> February 2021*)

## WPCR-27 ASA IDENTITY CARDS

A player must be in possession of an ASA Identity Card before he/she is eligible to participate in an age-group competition. These identity cards are issued when a recent passport-sized photograph is submitted to the ASA Secretariat four (4) days before the start of the water polo event in which the player will be participating. A player without the required card shall not form part of the team's line-up. It is the responsibility of the club's officials to make the necessary arrangement to collect the players' Identity Cards from the ASA Office. Cards are to be inspected by the match referee prior to the commencement of any age-group match. A game shall not be played if each team does not present at least seven identity cards (*amended 21<sup>st</sup> January 2019*).



## WPCR-28 EXCLUDED PLAYERS

- a. Players excluded for the rest of the match by the referee for misconduct or violent action, may go up into the stands for the remainder of the match in which he/she was shown a red card (*amended 20 January 2024*).
- b. The excluded player shall keep to his team's side of the pool and should not cross over to the opponent's side for any reason whatsoever.
- c. Players who may not participate any further in the match because of three personal faults are to remain seated on the substitutes' bench wearing their caps.

## WPCR-29 TEAM OFFICIALS

- a. Team Officials shall be limited to one head coach, two team officials and two medical persons. The head coach and the two team officials shall sit on the substitutes' bench while the two medical persons shall sit behind the substitutes' bench (by the wall). The medical persons are to remain seated throughout the match and are only allowed to approach their team players should an injury occur (*amended 20 January 2024*).

### **Clarification:**

*A Medical person is a person holding a degree in Medicine or, Physiotherapy., or a pre-approved student in medicine or physiotherapy of not less than the 3<sup>rd</sup> year in University. The medical person/s are to remain seated throughout the match and are only allowed to approach their team players should an injury occur, apart from time-outs and session breaks ( added 26.04.25)*

- b. The head coach of the attacking team shall be allowed to move to the 5-meter line at any time.
- c. Only the head coach or team official is allowed to approach the Table during a match. Disciplinary action shall be taken against offenders.
- d. All the officials shall wear the same club's uniform.

### **Clarification:**

*The Officials could wear a different uniform depending on the weather provided that where there is more than one of the same outers (jacket, track suit, t shirt, hoodie) on the bench these are of the same colour and bear the club logo. ( added 26.04.25)*

*It is NOT PERMISSABLE to wear any attire (top or shorts / trousers) bearing the logo of another team. ( added 26.04.25)*

- e. At the end of the match, the coach and the team official shall direct the team straight to the dressing rooms and shall not allow any lingering, verbal or physical contact with the opposing team and or supporters. The retiring teams shall keep to their side of the pool and should not cross over to the other side for any reason whatsoever. Disciplinary action

will be taken against offenders.

- f. Each club will be responsible for all their Officials and medical staff (*amended 9<sup>th</sup> January 2017*).

### **WPCR-30 MATCH OFFICIALS, REFEREES & TABLE OFFICIALS**

- a. Only referees appointed by the ASA shall control competition matches organised by or played under the aegis of the ASA.
- b. It is the responsibility of the ASA to appoint table officials for senior men matches played at any venue (*amended 20 January 2024*).
- c. For Women and Age Group matches played at clubs' premises or at the Cottonera Pool, the home Club shall appoint table officials (match secretary and time-keepers) for the match and provide all the timing equipment required. These officials are to present themselves to the referee/s before the match starts. Two officials of the away team have the right to sit at the secretary's table to act as observers (*amended 20 January 2024*).
- d. For matches played at clubs' premises, the home club shall ensure that the table officials are supplied with a copy of the World Aquatics WP Rules before the match.
- e. At the end of matches played at the National Pool, the match secretary shall give the original match record to the ASA Secretary or in his absence to an ASA Official.
- f. At the end of the matches not played at the National Pool, the match secretary shall give the original match record and the team line-ups to the referee (*amended 9<sup>th</sup> January 2017*).
- g. The copies of the match records are to be handed to the official of the participating teams. It is the duty of the club official to collect a copy of the match card at the end of the match, failing which, the club will be considered as having received said copy of the match card (*vide Disciplinary Commissioner's Terms of Reference Article DC-07 regarding contestation of any report on the match cards*).
- h. One Member of the home club should be present during matches played at their club premises. The name of the Member is to be written on the match- card in the space marked Delegates. Should no Member be available to be present, the club is to inform the ASA of this fact and they are to supply the name of the substitute 'delegate' by not later than 24 hours before the match in question (*amended 9<sup>th</sup> January 2017*).

### **WPCR-31 MATCH DELEGATE AND MATCH REFEREES' ASSESSOR**

- A match delegate may be appointed by the ASA to observe match proceedings. He shall have the right to make reports about any incidents that may take place in and out of the pool (*amended 20 January 2024*).
- The match referees' assessor will assess the match officials on the forms provided. A record of each referee's mark for each match will be kept (*amended 20 January 2024*).

## **WPCR-32    RESTRICTED AREA AND SECURITY**

- a. The Restricted Areas at the National Pool during water polo matches consist of
  - The VIP stand;
  - The referees' office at pool deck level.
  - Those areas reserved for the referees, goal judges, the match secretariat, athletes and team officials.
  - The whole pool deck (including the deck surrounding the Diving Pool)
  - Those sections on pool stands/terraces that are indicated to be Guest or VIP areas. *(amended – AGM 2019)*
  - Additional restricted areas identified by the Executive from time to time and communicated to the clubs *(amended 8<sup>th</sup> February 2021)*
- b. The Restricted Areas during matches and/or competitions played at Clubs' premises consist of:
  - The area around the secretariat's table.
  - A two-metre area around the pool.
  - A referees' changing room.
- c. The organising club shall make available to the referee/s a secure changing room together with a key to the room.
- d. It is the responsibility of the organising Club to ensure that only the match officials, team players, two team officials per club and a medical doctor/physiotherapist are present in the restricted area.
- e. The organising Club shall be responsible for all security arrangement during matches and/or competitions played on their premises. The organising Club should make the required security arrangements in good time before the actual date of the event.
- f. Unauthorized entry into the restricted areas may result in disciplinary action being taken against the individual/s involved.

## **SECTION 4 - GENERAL**

### **WPCR-41            SUBMISSION OF REGISTRATION FORMS (PLAYERS OF MALTESE NATIONALITY)**

- a. Registration Forms for players of Maltese nationality shall be submitted to the ASA office at least four (4) days before the start of the match in which the player will be participating.
- b. Loan Registration Forms
  - i. These forms shall be submitted to the ASA Office at any given time during a competition, provided the player going on loan has not been listed in any other clubs' team list, or played for any other club during that same competition.
  - ii. Should the Loan Form be for an athlete participating in an age-group competition, said Loan Form is to be submitted together with a passport photo, 4 days before the start of the match in which the player will be participating in *(amended 21<sup>st</sup> January 2019)*
- c. Shared Player Form
  - i. These forms shall be submitted to the ASA Office at any given time during a

- competition, provided the player being shared has not been listed in any other clubs' team list, or played for any other club during that same competition.
- ii. Should the Shared Player Form be for an athlete participating in an age-group competition, said Shared Player Form is to be submitted together with a passport photo, 4 days before the start of the match in which the player will be participating in (*amended 21<sup>st</sup> January 2019*)
- d. A player shall not participate in the same competition with different Clubs in the same season (ASA Statute Rule 35a)

#### **WPCR-42      POINTS**

In each match, in all competitions, or phases of a competition, played on a league basis,

- 3 points shall be awarded to the winning team;
- 1 point shall be awarded to each team if the result is a draw;
- 0 points shall be awarded to the losing team.

#### **WPCR-43      CLASSIFICATION**

In all Water Polo Leagues including age-group competitions (Men and Women) classification shall be determined by awarding:

- 3 points shall be awarded for a win;
- 1 point for a draw;

##### League Format (No Play Offs)

If 2 or more teams finish with the same number of points and these teams have the most points in the league, and the championship has to be determined, a deciding match will take place as detailed hereunder.

- a) If only 2 teams are on equal points, then the decider shall be played between these 2 teams;
- b) If more than 2 teams are on equal points, then a “temporary” classification shall be established:
  - the team which won the greater number of direct encounters. In the case that the number of victories is equal then the team with the better net result (aggregate score) in the direct encounters shall be the winner;
  - If still tied, the team with the best goal difference (in the temporary classification);
  - If still tied, the team which scored most goals (in the temporary classification);
  - And if still tied, the result against the next highest placed team(s)

The top 2 teams in this “temporary” classification shall then play each other in the decider. The decider shall be played by not later than 3 days after the last match of the league. The date is to be determined before the start of the competition (*amended 20 January 2024*).

#### League Format (With Play Offs)

If 2 or more teams are on equal points

- the team which won the greater number of direct encounters. In the case that the number of victories is equal then the team with the better net result (aggregate score) in the direct encounters shall be the winner;
- If still tied, the team with the best goal difference (in the temporary classification);
- If still tied, the team which scored most goals (in the temporary classification);
- And if still tied, the result against the next highest placed team(s)

If 2 or more teams finish with the same number of points and these teams do not have the most points in the league, then the classification shall be determined as follows:

- the team which won the greater number of direct encounters will be placed higher. In the case that the number of victories is equal then the team with the better net result (aggregate score) in the direct encounters shall be the winner;
- If still tied, the team with the best goal difference (in the temporary classification);
- If still tied, the team which scored most goals (in the temporary classification);
- And if still tied, the result against the highest placed team(s)

(*amended 20 January 2024*).

#### **WPCR-44      PLAY-OFFS**

- a. Each match in a play-off series will be played until a winner is determined.
- b. A team will be declared the winner of a play-off series when it is not possible for the other team to win more games than the winner. Once a winner has been declared, the rest of the games in the series will not be played.
- c. 4 types of play-off series shall be utilised:
  - Best-of-1 play-off – this just a fancy name for a “decider”;
  - Best-of-2 series – the aggregate score of the two matches will be taken into consideration; (*as amended at Council 22.01.2018*)
  - Best-of-3 series - the first team to win 2 matches will be the winner;
  - Best-of-5 series - the first team to win 3 matches will be the winner.
  -

- d. The “better” placed team plays the first game as the “home” team.

#### **WPCR-45      PRESENTATION OF TROPHIES**

- a. It is the responsibility of the team captain to present himself/herself to receive the Winners or the Second Placed / Runners Up trophy, at the end of the final match or at a time when requested by the ASA. (Vide Disciplinary Code)
- b. It is also the responsibility of the Head coach and Team Official accompanying the team, to ascertain that the Team Captain presents himself/herself for the presentation of the Trophies. (Vide Disciplinary Code) (*amended 20 January 2024*).

#### **WPCR-46      WITHDRAWAL FROM COMPETITION AND WALK-OVERS**

- a. If a team withdraws or is removed from a competition after same would have commenced, all points derived from matches played against this team shall be cancelled and the classification adjusted accordingly. The team shall be subject to disciplinary actions as per the Disciplinary Code in force.
- b. If a team concedes more than 2 walk-overs in a competition, that team shall be considered as having withdrawn from the competition in which the walk-overs were conceded. All points derived from matches played against this team shall be cancelled and the classification adjusted accordingly. The team shall be subject to disciplinary actions as per the Disciplinary Code in force.

#### **WPCR-47      PROTESTS**

- a. Protests on points of fact during and/or after a match shall not be upheld as per (Appendix 5 – Item 7 WP 7.1 - All decisions of the referee/s on questions of fact shall be final and their interpretation of the rules shall be obeyed throughout the game).
- b. Protests on technical errors can be made only during a match by the coach or the team official. Protests on technical errors lodged at the end of the match will not be upheld. The procedure for protests on technical errors is as follows:-
  - The coach or team official must calmly approach the match secretary or the referee immediately the incident occurs, clearly indicating that he would like to lodge a technical protest.
  - At the first suitable stoppage, the match secretary shall whistle and the referee shall call for the ball.
  - The match secretary shall call a team official of each team and both referees to the Secretariat’s table. The match secretary may ask any ASA Official to be present. The team official who lodged the technical protest shall be asked to present his case. The match secretary/ASA officials and the referees will rule after consulting the FINA Rules if required. This ruling is final and cannot be appealed during or after the match.
  - If the protest is not upheld, the match shall proceed without further delay.

- If the protest is upheld, then the match shall restart from the point in which the technical error occurred, with the match clock and shot-clocks being reset to that time. All actions, except brutality, recorded in the match card between the technical error and the stoppage of the match shall be null and void.
- c. Protests regarding LEN ITC forms can only be made if a request for transfer is not submitted to LEN by the Federation of the player/s of non-Maltese nationality who is/are to be registered with the Maltese clubs. It is the responsibility of the Maltese Club to ensure the foreign club submits to LEN through its Federation the required transfer certificate and request proof that same had in fact been submitted. All registration rules applying at the time of registration of a Water Polo Player of Non-Maltese nationality shall continue to apply and therefore protests regarding these rules may be made.

### WPCR-33      YELLOW AND RED CARDS

- a. Yellow and red cards may only be shown by the referee/s controlling the match.
- b. Players may be shown yellow and/or red cards as provided by World Aquatics Rule 16.
- c. Whenever a referee is of the opinion that a coach has misbehaved, he/she shall show the coach the yellow card if this is his first offence of the match. Subsequent misbehaviour must be penalised with a red card. The yellow card cannot be shown to any of the other team officials.
- d. Whenever a referee is of the opinion that an assistant coach, team official or player on the substitute bench has misbehaved, he/she shall show him the red card directly.
- e. When a coach, assistant coach, team official or player on the substitute bench is shown a red card, he shall be dismissed for the rest of the match (*amended 20 January 2024*).
- f. When a coach, assistant coach, team official or player on the substitute bench is shown a direct red card, the referee is to make a detailed report of the incident/s on the match-card.
- g. The referee/s must clearly indicate in their report if a red card shown to a coach was the result of two yellow cards.
- h. No reports need to be filed when a single yellow card is shown.

#### **WPCR-48      SUCCESSFULLY CONTESTED REPORTS**

If a referee's report is successfully contested and the Disciplinary / Adjudicating Body overturns the referees' report, this will have no effect on the result of the match. The fines and/or suspensions imposed on the player/s and/or the club will be cancelled.



## SECTION 5 - MISCELLANEOUS

### WPCR-51 PLAYERS OF NON-MALTESE NATIONALITY

- a. All ASA Rules regulating the registration of players shall apply for the registration of players of non-Maltese nationality with the exception of **Rule 34.1(a)(vi)(g)**: "Signature of any two of the Club officials of the previous Club (if applicable) authorising the transfer".  
(Amended 02.10.2024)
- b. The following rules shall apply and shall regulate the registration of Players of non-Maltese nationality:
  - i. For the scope of the registration of non-Maltese Players, the Water Polo season shall be deemed to consist of the following phases:
    - a. The Winter League;
    - b. The 1<sup>st</sup> round of the Premier and First Division leagues (or Preliminary Round as the case may apply) (amended 20 January 2024);
    - c. The 2<sup>nd</sup> and subsequent rounds of the Premier and First Division leagues.
    - d. In the case that matches in connection with the Knock-Out competitions are scheduled to be played in the interval between any of these phases, then the Knock-Out matches shall be deemed to form part of the earlier phase.
  - ii. Clubs may register different players of non-Maltese nationality for each of these phases provided that the relative registration forms are submitted to the ASA Office at least four (4) days prior to the start of the first match of the phase in which the players will be participating. This rule applies to all categories.
  - iii. In order to be eligible to participate in the final phase of the season, that is, the 2<sup>nd</sup> and subsequent rounds of the Premier and First Division leagues, players of non-Maltese nationality had to be in Malta 4 days prior to the start of the 2<sup>nd</sup> and subsequent rounds of the Premier and First division leagues and had to remain in Malta until the end of the competitions. Such players cannot be absent from Malta for more than two weeks (amended 9 May 2023).
  - iv. Players of non-Maltese nationality, who, for some reason or other, are not residing in Malta for a continuous period of fifteen (15) days during the final phase, will be ineligible to participate further in the said phase.
  - v. Clubs are to inform the ASA, in writing, whenever any player of non-Maltese player, registered with their club, is leaving the Island.
  - vi. In order to participate in any competition organized by/or under the aegis of the ASA of Malta, the clubs registering players of non-Maltese nationality must submit a LEN ITC form duly signed and stamped by the federation the player had previously been registered with, and approved by LEN.
  - vii. It is not necessary for a club to submit a new Registration Form for a player of non-Maltese nationality for each phase of a Water Polo season if the player is being retained for more than one phase.
  - viii. The minimum registration period of players of non-Maltese nationality may be of less than four competitive seasons only if these are registered on the ASA form issued specifically for use by players of non-Maltese nationality. Players of non-Maltese nationality are to produce an International Transfer Certificate if their registration period exceeds one competitive season.

- ix. Clubs registering players of non-Maltese nationality that were registered with a local club that same or during the previous competitive season, shall be obliged to pay a transfer fee as regulated by the parameters stipulated in **the ASA Transfer Tribunal Code.**
- x. It is the obligation and duty of the registering club to enquire, seek and obtain the necessary permits as required by the relevant authorities.

## WPCR-52      SHARED PLAYERS

Players who are eligible to participate in an age-group Water Polo competition organised by the ASA during a particular season may be given permission by their club to play for another club in the same season subject to the conditions below.

- a. Players that are given this permission shall be referred to as “Shared Players”. The club who is making the player available shall be referred to as the “Grantor” and the club that shall be making use of the player shall be referred to as the “Grantee”. The Grantor and the Grantee may be in any division.
- b. The Shared Player must be registered either as a Senior Player or as a Junior Player with the Grantor. Players who are registered on Loan may not be shared.
- c. Shared players may be of any nationality.
- d. Two types of player sharing are allowed:
  - i. The Grantor gives permission to any of its age-group players to play for the first team of the Grantee. In this case the Shared Player is only eligible to play for the Grantor’s age-group teams (as eligible by virtue of date of birth) and for the Grantee’s first (senior) team.
  - ii. The Grantor gives permission to any of its age-group players to play for the age-group teams of the Grantee. In this case the Shared Player is only eligible to play for the Grantor’s first (senior) team and for the Grantee’s age-group teams (as eligible by virtue of date of birth).
- e. Sharing of players must be made on an appropriate form supplied by the ASA. Shared Players Forms shall be submitted to the ASA Office at any given time during a competition, provided the player being shared has not been listed in any other clubs team list, or played for any other club during that same competition.
- f. A “sharing” will remain in effect till the end of the competition (i.e. the competition in which the Grantee is participating) in which it was made.
- g. A club may give permission to any number of its players to be available as Shared Players, provided that a Grantor may only allow:
  - in the Male category, a maximum of **six** of its players to be available as Shared Players to one Grantee under WPCR52 (d) (i) and a maximum of **six** of its players to be available as Shared Players to one Grantee under WPCR52 (d) (ii);
  - in the Female category, a maximum of **six** of its players to be available as Shared Players to one Grantee under WPCR52 (d) (i) and a maximum of **six** of its players to be available as Shared Players to one Grantee under WPCR52 (d) (ii).

***Provided*** that if a club is not participating in a specific age group competition it may give permission to any number of its players to be available as Shared Players to another club that is participating in the said age group competition under WPCR52 (d) (ii).

**Provided** further that a Grantee that has **six** Shared Players registered with it from one Grantor under WPCR52 (d) (i) in the Male category, may not give permission to any of its players to be available as Shared Players with the same Grantor under WPCR52 (d) (ii) in the Male category (amended 02.10. 2024).

- h. If a shared player is suspended from all ASA activities, then this suspension shall apply to both the Grantor and the Grantee. However, the period of suspension that is in force in the period between the imposition of a fine by the ASA on a shared player and its payment, shall apply only to the player's activity with the club that he was representing when the fine was imposed.

## **WPCR-53      PLAYERS HONOURS**

The ASA shall organise Players Honours governed by the provisions below.

- a. The best player in each of the categories below shall be declared Player of the Year
  - i. Premier Division, including any preliminary rounds and play-offs, if any
  - ii. First Division, including any preliminary rounds and play-offs, if any
  - iii. Women's Competitions
  - iv. U/20
  - v. U/18
  - vi. U/16
  - vii. U/14
  - viii. U/12
  - ix. Any other category as decided by the Council.
- b.
  - i. Player of the Month may be awarded during any competition.
  - ii. The ASA can also organise other awards during the various competitions, namely:-
    - Best Player – Winter Competitions;
    - Best Player – Summer Competitions;
    - Best Goalkeeper;
    - Best Referee
- c. Only players of Maltese nationality can be declared Players of the Year (*amended 20 January 2024*).

### Premier Division, First Division and Women's Honours

- d. The Council shall nominate a panel of persons who shall be given the right to select the best player of "approved" matches. This panel shall consist of
  - i. Council members eligible to vote on WP matters
  - ii. 1 Club Official (President, Secretary or Treasurer) to be selected by the clubs
  - iii. All members of the Executive
  - iv. Water Polo National Team Coaches
  - v. First Team club coaches
  - vi. First Team – Team Official to be nominated by the Club (and communicated to the Executive )
  - vii. Active referees
  - viii. Not more than 5 members of the Media who regularly attend and report on water polo matches.

- e. An individual will only have 1 vote if he/she falls into more than 1 of the above categories.
- f. Voting shall take place in the competitions chosen by the Executive
- g. Voting shall be conducted as follows:
  - i. At the end of each matchday, the Vice President Water Polo will send an email to each member of the panel from a pre-determined address. Votes are to be submitted within 48 hours of receipt of said email.
  - ii. Each member of the panel is to submit the names of three players, giving votes of 5, 3 and 1. Out of these 3 votes, a maximum of 2 votes can be given to players from the same team.
  - iii. For the National Team matches, the Panel are to submit an overall vote for the entire competition (and not per match).
  - iv. At the end of the season (including any international commitments of the Senior National Teams), the panel will be requested to submit a separate vote (5, 3, 1) for the entire season (Winter, Summer and National Team matches)
- h. One point shall be deducted for every match that a player is suspended in.
- i. If 10 votes or less are cast for any particular month, these shall be discarded (*amended 21<sup>st</sup> January 2019*).
- j. The player obtaining the greatest number of votes/points in each category shall be declared the winner of that competition and category.

#### Age-Group Competitions

- a) Voting shall take place in all league competitions of these categories.
- b) Club coaches of the Age-Group teams, National Coaches and any other persons nominated by Council shall have the right to select the best player of each of the age- group category competitions. Their selections are to be submitted to the General Secretary at the end of the season (*amended 9<sup>th</sup> January 2017*).

#### All Competitions

- a. Any player found guilty of brutality shall not be considered during that particular month and any votes received will be discarded (*amended 21<sup>st</sup> January 2019*).
- b. The players obtaining the greatest number of votes/points in each category shall be declared Player of the Year of that category.




## **Appendix 1**

### **As per provisions of WPCR 12**

#### **NATIONAL SENIOR MEN COMPETITIONS FORMAT 2025-2027**

The ASA will organize the **National Senior Water polo Competitions** during the seasons 2025 – 2027 under the following format :

From Season 2025, the participating clubs will be initially seeded based on their ranking in the BOV Summer League 2024 giving the Positions 1-12.

Any club not participating in 2025 loses its ranking and the clubs that were ranked below it move one place up.

Any new club joining the league will be ranked in last position for the first year.

During the start of the Summer season, the teams ranked 1-4 in the previous Summer league are guaranteed a place in the Premier Division League. They will play a mini league of a one round robin tournament between them with the winner being declared the **President's Cup** Winner.

At the same time, the teams ranked 5<sup>th</sup> to 8<sup>th</sup> in the previous Summer league will play a mini league of a one round robin tournament between them with the winner being declared the Winner of the Competition (which may be given a name at a later stage).

Moreover the top 2 placed teams in this mini-league will qualify to play in the Premier Division during that current season. The teams ranked 3<sup>rd</sup> and 4<sup>th</sup> in this mini league will play in the Summer First Division league that season.

At the same time, the teams ranked 9<sup>th</sup> to 12<sup>th</sup> in the previous Summer league will play a mini league of a one round robin tournament between them with the winner being declared the Winner of the Competition (*which may be given a name at a later stage*). These teams will participate in the Summer First Division League that season.

Once the above phase is over the National Summer League will be played in two divisions – Premier and First Division of 6 teams each (unless there are less or more teams in which case the number of teams in the First Division is increased or decreased). These leagues will be played on the basis of a two – round, round robin format with the Top 4 teams in each division qualifying for the semifinal playoffs.

The semifinal playoffs will be played over 3 matches, with the first match being awarded to the highest placed team in the league table after 2 rounds (So the top 2 teams of each division start one match up against the teams placed 3<sup>rd</sup> and 4<sup>th</sup>)- Pos 1 Vs Pos 4 and Pos 2 Vs Pos 3.

The winners of the semifinal playoffs will play each other in a best of 3 matches final, with both teams starting level.

Approved unanimously by all clubs through email voting – 20<sup>th</sup> May, 2024



# **Disciplinary Code**

**APPROVED BY THE COUNCIL ON**

**4<sup>th</sup> March, 2024**

## SECTION A - DEFINITIONS & GENERAL RULES

### DC-A1 APPLICATION OF THE DISCIPLINARY CODE

- i. The sanctions and other disciplinary measures detailed in this Disciplinary Code shall only be imposed on offenders found guilty of an offence after the case would have been processed as regulated by the ASA Statute.
- ii. Unless otherwise reserved for any particular discipline, these rules apply equally to all disciplines and all events organized under the auspices of the Aquatic Sports Association of Malta. — *Amended by Council meeting – 13.01.2025*

### DC-A2 DEFINITIONS

The definitions and interpretations given in this section apply to the whole Disciplinary Code.

- i. In this code singular terms shall be deemed to include the plural, and masculine terms shall include the feminine.
- ii. Club shall mean a club that is affiliated with the ASA
- iii. An Athlete shall be any individual registered with the ASA. This definition holds both when the individual is participating in an event and also when he/she is not.
- iv. For Water Polo, a team official shall mean that person whose name appears on a team line-up or match-card and who remains in the team officials' designated area throughout the match (WPCR 29 refers). Should a team official need to leave the designated area he should inform the referee and/or the Jury Table. Should this be the case, the person would still be considered a Team Official (amended 13th February 2017).
- v. For Swimming, a team official shall mean that person who shall accompany any athlete.  
**Clarification:** An individual shall be deemed a team official only during participation, that is, immediately before, during and immediately after the event in question, and while still within the precincts of the pool. At all other times and for the purpose of this Code, these persons shall be considered to be "club members".
- vi. A club member shall mean that person who forms part of a club, sub- or some other club board.
- vii. ASA Official shall mean any Council member, any member of the Executive, any member of any one of the ASA's boards, ASA employees and volunteers, coaches, including National Coaches, and pool staff, referees, goal judges, judges, time-keepers, match inspectors, starters and all those charged with an official function or other role. ASA Official shall also include members of the panel of individuals approved by the Council to serve as Disciplinary Commissioners, members of the ASA Board of Appeals and members of the Protests Board, ASA Match delegates, Disciplinary Officers, as well as those individuals nominated by the Council as delegates for ASA activities.

- viii. Match Official shall refer to ASA Match Delegates , referees, goal judges, judges, time-keepers, match inspectors, assessors, starters and table officials while they are officiating in an event.
- ix. In any venue where an ASA event or competition is being held, the restricted area shall mean those areas reserved for the referees, goal judges, the match secretariat, athletes and team officials. The restricted area also includes those sections on pool stands/terraces that are indicated to be Guest or VIP areas. The restricted area at the National Pool also includes the whole pool deck (including the deck surrounding the Diving Pool). The Executive can identify additional restricted areas from time to time which will be communicated to the clubs (*Amended Council 08-02-2021*)

For Water Polo, athletes and team officials whose names do not feature on the match-card of any given match shall be prohibited from entering the restricted area. Exceptions will be made to allow such persons from entering the restricted area should their club be featuring in a subsequent match (*amended – AGM 2019*)

For Swimming, the athletes and team officials that may enter the restricted for any particular event shall be determined by the Swimming Technical .

- x. A supporter is any individual who does not fall into the category of athlete, team official, club member or ASA official, as defined above, and who supports any given club, whether within the precincts of the pool or not.
- xi. Identified Supporter means a supporter who is either identified by the person/s making a report and named in the same report, or a supporter who is identified by the of his/her club before a decision on the relative case is taken by the Disciplinary Commissioner. In this latter case, the identification and naming must be made in writing and presented to a member of the ASA Executive . **Clarification:** When an offence is committed by more than 1 supporter such that a number of the individuals are identified and the rest are not, action shall be taken against the identified supporter/s as specified in this Code (Identified Supporter), and, action shall also be taken against the supporters' club as specified in this Code (Supporter).
- xii. In water polo, an event shall mean any given match.
- xiii. In swimming, an event shall mean a competition (age-group meet, time-trial, international meet, national championships, etc). (*amended – AGM 2019*)
- xiv. When offences are committed by swimmers or Swimming Team Officials, a sanction involving match suspensions shall be interpreted as a suspension of the same number of swimming events.
- xv. For Water Polo, competition shall mean any league, knock-out or other tournament, including any preliminary rounds, play-offs organised by or held under the auspices of the ASA.
- For Swimming, competition shall mean league, meet or other international competition, including any heats or trials organised by or held under the auspices of the ASA (*amended – AGM 2019*)



- xvi. Pool precincts at the National Pool shall include the inner parking area, that is, the parking area within the iron gates (in front of the gym) and the parking areas behind the home and away spectator stands, any area that leads to or immediately surrounds a venue where an ASA event or competition is held. For any ASA activity not held at the National Pool, the pool precincts shall include any area that leads to, or immediately surrounds a venue where such ASA event or competition is held (*as amended at Council 22.01.2018*).

## DC-A3            **SUSPENSIONS**

### i.        Effective Date of Suspensions

The date on which a suspension from all ASA activities shall come into effect shall be determined by the Disciplinary Commissioner, provided that such a suspension shall come into effect as soon as possible, while, at the same time, ensuring that the suspension is meaningful, and further provided that the commencement of the suspension shall not be earlier than the date on which the suspension is imposed.

When a suspension from all ASA activities is confirmed, reduced, increased or otherwise modified by the Board of Appeal, the date of commencement of the said suspension shall be in line with the provisions of the preceding paragraph.

A suspension from all ASA Activities until the end of the season shall be deemed to have been served immediately before the opening of the forthcoming Annual General Meeting.

**Suspensions of matches, events or competitions shall** be effective immediately.

### ii.      Completion of Match Suspensions

Match suspensions **shall be completed in the same competition** in which the relative offence was committed, **provided that the league and knock-out competitions** for the same category shall be considered to be the same competition.

For the purpose of this article, each item in the list below represents a distinct competition such that a match suspension incurred during a match in connection with a competition in one item shall be completed in a competition in the same line. The actual competitions are defined in the Water Polo Competition Rules. Any other competition, including tournaments, that may be organised such that each different one shall be considered to be a different competition. The following provisions shall apply:

- match suspensions incurred in the Super Cups shall be converted into a fine at the rate of €75 per match suspension;
- match suspensions incurred in friendly matches (of any category or age-group) shall be converted into fines at the rate of €50 per match suspension

The following provisions shall apply in the case that a match suspension is not fully completed in the season in which it was imposed:

- match suspensions incurred in senior competitions (National competitions, Winter competitions and Women's competitions) shall be carried forward to the next season;
  - match suspensions incurred in age-group competitions shall be converted into fines on the athletes' clubs at the rate of €50 per match suspension;
  - match suspensions incurred in tournaments shall be converted into fines on the athletes' clubs at the rate of €75 per match suspension.
- iii. Suspensions from all ASA activities
- During the term of a suspension from all ASA activities, the suspended individual
- Shall not be able to attend any General Meeting;
  - Shall not form part of the Council;
  - Shall not be eligible to participate (be it as athlete or as team official) in any competitions organised by the ASA or under the auspices of the ASA;
  - Shall be precluded from entering or approaching the pool or any other venue where an ASA event or competition is held. This prohibition shall not apply to athletes and coaches unless the Disciplinary Commissioner shall have decided otherwise;
  - Shall not be eligible to act as club delegate.
- iv. Effect of suspensions of clubs Council Members
- When a club is suspended from all ASA Activities, the Council member (and his substitute) nominated by that club shall remain a Council member, yet shall lose his right to vote at Council meetings and Annual General Meetings as long as that club shall remain so suspended.
- v. Suspensions from other national and international associations
- The ASA recognises suspensions or other disciplinary measures imposed by :
- FINA, LEN & other associations and federations affiliated with it;
  - Local associations and federations that are prepared to accept suspensions or other disciplinary measures imposed by the ASA.
- vi. Should a valid appeal be lodged then the Adjudicating Board/person's decision is suspended until the case is decided upon by the Appeals Board or any other Adjudicating Boards (*inserted 13<sup>th</sup> February 2017*).
- vii. A valid reason must be given for the appellant to be excused from attending a disciplinary hearing (*inserted 13<sup>th</sup> February 2017*).

#### **DC-A4            GENERAL RULES**

##### **i. Offences by unidentified athletes**

When an offence is committed by an unidentified athlete, the applicable sanction shall be borne by the team captain, provided that such an incident shall not be registered on the captain's conduct certificate.

ii. Fines

Individuals or clubs that are ordered to pay a fine **shall be deemed to be suspended from all ASA activities, and shall remain so suspended, until such fine is paid.**

iii. Damages

In addition to the sanction stipulated under this Code, every individual or club shall be obliged to remedy all damages sustained as a direct result of the incident for which said club or individual has been sanctioned. In case of damages caused by supporters (identified or unidentified), the club shall be responsible for such damages. Individuals or clubs that are ordered to pay such damages shall be deemed to be suspended from all ASA activities, and shall remain so suspended, until such fine is paid.

iv. Unpaid fines and damages

Where an athlete, a team official or a club member fails to settle any fine or damages ordered by the Disciplinary Commissioner by the end of a season, such fine or damages shall automatically become the sole liability of the club to which such athlete, team official or member pertains, in such a way as though said club had been ordered to pay in the first place.

v. Minor Offences

Notwithstanding the contents of this Code, clubs and/or individuals committing an offence which under this code or by its nature is not grave, may be found guilty without suffering the stipulated sanction, provided such clubs and/or individuals shall not be repeat offenders. It shall be up to the sole discretion Disciplinary Commissioner whether or not to show such leniency, provided that in applying this discretion, the Disciplinary Commissioner shall be guided by sporting justice and previous decisions if these exist.

vi. Offences not mentioned in this Code

Where an incident is committed giving rise to an offence which is however not mentioned in this Code, a sanction may nevertheless be imposed. In particular, breaches of the Waterpolo or Swimming Competition Rules, when such breach is not contemplated elsewhere in this Disciplinary Code, shall also be sanctioned. This sanction shall be based on previous decisions involving similar offences (if these exist) and shall be in line with the spirit of this code and grounded on the principles of equity and sporting justice.

vii. Offences in the Restricted Area

An offence committed in a Restricted Area shall incur double the sanction that would otherwise apply had it been committed elsewhere.

viii. Sanctions in U/16 Competitions

No fines shall be imposed on athletes who commit an offence in a competition in which only athletes who are 16 years old or younger in the year of competition are eligible to participate. In this case, the applicable sanctions shall be suspensions.

ix. Serious injuries

Should there ever arise any doubt about the gravity of the injuries sustained in any incident, the Disciplinary Commissioner shall determine the gravity or otherwise in accordance with the Criminal Code.

x. Deduction of points

In the extreme cases where Disciplinary Commissioner deems it fit to impose a deduction of points on a club, such a deduction shall be made from the points accumulated during the competition in which the offence took place.

Where the competition is a knock-out, the club shall have the points deducted from the subsequent league competition immediately upon commencement of said competition.

xi. Red & Yellow Cards

Any individual shown a red card shall be liable to disciplinary action corresponding to the offence committed as stipulated in this Disciplinary Code. When a coach, assistant coach, team official or player on the substitute bench is shown a red card, he shall be dismissed for the rest of the match and shall leave the pool deck without lingering. He/she is not to return to the pool deck until such time that the referees leave the precincts of the pool. Should the individual shown a red card refuse to leave the pool deck, the disciplinary action corresponding to the offence committed as stipulated in this Disciplinary Code shall be d (Amended – AGM 2019). Provided that any individual who is shown a red card and chooses to remain at the venue shall not directly communicate with anybody on the pool deck, by any means whatsoever, throughout the remainder of the game, on pain of further sanctions being imposed upon such individual.

xii. Appeals

Appeals from decisions taken by the Disciplinary Commissioner or by the Council, as the case may be, on the basis of this Code, shall be heard by the Board of Appeals in accordance with the Terms of Reference of the Disciplinary Commissioner and Board of Appeals.

xiii. Mistaken Identity

Should it be proven (through video evidence) that the wrong person has been reported, and through the same video evidence it is clear that another athlete is the culprit, then the ASA can file a report or take disciplinary action against such athlete. Should such a report be filed this will not have an effect on the outcome of the match in question.  
*(inserted 13<sup>th</sup> February 2017)*

**DC-A5 REPEAT OFFENDERS**

An individual (not a club) found guilty of more than one offence during the current season shall be deemed to be a repeat offender. The offences need not be the same or similar to each other. For the purpose of this rule, any number of offences committed by the same individual that are included in the same report, shall be considered to be one offence. Similarly, if one offence is reported by several persons then the offence shall be considered to be the same one offence.

With respect to decisions concerning repeat offenders, the Disciplinary Commissioner/Board of Appeals shall consider the track record of the individual during the current season. On deciding upon any successive decision concerning the latter, they will have the discretion to impose an additional fine amounting to a maximum of the stipulated fine for that successive offence.

#### **DC-A6                      AMENDMENTS TO THIS CODE**

This Code may be amended by the Council. The Council's decision to amend this Code shall also incorporate the date when the amendments are to come into effect.

#### **DC-A7                      OFFENCE CATEGORIES AND CORRESPONDING SANCTIONS**

Table A7 below shall be applied in order to determine sanctions based on the category of offence and the party committing the offence. Offence categories are detailed in subsequent sections of this Code.

In the table:

- The contents of the "Fine" columns stipulate the fines associated with the offence category.
- The contents of the columns "Min Fine" and "Max Fine" stipulate the minimum and maximum fine associated with the offence category. Where the minimum and maximum values are equal, the fine that shall be imposed is not a variable.
- The contents of the columns "Min Match" and "Max Match" stipulate the minimum and maximum number of matches suspension associated with the offence category. Where the minimum and maximum values are equal, the number of games suspension that shall be imposed is not a variable.
- The contents of the columns "Min Susp" and "Max Susp" stipulate the minimum and maximum periods of suspension from all ASA activities associated with the offence category. Where the minimum and maximum values are equal, the period of suspension from all ASA activities that shall be imposed is not a variable. In these columns, "y" means "year/s", "m" means "month/s" and "w" means "week/s".

Table A7 - Offence Categories and Related Sanctions																				
Classification of Individual Committing the Offence ( The Guilty Party)																				
Offence Category	Athlete in U/16 and lower Age-Groups				Athletes in all events except in U16 and lower Age -Groups						Team Official						Club Member or ASA Official			
	Min Match	Max Match	Min Susp	Max Susp	Min Fine	Max Fine	Min Match	Max Match	Min Susp	Max Susp	Min Fine	Max Fine	Min Match	Max Match	Min Susp	Max Susp	Fine	Fine	Min Susp	Max Susp
A	-	-	Life	Life	-	-	-	-	Life	Life	-	-	-	-	Life	Life	-	-	Life	Life
B	-	-	2yr	4yr	€160	€325	-	-	1y	4y	€160	€325	-	-	1y	4y	€325	€675	3y	5y
C	6	8	-	-	€160	€325	4	6	-	-	€160	€325	-	-	2y	2y	€160	€325	2y	3y
D	3	6	-	-	€130	€270	2	3	-	-	€165	€340	3	8	-	-	€195	€405	1m	6m
E	1	4	-	-	€65	€135	1	4	-	-	€160	€325	4	8	-	-	€160	€325	2m	6m
F			4m	30m	€160	€325	-	-	3m	30m	€160	€325	-	-	3m	30m	€230	€475	1y	3y
G	4	6	-	-	€160	€325	2	3	-	-	€160	€325	-	-	3m	18m	€160	€325	3m	18m
H	2	3	-	-	€65	€135	1	2	-	-	€95	€190	1	4	-	-	€125	€260	1m	3m
I	2	3	-	-	€50	€95	1	2	-	-	€80	€165	1	4	-	-	€80	€165	1w	4w
J			18m	36m	€165	€340	-	-	1y	3y	€165	€340	-	-	1y	3y	€260	€540	1y	3y
K	2	3	-	-	€195	€995	1	3	-	-	€260	€540	-	-	6m	30m	€260	€540	6m	30m
L	3	6	-	-	€100	€205	2	6	-	-	€130	€270	2	8	-	-	€230	€475	2m	12m
M	2	3	-	-	€100	€205	1	2	-	-	€195	€405	-	-	6m	30m	€195	€405	6m	30m
N	1	2	-	-	€65	€135	-	-	-	-	-	-	-	-	-	-	-	-	-	-
O	4	6	-	-	€80	€165	1	3	-	-	€160	€325	3	8	-	-	€230	€475	4m	12m
P	1	4	-	-	€65	€135	1	3	-	-	€125	€260	2	8	-	-	€160	€325	2m	6m
Q	1	2	-	-	€65	€135	-	-	-	-	€130	€270	-	-	-	-	€130	€270	2w	3w
R	3	5	-	-	€115	€230	2	3	-	-	€160	€325	2	4	-	-	€190	€395	1m	2m
S	1	4	-	-	€65	€135	1	4	-	-	€100	€205	2	8	-	-	€125	€260	1m	6m
T	2	3	-	-	€100	€205	-	-	-	-	€100	€205	-	-	-	-	€100	€205	-	-

Amended by council – 02.10.2024

#### Man- I

In the case that the individual committing the offence cannot be readily classified into one of the classifications specified in Table A7, the Disciplinary Commissioner shall apply sanctions applicable under the A7 classification that, in his opinion, most closely resembles that of the uilty party at the point in time when the offence was committed (*inserted 13<sup>th</sup> February 2017*).

h

If an offender holds multiple roles within the ASA structures, their classification shall be determined based on their specific role at the time the offence was committed.

## SECTION B – OFFENCES

### DC-B1 OFFENCES AGAINST INDIVIDUALS

Table B1 below shall be applied in order to determine the category of offences committed against individuals. The offence category is determined by the nature of the offence committed and the individual against whom the offence is committed. If the individual against whom the offence is committed holds multiple roles within the ASA structures, the offence category shall be determined based on their specific role at the time the offence was committed. The applicable sanction shall be that indicated for the offence category in Table A7.

Table B1 – Categorisation of Offences Against Individuals		ASA Officials excluding Match Officials	Match Officials	Athletes	Team Officials	Club Committee Members	Spectators	Other (in General)
DC-B1-01	Inflicting serious injuries and/or attempting to inflict serious injuries.	A	A	B	B	B	B	B
DC-B1-02	Using as a weapon any object that is potentially dangerous or may inflict injury. Using includes throwing or hitting. Objects include, but are not limited to, stones, glass bottles, non-empty plastic bottles and other hard or pointed items.	B	B	C	C	C	C	C
DC-B1-03	Unsuccessfully attempting to use any object that is potentially dangerous or may inflict injury. Using includes throwing or hitting. Objects include, but are not limited to, stones, glass bottles, non-empty plastic bottles and other hard or pointed items.	F	F	G	G	G	G	G
DC-B1-04	Using any object that is not potentially dangerous. Using includes throwing or hitting. Objects include, but are not limited to, Water Polo caps, liquids and empty plastic bottles.	D	D	E	E	E	E	E
DC-B1-05	Unsuccessfully attempting to use any object that is not potentially dangerous. Using includes throwing or hitting. Objects include, but are not limited to, Water Polo caps, liquids and empty plastic bottles.	H	H	I	I	I	I	I
DC-B1-06	Maliciously being the cause that another individual ends up in the water.	J	J	K	K	K	K	K
DC-B1-07	Unsuccessfully attempting to be the cause that another individual ends up in the water.	L	L	M	M	M	M	M
DC-B1-08	Committing a violent action, including, but not limited to, acting in a violent manner, kicking, striking, hitting, punching, elbowing, head butting and biting. In this clause, the term "violent action" applies to incidents that take place during (in) a match as well as to incidents that do not.	J	J	K	K	K	K	K
DC-B1-09	Unsuccessful attempt to commit a violent action, including, but not limited to, acting in a violent manner, kicking, striking, hitting, punching, elbowing, head butting and biting. In this clause, the term "violent action" applies to incidents that take place during (in) a match as well as to incidents that do not.	L	L	M	M	M	M	M
DC-B1-10	Aggressive play or persistent foul play	N/A	N/A	N	N/A	N/A	N/A	N/A
DC-B1-11	Aggressive behaviour (either inside or outside the field of play)	O	O	P	P	P	P	P
DC-B1-12	Threatening an individual	O	O	P	P	P	P	P
DC-B1-13	Slandering or libelling an individual	O	O	P	P	P	P	P
DC-B1-14	Spitting in the direction of an individual (even if the individual is not hit)	O	O	P	P	P	P	P
DC-B1-15	Manifesting disapproval of any decision. Passing remarks. Use of vulgar or unacceptable language. Making obscene or vulgar gestures.	R	Q	Q	Q	Q	Q	Q
DC-B1-16	Insulting an individual	R	Q	Q	Q	Q	Q	Q
DC-B1-17	Showing disrespect	P	Q	Q	Q	Q	Q	Q

**DC-B2****ADDITIONAL OFFENCES**

Table B2 below shall be applied in order to determine the category of offences detailed in the table. The offence category is determined by the nature of the offence committed. The applicable sanction shall be that indicated for the offence category in Table A7.

Table B2 – Categorisation of Additional Offences		
Reference	Offence	Offence Category
DC-B2-01	Swearing (Dagha)	T
DC-B2-02	Behaving in such a way such that is likely to bring the sport into disrepute	S
DC-B2-03	Behaving in such a way that is likely to give a bad example.	S
DC-B2-04	Voluntarily causing damage to any property or equipment owned or used by the ASA, or to any property of an ASA official or club	R
DC-B2-05	Remaining on the pool deck or competition area after being excluded in terms of rules that specify that a player must leave the competition area	Q
DC-B2-06	Remaining on the pool deck after being shown the red card	Q
DC-B2-07	Staying on the pool deck when not entitled	Q
DC-B2-08	Damaging any property or equipment owned or used by the ASA, or any property of an ASA Official or Club.	Fine between €120 - €350
DC-B2-09	Submitting a frivolous or vexatious disciplinary report, contestation of a report, or appeal.	Forfeiting any fee or deposit paid plus a fine equivalent to the deposit or fee payable



**DC-B3                      INCITEMENT & PROVOCATION**

It is an offence for an individual to incite or provoke others, be they supporters, athletes, or team officials, whether by reason of his manner of play, or by insulting, passing remarks, gesticulating, or behaving or reacting in an animated manner, or by approaching athletes or officials from the opposing club or their supporters. The applicable sanctions are detailed in Table B3 below.

Table B3 – Incitement & Provocation			
Reference	Description	Committed By	Sanction
DC-B3-01	No or minimal reaction	Athlete (U/16)	3 match suspension
DC-B3-02	Strong reaction	Athlete (U/16)	5 match suspension
DC-B3-03	No or minimal reaction	Athlete	€150 fine
DC-B3-04	Strong reaction	Athlete	€300 fine and a 2 match suspension
DC-B3-05	No or minimal reaction	Team Official	€250 fine and a 2 match suspension
DC-B3-06	Strong reaction	Team Official	€500 fine and a 4 match suspension
DC-B3-07	No or minimal reaction	Member or ASA Official	€400 fine and 1 month suspension from all ASA activities
DC-B3-08	Strong reaction	Member or ASA Official	€800 fine and a 4 month suspension from all ASA activities
DC-B3-09	No or minimal reaction	Supporter/s	Club to be fined €250
DC-B3-10	Strong reaction	Supporter/s	Club to be fined €500
DC-B3-11	No or minimal reaction	Identified Supporter/s	Refer to Article DC-C2 – Offences Committed by Identified Supporters
DC-B3-12	Strong reaction	Identified Supporter/s	Refer to Article DC-C2 – Offences Committed by Identified Supporters

**DC-B4 FIGHTING AND/OR DISORDER**

In case of general fighting and/or disorder between athletes and/or team officials of different teams, regardless of whether those responsible may be identified or not, the respective clubs shall be sanctioned as stated in Table B4 below.

Table B4 – Fighting and/or Disorder		
Reference	Offence	Sanction
DC-B4-01	Fighting and/or Disorder	Fine between €400 and €1200. If it is established that athletes and/or team officials of one club were responsible for causing the general fighting and/or disorder, such club shall suffer an <u>additional</u> fine amounting to not less than double of what the other club has been fined.

In general, the area where the fighting or disorder started can be used to establish the team responsible for causing the incident. Usually, if the incident takes place on the side of the pool occupied by one particular team, the incident would have been caused by the other team. This is because it can be said that the latter “invaded” the former.

**DC-B5 USE OF INELIGIBLE ATHLETES**

It is an offence for a club, even if in good faith, to use an ineligible athlete in an ASA competition in breach of the Statute, the Competition Rules or any other regulation of the ASA. The applicable sanctions are detailed in Table B5 below.

Table B5 – Use of Ineligible Athletes			
Reference	Discipline	Competition	Sanction
DC-B5-01	Swimming	Age Group Meetings	<ul style="list-style-type: none"><li>• The club fined €150, and</li><li>• The Swimmer shall be disqualified.</li></ul>
DC-B5-02	Swimming	National Championships	<ul style="list-style-type: none"><li>• The club fined €150, and</li><li>• The Swimmer shall be disqualified and any medal won shall be returned.</li></ul>
DC-B5-03	Water Polo	Age Group	<ul style="list-style-type: none"><li>• The club fined €150, and</li><li>• The result of the match shall be fixed as 5-0 against the club.</li></ul>

Table B5 – Use of Ineligible Athletes			
Reference	Discipline	Competition	Sanction
DC-B5-04	Water Polo	League Competitions	<ul style="list-style-type: none"> <li>• The club fined €500, and</li> <li>• The result of the match shall be fixed as 5-0 against the club, and,</li> <li>• If in the opinion of the Disciplinary Commissioner, such athlete was intentionally used to favour a separate club, the club using such athlete shall have 5 points deducted in the current competition, and a further 5 points in the subsequent competition.</li> </ul>
DC-B5-05	Water Polo	Knock-Out Competitions	<ul style="list-style-type: none"> <li>• The club fined €500, and</li> <li>• The result of the match shall be fixed as 5-0 against the club, and,</li> <li>• if in the opinion of the Disciplinary Commissioner, such athlete was intentionally used to favour a separate club, the club shall not be eligible to participate in the subsequent Knock-Out competition.</li> </ul>

## DC-B6 DELAYED EVENTS

It is an offence where a match starts later than scheduled due to the late arrival at the venue of one or both of the teams, or because one or both teams were not in a position to start. The sanction is illustrated in Table B6 below.

Table B6 – Delayed Events		
Reference	Offence	Sanction
DC-B6-01	Delayed Events	€50 fine

**DC-B7 WALK-OVERS**

It is an offence to grant a walk-over, or not turn up for a competition. The applicable sanctions are detailed in Table B7 below (*amended on 21<sup>st</sup> January 2019*).

Table B7 – Walk-Overs			
Reference	Discipline	Competition	Sanction
DC-B7-03	Water Polo	Age Group	<ul style="list-style-type: none"><li>• The club fined €50, and</li><li>• The result of the match shall be fixed as 5-0 against the club.</li></ul>
DC-B7-04	Water Polo	League Competitions	<ul style="list-style-type: none"><li>• The club fined between €100 and €500, and</li><li>• The result of the match shall be fixed as 5-0 against the club, and,</li><li>• If in the opinion of the Disciplinary Commissioner, the walk-over was intended to favour a separate club, the club granting the walk-over shall have 5 points deducted in the current competition, and a further 5 points in the subsequent competition.</li></ul>
DC-B7-05	Water Polo	Knock-Out Competitions	<ul style="list-style-type: none"><li>• The club fined between €100 and €500, and</li><li>• The result of the match shall be fixed as 5-0 against the club, and,</li><li>• if in the opinion of the Disciplinary Commissioner, such athlete was intentionally used to favour a separate club, the club shall not be eligible to participate in the subsequent Knock-Out competition.</li></ul>

**DC-B8 ABSENT ATHLETES**

It is an offence for a club not to field the best possible team for each event in which it is scheduled to participate if the result of that match has a bearing on another club. The applicable sanctions are detailed in Table B8 below.

Table B8 – Absent Athletes		
Reference	Competition	Sanction
DC-B8-01	Age Group Competitions	€50 fine
DC-B8-03	Highest Division	The club fined €500, and, in the case of grievous instances, the club may be suspended from the competition till the end of the season, and/or relegated.
DC-B8-02	Lower Divisions	The club fined €250 and, in the case of grievous instances, the club may be suspended from the competition till the end of the season and starts the next season with a 6 point penalisation.

**DC-B9 WALK-OVERS & ABSENT ATHLETES – DEFAULT BY ATHLETE/S**

If a club is in breach of DC-B7 or DC-B8 due to the default of one or more of its athletes, the club shall refer the matter to the competent organs of the ASA, and, should it result that such athlete/s did not have a valid reason not to appear, a sanction against each of the athletes shall be applied. This is illustrated in Table B9 below.

Table B9 – Walk-Overs & Absent Athletes – Default by athlete/s		
Reference	Offence	Sanction
DC-B9-01	Walk-Overs & Absent Athletes – Default by athlete/s	<ul style="list-style-type: none"><li>• €100 fine each, and/or</li><li>• suspended from all ASA activities for a period of not more than 2 years.</li></ul>

**DC-B10 WITHDRAWAL FROM COMPETITIONS**

It is an offence to withdraw from a competition once this has started. It is also an offence to withdraw from a competition after the draws have been made and/or after the fixtures for the competition have been issued. The applicable sanctions are detailed in Table B10 below.  
(amended on 21<sup>st</sup> January 2019)

Table B10 – Withdrawal from Competitions			
Reference	Discipline	Competition	Sanction
DC-B10-01	All	All	The club shall forfeit all fees paid in respect of the competition. Furthermore, the sanctions below apply.
DC-B10-04	Water Polo	Age Group or Ladies League Competition	€50 fine for each outstanding match
DC-B10-05	Water Polo	Highest Division (Men)	<ul style="list-style-type: none"><li>• €150 fine for each outstanding match, and</li><li>• The club loses its entitlement to play in the highest division in the immediately following season.</li></ul>
DC-B10-06	Water Polo	Lower Divisions (Men)	<ul style="list-style-type: none"><li>• €100 fine for each outstanding match, and</li><li>• The club starts the next season with a 6 point penalisation.</li></ul>

**DC-B11 ABANDONMENT OF MATCHES**

Where the referees abandon a match due to misbehaviour of players, team officials or supporters, the Disciplinary Commissioner shall first determine whether the abandonment was caused by one of the clubs or by both clubs. The applicable sanctions are detailed in Table B11 below.

Table B11 – Abandonment of Matches			
Reference	Cause	Competition	Sanction
DC-B11-01	1 club	All	The other club will be declared the winner of the match and, if applicable, gets all points for the match. Furthermore, the sanctions below apply.
DC-B11-02	1 club	Age Group	<ul style="list-style-type: none"><li>• €250 fine, and</li><li>• Sanctions for the particular offences committed.</li></ul>
DC-B11-03	1 club	Highest Division	<ul style="list-style-type: none"><li>• €1200 fine, and</li><li>• Sanctions for the particular offences committed.</li></ul>
DC-B11-04	1 club	Lower Divisions	<ul style="list-style-type: none"><li>• €600 fine, and</li><li>• Sanctions for the particular offences committed.</li></ul>
DC-B11-05	Both clubs	All	None of the teams will get any points for the match. If the match was a Knock-Out match then both teams will be removed from the competition. Furthermore, the sanctions below apply.
DC-B11-06	Both clubs	Age Group	<ul style="list-style-type: none"><li>• €250 fine each, and</li><li>• Sanctions for the particular offences committed.</li></ul>
DC-B11-07	Both clubs	Highest Division	<ul style="list-style-type: none"><li>• €1200 fine each, and</li><li>• Sanctions for the particular offences committed.</li></ul>
DC-B11-08	Both clubs	Lower Divisions	<ul style="list-style-type: none"><li>• €600 fine each, and</li><li>• Sanctions for the particular offences committed.</li></ul>

**DC-B12 WITHDRAWAL FROM A MATCH**

It is an offence for a team to fail to complete a match, or after having made itself present prior to the match, to refuse to start as a sign of protest. The applicable sanctions are detailed in Table B12 below.

Table B12 – Withdrawal From a Match		
Reference	Offence	Sanction
DC-B12-01	Withdrawal from a match	<ul style="list-style-type: none"><li>• Suspension of the team (not club) up to the end of the season, and,</li><li>• For the subsequent competition shall be relegated to participate in a lower division. Where such a relegation is not possible, such club shall instead be fined between €500 and €1500, and shall commence the subsequent competition with a penalisation of 5 points.</li></ul>

**DC-B13 FAILURE TO ORGANISE OR ASSIST DURING AN ASA ACTIVITY**

It is an offence for a club to fail to abide by ASA instructions to organise or assist during an ASA activity scheduled to be held at the National Pool Complex, the club's premises or at a venue indicated by the ASA. The applicable sanctions are detailed in Table B13 below (*as amended on 21<sup>st</sup> January 2019*).

Table B13 – Failure to Organise or Assist during an ASA Activity		
Reference	Offence	Sanction
DC-B13-01	Failure to hold ASA organised activities	<ul style="list-style-type: none"><li>• Fine between €500 and €2000, and</li><li>• The club's secretary may be suspended from all ASA activities for maximum 1 year, and,</li><li>• The club will be liable to reimburse to the ASA any expenses incurred to hold the event elsewhere.</li></ul>
DC-B13-02	Failure to provide the required Officials during an ASA organised Activity	<ul style="list-style-type: none"><li>• Fine of €100 in Water Polo matches</li><li>• Fine of €100 in Swimming Age Group Meets</li><li>• Fine of €300 in all other Swimming Meets/Championships</li><li>• The defaulting club will be liable to reimburse any expenses incurred to replace the missing Officials.</li></ul>

**DC-B14 SHORTCOMINGS DURING PRESENTATIONS**

It is an offence for a team captain or his substitute or a swimmer to fail to come forward for any presentation of awards after having been called up by the ASA (*amended – AGM 2019*)  
The applicable sanctions are detailed in Table B14a below.

Table B14a – Shortcomings During Presentations (1)			
Reference	Competition	Ranking	Sanction
DC-B14-01	All	Any	Clubs and/or athletes shall lose their right to claim such medal / reward. The sanctions below shall also apply.
DC-B14-02	Any Swimming league, meet of other national or international competition and/or Championships	Any	The swimmer shall be fined €20.
DC-B14-03	Premier League & Knock-Out	Winners	The club shall be fined €2400.
DC-B14-04	Premier League & Knock-Out	Runners-Up	The club shall be fined €1200.
DC-B14-05	All other senior Water Polo competitions	Winners	The club shall be fined €1400.
DC-B14-06	All other senior Water Polo competitions	Runners-Up	The club shall be fined €700.
DC-B14-07	Women and Age-Group competitions	Winners	The club shall be fined €480.
DC-B14-08	Women and Age-Group competitions	Runners-Up	The club shall be fined €240.

It is also an offence for a team to wear or display any promotional clothing or material other than that pertaining to its sponsor during a presentation. The applicable sanctions are detailed in Table B14b below.

Table B14b – Shortcomings During Presentations (2)			
Reference	Competition	Ranking	Sanction
DC-B14-11	All	Any	Clubs and/or athletes shall lose their right to claim such medal / reward. The sanctions below shall also apply.
DC-B14-12	National Swimming Championships	Any	The swimmer shall be fined €20.



Table B14b – Shortcomings During Presentations (2)			
Reference	Competition	Ranking	Sanction
DC-B14-13	Premier League & Knock-Out	Winners	The club shall be fined €2400.
DC-B14-14	Premier League & Knock-Out	Runners-Up	The club shall be fined €1200.
DC-B14-15	All other senior Water Polo competitions	Winners	The club shall be fined €1400.
DC-B14-16	All other senior Water Polo competitions	Runners-Up	The club shall be fined €700.
DC-B14-17	Women and Age-Group competitions	Winners	The club shall be fined €480.
DC-B14-18	Women and Age-Group competitions	Runners-Up	The club shall be fined €240.

**DC-B15**      **DID NOT START (DNS) – SWIMMING -**  
**Removed** (*Removed by Council on 13.01.25*)

**DC-B16**      **SWIMMING ENTRY TIMES**

In the **400m Freestyle and the 400m IM, 800m Freestyle and 1500m Freestyle events** swimmers perform outside the entry time limits as stipulated in the Swimming Competition Rules, the sanctions in Table DC-B16 below shall apply (*inserted on 21<sup>st</sup> January 2019*).

Table B16– SWIMMING ENTRY TIMES			
Reference	Discipline	Competition	Sanction
DC-B16-01	Swimming	Age Group Meetings	<ul style="list-style-type: none"> <li>The entry fee shall be forfeited, and</li> <li>The club shall be fined €10 per event</li> </ul>
DC-B16-02	Swimming	National Championships	<ul style="list-style-type: none"> <li>The entry fee shall be forfeited, and</li> <li>The swimmer shall be fined €20 per event</li> </ul>
DC-B16-03	Swimming	Any other local international Meet	<ul style="list-style-type: none"> <li>The entry fee shall be forfeited, and</li> <li>The club shall be fined €15 per event</li> </ul>

**DC-B17**      **WITHDRAWAL FROM A SWIMMING COMPETITION**

It is an offence for a club to fail to complete a competition, or after having made itself present prior to the competition, to refuse to start as a sign of protest. The applicable sanctions are detailed in Table B12 below (*inserted on 21<sup>st</sup> January 2019*).

Table B17 – Withdrawal From a Swimming Competition		
Reference	Offence	Sanction
<b>DC-B17-01</b>	Withdrawal from a swimming competition	<ul style="list-style-type: none"> <li>• The club shall be fined between €500 and €1500, and</li> <li>• the club may be suspended up to the end of the season, and,</li> <li>• the club may commence the subsequent season with a penalisation of 50 points in the Swimming League.</li> </ul>

## SECTION C – OFFENCES BY SUPPORTERS

### DC-C1 OFFENCES COMMITTED BY UNIDENTIFIED SUPPORTERS

A club is responsible for the behaviour of its supporters. If supporters commit an offence then disciplinary action will be taken against the club that they would have been supporting. An exception to this may be made if the supporters are identified. The offences and associated sanctions (on the club) are detailed in Table C1 below.

Table C1 – Offences Committed by Unidentified Supporters		
Reference	Offence	Sanction on Club
DC-C1-01	Mass violent invasion of the pool deck.	<ul style="list-style-type: none"><li>• €1500 fine, and</li><li>• The team <u>shall</u> be suspended for the rest of the competition in which the offence took place, provided that if the competition is a league competition in which relegation and promotion is allowed, then the team shall be relegated, but if relegation is not allowed, the team shall start the following season's league with a deduction of between 1 and 4 points; and further provided that if the competition is a knock-out competition, the team shall be barred from participating in the following season's corresponding knock-out competition.</li></ul>
DC-C1-02	Kicking, hitting, punching, striking, elbowing, head butting (forwards or backwards) any other individual.	<ul style="list-style-type: none"><li>• A fine between €250 and €1000.</li><li>• In addition to this fine, if the offence was committed in a league match, a maximum of 2 points may be deducted; if the offence was committed in a knock-out match, the team may be precluded from participating in the corresponding knock-out in the following season.</li></ul>

**Table C1 – Offences Committed by Unidentified Supporters**

Reference	Offence	Sanction on Club
<b>DC-C1-03</b>	Intimidation, threatening, acting aggressively or violently or spitting at an ASA official, a club member a teamofficial or an athlete ( <b>Not serious</b> )	<ul style="list-style-type: none"> <li>• €250 fine, and,</li> <li>• Either a severe warning or a deduction of maximum 2 points. If such a deduction of points is imposed, then the deduction shall be effective in the league competition in which the team is participating, or, in the case that the league completion for the season is complete, the points will be deducted in the following season's corresponding league competition.</li> </ul>
<b>DC-C1-04</b>	Intimidation, threatening, acting aggressively or violently or spitting at an ASA official, a club member a teamofficial or an athlete ( <b>Serious</b> )	<ul style="list-style-type: none"> <li>• €1500 fine, and</li> <li>• The team <u>may</u> be suspended for the rest of the competition in which the offence took place, provided that if the competition is a league competition in which relegation and promotion is allowed, then the team shall also be relegated, but if relegation is not allowed, the team shall start the following season's league with a deduction of between 1 and 4 points; and further provided that if the competition is a knock-out competition, the team shall be barred from participating in the following season's corresponding knock-out competition.</li> </ul>
<b>DC-C1-05</b>	Damaging any property or equipment owned or used by the ASA, or any property of an ASA Official or club.	<ul style="list-style-type: none"> <li>• A fine between €120 and €350, and,</li> <li>• Either a severe warning or a deduction of maximum 2 points. If such a deduction of points is imposed, then the deduction shall be effective in the league competition in which the team is participating, or, in the case that the league completion for the season is complete, the points will be deducted in the following season's corresponding league competition.</li> </ul>
<b>DC-C1-06</b>	Using as a weapon any object that is potentially dangerous or may inflict injury. Using includes throwing or hitting. Objects include, but are not limited to, stones, glass bottles, non-empty plastic bottles and other hard or pointed items.	<ul style="list-style-type: none"> <li>• A fine between €250 and €600, and, Either a severe warning or a deduction of 1 point. If such a deduction of points is imposed, then the deduction shall be effective in the league competition in which the team is participating, or, in the case that the league completion for the season is complete, the points will be deducted in the following season's corresponding league competition.</li> </ul>

**Table C1 – Offences Committed by Unidentified Supporters**

Reference	Offence	Sanction on Club
<b>DC-C1-07</b>	Using any object that is not potentially dangerous. Using includes throwing or hitting. Objects include, but are not limited to, Water Polo caps, liquids, and empty plastic bottles.	<ul style="list-style-type: none"> <li>A fine between €120 and €350.</li> </ul>
<b>DC-C1-08</b>	Fighting between themselves or with other clubs' supporters.	€250 fine for each of the clubs involved.
<b>DC-C1-09</b>	Using (including chanting) of vulgar or inflammatory language.	€120 fine.
<b>DC-C1-10</b>	Passing Insolent remarks at <ul style="list-style-type: none"> <li>ASA Officials</li> <li>Match Officials</li> <li>Athletes</li> <li>Other individuals</li> </ul>	Club will be fined €200 €150 €100 €50
<b>DC-C1-11</b>	Insulting <ul style="list-style-type: none"> <li>ASA Officials</li> <li>Match Officials</li> <li>Athletes</li> <li>Other individuals</li> </ul>	Club will be fined €200 €150 €100 €50
<b>DC-C1-12</b>	Using unacceptable language towards <ul style="list-style-type: none"> <li>ASA Officials</li> <li>Match Officials</li> <li>Athletes</li> <li>Other individuals</li> </ul>	Club will be fined €200 €150 €100 €50
<b>DC-C1-13</b>	Making obscene or vulgar gestures towards <ul style="list-style-type: none"> <li>ASA Officials</li> <li>Match Officials</li> <li>Athletes</li> <li>Other individuals</li> </ul>	Club will be fined €200 €150 €100 €50
<b>DC-C1-14</b>	Refusing obedience or showing disrespect towards <ul style="list-style-type: none"> <li>ASA Officials</li> <li>Math Officials</li> <li>Athletes</li> <li>Other individuals</li> </ul>	Club will be fined €200 €150 €100 €50

**DC-C2****OFFENCES COMMITTED BY IDENTIFIED SUPPORTERS**

When any of the offences mentioned in DC-C1, are committed by an identified supporter, then he shall be suspended from all ASA activities for a period that shall be at the discretion of the Disciplinary Commissioner provided that the Commissioner shall be in line with the spirit of this code and on the basis of equity and sporting justice and guided by the sanction for the particular offence in DC- C1, and previous decisions (precedents).

During the period that the identified supporter is suspended from all ASA activities, all the provisions listed in the definition of a suspension from all ASA activities shall apply. In particular, the identified supporter shall be banned from attending any Water Polo matches or Swimming Events organised by the ASA. If the identified supporter goes against this ban, then the provisions of DC- C1 may be applied as if the supporter was not identified.

Failure to observe any sanction imposed is in itself an offence and a subsequent additional sanction (DC-A3.iii) shall be imposed at the discretion of the Disciplinary Commissioner provided that the Commissioner shall be in line with the spirit of this code and on the basis of equity and sporting justice and guided by the sanction for the particular offence (in addition to all other sanctions mentioned in this article) *(as amended at Council 22.01.2018)*

If, in the opinion of the Disciplinary Commissioner, the offence committed is of a very grievous nature, then sanctions against the identified supporter's club may be taken in addition to the personal sanctions detailed in this sub-article. In this case the sanctions shall be as if the supporter was not identified.

## SECTION D – OTHER VIOLATIONS

### DC-D1 CORRUPTION AND MATCH FIXING

It is an offence for any athlete, team official, ASA official, match official, club member or supporter to engage, or to attempt to engage, in any act of corruption and/or match fixing in return for a favour. Both the individual offering the favour and the individual accepting the favour shall be deemed to be offenders.

For the purposes of this article ‘act of corruption’ and ‘match fixing’ shall mean any act whereby one agrees, or even attempts to agree, with others with an aim at influencing the outcome of any event, match or competition made by or held under the auspices of the ASA in return for a favour, even if such favour is intended for third parties.

For the purposes of this article ‘favour’ shall include any manner of compensation, whether it be monetary remuneration, preference or other reward.

The sanctions in Table D1a below shall apply.

Table D1a – Corruption and Match Fixing		
Reference	Category of Offence	Sanction
DC-D1-01	Offering the favour	<ul style="list-style-type: none"><li>• The club of the offender shall be suspended from all ASA activities until the end of the season following the one in which the offence is committed. And,</li><li>• The individual suspended from all ASA activities for life.</li></ul>
DC-D1-02	Accepting the favour	<ul style="list-style-type: none"><li>• The individual suspended from all ASA activities for life.</li></ul>

It is also an offence for any athlete, team official, ASA official, match official, club member or identified supporter, who though aware of an act of corruption and/or match fixing, or of an attempt thereof, to fail to report the matter to the ASA.

It is also an offence for any athlete, team official, ASA official, match official, club member or supporter, to spread false rumours on corruption and/or match fixing. For the purposes of this article a report made in terms the preceding sub-article shall not be deemed an offence, provided that if on investigation it is found that such report is frivolous or vexatious, then it shall be deemed a false rumour.

The sanctions in respect to these offences are detailed in Table D1b below.

Table D1b – Corruption and Match Fixing – Associated Offences		
Reference	Category of Offence	Sanction
<b>DC-D1-03</b>	Failing to report corruption or match fixing as explained above	The individual shall be suspended from all ASA activities for a period between 1 and 4 years.
<b>DC-D1-04</b>	Spreading false rumours on corruption or match fixing as explained above	The individual shall be suspended from all ASA activities for a period between 6 months and 3 years.

## **DC-D2            RACISM**

It is an offence for any individual to commit acts of racism. These acts include, but are not limited to:

- passing derogatory racist remarks;
- making offensive racist gestures;
- acting or behaving in a manner that is racially abusive, insensitive, or even incorrect.

The sanctions in Table D2 below shall apply.

Table D2 – Racism		
Reference	Category of Individual	Sanction
<b>DC-D2-01</b>	Athlete	<ul style="list-style-type: none"> <li>• €200 fine, and</li> <li>• 1 match suspension</li> </ul>
<b>DC-D2-02</b>	Team Official	<ul style="list-style-type: none"> <li>• €300 fine, and</li> <li>• 2 match suspension</li> </ul>
<b>DC-D2-03</b>	Club Member or ASAOfficial	<ul style="list-style-type: none"> <li>• €400 fine, and</li> <li>• Suspension from all ASA activities for 1 month</li> </ul>
<b>DC-D2-04</b>	Identified Supporter	<ul style="list-style-type: none"> <li>• Suspension from all ASA activities for 3 months</li> </ul>
<b>DC-D2-05</b>	Unidentified Supporter	<ul style="list-style-type: none"> <li>• The club that the supporters were supporting shall be fined €400.</li> </ul>

If the act of racism committed by the individual results in incitement and/or provocation, additional sanctions as detailed in Article DC-B3 - Incitement & Provocation, shall be imposed.



**DC-D3                    DISCRIMINATION**

It is an offence for an individual or club to discriminate on the basis of sexual orientation, race or creed in the preparation, organisation or holding of any event or competition made by or held under the auspices of the ASA, or to otherwise act or behave in a manner that is abusive, insensitive or even incorrect. The sanctions in Table D3 below shall apply.

Table D3 – Discrimination		
Reference	Category of Offender	Sanction
DC-D3-01	Athlete	<ul style="list-style-type: none"><li>• €200 fine, and</li><li>• 1 match suspension</li></ul>
DC-D3-02	Team Official	<ul style="list-style-type: none"><li>• €300 fine, and</li><li>• 2 match suspension</li></ul>
DC-D3-03	Club Member or ASA Official	<ul style="list-style-type: none"><li>• €400 fine, and</li><li>• Suspension from all ASA activities for 1 month</li></ul>
DC-D3-04	Identified Supporter	<ul style="list-style-type: none"><li>• Suspension from all ASA activities for 3 months</li></ul>
DC-D3-05	Unidentified Supporter	<ul style="list-style-type: none"><li>• The club that the supporters were supporting shall be fined €400.</li></ul>
DC-D3-06	Club	<ul style="list-style-type: none"><li>• €500 fine</li></ul>

**DC-D4                    USE OF PROHIBITED SUBSTANCES AND PROCEDURES (DOPING)**

It is an offence for any athlete to use any prohibited substance/s and/or procedures. For the purposes of this article “prohibited substance/s and/or procedures” shall be those that are listed as abusive from time to time and are thus prohibited by the World Anti-Doping Association (WADA). The sanctions in Table D4a below shall apply.

Table D4a – Use of Prohibited Substances and Procedures (Doping)	
Reference	Sanction
DC-D4-01	<ul style="list-style-type: none"><li>• The sanction imposed on him/her by the competent body</li><li>• The Disciplinary Commissioner may impose an additional suspension from all ASA activities that will not exceed 3 years. If this suspension is imposed, the Disciplinary Commissioner will also decide whether this suspension will run concurrently or consecutively with the one imposed by the competent body.</li></ul>

It is also an offence for any athlete, team official, ASA official, match official, club member or identified supporter who distributes any prohibited substance, allows or in any

way encourages an athlete to take any prohibited substance. The sanctions in Table D4b below shall apply.

Table D4b – Distribution, etc. of Prohibited Substances	
Reference	Sanction
<b>DC-D4-02</b>	<ul style="list-style-type: none"> <li>• The sanction imposed on the individual by the competent body, and</li> <li>• The individual shall also be suspended from all ASA activities for a period of between 1 and 5 years. The Disciplinary Commissioner will also decide whether this suspension will run concurrently or consecutively with the one imposed by the competent body.</li> </ul>

It is an offence to miss or refuse to be tested when required to do so by the relevant authorities and/or the ASA. The sanctions in Table D4c below shall apply.

Table D4c – Failure to Attend Tests	
Reference	Sanction
<b>DC-D4-03</b>	<ul style="list-style-type: none"> <li>• The sanction imposed on the individual by the competent body, and</li> <li>• The individual shall also be suspended from all ASA activities for a period of between 1 and 5 years. The Disciplinary Commissioner will also decide whether this suspension will run concurrently or consecutively with the one imposed by the competent body.</li> </ul>

#### **DC-D5 POACHING AND USE OF ANOTHER CLUB'S ATHLETES**

For the purposes of this article “to poach” shall mean the active encouragement, by whatever means, to leave one’s current club in order to join another club, regardless of the method of encouragement and of the nature or extent of promises or offers made, without the current club’s prior consent in writing.

For the purposes of this article “use” shall include coaching of athletes while being registered with another club.

It is an offence for any athlete, team official, coach, club member or identified supporter, directly or indirectly, to poach or use any athlete while they are duly registered with another club in accordance with the statute of the ASA. The sanctions in Table D5 below shall apply.

Table D5 – Poaching and Use of Another Club’s Athletes		
Reference	Offence	Sanction on Club
DC-D5-01a	“Use” as defined in this article	Fine amounting to €1000 payable to ASA to be imposed on the offending individual/s’ club (70% to be given to the club whose player is being used and 30% to be retained by the ASA) and Compensation to be 5 times the amount due should the player be on the Named Players List
DC-D5-01b		The offending individual/s suspended from all ASA Activities for a period between 6 months and 1 year.
DC-D5-02a	“Poach” as defined in this article	Fine amounting to €1200 payable to ASA to be imposed on the offending individual/s’ club (70% to be given to the club whose player is being used and 30% to be retained by the ASA) and Compensation to be 5 times the amount due should the player be on the Named Players List
DC-D5-02b		The offending individual/s suspended from all ASA activities for a period between 1 and 2 years

#### DC-D6 FAILURE TO PAY TRANSFER FEES

Where a club has acquired the services of an athlete from another club against a transfer fee, be it agreed between the clubs or determined by the Player Transfer Tribunal, and the acquiring club has failed to pay such a fee or part thereof, such acquiring club shall be guilty of an offence. The sanctions in Table D6 below shall apply.

Table D6 – Failure to Pay Transfer Fees	
Reference	Sanction
DC-D6-01	<ul style="list-style-type: none"> <li>• The transfer shall be deemed null and the athlete shall remain bound to the selling club, and</li> <li>• The acquiring club forfeits any part of the fee already paid to the selling club, and</li> <li>• The acquiring club shall nevertheless remain bound to pay the balance of the transfer fee, and</li> <li>• The acquiring club shall furthermore be prohibited from registering new athletes until such time as the entire fee is paid up.</li> </ul>

**DC-D7                      FAILURE TO PAY ATHLETES**

It is an offence for clubs not to pay athletes their dues as per contract. Upon a written report filed by the athlete and submitted to the ASA, the matter shall be immediately referred to the Disciplinary Commissioner who shall hear both parties. If there exists any valid reason the Disciplinary Commissioner may allow the club a period of not more than 2 months within which to pay the arrears due to the athlete. Should the club fail to pay within the period conceded to it, the sanctions in Table D7 below shall apply.

Table D7 – Failure to Pay Athletes	
Reference	Sanction
<b>DC-D7-01</b>	<ul style="list-style-type: none"><li>• The athlete's registration with the club shall be terminated and the athlete shall be deemed released for all intents and purposes, and</li><li>• The club shall nevertheless remain bound to pay the athlete all dues owed to him / her as per contract, and</li><li>• The club shall further be prohibited from registering new athletes until such time as the entire dues are paid up.</li></ul>

**DC-D8                      DOUBLE REGISTRATIONS**

It is offence for an athlete who is already registered with a local club and whose registration form has been endorsed by the ASA, to register with another local club. Both the sanctions in Table D8 below shall apply (*amended 13<sup>th</sup> February 2017*)

Table D8 – Double Registrations	
Reference	Sanction
<b>DC-D8-01</b>	<ul style="list-style-type: none"><li>• The athlete shall be severely reprimanded, or</li><li>• Suspended from all ASA activities for a period that will not exceed 6 months.</li></ul>
<b>DC-D8-02</b>	The club with whom the athlete shall have registered irregularly shall be fined between €100 and €500.

**DC-D9 NATIONAL ATHLETES**

Offences that relate to National Teams and/or selections are detailed in Table D9 below.

Table D9 – National Athletes		
Reference	Offence	Sanction
<b>DC-D9-01</b>	An athlete who refuses without valid reason to be summoned to form part of a national squad, or who having accepted, later refuses to form part of such a squad, by either failing to attend official events and/or competitions.	The athlete shall be suspended from all ASA activities for a period between 1 and 6 months.
<b>DC-D9-02</b>	An athlete who without valid reasons fails to attend training sessions or preparatory events.	The athlete shall be suspended from all ASA activities for a period between 1 week and 4 months.
<b>DC-D9-03</b>	An athlete who interferes with or objects to the national coach's decisions, plans, or systems of play, or challenges the coach's authority or otherwise undermines the unity or discipline within the squad.	The athlete shall be suspended from all ASA activities for a period between 1 week and 4 months.
<b>DC-D9-04</b>	Club Members who give false excuses in order to avoid an athlete from their club from being called up to form part of a national squad, or who urges others to commit any of the offences cited in this article.	The Club Member shall be suspended from all ASA activities for a period between 2 weeks and 6 months.
<b>DC-09-05</b>	A swimmer who fails to abide by the General Code of Conduct/Policy of the ASA	The swimmer shall be suspended from participating in international competitions for a period between 1 and 6 months

**DC-D10 INFECTIOUS DISEASES**

Following the extraordinary circumstances created by the COVID-19 pandemic in 2020, the following articles are being included. The sanctions in Table D10 – Infectious Diseases below shall apply.

Should an individual be tested positive for any infectious disease declared to be an epidemic by the local health authorities or a global pandemic by WHO, the team for which he/she plays

for, and any other person/s directly affected and/or involved in the situation, are obliged, when necessary, to undergo tests or examinations as directed by the relevant Authorities.

Should the person be an athlete, he/she shall be considered an ineligible athlete and as such cannot be included in the Team Line-Up/Start List for any ASA activity. All sanctions for ineligible players/athletes shall apply.

DC-D10-01 It is an offence for any individual to refuse to undergo any tests and/or fail to submit the results of such tests in relation to infectious diseases. Such persons are to follow instructions issued by the relevant authorities until the adequate clearance and clean bill of health from the such Authorities is issued.

DC-D10-02 It is an offence not to submit the results of any relevant medical tests to the ASA by at least four (4) hours prior to the start of an ASA activity in which such person is to participate in.

DC-D10-03 It is an offence for a team official, club member, coach, team manager, etc. who has tested positive for any infectious disease to be included in a Team Line-Up/Start List during any ASA activity

DC-D10-04 It is an offence for any Club not to notify the ASA if any of their members, be it athletes, officials, members, etc has undergone a test.

DC-D10-05 It is an offence to delay the taking of a test for any infectious disease.

DC-D10-06 It is an offence for an individual to fail to notify his/her club who, in turn, is obliged to inform the ASA of the above situations.

Table D10 Infectious Diseases	
Reference	Sanction
<b>DC-D10-01</b>	Suspended from all ASA activities for a period between 6 months and 2 years.
<b>DC-D10-02</b>	Failure to do so, the individuals shall be suspended from all ASA Activities for a period between 1 and 6 months. The club with whom the individuals are associated will be fined between €500 and €1000 per occurrence
<b>DC-D10-03</b>	All sanctions for ineligible athletes will apply irrespective of the individual's designation.
<b>DC-D10-04</b>	The Club shall be fined between €500 and €1000
<b>DC-D10-05</b>	The Club shall forfeit any points/matches/results gained during the delaying period. This is applicable to all disciplines. In the case of a Knock-Out competition, the opposing team will be awarded a victory.
<b>DC-D10-06</b>	The Club shall forfeit any points/matches/results gained during this period. This is applicable to all disciplines. In the case of a Knock-Out competition, the opposing team will be awarded a victory. Suspended from all ASA activities for a period between 2 weeks and 1 month

## **DC-D11            ENCOURAGEMENT TO BREAK THE RULES**

It is an offence to encourage anyone to break any part of the DC code. The sanction for any breach of this rule will be 5 times the relevant sanction or equivalent fine applied independent of the fact if such break happened or not.

## **DC-D12            BETTING AND PLACING OF WAGERS**

It is an offence for any athlete, team official, ASA official, match official and club member to bet or place a wager on any sporting activity organised under the aegis of ASA, including matches involving the national team. Individuals found guilty of this offence, shall be suspended from all ASA activities for a period of not less than 1 year and not more than 3 years.

## **DC-D13            CONFLICTS OF INTEREST**

DC-D13-01 An individual who may have a conflict of interest due to his/her multiple roles with both a club and any National Team forming part of the ASA is obliged to immediately declare this conflict to the ASA General Secretary and this no later than one week from when the potential conflict arises.

If the individual is also a member of staff, official, or athlete of a club, he/she must also inform the club in question at the same time in accordance with the procedures established by such club. This information is to be disclosed by the club to the ASA Council during the subsequent Council meeting.

For the avoidance of doubt, the submission of the aforementioned declaration does not constitute an automatic authorisation and further information may be requested from the individual to clarify his/her position.

Individuals found guilty of failure to abide by the provisions of this article shall be fined a sum of not less than €100 and not more €500. A suspension from all ASA activities for a period of not less than 1 month and not more than 3 months may also be imposed.

DC-D13-02 Technical officials whose family members (sons, daughters, brothers, sisters, nephews, nieces) form part of a club participating in ASA competitions are to immediately declare such a conflict to the ASA General Secretary once they become aware that a family member is competing in any aquatic competition organised by the ASA.

The technical official shall disclose any potential relationships (with athletes or officials), business, employment or otherwise, which, in their opinion, may be seen as potentially conflicting. The General Secretary shall disclose this

information to the Council, the ASA Executive or any individual involved in the appointment of such technical officials.

Individuals found guilty of failure to abide by the provisions of this article shall be fined a sum of not less than €50 and not more €250. A suspension from all ASA activities for a period of not less than 2 weeks and not more than 8 weeks may also be imposed.

DC-D13-03 If an individual commits or is a victim of an offense in terms of the disciplinary code, the role that he/she occupies at the time of the offense shall determine the appropriate disciplinary action.

Individuals found guilty of failure to abide by the provisions of this article shall be sanctioned as per DC-B1.

DC-D13-04 Should an individual who occupies a dual (or multiple) role with the ASA and a club be found guilty by a disciplinary hearing, of using his position within the ASA to give an advantage to his club (such as a National Team coach using his position to entice players to join his local club), the offender shall be immediately dismissed from his role within the ASA, and shall be fined a sum of not less than €200 and not more €1000. A suspension from all ASA activities for a period of not less than 6 months and not more than 2 years shall also be imposed. If such an offence is committed while on active ASA duty, these sanctions shall be double the ones stated.

DC-D13-05 Should a club official, member or athlete use the dual (or multiple) role of another official, member or athlete with the same club as a means of getting an advantage towards his club, the offender shall be fined a sum of not less than €200 and not more €1000. A suspension from all ASA activities for a period of not less than 6 months and not more than 2 years shall also be imposed.

DC-D13-06 In terms of these guidelines, any individual holding an official position within the ASA must declare any ongoing legal proceedings instituted by, or against, the former by any club forming part of the Association. This obligation shall also apply to any future legal proceedings instituted by, or against, any ASA Official throughout his or her term.

Individuals found guilty of failure to abide by the provisions of this article shall be fined a sum of not less than €50 and not more €250. A suspension from all ASA activities for a period of not less than 2 weeks and not more than 8 weeks may also be imposed.





**DISCIPLINARY COMMISSIONER**

**&**

**THE BOARD OF APPEALS**

**(TERMS OF REFERENCE AND PROCEDURE)**

**APPROVED BY THE COUNCIL ON**

**6<sup>TH</sup> MAY, 2024**

## INTERPRETATION OF TERMS

- i. Unless explicitly stated, the definitions given in the Disciplinary Code DC-A2 (Definitions) also apply to these Terms of Reference and Procedure.
- ii. References to the “General Secretary” refer to the ASA General Secretary or their appointed assistants or delegates.
- iii. The term “Panel” refers to the panel of individuals approved by the Council to serve as Disciplinary Commissioners and/or members of the ASA Board of Appeals.
- iv. The terms “Disciplinary Commissioner” and “Commissioner” are used interchangeably and refer to the same individual.
- v. The term “Commissioner” also includes an Assistant Commissioner if and when assigned to a case.
- vi. The term “hearing” refers to a Hearing of the Disciplinary Commissioner or of the Board of Appeals.
- vii. The term “Board” refers to the ASA Board of Appeals.

## **SECTION 1 - GENERAL**

### **TOR-11 THE STANDARD OF PROOF IN THE ASA DISCIPLINARY SYSTEM**

- i. In the ASA Disciplinary System, the standard of proof is based on the preponderance of evidence. This means that during a hearing, the adjudicator must carefully assess the probability of the alleged offence being committed as reported or not. The determination of guilt or innocence relies on a balance of probabilities, considering the evidence presented by both parties. If, in the adjudicator's judgment, the evidence presented by the reporting party outweighs that provided by the accused party, the accused will be found guilty in accordance with the report. On the other hand, if the evidence presented by the accused party is more convincing, the adjudicator/s will not find the accused guilty.
- ii. The ASA judicial process diverges from traditional legal courts, as its primary focus lies in upholding and enforcing ASA rules and regulations. The paramount aim of this process is to preserve a fair and level playing field while safeguarding the sport's integrity. In contrast to traditional legal courts, the ASA process predominantly concerns itself with the imposition of sporting sanctions, including suspensions, fines, and disqualifications, rather than engaging in the broader range of legal remedies available within the conventional legal framework.
- iii. The ASA judicial process is designed to offer a specialized and streamlined approach to handling disciplinary matters within its sporting activities. This design places a strong emphasis on an understanding of sports law, rapid dispute resolutions, the maintenance of confidentiality, and the fair and just enforcement of sporting regulations.

### **TOR-12 DISCIPLINARY COMMISSIONERS & MEMBERS OF THE BOARD OF APPEALS**

- i. The Council shall periodically approve a Panel of individuals to serve as Disciplinary Commissioners and/or members of the ASA Board of Appeals. Preferably, the Panel should be composed of individuals who possess a strong understanding of sports law, ASA regulations, and the various sporting disciplines managed by the ASA.
- ii. The General Secretary shall assign a disciplinary report to one member of the Panel. At their discretion, or at the request of the assigned Commissioner, they may also assign an Assistant Commissioner. The designated Commissioner/s shall preside over and submit a decision on the report to the General Secretary.
- iii. Appeals will be heard and decided by the Board of Appeals. The Commissioner/s who made the decision being appealed shall not form part of the Board. The Board shall consist of up to three members selected by the General Secretary from the Panel. If the Board is composed of more than one member then these members shall elect a chairperson from among themselves. The chairperson shall have a casting vote if required.

- iv. If none of the Panel members are available for a hearing of the Disciplinary Commissioner or the Board of Appeals, the General Secretary may, limitedly in emergency situations, dictated by time restrictions due to upcoming matches in which offenders are involved, nominate a qualified individual, who is not currently part of the Panel, to act as Commissioner or participate in the Board of Appeals for that particular hearing.
- v. Any Commissioner or member of the Board of Appeals who has a conflict of interest or bias related to the case assigned to them should recuse themselves from involvement in the case. For the avoidance of doubt, the decision on whether a conflict of interest or bias exists lies solely with the said member of the Commissioner or member of the Board of Appeals.

### **TOR-13 ASA MATCH DELEGATE AND DISCIPLINARY OFFICER**

#### **i. ASA Match Delegate**

The ASA Match Delegate is defined as an individual of technical competence who is duly appointed by the Executive , in the exercise of its reasonable discretion, in order to supervise a match. For the avoidance of doubt, all appointed referees, local or foreign, automatically qualify to be appointed as an ASA Match Delegate. Any other individual shall be duly appointed by the ASA Executive Council.

#### **ii. Disciplinary Officers**

The Executive may appoint Disciplinary Officers who shall be individuals possessing a strong understanding of sports law, ASA regulations, and the various sporting disciplines managed by the ASA. Disciplinary Officers shall be independent of the ASA and shall have the authority to:

- Represent the interests of the ASA by presenting the case and acting as a prosecutor during hearings of the Disciplinary Commissioner and Board of Appeals.
- Initiate disciplinary processes, including investigation and preparation of formal charges or reports, for subsequent submission to the General Secretary or Disciplinary Commissioner for further action.
- Recommend specific measures or sanctions to be imposed on the accused party, contributing to the fair and effective enforcement of the disciplinary process within the ASA.

### **TOR-14 PROCEDURE DURING HEARINGS (COMMISSIONER & BOARD OF APPEALS)**

#### **i. Procedure**

- a. Procedure in a hearing is entirely at the discretion of the Commissioner/Board, who shall uphold principles of equity and fairness. They shall ensure that every party has a just and unbiased hearing.
- b. In the case of dispute or points of order, the Commissioner/Board shall be the sole interpreter of procedural rules.
- c. The Commissioner/Board shall allow both parties to present their case.

#### **ii. Witnesses and Evidence**

- a. Both parties have the right to call witnesses during a hearing. Witnesses shall be present only while giving evidence. It is preferable that witnesses appear in person before the hearing.

However, testimony may also be provided through alternative means, such as by telephone, online, or via written statements.

- b. The Commissioner/Board and both parties have the right to question and cross-examine witnesses.
- c. If it is necessary to arrive to a fair and just decision, the Commissioner/Board may request additional evidence or testimony.
- d. The Commissioner/Board may censure, exclude, or fine (up to a maximum of €200 payable by the witness or the party that produced the witness) a witness when it becomes clear to the Commissioner/Board that the testimony or evidence presented is maliciously untrue, or in bad faith.
- e. Both parties have the right to present material evidence during the hearing, provided that the Commissioner/Board deems it reliable and relevant to the case. Evidence includes, but is not limited to video clips, photographs, and voice recordings provided that the Commissioner/Board is satisfied with the veracity and genuineness of such evidence.

### iii. Deliberation

- a. Following the conclusion of the hearing, the Commissioner/Board shall initiate their deliberations. Prior to commencing deliberations, the Commissioner/Board may request the General Secretary or the secretary to furnish them with the disciplinary records of the accused and/or any precedents related to similar cases.
- b. While in deliberation, **no one is allowed** to communicate with the Commissioner/Board until a decision on the case is reached. However, while deliberating on a case, the Commissioner/Board may consult with another member of the Disciplinary Panel.
- c. Once the deliberation process is finalized, and a decision has been reached, the Commissioner/Board will either draft the decision or instruct the secretary to type it.

## TOR-15 AMENDMENTS

These Terms of Reference and Procedure may be amended at any time by the Council of the ASA. Provided that any amendments affected during an ongoing senior competition shall only come into effect upon termination of the said competition.

## SECTION 2 – DISCIPLINARY COMMISSIONER

### TOR-21 COMPETENCE OF THE DISCIPLINARY COMMISSIONER

- i. The Commissioner has the authority to conduct hearings and/or make decisions on reports submitted by any individual or entity that has a vested interest in any activity falling under aegis of the ASA.
- ii. The Commissioner shall declare a report or contestation to be frivolous and vexatious when it lacks merit, substance, or validity and that is submitted with the primary intention of harassing, annoying, or causing trouble, rather than for legitimate or justifiable reasons. In such cases, the Commissioner may apply the disciplinary measures in the Disciplinary Code against the individual or entity responsible for submitting the frivolous and vexatious report or contestation.
- iii. The Commissioner may consider a request for the withdrawal of a report or contestation made by the individual or entity who submitted the report or contestation up until the point where the Commissioner begins deliberating on the case. Should the Commissioner perceive the withdrawal as an attempt at quid pro quo, then they may declare the withdrawal to be a frivolous and vexatious action subject to sanctions as prescribed in the Disciplinary Code. Once the Commissioner has initiated deliberations on a case, the report or contestation cannot be withdrawn.

### TOR-22 REPORTS AND CONTESTATIONS

#### i. Match Card Reports

- a. Reports on **Match Cards**, whether they are written on separate sheets or attached to the Match Card itself, can cover any alleged offences or incidents occurring immediately before, during, or immediately after the relevant match./
- b. Match Card reports may be submitted only by
  - the officiating referee/s who may report on any alleged offence or incident that took place in the field of play, the pool deck, the changing rooms, the stands, the Restricted Area/s, and any other areas at the venue.
  - the ASA Match Delegate appointed for the match who may report on any alleged offences or incidents on the pool deck, changing rooms, stands, Restricted Area/s, and any other areas at the venue, or acts of violent action on the field of play.
- c. Match Card reports must be finalised within 15 minutes from the conclusion of a match and passed on to the General Secretary expeditiously.
- d. It is the responsibility of team officials to ensure they obtain a copy of the Match Card report. In the event that team officials fail to do so, the Club will still be considered to have received the report.
- e. Contestations
  - A Contestation shall be considered to be a formal request by the accused party to have the case adjudicated in a hearing of the Disciplinary Commissioner.
  - Contestations of Match Card reports must be submitted by the President or Secretary of the Club to whom the subject/s of the reports appertain.
  - On pain of nullity, contestations are to be in writing and must be received by the General

Secretary by not later than 09:00 (9am) of the day after the match in question.

- Contestations are not required to include specific points from the report that are being contested. A list of witnesses or specification of legal representation is not required.
- The Club submitting the contestation binds itself to pay an administrative fee of €100 to the ASA.

## ii. Supplementary Reports by Referees and ASA Match Delegates

- a. The short name for **Supplementary Reports** by Referees and ASA Match Delegates shall be “Supplementary Report” or “Supplementary Reports”.
- b. Supplementary Reports shall comprise alleged offences or incidents that could have been reported in a Match Card report but were not. These alleged offences or incidents must have been either witnessed by the individual submitting the report or on the basis of evidence **presented from the official video of ASA or SportMalta**, and not based on data gathered from third parties, social media, or any other type of video.
- c. Supplementary Reports may be submitted only by
  - the officiating referee/s who may report on any alleged offence or incident that took place in the field of play, the pool deck, the changing rooms, the stands, the Restricted Area/s, and any other areas at the venue.
  - the ASA Match Delegate appointed for the match who may report on any alleged offences or incidents on the pool deck, changing rooms, stands, Restricted Area/s, and any other areas at the venue, or acts of violent action on the field of play.
- d. On pain of nullity, Supplementary Reports are to be in writing and must be received by the General Secretary by not later than three hours after the termination of the match in question. **PROVIDED** that where the refereeing officials are officiating in more than one game on the day, the three hours period will commence on the termination of their last game. *Amended 06/05/24*

## iii. Reports by ASA Officials

- a. The short name for Reports by ASA Officials shall be “**Official Reports**” or “Official Report”.
- b. The following individuals shall be considered to be “ASA Officials” for the purpose of this section.
  - Members of the ASA Executive ;
  - Disciplinary Officers;
  - Members on the Panel;
  - Referees when not involved in a match or event.
- c. ASA Officials may report on any **alleged offence or incident that did not take** place during a match in the field of play.
- d. On pain of nullity, Reports by ASA Officials, except for the President of the ASA and the General Secretary, are to be in writing and must be received by the General Secretary by not later than **48 hours from the time that the alleged offence** or incident took place. However, any report filed by an ASA Official that would have declared a conflict of interest may not be considered.
- e. Reports by the President of the ASA or the General Secretary are to be submitted by not later than **7 days either from the time that the alleged offence** or incident took place, or, from the time that the alleged offence or incident first came to the attention of the said ASA Officials, whichever is the latest.

#### iv. Miscellaneous Reports

- a. **Miscellaneous Reports** are to be in writing and may be submitted by
  - Affiliated Clubs and Bodies;
  - Parent Bodies of the ASA as listed in the Statute (Rule 4);
  - Local Sports Regulatory Bodies;
  - The National Anti-Doping Organisation of Malta (NADO) and the World Anti-Doping Agency (WADA).
- b. Miscellaneous Reports may refer to **any alleged incident but shall not refer to alleged offences or incidents that took place during an event in the field of play**, except for those cases of violent action which are corroborated by virtue of the official match video, which may be supplemented by photographic evidence and/or medical reports by a recognised medical practitioner.
- c. Miscellaneous Reports by affiliated Clubs and Bodies must be received by the General Secretary by **not later than three hours** after the termination of the event in which the alleged offence or incident took place.
- d. An affiliated Club or Body submitting a Miscellaneous Report binds itself to pay an administrative fee of €500 to the ASA.

#### v. Reports on Serious Offences

- a. Reports on alleged serious offences or incidents may be submitted by any individual or body.
- b. The subjects of reports on Serious Offences must be individuals or bodies that fall under the jurisdiction of the ASA.
- c. Alleged serious offences or incidents include:
  - Sports bribery;
  - Sports corruption and/or Match Fixing;
  - Doping rule violations;
  - Poaching of athletes;
  - Betting on a sporting activity falling under aegis of the ASA, or any match involving a National Team;
  - Violations related to the integrity of sports.

### TOR-23 COMMUNICATION TO REPORTED PARTIES

- i. The contents of TOR-23 apply only to Supplementary Reports, Official Reports and Miscellaneous Reports since the process for Match Card Reports is described in TOR-22(i).
- ii. The General Secretary shall forward a copy of the report to the President and/or Secretary of the Club to whom the subject/s of the reports appertain. The individual subject/s of the report including the Club itself, its players, team officials, club officials, members, supporters (identified or unidentified) and any other individuals associated with the Club, are deemed to have been informed about the report once the General Secretary has forwarded a copy of the report to the President and/or Secretary of the Club. Provided that, should an individual that is the subject of a report not be associated with a Club, the General Secretary shall endeavour to forward a copy of the report to such individual.



- iii. The General Secretary must ensure that these submissions are made expeditiously, and not later than 24 hours from the moment they receive the report. Failure to abide by this article shall not necessarily invalidate the report.
- iv. The General Secretary may also forward reports to:
  - the members of the ASA Executive ;
  - the ASA's legal advisor;
  - the members of the ASA Council.

## **TOR-24 HEARINGS OF THE DISCIPLINARY COMMISSIONER**

### **i. Multiple Reports**

Reports dealing with the same alleged offence or incident but received from more than one source, shall be treated as one report.

A report involving multiple individuals or entities may, at the discretion of the Commissioner, be subdivided or grouped into several reports. Such reports shall be handled in the same manner as other reports.

### **ii. Uncontested Match Card Reports**

The Commissioner shall consider one of two options before adjudicating an uncontested Match Card Report.

#### **a. Assume Unconditional Admission of Guilt**

The Commissioner can assume that the reported party has unconditionally admitted guilt based on the contents of the report. In this case, the Commissioner will proceed to apply sanctions as per the Disciplinary Code. The Commissioner is entitled to request clarifications from the party that submitted the report.

#### **b. Hold a Hearing**

The Commissioner may choose to hold a hearing to further investigate and decide on the uncontested Match Card report. In this case, the report shall be processed as a contested Match Card Report.

### **iii. Date, Time, and Venue of Hearings**

- a. The date, time, and venue of a hearing will be set by the General Secretary, and no requests for postponements will be considered. At the discretion of the Commissioner, hearings may be conducted online.
- b. Hearings should be held without undue delay, however, in cases involving athletes or coaches (as distinct from other team officials), where suspension is a potential consequence, the date and time should be set so as to ensure that a final decision can be reached before the next scheduled match or event in which the said athlete or coach is reasonably expected to participate. This should also allow time for any potential appeal to be lodged and heard. **The General Secretary may choose not to apply this provision if it is not possible to organise the hearing within these constraints.**
- c. The General Secretary shall communicate the date, time, and venue of the hearing to
  - The Commissioner assigned to hear the case;
  - The secretary to the Commissioner;

- The Disciplinary Officer, if appointed and when the report is submitted by an ASA entity;
  - The individual or the representative of the entity that submitted the report;
  - The President or Secretary of the Club/s to whom the subject/s of the reports appertain, including the Club itself, its athletes, team officials, club officials, members, supporters (identified or unidentified) and any other individuals associated with the Club. It is the responsibility of the Club President or Secretary to promptly relay the communication details to the respective individual or individuals involved. The reported individual shall be considered as officially notified once the Club President or Secretary has been notified. Provided that, should an individual that is the subject of a report not be associated with a Club, the General Secretary shall endeavour to forward a copy of the report to such individual.
- d. The General Secretary may also communicate the date, time, and venue of a hearing to members of the ASA Executive .

#### **iv. Attendance during Hearings**

- a. The individuals listed below have the right to be present as participants during hearings:
- The Commissioner;
  - A secretary to the Commissioner;
  - The individual or the representative of the entity that submitted the report;
  - The Disciplinary Officer;
  - The reported individual/s or a delegate of the reported entity;
  - Not more than 2 individuals to assist the reported individual/s or not more than 1 individual to assist the delegate of the reported entity;
- b. The Commissioner may proceed with the hearing in the case of absence of any of the above individuals.
- c. Members of the ASA Executive may be present as observers during hearings.
- d. During the hearing, the Commissioner has the right to exclude any attendee without giving a reason.

#### **v. Procedure**

Procedure shall be as defined in TOR-14(i).

#### **vi. Witnesses and Evidence**

The rules for witnesses and evidence shall be as defined in TOR-14(ii).

#### **vii. Deliberations by the Commissioner**

The procedure for deliberations following the conclusion of a hearing shall be as defined in TOR- 14(iii).

### **TOR-25 DECISIONS OF THE DISCIPLINARY COMMISSIONER**

- i. The Commissioner shall decide on the case and submit a written, signed decision to the General Secretary as expeditiously as possible. A decision documented within an email unmistakably sent by the Commissioner is considered to bear the Commissioner's signature.

- ii. Decisions that involve suspension of athletes or coaches (as distinct from other team officials) should be submitted by the Commissioner to the General Secretary before the next match/event in which such athlete or coach is reasonably expected to participate, also allowing time for an eventual appeal to be lodged and heard. In default, the decision shall not necessarily be invalidated, and the term of the suspension shall be adjusted as required.
- iii. The Commissioner may impose any fine, suspension or other penalty contemplated in the Disciplinary Code or other Statutes of the ASA.
- iv. The Commissioner may suspend in part or in full any decision, particularly in cases where it transpires that the offence was instigated by provocation or incitement, or where there are special circumstances surrounding the case.
- v. The Commissioner's decision may incorporate any recommendations they deem appropriate for the Executive's consideration. These recommendations may include requests for the General Secretary to initiate disciplinary proceedings regarding offences that surfaced during the hearing.
- vi. The Commissioner has the discretion to refund all, or part, of any administrative fees paid in connection with a report, or to declare that an administrative fee payable in accordance with this terms of reference document is not due.
- vii. Communication of the Decision
  - a. The General Secretary shall expeditiously forward a copy of the decision to the President or Secretary of the Club to whom the subject/s of the reports appertain. The individual subject/s of the report including the Club itself, its players, team officials, club officials, members, supporters (identified or unidentified) and any other individuals associated with the Club, are deemed to have been informed about the decision once the General Secretary has forwarded a copy of it to the President or Secretary of the Club.
  - b. **The communication by the General Secretary should state the time limit by which an appeal against the decision may be lodged as long as a minimum of 9 hours is afforded to the party effected by the decision. If this time limit is not stated, then the default time stated in TOR-32(iii) shall apply.**
  - c. The General Secretary may also forward reports to:
    - The individual or body that had submitted the report ;
    - The members of the ASA Executive ;
    - The members of the ASA Council;
    - All Clubs and Affiliated Bodies;
    - Any other individuals or entities at the General Secretary's discretion.
  - d. The General Secretary may publish any decision, including its associated report/s and contestation/s, on the ASA of Malta website, with the option to redact content at their discretion. Furthermore, the General Secretary may opt to upload a summarized version instead of the complete document.

viii. It is incumbent upon all relevant parties to enquire with the General Secretary about the case's outcome. In the absence of such enquiries, they shall be considered to have received notification along with a copy of the decision.

ix. Right of Appeal

Any of the parties to the case have the right to appeal to the ASA Board of Appeals against the Commissioner's decision if and only if:

- a. it is alleged that a serious procedural irregularity has been committed by the Commissioner, or
- b. it is alleged that the wrong individual was convicted by the Commissioner, or
- c. it is alleged that a wrong clause of the Disciplinary Code was applied by the Commissioner, or
- d. a suspension containing a multiple match ban is imposed upon the accused, and the accused alleges that a lesser ban is warranted according to the range of sanctions applicable to the offence, or
- e. a suspension of 2 matches or more for the same offence, or a period suspension from all ASA activities exceeding 1 month for the same offence has been inflicted.

## SECTION 3 – BOARD OF APPEALS

### TOR-31 COMPETENCE OF THE BOARD OF APPEALS

- i. The Board shall hear and decide upon appeals from disciplinary decisions taken by the Council, the Disciplinary Commissioner and any other entity duly authorised by the ASA Council to take disciplinary decisions.
- ii. The Board shall also hear and decide upon appeals lodged by athletes against disciplinary measures taken against them by their respective club.
- iii. *The Board may only hear appeals lodged by*
  - *The individual or entity found guilty of an offence, or*
  - *The individual or entity who lodged the original report( but excluding game officials) , or*
  - *On charges of violence only, the injured party or the club s/he is registered with, or representing.*
  - *The Executive , provided that such appeals may only be lodged against decisions related to “Reports on Serious Offences” as defined in TOR-22(v). Amended 06/05/24*
- iv. The Board shall declare an appeal to be frivolous and vexatious when it lacks merit, substance, or validity and that is lodged with the primary intention of harassing, annoying, or causing trouble, rather than for legitimate or justifiable reasons. In such cases, the Board may apply the disciplinary measures in the Disciplinary Code against the individual or entity responsible for lodging the frivolous and vexatious appeal.
- v. The Board may consider a request for the withdrawal of an appeal up until the point where the Board begins deliberating on the case. Should the Board perceive the withdrawal as an attempt at quid pro quo, then it may declare the withdrawal to be a frivolous and vexatious action subject to sanctions as prescribed in the Disciplinary Code. Once the Board has initiated deliberations on a case, the appeal cannot be withdrawn.

### TOR-32 APPEALS

- i. Appeals must be in writing are to be submitted to the General Secretary.
- ii. Lodging of an Appeal
  - Appeals by an individual or entity found guilty of an offence must be lodged by the President or Secretary of the entity to whom the subject/s of the reports appertain.
  - Appeals by the individual or entity who lodged the original report must be lodged by the same individual who lodged the report.
  - Appeals by the Executive must be lodged by the President or the General Secretary of the ASA.
- iii. Appeals by the Executive must be lodged within 7 days from the date when the decision being appealed was communicated. Other appeals must be lodged within 18 hours from the time when the decision being appealed was communicated. Provided that appeals on

decisions involving suspensions of athletes or coaches (as distinct from other team officials) **shall be lodged in such time that the appeal can be heard and decided before the next scheduled match or event in which the said athlete or coach is reasonably expected to participate.** In these cases, the time limit will be set on a case-by-case basis by the General Secretary.

- iv. The entity lodging the appeal binds itself to pay an administrative fee of €200 to the ASA.
- v. The appeal must clearly indicate whether the entire decision or specific parts of the decision are being appealed. In the latter case, the parts being appealed must be stated.
- vi. The appeal must specify one or more of the reasons that render the decision eligible for appeal as listed in TOR-25(ix). Provided that decisions on uncontested Match Card reports cannot be appealed on the grounds of guilt or innocence of the appellant.
- vii. The General Secretary shall, as expeditiously as possible, send a copy of the appeal to the President or Secretary of the other (non-appealing) party in the decision being appealed. Failure to abide by this article shall not necessarily invalidate the appeal.

## **TOR-33 HEARINGS OF THE BOARD OF APPEALS**

### **i. Date, Time, and Venue of Hearings**

- a. The date, time, and venue of a hearing will be set by the General Secretary, and no requests for postponements will be considered. At the discretion of the Board, hearings may be conducted online.
- b. Hearings should be held without undue delay, however, in cases involving athletes or coaches (as distinct from other team officials), where suspension is a potential consequence, the date and time should be set so as to ensure that a final decision can be reached before the next scheduled match or event in which the said athlete or coach is reasonably expected to participate. The General Secretary may choose not to apply this provision if it is not possible to organise the hearing within these constraints.
- c. The General Secretary shall communicate the date, time, and venue of the hearing to
  - The members of the Board assigned to hear the appeal;
  - The secretary to the Board;
  - The Disciplinary Officer, if appointed and when the decision being appealed relates to a report submitted by an ASA entity;
  - The individual or the representative of the entity that lodged the appeal;
  - The President or Secretary of the other (non-appealing) party in the decision being appealed.
- d. The General Secretary may also communicate the date, time, and venue of a hearing to members of the ASA Executive .

### **ii. Attendance during Hearings**

- a. The individuals listed below have the right to be present as participants during hearings:
  - The members of the Board;
  - The secretary to the Board;

- The individual or the representative of the entity that lodged the appeal;
  - The Disciplinary Officer;
  - The individual or representative of the other (non-appealing) party in the decision being appealed;
- b. The Board may proceed with the hearing in the case of absence of any of the above individuals.
  - c. Members of the ASA Executive may be present as observers during hearings.
  - d. During the hearing, the Chairperson of the Board has the right to exclude any attendee without giving a reason.

### **iii. Procedure**

Procedure shall be as defined in TOR-14(i).

### **iv. Witnesses and Evidence**

The rules for witnesses and evidence shall be as defined in TOR-14(ii).

### **v. Deliberations by the Board of Appeal**

The procedure for deliberations following the conclusion of a hearing shall be as defined in TOR- 14(iii).

## **TOR-34 DECISIONS OF THE BOARD OF APPEALS**

- i. The Board shall expeditiously decide on the appeal and submit a written and signed decision to the General Secretary. In exceptional circumstances the Board may postpone its deliberation and/or decision. The decision must be signed by the Chairman. The other members of the Board may also sign the decision. A decision documented within an email unmistakably sent by the Chairman is considered to bear the Chairman's signature.
- ii. Decisions that involve suspension of athletes or coaches (as distinct from other team officials) should be submitted by the Board to the General Secretary before the next match/event in which such athlete or coach is reasonably expected to participate. In default, the decision shall not necessarily be invalidated and the term of the suspension shall be adjusted as required.
- iii. While deliberating on the appeal, the Board may consider as mitigating circumstances situations where the offence was instigated by provocation or incitement, or where there are special circumstances surrounding the case.
- iv. The Board shall only decide upon the grievance/s raised in the appeal.
- v. The Board's decision shall be to
  - a. reject the appeal and confirm the decision under appeal, or
  - b. uphold the appeal and annul the decision under appeal, or
  - c. modify the decision under appeal by reducing, increasing, suspending, or otherwise changing the sanction/s imposed within the framework of the Disciplinary Code or other Statutes of the ASA.
- vi. The Board is not allowed to send a case back to the original adjudicator or to order a re-hearing by the Disciplinary Commissioner.

- vii. The Board's decision may incorporate any recommendations it deems appropriate for the Executive's consideration. These recommendations may include requests for the General Secretary to initiate disciplinary proceedings regarding offences that surfaced during the hearing.
- viii. The Board has the discretion to refund all, or part, of any administrative fees paid in connection with an appeal, or to declare that an administrative fee payable in accordance with this terms of reference document is not due.
- ix. Communication of the Decision
- a. The General Secretary shall expeditiously forward a copy of the decision to the President or Secretary of the Club that lodged the appeal. The individual subject/s of the appeal including the Club itself, its players, team officials, club officials, members, supporters (identified or unidentified) and any other individuals associated with the Club, are deemed to have been informed about the decision once the General Secretary has forwarded a copy of it to the President or Secretary of the Club.
- b. The General Secretary may also forward reports to:
- The non-appealing party to the appeal;
  - The members of the ASA Executive ;
  - The members of the ASA Council;
  - All Clubs and Affiliated Bodies;
  - Any other individuals or entities at the General Secretary's discretion.
- c. The General Secretary may publish any decision, including its associated appeal, on the ASA of Malta website, with the option to redact content at their discretion. Furthermore, the General Secretary may opt to upload a summarized version instead of the complete document.
- x. It is incumbent upon all relevant parties to enquire with the General Secretary about the outcome of the appeal. In the absence of such enquiries, they shall be considered to have received notification along with a copy of the decision.
- xi. Decisions taken by the Board of Appeals are definitive and final. There are no additional channels available for further appeal or recourse, including, but not limited, to any pardons requested from the ASA Executive.





# **CONFLICT OF INTEREST**

**APPROVED BY THE COUNCIL ON**

**6<sup>th</sup> May, 2024**

## **SECTION A – INTRODUCTION**

A conflict of interest occurs when one's decisions and actions may be influenced due to a clash between personal interests and professional duties or responsibilities. Although conflicts of interest are not inherently corrupt, should one fail to properly identify, declare, and manage a conflict of interest, the latter can undermine the trust in decisions and actions, increase exposure to risks and give rise to reputational damage. Thus, conflicts of interest can become problematic when they are concealed, only partially revealed or mismanaged. Consequently, it is imperative that processes to identify and manage risk and prevent corruption are followed to ensure that responsible and objective decisions are made.

When applying the foregoing principles to the current aquatic sports scene in Malta, the Aquatic Sports Association of Malta (the 'ASA') is not in a position to lose talented individuals, administrators, officials, or athletes, due to potential conflict of interests when occupying various roles within the sport. Hence, it is in the ASA's best interest, and in the best interest of the relevant individual and club, that conflicts of interest are reported, monitored, and managed accordingly in order to ensure objectivity in all of the ASA's processes.

In order to achieve this, the ASA is hereby publishing this guidance document in order to serve as a reference point for individuals and clubs, as to how to act in situations where persons are occupying multiple roles within the relevant sport, or should they perceive, there might be a conflict of interest. The below list is non-exhaustive, and the ASA reserves the right to amend this document when it deems it necessary from time to time.

## **SECTION B - GUIDELINES**

COI-01 An individual who may have a conflict of interest **due to his/her multiple roles with both a club and any National Team forming part** of the ASA is obliged to immediately declare this conflict to the ASA General Secretary on the template duly annexed to this guidance document, and this no later than one week from when the potential conflict arises. Failure to abide by the deadline identified herein may result in the imposition of disciplinary action upon such individual.

If the individual is also a member of staff, official, or athlete of a club, he/she must also inform the club in question at the same time in accordance with the procedures established by such club. This information is to be disclosed by the club to the ASA Council during the subsequent Council meeting.

For the avoidance of doubt, the submission of the aforementioned declaration does not constitute an automatic authorisation and further information may be requested from the individual to clarify his/her position.

COI-02 **Technical officials whose family members (sons, daughters, brothers, sisters, nephews, nieces) form part of a club participating in ASA competitions are** to immediately declare such a conflict to the ASA General Secretary in the manner prescribed below once they become aware that a family member is competing in any aquatic competition organised by the ASA.

The technical official shall disclose any potential relationships (with athletes or officials), business, employment or otherwise, which, in their opinion, may be seen as potentially conflicting. The General Secretary shall disclose this information to the Council, the ASA Executive or any individual involved in the appointment of such technical officials.

COI-03 If an individual commits or is a victim of an offense in terms of the Disciplinary Code, the role that he/she occupies at the time of the offense shall determine the appropriate disciplinary action. For the sake of clarity, should a person be employed as both **a club coach and a national coach alike** and this person commits/is a victim of an offence in terms of the disciplinary code, then the appropriate disciplinary action shall be meted out according to his/her designation at the time of the offense.

COI-04 Should an **individual who occupies a dual (or multiple) role with the** ASA and a club be found guilty by a disciplinary hearing, of using his position within the ASA to give an advantage to his club (such as a National Team coach using his position to entice players to join his local club), he/she is to be subjected to strict disciplinary action, including, but not limited to, the immediate dismissal from his role within the ASA and the appropriate sanction according to the Disciplinary Code. If such an offence is committed while on active ASA duty, the disciplinary action imposed upon the individual shall be double the one stated.

- COI-05 Should a club official, member or athlete use the dual (or multiple) role of another official, member or athlete with the same club as a means of getting **an advantage towards his club, such** a club official is to be sanctioned according to the Disciplinary Code.
- COI-06 In terms of these guidelines, any individual holding an official position within the ASA must declare any ongoing legal proceedings instituted by, or against, the former by any club forming part of the Association. This obligation shall also apply to any future legal proceedings instituted by, or against, any ASA Official throughout his or her term.

## **CONFLICT OF INTEREST DECLARATION**

*Approved on 6<sup>th</sup> May, 2024*

To: *The General Secretary*  
*Aquatic Sports Association Tal-Qroqq*

Date: \_\_\_\_\_ Name & Surname \_\_\_\_\_  
I.D.Card No. \_\_\_\_\_  
Position with ASA \_\_\_\_\_

**Potential Conflicts** ( mark N/A any section below which does not apply to you)

**a) Official positions (DC-13 -01)**

With effect from \_\_\_\_\_, I have occupied/shall  
be occupying the position of \_\_\_\_\_ With \_\_\_\_\_ club.

**b) Relatives with ASA member clubs (DC-13-02)**

Mr/Ms \_\_\_\_\_ my - husband/wife/partner/son/ daughter/ brothers/ sisters/  
nephew/ niece - occupies the position of official/coach/player/other (please specify  
\_\_\_\_\_) with \_\_\_\_\_ club.

**c) Business or other Interests (DC-13-02)**

I have a - business / personal - relationship with Mr/Ms \_\_\_\_\_ who  
is an official/coach/player/other ( please specify \_\_\_\_\_ ) with \_\_\_\_\_ club.

I hereby declare that I am aware of the provisions of DC-D13 of the Disciplinary Code of the **Aquatic Sports Association Malta** regarding potential conflicts of interest, and that I shall strictly abide by these protocols throughout my tenure with the Aquatic Sports Association.

Signature: \_\_\_\_\_

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**Note:** *This form is to be completed by every official, employee, coach, referee or volunteer within the ASA.*

## **DC-D13                    CONFLICTS OF INTEREST ( ASA Disciplinary Code)**

*DC-D13-01                    An individual who may have a conflict of interest due to his/her multiple roles with both a club and any National Team forming part of the ASA is obliged to immediately declare this conflict to the ASA General Secretary and this no later than one week from when the potential conflict arises.*

*If the individual is also a member of staff, official, or athlete of a club, he/she must also inform the club in question at the same time in accordance with the procedures established by such club. This information is to be disclosed by the club to the ASA Council during the subsequent Council meeting.*

*For the avoidance of doubt, the submission of the aforementioned declaration does not constitute an automatic authorisation and further information may be requested from the individual to clarify his/her position.*

*Individuals found guilty of failure to abide by the provisions of this article shall be fined a sum of not less than €100 and not more €500. A suspension from all ASA activities for a period of not less than 1 month and not more than 3 months may also be imposed.*

*DC-D13-02                    Technical officials whose family members (sons, daughters, brothers, sisters, nephews, nieces) form part of a club participating in ASA competitions are to immediately declare such a conflict to the ASA General Secretary once they become aware that a family member is competing in any aquatic competition organised by the ASA.*

*The technical official shall disclose any potential relationships (with athletes or officials), business, employment or otherwise, which, in their opinion, may be seen as potentially conflicting. **The General Secretary** shall disclose this information to the Council, the ASA Executive or any individual involved in the appointment of such technical officials.*

*Individuals found guilty of failure to abide by the provisions of this article shall be fined a sum of not less than €50 and not more €250. A suspension from all ASA activities for a period of not less than 2 weeks and not more than 8 weeks may also be imposed.*

*DC-D13-03                    If an individual commits or is a victim of an offense in terms of the disciplinary code, the role that he/she occupies at the time of the offense shall determine the appropriate disciplinary action.*

*Individuals found guilty of failure to abide by the provisions of this article shall be sanctioned as per DC-B1.*

*DC-D13-04                    Should an individual who occupies a dual (or multiple) role with the ASA and a club be found guilty by a disciplinary hearing, of using his position within the ASA to give an advantage to his club (such as a National Team coach using his position to entice players to join his local club), the offender shall be immediately dismissed from his role within the ASA, and shall be fined a sum of not less than €200 and not more €1000. A suspension from all ASA activities for a period of not less than 6 months and not more than 2 years shall also be imposed. If such an offence is committed while on active ASA duty, these sanctions shall be double the ones stated.*

*DC-D13-05                    Should a club official, member or athlete use the dual (or multiple) role of another official, member or athlete with the same club as a means of getting an advantage towards his club, the offender shall be fined a sum of not less than €200 and not more €1000. A suspension from all ASA activities for a period of not less than 6 months and not more than 2 years shall also be imposed.*

*DC-D13-06                    In terms of these guidelines, any individual holding an official position within the ASA must declare any ongoing legal proceedings instituted by, or against, the former by any club forming part of the Association. This obligation shall also apply to any future legal*

*proceedings instituted by, or against, any ASA Official throughout his or her term.*

*Individuals found guilty of failure to abide by the provisions of this article shall be fined a sum of not less than €50 and not more €250. A suspension from all ASA activities for a period of not less than 2 weeks and not more than 8 weeks may also be imposed.*

**Approved on 6<sup>th</sup> May, 2024**



# **PROTESTS BOARD**

## **(TERMS OF REFERENCE AND PROCEDURE)**

**13<sup>TH</sup> FEBRUARY 2017**



## **PB01 PANEL OF MEMBERS**

The Aquatic Sports Association of Malta (hereinafter referred to as 'ASA'), through the Council, shall from time to time approve a panel of persons to serve on the Protests Board (hereinafter referred to as "the Board").

## **PB02 COMPETENCE**

- i. The Board shall be empowered to hear and decide upon protests lodged by clubs concerning events regardless of whether the protesting club was a participant in such an event or not.
- ii. The Board shall be competent to hear and decide upon protests regarding alleged breach of ASA rules and regulations during an event, such that this breach may have had an effect on the result of the said event. Protests concerning points of fact and/or technical errors shall not be brought before the Protest Board.

## **PB03 COMPOSITION**

- i. The Board shall be composed of 3 members chosen by the General Secretary from the approved panel, as specified in PB01. If for any reason not enough members are found from such panel, any member of the Executive may sit in their stead.
- ii. The quorum of the Board shall be of 2 members.
- iii. The members of the Board are to elect a Chairman amongst themselves.
- iv. Each member shall have 1 vote, save for the Chairman, who apart from his vote shall also have the right to a casting vote in case of a tie.

## **PB04 SECRETARY TO THE BOARD**

The Board shall be assisted by the General Secretary and/or by an assistant secretary or other person appointed for this purpose. Such person shall act as secretary to the Board and shall inform the Board of any records concerning the party/parties involved, as well as any past decisions that may be relevant to the case. The secretary shall not be entitled to vote.

## **PB05 PROCEDURE**

- i. Protests shall be submitted to the General Secretary within 18 hours from the end of the event in question.
- ii. Protests shall
  - a. be in writing and be signed by the President or Secretary of the club submitting the protest;
  - b. include the grounds of the protest;
  - c. include a list of witnesses, if any;

- d. A deposit of €200 is to be submitted to the General Secretary or a member of the Executive , or to the Adjudicating person/board, at the start of the hearing of the case in question. Clubs may choose to deposit an amount in the ASA Bank account and any deposits, fines or other amounts relevant to disciplinary matters will be deducted from such amount (*approved 13<sup>th</sup> February 2017*).
- iii. It shall be the sole responsibility of the General Secretary and/or the Executive to ensure that the basic requirements set out in PB05(ii) for filing a protest are fulfilled, and, if in default, not to accept the protest.
- iv. The General Secretary shall
  - a. appoint a Board as specified in PB03 to hear the protest, and, in consultation with the appointed members, determine a date, time and place for the hearing;
  - b. send a copy of the protest to all parties directly involved in the event in question;
  - c. inform all parties who have the right to attend the hearing with the date, time and place of the hearing as specified in DC03.
- v. Only the persons listed below have the right to attend a hearing of the Protest Board, provided that the Chairman, may, after consultation with the rest of the Board, exclude or dismiss any person from the hearing.
  - a. The Board members and the appointed secretary.
  - b. All the parties directly involved in the event, including the delegate of the club that filed the report, accompanied by an advisor. The delegate and the advisor shall be entitled to call witnesses and produce evidence.
  - c. The delegates of clubs not directly involved in the event who may only act as observers.
  - d. The General Secretary and the ASA Registration Secretary if the protest concerns the eligibility or otherwise of an athlete. These shall have the duty to explain relevant rules and regulations as well as other details (date received, etc.) regarding an athlete's registration.
  - e. Members of the Executive .
- vi. During the hearing the Board shall
  - a. regulate the procedure;
  - b. proceed with the hearing even in the absence of the protesting club;
  - c. hear the submissions of the protesting club and the clubs directly involved in the event in question;
  - d. hear other witnesses and consider other evidence at its sole discretion, provided that in considering such evidence the Board shall ensure that equity and fairness shall prevail;
  - e. admit video and audio evidence by all parties so authorized to produce evidence.

## **PB06 DECISIONS**

- i. The Board shall deliberate and decide the protest during the same sitting, however, In exceptional circumstances the Board may postpone its deliberation and/or decision.
- ii. The Chairman may request the assistance of any member of the Executive during the deliberation stage.
- iii. The Board shall only decide upon the grounds included in the protest.
- iv. The Board shall either uphold or reject the protest. Should the Board uphold the protest, it

- shall provide a remedy to the protesting club, and
  - shall impose sanctions on any of the parties directly involved in the protest as per the Disciplinary Code without referring the case to the Disciplinary Commissioner.
- v. The provided remedy shall be as detailed below:
- In Water Polo, one of:
- If the match was in connection with a league competition, the protesting club shall be declared the winner of the match and it shall be awarded the points for a win as per ASA Water Polo Competition Rules.
  - If the match was in connection with a knock-out competition, the protesting club shall be declared the winner of the match and it shall proceed automatically to the next round of the competition, provided that, if the match was a “final”, the protesting club shall be declared the winner of the competition.
  - If the match was in connection with a league competition, none of the teams in the match shall be awarded any points.
  - If the match was in connection with a knock-out competition, both teams shall be removed from the competition.
  - The match shall be annulled and re-played.
  - Order that the result is to stand.
- In Swimming, one of:
- Disqualify the swimmer/s on whom the protest was based from the event in question and issue a new classification;
  - Re-hold the event without the swimmer/s on whom the protest was based.
  - Order that the result is to stand.
- vi. Besides the above mentioned remedies, the Board shall also impose sanctions on any of the parties directly involved in the protest as per the Disciplinary Code.
- vii. If, in the course of the hearing, it results to the Board that further action should be taken on any matter brought to its attention, it shall recommend to the ASA President and General Secretary to initiate disciplinary procedures.
- viii. In its decision, the Board may make any recommendations it may deem fit for the consideration of the Executive .
- ix. In the event that the Board finds the protest to be frivolous or vexatious, the Board shall impose a fine of not less than €200 and not more than €500 on the protesting club.
- x. Unless prior notice of absence is given by the protesting club to the General Secretary, the Board may fine the protesting club up to €100.
- xi. In the case that the Board upholds the protest, the Board shall order the ASA to refund the deposit paid by the protesting club.
- xii. The decision shall be in writing and shall be signed by the Chairman.
- xiii. It shall be the duty of all parties concerned to enquire with the General Secretary as to the outcome of the protest, and in default they shall be deemed to have been notified with a copy of the decision.

All decisions of the Board shall be final and no appeal therefrom may be submitted to any organ of the ASA.

#### **PB08     DEFINITIONS**

Unless explicitly negated, the definitions given in DC-A2 also apply to these Terms of Reference and Procedure.

#### **PB09     AMENDMENTS**

These Terms of Reference and Procedure may be amended at any time by the Council of the ASA.



## **PLAYER TRANSFER PARAMETERS**

**13 SEPTEMBER 2023**

## **SECTION A – OBJECTIVES AND PROCEDURES**

### **PTP – A1        OBJECTIVES**

The following rules and regulations shall govern all types of players transfers.

Whenever a dispute or a disagreement arises on the compensation to be paid, the A.S.A. Executive may be asked by the parties to discuss and arbitrate such cases of dispute or disagreement between the clubs regarding the amount of compensation to be paid by a club to another club for the “regular” transfer of a player

The Executive shall fix the amount of compensation to be paid according to the following articles.

### **PTP – A2        PROCEDURE FOR SUBMITTING A CASE FOR ARBITRATION – TRANSFER AT END OF PLAYER REGISTRATION**

On termination of the registration period of a player, the player shall have the right to be transferred to another club, provided that his original club receives adequate compensation. If such an agreement is not reached on the amount of compensation, the matter may be referred to the Executive for discussion and/or arbitration by adopting the following procedure:

- I. The matter shall be referred to the Executive for arbitration by the player and by either club involved (jointly or separately). Such referrals shall be in writing and the club’s referral shall contain details regarding the last sum offered and the proposed terms of payment.
- II. A fee of Eur300 shall be paid by both the buying and the selling club. Parties who fail to pay the said arbitration fee of Eur300 shall not be permitted to participate under whatever title during the arbitration with the case being heard and decided without their presence.
- III. The Executive shall inform the selling club of the matter and ask it to confirm in writing the amount and terms of payment that it has requested for the transfer.

During an ad hoc meeting between ASA Officials, the officials of both clubs and the player, the transfer of the player shall be affected. The player’s registration is submitted to the ASA duly filled and signed by the player, and officials of both clubs, besides the sum offered by the purchasing club becomes due and must be paid during this meeting. The selling club, at its discretion, may agree to terms of payment. The transfer of a player shall be effective even in the absence of the selling club

## SECTION B - GENERAL AGREED CONCEPTS

### PTP – B1 CONTRACTED INCOME

The only deciding factor on the value of a player at the end of his contract with his current club will be the contracted income he had with the selling club at the time excluding any bonuses. Any signing on fees that were paid to the player are to be considered part of his contracted income

### PTP – B2 VALUE OF TRANSFER FEE

1. The value of his transfer fee will be calculated on the total contracted income excluding bonuses on the previous 4 years divided by 2. (if a player had an income of Euro 6,000 Euro 8,000 Euro 10,000 and Euro 12,000 over the four years, his transfer fee would be Euro 18,000 (Euro 36,000 divided by 2). Provided that the minimum fee using this formula shall not be less than €2,500 (Amended 13.01.2025)
2. However, in the case of a player reaching the age of 21 or younger during the season (until the AGM of that current season), the parameter is to be calculated as the highest between twice his last wage and the calculation as per sub-Clause 1 above. (ie if a player had the following wages from ages 17 – 20 – Euro 3,000 Euro 4,000 Euro 5,000 and Euro 6,000 then his parameter would be Euro 12,000 and not Euro 9,000). (Amended 02.10.2024)
3. The maximum parameter for a non-renumerated player is to be set at Euro 2,500. If during the previous contracted period the player was renumerated but was not renumerated in the final year(s) then the higher between the calculation of clause 2 and Euro 2,500 is to be considered. (Amended 02.10.2024)

### PTP – B3 PLAYERS 32 AND OVER

1. A player that reaches the age of 32 during the season (until the AGM of that current season) is entitled to a free transfer the following season unless he is contracted by his current club for longer.
2. If a player reaches the age of 32 during the period when he is signing with his new club, then the transfer fee will be prorate on the number of years till this player is 32. He may be allowed to sign a shorter contract than 4 years and the transfer fee in Clause 2 will be a reflection of the number of years left (75% if 3 years, 50% if 2 years, 25% if 1 year).

### PTP – B4 CONTRACT OFFER BY SELLING CLUB

If, at the end of a contract, the selling club does not offer at least the same average yearly conditions as the player had from the previous contract, then his transfer fee will be 50% of the values as calculated according to Clause 2. However, the selling club may ask the ASA Executive to evaluate the player if there are circumstances which can be acceptable as to why

the club is not in a position to offer such a contract to the player. The Executive can decide on a valuation between 50 and 100% of the value as calculated in Clause 2. The decision of the Executive is final. The buying club is bound to pay the selling club the amount decided by the Executive within 30 days of the decision made, unless otherwise agreed between both parties.



**PTP – B5**      **JUNIOR PLAYERS**

1. Current Junior players parameters (as detailed hereunder and as on 21<sup>st</sup> August 2023) are to remain in place.  
When a Player who was included in his/her club's Named Players List for the season at the end of which he/she was released, registers for another club during the subsequent season (only), then the new club shall pay compensation to the old club unless the latter renounces its right for compensation in writing. The maximum compensation that shall be paid is as follows:-
  - Players reaching the age of 12 in the year of competition €250
  - Players reaching the age of 13 or 14 in the year of competition €500
  - Players reaching the age of 15 or 16 in the year of competition €1000
  - Players reaching the age of 17 in the year of competition €2500
4. Compensation shall be paid by means of a cheque payable to the Club in question. The cheque shall be attached to the player's registration form with the new club. This cheque will be handed to a representative of the new club once the registration is processed and endorsed and acknowledged by the General Secretary or the Registrations Secretary. (*Amended 02.10.2024*)

## PTP – B6 NAMED-PLAYERS LISTS

1. The named players list of Junior players which clubs may send to the ASA General Secretary according to the Rules of Junior Registrations is to be increased to 6 male players and 6 female players of each calendar year from the current 6 athletes of each calendar year.

## PTP – B7 AMENDMENTS

1. This document supersedes the previous Player Transfer Tribunal document and will come into effect upon approval by Council Members.
2. This document may be amended at any time by the Council of the ASA.



# **SWIMMING**

# **COMPETITION RULES**

**2<sup>nd</sup> October 2023**

## **SECTION 1 - INTRODUCTION**

### **SCR-11 INTRODUCTION**

- i. These rules are intended to supplement the current ASA Statute and the Disciplinary Code and they shall not in any way supersede any rule contained in the said Statute or Disciplinary Code. If, on any point, there is a conflict between the Statute/Disciplinary Code and these Competition Rules, then the provisions of the Statute/Disciplinary Code shall prevail.
- ii. These rules shall remain in force until cancelled and or amended by the Council.

### **SCR-12 LAWS GOVERNING THE SPORT**

All laws governing the sport are to be regulated as per WORLD AQUATICS Rules and Regulations unless otherwise specified by local rules and regulations.

### **SCR-13 THE SWIMMING SEASON**

The competitive Season shall start with the First swimming meeting held after the first of September and shall end with the National Swimming Championships.

Should the National Championships be held in the middle of the season, the competitive Season will end with the last Meet scheduled in the Season Calendar as agreed and confirmed by Council at the start of the Season. (*approved on 02-10-2023*)

### **SCR-14 POINTS REFERENCE**

Whenever it is required, WORLD AQUATICS points based on the year when the Season starts will be considered for the whole Season unless specifically required otherwise by specific competitions.

## SECTION 2 - FORMAT

### SCR-21 COMPETITIONS

The following competitions shall be organised by the ASA:-

- a. National Swimming Championships
- b. Age Group Time Trial Meets
- c. Swimming League
- d. Any other competitions.

### SCR-22 GENERAL COMPETITION RULES (AGE GROUP MEETS AND NATIONAL CHAMPIONSHIPS)

- i. During each Meet or Championship, the organising team office will be located at the pool deck. The office will have all forms required as per regulations available and will resolve all matters pertaining to the competition including:
  - Submission of swimming relay entry form
  - Submission of competition specific information
  - Submission of swimming withdrawals
  - Protests
  - Specific enquiries from Team Leaders/Head Coaches concerning the progress of the Championships or Meet.

Forms for swimming withdrawals, swimming relay entries, and all championship related forms need to be submitted to the office at the earliest opportunity but definitely within 30 minutes from the start of the specific session by a Team or Club Representative.

Should a Club cancel the entries of any of their swimmers 24 hours prior to the start of the actual competition, no sanction will be imposed on the said club for such withdrawals. ( approved by council on 13.01.25)

For any withdrawals during the final 24 hrs prior to the start of the event , an administrative fee of €5.00 will be charged to the club ( approved by council on 13.01.25)

For all Age Group Meets and competitions having direct Finals, withdrawal forms will only be accepted for medical reasons and must be backed by a medical certificate which should be presented within 72 hours following the start of the competition. Failure to present such a certificate, an Administrative Fee of €10.00 will be charged for each such withdrawal. ( approved by council on 13.01.25)

If a swimmer feels unwell and withdraws from an event on the day of competition, he/she cannot participate in any other events he/she may have entered.

In the case of competitions having Heats and Finals, a swimmer is allowed to withdraw from an event, pay the relevant Sanction as outlined in the Disciplinary Code and other Rules and Regulations of the ASA and participate in subsequent events he/she may have qualified for on the same day.

- ii. In any competition, should a swimmer miss an event for any reason other than medical, the

meet Referee shall decide the validity of the reason presented by the swimmer and accordingly accept or deny any further participation in that specific session. (*approved 05-02-2020*)

Failure to submit the respective forms/certificates indicated above will make the swimmer/team/club liable under the Disciplinary measures indicated in the ASA Disciplinary Code in place at the time of the competition. This rule applies only to swimmers registered with the ASA (*approved on 02-10-2018*)

- iii. During competitions, the Organising Team will be publishing the official meet /championship results when approved by the Referee and as soon as possible after the end of each event. These will be published online or put on a notice board in the designated area for the specific meet/championship.
- iv. In case of a protest, Team Leaders/Head Coaches are asked to submit their protest to the Organising Team at the Competition Office, who will take up the matter with the Referee. This has to be done within half an hour of the results being published. A deposit of €50.00 has to accompany the protest at the time the protest is submitted.
- v. Athlete straps and taping - No straps and taping other than that allowed by World Aquatic Swimming Rules is allowed unless a medical certificate is presented by the athlete and approved by the meet Referee prior to the start of the competition.
- vi. Swimmers are not allowed to tamper with the Automatic Timing equipment used throughout the Meets and Championships. This includes also the touch pads at both sides of the pool. For this reason, entry into the pool is only allowed from the starting blocks and exit from the pool is only allowed from the sides of the pool. Swimmers who do not follow this rule may be Disqualified from the event at the discretion of the Referee. (*approved on 02-10-2023*)
- vii. In case that few male and female swimmers have been entered for the same individual event, the event organizers may opt to combine such individual events.
- viii. In exceptional cases, and only upon request of the swimmer's coach, a swimmer may be allowed to swim in the same individual event as swimmers of a different gender. This will only be allowed if:
  - a. The swimmer is trying to achieve an MQS, and
  - b. As long as there is no detriment to another swimmer.In all cases of mixed individual events, any local records that have been set will **not** be recognized as official records.
- ix. WORLD AQUATICS approved mixed gender relays shall be organized in accordance with WORLD AQUATICS rules.
- x. Entry times in all competitions should reflect the swimmer's personal best for each specific event swam in the last 18 months.
- xi. The Basic Minimum Officials required to hold a Meet are the following:
  - 1 x Starter
  - 8 x Timekeepers
  - 1 x ARES computer operator
  - 1 x Results computer operator (*approved 02-10-2018*)
  - 1 x Referee

- xii. For International Meets and National Swimming Championships, in addition to the Basic Minimum Officials indicated in SCR22-x above, the following are also required:

- 2 x Stroke Judges
- 4 x Inspector of Turns
- 1 x Chief Inspector of Turns
- 1 x Fixing Results/Assisting with Backstroke Ledges
- 1 x Staging (*approved 02-10-2018*)

- xiii. During Time Trials and Competitions, the following Warm-Up Procedures are to be followed unless specific procedures are indicated for any specific Competition:

- a) A designated supervisor shall ideally be on deck during the entire warm up period.
- b) The warm-up is reserved for competitors taking part in the competition.
- c) Swimmers shall enter the water feet first except for starts which are limited to specified lanes.
- d) Paddles and hard Fins are not to be used during the Warm-Up period. These are allowed in the 25m Pool if this is available for use.
- e) Soft Fins, Kick Boards, Pull-Buoys, Ankle Bands, and Snorkels are permitted for use in the main warm-up pool during warm-up.
- f) At meet management's discretion and based on available space, the Meet Manager may permit the use of tubing or cord assisted sprinting in designated lanes and during specific times of the warm-up only. This is only however allowed in the 25m Pool when this is available. Coaches are responsible for equipment reliability and use.
- g) During the first part of the Warm-Up:
  - i. Lanes 0 and 9 shall be used as pace lanes. Swimmers swim from an in water push-off position from the starting end of the pool).
  - ii. Lane 1 will be reserved for Dives/Sprints practice. Only one-way swimming from the start end of sprint lanes is permitted. Swimmers should exit from lane 0 making sure there are no swimmers when exiting.
  - iii. Lanes 2 to 8 will be used for general warm-up until such time as one way sprints begin. Swimmers should not stop in the middle of the lanes
- h) During the last 20 minutes of the Warm-Up an announcement will be made for the start of the SPRINT/DIVE Lane Period. This period will see the addition of another sprint dive lane in Lane 2.:
  - i. Lanes 0 and 9 shall be used as pace lanes. Swimmers swim from an in water push-off position from the starting end of the pool).
  - ii. Lanes 1 to 4 will be reserved for Dives/Sprints practice. Only one-way swimming from the start end of sprint lanes is permitted. Swimmers should exit from lane 0 making sure there are no swimmers when exiting.
  - iii. Lane 5 will be reserved for Backstroke starts with a Backstroke ledge installed on this lane
  - iv. Lanes 6 to 8 will be used for general warm-up until such time as one way sprints begin. Swimmers should not stop in the middle of the lanes
  - v. In the case where Relays are included in the Program, lane 8 will be allocated for relay practice during the last 20 minutes of the warm up.
- i) Cone markers or similar signs should be placed on the starting platforms in lanes not specified as one way sprint lanes.
- j) Coaches should stand at the starting end of the pool and verbally start swimmers for sprint or pace work.

- k) Swimmers should not be allowed on a starting platform when a backstroker is executing a start in the same sprint lane.
- l) An announcement will be made 5 minutes prior to Warm-up finishing and at the completion of the Warm-up. At this time swimmers are to clear the pool.
- m) The Meet Referee or Organising can change the lane allocation as appropriate even during the Warm-Up session itself.
- n) The Meet Referee may remove a swimmer, a coach and/or the entire team from the deck, events or the entire meet for violations of these guidelines.

## **SCR-23                      NATIONAL SWIMMING CHAMPIONSHIPS**

- i. For National Swimming Championships, only boys aged 9 years or older during the year when the Season ends and girls aged 8 years and older during the year when the Season ends may participate.
- ii. Swimmers may participate in the National Swimming Championships in those events in which the swimmer has swum at least once during Age Group Meets, overseas competitions and International meets of the same season including also any competitions held in the period between the end of the previous Season and the start of the current Season. In the case of overseas competitions Swimmers must send the official meet result to the ASA within 1 week from the last day of competition. (approved 05-02-2020) If the National Championships are planned to consist of Heats and Finals, then all athletes are eligible to participate in the Heats and rules iv to viii below shall be ignored. *(approved on 02-10-2023)*
- iii. Only those non-Maltese swimmers who have been residing in Malta for a period of at least nine months preceding the commencement date of the competition and who have participated in at least 3 local competitions organised by the ASA during the current season are eligible to participate. In the 50m events, a direct final is held for the for the 8 fastest non-Maltese swimmers who submit an entry. Non-Maltese swimmers are free to take part in the other distance events. Any times which they attain will be valid times, however they will be excluded from medal classifications if they place in the first 3 places. Non-Maltese swimmers are not allowed to form part of Relay teams (approved 21-01-2019).
- iv. Rankings for each event will be published after each Age Group Meet. The rankings as at 14 days prior to the National Swimming Championships will be taken as the valid rankings for the Nationals.
- v. For all the 50m events - for each Age Group, the first 8 ranked swimmers qualify
- vi. For the 100m Breaststroke, Backstroke & Butterfly and all 200m events – for all combined age groups, the first 40 ranked swimmers qualify
- vii. For the 100m Freestyle – for all combined age groups, the first 80 ranked swimmers qualify
- viii. For the 400m, 800m and 1500m – for all combined age groups, the first 8 ranked swimmers qualify.
- ix. Only those active swimmers who have participated in the National Swimming Championships will be eligible to participate at any major competitions (WORLD AQUATICS World



Championships, European Championships, Olympic Games, Commonwealth Games, Small States of Europe Games, and any other competition that may be so designated by the ASA) during the subsequent season following the National Championships. Any swimmer selected to attend any such competitions will only be allowed to participate in those events in which the swimmer participated during the said National championships unless official qualification is achieved for any such competition in any other event.

- x. During the selection process for any major competition as described above, for those swimmers not achieving official qualification, ranking will be determined by WORLD AQUATICS points and EU Swimming Rankings. The period for qualification shall be set by the ASA for each major competition.
- xi. The relay events held during the National Swimming Championships shall be at club level only, and only ASA affiliated clubs may participate unless a special request is made by the National Squad Coach and approved by the ASA Executive and the clubs in order to achieve an MQS for an upcoming competition.
- xii. The top 3 places in the Open category of each event will be awarded to the top 3 ranked swimmers in that event regardless of age.
- xiii. Withdrawal forms will only be accepted for medical reasons and must be backed by a medical certificate. They should be presented at the earliest opportunity in order to give time for the reserve swimmers to be informed. If a swimmer feels unwell and withdraws from an event then s/he cannot participate in any remaining events.
- xiv. The National Swimming Championships Club Trophy will be organised based on results obtained by swimmers during the events held during the National Swimming Championships.

Points will be attributed to individual swimmers as follows in each event:

- 1<sup>st</sup> place - 10 points
- 2<sup>nd</sup> place - 8 points
- 3<sup>rd</sup> place - 6 points
- 4<sup>th</sup> place - 5 points
- 5<sup>th</sup> place - 4 points
- 6<sup>th</sup> place - 3 points
- 7<sup>th</sup> place - 2 points
- 8<sup>th</sup> place - 1 point

For the Club classification, the 10 best rankings of each Club are taken into account.

In the case of Clubs obtaining an equal number of points, the number of best rankings is taken into consideration.

The Club obtaining the highest number of points in the overall ranking receives the National Swimming Championships Club Trophy

The winning Club will also benefit from 50 free starts (entry fees) during the next season, the club ranked second gets 30 free starts and the club ranked third 20 free starts  
(approved 02-10-2018)

- xv. The ASA reserves the right to add heats in specific events for Classified Paralympic swimmers to take part. (approved 05-02-2020)

#### **SCR-24            AGE GROUP TIME TRIAL MEETS**

- i. For Age Group Time Trials, unless specifically indicated in the Calendar of events, only boys and girls aged 8 years and older during the year when the Season ends may participate.
- ii. The age used in determining to which age group swimmers belong, is the age reached in the birthday during the year of competition.
- iii. Age Group Time Trials with restricted Age Groups may be organised from time to time at the discretion of the ASA depending on the availability of the Calendar and the Pool.

#### **iv. Limit on 400m, 400m IM, 800m Freestyle, 1500m Freestyle events**

Entry time limits have been set for the following events:

400m freestyle	05:20:00 (boys), 05:50,00 (girls)
400m IM:	06:00,00 (boys), 06:30,00 (girls)
800m freestyle:	11:00,00 (boys), 12:00,00 (girls)
1500m freestyle:	21:00,00 (boys), 22:30,00 (girls)

Clubs will be penalized as outlined in the Disciplinary Code and other Rules and Regulations of the ASA if swimmers are entered for these events and do not perform within these time limits *(approved 02-10-2018)*.

- v. In Age Group meets swimmers will be allowed to start from the pool deck rather than from the block if they prefer. *(approved 05-02-2020)*

#### **SCR-25            SWIMMING LEAGUE**

- i. The Swimming League will be run during the Age Group Time Trials held between October and July and any International Meets. At the end of the season Top Swimmer, Male and Female will be determined in three age groups (as defined in sections v, vi & vii below). Prizes will be awarded. The National Championships are excluded from this League. *(approved 02-10-2023)*
- ii. A Trophy for each Champion will be awarded. These awards will be presented during the season's National Swimming Championships or at the start of the following Season if the National Championships are not the last Meet of the Season. For this reason, the awards of the previous season will have to be returned to the ASA by the end of May. *(approved 02-10-2023)*
- iii. All swimmers who take part in the Age Group Time Trials will automatically be included in the League Table.

#### **iv. Events**

- |              |               |
|--------------|---------------|
| 1. 50m Free  | 4. 400m Free  |
| 2. 100m Free | 5. 800m Free  |
| 3. 200m Free | 6. 1500m Free |

- 7. 50m Breaststroke
- 8. 100m Breastwork
- 9. 200m Breaststroke
- 10. 50m Fly
- 11. 100m Fly
- 12. 200m Fly

- 13. 50m Backstroke
- 14. 100m Backstroke
- 15. 200m Backstroke
- 16. 200m Individual Medley
- 17. 400m Individual Medley

- v. Open category - Scoring will be based on the best 2 events. Age groups: Male Swimmers aged 19 and older during the year when the Season ends and Female Swimmers aged 18 and older during the year when the Season ends. *(approved 05-02-2020)*
- vi. Junior category - Scoring will be based on the best 4 events. Age groups: Male Swimmers aged 17 and 18 during the year when the Season ends and Female Swimmers aged 16 and 17 during the year when the Season ends. *(approved 05-02-2020)*
- vii. Cadets category - Scoring will be based on the best 8 events. Age groups: Male Swimmers aged 16 and younger during the year when the Season ends and Female Swimmers aged 15 and younger during the year when the Season ends. *(approved 05-02-2020)*
- viii. The points will be calculated according to the current WORLD AQUATICS Point System. These are shown on the results of all ASA Swimming Competitions.
- ix. An event can be swum more than once over the season and the best recorded time will count. Relay swims do not qualify for the league.

### **SECTION 3 - SWIMMING EVENTS**

#### **SCR-31      REGISTRATION WITH THE ASA**

- i. Only those swimmers that are properly registered with the ASA as swimmers will be eligible to participate in any ASA organized swimming event. The ASA reserves the right to deny participation of a swimmer in an ASA organized swimming event or to disqualify the swimmer if the swimmer is not properly registered with the ASA as a swimmer. This rule does not apply for foreign visiting swimming teams that have been accepted to participate in an ASA organized swimming event.
- ii. Registration Forms for swimmers of Maltese nationality shall be submitted to the ASA office not later than the closing date for the submission of on-line entries of the swim meet in which the athlete will be participating in *(approved 21-01-2019)*
- iii. A swimmer must be in possession of an ASA Identity Card before he/she is eligible to participate in any swimming competition. These identity cards are issued when a recent passport-sized photograph is submitted to the ASA Secretariat together with the Registration Form not later than the closing date for the submission of on-line entries of the swim meet in which the athlete will be participating in. A swimmer without the

required card shall not be eligible to participate in any swim meet. It is the responsibility of the club's officials to make the necessary arrangement to collect the swimmers' Identity Cards from the ASA Office. Cards may be inspected by the Meet Referee or an Appointed Person prior or during any swim meet (*approved 21-01-2019*).

- iv. Loan Registration Forms shall be submitted to the ASA Office at any given time during a season but not later than the closing date for the submission of on-line entries of the swim meet in which the athlete will be participating in (*approved 21-01-2019*)

## **SCR-32            TEAM OFFICIALS**

- i. Clubs are entitled to nominate coaches, team managers and support staff based on the number of swimmers they have competing as follows:
  - 1 to 5 swimmers in individual events - 2 x coach, team manager or support staff
  - 6 to 20 swimmers in individual events - 3 x coaches, team managers or support staff
  - 21 to 40 swimmers in individual events - 4 x coaches, team managers or support staff
  - 41 or more swimmers in individual events - 6 x coaches, team managers or support staff
- ii. During locally organized events each participating club, after having informed the event organizers beforehand and obtained the necessary approval, may appoint one official team photographer to be on the pool deck during the competition.
- iii. Clubs are required to nominate Officials to assist during time trials as Time Keepers or other positions as indicated in SCR22-x and SCR22-xi according to the following quotas:

### **For Time Trials**

- 1 to 20 swimmers taking part in a competition or meet - 1 Official
- 21 and more swimmers taking part in a competition or meet - 2 Officials

### **For International Meets and National Championships**

- 1 to 10 swimmers taking part in a competition or meet - 1 Official
- 11 to 30 swimmers taking part in a competition or meet - 2 Officials
- 31 and more swimmers taking part in a competition or meet - 3 Officials

The names of these officials must be submitted by the clubs at least 24 hours prior to the start of the Competition or Meet. In case of Competitions with more than 1 session, the officials for the sessions must be submitted at least 24 hours prior to the start of the specific session.

Clubs who fail to provide the required Officials as indicated above will be liable under the Disciplinary measures indicated in the ASA Disciplinary Code in place at the time of the competition (*approved 02-10-2018*)

### **SCR-33            RESTRICTED AREAS**

- i. The Restricted Areas at the National Pool during Swimming Events consist of
  - a. The Organising Team office at pool deck level.
  - b. The whole pool deck area
- ii. Only swimmers taking part in the event, Team officials and other persons authorised by the Organising Team are allowed to enter the Restricted Areas.
- iii. Unauthorised entry into the restricted areas may result in disciplinary action being taken against the individual/s involved.

### **SCR-34            PARTICIPATION FEES**

- i. The club participation fee for each Age Group Meet and the National Swimming Championships shall be of €30.00 per club. *(approved 02-10-2023)*
- ii. Additionally, there shall be an entry fee of €2.00 per event per swimmer and €5.00 per relay entry during Age Group Meetings. *(approved 02-10-2023)*
- iii. During the National Swimming Championships there shall be an entry fee of €3.00 per event per swimmer and €10.00 per relay entry. *(approved 02-10-2023)*
- iv. During International Meets, there shall be a Club participation fee of €40 per club and an entry fee of €6.00 per event per swimmer. The fee for Relays, will be of €20 per team.
- v. All swimmers registered with local clubs affiliated with the ASA shall benefit from a discount of 50% on the entry fees during International Meets.

### **SCR-35            ASA SWIMMING RECORDS**

- i. The following bonuses shall be given to swimmers for each record that is broken *(approved 02-10-2018)*:
  - Age-group record: €50
  - National Long Course record: €100
  - National Short Course record: €100
- ii. Should an Age-Group swimmer obtain a result which is also a National Record, then regardless of the swimmers' age, he/she will be named as the National Record holder as well.
- iii. In the case of Records obtained in multiple age groups, swimmers will only be entitled to only one bonus.

iv. Age-Group Records will be maintained for all events indicated in the table further below.

Event	Age Group A		Age Group B		Age Group C		Age Group D	
<i>Gender</i>	<i>men</i>	<i>women</i>	<i>men</i>	<i>women</i>	<i>men</i>	<i>women</i>	<i>men</i>	<i>women</i>
<i>Age</i>	10-11	9-10	12-13	11-12	14-15	13-14	16-17	15-16
50m Freestyle	✓	✓	✓	✓	✓	✓	✓	✓
100m Freestyle			✓	✓	✓	✓	✓	✓
200m Freestyle			✓	✓	✓	✓	✓	✓
400m Freestyle			✓	✓	✓	✓	✓	✓
800m Freestyle			✓	✓	✓	✓	✓	✓
1500m Freestyle			✓	✓	✓	✓	✓	✓
50m Backstroke	✓	✓	✓	✓	✓	✓	✓	✓
100m Backstroke			✓	✓	✓	✓	✓	✓
200m Backstroke			✓	✓	✓	✓	✓	✓
50m Breaststroke	✓	✓	✓	✓	✓	✓	✓	✓
100m Breaststroke			✓	✓	✓	✓	✓	✓
200m Breaststroke			✓	✓	✓	✓	✓	✓
50m Butterfly	✓	✓	✓	✓	✓	✓	✓	✓
100m Butterfly			✓	✓	✓	✓	✓	✓
200m Butterfly			✓	✓	✓	✓	✓	✓
200m Ind Medley			✓	✓	✓	✓	✓	✓
400m Ind Medley			✓	✓	✓	✓	✓	✓

## **SECTION 4 – OVERSEAS TRAINING AND COMPETITIONS**

### **SCR-41 SWIMMERS RESIDING AND TRAINING OVERSEAS**

- i. A written monthly report must be sent to the National Coach and to the ASA detailing the monthly training log, performance, illnesses and/or injuries, and any other relevant information. Each swimmer has a personal responsibility to ensure their training log is agreed, and signed by their Club's Head Coach at the end of every calendar month. Each set of paperwork must be forwarded to the National Coach and to the ASA within fourteen days of the beginning of the following month.
- ii. The swimmer must inform the National Coach and the ASA in advance, in writing, of any participation at any swimming meet or swimming competition. The National Coach must approve such participation. After the swimming meet or swimming competition, the swimmer must inform the National Coach and the ASA of all the swimmer's results at the said meet/competition within 1 week from the end of the said meet/competition. The ASA must receive the official results document of the said meet/competition, and if any national or age-group records are set, the official results document must be signed by an official of the said meet/competition.

### **SCR-42 PARTICIPATION IN OVERSEAS COMPETITIONS**

- i. Clubs or Swimmers residing in Malta and training locally must inform the ASA in advance, in writing, of any participation at any swimming meet or swimming competition overseas other than those organized by the ASA. After the swimming meet or swimming competition, the club or swimmer must inform the ASA of all the results at the said meet/competition within 1 week from the end of the said meet/competition. The ASA must receive the official results document of the said meet/competition, and if any national or age-group records are set, the official results document must be signed by an official of the said meet/competition.
- ii. Swimmers who have times making them eligible to qualify in National Team Selection criteria Groups A and B must obtain prior authorisation in writing from the National Coach before participating at any swimming meet or swimming competition overseas.

## **SECTION 5 – NATIONAL TEAM RULES**

The Aquatic Sports Association of Malta (ASA) will announce the National Swimming Team members prior to the beginning of each Swimming Season.

### **1. PURPOSE**

The ASA believes that long-term high-performance swimmer development is based on the provision of a supported training and competitive environment. Over the course of a calendar year, the ASA selects swimmers to receive financial and program support, and also to participate in national training and competitive programs. On occasion, the ASA will select swimmers to represent Malta at International Competitions. These swimmers must meet specific performance criteria established by the ASA.

It is the ASA's intention to identify and support those swimmers whose dedication to swimming and performance results have met the highest standards and select those swimmers to form part of a National Team.

### **2. APPLICATION**

The ASA will annually prepare objective, performance-based selection criteria for the National Team. This selection criteria will be established and distributed to the swimming community in the year prior to the identified year for selection.

Swimmers will be selected as members of the National Swimming Team for a specified period of time which will be communicated at the time of selection. Once identified, each swimmer will be notified of the privileges and responsibilities associated with selection to the National Team. The ASA will facilitate access by the swimmer to any available financial and training support.

Selection to the National Team does not automatically guarantee participation in international events. At the same time swimmers who were not identified as National Team Swimmers at the beginning of the season could still be selected for participation in international events. Such swimmers should achieve the necessary minimum qualifying criteria for the respective competitions and fulfill the necessary National Team Commitments.

### **3. NATIONAL TEAM SWIMMERS PREPARATION**

Selected swimmers will train either as part of the ASA squad (under the guidance of the ASA National Swimming Coach) or as part of elite groups within their clubs (under the guidance of their clubs' Head Coach/Elite Squad Coach in collaboration with the National Swimming Team Coach). The selections will be published after personal meetings between the ASA National Swimming Coach and the athletes together with their club coaches.



Swimmers Identified by the National Swimming Coach who opt to train under the guidance of their club's Head Coach will be subsidised by the ASA as part of the necessary funding at the end of the season based on the results achieved.

#### **4. SELECTION FOR MAIN INTERNATIONAL COMPETITIONS**

The ASA will prepare objective selection criteria for participation in the Main international competitions (Olympic Games, World and European Championships, Junior World and European Championships, COMEN Cup etc.)

In order to be selected for such competitions, swimmers must fulfil the following criteria and any other criteria which might be requested for specific Competitions:

- be a Maltese citizen
- be a registered ASA member for the respective season
- be available to fulfil National Team commitments
- take part in at least 50% of local competitions organized by the ASA (for locally based swimmers) or to take part in at least 4 international competitions (for swimmers based abroad) during the 12-month prior to respective selection

#### **5. NATIONAL TEAM COMMITMENTS**

##### **a. National Team Members should:**

- Demonstrate respect to individuals regardless of body type, physical characteristics, athletic ability, nationality, national origin, religion, religious belief, political belief, economic status, race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender, gender identity, gender expression, age, marital status, family status or disability.
- Consistently demonstrate the spirit of sportsmanship, sports leadership.
- Avoid public criticism of athletes, coaches, officials, organizers, volunteers, employees and members.
- Consistently treat individuals fairly and reasonably.
- Show concern, empathy and caution towards others that may be sick or injured.
- Act with integrity and professionalism by being ethical, considerate, fair, courteous and honest in all dealings with people and organizations.

##### **b. National Team Members are obliged to:**

- Abstain from the use, possession, and the supply of banned substances and practices.
- Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
- Refrain from consuming alcohol or tobacco products while participating in ASA programs or events and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with ASA events.
- Use social media responsibly, modeling appropriate behaviour that is expected of representatives of ASA.
- Respect the property of others and not willfully cause damage.
- Report any alleged infractions of this code of National Team Commitments.

**c. National Team Members privileges:**

- Access to any available financial support through the ASA.
- Access to Gym facilities
- Access to Physiotherapy facilities
- Provision of Supplements under guidance of a professional Nutritionist
- Swimmers Identified by the National Swimming Coach opting to train under the guidance of their clubs' Head Coach/Elite Squad Coach will be subsidised by the ASA as part of the necessary funding at the end of the season based on the results achieved.

**SCR-51            Kit**

- i. The National team kit as designated by the Aquatic Sports Association of Malta or its officials for swimmers attending any of the National Team commitments including training sessions, is to be worn at all times unless the abovementioned body or persons deem a situation to be an exception.
- ii. Permission not to wear the national Team Kit can only be granted by the Team manager, Coach or ASA Official.  
  
iii. The Team Kit must be kept in an acceptable state at all times during any commitment.
- iv. The Team Kit must be worn to all medal ceremonies and media calls. This kit must be worn correctly and as in rule iii above.

**SCR-52            GENERAL CONDUCT**

- i. The decisions of the Team manager, Coaches or ASA Official are final.
- ii. At no time is any swimmer to act in a way that would harm the name of Malta or the Aquatic Sports Association of Malta.
- iii. Swimmers will be at any designated meeting place or event at the time stated by the team officials.
- iv. Swimmers are expected to remain with the team at all times during overseas trips unless permission is obtained from a team official. In the case permission is granted refer to rule iii above.
- v. Curfews will be established daily by the team officials and no team member may leave their room after curfew.
- vi. Any damage or theft caused during the trip will be the responsibility of the offending swimmer.
- vii. The Team officials may establish any other rules as deemed necessary. The directions and decisions of coach/ team officials are final.

- i. For all overseas events that are listed in the Official ASA swimming calendar, any parents, relatives or acquaintances of participating swimmers that are travelling to the event are not allowed to reside in the same residence as the swimming team throughout the whole competition, except for those who have been designated as officials with the swimming team.



# **ARTISTIC SWIMMING**

## **COMPETITION RULES**

**October 2023**

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## **SECTION 1 - INTRODUCTION**

### **ASCR-1        INTRODUCTION**

- a.        These rules are intended to supplement the current ASA Statute and the Disciplinary Code and they shall not in any way supersede any rule contained in the said Statute or Disciplinary Code. If, on any point, there is a conflict between the Statute/Disciplinary Code and these Competition Rules, then the provisions of the Statute/Disciplinary Code shall prevail.
- b.        These rules shall remain in force until cancelled and/or amended by the Council.

### **ASCR-2        LAWS GOVERNING THE SPORT**

All laws governing the sport are to be regulated as per WA Rules and Regulations unless otherwise specified by local rules and regulations.

### **ASCR-3        THE ARTISTIC SWIMMING SEASON**

The competitive season shall start on any date after the 1<sup>st</sup> October and shall end not later than the 31<sup>st</sup> May of the following year.

### **ASCR-4        COMPETITIONS**

The following competitions shall be organised by the ASA: -

- a.        Autumn Figures Competition
- b.        Ian Ruggier Christmas Gala
- c.        Winter Figure Competition
- d.        Winter Routine Competition
- e.        National Artistic Swimming Championships

The format of the competitions shall be determined during the **annual Calendar meeting** for Club Officials that will be held by not later than 30<sup>th</sup> September, and shall be approved by the

Council.



## SECTION 2 - FORMAT

### ASCR-5      AGE GROUP CATEGORIES

- |    |             |   |
|----|-------------|---|
| a. | Age Group A | 8 years and Under                                 |
| b. | Age Group B | 10 years and Under                                |
| c. | Age Group C | 12 years and Under                                |
| d. | Age Group D | 11 years and Over                                 |
|    |             | Novice Athletes during first year of registration |
| e. | Youth       | 13 – 15 years old                                 |
| f. | Juniors     | 15 – 19 years old                                 |
| g. | Seniors     | 15 years old and Over                             |

### ASCR-6      EVENTS IN EACH COMPETITION

- i)      All Age Groups
- Figures
  - Solo
  - Duet
  - Mixed Duet
  - Team
  - Combination
  - Acrobatic Routine
- ii)     Juniors and Seniors
- Solo – Technical Routine
  - Solo – Free Routine
  - Duet – Technical Routine
  - Duet – Free Routine
  - Mixed Duet – Technical Routine
  - Mixed Duet – Free Routine
  - Free Combination
  - Acrobatic Routine
  - Elements/Figures
-



The draws for the Optional Figure Group will be held between 18 and 72 hours prior to the start of the Competition.

For compulsory figures MT12 and MT13, the figure must begin & end in a table top position. Scoring for these figures will be based on the execution of the figure and whether the figure will fall to a Base Mark (BM) or not according to the WA guidelines for Routines. These figures will be judged by both execution judges and Difficulty Technical Controllers.

a. Age Group A

Prior to the start of the competitions, athletes must perform the compulsory figures/elements and the selected Optional Groups from the below:

Group & Figure Number	Figure Name	DD
<b>Compulsory</b>		
MT05	Back Layout Bent Knee	1.2
MT06	Back Layout Back Pike	1.0
<b>Optional Groups:</b>		
<b>Group 1</b>		
MT07	Kip Down	1.1
MT08	Ariana Rotation	1.2
<b>Group 2:</b>		
MT09	Surface Arch Position (BP 14)	1.2
MT10	Front Layout to Front Pike	1.0
<b>Group 3:</b>		
310	Somersault Back Tuck	1.1
MT11	Eggbeater to Body Boost	1.0

b. Age Group B and D

Prior to the start of the competitions, athletes must perform the compulsory figures/elements and the selected Optional Groups from the below:

Group & Figure Number	Figure Name	DD
<b>Compulsory</b>		
101	Ballet Leg Single	1.6
301	Barracuda	1.8
<b>Optional Groups:</b>		
<b>Group 1</b>		
MT01	Surface Arch Bent Knee Position (BP 14d)	1.5
344	Neptunus	1.6
<b>Group 2:</b>		
MT02	Flamingo Bent Knee to Submerged Double Ballet Leg	1.7
316	Kipnus	1.4
<b>Group 3:</b>		
MT03	Arianna Rotation with walk out front	1.7
MT04	Vertical Descent 360	1.2

c. Age Group C

Prior to the start of the competitions, athletes must perform the compulsory figures/elements and the selected Optional Groups from the below:

Code No.	Figure Name	Difficulty
<b>Compulsory:</b>		
106	Straight Ballet Leg	1.6
301	Barracuda	1.9
MT12	R3 - 180° Twirl	N/A
<b>Optional Groups:</b>		
<b>Group 1:</b>		

359	Front Arianna	1.9
348	Tower	1.8
<b>Group 2:</b>		
363	Water Drop	1.6
401	Swordfish	2.0
<b>Group 3:</b>		
311	Kip	2.1
227d	Swanita Spinning 180°	1.5

d. Youth

In the youth category, the figure section (A, B or C) shall be drawn first, then the order of appearance shall be drawn. The athlete draw list will be divided into two equal groups one (1) and two (2) (if numbers are not equal, group one (1) will have the extra swimmer). Then one of the two (2) figure groups of the drawn section will be assigned by lot to each athlete group (one (1) and two (2)).

Code No.	Figure Name	Difficulty
<b>Compulsory</b>		
MT13	R5 - 360° Twirl	N/A
<b>Section A:</b>		
<b>Group 1:</b>		
140g	Flamingo Bent Knee Twist Spin	2.9
437	Cyclone, Open 180°	2.6
<b>Group 2:</b>		
308h	Barracuda Airborne Split Spin Up 180°	2.9
407	Swordfish Straight Leg Arianna Rotation	2.6
<b>Section B:</b>		
<b>Group 3:</b>		
356f	Whip Continuous Spin 720°	3.0
441	Saturn	2.5
<b>Group 4:</b>		
352	Venus	3.0
240i	Albatross Spin Up 360°	2.5
<b>Section C:</b>		
<b>Group 5:</b>		

144	Rio Straight Leg	3.1
421	Walkover Back Closing 360°	2.4
<b>Group 6:</b>		
440d	Ipanema Spinning 180°	3.1
311j	Kip Combined Spin	2.4

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e. Juniors/Seniors

Prior to the start of the competitions, athletes must perform the Team Technical Required Elements B category.

Code No.	Element Name	Difficulty
TRE1B	Flying Fish Hybrid	2.3
TRE2B	Vertical – Half Twist to Bent Knee – Half Twist to Vertical – Split - Walkout	2.3
TRE3B	Two Fouette Rotations – Vertical – Spinning 360°	2.3
TRE4	Butterfly Hybrid	2.9
TRE5B	Rocket Split Bent Knee Hybrid	2.1

**ASCR-8**      **TIME LIMITS**

- i) The time limits for Age Group C, Youth, Juniors and Seniors will be as per WA Rules.
- ii) The time limits for Age Group B/D will be as follows +/- 5 second, including the stipulated 10 seconds on deck:
  - Solo 1 minute 30 seconds
  - Duet 2 minutes
  - Team 2 minutes 30 seconds
  - Combo 2 minutes 30 seconds

**ASCR-9**      **POINTS**

Points will be awarded to individual swimmers in each event they compete in.

- a) Autumn Figures Competition, the Ian Ruggier Christmas Gala, the Winter Figure Competition and the Winter Routine Competition.

1 <sup>st</sup> Place	10 points
2 <sup>nd</sup> Place	8 points
3 <sup>rd</sup> Place	6 points
4 <sup>th</sup> Place	5 points
5 <sup>th</sup> Place	4 points
6 <sup>th</sup> Place	3 points
7 <sup>th</sup> Place	2 points
8 <sup>th</sup> Place	1 point

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The Club obtaining the highest total number of points after the four events will be awarded the League Trophy.

b) National Artistic Swimming Championships

1 <sup>st</sup> Place	10 points
2 <sup>nd</sup> Place	8 points
3 <sup>rd</sup> Place	6 points
4 <sup>th</sup> Place	5 points
5 <sup>th</sup> Place	4 points
6 <sup>th</sup> Place	3 points
7 <sup>th</sup> Place	2 points
8 <sup>th</sup> Place	1 point

The Club obtaining the highest number of points will be awarded the National Artistic Swimming Championships Trophy.

### SECTION 3 - GENERAL

#### ASCR-10 REGISTRATION WITH THE ASA

- i) Registration Forms for artistic swimmers of Maltese nationality shall be submitted to the ASA office not later than the closing date for the submission of Preliminary Entry Forms of the competition in which the athlete will be participating in.
- ii) Only those swimmers that are properly registered with the ASA as Artistic Swimmers will be eligible to participate in any ASA organized artistic swimming event. The ASA reserves the right to deny participation of a swimmer in an ASA organized artistic swimming event or to disqualify the swimmer if the swimmer is not properly registered with the ASA as an artistic swimmer. This rule does not apply for foreign visiting teams that have been accepted to participate in an ASA organized artistic swimming event.
- iii) An artistic swimmer must be in possession of an ASA Identity Card before he/she is eligible to participate in any Artistic Swimming competition. These identity cards are issued when a recent passport-sized photograph is submitted to the ASA Secretariat together with the Registration Form not later than the closing date for the submission of Preliminary Entry Forms of the competition in which the athlete will be participating in. A swimmer without the required card shall not be eligible to participate in any swim meet. It is the responsibility of the club's officials to make the necessary arrangement to collect the swimmers' Identity Cards from the ASA Office. Cards may be inspected by the Meet Referee or an Appointed Person prior or during any swim meet.
- iv) Loan Registration Forms shall be submitted to the ASA Office at any given time during ~~a season but not later than the closing date for the submission of Preliminary Entry~~ Forms of the competition in which the athlete will be participating in.

**ASCR-11**      **ELIGIBILITY FOR NATIONAL TEAM SELECTION AND SWIMMERS OF NON-MALTESE NATIONALITY**

- a. All ASA Rules regulating the registration of artistic swimmers shall apply for the registration of players of non-Maltese nationality with the exception of Rule 34(a)(viii)(g): "Signature of any two of the Club officials of the previous Club (if applicable) authorising the transfer".
  - b. The following rules shall apply and shall regulate the registration of artistic swimmers of non- Maltese nationality:
    - i) Swimmers of non-Maltese nationality are not eligible for COMEN, LEN or WA competitions with the exception of WA World Series as it is where clubs can participate with approval of the ASA.
-

- ii) Swimmers of non-Maltese nationality, resident in Malta, are eligible to compete in Club Competitions, locally and overseas, with ASA approval.
- iii) Swimmers of non-Maltese nationality, resident in Malta but not in possession of a Maltese passport, will not be recognised as National Champions in competitions.
- iv) Any results obtained by swimmers of non-Maltese nationality will be valid, however they will be excluded from medal classifications if they place in the first 3 places.
- v) The National Team will be selected by the National Coach and approved by the ASA Executive .

## **ASCR-12**

### **GENERAL COMPETITION RULES**

- a) During each competition, the organising team office will be located at the pool deck level and will deal with all documentation required as per regulations including:
  - Submission of the start list
  - Submission of music
  - Draws for finals
  - Results
- b) The Referee will resolve all matters pertaining to the competition:
  - Protests
  - Any other enquiries.
- c) Forms for preliminary entry, final entry forms and withdrawals, need to be submitted to the ASA as follows:
  - Preliminary entry form: 15 days before
  - final entry form: 7 days before
  - Withdrawals/reserve/changes: Maximum 2 hours before

Should a club cancel the entries of any of their athletes 72 hours prior to the start of the competition, no sanction will be imposed on such club for such withdrawal.

For all Age Group Competitions that have direct finals, withdrawal forms will only be accepted for medical reasons and must be supported by a medical certificate which should be presented not later than two hours prior to the competition start.

If a swimmer feels unwell and withdraws from an event on the day of competition, he/she cannot participate in any other events he/she may have entered.



In the case of competitions having Preliminary and finals, a swimmer is allowed to withdraw from an event, pay the relevant Sanction as outlined in the Disciplinary Code and other Rules and Regulations of the ASA and participate in subsequent events he/she may have been entered for or qualified for.

Failure to submit the respective forms/certificates indicated above will make the swimmer/team/club liable under the Disciplinary measures indicated in the ASA Disciplinary Code in place at the time of the competition.

The administrative costs of the Competition will be handled by ASA.

1. The ASA will appoint a Referee for each event. The Referee's instructions and decisions shall be WA.
  2. During competitions, the Organising Team will publish the official competition/championship results when approved and endorsed by the Referee as soon as possible after the end of each event. These will be put on a notice board in the designated area for the specific competition/championship.
  3. In case of a protest, Team Leaders/Head Coaches are asked to submit their protest to the Organising Team at the Competition Office, who will take up the matter with the Referee. This has to be done within half an hour of the results being published. A deposit of €100.00 has to accompany the protest at the time the protest is submitted. In case the review of the official video of the Technical elements and figures is required in a protest and the protest is dismissed, the deposit will be forfeited in favour of the ASA.
  4. No strapping and/or taping is allowed unless a medical certificate is presented by the athlete and approved by the Referee two hours prior to the start of the competition. In such cases, only skin-coloured strapping/tape may be applied
  5. Make-up is to be reduced to eyes and lips only – no theatrical make-up and/or jewellery is allowed.
  6. Swimming suits have to be in good taste with no offensive symbols, excessive nudity or signs and must be in accordance with WA rules.
  7. In case of a highlight routine, all the elements that are going to be used have to be approved by the Referee or Competition Director in the Technical Meeting before the Competition.
-

8. The Competition will be composed of the Competition Director, Referee, Coach Representative and Delegate Representative. The Coach and Delegate Representative will be drawn in the technical meeting prior to competition. The Director and Referee will be appointed by ASA.
9. During each competition, warm-up procedures as per WA Rules are to be followed unless other specific procedures are agreed to.
  - a. A designated supervisor shall be on deck during the entire warm-up period;
  - b. Each team shall be allocated music time according to the events they are participating in;
  - c. The Competition Warm-Up schedule will be listed in the Competition Programme.

#### **ASCR-13 PARTICIPATION FEES**

- a. The club participation fee for National Competitions is €20 per club and as per invitation for the National Artistic Swimming Championships.
- b. Entry fees for local artistic swimming club athletes per entry are as follows:

<b>Event:</b>	<b>Price:</b>
Figures	€10
Solo	€15
Duet (including Mixed Duet)	€25
Team (including all Team events)	€45

#### **ASCR-14 RESTRICTED AREA AND SECURITY**

The Restricted Areas at the National Pool during artistic swimming competitions consist of:

- The VIP stand.
- The referees' office at pool deck level.
- Those areas reserved for the referees, judges, the competition secretariat, athletes and team officials.
- The whole pool deck (including the deck surrounding the Diving Pool)
- Those sections on pool stands/terraces that are indicated to be Guest or VIP areas.

Only swimmers taking part in the event, Team Officials and other persons authorised by the Organising Team are allowed to enter the Restricted Areas.

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Unauthorised entry into the restricted areas may result in disciplinary action being taken against the individual/s involved.

## **ASCR-15      ADDITIONAL RULES AND REGULATIONS FOR THE NATIONAL CHAMPIONSHIP**

The National Championship will be held as per WA Rules and Regulations and results will be obtained accordingly and as stipulated hereunder:

### Age Group C:

- |                                   |                           |
|-----------------------------------|---------------------------|
| ● Figures                         | 100%                      |
| ● Solo, duet, mixed duet and team | 50% figures + 50% routine |
| ● Free routine Combination        | 100% routine              |

### Youth:

- |                                   |                           |
|-----------------------------------|---------------------------|
| ● Figures                         | 100%                      |
| ● Solo, duet, mixed duet and team | 50% figures + 50% routine |
| ● Free routine Combination        | 100% routine              |

### Juniors:

- |                                |      |
|--------------------------------|------|
| ● Solo Free Routine            | 100% |
| ● Solo Technical Routine       | 100% |
| ● Duet Free Routine            | 100% |
| ● Duet Technical Routine       | 100% |
| ● Mixed Free Routine           | 100% |
| ● Mixed Duet Technical Routine | 100% |
| ● Team Free Routine            | 100% |
| ● Team Technical Routine       | 100% |
| ● Acrobatic Routine            | 100% |
| ● Free Routine Combination     | 100% |

### Seniors:

- |                                |      |
|--------------------------------|------|
| ● Solo Free Routine            | 100% |
| ● Solo Technical Routine       | 100% |
| ● Duet Free Routine            | 100% |
| ● Duet Technical Routine       | 100% |
| ● Mixed Free Routine           | 100% |
| ● Mixed Duet Technical Routine | 100% |
| ● Team Free Routine            | 100% |
| ● Team Technical Routine       | 100% |
| ● Acrobatic Routine            | 100% |
| ● Free Routine Combination     | 100% |

### Judges

All judges for local competitions will be appointed by the ASA. The ASA will cover the costs of any appointed foreign judges.

In the case of overseas club competitions and local international competitions, the ASA will not cover the costs of the participating foreign judges accompanying the clubs or national teams to the competitions.

In the case that a participating nation has no possibility to provide a judge, their Federation shall be financially responsible for one judge of another Federation to be appointed.

Judges are to wear a white polo shirt and black trousers when nominated to judge in local competition unless otherwise stated.

#### Awards

Medals will be awarded for 1<sup>st</sup> – 3<sup>rd</sup> place in all events.

The draws for the Optional Figure Group will be held between 18 and 72 hours prior to the start of the Championships.

### **SECTION 4 – MISCELLANEOUS**

#### **ASCR-16      PARTICIPATION IN OVERSEAS COMPETITIONS**

Any club wishing to participate in an overseas competition is to inform the General Secretary in writing. The ASA must approve such participation. After the competition, the club must inform the National Coach and the ASA of all the swimmers' results within 1 week from the end of the said competition. The ASA must also receive the official results document.

#### **ASCR-17      KIT**

- i) The National Artistic Swimming Team is to wear the kit provided by the ASA at all times.
- ii) Permission not to wear the national Team Kit can only be granted by the Team Manager, Coach or ASA Official.
- iii) The Team Kit must be kept in an acceptable state at all times during any commitment.
- iv) The Team Kit must be worn at all medal ceremonies and media calls.

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#### **ASCR-18      GENERAL CONDUCT**

- i) The decisions of the Team Manager, Coaches or ASA Official are final.
- ii) At no time is any swimmer to act in a way that would harm the name of Malta or the Aquatic Sports Association of Malta.
- iii) Swimmers shall show respect and courtesy to their teammates, coach, team administrators and fellow competitors at all times.

- iv) Swimmers will be at any designated meeting place or event at the time stated by the team officials.
- v) Swimmers are expected to show good sportsmanship at all times during team commitments.
- vi) Team members will refrain from any inappropriate behaviour that would detract from a positive image of the team or be detrimental to its performance.
- vii) Any inappropriate behaviour and/or the possession or use of drugs is strictly prohibited. The consumption of alcohol and/or any other illegal substance is strictly forbidden.

- viii) Swimmers are expected to remain with the team at all times during overseas trips unless permission is obtained from a team official. In the case permission is granted refer to rule above.
- ix) Curfews will be established daily by the team officials and no team member may leave their room after curfew.
- x) Any damage caused during the trip will be the responsibility of the offending swimmer
- xi) No loud or obnoxious behaviour will be tolerated in any public areas of the hotel/complex.
- xii) Excessive noise in rooms will not be accepted under any circumstances.
- xiii) The Team officials may establish any other rules as deemed necessary. The instructions and decisions of the coach/team officials are final.

#### **ASCR-19      OTHER RULES**

For all National Team events overseas listed in the Official ASA Artistic Swimming Calendar, parents, relatives or acquaintances of participating swimmers that are travelling to the event are not allowed to reside in the same premises as the team. This rule does not apply to those who have been designated as officials with the team.

#### **ASCR-20      NATIONAL TEAM SELECTION CRITERIA**

- i) All prospective athletes must meet the established qualifying criteria announced before the start of the Artistic Swimming Competitive Season;
- ii) The Selection Criteria will be decided by the Artistic Swimming National Coach and approved by the ASA Executive ;
- iii) National Team Trials shall be conducted under WA Rules and in accordance with the applicable procedures which may be established from time to time;
- iv) Participation in National events may also be taken into consideration;
- v) Results obtained in the National Artistic Swimming Championships may also be taken into consideration;
- vi) Should all clubs compete in the same overseas competition, the results obtained may be taken into consideration.