swimming metro SOUTH WEST

Technical Officials Allowance Scheme Policy

Policy Statement

The Metro South West Region relies on the contribution of our volunteer technical officials (TO's) for the running of our events. This allowance policy was developed to assist the TO's with their expenses in providing these services. SMSW will pay an allowance for TO's that provide volunteer services at Metro South West sanctioned events.

Payment of Allowance

1. Rostered volunteers who provide TO services at SMSW sanctioned events can claim an allowance of $25 per session (minimum of 3 hours, maximum of 5 hours).
2. Technical Officials must provide the rostered services for the full session.
3. SMSW sanctioned events are:
   a. SMSW Long Course Championships and Qualifying Meets;
   b. SMSW Short Course Championships and Qualifying Meets;
   c. SMSW Speedo Sprint Heats; and
   d. SMSW run events determined by the SMSW board from time to time.
4. All technical officials who provide services are eligible to apply for the allowance. However, SMSW must prioritise TO's from the SMSW Area when rostering.
5. The payment allowance shall be subject to the authorisation of the SMSW TSC or a nominated SMSW Board member if required.
6. No volunteer may authorise their own allowance. The SMSW Treasurer or SMSW President shall authorize any allowances that require independent authorisation.
7. All claims for allowance shall be made using the online TO sign on form for each event.
8. The ATSC, or delegate, shall authorise the online claims following each meet and forward them to the Treasurer for payment.
9. No allowances are to be paid in cash.
10. Timekeeping volunteers are ineligible to claim this allowance.