

Boat Drivers' Qualification Committee

# DRIVERS' POLICY MANUAL

*(Revised Jan. 2022)*



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# **AWSA DRIVERS' POLICY MANUAL**

*(Revised Jan. 2022)*

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# USA WATER SKI & WAKE SPORTS GENERAL BOAT DRIVER REQUIREMENTS

All drivers of towboats, pick-up boats and any other watercraft in USA-WSWS sanctioned events must comply with and meet all requirements for boater's training and/or licensing under state law applicable in the driver's state of residence. In addition, boat drivers who tow skiers in USA-WSWS sanctioned events shall possess a current USA-WSWS Trained Driver or sport discipline driver's rating.

## 1 – AWSA Driver's Program Description

### PURPOSE

The AWSA drivers' program is designed to improve, develop, and maintain the skills of both new drivers and those drivers with many years of experience behind the wheel. The program works to ensure knowledge and skills are shared, to improve the skill levels of all drivers within the sport of water skiing. Advancement to Assistant, Regular and Senior driver is accomplished through three steps: Step 1 - Education; Step 2 - Participation and Step 3 - Evaluation.

### STEP ONE - EDUCATION

Education is provided through drivers' clinics which are conducted in two parts: in a classroom setting and on the water. A clinic is mandatory to initially become an assistant driver and for upgrade to regular or senior driver. The concept of clinics is to provide background and education to apply during Step 2 - Participation. It is anticipated that drivers working towards an upgraded rating will not wait to attend a clinic as one of the last requirements for upgrade. In addition, all drivers must attend a clinic once every four years to maintain their existing rating (see Section 7 – Clinics for further information).

### STEP TWO - PARTICIPATION

For each rating level (assistant, regular and senior) there are quantitative requirements that must be met to advance. Typically, these requirements are met through experience gained from driving and working tournaments (refer to the *"Quantitative Requirements for Advancement"* section for details). A Driver's record of work at these tournaments is documented in the WSTIMS Scoring Program or recorded on the *"Tournament Officials' Record"* by the Chief Scorer and submitted to USA Water Ski & Wake Sports (USA-W SWS) Headquarters. It is the driver's responsibility to ensure his work has been accurately recorded. Also, drivers should maintain an [Official's Personal Performance Record](#) so they can follow their progress towards advancement. It also serves as an important back-up to Headquarters records in case of discrepancies.

### STEP THREE - WRITTEN AND PRACTICAL EVALUATIONS

The written testing for all driver ratings is an open book exam. The on-water practical test evaluates a driver's skills in the boat and is conducted under the supervision of three drivers as outlined in the sections for Assistant, Regular, and Senior Drivers.

## 2 – Driver Rating Levels

AWSA has three established driver rating levels for active tournament drivers: Assistant, Regular, and Senior. Drivers are rated for these levels in each of the three events, Slalom, Tricks, and Jump. It is possible to hold different rating levels for different events.

All drivers, regardless of rating, have a responsibility to pull every skier as fairly and equitably as possible in accordance with AWSA rules. See Appendix D – Driver Responsibilities

### **Assistant Driver**

Assistant is the entry level driver rating. Aspiring Assistant Drivers qualify for the rating by meeting prerequisite experience requirements, passing an MVR records review, completing an Application for Assistant Driver, and passing written and on water testing during a driver clinic convened for the purpose of new driver testing.

Assistant Drivers may drive in any Class C or below tournament and may serve as Assistant Chief Driver in Class C or below tournaments.

### **Regular Driver**

Regular Driver is an advanced rating for tournament driving. Regular Drivers advance from Assistant Driver by accumulating experience driving in 12 tournaments since becoming an Assistant Driver, two of which as Assistant Chief Driver, and then passing written and on water tests during a tournament under the supervision of three Senior drivers. Before testing for upgrade, the driver must have attended a clinic since becoming an Assistant Driver.

A Regular Driver may drive any class of tournament, including record capability, except for the National tournament. A Regular Driver may serve as Chief Driver of a Class C or below tournament.

### **Senior Driver**

Senior Driver is the highest rating for AWSA tournament drivers. Senior Drivers advance from Regular Driver by accumulating experience driving in 18 tournaments since becoming a Regular Driver, two of which as Chief Driver, and then passing written and on water tests during a tournament under the supervision of three Senior Drivers. Before testing for upgrade, the driver must have attended a clinic since the last upgrade.

A Senior Driver may drive any class of tournament and serve as Chief Driver.

### **Regular and Senior Driver End Course Video/Boat Path Monitoring Report**

Regular and Senior Drivers who drive in record capability tournaments must supply this information about their driving to AWSA annually. See Appendix C.

### 3 – Qualifying for Assistant Driver

An aspiring Assistant Driver must:

- complete the prerequisite tasks outlined on the *“Application for Assistant Driver.”*
- purchase and authorize a Motor Vehicle Record (MVR) Review as outlined on the application
- forward the completed application to USA Water Ski & Wake Sports, Attention: Officials Programs via email or fax. Be sure to keep a copy for your records.

Once USA-WSWS Headquarters has been notified the aspiring driver has successfully passed the MVR Review, Headquarters will notify the applicant and regional Drivers’ Committee representative that the aspiring driver is eligible to attend 1) a driver clinic and 2) an Assistant Driver Test Session to take the written and on-water practical evaluations. The regional Driver’s Committee representative will work with the applicant and other drivers to schedule a clinic and a test session.

The written test is open book. While testees may use the AWSA Rule Book and Zero Off documentation for reference, they should be familiar with this material before attending the clinic.

The on-water practical test will simulate pulling skiers under tournament conditions. Testees should come prepared to drive any tournament-approved boat and should be familiar with procedures followed in the boat during a tournament.

Upon successful completion of the testing clinic, the test administrator will forward the aspiring driver's written test and the on-water practical evaluation forms from all test administrators to USA Water Ski & Wake Sports, who will award an Assistant Driver rating.

## 4 – Advancement to Regular Driver

- Drivers should ensure they are receiving proper credit for events worked by logging into their “Member Dashboard” at <https://members.usawaterski.org/member/login/>. From their Dashboard, go to “My Official Ratings/Certifications”, “Events” to view a list of events driven.
- Drivers who do not receive proper credit for an event, should notify the Chief Driver or Chief Scorer of the event and request that they e-mail [officials@usawaterski.org](mailto:officials@usawaterski.org) with the event date, name, sanction number, class, state and the position and events for which they should receive credit.
- Upon completing all quantitative requirements (see Appendix B), including attendance at a clinic since receiving their current Assistant Driver rating, drivers should contact USA Water Ski & Wake Sports’ Officials Coordinator at [officials@usawaterski.org](mailto:officials@usawaterski.org) to request verification of their quantitative requirements to upgrade.
- Once verified, Headquarters will notify the driver and Regional Drivers’ Committee representative via e-mail that the driver is ready to take the written and practical on-water evaluations which are conducted in conjunction with a USA Water Ski & Wake Sports-sanctioned AWSA Class C tournament. The Regional Drivers’ Committee representative will assist the driver in setting up a testing date and location, as needed.
- On successful completion of testing, the test administrator will forward the written test, the on-water practical evaluation forms from all test administrators and end course video or BPMS report to the **Regional Drivers Committee Representative** for final approval and forwarding to USA Water Ski & Wake Sports Officials Coordinator for award of the new Regular Driver rating. See Appendix C for end course video and BPMS information.

***There is no minimum time requirement to complete the quantitative requirements to advance.***

## 5 – Advancement to Senior Driver

- Drivers should ensure they are receiving proper credit for events worked by logging into their “Member Dashboard” at <https://members.usawaterski.org/member/login/>. From their Dashboard, go to “My Official Ratings/Certifications”, “Events” to view a list of events driven.
- Drivers who do not receive proper credit for an event, should notify the Chief Driver or Chief Scorer of the event and request that they e-mail [officials@usawaterski.org](mailto:officials@usawaterski.org) with the event date, name, sanction number, class, state and the position and events for which they should receive credit.
- Upon completing all quantitative requirements (see Appendix B), including attendance at a clinic since receiving their current Assistant or Regular Driver rating, drivers should contact USA Water Ski & Wake Sports’ Officials Coordinator at [officials@usawaterski.org](mailto:officials@usawaterski.org) to request verification of their quantitative requirements to upgrade.
- Once verified, Headquarters will notify the driver and Regional Drivers’ Committee representative via e-mail that the driver is ready to take the written and practical on-water evaluations which are conducted in conjunction with a USA Water Ski & Wake Sports-sanctioned AWSA Class C tournament. The Regional Drivers’ Committee representative will assist the driver in setting up a testing date and location, as needed.
- On successful completion of testing, the test administrator will forward the written test, the on-water practical evaluation forms from all test administrators, and end course video or BPMS report to the **Regional Drivers' Committee representative** for final approval and forwarding to USA Water Ski & Wake Sports for award of the Senior Driver rating. See Appendix C for end course video and BPMS information.

***There is no minimum time requirement to complete the quantitative requirements to advance.***



## 6 – Special Fast-Track to Rating Procedures

### FAST TRACK TO A REGULAR OR SENIOR TRICKS DRIVER

- Fast Track to a Regular Tricks Driver: Drivers holding a Regular or Senior Slalom Driver rating or a Regular or Senior Jump Driver rating who do not have a rating to drive Tricks, can Fast Track by passing the written portion of the Regular Tricks Driver exam. If they are successful, they will be awarded a Regular Tricks Driver rating.
- Fast Track to a Senior Tricks Driver: Drivers holding a Senior Slalom Driver rating or a Senior Jump Driver rating AND holding an Assistant or Regular Driver rating in Tricks, can Fast Track to a Senior Tricks Driver by passing the written portion of the Senior Trick Drivers exam.

#### Process to Fast Track to a Regular or Senior Tricks Driver

1. The Regional Drivers' Committee representative is responsible for coordinating the Fast Track process for a Regular or Senior Tricks Driver.
2. The Regional Drivers' Committee representative will verify the person meets requirements to take the written exam.
3. The written portion of the Regular or Senior Tricks Driver exam shall be administered by the Regional Drivers' Committee representative or his designee.
4. The completed exam results are to be scanned and e-mailed or faxed to the USA Water Ski & Wake Sports Officials Coordinator. Please include a note with the following information:

Applicant's Name:

Applicant's USA-WSWS Membership Number:

Results of the Written Tricks Driver Exam:

Level of Tricks Driver After Exam (Regular or Senior):

Name of the Exam Administrator:

USA-WSWS Number of the Exam Administrator:

### FAST-TRACK PROCEDURES FOR LEVEL III COACHES AND OPEN RATED SKIERS

As an alternative to meeting all quantitative requirements for a driver's rating, Level III Coaches and skiers who hold an "Open" rating on AWSA's National Rankings List may take advantage of "Fast Track" options for earning an Assistant Driver rating or upgrading to Regular Driver in the event(s) for which a rating is held.

**Fast Track to Assistant Driver:** The aspiring driver must:

- purchase and authorize a Motor Vehicle Record (MVR) Review as outlined on the [“Application for Assistant Driver”](#).
- complete the top portion only of the [“Application for Assistant Driver.”](#) Level III Coaching certification or an “Open” rating replaces the need to complete the sign-off requirements.
- submit the application, along with proof of Level III Coach certification and/or proof of an “Open” rating” for each event for which the applicant is applying, to USA Water Ski & Wake Sports Officials Program Coordinator.

USA Water Ski & Wake Sports will review and approve the application and notify the applicant once they have received the MVR Review. USA Water Ski & Wake Sports will notify the applicant and Regional Drivers’ Committee representative that he is eligible to attend 1) a driver clinic and 2) an Assistant Driver Test Session to take the written and on-water practical evaluations. The Regional Driver's Committee representative will work with the applicant and other drivers to schedule a clinic and a test session.

Upon successful completion of the clinic, the Clinic Instructor will forward the clinic payment and written/on-water practical evaluations to the Regional Drivers' Committee representative who will review and forward on to USA Water Ski & Wake Sports Officials Coordinator who will award the Assistant Driver rating.

**Fast Track Upgrade to Regular Driver:** The quantitative requirements to advance to Regular Driver are reduced, as follows:

- drive five tournaments (reduced from ten)
- serve as Assistant Chief Driver at one tournament (reduced from two)
- attendance at a USA Water Ski & Wake Sports-sanctioned AWSA Drivers’ Clinic since becoming an Assistant Driver

Upon completing the reduced quantitative requirements noted above, the applicant should contact USA Water Ski & Wake Sports at [officials@usawaterski.org](mailto:officials@usawaterski.org) with his request to fast-track to Regular Driver and include proof of Level III Coaching certification or “Open” rating(s) in the events for which he is applying.

Once USA Water Ski & Wake Sports verifies that the applicant has successfully completed the fast-track quantitative requirements, they will notify the applicant and Regional Drivers’ Committee representative that he is eligible to take the written and on-water practical evaluations in conjunction with a USA Water Ski & Wake Sports-sanctioned AWSA Class C tournament. The Regional Drivers’ Committee representative will assist setting up a testing date and location.

On successful completion of testing, the test administrator will forward the written test, the on-water practical evaluation forms from all test administrators and end course video or BPMS report to the **Regional Drivers Committee Representative** for final approval and forwarding to USA Water Ski & Wake Sports Officials Coordinator for award of the new Regular Driver rating. See Appendix C for end course video and BPMS information.

## 7 – Driver Clinics

Driver clinics provide for review of driving policies and techniques, serve to introduce new and updated technical developments, and create an opportunity for drivers to share experiences. Clinics can take several forms depending on the need. All clinics meet driver rating maintenance and advancement requirements. **All drivers must attend at least one clinic in every four-year experience period.**

Clinics may take the form of classroom only sessions conducted in person or online, conducted by one or more Senior Drivers. Clinics involve no testing and can be attended by any driver to meet maintenance or advancement requirements. They may optionally include on-water practice.

Clinics may also be convened with a special focus, with on-water practice and coaching, conducted by one or more Senior Drivers. These clinics are convened with a focus on driving technique and include coaching, feedback, and review. They typically include use of end course video and/or other boat path tracking technology. These clinics are arranged on an invitational basis and do meet maintenance and or advancement requirements.

Sanctioned clinics are listed on the USA-WSWS website at:

[https://www.teamusa.org/-/media/USA\\_Waterski/Resources/For-Officials/OfficialsClinics.pdf?la=en&hash=C7576C2EF573DC5A8E974C10290CD4A3B74BE4C2](https://www.teamusa.org/-/media/USA_Waterski/Resources/For-Officials/OfficialsClinics.pdf?la=en&hash=C7576C2EF573DC5A8E974C10290CD4A3B74BE4C2)

Regional Driver's Committee Representatives may also be aware of clinics that are not publicly advertised.

### **Driver Clinic Sanctioning:**

AWSA Drivers' Clinics are sanctioned by completing the AWSA Drivers Clinic sanction form, located at <https://www.teamusa.org/usa-water-ski/for-officials>, and submitting it to USA Water Ski & Wake Sports.

Once approved, USA Water Ski & Wake Sports will send a sanction approval via e-mail along with a sanction number and the electronic clinic materials.

## 8 – Maintaining Driver Ratings

### QUANTITATIVE AND CLINIC REQUIREMENTS

**Assistant Drivers** must drive in at least 8 Class C tournaments for each event rating held and attend at least one clinic during the four-year experience period.

**Regular and Senior Drivers** must drive in at least 12 Class C or higher tournaments for each event rating held and attend at least one clinic during the four-year experience period.

**Senior Drivers** who hold a slalom rating must submit an end-course video of their driving or a boat path monitoring system report of their driving performance to their Regional Drivers' Committee representative once a year for review. See Appendix C

### EVENT CREDIT

**“C” and higher tournaments:** Appointed, Assigned, and Assistant Chief Drivers receive credit for those events actually driven. The Chief Driver receives credit for all events in a tournament even if he does not actually drive in the tournament.

**Driver Test Administrators:** Drivers who serve as test administrators for on-water practical testing for rating upgrades in conjunction with a Class C or higher tournament, qualify for tournament credit. Test administrators should check with the Chief Scorer of the tournament to be sure they are properly listed on the *“Tournament Officials' Record”* that is returned to USA Water Ski & Wake Sports to receive credit.

**Drivers' Clinics:** Clinic attendee and instructor participation in a Drivers' Clinic may be used in place of one tournament credit per calendar year.

**Towboat Evaluations:** Event/Tournament credit will be given to drivers who drive at the USA Water Ski & Wake Sports / AWSA Towboat Evaluations.

**Driving Practice at Regional and National Tournaments:** Event credit will be given for each different event driven provided arrangements are made **in advance** with the Chief Driver.

**GrassRoots (Class F) Tournaments, and Skier Clinics:** Driving in a standalone sanctioned GrassRoots tournament or a sanctioned skier clinic, may be used in place of one tournament credit per calendar year and counts for maintenance purposes only – not for upgrade. No credit will be given if credit was given for attending a driver clinic in the same calendar year.

## MOTOR VEHICLE RECORD (MVR) REVIEW REQUIREMENTS

**Aspiring Assistant Drivers** must successfully pass a Motor Vehicle Record (MVR) Review before attending an AWSA-sanctioned Drivers' Clinic as outlined on the [Application for Assistant Driver](#). **Currently rated drivers** must also pass a MVR Review once every two years to maintain their rating.

**MVR Reviews may only be performed for valid driver's licenses issued by a state within the United States or a Canadian province (excluding Alberta).**

Follow the instructions below to purchase and authorize a Motor Vehicle Record (MVR) Review.

- Go to <https://members.usawaterski.org/member/login/> to log into your Member Dashboard using your membership number and password.
- From your Member Dashboard, go to [Driver Programs/MVR Review](#) and follow the instructions to complete your MVR Review application and pay the screening fee.

Typically, it takes two to three business days for the results to be returned to USA Water Ski & Wake Sports. Note that MVR Reviews for Canada and the state of Pennsylvania take significantly longer. USA-WSWS will send a pass/fail notification via e-mail from [officials@usawaterski.org](mailto:officials@usawaterski.org).

**IMPORTANT:** If your MVR Review has not been renewed before expiration, your driver rating will be considered deactivated until such time as the required MVR Review has been successfully completed. Deactivation means you are not eligible to drive in sanctioned events.

## 9 – Testing for Driver's Rating or Upgrade

Testing to become an Assistant Driver or upgrade to a Regular or Senior Driver, requires the driver to successfully pass both a written test and an on-water practical evaluation of his skills.

For new Assistant Drivers, Assistant Driver Test Sessions are convened and include the testing administrators needed to conduct the tests. **Only new Assistant Drivers are tested at these sessions.** These sessions are typically scheduled in conjunction with driver clinics.

For upgrade to Regular or Senior Diver, tests are conducted during sanctioned tournaments.

**Written Testing:** The written test shall be an open book test with a copy of the current AWSA rulebook made available. Passing scores for the written test are provided below.

<b>WRITTEN TESTING PASSING PERCENTAGES</b>				
<i>(# questions correct ÷ total questions)</i>				
<b>Testing for:</b>	<b>General Considerations</b>	<b>Slalom</b>	<b>Tricks</b>	<b>Jumping</b>
Assistant	80% (20/25)	80% (17/21)	80% (12/15)	80% (18/22)
Regular	85% (21/25)	85% (18/21)	85% (13/15)	85% (19/22)
Senior	90% (23/25)	90% (19/21)	90% (14/15)	90% (20/22)

**On-Water Practical Evaluation:** Drivers successfully completing the written test may proceed with the on-water practical testing as outlined below.

<b>ON-WATER PRACTICAL EVALUATION REQUIREMENTS</b>				
<i>(current speed control system required)</i>				
<b>Testing for:</b>	<b>Testing Location</b>	<b>Test Administrator Requirements</b>	<b>Alternate Test Administrator Requirements<sup>1</sup></b>	<b>Maximum # of Times Can Test Per Calendar Year</b>
<b>Assistant</b>	Assistant Driver Testing Clinic	1 Senior Driver 2 Regular Drivers	2 Senior Drivers	2
<b>Regular<sup>2</sup></b>	Class C or higher tournament	2 Senior Drivers 1 Regular Driver	2 Senior Drivers + ECV or BPMS report <sup>3</sup>	2
<b>Senior<sup>2</sup></b>	Class C or higher tournament	3 Senior Drivers	2 Senior Drivers + ECV or BPMS report <sup>3</sup>	1

**NOTE:** All upgrades to Senior Driver must be submitted to the Regional Drivers' Committee representative for final approval. Be sure to include all testing materials and end course video or BPMS data.

<sup>1</sup> *Use of reduced test administrator rating requirements or the use of two test administrators requires the approval of the Regional Drivers' Committee Representative*

<sup>2</sup> *For Regular and Senior Driver testing, one of the test administrators must also be an AWSA-rated judge*

<sup>3</sup> *ECV = End course video or BPMS report meeting the technical guidelines for record capability tournaments is required for slalom and recommended for jumping.*

**Assistant Driver Testing:** In the event the appropriate level of drivers is not available to hold an Assistant Driver Test Session, the Regional Drivers' Committee representative shall describe in writing, the situation and forward it to the Chair of the Committee for a vote and/or appropriate action, prior to holding the clinic.

**Test Administrator Roles:** Two of the test administrators shall ride in the boat with one acting as the boat judge. The third test administrator shall be positioned at the end of the course to observe the boat path both inside and outside of the course. If the third test administrator is not used, end-course video (required for slalom and recommended for jump) must be used to evaluate boat path inside the course. All evaluation of in-course slalom boat path must be done either by a test administrator stationed at the end of the course or by the two test administrators' review of end-course video. The video should be made available to the driver for feedback on his performance. For Senior Driver upgrades, end-course video or BPMS data must be captured and forwarded to the Regional Drivers' Committee representative along with relevant paperwork. See Appendix C.

**Inspection of Equipment:** The test administrators will inspect the boat to be used prior to testing to ensure it is adequate to pull the event. Inspection shall ensure there is no play in the steering, that the throttle operates smoothly, that the speed control system and related instrumentation are in good working order, and that there are no problems with the boat that will affect the results of the practical evaluation.

**Skiers for Practical Evaluation:** When administering the practical test for upgrade to Regular or Senior Driver, the candidate must drive the more difficult events (i.e., Men 1, Men 2, Men 3). An adequate number of skiers should be pulled to properly evaluate the candidate's skills and abilities; typically, at least 10 to 15 skiers per event (two events can be combined to obtain enough skiers for testing). Also, when selecting a tournament for testing purposes, select one where skier performances will be in the range expected for a Regular or Senior Driver.

**Scoring the On-Water Practical Evaluation:** All test administrators shall rate the driver on those critical factors observed, as outlined in the supplied Boat Driver's Practical Evaluation Forms. Each test administrator shall compute a score for each event (slalom, tricks, jumping). A score for EACH EVENT will then be computed by averaging the individual examiner's scores for that event. The following minimum scores are required for upgrade:

- Assistant Driver – 3.0
- Regular Driver – 3.5
- Senior Driver – 4.0

Each event (slalom, tricks and jumping) must have an average score equal to or exceeding the above numbers to advance to the next higher level for that event. Scores should not be rounded and shall be computed to at least one decimal point. A driver may pass in one event but not pass in another. This may result in a driver with a regular rating in slalom, for example, and an assistant rating in jump.

## 10 – Driving Information Collection/Use and Distracted Driving

### DRIVING INFORMATION COLLECTION/USE

During sanctioned events, AWSA collects and stores data and information including but not limited to: skier name, boat driver and judge names, boat speed, rope length, and measured boat path. While some data is in text or numeric form, boat path data may be captured with video and/or with GPS-based boat path monitoring systems (BPMS).

Boat path data may be used for but not limited to: determining a valid boat path, determining the need for a reride, validating skier records, and evaluating driver performance.

As a driver in any sanctioned USA Water Ski and Wake Sports event, you agree to the collection, use and retention of such data and information as a condition of driving in the event.

### DISTRACTED DRIVING

Distracted driving is any activity that could divert a person's attention away from the primary task of driving. Distractions are shown to compromise the safety of the driver, passengers, and individuals being towed behind a boat.

Every state has a different set of laws regarding Distracted Driving, particularly with the use of cell phones while operating a motor vehicle. State laws define a boat as a motor vehicle.

For laws in your state please refer to:

<https://www.idrivesafely.com/driving-resources/laws/distracted-driving/>

#### Policy

- A boat driver shall not use a cell phone while operating a boat unless that phone is used in a hands-free manner such as with the use of a headset. Use during a sanctioned event, even with a headset, should be minimized to communication with officials, safety crew, dock starters and shore personnel in conduct of the event.
- A boat driver shall not text while operating a boat.
- Operating a boat is defined as in the driver's seat with the motor running.



# 11 – Discipline, Hardship, and Reinstatement

## DISCIPLINE

As a driver, you are expected to follow the rules. The use of any tolerances by you to improve skier performance will not be tolerated. It is your responsibility to attempt to be as close as possible to the actual rule specification.

Any driver breaking the rules will be subject to disciplinary action. Actions may include a letter of reprimand, suspension and/or demotion depending on the nature of the incident and any past occurrences.

Intentional disregard of the rules should be reported to the respective regional Drivers' Committee representative, copying the Driver's Committee Chair. The Driver's Committee will review the incident and if the situation warrants, will initiate a course of disciplinary action.

## HARDSHIP

The AWSA Drivers' Committee is responsible for ensuring all drivers have the skills necessary to guarantee skiers the best ride possible. A skier should not have to ski behind a driver who has not practiced. Driving skills require continual work during practice and tournaments. The requirements for maintaining a rating are minimal and necessary to ensure our skiers receive the best driving available.

There are, however, situations beyond a driver's control which would prevent meeting the renewal requirements. An excusable hardship is an event or condition over which a driver has no control. In other words, the event or condition is not self-imposed and personal choice has not been exercised.

Each request for hardship will be considered on its own merits. Hardships will not be granted for ability, prior qualifications, personality, or length of service. Hardships are not renewable.

The following are examples and are not all inclusive:

### Excusable conditions:

- Medical problems - major injury or illness, surgery, pregnancy
- Military duty
- Temporary job assignments lasting two months or more over which you have no control

### Inexcusable conditions:

- Non-awareness of renewal requirements
- Personal error in record keeping
- Lack of tournament attendance due to other personal activities
- Absence due to school
- Failure to attend a drivers' clinic

Individuals applying for hardship shall obtain and complete an AWSA Hardship Renewal Petition form from USA Water Ski & Wake Sports. The deadline for submitting a hardship request is May 1 of the year following the downgrade or 60 days after official notification of downgrade by USA Water Ski & Wake Sports, whichever is later.

## REINSTATEMENT

**Assistant Driver** – Applicants must:

- have held a valid AWSA Assistant Driver’s rating within the previous five years
- attend a sanctioned AWSA Drivers’ Clinic
- successfully complete both the written and on-water practical portions of the Assistant Driver’s test
- ensure that the *“Drivers’ Clinic Registration Form”* returned to USA Water Ski & Wake Sports clearly indicates that the driver is applying for reinstatement

Applicants for reinstatement as an AWSA Assistant Driver **DO NOT** need to complete an *“Application for Assistant Driver”*. Once the required paperwork is received by USA Water Ski & Wake Sports, the applicant will be notified of reinstatement as an Assistant Driver via e-mail.

**Regular Driver** – Applicants must:

- have held a valid AWSA Regular Driver’s rating within the previous five years
- attend a sanctioned AWSA Drivers’ Clinic
- contact USA Water Ski & Wake Sports Officials Coordinator to verify the date of downgrade to an Assistant Driver and date of the last clinic attended

USA Water Ski & Wake Sports will contact the applicant’s Regional Drivers’ Committee representative who will schedule a date to take the written and practical portions of the Regular Driver’s test in conjunction with a Class C tournament. Once the required paperwork is received by USA Water Ski & Wake Sports, the applicant will be notified of reinstatement as a Regular Driver via e-mail.

**Senior Driver** – Applicants must:

- have held a valid AWSA Senior Driver’s rating within the previous five years
- attend a sanctioned AWSA Drivers’ Clinic
- contact USA Water Ski & Wake Sports Officials Coordinator to verify the date of downgrade to a Regular Driver and date of the last clinic attended

USA Water Ski & Wake Sports will contact the applicant’s Regional Drivers’ Committee representative who will schedule a date to take the written and practical portions of the Senior Driver’s test in conjunction with a tournament.

For Senior Driver reinstatements, the test administrator will forward the written test, on-water practical evaluation and end course video or BPMS report **to the Regional Drivers' Committee representative** who will review and forward on to USA Water Ski & Wake Sports to award the new Senior Driver rating.

Reinstated drivers may use any tournaments driven in the past five years as credit toward advancement to the next driver's rating level.

## 12 – Emeritus and Retired

### SENIOR DRIVER EMERITUS

A Senior Driver Emeritus is recognized as a Senior Driver who:

- has made a significant contribution to the sport of water skiing through many years of driving
- retains the right to work as a Chief Driver or Driver of a Class C or lower tournament with no tournament or clinic maintenance requirements; however, the driver must maintain a current USA Water Ski & Wake Sports Active membership and Motor Vehicle Record (MVR) Review.
- recognizes that it takes significant practice to retain the skills necessary to drive in a sanctioned tournament and would not drive if his or her skills were not up to date

**Minimum Requirements** - Applicants must have:

- held a Senior Driver's rating for a minimum of ten years
- driven five Regional tournaments
- driven two National tournaments

Extensive special service of a driver in professional or international events may, at the discretion of the Drivers' Committee, be substituted for any of the above toward meeting minimum requirements.

**Application Process:** Candidates can apply for Emeritus status in one, two, or three events and will retain their current driver rating in the events not granted Emeritus status.

- Submit a letter requesting Emeritus status along with your qualifications, to your regional Drivers' Committee representative
- Your Drivers' Committee representative will verify that the minimum requirements have been met and obtain regional approval by a vote of the Regional Council.
- Upon regional approval, the recommendation will be forwarded to the Drivers' Committee Chair who will forward it on to the entire Drivers' Committee for a vote. Approval requires a 2/3 majority vote by the committee.
- The recommendation will then be sent forward to the AWSA Board of Directors for final approval.
- USA Water Ski & Wake Sports will formally notify the driver with a letter of confirmation and a certificate of recognition via mail.

## **REGULAR/SENIOR DRIVER RETIRED**

Many Regular and Senior Drivers do not meet the requirements for Senior Driver Emeritus but have been a dedicated driver in the sport for many years. The Regular/Senior Driver "Retired" status allows a driver to retire from tournament driving without being subjected to downgrading.

Retired Drivers retain the right to drive in Grassroots events and any sanctioned practice with no tournament or clinic maintenance requirements; however, the driver must maintain a current USA Water Ski & Wake Sports Active membership and Motor Vehicle Record (MVR) Review.

**Minimum Requirements** – Applicants must have held a Regular or Senior Driver's rating for a minimum of five years.

### **Application Process:**

- Submit a letter requesting "Retired" status to USA Water Ski & Wake Sports, your regional Drivers' Committee representative and Regional Executive Vice President
- USA Water Ski & Wake Sports will formally notify the driver with a letter of confirmation and a certificate of recognition via mail.

# Appendix A - Definitions

## DEFINITIONS

**Assistant Driver:** An Assistant Driver may drive any Class C or below tournament.

**Regular Driver:** A Regular Driver may drive any class of tournament, including record capability, except for the National tournament. A Regular Driver may serve as Chief Driver of a Class C or below tournament. Also see Appendix C.

**Senior Driver:** A Senior Driver may drive any class of tournament and serve as Chief Driver. Also see Appendix C.

**Assistant Chief Driver:** An Assistant Chief Driver, if used, shall act in the place of the Chief Driver in the event the Chief Driver is unavailable. In situations where the Assistant Chief Driver is fulfilling requirements toward an upgraded rating, the Chief Driver should try, when at all possible, to allow the Assistant Chief Driver to make boat and driver assignments to gain the knowledge necessary to function as a Chief Driver in the future.

The minimum driver rating required to serve as Assistant Chief Driver shall be:

- Class C and Below Tournaments – Assistant, Regular or Senior Driver
- Class E, L, R and Regional Tournaments – Regular or Senior Driver
- National Tournament – Senior Driver

**Chief Driver:** The Chief Driver is responsible for assigning all boats and drivers to events and for completing all necessary towboat documentation and other paperwork related to drivers' assignments.

The minimum driver rating required to serve as Chief Driver shall be:

- Class C and Below Tournaments – Regular or Senior Driver
- Class E, L, R, Regional and National Tournaments – Senior Driver
- National Tournament – Senior Driver

In areas where a Regular or Senior Driver is not available, the Executive Vice President may approve the use of an Assistant Driver as the Chief Driver of a Class C tournament, under the supervision of the Chief Judge.

**Emeritus Driver:** An Emeritus Driver may serve as Chief Driver and Driver in Class C and below tournaments.

**Retired Driver:** A Retired Driver may drive in Grassroots events, skier clinics, and any sanctioned practice.

## Appendix B – Quantitative Requirements for Advancement and Renewal

DRIVER RATING	APPLICATION AND ADVANCEMENT REQUIREMENTS									RENEWAL REQUIREMENTS		
	Min Age	Clinics	Tourns Driven	Tourns as Asst Chief Driver	Tourns as Chief Driver	TOTAL Minimum Tourns to Advance	Written Test	On Water Practical Test	Motor Vehicle Review (MVR)	Tourns/ 4-year cycle	MVR Review/ 2 years	Clinics/ 4-Year cycle
Assistant	16	1	See App				1	1	1	8	1	1
Regular	18	1	10 (5*)	2 (1*)		12 (6*)	1	1		12	1	1
Senior	18	1	16		2	18	1	1		12	1	1

\*denotes Fast-Track requirement

**In the above table, for advancement to Regular and Senior Driver, only events driven since the last upgrade are counted.**

## Appendix C – Slalom Drivers End Course Video Requirements

To refine the skills of our Senior Slalom drivers, the Drivers' Committee continues to stress the importance of boat path review. While all Senior Drivers are encouraged to submit a copy of an End Course (EC) video or Boat Path Monitoring System (BPMS) report annually (as described below), it is just as important that drivers not only take the time to review their path on a regular basis but also ask for immediate feedback when they are driving during a tournament. Asking a seasoned senior driver to watch you drive an event and provide immediate feedback, via a cell phone/radio, is the most effective way to get "real time" feedback and make corrections.

As stated earlier, all Senior Drivers are strongly encouraged to use and annually submit ECV or BPMS data, but it is **mandatory for any Senior Driver or Regular Driver** who drives or proposes to drive record tournaments, Regionals, Nationals, international, or pro events, to have current ECV or BPMS data on file in AWSA systems. Organizers of these events and regional selection processes will consider this information in making driver selection decisions.

The EC video or BPMS report must be either from a Record tournament or a pre-approved Class C tournament. The video or BPMS report should include, if possible, six skiers at short line lengths (35/38/39).

The fastest and easiest way to get a copy of your EC Video or BPMS report is to bring a thumb drive with you to the tournaments you plan to drive. Give the thumb drive to the Technical Controller, Tournament Chair or whoever oversees the EC Video DVR before the tournament starts. It is recommended that you let this person know which event you are going to drive before the event starts so that they know ahead of time that you would like to have a copy of your driving to take home that day.

File Name Format: Driver Name then date

Example: Dave Driver-06-15-2019

File Upload Link: <https://www.dropbox.com/request/kspVkuZjm5GYyjxplLeO>

**The preferred file format for Video is .AVI.** Acceptable video file formats include:

.avi, .avchd, .mov, .mpg, .mpeg, .mp4, .qt, .wmv

Please NO .AVR or .VOB file formats; they each require a special viewer or conversion.

**The preferred file formats for BPMS reports are .xls, .xlsx, .pdf**

You can also find the upload link on USA Water Ski & Wake Sports Web site under Technical Controller Resources - EC Video. Links to view end course video from other events can also be found there.



## Appendix D – Driver Responsibilities

As a driver, it is your responsibility to ensure all skiers receive a fair and equitable ride; and that all rules are followed. Make certain that you have good working knowledge of the rules – both AWSA and IWWF if you plan to drive World Standings List or Record events.

You may not use the rule tolerances to improve skier performance. It is your responsibility to attempt to be as close as possible to the actual rule specifications. AWSA 1.12

**In slalom**, that means that the boat should be as straight as possible in the center of the slalom course from 55-meter pre-gates through the end of the far exit gates as long as the skier is in the course. You must not exceed the allowable deviation for individual buoys or cumulative deviation as specified in the rules. AWSA 10.07

**In jump**, that means your boat path should be a straight line, at the requested off-set distance from the ramp, from the 180-meter buoy through the End of Course buoys. You should not change your boat path or boat speed to help a skier's landing or ride out. AWSA 9.06, 9.07

**In tricks**, that means a straight path for every skier as specified by the Chief Driver and Judge for the event. AWSA 11.07

## **Appendix E – Foreign Federation Driver Equivalent AWSA Driver Rating**

Foreign Federation rated drivers seeking an AWSA Driver's rating must contact the AWSA Drivers Committee Chair. The applicant must submit:

- 1) Proof of Foreign Federation rating.
- 2) Resume of driving experience (years, practice, ski school, etc.) that includes a list of IWWF Class L and R events driven.

Each application will be considered on the person's experience and qualifications. The AWSA Drivers Committee will review the applicant's experience and determine the appropriate AWSA level. Applicants must pass the written and practical examination for each event, to attain the equivalent AWSA Driver's rating.

## Appendix F - Foreign Driver MVR Equivalent Policy

This policy applies to all foreign-rated drivers driving boats at USA-WSWS sanctioned events, except for drivers appointed to drive World Championships events sanctioned by the International Waterski & Wakeboard Federation. Drivers appointed to World Championship events must comply with any requirements established by the International Waterski & Wakeboard Federation.

To provide for the safety of athletes and others at USA Water Ski & Wake Sports (USA-WSWS) sanctioned events, USA-WSWS adopts the following policy:

- 1) A foreign federation driver must become an Active member of USA Water Ski and Wake Sports for insurance coverage.
- 2) A foreign federation driver must have on file with USA Water Ski and Wake Sports a valid Motor Vehicle Review Certificate or alternatively, complete a **Driver's Certification** as outlined below.

Drivers who are not citizens of the United States, and who do not have a valid driver's license issued by a state within the United States or a Canadian province (excluding Alberta), shall provide USA-WSWS with a "Motor Vehicle Record Review" or substantially equivalent certification issued by the national/state/provincial authority issuing their motor vehicle driver's license.

If a certificate is not available, the foreign federation driver must complete the **USA WATER SKI & WAKE SPORTS INTERNATIONAL DRIVERS CERTIFICATION** document before participating in each USA-WSWS sanctioned event. The certificate is valid for the specific event only and must be retained by the Event Organizer for a period of six years.