

Boat Drivers' Qualifications Committee  
**DRIVERS' POLICY MANUAL**

*(Revised December 2012)*



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# AWSA BOAT DRIVERS' POLICY MANUAL

(Revised December 2012)

## PURPOSE

The drivers' program is designed to improve, develop and maintain the skills of both aspiring drivers and those drivers with many years of experience behind the wheel. One of the goals of our program is 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. With the exception of aspiring assistant drivers, a driver **may not** attend a clinic and be tested for upgrade on the same weekend. In addition, all drivers must attend a clinic once every four (4) years to maintain their existing rating (see policies on clinics for further information).

## STEP TWO - PARTICIPATION

For each rating level (assistant, regular and senior) there are quantitative requirements that must be met in order 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 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 USA Water Ski's records in case of discrepancies.

## STEP THREE - WRITTEN AND PRACTICAL EVALUATIONS

The written testing for regular or senior driver is an open book, true/false, multiple choice and fill-in exam. The on-water practical test evaluates a driver's skills under tournament conditions and is conducted under the supervision of three (3) senior drivers as outlined in the "[Testing for Driver's Rating or Upgrade](#)" section below.

## ASPIRING ASSISTANT DRIVERS

An aspiring Assistant Driver must:

- complete the tasks outlined on the [“Application for Assistant Driver”](#) and have them signed off by the Chief Driver of the tournament in which the experience was completed for each event for which you are making application. All of the work must be performed during USA Water Ski-sanctioned AWSA tournaments unless otherwise noted.
- purchase and authorize a Motor Vehicle Record (MVR) Review as outlined on the application
- forward the application with both sides completed to USA Water Ski Headquarters, Attention: Officials Programs. Be sure to retain a copy of the application for your records.

Once USA Water Ski has approved the application and has been notified that the aspiring driver has successfully passed the MVR Review, they will notify the applicant and regional Drivers’ Committee representative that he is eligible to take the written and on-water practical evaluations which are conducted by a panel of three (3) drivers in conjunction with a USA Water Ski-sanctioned AWSA Drivers’ Clinic. The Regional Drivers’ Committee representative will assist the applicant in locating a clinic.

Upon successful completion of the clinic, the Clinic Instructor(s) will forward the applicant’s clinic payment and written/on-water practical evaluations to USA Water Ski to award an Assistant Driver rating.

## QUANTITATIVE REQUIREMENTS FOR ADVANCEMENT AND RENEWAL

RATING TYPE/ LEVEL	APPLICATION AND ADVANCEMENT REQUIREMENTS									RENEWAL REQUIREMENTS		
	Min. Age	Clinics	Tourns.	Ast. Chief	Chief	Total Minimum # of Tourns. Worked	Written Test	Practical Test	Motor Vehicle Record (MVR) Review	Tourns/ 2 Years	MVR Review/ 2 Years	Clinics/ 4 Years
DRIVER Assistant	16	1	Use Application				1	1	1	4	1	1
Regular	18	1	10 (5*)	2 (1*)		12	1	1		6	1	1
Senior		1	16		2	18	1	1		6	1	1

\*denotes Fast-Track requirement

### Advancement to Regular or Senior Driver:

- Drivers should ensure they are receiving proper credit for events worked by logging into their [“Members-Only”](#) section of USA Water Ski’s Web site using their membership number and password and clicking on [“My Officials’ Ratings”](#).
- Drivers that 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 noted above, including attendance at a clinic since receiving their current Assistant or Regular Driver rating, drivers should contact USA Water Ski Headquarters to request verification of their quantitative requirements to upgrade.
- Once verified, USA Water Ski will notify the driver and Regional Drivers' Committee representative via e-mail that he is ready to take the written and practical on-water evaluations which are conducted by a panel of three (3) drivers in conjunction with a USA Water Ski-sanctioned AWSA Class C tournament. The Regional Drivers' Committee representative will assist the driver in setting up a testing date and location.
- Upon successful completion of the testing, the test administrator(s) will forward the written/on-water practical evaluations to USA Water Ski to award the new Regular or Senior Driver rating.

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

#### **Renewals:**

- To maintain a driver's rating, drivers must drive in the number of tournaments indicated in the renewal column above, for each event rated, during a two calendar year period. Renewal requirements are reviewed at the end of every "odd" year for rating renewal for the next two-year period (i.e., January 1, 2012 to December 31, 2013 for renewal for 2014)
- Assistant Drivers who receive their rating in the "even" year, will only be required to meet half of the renewal requirements above. Assistant Drivers who receive their rating in the "odd" year are automatically renewed for the next two-year period. These Assistant Drivers will, however, be required to meet all renewal requirements for the next two-year period.
- Senior Drivers who hold a slalom rating must submit an end-course video of their driving performance to their Regional Drivers' Committee representative once a year for review.

#### **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) the 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 Headquarters, Attention: Officials' Programs.

Once USA Water Ski has approved the application and has been notified that the applicant has successfully passed the MVR Review, they will notify the applicant and Regional Drivers' Committee representative that he is eligible to take the written and on-water practical evaluations which are conducted by a panel of three (3) drivers in conjunction with a USA Water Ski-sanctioned AWSA Drivers' Clinic. The Regional Drivers' Committee representative will assist you in locating a clinic.

Upon successful completion of the clinic, the Clinic Instructor(s) will forward the clinic payment and written/on-water practical evaluations to USA Water Ski to 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 (5) tournaments (reduced from 10)
- serve as Assistant Chief Driver at one (1) tournament (reduced from 2)
- attendance at a USA Water Ski-sanctioned AWSA Drivers' Clinic since becoming an Assistant Driver

Upon completing the reduced quantitative requirements noted above, the applicant should contact USA Water Ski 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 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 which are conducted by a panel of three (3) drivers in conjunction with a USA Water Ski-sanctioned AWSA Class C tournament. The Regional Drivers' Committee representative will assist you in setting up a testing date and location.

Upon successful completion of the testing, the test administrator(s) will forward the written/on-water practical evaluations to USA Water Ski to award the Regular Driver rating.

## EVENT CREDIT

**Chief Driver:** The Chief Driver shall receive credit for driving a tournament even if he does not actually drive in the tournament. Failure of the Chief Driver to complete and return the *Towboat Documentation Form* to USA Water Ski Headquarters within ten (10) days of the tournament will result in **NO** credit for driving the tournament.

**Assistant Chief Driver:** The Assistant Chief Driver **WILL NOT** receive credit for driving a tournament in which he does not drive. However, credit will be given for advancement purposes in meeting the requirement to serve in the capacity as assistant chief driver.

**Multiple Credits:** For upgrade purposes, work towards fulfilling the quantitative requirements as Chief Driver or Assistant Chief Driver of a tournament may not also count towards the required number of tournaments to be driven. For example, serving as Chief Driver of a tournament counts towards work as a Chief Driver or towards tournament quantity, but not both.

**Other Drivers:** Appointed or assigned drivers will only receive credit for those events driven in a sanctioned 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 Headquarters in order to receive credit.

**GrassRoots (Class F) Tournaments:** Driving in a GrassRoots (Class F) tournament counts for maintenance purposes only – not for upgrade. The Chief Driver of a Class F tournament receives one credit (for maintenance or upgrade) for the events included in that tournament.

**Drivers’ Clinics:** Clinic attendee and instructor participation in a Drivers’ Clinic with on-water instruction may be used in place of one (1) tournament credit per calendar year.

## **MOTOR VEHICLE RECORD (MVR) REVIEWS**

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](#). Current rated drivers must also pass a MVR Review once every two (2) years.

Follow the instructions below to purchase and authorize a Motor Vehicle Record (MVR) Review. Typically it takes two to three business days for the results to be returned to USA Water Ski. The screening agency will only notify the applicant if they fail the review.

- [Click here](#) to log into the “Members-Only” section of USA Water Ski’s Web site using your membership number and password
- Click on the *“Drivers’ Programs”* link from the navigational menu on the left-hand side of the page
- Click on the *“Purchase and Authorize a Motor Vehicle Record (MVR) Review”* link and follow the instructions to pay the \$12.50 screening fee
- Click on the link provided on the payment receipt to go to USA Water Ski’s screening agency’s Web site to submit an authorization

## **DRIVER CLINICS**

An AWSA-sanctioned Drivers’ Clinic shall consist of classroom and on-water practical instruction unless otherwise approved by a Regional Drivers’ Committee representative. Annual participation in an AWSA-sanctioned Drivers’ Clinic is recommended.

**Rating Maintenance:** All drivers must attend an AWSA-sanctioned Drivers' Clinic once every four (4) years to maintain their current rating. Failure to do so will result in an automatic downgrade to the next lower rating.

**Rating Upgrade:** Aspiring Regular and Senior Drivers must have attended an AWSA-sanctioned Drivers' Clinic, as part of their quantitative requirements for advancement, sometime after the date they received their current Assistant or Regular Driver rating.

**Clinic Credit:** Clinic credit will be given to drivers who drive at the AWSA-Approved Tournament Towboat Evaluations.

**Clinic Requirements:**

<b>AWSA-SANCTIONED DRIVER CLINIC REQUIREMENTS</b> <i>(approved speed control system with automatic timing required)</i>			
<b>CLASSROOM</b>	<b>ON-WATER PRACTICAL<sup>1</sup></b>		
<b>Clinic Instructor Requirements</b>	<b>Clinic Instructor/ Test Administrator Re- quirements</b>	<b>Minimum Clinic In- structor/Test Admin- istrator Requirements<sup>2</sup></b>	<b>Alternate Clinic Instruc- tor/Test Administrator Requirements<sup>2</sup></b>
1 Senior Driver	3 Senior Drivers	1 Senior Driver 2 Regular Drivers	2 Senior Drivers + ECV <sup>3</sup>

<sup>1</sup> *Speed Control-oriented classroom-only clinics, approved by a Regional Drivers' Committee representative, will meet clinic requirements for rating maintenance purposes only and may not count as clinic credit for rating upgrade.*

<sup>2</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>3</sup> *ECV = End course video meeting the technical guidelines for record capability tournaments is required for slalom and recommended for jumping.*

**Splitting Clinics:** With prior approval of the Regional Drivers' Committee representative, a clinic can be split into two separate sessions so that the classroom portion of the clinic can be administered at an earlier date than the on-water practical portion of the clinic. A clinic cannot be split over two calendar years.

**Clinic Sanctioning:**

- AWSA Drivers' Clinics can be sanctioned by completing the ["AWSA Drivers' Clinic Sanction Request Form"](#), located under the *"Officials' Resources"* section of USA Water Ski's Web site, and submitting it to USA Water Ski.
- Refer to the ["Application for Assistant Driver"](#) on USA Water Ski's Web site for requirements for aspiring Assistant Drivers prior to attending a clinic.
- Once approved, USA Water Ski will send a sanction approval via e-mail along with a sanction number and the electronic clinic materials.

- Within ten (10) days of clinic completion, the clinic registration form and all completed written tests and practical evaluation forms must be returned to USA Water Ski Headquarters along with the \$10 clinic fee for each clinic attendee. Instructors receive clinic credit but are not required to pay a clinic fee.
- USA Water Ski will issue clinic credit for the instructors and all rated drivers and award Assistant Driver ratings, as appropriate. USA Water Ski will also send a notification to new Assistant Drivers via e-mail.

## 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.

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

<b>WRITTEN TESTING PASSING PERCENTAGES</b> <i>(# questions correct ÷ total questions)</i>				
Testing for:	General Considerations	Slalom	Tricks	Jumping
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>(approved speed control system with automatic timing required)</i>					
Testing for:	Required Test Administrators	Testing Location	Minimum Test Administrator Requirements <sup>1</sup>	Alternate Test Administrator Requirements <sup>1</sup>	Maximum # of Times Can Test Per Calendar Year
<b>Assistant</b>	3 Senior Drivers	AWSA Drivers' Clinic	1 Senior Driver 2 Regular Drivers	2 Senior Drivers	2
<b>Regular<sup>2</sup></b>	3 Senior Drivers	Class C or higher tournament	2 Senior Drivers 1 Regular Driver	2 Senior Drivers + ECV <sup>3</sup>	2
<b>Senior<sup>2</sup></b>	3 Senior Drivers	Class C or higher tournament	3 Senior Drivers	2 Senior Drivers + ECV <sup>3</sup>	1

<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 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 a CLINIC, 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.
- **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 also be made to 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., Mens 1, Mens 2, Mens 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 a sufficient number of skiers for testing). Also, when selecting a tournament for testing purposes, select one where slalom, tricks and jumping 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 in order 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.

## REINSTATEMENT

### **Assistant Driver** – Applicants must:

- have held a valid AWSA Assistant Driver's rating within the previous five (5) years
- attend a sanctioned AWSA Drivers' Clinic
- successfully complete both the written and practical portions of the Assistant Driver's test
- insure that the *"Drivers' Clinic Registration Form"* returned to USA Water Ski 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, 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 (5) years
- attend a sanctioned AWSA Drivers' Clinic
- contact USA Water Ski Headquarters to verify the date of downgrade to an Assistant Driver and date of the last clinic attended

USA Water Ski 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, 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 (5) years
- attend a sanctioned AWSA Drivers' Clinic
- contact USA Water Ski Headquarters to verify the date of downgrade to a Regular Driver and date of the last clinic attended

USA Water Ski 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, the applicant will be notified of reinstatement as a Regular Driver via e-mail.

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

## **HARDSHIP**

The AWSA Drivers' Committee has the responsibility to ensure that all drivers have the current skills necessary to guarantee skiers the best ride possible. A skier should not have to ski behind a driver who has not practiced his or her skills. 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 him or her from meeting the minimal 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 Headquarters. 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, whichever is later.

## **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 maintenance requirements
- 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 (10) years
- driven five (5) Regional tournaments
- driven two (2) 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 USA Water Ski Headquarters who will forward it on to the entire Drivers' Committee for a vote. Approval requires a 2/3 vote by the committee.
- The recommendation will then be sent forward to the AWSA Board of Directors for final approval.
- USA Water Ski 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 the sport of water skiing without being subjected to downgrading. **Retirement means no more driving.**

**Minimum Requirements** – Applicants must have held a Regular or Senior Driver's rating for a minimum of five (5) years.

**Application Process:**

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

## DISCIPLINE

Any driver intentionally breaking the rules may be subject to disciplinary action. Any individual observing such intentional disregard of the rules shall report the incident in writing to their regional Drivers' Committee representative, copying the Committee Chair. The Chair will ballot the committee, and, if the committee finds that the situation so warrants, will recommend a course of action to the President of AWSA. Actions may include a letter of reprimand, suspension and/or demotion depending on the nature of the incident and any past occurrences.

## 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, with the exception of the National tournament. A Regular Driver may serve as Chief Driver of a Class C or below tournament.

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

**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.