

Here are the lane timer duties and responsibilities per the 2013 Rule Book.

102.17 TIMING PERSONNEL AND THEIR DUTIES

.1 Chief Timer — The Chief Timer shall:

A Assure the assignment of Lane Timers to lanes and the designation of one timer on each lane to be the Head Lane Timer.

B On the starting signal, start a watch(es) on every race. The time of this watch shall be used if a Lane Timer's watch fails.

C Be responsible for delivering all manual watch times, including those of disqualified swimmers, to the Timing Judge.

.2 Head Lane Timer — The Head Lane Timer shall:

A Determine whether the swimmer or relay team is present and in the correct lane, heat and event, and record the names and order of relay swimmers prior to the start of the race, and determine that the relay swimmers are swimming in the order listed.

B Determine and record manual watch times or the absence of a swimmer or the relay team seeded in that lane.

C Assign one timer to time relay splits and initial distance times if requested by the Chief Timer.

D Report and indicate on the timing recording form if the swimmer has delayed in touching or has missed the touch pad at the finish, or if there is reason to believe the semiautomatic or manual times may be inaccurate.

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.3 Lane Timers — Officials assigned as Lane Timers may simultaneously operate two dissimilar devices (one watch and one button) but not two similar devices (two watches or two buttons).

It is not within the Lane Timer's jurisdiction to judge if the swimmer's touch conforms to the applicable finish rules or if a relay take-off infraction has occurred unless assigned concurrent responsibility as a Lane Timer and Turn Judge or Relay Take-off Judge. Each timer shall:

A Be in position at the start to have an unobstructed view and shall start the watch at the instant of observing the visual starting signal. If the visual starting signal is not observed, the watch shall be started upon hearing the starting signal.

B Stand directly over the assigned lane at the finish to observe a touch above, at, or below the surface of the water and stop the watch and/or push the semi-automatic system button when any part of the swimmer's body touches the wall.

C Report the watch time to the Head Lane Timer or the designated recorder, report if a late or missed pad touch is observed; and, if requested, present the watch for inspection.

Lane Timers shall not clear their watches until a command to "clear watches" is given or the Referee signals that the next heat is ready to start.

Here are my summary of these same duties and responsibilities, formatted for lamination

Lane Timer Duties and Responsibilities

Watches Only Competition

1. Confirm the swimmer's name.
 - a. Before race start for all multiple length events (e.g., 100 yard freestyle).
 - b. After race finish for all single length events (e.g., 25 yard backstroke).
2. Start Watch on strobe light or on horn beep.
3. If the watch does not start or is stopped early obtain a replacement watch from Head Timer.
 - a. Stop watch when any part of swimmer's body touches wall. Stand up and lean over pool edge to get a good view of the finish
4. Record all times on documents provided. Note if "near miss" finish is observed.
5. Sit down to indicate you are ready for the next event or heat.
6. Reset the watch after the time is recorded and the referee gives the signal that the next event or heat should prepare to start (usually three short whistle toots).
7. A "Runner" will pick up the completed timing documents from you.