

**UNITED STATES ARMY GARRISON  
DIRECTORATE OF FAMILY AND MORALE, WELFARE AND  
RECREATION  
PRESIDIO OF MONTEREY  
MONTEREY, CA 93944-3413  
INTRAMURAL SPORTS STANDARD OPERATING PROCEDURES**

**ELIGIBILITY:**

- A. ALL ACTIVE DUTY SERVICE MEMBERS ASSIGNED TO THE PRESIDIO OF MONTEREY AND ATTACHED TO THEIR UNIT BY OFFICIAL ORDERS MAY TAKE PART IN THE INTRAMURAL SPORTS PROGRAM. SPOUSES AND DEPENDENTS (18 YEARS OF AGE AND OLDER, AND OUT OF HIGH SCHOOL), RETIREES AND DOD CIVILIANS ARE ALSO ELIGIBLE.
- B. THE INTRAMURAL PROGRAM IS DESIGNED FOR MEMBERS OF UNITS TO PARTICIPATE ON THEIR INDIVIDUAL UNIT'S TEAM ONLY. THERE MAY BE INSTANCES OF SERVICE MEMBER'S PLAYING ON OTHER UNITS TEAMS (I.E. THERE ARE NOT ENOUGH PLAYERS IN THE SERVICE MEMBERS UNIT TO FIELD A TEAM) AND IN THESE CASES IT IS REQUIRED THAT BOTH COMMANDERS OR FIRST SERGEANTS OF THE UNITS (THE SERVICE MEMBER IS ATTACHED TO AND THE UNIT THE SERVICE MEMBER IS REQUESTING TO PLAY ON) GIVE THEIR SIGNATURE OF CONSENT. IT IS ALSO REQUIRED IN THESE CASES THAT THE SPORTS MANAGER GIVES HIS/HER CONSENT. .
- C. REFERENCE: ARMY REGULATION 215-1 MORALE, WELFARE, AND RECREATION ACTIVITIES.

**PARTICIPATION:**

- A. COACHES MUST ENSURE ROSTER WITH PLAYER'S NAMES ARE CORRECT AND PLAYERS MUST BRING IDs WHEN PARTICIPATING. RANDOM SPOT CHECK OF PLAYERS ID'S WILL BE CHECKED AGAINST OFFICIAL ROSTER. OFFICIAL ROSTER WILL BE KEPT BY SPORTS OFFICE AND WILL HAVE THE SPORTS MANAGERS SIGNATURE.
- B. ALL PARTICIPANTS WILL SIGN "CODE OF CONDUCT" BEFORE THEY PLAY.
- C. ALL PARTICIPANTS MUST BE AN AUTHORIZED PATRON TO PLAY.
- D. ALL TEAM WITH MORE THAN 50% DOD CIVILIAN PLAYERS WILL NOT BE ELIGIBLE FOR PLAYOFFS. SPECIAL CIRCUMSTANCES WILL BE MADE ONLY BY SPORTS MANAGER.
- E. PLAYERS WILL PARTICIPATE ON 1 TEAM ONLY, PLAYERS WILL NOT MOVE TO OTHER TEAMS, SPECIAL CIRCUMSTANCES WILL BE MADE ONLY BY SPORTS MANAGER.

**LETTERS OF INTENT& ROSTERS:**

- A. ALL UNITS WILL FILL OUT LETTERS OF INTENT AND HAVE THE APPROPRIATE SIGNATURES ON THEM BEFORE THE DESIGNATED DEADLINE.
- B. ROSTERS ARE DUE AT END OF "PRACTICE" GAMES WEEK; ROSTERS WILL BE LOCKED(NO PLAYER ADDS/DELETES) UNTIL MID SEASON WEEK.

**MID SEASON REVIEW- COACHES HAVE ONE WEEK TO MAKE ADJUSTMENTS TO ROSTERS (ADDED PLAYERS CAN PLAY AS LONG AS DOES NOT EXCEED MAX ROSTER), THEN LOCKED THROUGH PLAYOFFS(NO ADDS/DELETES).**

- C. ROSTERS ARE LIMITED TO \_\_ PLAYERS' MAX PER SPORT; ALL INTRAMURAL SPORTS PLAYED AT PRESIDIO OF MONTEREY ARE CO-ED WITH EXCEPTION OF BASKETBALL. ANY PARTICIPANTS INTERESTED IN PLAYING, THEIR NAMES MUST BE SUBMITTED TO THE SPORTS MANAGER TO BE ADDED TO TEAMS NEEDING PLAYERS OR TEAMS WILL BE MADE WITH AVAILABLE PLAYERS.**
- D. 1 COACH AND 2 PLAYER REPRESENTATIVES ON TOP OF TEAM ROSTER, WHO WILL REPRESENT THEIR TEAM AT ALL MEETINGS AND DURING GAMES. COACHES ARE RESPONSIBLE FOR HAVING A SUBSTITUTE REPRESENT THE TEAM IF HE/SHE IS NOT AVAILABLE.**
- E. TEAMS ARE REQUIRED TO SUBMIT TO THE SPORTS MANAGER, 3 CONTACT PERSONNEL (1 COACH AND 2 ALTERNATES) EMAILS AND PHONE NUMBERS, THEY WILL BE THE PERSONS CONTACTED FOR ANY CHANGES/DISCUSSIONS DURING SEASON.**

### **CONDUCT:**

- SPORTSMANSHIP AND SAFETY OF ALL, #1 RULE!!**
  - A. UNSPORTSMANLIKE ACTS SUCH AS VERBAL ABUSE, PROFANITY, THREATS, AND FIGHTING HAVE NO PLACE IN THE PRESIDIO OF MONTEREY SPORTS PROGRAM.**
  - B. PRIOR TO EJECTION OF ANY PLAYER, A FIRST WARNING MUST HAVE BEEN GIVEN, AND RECORDED IN THE SCOREBOOK.
    - 1. (FIGHTING DOES NOT REQUIRE A FIRST WARNING PRIOR TO BEING EJECTED)**
    - 2. (VERBAL ABUSE, PROFANITY OR THREATS DIRECTED TOWARD AN OFFICIAL, STAFF, OR ANY OTHER INDIVIDUAL DOES NOT REQUIRE A WARNING).****
  - C. THE SPORTS OFFICE WILL BAN ANY PLAYER, COACH, OR SPECTATOR FROM A SPORTS PROGRAM AND FACILITIES WHO ABUSES THE PRIVILEGE TO PARTICIPATE. THIS ACTION WILL BE FOLLOWED BY AN OFFICIAL LETTER TO THE COMMANDER IF APPLICABLE.**
  - D. TEAMS FOUND PLAYING WITH NON ROSTER PLAYERS WILL CAUSE A FORFEITURE OF THE GAME, COACH/REP WILL RECEIVE A 1 GAME SUSPENSION AND THE TEAM PUT ON NOTICE.**
  - E. THE COACHES/REPS MUST ASSIST THE SPORTS OFFICE IN DISCIPLINING THOSE WHO DISRUPT AND DISTRACT US FROM COMMON GOALS OF SPORTSMANSHIP, COMPETITION, AND RECREATION.**
  - F. ANY PARTICIPANT OR COACH EJECTED OR ASKED TO LEAVE THE PLAYER AREA I.E., FIELD, GYMNASIUM, OR COURT, MUST DO SO DIRECTLY. FAILURE OF PLAYER OR COACH TO FOLLOW THIS RULE COULD CAUSE THE GAME TO BE FORFEITED.**
  - G. PARTICIPANTS OR COACHES EJECTED FROM ANY GAME WILL ALSO BE SUSPENDED FOR THE NEXT REGULARLY SCHEDULED GAME. THIS IS TO**

**INCLUDE BEING A SPECTATOR. PARTICIPANT OR COACH EJECTED FROM GAME WILL NOT BE ALLOWED IN GYM OR FIELD DURING THE GAME, OR GAMES THEY ARE SUSPENDED. A SECOND EJECTION, PLAYER/COACH WILL BE SUSPENDED FROM FURTHER PARTICIPATION DURING THE CURRENT SEASON AND PLAYOFFS.**

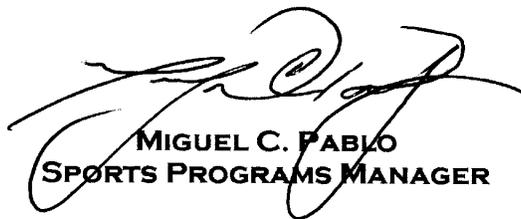
- H. EJECTIONS/SUSPENSIONS DO CARRY OVER FROM ONE (1) SPORTS SEASON TO ANOTHER, AS WELL AS FROM REGULAR SEASON PLAY TO PLAYOFFS.**
- I. WHEN ACTIONS DICTATE THE PRESIDIO OF MONTEREY SPORTS PROGRAMS MANAGER WILL REQUEST IN WRITING TO THE UNIT COMMANDER THE REPLACEMENT OF THEIR COACH.**
- J. ANY PARTICIPANT OBSERVED BY THE OFFICIALS OR SPORTS STAFF DRINKING ALCOHOLIC BEVERAGES PRIOR TO OR DURING HIS OR HER SCHEDULED CONTEST WILL BE PROHIBITED FROM PARTICIPATING.**
- K. ANY PARTICIPANT EJECTED FOR STRIKING OR SHOIVING AN OFFICIAL OR FIGHTING ANOTHER PLAYER MAY BE BANNED FROM FURTHER SPORTS PROGRAMS.**
- L. SUSPENSION OF PARTICIPATION AND FACILITY USAGE PRIVILEGES MAY BE PLACED ON ALL VIOLATORS.**
- M. TEAMS CITED FOR NUMEROUS VIOLATIONS WILL BE REMOVED FROM FURTHER LEAGUE PLAY. TEAMS EXPELLED FROM LEAGUE PLAY WILL BE PLACED ON PROBATION FOR THE NEXT SPORTS SEASON.**
- n. THE SPORTS PROGRAM MANAGER HAS FINAL DECISION ON ALL EJECTIONS/SUSPENSIONS AND/OR PROBATIONS, FOLLOWING CONSULTATION WITH THE INDIVIDUALS INVOLVED.**

**INJURIES:**

- A. WHEN AN INJURY OCCURS, THE FMWR STAFF ON SITE, IN CONJUNCTION WITH UNIT PERSONNEL PARTICIPATING IN THE GAME WILL ASSESS THE SITUATION, 911 WILL BE CALLED BASED ON SEVERITY OF INJURY.**
- B. FIRST AID WILL BE APPLIED WHEN APPLICABLE.**

**SITUATIONS NOT ADDRESSED IN SOP:**

- A. ANY SITUATIONS THAT OCCUR DURING THE COURSE OF THE SPORTS PROGRAMS AND ARE NOT COVERED IN THIS SOP WILL BE ADDRESSED BY THE SPORTS PROGRAMS MANAGER ON A CASE BY CASE BASIS.**

  
**MIGUEL C. PABLO  
SPORTS PROGRAMS MANAGER**

UPDATED: MARCH2013