

1. General

- a. This program is designed to encourage participation by eligible personnel and promote a healthy activity in a relaxed atmosphere that emphasizes esprit de corps among units.

2. Organization

- a. The program will be organized into a single round robin, playing all teams in the division.

3. Eligibility

- a. Authorized personnel include active duty military, reservists, dependents, DOD civilians, and NAF employees assigned to Travis AFB squadrons. Also recruiters from all branches assigned within a 50 mile radius. Personnel from other bases will not be allowed to participate in this program.
- b. TDY personnel/reservists assigned to Travis AFB for more than 90 days and through the duration of the season are eligible but must provide a copy of their orders to play.
- c. Any military member PCS'ing during the season will not be allowed to play thereafter.
- d. Civilian participants may not exceed 6 players or 30% of the team roster for intramural leagues.
- e. All members participating in any Intramural sport must always have in their possession a valid military ID, or similar ID indicating their employment with Travis and that particular unit. Program director will check individuals for proper identification (to verify eligibility) at random or as needed.
- f. Individuals who transfer squadrons during the season may choose to play with either squadron; unless two-thirds of the season has elapsed, then they must stay with the original unit. Decision must be made on the day of the transfer with a letter submitted to the Sports Department.
- g. Personnel must play for their respective squadron if their unit fields a team; and they may not switch teams at anytime during the season. Exception: paragraph 3f
- h. Penalty for using ineligible players is loss of every game that the ineligible player participated in.

4. Postponements

- a. The Fitness Center Director will decide on all requests for game postponements. Postponements will only be granted in the case of a base wide ORI or base wide exercise. Postponements will not be granted for routine down days or individual unit parties. Extraordinary circumstances requests must be signed by the Unit Commander, and must state the nature of the emergency, percentage of personnel involved, conflict dates and time, etc. A postponement request letter must be submitted not later than 1200 hrs the day before the scheduled game to be postponed. It is imperative that a team pull from all available substitute sources to include dependents, civilian squadron members, etc. before a postponement will be permitted. If a postponement is granted the game will be made up the following Friday or added to the end of schedule.
- b. Consideration will be given in the event of emergencies which preclude prior notification; however, it will be the responsibility of the coach or manager to take the necessary steps to insure that the Sports Department is notified in sufficient time to reschedule the game and to advise their opponents of the cancellation or postponement. Phone requests for postponement due to a military commitment must be followed up with a proper written request to the Sports Department. If any unit fails to comply with these guidelines, the game will be forfeited.

5. Forfeits

- a. If a team forfeits two (2) consecutive matches, or three (3) total matches throughout the season, they will be removed from the league.
- b. Teams that forfeit out of the league will also forfeit any Commander trophy points earned for the sport. An additional 30 commander trophy points will be deducted from the squadrons overall score.

6. Protests

- a. Protests will be limited to rules and interpretation situations and eligibility only. If a misinterpretation of a rule arises during a game, a protest must be registered with the official in charge of the game. Such protests must be made at the time of the infraction by the team coach. The official must then notify both teams that the game is being played under protest and so state that fact in writing in the official scorebook. A written protest must be then submitted by the protesting team to the Sports Department by 1200 hrs the next duty day.
- b. A protest regarding eligibility may be made at anytime by the team coach, but not later than one (1) day after the completion of the scheduled game in question.
- c. Teams may not make "handshake" deals to play a game that should normally be a forfeit. Teams caught doing this will both receive losses against their record.
- d. The Sports Department will review all protests; and if deemed necessary, the judiciary committee, consisting of three (3) members of the Sports Advisory Council, will review and take necessary action. When an active judiciary committee is not in effect the Fitness Center Director has the responsibility and authority to make the final decision.

7. Conduct/ Suspension

- a. Unsportsmanlike conduct is contrary to the basic principle of Air Force sports and will not be tolerated. Players who are fighting, using profanity, or under the influence of alcohol will not be allowed to play. Anyone ejected from a game for unsportsmanlike conduct will be suspended from the next two scheduled games or will be suspended for the rest of the season, depending on the severity of the action. Their First Sergeant will also be notified regarding the incident.
- b. Coaches are responsible for their teams' conduct 30 minutes prior to, during, and 30 minutes after the completion of the game.
- c. Any player or coach who strikes, attempts to strike, throws any object, or intentionally puts his/her hands on an official or another player/coach/spectator will be suspended from further play in the base sports program for one year.
- d. Any player or coach who is ejected twice (2) during the season for unsportsmanlike conduct will not be allowed to participate in that sport for the remainder of the season. If necessary, the actions will be brought before the Sports Advisory Committee for further action.

8. Awards

- a. Team awards will be presented to the league champions. Base champions and runners-up will receive 8 individual awards. Each unit must decide who will receive the awards.

9. Rules

- a. The rules that govern play are from the AARA rules and these Travis by-laws:

- b. There will be a total of three (2) singles matches and two (1) doubles matches for each competition. Singles play first, followed by doubles.
- c. All singles matches will be played first at the scheduled game time. Any player not available to play during this time will forfeit his/her singles match only. The doubles matches will start fifteen minutes after the last singles match or at whatever time each team agrees upon for that match, but no longer than thirty (30) minutes later. The designated time for play, either determined by the Program Director or agreed upon by both teams, is also forfeit time. The team captains are responsible for ensuring that their fourth player is either present or informed of the scheduled time to play the doubles match. Game time is forfeit time.
- d. Each team captain will enter their players into the singles and doubles categories for competition. Every player entry is considered a "blind" entry with no specific order of skill level or "match-up". When every entry is filled, team captains must reveal lineup sheets to each other to determine the match up. Once entries are revealed, lineups cannot be changed. Minimum of 4 to play all matches. If less than 4 show, only singles will be permitted to be played.
- e. Players will not play more than one singles and doubles match at any time during the evening. In the event that a player sustains an injury that prevents them from finishing their singles and doubles matches, each match that the individual could not complete will count as a forfeit. No substitutions will be allowed anytime during the game.
- f. The winner for each singles and doubles match will be determined by the best 2 out of 3 games. The first two games will be played to 15 points. If there is a tie after two games, then the third game will be played to eleven.
- g. Officials will not be present. Honor system rules apply.
- h. Scorecards must be filled out completely by the team captains and turned in to the Sports staff. Any discrepancies and/or incomplete forms will be charged as a forfeit of match to the team.
- i. Points will be awarded for each win in the singles and doubles category:
Singles = 1 point
Doubles = 2 points
Total match points for the team is 4 points.

10. Attire

- a. Appropriate athletic attire will be worn. No boots, brogans, shower shoes, or other street shoes will be worn. Athletic shoes will be worn. Slacks, jeans, or pants with belt loops will not be worn due to safety factor. The military uniform will not be worn. No jewelry will be allowed. Exception: wedding band and stud earrings (female).

11. Blood Rule:

- a. If a player cuts his/herself during a game they must stop the bleeding before continuing to play. If blood gets on any part of the player's uniform, he/she must change that part of the uniform before continuing to play.

12. General Provisions

- a. The athletic department reserves the right to modify any and all rules and by-laws with best interest of all concerned. This includes enforcement of all OI's, rules, and local by-laws. A protest need not be submitted by opposing team.

13. Commander's Trophy Points

Operating Instruction 34-2 will govern the awarding of Commander's Trophy Points.