IMHH-MWR September 12, 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Memorandum of Instruction (MOI) for the 2018/2019 JBM-HH Intramural Basketball Program

1. **Reference**:

* 1. AR 215-1, Morale, Welfare and Recreation Activities, dated 24 September 2010.
  2. 2018/2019 National Collegiate Athletic Association Rules

1. **Purpose:** To provide information, clarification, establish procedures, and outline responsibilities for the 2018/2019 JBM-HH Intramural Basketball program.
   1. **28 September 2018 - Registration Deadline:** register online at [www.quickscores.com/jbmhh](http://www.quickscores.com/jbmhh)
   2. **1 October 2018 - *Roster Turn-In deadline***
   3. **15 October 2018 - Season Begins**

1. **Participation:** Each unit/company may enter one or more teams. All team members are subject to the player eligibility rules as outlined in the Joint Base Myer-Henderson Hall MOI. All team members must have their Military/DOD identification card with them at all times, in the event any questions arise regarding player eligibility.
2. **Eligibility for Combining of Companies:** Eligibility is limited to military personnel assigned or attached to the participating companies. Companies with fewer than 150 military personnel may enter combined teams as long as their combined strength does not exceed 150 personnel. All individuals within these companies must play with the same team throughout the season. Request to combine companies must include the signed concurrence of all Commanders, OIC and/or NCOIC involved and the justification for this action. The JBM-HH (Joint Base Myer-Henderson Hall) Sports Office will review the case by case requests to combine for approval prior to the ROSTER SUBMISSION DATE.
3. **Formulation of Teams within Joint Base Myer-Henderson Hall**:Any company or department that is assigned to JBM-HH, Pentagon and immediate military area can enter a team as long as the following stipulations apply:
   1. The section or department that is formulating a team can recruit players from other sections or departments within the organization they are assigned or attached. If players are from different sections or departments, a letter of release and a letter of acceptance from gaining section must be turned in to JBM-HH Sports Office.

1. **CIVILIAN PARTICIPATION:** DOD Civilians assigned to JBM-HH and spouses are authorized to participate in the intramural flag football league with the following guidelines:
   1. Spouses/ DOD Civilians may participate only with their sponsor’s unit and they must provide a valid ID card.
   2. Teams failing to meet eligibility criteria will lose the game or match in question, by forfeit and the ineligible player will remain ineligible for the remainder of the season.

1. **Team Structure:** Each team that is entered into the JBM-HH Intramural Basketball league can have the following number of participants: 13 individuals (**12 players** + **1 non-playing coach**) for any game.
2. **Game Format/Rules**.
   1. Two (2) twenty (20) minute halves. The last (2) minutes of the second half, the clock will be a stopped clock. Between the first half and second half there will be a three (3) minute intermission. If two (2) teams are tied at the end of a regulation game, there will be a three (3) minute **OVER TIME PERIOD**. This time period will have a running clock through-out.
   2. If there are no officials present at the starting time for games, teams are required to stay 10 minutes after the official starting time. Teams leaving before the specified time will receive forfeits. The Sports Office will reschedule matches/games if the officials do not arrive.
   3. A team may start the game with **four (4)** players to avoid the game from being forfeited (***league only***). When the other players arrive they can enter the game without being penalized. However, in the Command Play-Off’s the game must start with the regulation number of **five (*5) players***.
   4. **Officials have complete jurisdiction of game, and handle all situations that arise before, during, and after all games**.

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* 1. **Home Team:**
     1. During regular season the Home Team is listed first on schedule.
     2. Command Play-Offs the home team will be determined by a coin toss.

* 1. **League Format:** Regular season will be in round robin format, i.e., 1, 2 or 3 times playing each team in the league or division. However, this will be decided on the number of teams participating, length of the season, team non-availability dates and number of officials’.
  2. **Command** **Play-Off’s:** The top two teams from each division or if only one division, up to four teams, will advance to the Command Play-Offs.
  3. **Shoes:** Participants and coaches must be wearing hand carried basketball shoes on the courts during their game time**. Shoes that are worn outside are not authorized to be utilized on any wooden court at any time.**
  4. **Shorts:** Shorts with belt loops and/or pockets are strictly prohibited. A player may not turn their shorts inside out nor tape their pockets in order to play.
  5. **Jewelry:** For safety reason, all jewelry, rings, hairpins and earrings must be removed, if anyone declines to remove these items they cannot participate in the game.
  6. **Injured Player with Blood:** A player, coach or official who is bleeding or who has blood on their uniform shall be prohibited from participating any further in the game until appropriate treatment can be administered. If medical care or treatment is administered in a reasonable length of time the individual will not have to leave the game. The length of time considered reasonable is left to the official’s judgment. Uniform rule violations will not be enforced if a uniform change is required. The head official will stop the game and allow treatment if the injured person would affect the continuation of the game. Immediately call the coach, a trainer or authorized person to help the injured player. Apply the rules of the game regarding substitutions, re-entry and short-handed player if necessary.

1. **CONDUCT**:
   1. Acts such as verbal abuse, profanity, taunting, threats and fighting have no place in any JBM-HHSports Program.
   2. When deemed necessary by the game official(s) that the game cannot be controlled due to unsportsmanlike conduct by a team or teams, a forfeit will be charged to the offending team. Under such circumstances, teams will be clearly warned by the official prior to the game being forfeited.
   3. Any coach or player ejected or asked to leave the playing area, must leave the area within one (1) minute, out of sight and sound. Failure to comply will result in a ***forfeit*** for that game, for the ejected player’s team.
   4. Players or Coaches ejected from any game lose the right to participate in the current game and the following game. If a player or coach is ejected from a tournament game, they will be prohibited from participating in the remainder of the tournament.
   5. Any player, coach or spectator who is ejected from the playing area for ***flagrant misconduct*** (e.g. fighting, threating an official, or intentionally trying to hurt someone) that individual or group of individuals is prohibited from participating in the remainder of the program or possibly indefinitely from the JBM-HH Sports Program (depending on the severity of conduct).
   6. **Alcohol:** If a player or coach has a strong smell of alcohol and their behavior demonstrates that they do not have control of their actions, the officials will eject that individual from the game and they will miss the **next three (3) games.** A second occurrence with the consumption of alcohol by an individual while participating in JBM-HH Intramural Basketball will result in his or her privileges being suspended **for the remainder of the season**.
2. **Administration of League and Command Play-Off**:
3. **Forfeits: *Game time is forfeit time*.** A grace period of **ten (10) minutes** is in effect for the first game of the day, during the league only. This grace period is for bona-fide military **requirements of the company, vehicle failure or inclement weather. *To receive this grace period*** the Sports Office must be informed as soon as the incident arises. Teams that forfeit two (2) games during the season will be dropped from the league and will not participate in the Command Play-Off’s. Players from teams that have been dropped from the league are not authorized to participate with any other team in the league. When a team forfeitsout of the league, their remaining games will be forfeited wins for their opponents.
4. **Regular Season Ties:** If two (2) teams tie for the same position in the final season standing, the following criteria will be used to break the tie.

* 1. Head to head competition - the regular season results of games won and lost between tied teams will be used to break the tie.
  2. If Head to Head competition fails to break the tie, e.g., both teams played each other twice and they each won a game, then total points scored will be compared to points allowed in order break the tie.
  3. If points scored versus points allowed are the same, then another game will be played between the 2 teams to break tie, if there is sufficient time remaining in the season. **If not**, then a coin toss will decide tie breaker.

1. **Protests**:
   1. Only the following matters are able to be protested:
      1. Player eligibility
   2. Any protest based solely on the judgment of the official ***will not be accepted as a valid protest***.
   3. When a verbal protest is lodged by the coach of a team and is not satisfactorily explained by an official, the coach will notify the head official that he is playing this game under protest conditions. The official will stop the game and record that the game is being played under protest. Once this has been done the game will resume. The following information will be provided to the Sports Office Staff on duty: time, date and what is being protested by the head official.
   4. A formal written protest must be filed by the offended Coach within 24-hours of said protest and contain the following information**:**
      1. Date and time of game.
      2. Name of game official or eligibility players name.
      3. Rule and section in 2017/2018 NCAA Rules Book or by this Memorandum of Instruction the protest is based on.

* 1. The JBM-HH Program Administrator will decide all protest rulings.

1. **AWARDS:** The following awards will be presented for this program:

* 1. League(s): 1st Place Team Award.
  2. Play Off: 1st, 2nd Place Team Awards and 1st Place Individual Awards (15).

1. **POC:** For further information concerning this program contact Mr. Richard Pulignani via phone (703) 696-7867/7868.

LAVON S. WASHBURN

Sport, Athletics and Community

Recreation Officer

DISTRIBUTION:

Unit Coach/ Representatives